

Purpose

The purpose of this policy is to outline Wodonga Council's approach to performance reporting to ensure probity and transparency in relation to the council activities.

Objective

To ensure that the council meets all legislative requirements with regard to performance reporting, and to also assist in the identification of improvement opportunities.

Scope

This policy applies to all employees within the council, particularly those with responsibility for performance reporting, service delivery, management and leadership, and governance.

Definitions

Local Government Performance Reporting Framework (LGPRF)

A performance reporting framework developed by State Government Victoria that provides consistent performance reporting across all local government areas within Victoria.

Policy

The council is committed to keeping all members of the public continually informed of its performance.

Effective performance reporting is critical to the achievement of the council objectives as well as guiding continuous improvement in the effectiveness of activities which support the council strategic direction.

To support effective performance reporting the council shall:

- Identify appropriate targets and key performance indicators that measure the council performance;
- Strive to provide performance reporting that meets the community's expectations and requirements;
- Develop and maintain internal controls to ensure performance data is collected, analysed and reported in a consistent and compliant manner;
- Assign responsibilities to the council officers to collect and report performance data;
- Engage the council audit committee to verify performance measures reported as well as the adequacy and accuracy of reporting to the community;
- Conduct regular updates of performance to councillors and community;
- Identify other areas of performance measurement and reporting;
- Participate in the State Government Victoria, Local Government Performance Reporting Framework (LGPRF); and,
- Provide performance reporting data to the community through such means as the council annual report, the council website and Local Government Victoria's Know Your Council website.

Attachments

Nil

Related policies

- *Community Engagement Policy*
- *Compliance Directive*

Related legislation

- *Local Government Act 1989*
- *Local Government (General) Regulations 2004*
- *Local Government (Planning and Reporting) Regulations 2014*

References

- *Local Government Better Practice Guide 2014 – Performance Statement*
- *Local Government Better Practice Guide 2014-15 – Report of Operations*
- *Local Government Better Practice Guide 2014-15 – Performance Reporting Framework Indicator Workbook*

Review

This policy will be reviewed four years from the date of adoption, with operational amendments as required in accordance with Council / CEO approval.

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