

Timelines for Rating Strategy Review (dates for RSSC meetings may be subject to change)		
Step	Details	Due Date
Develop Draft Terms of Reference for the Rating Strategy Steering Committee (RSSC).	Main objective of RSSC being to provide input into a new Rating Strategy document with particular emphasis on confirming key principles and differential rating categories the Council should consider in developing its Rating Strategy.	For August Ordinary Council Meeting 23 August 2017
Council endorses process to implement a review of the Council's Rating Strategy, including adoption of Terms of Reference.	Recommendation presented at August Ordinary Council Meeting	23 August 2017
Nominations sought from a cross-section of rate-paying stakeholders for RSSC.	Promotion of nominations being sought for the group via: <ul style="list-style-type: none"> ○ Public notices ○ Council's information page in the Local papers ○ Targeted stakeholders – invitations to submit a nomination ○ Council website – Information kit, including nomination form, available for download online 	Nominations close 29 September 2017
Nominations reviewed and group appointed.	Seek and appoint nominees through a public consultation process.	For October Ordinary Council Meeting 26 October 2017
Endorsed members contacted by telephone.	Corporate Services to make contact and also check availability for meeting days / times.	27 October 2017 –
MEETING ONE The RSSC meets and develops draft Rating Strategy.	Topics: <ul style="list-style-type: none"> ○ Welcome / introduce members ○ Discuss Terms of Reference ○ Objectives of RSSC ○ Items outside scope of the review ○ Council's responsibilities to the RSSC ○ Composition and proceedings of the RSSC, including RSSC representation ○ Meetings of the RSSC ○ Indemnity / Conflict of Interest ○ Term of Appointment ○ Revocation of Terms of Reference ○ Present information kits including ○ Terms of reference ○ Ministerial Guidelines for Differential Rating ○ AVPCC Codes ○ MAV publication <i>Developing a Rating Strategy, A guide for Councils</i> ○ Excerpts from relevant legislation <ul style="list-style-type: none"> - <i>Local Government Act 1989 (LGA)</i> - <i>Valuation of Land Act 1960 (VLA)</i> - <i>Cultural and Recreational Land Act</i> ○ Current Council Rating Strategy ○ Benchmarking details from other regional Councils and neighbouring Councils ○ Member discussion regarding rating issues for review 	8 November 2017 (1.5 - 2 hrs)
MEETING TWO The RSSC meets and develops draft Rating Strategy.	Topics: <ul style="list-style-type: none"> ○ Rating Framework under the LGA, including valuations and other revenue raising options ○ What is a Rating Strategy ○ Confirm rating principles 	22 November 2017 (2 hrs)

MEETING THREE The RSSC meets and develops draft Rating Strategy.	Topics: <ul style="list-style-type: none"> ○ Consider modelling results based on rating principle proposals identified at last meeting ○ Discuss any other issues raised by the group ○ Endorse accepted position for: ○ Rate setting principals ○ Proposals for Council and community to consider ○ Development of Draft Rating Strategy for RSSC to review before presented to Council 	6 December 2017 (2 hrs)
MEETING FOUR The RSSC meets and develops draft Rating Strategy.	Topics: <ul style="list-style-type: none"> ○ Draft Rating Strategy reviewed and any amendments noted for change before presented to Council ○ The draft strategy may or may not have unanimous support from the reference group. Where unanimous support has not been secured a summary of the issues/positions of the various stakeholders will be provided to the Council for consideration. 	24 January 2018 (2 hrs)
Council officers to brief Executive on Draft Rating Strategy		1 February 2018 (1/2 hrs) (Executive briefing)
MEETING FIVE Submit draft Rating Strategy to the Council for consideration.		7 February 2018
Council consider the draft Rating Strategy		21 February 2018 (1 hrs) (Councillor briefing)
MEETING SIX Council brief RSSC outcome of their 21 February deliberations	Courtesy debrief to explain rationale for changes (if any) made to the Proposed 2018-2022 Rating Strategy.	7 March 2018
The Council determines a final position on the Proposed 2018-2022 Rating Strategy and includes the new Rating Strategy in its 2018/2019 Proposed Budget.		21 March 2018 Special Council Meeting (when Proposed Budget also being presented to Council meeting)
The Council authorises the CEO to advertise the 2018/2019 Proposed Budget and the Proposed 2018-2022 Rating Strategy.	The 2018/2019 Proposed Draft Budget, which includes the Proposed 2018-2022 Rating Strategy, is submitted for public comment in April 2018.	21 March 2018 Special Council Meeting (when Proposed Budget also being presented to Council meeting)
Public notice regarding submissions to the 2018/2019 Proposed Budget and the Proposed 2018-2022 Rating Strategy.		27 March 2018 – 26 April 2018
Submission period		28 days from Public Notice
Submission Hearing		23 May 2018 – Open session at Council
The Council receives and considers public comment on the 2018/2019 Proposed Budget and 2018-2022 Proposed Rating Strategy		30 May 2018 – Special Council Meeting
The Council adopts 2018/2019 Budget, and the new 2018-2022 Rating Strategy and advise RSSC of any changes made to the Rating Strategy (if any) via the Section 223 submission process		27 June 2018 – Council Meeting