

Circular No. 09-38  
Date 23 October 2009  
Doc ID. A195085

Contact Gabe Hart  
02 4428 4171  
gabe.hart@dlg.nsw.gov.au

## **2010 MINISTERS' AWARDS FOR WOMEN IN LOCAL GOVERNMENT – CALL FOR NOMINATIONS**

In 2008 the Minister for Local Government and the Minister for Women established an Awards program as part of International Women's Day celebrations to recognise outstanding contributions and achievements made by women in local government in NSW to and for the local government sector.

The aims of the Awards are to:

- recognise and increase public awareness of the contribution of women to local government in NSW, and
- encourage more women to take on leadership roles in local government in NSW.

Information about previous Award winners is available on the Awards webpage on the Division for Local Government's website at [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au) under 'Information for Councils'.

Nominations are invited for the 2010 Awards program. Councils may be aware that 2010 has been designated the Year of Women in Local Government, which has the primary focus of raising awareness of the opportunities and benefits of increasing the participation of women in leadership and management roles within local government.

There are now six Awards within three categories:

1. Elected Representative (metropolitan council and rural/regional council)
2. Senior Staff Member (metropolitan council and rural/regional council)
3. Non-Senior Staff Member (metropolitan council and rural/regional council).

The previous Staff Member Award has been divided into two categories – Senior Staff Member and Non-Senior Staff Member.

The new Non-Senior Staff Member category is aimed at women who may not have worked in local government for long, or at a senior level, but who have had some significant achievements. The Senior Staff Member category will apply to all nominees who hold senior staff positions, as defined by councils in the Local Government Directory. The selection criteria for these categories remain the same as for previous years' Awards.

A list of council categories for these Awards is available on the Awards webpage.

## **Guidelines**

### ***Selection criteria***

Nominations must address the selection criteria, which are broad to encourage as wide a range of nominations as possible. Nominations should include specific achievements and/or examples that relate to criteria (2) below.

1. Nominee must be a current female member of staff or a current female elected representative of a NSW council.
2. Nominee must have demonstrated a significant contribution to local government in NSW in some way through one or more of the following:
  - (a) A specific action/event or a series of actions/events
  - (b) A sustained focus on an issue bringing about a positive, tangible result
  - (c) Leadership
  - (d) Innovation
  - (e) Achievements with an internal management focus
  - (f) Achievements with an external community focus
  - (g) Achievements that have encouraged the participation of women in local government.

Nominations may highlight the contributions made by women towards any aspect of local government, not just for contributions towards initiatives for women.

### ***Nomination process***

The nomination form is available on the Awards webpage.

Nominations can be made by completing and forwarding the nomination form by email to [womensawards@dlg.nsw.gov.au](mailto:womensawards@dlg.nsw.gov.au) or by post to Patty Rogers, Division of Local Government, Department of Premier and Cabinet, Locked Bag 3015, Nowra NSW 2541, or by fax to 02 4428 4199.

Please note:

- Nominations must be endorsed by two people other than the nominee
- Nominees must agree to the nomination
- Previous nominees are eligible for nomination, although previous winners are not eligible for nomination
- The cost of nominees attending the Awards presentation is to be borne by their council
- The nominee's supervisor and/or manager must be made aware of the nomination in order to facilitate attendance at the Awards presentation

- Details of award winners and their nomination may be made available on DLG, Office for Women's Policy, LGSA, LGMA and ALGWA websites and may be used in media releases, together with any photographs taken at the awards function
- Supporting information may be attached but should be kept to a minimum (resumes and references should not be attached). Supporting documentation will not be returned.

***Closing date for nominations***

Nominations close at **5pm on Friday, 4 December 2009.**

***Selection process***

It is anticipated that, as with previous Awards, a panel comprising representatives from the Division of Local Government, the Office for Women's Policy and ALGWA, as well as LGMA (for staff nominations) or LGSA (for elected representative nominations), will judge the nominations and select the winners for each category based on the selection criteria. Selection panel members will not be eligible for nomination.

***Presentation of Awards***

The Awards will be presented by the Minister for Local Government and the Minister for Women at a function to celebrate International Women's Day and the Year of Women in Local Government around 8 March 2010. All nominees are encouraged to attend the presentation. Invitations will be sent closer to the date.

***Enquiries***

Any enquiries should be directed to Gabe Hart on telephone (02) 4428 4171 (Wednesday-Friday).



**Ross Woodward**  
**Deputy Director General (Local Government)**  
**Department of Premier and Cabinet**