

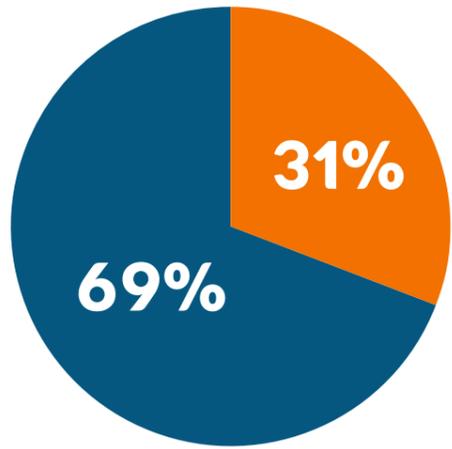


Differential rates and minimum payments

Lessons learned 2024

The 2024 submission period for applications has been reviewed by the Department of Local Government, Sport and Cultural Industries (DLGSC) and assessed against the Minister's Policy and the *Local Government Act 1995*, sections 6.33(3) and 6.35. The following provides a concise overview for areas requiring improvement by local governments and DLGSC.

2024 applications

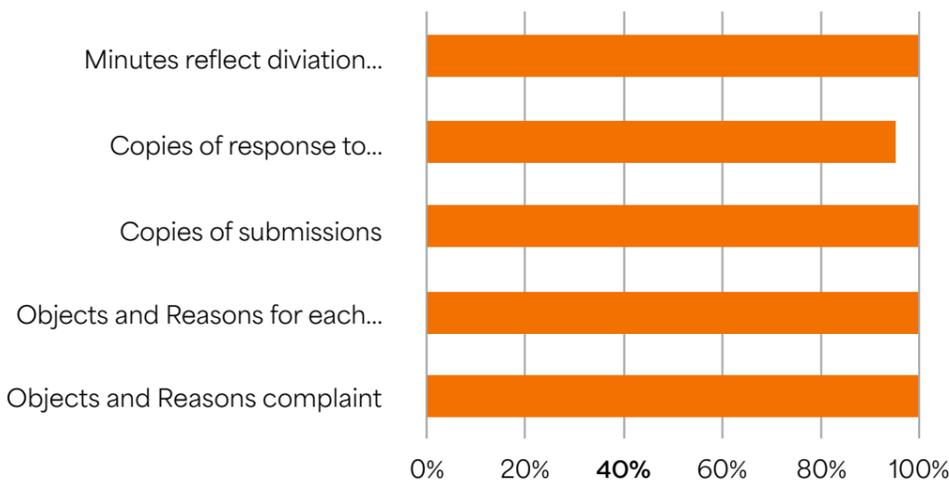
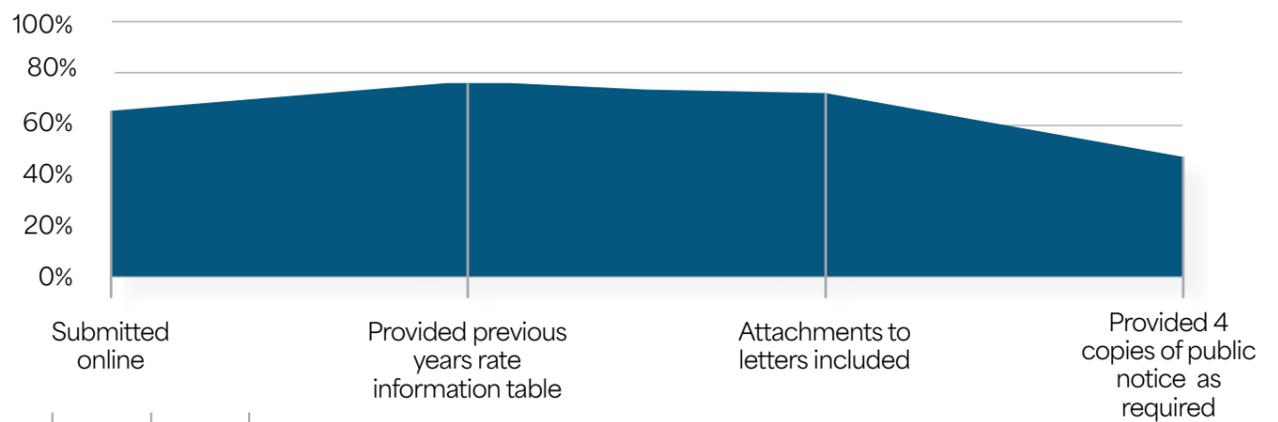


● complete ● incomplete

DLGSC received **24** differential rate and **4** minimum payment applications. All applications were approved.

Of the 28 applications received, 20 were incomplete.

Focus areas for 2025



In 2024, **16** of **28** applications lacked the required 4 copies of public notice, with only **45%** of local governments submitting all forms initially. While all forms were eventually provided, these delays may impact the timely adoption of budgets and issuing of ratepayer notices.

Actions local governments can take to improve their application

Public notice policy

- Public notice should be advertised on the local government's website and in at least 3 other places.
- All 4 forms of public notice should be provided to the Minister.
- Public notice must allow 21 days for public submission not including the date of advertisement.
- Advertisements should be based on current valuations from the Valuer General.

Rates information table

- Provide rates information table for:
 - the financial year for which the application is lodged.
 - the previous financial year.
- Ensure consistency of rate in the dollar (RID) and decimal points throughout supporting documentation.
- Rate information tables should include all rateable categories (unimproved value and gross rental value) and minimum payment.
- Council endorsed RID should be based on current valuations.

Use of RID

- Ensure to use the same RID consistently throughout your application, supporting documents and council minutes and resolutions.
- DLGSC has observed local governments noting their RID in different formats throughout the application e.g.:
 - 00.3800 (cents)
 - 38.0000 (rate in dollar)

Attachments to letters to ratepayers

- Ensure to provide a copy of each individually addressed letter to each ratepayer sent.
- The copies should also include a copy of the Policy and Objects and Reasons.
- DLGSC need to verify that the ratepayer was provided with sufficient detail and provided with the opportunity to make a submission based on the information provided.

What support is DLGSC providing?

- Undertaking further review of the online submission portal.
 - A [survey](#) asking for local government feedback.
 - Creating a comprehensive checklist for local governments to reference when preparing to submit their application.
 - Conducting webinars for local governments.
- Contact us at legislation@dlgsc.wa.gov.au

If you would like to participate in our **short survey**, please scan the QR code. Your feedback will be used to identify future improvements to our application process.

