

icare[™]
tmf

2017 awards for excellence

Awards information guide



introduction

icare Self Insurance is proud to host the 2017 TMF Awards for Excellence. The Awards are an opportunity for TMF member agencies to showcase achievements within a variety of risk management related disciplines.

The 2017 TMF Awards for Excellence program is open to all TMF agencies and partnering service providers. The program recognises organisations of all sizes that can demonstrate a high level of performance in risk management.

This year the TMF Award for Excellence categories are:

Frameworks and Systems

Innovation

Process

Design

Reporting & Risk Intelligence

Risk Leadership

People's Choice

Award applications will be judged by an independent panel drawn from academia, industry and risk professional backgrounds.

The TMF Awards for Excellence winners will be announced at a luncheon on day two of the TMF Risk Management Conference on **Wednesday, 6 September 2017 at the Hilton Hotel, Sydney**. The Awards aims to recognise and celebrate leading risk management practices within the NSW public sector.

for more information

Suncorp Risk Services will provide advice to applicants who have questions. This will be available until **4:00pm Friday, 26 May 2017**.

General Award process enquiries: 8121 3706 (Zoe Brogniez)

Frameworks and Systems: 8121 1268 (Glenda Cartwright)

Innovation:

Design 8121 3723 (Saakshi Sharma)

Process 8121 1233 (Bronwen McFarland)

Reporting & Risk Intelligence 8121 3710 (Natalie Mitchell)

Risk Leadership: 8121 1220 (Kate Robinson)

All other email enquiries to riskservices@suncorp.com.au

2017 awards category criteria

Frameworks and Systems

This award recognises excellence in the implementation of a risk management related framework or system.

Awards are decided at the judges' discretion and may be awarded for each stream (i.e. work health & safety, injury management, risk management or organisation resilience) or as a whole; large, mid or small agencies will be awarded based on merit.

Organisations that have progressed in the implementation of a framework or system and have experienced improvements in work health and safety, injury management, risk, governance, audit or organisation resilience outcomes are encouraged to apply. Successful applicants must be able to demonstrate measurable improvements in processes or performance.

Innovation

Innovation in the NSW public sector is about creating the right environment for ideas and actions, and adopting new behaviours and ways of thinking. It can mean generating and implementing new ideas; changing or creating more effective processes or ways of doing things; or adapting to changes. It can be incremental, substantial or radical. It can be achieved through technology or by following a targeted strategic process.

Innovative Process is open for organisations that can demonstrate the application of an existing process in a new way creating positive changes and more effective processes.

Innovative Design will judge the development by agencies of a new or unique application, product or tool that is successful in implementing new ideas and more effective ways of doing things to reduce risk.

Reporting and Risk Intelligence is available for agencies that can show innovative ways to gather intelligence and disseminate successfully through their organisation to drive positive outcomes.

Risk Leadership

The Risk Leadership category is to recognise an individual or team that has completed one or more of the below:

- Managed and developed agency risk culture;
- Managed and developed agency risk capability;
- Inspired direction and purpose;
- Optimised business outcomes;
- Managed reform and change, within a risk context;
- Integrated risk with other business programs.

Award candidates should demonstrate leadership within their team, agency or wider TMF community. Candidates must be able to demonstrate an improvement of risk, WHS, IM or organisational risk management capability irrespective of the size, scope and complexity of that

organisation. The recipient of this award does not have to be a specialist risk practitioner or business leader.

People's Choice

People attending the 2017 TMF Conference and Awards for Excellence will have the opportunity to vote for their favourite finalist.

Finalists from each category will be eligible for the People's Choice award. Summaries of the finalists' submissions will be showcased during the TMF Conference and will also be available through the conference App.

submitting your application

Requirements of an application

The 2017 Awards for Excellence application is broken down into three parts:

- Part A: Category application form in the relevant category (word document)
- Part B: Supporting documents
- Part C: Executive sign off

Part A and B are due by: 6:00pm Friday, 26 May 2017

Part C is due by: 6:00pm Friday, 9 June 2017

Part A: Application form

The application forms are located at www.suncorpriskservices.com.au/2017-icare-tmf-awards-information-and-application-forms.

Part B: Supporting documents

Applicants are encouraged to provide supporting documents that demonstrate how the nomination meets the judging criteria.

This must be sent directly to riskservices@suncorp.com.au no later than **6:00pm Friday, 26 May 2017**.

Part C: Executive Sign off

CEO commitment and support is essential for the success of any risk management program. As the application relates to excellence in risk management, it is essential that the responses provided are understood and endorsed by the CEO.

Submit your executive signed document by **6:00pm Friday, 9 June 2017**.

Summary of application requirements

	<i>Due date</i>	<i>Method</i>
Part A: Category application form	26 May 2017	Word document Email to: riskservices@suncorp.com.au
Part C: Supporting documents	26 May 2017	Email attachment to: riskservices@suncorp.com.au
Part D: Executive sign off	9 June 2017	Email attachment to: riskservices@suncorp.com.au

Stage 1 – Award Submission review

The Suncorp Risk Services team will review the award submissions for completeness and to ensure they are in the correct category. The independent judging panel will evaluate the written applications. Candidates will then be invited to Stage 2 to present their Award submission to the judging panel as a finalist.

Award applicants will be notified by **Friday, 30 June 2017** of their progression to stage 2 and requirement to present to the judging panel.

Stage 2 – Finalist Presentation to judging panel

Presentations to the judging panel will take place on **Monday 31 July and Tuesday 1 August 2017**. It is recommended that **ALL applicants** intending to apply for an Award ensure these two days are quarantined in their diaries pending notification as the times and dates cannot be changed. The final schedule for judging and filming will be release on **14 July 2017**.

Finalists will be required for a 40 minute presentation to the judging panel. PowerPoint slides may be used however are not mandatory. There will be 20 minutes allocated for the presentation and 20 minutes for questioning from the judges.

Finalist Filming

Finalists in all award categories will be required to participate in a short film that will be played at the awards event before the announcement of the winner. Filming will occur on the same day as the presentation to the judging panel. Further information about filming will be received in **June 2017**.

Awards Event

Each finalist submission will be given one complimentary admission to the 2017 TMF Conference and Awards event held on **5 and 6 September 2017** at the Hilton Hotel, Sydney.

All finalists will be eligible for the People's Choice Award. Information from the submission will be promoted in the conference App. Finalists are encouraged to support their submission by networking and answering questions during allocated breaks at the conference. More information will be provided in July 2017.

All winners will be presented with a trophy and announced during the Awards event. All finalists will receive a certificate of achievement.

summary of key dates

What	Date
Applications released	7 March 2017
Applications due	26 May 2017
Executive sign off due	9 June 2017
Outcomes of stage 1	30 June 2017
Stage 2: Finalist presentations to judging panel and filming	31 July – 1 August 2017
Award winners announced	6 September 2017