

ALGIM AWARDS GUIDE



2024



TABLE OF CONTENTS

01 INTRODUCTION

02 AWARD CATEGORIES

03 ELIGIBILITY

04 HOW TO ENTER

05 CLOSING DATE

06 CONFIDENTIALITY

07 JUDGING





08 PRIZES

09 AWARD CRITERIA

PROJECT OF THE YEAR

PROFESSIONAL EXCELLENCE
TEAM AWARD

TRAINING & DEVELOPMENT
GRANTS

COLLABORATION AWARD

JIM HIGGINS LEADERSHIP
AWARD





INTRODUCTION

The 2024 ALGIM awards recognise local government:

- teams who work well to achieve the best outcomes
- individuals who demonstrate the best leadership and practices
- councils who embrace the leverage technologies to their best advantage, for example to operate more effectively and efficiently to provide a great customer experience.

The 2024 ALGIM awards are your opportunity to shine amongst your peers. The use of technology and best practices in local government is continually expanding. Many innovative solutions are being designed and projects implemented which are worth sharing for the benefit of the local government sector.

We encourage all staff working in local government to submit entries under the following categories:

- ICT (information and communications technology)
- geospatial
- IM (information management)
- Smart Communities
- WDC (web, digital and communications)
- CX (customer experience).

Your support through an entry in the 2024 ALGIM awards is crucial to their success.

The awards will be presented to the winners at the 2024 ALGIM awards ceremony on 20 November 2024.

2024 AWARD CATEGORIES

| Smart Communities | ICT | Geospatial | IM | Web Digital Comms | CX |
|--|--|--|--|--|--|
| Project of the year | Project of the year | Project of the year | Project of the year | Project of the year | Project of the year |
| Professional excellence team of the year | Professional excellence team of the year | Professional excellence team of the year | Professional excellence team of the year | Professional excellence team of the year | Professional excellence team of the year |
| Training and development grant | Training and development grant | Training and development grant | Training and development grant | Training and development grant | Training and development grant |

| All disciplines |
|--------------------------------|
| Collaboration excellence award |
| Jim Higgins leadership award |

The awards will be judged by a panel of local government experts from nominations received. The top award entries and finalists will be publicly awarded and recognised.

ELIGIBILITY

Employees of New Zealand councils and CCOs who are members of ALGIM can submit an award nomination. They are all city, district, and regional councils including CCOs (Wellington Water and Auckland Transport).

Please note: award entries may not be directly submitted from elected members of a local authority or from a vendor who has been contracted to supply goods and/or services to a local authority.

Nominees for the 2024 ALGIM training and development grant need to be an employee of a local authority throughout the entire duration of the award process. This includes the time of the 2024 ALGIM awards ceremony and the conference/course that the successful recipient chooses to attend, to maintain eligibility. The grant is non-transferable should the recipient no longer be an employee of a local authority. The grant is also to be used within one year unless prior arrangement has been made with ALGIM.

HOW TO ENTER

Entry/nomination forms are available from the [ALGIM 2024 Awards Information page](#).

Complete the relevant entry/nomination form and click on the submit button at the end of the form. This will automatically send your entry to ALGIM.



CLOSING DATE

Entries for the 2024 ALGIM Awards must be received before the close of business on Friday 20 September 2024.



CONFIDENTIALITY

All entries become the property of ALGIM and cannot be used without the written consent of the applications for any purpose other than the award judging. ALGIM reserves the right to publicise the award winners and details of their case study and will advise award applicants of such details before publication.

JUDGING

The 2024 ALGIM Awards are judged by a panel of three judges.

Judging panels for the different awards include industry specialists and professionals with local government knowledge and experience.

Your project entry will also be considered by the judges for nomination in 'The LOLA International Award for Excellence'. LOLA Awards programme is held annually, the LOLA awards are part of the LOLA International Conference.

LOLA – ALGIM's international alliance

ALGIM is a founding member of the Linked Organisations of Local Authority ICT Societies (LOLA) an international group of organisations with similar goals. LOLA continues to grow, and current membership includes organisations from New Zealand, Australia, Belgium, Canada, Netherlands, USA, UK, and Sweden. Each year LOLA meets to share ideas and network. You can find out more about LOLA at lola-ict.org.



PRIZES

The recipients of each award will receive a trophy and certificate to be presented at the 2024 ALGIM awards ceremony evening being held at the Tākina Convention Centre, Wellington on Wednesday 20 November 2024.

In addition to these prizes, the winners of the 2024 ALGIM training and development grants will be given the opportunity to attend a conference/course suggested by the successful recipient, approved by ALGIM, to the value of NZD \$2,500 each.

Please note: additional prizes not mentioned above are dependent on sponsorship and may vary for each award.



AWARD CRITERIA

2024 ALGIM PROJECT OF THE YEAR

This award provides the opportunity for ICT, geospatial, Smart Communities, IRM web/digital/comms and CX-focused initiatives to enter the projects they have implemented that have made a difference to the organisation and improved service delivery to the community. The project of the year award recognises the importance of the process as much as the outcome achieved.

Please note even if it is across multiple council activities, please choose just one discipline to enter your project.

REQUIRED INFORMATION

The nominator needs to submit your project title and a brief description of your project including relevant links. The description should be 500-700 words (bullet points accepted). The points allocation guide explains the criteria and weighting for each award. These are the key areas your entry will be ranked against including a breakdown of maximum points available.

Entries must already be in live operation (first phase at least) and demonstrable if required by the judging panel.

Attach any additional material, media and references that help to provide a clear understanding of your entry. We ask that you consider the size of any such supplementary information when submitting your entry.

You will be asked to deliver a two-minute promo video which summarises your project in an entertaining way. The finalists will be notified by 20 October 2024 to enable the production of the video by 3 November 2024. ALGIM will make these videos available to share with the local government community and for the Awards evening.

Judges will shortlist and select finalists who will be required to give a presentation at the 2024 ALGIM Conference at Tākina Convention Centre, Wellington on Wednesday 20 November 2024. The presentation time is a maximum of 30 minutes (includes Q & A).

POINTS ALLOCATION GUIDE

Nominations for the 2024 ALGIM project of the year award will be assessed using the following criteria.

| Criteria/Weighting | Description |
|------------------------------|--|
| Benefits (15 points) | Briefly describe the benefits and the expected outcomes of your project in relation to your organisation's vision, goals and strategic direction. Describe the project's impact on the community, residents or specific target groups. Did the project have a short or long-term effect e.g. quality of life, economic, environmental? Did it realise the identified benefits? |
| Innovation (30 points) | Demonstrate innovativeness, uniqueness, and originality in terms of processes, practices, methodologies, technologies, or systems requirements, that created a positive change and added value to the organisation and/or to customers. Describe the potential to inspire future initiatives. |
| Collaboration (15 points) | Describe the level of collaboration involved in the project. Assess how well different stakeholders worked together to achieve the project's objectives, which could include other councils, government agencies, community organisations, businesses, and residents. |

POINTS ALLOCATION GUIDE CONTINUED

| Criteria/Weighting | Description |
|---------------------------------------|---|
| Project management (15 points) | Outline how the project/initiative was run, and the techniques and methodologies used to achieve the outcomes. Include communications, change management and buy-in of key stakeholders. What mechanisms were put in place to ensure proper governance, financial management, and reporting to demonstrate the responsible use of public resources. Provide details on the cost of the project/initiative, including information on the project's forecasted budget versus actual budget. |
| Success and effectiveness (25 points) | Outline the successes of the project and how the project achieved its objectives and the learnings you will apply going forward. Include the impact of the project/initiative such as results, cost-saving, efficiency gains, improved customer service and practicality, how the project has demonstrated best practice in the discipline, how you managed success and evidence of increased awareness of or commitment to the discipline. |

AWARD CRITERIA

2024 ALGIM PROFESSIONAL EXCELLENCE TEAM OF THE YEAR AWARDS

This award recognises outstanding teams who provide high-quality services in any of the following disciplines: ICT, geospatial, IM, web, digital/comms and CX services through the delivery of the outcomes sought by their organisation.

This award provides the opportunity for teams to enter and demonstrate the difference their team has made to the organisation, its customers and improved service delivery.

REQUIRED INFORMATION

The nominator needs to explain in 500 – 700 words (bullet points accepted) why their team should be considered for the 2024 ALGIM professional excellence team of the year award. The points allocation guide explains the criteria and weighting for the awards and the five key areas your nomination should address.

Email admin@algim.org.nz any additional material, media and references that help to provide a clear understanding of your nomination (maximum 5Mb).

The judging panel's decisions are final.

POINTS ALLOCATION GUIDE

Nominations for the 2024 ALGIM professional excellence team of the year award will be assessed using the following criteria.

| Criteria/Weighting | Description |
|---|--|
| Demonstrated professionalism, leadership and team development (20 points) | <p>Describe the team's commitment to upholding high professional standards in their conduct, communication, and interactions both within the team and with external stakeholders.</p> <p>Describe how your team situation fosters a positive work environment, encourages professional growth, and demonstrates strong leadership qualities. Describe initiatives that support employee development, mentorship, or knowledge sharing.</p> <p>Explain how your leaders guide your team towards success by inspiring and motivating team members.</p> |
| Adaptability and resilience (20 points) | <p>Describe your team's ability to adapt to changing circumstances, overcome obstacles, and maintain productivity in the face of challenges. Consider their response to unforeseen events or crises.</p> |
| Collaboration and teamwork (20 points) | <p>Describe the team's ability to work collaboratively and effectively as a unit. Consider the level of communication, cooperation, and support among team members.</p> |

| Criteria/Weighting | Description |
|--|--|
| <p>Exemplary performance and customer satisfaction (20 points)</p> | <p>Assess the team's achievements in surpassing performance expectations, meeting or exceeding key performance indicators and delivering outstanding results.</p> <p>Consider the impact they have made and the outcomes they have achieved.</p> |
| <p>Innovation (20 points)</p> | <p>Describe how your team has demonstrated innovative thinking and creative problem-solving in addressing challenges or improving service delivery. Provide examples of their ability to implement new ideas and initiatives. Describe innovative initiatives developed or incorporated by your team in the past 18 months. Explain why these initiatives are innovative within your organisational context and discuss their impact(s).</p> |

2024 ALGIM TRAINING AND DEVELOPMENT GRANTS

There are grants in this category for all disciplines: ICT, geospatial, IRM, web/digital/comms, Smart Communities and CX. The grants are to support professional development opportunities for staff within the sector and to recognise individuals who have displayed excellent potential within the appropriate disciplines. Nominations can be made:

- to attend a sector conference
- to support tertiary study
- to apply for an ALGIM study tour.

REQUIRED INFORMATION

The nominator needs to explain in 500-700 words (bullet points accepted) why their nominee should be considered for one of these grants.

Nominees for these grants need to be an employee of a local authority throughout the entire duration of the grant process. This includes the time of the 2024 awards dinner and the conference/course that the successful recipient chooses to attend. The grant is non-transferable should the recipient leaves their local authority. The grant must be used within one year of being awarded unless prior arrangement has been made with ALGIM.

In addition to the above information, please include a brief biographical outline of the nominee, including education, employment and other activities.

Email admin@algim.org.nz any additional material to help provide a clear understanding of the nomination (maximum 5Mb per email).

The judging panel's decisions are final.

The following points need to be considered regarding nominations:

Nominees for the training and development grants need to provide signed permission to confirm that study leave will be granted, allowing them to attend the conference/course they choose to attend should their application be successful. The signatory needs to be in a position where they have the authority to approve such a request.

Registration, accommodation and travel to attend the recipient's chosen conference/course will be provided by ALGIM and/or the award sponsor (to the value of NZD \$2,500). The award recipient must liaise with ALGIM regarding their itinerary, which ALGIM must approve prior to their departure. Any personal expenses or additional private travel will be the responsibility of the employee attending the conference/course.

An article outlining the attendee's experience of the conference/course attended is required to be written in conjunction with ALGIM's Marketing and Communications Manager for use in ALGIM publications and publishing the ALGIM 2024 Awards.

You will also need to send ALGIM a writeup and a one-minute video presentation on your chosen course of study which ALGIM can use to promote the training and development awards in the future.

The attendee will be representing ALGIM at their chosen conference/course and is therefore required to conduct themselves in a professional manner always.

POINTS ALLOCATION GUIDE

Nominations for the 2024 ALGIM training and development grants will be assessed using the following criteria.

| Criteria/Weighting | Description |
|--|--|
| Career growth (40 points) | Outline your experience in your discipline and what you intend to achieve by attending a conference/course /study tour approved by ALGIM. Describe the long-term benefits and value that this opportunity will bring to your personal growth, professional career, and the broader community or organisation. |
| Adaptability and growth mindset (15 points) | Describe your willingness to embrace challenges. Provide evidence/examples that you have a growth mindset, can learn from failures, and are open to new perspectives and experiences. |
| Potential impact (15 points) | Impact of the opportunity on your personal and professional development. Describe the skills, knowledge, or experiences you are likely to gain and how these align with your long-term goals. |
| Motivation and commitment (15 points) | Provide examples of previous achievements or demonstrated dedication to ongoing learning. |
| Relevance (15 points) | Describe why the opportunity aligns with your career aspirations or desired skill development. |

2024 ALGIM COLLABORATION EXCELLENCE AWARD

The ALGIM collaboration excellence award has been created to recognise and reward local government staff working in any discipline at any level who are effectively collaborating regionally or nationally with other councils to deliver. This award also recognises efforts made to build partnerships and manage relationships.

POINTS ALLOCATION GUIDE

Nominations for the 2024 ALGIM collaboration excellence award will be assessed using the following criteria.

| Criteria/Weighting | Description |
|---|---|
| Cross-functional co-operation (20 points) | <p>Describe how the organisation/team have effectively collaborated to foster a culture of shared goals and mutual support.</p> <p>Describe their ability to collaborate with individuals from diverse professional backgrounds and skill sets, creating a synergistic environment that maximises collective expertise.</p> |
| Stakeholder relationships and partnerships (20 points) | <p>Consider the team's efforts to engage, build partnerships and work collaboratively.</p> |

| Criteria/Weighting | Description |
|--|--|
| <p>Problem-solving through collaboration and inclusive decision-making (20 points)</p> | <p>Describe how the organisation/team have effectively addressed complex challenges by leveraging the diverse strengths and perspectives of team members through collaborative problem-solving approaches.</p> <p>Provide examples of their commitment to inclusive decision-making processes, ensuring that all members can contribute ideas and provide input.</p> |
| <p>Knowledge-sharing (20 points)</p> | <p>Provide examples of where the organisation/team have actively shared knowledge and best practices within the organisation, contributing to the professional development of team members and fostering a culture of continuous learning.</p> |
| <p>Measurable collaborative impact (20 points)</p> | <p>Assess the tangible outcomes of collaboration, such as improved project outcomes, increased efficiency or enhanced service delivery to measure the impact of the team's collaborative efforts.</p> |

2024 ALGIM JIM HIGGINS LEADERSHIP AWARD

The Jim Higgins Leadership Award has been created to recognise and reward local government leaders working in any discipline at any level. This award is in honour of our founder, Jim Higgins who died in 2023, who was an inspirational leader in local government technology .

POINTS ALLOCATION GUIDE

Nominations for the 2024 ALGIM Jim Higgins Leadership Award will be assessed using the following criteria.

| Criteria/Weighting | Description |
|--|---|
| Long-term vision and sustainability (20 points) | Leaders should have a long-term perspective, considering the sustainability and future viability of the community and / or the community. Describe how the candidate addresses issues such as environmental concerns, and promotes sustainable practices within your organisation and/or the community. |
| Ethical conduct and integrity (20 points) | Provide examples where the candidate has demonstrated high ethical standards and integrity in their actions, acting in the best interests of the organisation and/or the community and demonstrated honesty, transparency, and accountability in their decision-making - showing a commitment to upholding ethical practices. |

| Criteria/Weighting | Description |
|---|--|
| Impact and results (20 points) | Provide a summary of the candidate's achievement of tangible results where there has been a positive impact on the organisation and/or community. This could include successful implementation of projects, effective management of resources, improved public services, and measurable improvements in the quality of life for residents. |
| Innovation and adaptability (20 points) | Provide examples of where the candidate has shown a willingness to embrace innovation and adapt to changing circumstances. Consider their openness to new ideas, encouraging creativity and experimentation, and their proactiveness in seeking ways to improve local government operations and services. |
| Leadership development and mentorship (20 points) | Describe the candidate's investment in developing the next generation of leaders. Provide examples of where they demonstrate a commitment to helping and inspiring others to reach their full potential. |

FURTHER INFORMATION

For more information on awards, please contact ALGIM on +64 351 6334 or email admin@algim.org.nz