

BUILD YOUR CONNECTIONS
CHALLENGE YOUR THINKING

INSTITUTE OF
PUBLIC ADMINISTRATION
AUSTRALIA

IPAA
ACT

T 02 - 6154 9800
E admin@act.ipaa.org.au

act.ipaa.org.au

Unit 4, 16 National Circuit
BARTON ACT 2600

PO Box 4349
Kingston ACT 2604

ABN 24 656 727 3751

PRIME MINISTER'S AWARDS FOR EXCELLENCE IN PUBLIC SECTOR MANAGEMENT

INVITATION TO NOMINATE 2019



INSTITUTE OF
PUBLIC ADMINISTRATION
AUSTRALIA

IPAA
ACT



INVITATION TO NOMINATE

The Institute of Public Administration Australia (IPAA) is calling for nominations for the **Prime Minister's Awards for Excellence in Public Sector Management** (the Awards). These pre-eminent Public Sector Awards aim to encourage and recognise better practice and innovation in all levels of Government in Australia.

The Prime Minister's Awards for Excellence in Public Sector Management focus on specific initiatives and are based on organisations demonstrating success against four demanding criteria. They are designed to honour the achievements of public sector work groups, units and teams rather than individuals.

Organisations have to demonstrate that they are able to devise and implement innovative customer-focused initiatives. They must also demonstrate that their success was not accidental — it must have been the result of a methodical and sustainable approach to improving the organisation's practices in client satisfaction, leadership, people management, change management, planning, governance and innovation.

IPAA PUBLIC SECTOR EXCELLENCE MODEL

The Awards are based on the IPAA Excellence in Public Sector Management Model, which draws on the best features of international excellence frameworks and assessment methodologies. It combines these with concepts and practices in a way that contextualises the Prime Minister's Awards for Excellence in Public Sector Management more closely with the Australian Public Sector, across all three tiers of government.

The Awards covered by this model are:

- **Sustainable Excellence in Public Sector Management** – Gold;
- **Sustainable Excellence in Public Sector Management** – Silver; and
- **Sustainable Excellence in Public Sector Management** – Commended

Two supplementary Awards may be awarded at the discretion of the judges to nominees for the Sustainable Excellence in Public Sector Management Award.

- **Collaboration** – joint nominations between two or more agencies or across levels of government, involving high performing initiatives; and
- **People and Change Management** – initiatives involving highly effective approaches to people and change management.

Further information about the IPAA Public Sector Excellence Model is available from the IPAA website as detailed on the following page.

KEY DATES

- 1 April – Stage 1 nominations open
- 30 May – Stage 1 nominations close
- 17 June – Stage 2 invitations issued
- 1 August – Stage 2 nominations close
- October – Awards Ceremony (date to be advised)

BENEFITS

There are many benefits in applying for an Award. Some of the benefits that all applicants will get from the nomination process include:

- Helping to maintain a focus on outcomes and results;
- Using the preparation of the nomination as an opportunity to review a major initiative/program or to consolidate understanding about the outcomes of a major initiative/program; and
- Receiving a feedback report that identifies areas for ongoing improvement.

The agencies that achieve recognition have the added benefits of:

- Public recognition of the efforts and achievements of teams and groups; and
- Raising the profile of their organisation.

Agencies should have a clear idea of their primary motivation for applying. This will help them get the most out of the nomination process and also from the feedback report that they will receive at the end of the assessment process:

- If they are applying because they want to win an Award then they should expect that their performance against the Awards criteria will be evaluated to a very high standard; and
- If they are applying because they are seeking to learn and improve their approach to achieving outcomes, then the rigor of the nomination and assessment process will provide scope for this to occur.

ELIGIBILITY

Any work unit, group or team within Commonwealth, State or Territory and local government Public Sectors may nominate an initiative for the Awards. Eligible initiatives can be large in scale and impact across the entire organisation (or multiple organisations), or they can be small in scale and impact at a more local level (or anywhere in between).

Only public sector organisations are eligible to nominate.

Initiatives that involve other organisations, private sector and/or community-based organisations are also eligible but only if the initiative is sponsored by the nominating public sector organisation. It is imperative that nominations that fall into this category are endorsed by the Secretary/CEO of the nominating public sector organisation.

Cross agency or whole of government initiatives are also eligible and are strongly encouraged.

RECOGNITION

Nominating agencies are invited to attend the Awards Ceremony, which will be held in October 2019. At the ceremony, winners will be announced and their Awards will be presented.

TWO-STAGE NOMINATION PROCESS

The nomination process involves two stages. In Stage 1, agencies are invited to submit a preliminary nomination in which they must outline what they have done for the Plan dimension of the Plan, Implement, Monitor and Measure, Sustain (PIMMS) assessment model for each of the four Awards criteria. Agencies will be asked to identify (but not to provide) evidence to support the claims made in their nomination. As part of their response to each Award criterion, agencies will also be asked to self-assess their performance, with a focus on the top 3 benefits to the organisation as a result of the initiative and the top 3 things that need to change to foster future success.

Stage 1 nominations will be assessed against the PIMMS model and potential finalists will be invited to submit a more detailed nomination for Stage 2 of the nomination process. Not all Stage 1 nominations will be invited to continue to Stage 2, particularly if they are very new initiatives or they are unable to identify relevant evidence in their preliminary nomination.

In **Stage 2**, agencies will be invited to submit a more detailed nomination that addresses all four Awards criteria against all four PIMMS assessment dimensions. All evidence mentioned in the agency's preliminary nomination will need to be supplied with the Stage 2 nomination.

Teams of Assessors drawn from Commonwealth and State/Territory Government departments will assess the nominations using the PIMMS methodology. At the end of Stage 2, a committee of eminent judges will review the list of finalists and select the Award Winners.

The final decision to confer Awards is based on there being nominations of an appropriate standard. All recommendations and decisions made by the Assessors and Judges Committee are binding and final.

NOMINATING FOR THE AWARDS

All the information required to prepare a nomination is available from www.act.ipaa.org.au. In addition, all nominations for Stage 1 and Stage 2 and supporting evidence for Stage 2 nominations must be lodged electronically through the Awards Portal on the IPAA website.

FURTHER INFORMATION

Further information can be obtained on our website at www.act.ipaa.org.au/pm-awards, or by contacting the IPAA Team on 02 6154 9800 or at pmawards@act.ipaa.org.au.

