



Application Form - Rating Policy: Differential General Rates (2019-2020)

This form is to be used by local governments for an application to the Minister for Local Government for approval to impose a differential general rate under section 6.33(3) of the *Local Government Act 1995* that is more than twice the lowest differential rate being imposed.

To assist with completing the application form, please ensure that the Rating Policy: Differential General Rates is reviewed. This policy outlines the legislative basis for an application as well as what guides the Minister's decision when considering applications.

The information you provide will be used by the Department of Local Government, Sport and Cultural Industries for the purpose of assessing the application.

Should you require assistance with completing this form, please telephone the department on (08) 6551 8700 or toll free for country callers on 1800 620 511, or email legislation@dlgsc.wa.gov.au. For alternative formats and more information, please visit the department's website at www.dlgsc.wa.gov.au.

For a Translating and Interpreting Service (TIS) telephone 13 14 50.

Before submitting this application, please ensure that:

- The matters within the Rating Policy: Differential General Rates have been complied with.
- Separate application forms are used if submitting an Unimproved Value (UV) and a Gross Rental Value (GRV) application.
- Public notice has been for a period of at least **21 days**, not including the date of advertisement.
- All relevant attachments are included (see checklist at the end of this form). It should be noted that applications **will not** be processed until all relevant attachments are received by the department.
- Adequate consultation has been undertaken. If there are fewer than 30 ratepayers in a category, each ratepayer should be contacted individually.
- Local governments may also wish to view the Rating Processes webinar which is available on the department's [Rating Policies web page](#).

Application Form

The City/Town/Shire of [Click here to enter text.] applies to the Minister for Local Government for approval to impose a differential general rate under section 6.33(3) of the *Local Government Act 1995* that is more than twice the lowest differential rate being imposed.

1. This application relates to properties proposed to be rated on the basis of:

Gross Rental Value (GRV) **Unimproved Value (UV)**

Complete a separate application for each valuation method.

2. Which rating categories require Ministerial approval (ie are more than twice the lowest)?

GRV Mining

3. Please attach the Rate Information Table for:

- a. the financial year the subject of this application, and
- b. the previous financial year.

Note: If you use the Moore Stephens System, this is Note 8: Rating Information.

Attachment 1: copy of the Rate Information Tables

Key Value - Objectivity

4. Details of land

Are the differential general rate categories based on zoning, land use, vacant land or a combination of these?

Yes No

5. Has there been a change to boundaries of the district within the past five years? If there has been, the Local Government Act provides that the land may be rated according to whether or not the land is in a town-site or in a particular part of a district.

Yes No

If yes, what date did the change take effect? N/A

Compliance with legislation

6. Have section 6.33(1) of the *Local Government Act 1995* and Financial Management Regulation 52A been complied with? Refer to the policy for details.

Yes No

7. Has the draft budget been prepared and the budget deficiency identified?

Yes No

Attachment 2: copy of the draft budget

If no, please advise how the budget deficiency has been determined.

N/A

Key Value - Fairness and Equity

8. Has council reviewed its expenditure and considered budgetary efficiency measures as part of its budget deliberations?

Yes No

Attachment 3: copy of council minutes. Please ensure that budget efficiency measures are clearly identified in the minutes.

9. Do the objects and reasons clearly explain why each differential general rate is proposed and why it is set at the proposed amount?

Yes No

Attachment 4: copy of the statement of objects and reasons

10. Has council adopted the objects of, and reasons for, each proposed differential rate?

Yes No

Attachment 5: copy of council minutes

11. If a category of ratepayer is significantly contributing to the local government's revenue through fees, charges and other payments, do these same costs form justification for the different rates in the objects and reasons?

Yes No

If yes, please explain: N/A

12. Has the land been revalued by the Valuer General's Office in the past 12 months?

Yes No

If yes, has this been taken into consideration in setting the rate in the dollar for those categories?

Yes No

Please explain: There was only a 0.13% change in valuations which is negligible

13. In categories where there were fewer than 30 ratepayers, has each ratepayer been consulted in writing and provided a 21 day submission period?

Each ratepayer should be provided a copy of the department's Rating Policy: Differential General Rates, the objects and reasons, the differential general rate that will apply and a comparison to the previous year.

Yes No Not Applicable

Attachment 6: copies of letters

14. Were any submissions or objections received?

Yes No

Attachment 7: copy of submissions

Attachment 8: copy of council response to each submission

Key Value - Consistency

15. Are properties that are used for the same purpose rated in a similar way?

Yes No

If no, please explain: N/A

16. Do the proposed differential general rates align with the rating strategy in the corporate business plan and long term financial plan?

Yes No

If no, has the council detailed its reasons for deviating from the rating strategy?

Yes No

Attachment 9: copy of council minutes

17. As part of the local governments rating strategy, has consideration been given to the rates being proposed in neighbouring or similar local governments?

Yes No

Please explain: Council does review the Shire of Yilgarn strategy in relation to this

Key Value - Transparency and Administrative Efficiency

18. Has the local government complied with the Rating Policy – Giving Notice and given public notice of the proposed rates?

Yes No

Attachment 10: copy of the public notice. Please provide a copy of the whole page, including the name of the publication and the date of publication.

19. On what date was the public notice given? Friday 1st May 2020

If this is before 1 May, this will have to be readvertised.

20. On what date did submissions close? Wednesday 27th May 2020

If fewer than twenty one (21) days (not including the date of advertisement), this will have to be readvertised.

21. Did the public notice contain all of the required information (refer to the policy)?

Yes No

If not, this will have to be readvertised.

22. Has council given full consideration to each submission received?

Yes No Not Applicable

Attachment 11: copy of agenda and council minutes. Minutes must clearly state that Council considered each and any submission.

23. Were any changes made as a result of the submissions or other factors?

Yes No

If yes, please explain: N/A

24. Did council resolve to make this application?

Yes No

Attachment 12: copy of council minutes

Attachments to support the application

Please provide the following attachments along with this application form. If the attachments are not provided, the department will request the documents before the application is progressed.

Attachment Checklist	Check box
Attachment 1: Copy of the Rate Information Table (Note 8 under the Moore Stephens system) for current and past financial year	<input checked="" type="checkbox"/>
Attachment 2: Copy of the draft budget	<input checked="" type="checkbox"/>
Attachment 3: Copy of minutes that reflect that council reviewed and considered budget efficiency measures	<input checked="" type="checkbox"/>
Attachment 4: copy of statement of objects and reasons	<input checked="" type="checkbox"/>
Attachment 5: copy of minutes where council adopted the objects and reasons	<input checked="" type="checkbox"/>
Attachment 6: copy of letters to ratepayers where there are fewer than 30 in a category	<input checked="" type="checkbox"/>
Attachment 7: copy of any submissions received	<input checked="" type="checkbox"/>
Attachment 8: copy of the response to submissions	<input checked="" type="checkbox"/>
Attachment 9: copy of the council minutes that reflect the reason for deviation from the rating strategy in the corporate business plan and long term financial plan	<input checked="" type="checkbox"/>
Attachment 10: copy of the public notice	<input checked="" type="checkbox"/>

Attachment Checklist	Check box
Attachment 11: copy of the council agenda and minutes where submissions were considered	<input checked="" type="checkbox"/>
Attachment 12: copy of minutes where council resolved to make an application to the Minister	<input checked="" type="checkbox"/>

Contact person: **Jamie Criddle**
 Email: ceo@westonia.wa.gov.au
 Telephone: 90467063
 Date completed: 24 June 2020

Please return this form and attachments to:

Manager Licensing and Industry Services
 Local Government, Liquor and Gambling Division
 Department of Local Government, Sport and Cultural Industries
 PO Box 8349, Perth Business Centre, WA 6849
 Fax: (08) 6552 1555 or Email: legislation@dlgsc.wa.gov.au