

# LGPRF Data Submission 2025-26

## Practice Note 23

Released 27 February 2026

This practice note provides key information and timing in relation to submission of data to Local Government Victoria (LGV) for the 2025-26 Local Government Sector Performance Reporting.

## Reporting Timeline

Annually, Councils are required to complete and provide the Report of Operations, Performance Statement and the Local Government Sector Performance Report (LGPRF reporting). **Figure 1** displays the respective timelines for these reports.

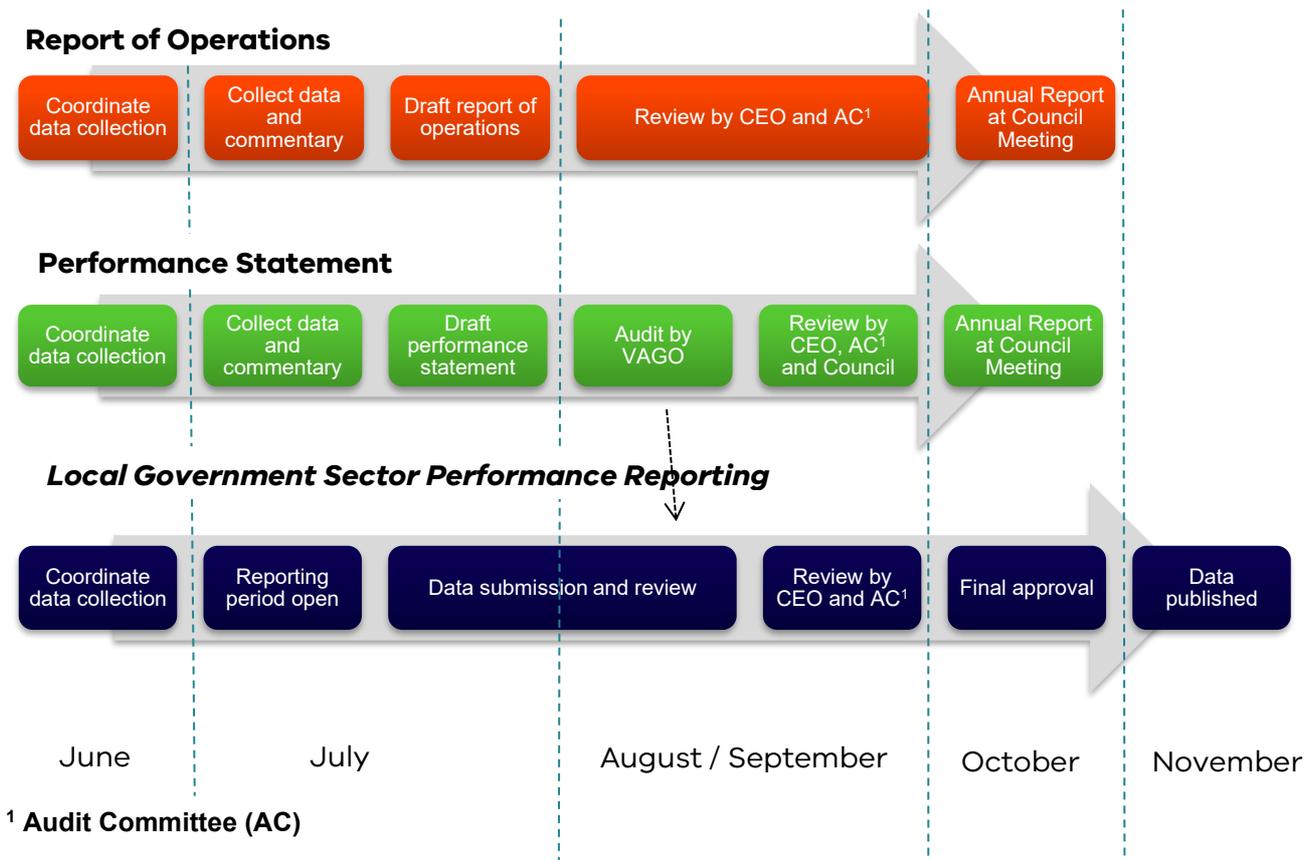


Figure 1 – Reporting Timeline Overview

# Local Government Sector Performance Reporting

**Figure 2** outlines the workflow for this year's reporting period. The workflow summarises the important stages each council should complete to successfully upload and publish its performance data via Local Government Victoria.



**Figure 2 - LGPRF Reporting workflow**

## Summary of stages:

### **Select review date**

LGV will invite councils to book a review date for their data submission. Councils may select an appropriate date for their review. LGV will confirm the review date based on availability.

### **Prepare and submit data**

Council's performance data is to be completed in the excel Reporting template (**Local Government Model Sector Performance Report**) and emailed to LGV via the email address: [performance@ecodev.vic.gov.au](mailto:performance@ecodev.vic.gov.au).

For more information on the data submission process, please refer to the **Local Government Better Practice Guide – Performance Data Submission 2025-26**.

### **Data review**

LGV will acknowledge receipt of your template and review your data. Once the review is complete, LGV will advise of any recommended changes or acknowledge completion of your review.

### **Approve release**

Once the review is complete, the data will need to have final approval before being released to the public.

### **Final data submission**

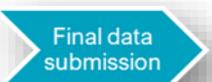
Once data is approved, Council will need to update Input 7 of the template with the approval and email the template to LGV via the email address: [performance@ecodev.vic.gov.au](mailto:performance@ecodev.vic.gov.au).

### **Prepare for release**

Councils are encouraged to consider any briefings required or prepare media releases ahead of the public release of their data.

## Key Dates

The following table details the key actions and milestone dates for the 2025 data submission for the LGPRF.

Stage	LGV Action	Council Action
	In <b>early June</b> , LGV will invite councils to select a review date.  LGV will confirm review date.	Select a date when your data will be available for a review (either before or after your audit).  Confirm your review date with LGV before <b>Friday 3 July 2026</b>
Reporting period opens <b>Wednesday 1 July 2026</b>		
		<ul style="list-style-type: none"> <li>Complete <u>all data</u> in the Reporting template</li> <li>Email the template to LGV by the <b>confirmed review date</b></li> </ul>
	LGV will review data and provide feedback to Council.  LGV Data reviews close on <b>Thursday 24 September 2026</b>	Council reviews feedback and if necessary, updates data
		Council makes any final changes to the data and obtains CEO approval to release the data.
		<ul style="list-style-type: none"> <li>Complete Input 7 on the Reporting template</li> <li>Email the template to LGV by <b>Friday 9 October 2026</b></li> </ul>
	LGV to release embargoed state-wide data by <b>Monday 19 October 2026*</b>	Council to review data and make any final amendments if required by <b>Friday 30 October 2026</b> .
Data released to the public by Local Government Victoria in <b>November 2026*</b> (Date to be confirmed)		

*\*Subject to data being received and approved from all councils by 10 October 2025.*

### **Further Information**

Councils are encouraged to familiarise themselves with the requirements for preparing and submitting an Annual Report, including the roles and responsibilities and timeframes in the **Local Government Better Practice – Preparing a Council Annual Report 2025-26**.

All guides and templates are available at:

<https://www.localgovernment.vic.gov.au/strengthening-councils/performance-reporting>

For more information on this practice note and the LGPRF reporting process, please contact:

### **LGV Sector Performance Reporting team**



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