



## CouncilMARK™ local government excellence programme

### Glossary

Annual Plan	A plan that focuses on year-to-year budgets, prepared in each of the two years between LTP reviews. It sets out what the council plans to do in the next 12 months to move towards achieving its goals.
Asset management	The management by councils of full or partially community-owned and operated assets, often infrastructure such as local roads, water or housing.
Asset Management Plan	A tactical plan for managing a council’s infrastructure and other assets to deliver an agreed standard of service.
CouncilMARK™	The public facing brand name of the Local Government Excellence Programme. The CouncilMark is a signal to residents, businesses and the community of the quality of service and value that participating councils deliver. This device will be used to communicate participation in the Programme, as well as the rating the council receives.
District Plan	A plan that details the specific objectives, policies and rules that have been adopted to promote the sustainable management of natural and physical resources.
Foundation Members	A small group of councils who will lead and participate in the CouncilMARK™ local government excellence programme over its first year, helping LGNZ develop and refine it as needed.
Governance	The way a district, town, city or region is controlled by the people who run it. Elected councils have policies and continuous monitoring to ensure proper implementation of plans and budgets. Good governance requires a balance of powers between council members and the duty to maintain enhance the purpose, well-being and reputation of the council.
Independent Assessment Board (IAB)	An independent board of three members appointed to oversee the Programme’s assessment system and the provision of assessment ratings and reports to councils. The Board will be responsible for confirming the performance system, and also recruiting and overseeing the team of assessors that will undertake the assessments.
Infrastructure	Local and regional roads, pathways and cycleways, drinkingwater, wastewater and stormwater assets, sports and recreation facilities (parks, sportsgrounds, green spaces etc), community and tourism facilities (playgrounds, public toilets, libraries, museums, galleries and public art etc), town centres, and other facilities.

LGNZ	Local Government New Zealand is the membership organisation for all 78 councils in New Zealand. It is based in Wellington and advocates on behalf of elected councils.
Local Government Act 2002 (LGA 2002)	The legislative act that provides a framework and powers for councils to decide which activities they undertake and the manner in which they will undertake them.
Long Term Plan (LTP)	<p>The document required under the LGA 2002 that sets out a council's priorities in the medium to long-term.</p> <p>The Long Term Plan sets a council's strategic direction and work programme for the 10 years ahead. It outlines the services they will provide, the projects they will undertake, the cost of doing this work, how it will be paid for and how they will measure the quality and their effectiveness. The issues they face and the context within which they work are continuously evolving and, for this reason, an LTP is produced every three years.</p>
New Zealand Local Government Survey	A survey of 3,000 residents and local businesses throughout New Zealand was undertaken in 2014 and published in 2015. The New Zealand Local Government Survey report is available on LGNZ's website and will be repeated again in 2017.
Performance Assessment Framework	<p>The Performance Assessment Framework (PAF) includes a detailed set of performance indicators across four priority assessment areas:</p> <ul style="list-style-type: none"> <li>• Governance, leadership and strategy;</li> <li>• Financial decision-making and transparency;</li> <li>• Service delivery and asset management;</li> <li>• Communicating and engaging with the public and business.</li> </ul> <p>These areas were identified as important by residents and businesses in the 2015 New Zealand Local Government Survey</p>
Performance indicators	The questions and measures that will guide the independent assessors to undertake their assessment of each individual council. The indicators are mix of qualitative and quantitative indicators and are not a definitive list, with the expectation they will evolve over time.
SOLGM	The Society of Local Government Managers is the national membership organisation for local government professionals. Its role is to promote and support professional management in local government with a focus on providing professional leadership, promoting innovation and excellence in management practice and developing the sector capability to enhance service delivery to our local communities.

SOLGM “Australasian LG Performance Excellence Program”	SOLGM’s Australasian LG Performance Excellence Program delivering benchmarking information for councils and focuses on operational and internally focused performance measures.
Three waters	Drinkingwater, stormwater and wastewater assets and services.

**Supporting documentation**

[Local Government Excellence Programme prospectus – overview \(June 2016\)](#)

[Local Government Excellence Programme prospectus – performance assessment system \(June 2016\)](#)