



**PRIME MINISTER'S  
AWARDS FOR  
EXCELLENCE IN  
PUBLIC SECTOR  
MANAGEMENT  
INVITATION TO  
NOMINATE  
2016**

**CLOSING DATE  
FOR NOMINATIONS  
25 JULY 2016**



## INVITATION TO NOMINATE

The Institute of Public Administration Australia (IPAA) ACT Division 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, Silver, Commended

Two supplementary Awards (Collaboration and Innovation) may be awarded at the discretion of the Judges.

- **Collaboration**—joint nominations between two or more agencies or across levels of government, involving high performing initiatives
- **Innovation**—initiatives involving high levels of innovation with actual or the potential for highly successful outcomes

Further information about the *IPAA Public Sector Excellence Model* is available from [www.act.ipaa.org.au](http://www.act.ipaa.org.au).

## 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 comprehensive 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.

There is a considerable amount of effort required in preparing a nomination and 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.
- If they are applying because they are seeking to learn and improve their approach to achieving outcomes then the rigour of the nomination and assessment process will provide scope for this to occur.

## ELIGIBILITY

Any work unit, group or team within the Commonwealth, State or Territory and local government Public Sectors may nominate an initiative for the Prime Minister's Awards for Excellence in Public Sector Management.

**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.

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).

## ASSESSMENT AND RECOGNITION

Assessment for the Awards is conducted in two stages. In Stage 1, teams of Assessors drawn from Commonwealth and State/Territory Government departments will assess the nominations using the Plan, Implement, Monitor and Measure, Sustain (PIMMS) methodology. The assessors are independent volunteers drawn from across the public sector. They are trained in the Awards process and they evaluate nominations against the *IPAA Public Sector Excellence Model* to consistently and objectively assess the excellence of each nomination. In Stage 2, a committee of eminent judges reviews the list of finalists and selects 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 agencies are invited to attend the Awards Ceremony, which is held in November in Canberra. At the ceremony, Awards Winners will be announced and their Awards will be presented. In addition, the Award Winners will be celebrated through case studies on the IPAA website and other available publicity.

## NOMINATION GUIDELINES

All the information required to prepare a nomination is available from [www.act.ipaa.org.au](http://www.act.ipaa.org.au).

## CLOSING DATE

All nominations must be received by the closing date, 25 July 2016, in order to be assessed and considered for an Award.

## FURTHER INFORMATION

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