

Further Information for those interested in expressing an interest in the Rates Strategy Advisory Committee

Committee Commencement Date:

- It is intended that an independent consultant be appointed by the 17 September for immediate commencement with planning activities
- The planning activities will involve determining the number and duration of meetings with the Advisory Committee and Council and plans for broader Community Engagement.
- The project itself is intended to commence the week starting 1 October but this date will be dependent upon appointment of the independent chairperson, independent consultant and the advisory committee members

Meeting Frequency and Duration:

- It is envisaged that the committee will meet between 4 and 6 times over the 2 month period from 1 October 18 to 7 December 18
- The exact number of meetings will be determined with the committee, the independent consultant and the committee chairperson
- The duration of the meetings will be determined by the independent consultant and the chairperson although it is anticipated they are likely to be for approximately half a day or 4 hours but each meeting may vary as required.
- The times for meetings will be determined through discussion with all members and the independent consultant although it is likely that weekends or after work hours is likely to be required

Sitting Fees and Expenses:

- In order to compensate partially for any general expenses incurred by members a \$100 sitting fee will be paid for each member for each meeting
- Additional expenses incurred re child care could also be covered by negotiation
- If meetings are to run over meal times then appropriate refreshments and meals will be provided.

Timing of Appointments:

- It is intended that appointments will be made as soon as possible after the EOI closing date of 17 September

Background Reading:

- The following documents have been provided on Council's website and will form the basis of the initial general education process for rates:
 - HRCC Rates Strategy 2018-19
 - Ministerial guidelines on Differential Rates
 - Local Government Victoria Revenue & Rating Strategy Best Practice Guide
 - VAGO Report on Ratings Practises in Local Government

Communications:

- The preferred method for communications and distribution of documents will be via e-mail where possible