

Summary about the 2019 EXCELLENCE Awards

About the 2019 LGNZ EXCELLENCE Awards

The LGNZ EXCELLENCE Awards recognise and celebrate excellent performance by councils in promoting and growing the well-being of their communities.

The Awards are judged on a combination of general and specific criteria, incorporating best practice and components from the CouncilMARK™ excellence programme's four priority areas.

It is important to note that councils who have yet to participate in the Programme are at this stage still eligible to apply for the EXCELLENCE Awards.

Background and scope

With the introduction of the Local Government (Community Well-being) Amendment Bill, and the four well-beings, the EXCELLENCE Awards for 2019 have been reshaped. This is also as a direct response to feedback received on the awards categories and the application process from judges and councils.

The categories for 2019 are as below:

- EXCELLENCE Award for Social Well-being;
- EXCELLENCE Award for Economic Well-being;
- EXCELLENCE Award for Environmental Well-being; and
- EXCELLENCE Award for Cultural Well-being.

In addition, one or more individuals will be awarded the *Outstanding Contribution to Local Government Award*, and the conference dinner sponsor will also select the *Local EXCELLENCE Award* from among the finalists.

EXCELLENCE Awards general criteria

To be considered worthy of an award, the project should not be merely a good idea yet to be demonstrated in practice. It must have been implemented to the point where the results are tangible. Evaluative evidence should be available to demonstrate that what the application was intended to achieve is being achieved. Some applications may take several years for the results to be tested or become visible. All entries will be judged on the real world outcomes for communities, not the process used to get there (regardless of good it is).

Entries should include a description of the real world benefits of the application and present some discussion of costs. Significance can be local, regional or national and should not be valued solely on the grounds of size and scale of benefits, it should present some discussion of costs also. It is not the size of the project that your entry will be judged on, but the positive change it made to the well-being of your community.

It is also desirable that the application's content has the potential to be replicated in some shape or form by other councils or local government organisations.

Each of the entries will be judged according to criteria specific to each category as well as the following general criteria:

Leadership

- Demonstrates a clear vision, strategy and set of objectives;
- Presents good practice through decision-making and results;
- Demonstrates a commitment to openness and accountability;
- Presents exemplar leadership to others in the sector through professionalism and achievement; and
- The council exhibits meaningful engagement with iwi/hapū.

Innovation

- Demonstrates innovative and strategic approaches through research, creative concepts, new technologies or new policy development;
- Demonstrates cutting edge technology, or innovative business model development;
- Presents a cost-effective solution to an evident problem; and
- Demonstrates a collaborative partnership approach to service delivery involving other parties and/or a number of councils.

Results

- Demonstrates a measurable improvement in community well-being;
- Demonstrates an improvement in organisational performance in terms of productivity, and/or the quality of services provided;
- Demonstrates positive and effective impact on the quality of service to customers and communities; and
- Demonstrates positive and effective impact on New Zealanders' participation in, and satisfaction with, the processes of local government.

Specific awards criteria

EXCELLENCE Award for Environmental Well-being

The Award will be given to a Council with a project or programme that:

- has enhanced the environmental wellbeing of its city, district, region or part thereof; and /or
- demonstrates a sustainable process, with durable results; and/or
- instances where significant improvements in health and safety have taken place.

EXCELLENCE Award for Economic Well-being

The Award will be given to a Council with a project or programme that:

- has enhanced the economic wellbeing of its city, district, region or part thereof; and/or
- is responsible for sustained improvements in the performance of the Council or authority, while building organisational capability; and/or
- demonstrates strong adaptive ability to ensure effective performance in different contexts over time.

EXCELLENCE Award for Social Well-being

The Award will be given to a Council with a project or programme that

- has enhanced the social wellbeing of its city, district, region or part thereof and/or
- demonstrates strong community involvement in the designated project of programme; and/or
- demonstrates improvement in the integration of information, service delivery and processes across the Council or authority, to ensure that the organisation is responsive, and citizen-centric.

EXCELLENCE Award for Cultural Well-being

The Award will be given to a Council with a project or programme that:

- has enhanced the cultural wellbeing of its city, district, region or part thereof; and/or
- enhances local government's engagement with communities and citizens; and/or
- delivers accessible and responsive services to the diversity of ethnic and social groups in our communities.

Other awards

Local EXCELLENCE Award

Drawn from all finalists, one council will be presented with the Local EXCELLENCE Award in recognition of the increased value, benefit or improvements to the overall well-being of the people within their town, city, district or region, delivered through outstanding best practice governance and community engagement, and environmental, economic, social and cultural well-being.

EXCELLENCE Award for Outstanding Contribution to Local Government

This award will be presented to one or more individuals who have made an outstanding contribution to local government. This Award will be chosen by the National Council of LGNZ. Both National Council and LGNZ will be able to put forward nominations. This award will not be open for nominations to councils like the project awards above.

Eligibility

- Entry is open to any New Zealand local authority or council controlled organisation (CCO). There is no limit on the number of times a single local authority or CCO may enter. Multiple entries in the same category are permitted.
- Late entries will not be permitted.
- Entries can be for any project/programme/initiative that demonstrates, through narratives and documentary evidence, excellence and/or innovation over a cumulative period of not less than two years and concluding not more than one year prior to submission date.
- Awards will be presented at the 2019 LGNZ Conference & EXCELLENCE Awards Dinner being held at the TSB Arena in Wellington on 8 July 2019. There is no entry fee, but it is a condition of entry that finalists have at least one representative attend the dinner.
- The judges' decision on the award recipients is final and no correspondence will be entered into.
- From time to time LGNZ invites selected finalists to present their entries at various LGNZ events. It is a condition of entry that the entrant organisation agrees that it will make itself available to present at up to two such events (prior to 31 December 2020) if called upon with LGNZ covering any required travel costs. LGNZ will endeavour to give reasonable notice in respect to this requirement.
- All organisations that enter must provide LGNZ with assurances that all material included within their entry is theirs to use. It is a condition of entry that entrants agree to indemnify LGNZ from any financial or non-financial consequences in the event that their entry contains intellectual property that belongs to a third party. LGNZ reserves the right to request amendments or reject an entry under this clause.
- LGNZ reserves the right to reject entries that exceed the word limits prescribed.

How to apply

Expression of Interest

Councils interested in submitting an entry are invited to complete an Expression of Interest form first. This is essentially a shorter version of a full EXCELLENCE Award entry, and is intended to make the shortlisting process as easy and efficient for judges and entrants alike. It should be noted that EOI entries should aim to meet the judging criteria set out above, particularly the focus on measureable outcomes.

For Expression of Interest forms to be considered we need to receive the following:

- A completed and signed written EOI as prescribed in this form.
- Confirmation of your intention to participate in a two to three-minute video of your project (if a finalist) suitable for display at the LGNZ Conference & EXCELLENCE Awards dinner, social media and on LGNZ's website. The video will summarise the key points of your entry and will be arranged by LGNZ.
- Confirmation of your intention to have a representative at the LGNZ Conference & EXCELLENCE Awards dinner to represent your Award entry (if a finalist). Please note that a representative/s from your organisation will need to be in attendance.

Completed, signed and scanned **EOI forms** must be submitted by email to Excellence Awards administrator excellenceawards@lgnz.co.nz by 5pm on 22 March 2019 with *2019 EXCELLENCE Awards Expression of Interest* in the subject line.

Shortlisted finalist application

For shortlisted finalist application forms to be considered we need to receive the following:

- A completed and signed written application as prescribed in this form.
- Your organisation's logo in a high-resolution format suitable for printing.
- Six high resolution images suitable for printing relating to your project for use in social media and promotional material if needed. Video footage of your project is useful too.

Shortlisted finalists will be required to submit completed, signed and scanned **application forms** by email to Excellence Awards administrator excellenceawards@lgnz.co.nz by 5pm on 10 May 2019 with *2019 EXCELLENCE Awards Application* in the subject line.

Awards timeline

Process and timeline detailed below.

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| EXCELLENCE Awards launched | One day | 15-28 February 2019 (TBC) |
| Entrants complete Expression of Interest form | One month | 22 February to 22 March 2019 |
| LGNZ to compile EOI forms for assessment | One week | 25-29 March 2019 |
| Judges select shortlist | One day | 3 April 2019 |
| LGNZ to notify shortlist | One day | 5 April 2019 |
| Shortlist complete full application | Five weeks | 8 April to 10 May 2019 |
| LGNZ to compile applications for assessment | One week | 13-17 May 2019 |
| Judges select award recipients and Sponsor selects overall category recipient | Half day | 22 May 2019 |
| LGNZ to notify finalists | One day | 23 May 2019 |
| Award recipients notified under embargo | One day | 23 May 2019 |
| Finalists publicly announced | One day | 27 May 2019 |
| Award recipient videos created with LGNZ | Six weeks | June 2019 |
| Conference dinner and EXCELLENCE Awards recipients announced | One day | 8 July 2019 |

NB: School holidays Saturday 13 April - Sunday 28 April (includes Easter and Easter Tuesday and ANZAC day).