



CRITERIA FOR ENTRY

Larger Business of the Year

This award will go to the business that has not only increased its own profitability and potential, but has also had a positive impact on the subregional economy as a whole. Turnover should be over £4 million in the year under consideration, and Final Accounts are required for the previous year. Such information will be treated with absolute confidence. Factors taken into consideration by the judges will include; how sales and profits have increased and how the company has performed using other relevant measures of success. The judges will be looking for clarity of vision and shared goals and the presence of a robust planning and strategy process.

Smaller Business of the Year

This award will go to the business that has not only increased its own profitability and potential, but has also had a positive impact on the local economy. Turnover should be up to £4 million in the year under consideration; Final Accounts will be required and such information will be treated with absolute confidence. Factors taken into consideration by the judges will include; how sales and profits have increased and how the company has performed using other relevant measures of success. The judges will be looking for clarity of vision and shared goals and the presence of a robust planning and strategy process.

Business Person of the Year

The award will go to the person who has made a significant personal contribution to the success of the company they run, or in which they are employed. Their personal involvement in the company's growth or expansion, its move into new products or services, new markets or areas of business activity will be considered, along with any other pertinent contribution made by the individual concerned.

Young Entrepreneur

This award is to highlight and recognise young businessmen or women in the Greater Peterborough area (18 – 40 years) who have demonstrated creativity and vision in their business. who have created wealth and employment with a sustainable and profitable enterprise. The criteria for entering this category is as follows: • The business must have been trading for a minimum of 3 years before the closing • date of 31/07/17 • The business must be based in Greater Peterborough • The organisation must be a commercial, profit making business • Entrants must be aged 18-40 years at the closing date for entries of 31/07/17 • Entrants must be the business owner

Staff Engagement Award

This award is open to companies which have implanted a significant innovative development in people management practices e.g. training schemes, reward and recognition structures, performance management systems and health and welfare schemes. The judges will be interested in the company's relevant policies and initiatives that have been introduced. They also wish to hear about the adoption of strategic policies that have resulted in benefits to the business; the extent to which those benefits can be measured in productivity and performance improvements and how any post training assessments are carried out.

Customer Service

This Award will go to the organisation that can best demonstrate that it truly has the customer at the heart of its business. It's wider than simply customer 'care', or 'satisfaction', and is more about ensuring everything that the company does has the customer at its core. The organisation must show where it deploys and manages its resources to continuously improve its performance standards to ensure it most effectively meets the needs of its entire customer base. The judges will want to see evidence of post sale support to make sure the customer was satisfied and got what they wanted from their purchase and also examples of how companies deal with specific customer care related issues. Each finalist will be asked to provide evidence that shows a high level of customer focus, and that they are actively on the side of their customers – ultimately, that they do more for their customers than other companies in a similar line of business. This award is open to retail, leisure, hospitality (e.g.) hotels, pubs, restaurants, shops etc or any business that has daytoday contact with the general public.

Environmental Achievement

This award is given to the company which has demonstrated a commitment to environmental sustainability and in so doing has contributed to Peterborough's growing reputation as the UK's Environmental Capital City. Achievements could cover actions to reduce the company's carbon footprint by reducing emissions, waste, transport impacts and other process efficiencies. Alternatively the company will have developed environmental goods or services that will contribute to reduced environmental impacts and improve sustainable development.

Social Enterprise Award

This award is open to charities and social enterprises who can demonstrate significant commercial and social impact of their activities. Judges will want to see clear evidence of commercial awareness and innovative strategies that complement the altruistic aims of the organisation. Budgetary Control and a sound Balance Sheet will be factors as will measurable success in achieving its goals and in building strong links to businesses and the local community.

Corporate Social Responsibility Award

This award will be presented to the company that has made a significant contribution to the community in which it operates and demonstrates a real commitment to corporate social responsibility

A wide range of initiatives are eligible and these can include one or more of the following:

- The creation of new jobs.
- Company policies that allow employees time off to perform community duties such as work in the magistrate court, work in education, with children, for example on reading schemes, helping and assisting in schools.
- Sub contracting work into the local community.
- Helping promote the Greater Peterborough area through business action.
- Offering business support to local charitable causes.

Evidence should be produced to show how your company engages in the community in both a business, educational and social sense.

Exporter of the Year Award

This award is open to any Greater Peterborough based organisation whose business activity includes the export of products, and/or services to markets outside of the UK. As a measure of success, the organisation needs to show that in those target markets in the past year it has significantly increased sales revenue or market share, or can demonstrate that its export business has had a significant impact in the markets in which it is operating.

Please note : Entries are usually limited to two categories per company/organisation - any business wishing to enter more than two categories should contact the Event Manager - Linda Pritchard by email - Linda.Pritchard@jpress.co.uk

The closing date for entries will be 31st July 2017



BUSINESS AWARDS 2017

ENTRY FORM

INSTRUCTIONS FOR COMPLETION

There are two sections to complete. Section A are generic questions and applicable for all of the award categories. Please use Section B to describe fully how your business meets the criteria for the award(s) you are entering eg this can include information (but not limited to) about:

- Developments
- Commercial success & profitability (where applicable)
- Goods & Services
- Activities
- Company Policies
- Turnover (where applicable)
- Strategies
- Future Plans
- Growth

SECTION (A)

The following questions are generic to all of the award categories (*maximum 400 words per question*)

Which award categories do you wish to enter (max two)?

1. Name of Business
2. Contact name/phone number:
3. Tell us about the function of the organisation
4. How long has the organisation been operating
5. Tell us briefly about the history of the business
6. What have been your key achievements over the past year?
7. Please outline reasons why your business should win an award

SECTION (B)

If you would like to tell us more about your business - please use this section - this could include your reasons for entering, how you meet the criteria for the award(s) you are entering and any other pertinent information you believe should be considered by the Judging Panel. (Maximum 1,500 words for this submission). For applicants entering either the Smaller or Larger Business of the Year categories please include sufficient financial information for the Judging Panel to understand the profitability and standing of the business.

NOTES:

All entries will be considered by the Judging Panel in September. Shortlisted applications will then be visited by two of our Judging Panel. The Judging Panel will then reconvene in October to select their finalists who will then be invited to the Awards Ceremony & Gala Dinner on Friday 17th November at the Peterborough Arena.

The Peterborough Telegraph would like to wish the very best of luck to all of our applicants.

Please note: Entries are limited to two categories per company/organisation.
The closing date for entries will be 31st July 2017



Questions & Queries

Please contact - Linda Pritchard - Event Manager
01664 412526

ANSWER FORM

SECTION (A)

The following questions are generic to all of the award categories

Which award categories do you wish to enter (max two)?

1. Name of Business
2. Contact name/phone number
3. Tell us about the function of the organisation
4. How long has the organisation been operating
5. Tell us briefly about the history of the business
6. What have been your key achievements over the past year?
7. Please outline reasons why your business should win an award

ANSWER FORM

SECTION (B)

Please use this section to tell us more about your business, your reasons for entering, how you meet the criteria for the award(s) you are entering and any other pertinent information you believe should be considered by the Judging Panel.