
Summary of Changes:

Local Government Better Practice Guide 2019-20: Performance Reporting Framework Indicator Workbook and Local Government Performance Reporting Template 2019-20

Indicator Workbook

Due to significant changes to the Indicator Workbook, councils are encouraged to review the document and refresh their understanding. An overview of changes is provided below:

Section	Overview of changes
1. Approach to performance reporting	Updated with: <ul style="list-style-type: none">• Refreshed graphics;• Additional clarification on the framework and detail on Operational Performance Reporting and Strategic Performance Reporting;• Measuring service improvements through targets on input and output measures;• Additional sections on Developing LGPRF indicators, data presentation on Know Your Council and background to VAGO Annual audits.
2. Performance Indicators	Updated with: <ul style="list-style-type: none">• New format and layout; including:<ul style="list-style-type: none">○ Data classifications;○ Relationship to other indicators;

	<ul style="list-style-type: none"> ○ Expanded data use; ○ Suitability for target setting; ○ Case Studies and notes. <ul style="list-style-type: none"> • Advice on new indicators introduced in July 2019.
3. Governance and Management Checklist	Updated with: <ul style="list-style-type: none"> • New format and layout.
4. Optional Indicators	Updated with <ul style="list-style-type: none"> • New format and layout.
5. Performance Reporting Template	Updated with changes to the template.
6. Appendix A: Indicators to Classifications	Inclusion of table of all current indicators to classification
7. Appendix B: Expected range per indicator	Inclusion of table for the expected range per indicator.

Reporting Template

Section	Overview of changes
1. Note tab	Updated with: <ul style="list-style-type: none">• Quick guide with grouping and links to tab
2. Data Input 1 – Operational Control	Updated to reflect changes to the indicator sets.
3. Data Input 2 – Service Performance	Updated with: <ul style="list-style-type: none">• Refreshed format and layout;• Inclusion of 2019-20 new indicators;• Automated template guidance;• Guidance reference to Indicator Workbook.
4. Data Input 3 – Financial Performance	Updated with <ul style="list-style-type: none">• Refreshed format and layout to match standards;• Automated template guidance;• Guidance reference to Indicator Workbook.
5. Data Input 4 - Comments	Updated with <ul style="list-style-type: none">• Refreshed format and layout;• Option to conduct spelling check on comments;• Guidance reference to Indicator Workbook;

	<ul style="list-style-type: none"> • Removal of optional indicators.
6. Data Input 5 – Governance and Management checklist	<p>Updated with</p> <ul style="list-style-type: none"> • Refreshed format and layout; • Automated template guidance; • Guidance reference to Indicator Workbook.
7. Data Input 6 – Workforce Data	<p>Updated with</p> <ul style="list-style-type: none"> • Refreshed format and layout; • Guidance reference to Indicator Workbook.
8. Export 1 – Performance Indicators	<p>Updated with</p> <ul style="list-style-type: none"> • New indicators; • Moving export function to top of page; • File location.
9. Export 2 – Gov ad Mgt Checklist	<p>Updated with</p> <ul style="list-style-type: none"> • Moving export function to top of page; • File location.
10. Export 3 – Staff FTE and Fin Stat	<p>Updated with</p> <ul style="list-style-type: none"> • Moving export function to top of page; • File location;

	<ul style="list-style-type: none"> • Summary of Financial statement.
11. Output 1 – Report of Operations	<p>Updated with</p> <ul style="list-style-type: none"> • New indicators.
12. Output 2 – Performance Statement	<p>Updated with</p> <ul style="list-style-type: none"> • New indicators; • Removal of Optional Indicators.
13. Optional Select	New selection tab for Optional data indicators.
14. Optional Input	New data input tab for Optional data indicators.
15. Optional Output	New data output tab for Optional data indicators.