



**2024  
BCEA**  
BUSINESS & COMMUNITY EXCELLENCE AWARDS

# **Business & Community Excellence Awards 2024**

Brought to you by

**SOUTH CANTERBURY  
CHAMBER of COMMERCE**





## THE OBJECTIVES OF THE AWARDS

The Business & Community Excellence Awards recognise the resilience, innovation, and success of businesses, Not for Profit organisations and the people within South Canterbury.

Entry is free and open to all businesses, community organisations and individuals in South Canterbury. Chamber members and non-Chamber members are all encouraged to enter.

### Why enter the Awards?

- The opportunity to gain profile and recognition whilst celebrating excellence.
  - Free to enter. Gain credibility, local media coverage and free marketing.
  - An opportunity to focus on your business/organisation and identify your core strengths and competitive advantages.
  - An opportunity to review and document your achievements and milestones over the previous year and plans for the future.
  - Increased profile in South Canterbury.
  - Motivate staff, increase staff morale, foster enthusiasm and pride for your organisation.
  - As a finalist in the Business & Community Excellence Awards (BCEA) your services and products are showcased to a wider audience.
  - Feedback from judging panel of local and national business leaders.
  - Recruitment - people want to work for recognised successful organisations.
  - The chance to share your success with your team and the local business community.
- Celebrate you!

### How to enter the awards

In your entry you will be asked why your business should win the award, using stories of success and achievement. Enter as many awards as you want to!

**Please complete a separate entry form for each award you enter.**

### Helpful Entry Tips

- Tell your story. Use images and graphics and provide examples to highlight your success.
- Answer clearly and concisely, and make sure you answer the question.
- Bullet points are great. Be concise.
- Don't assume that judges will have any prior knowledge of your business. They may not be local.
- Include data and evidence, because doing so ensures credibility and believability.
- Attend a workshop to chat through the process with the Chamber awards team. Workshop dates on Page 4.
- Involve your team in the process - they will have ideas you may not have thought of.
- Enter more than one award - more chances to win!

# AWARDS

You are encouraged to enter multiple awards!

## **Timaru District Council/Venture Timaru Emerging Business Award**

Commercial Business trading less than 3 years.

## **DB Draught Brewery Small Business Award**

Commercial Business with 1 - 5 FTE.

## **Oceania Dairy Medium Business Award**

Commercial Business with 6 - 15 FTE.

## **Stuff/Timaru Herald Large Business Award**

Commercial Business with 16+ FTE.

## **PrimePort Timaru Excellence in Primary Industry Award**

Recognises the achievements of businesses involved in the production and processing of primary goods, agri-business, horticulture, beef, sheep, cropping, fisheries and or forestry sector.

## **Fairlie Bakehouse Community Award**

Recognises N.F.P. organisations that make a significant contribution to the community.

## **Environment Canterbury Sustainability and Environmental Award**

Recognises any company, organisation, farm, community group or school, that is focusing on managing and enhancing the environment and/or sustainability through economic, social, cultural, or environmental protection.

## **2degrees Innovation Award**

Recognises innovative practices in the day to day running of your business/organisation and how this contributes to productivity, creativity and profitability.

## **Supporting Local Award**

Recognises a business, group or project/initiative in our community that demonstrates commitment and involvement to enhancing and supporting the South Canterbury community. The entry may be in areas such as culture, education, health or welfare and one-off projects.

## **Alpine Energy Excellence in Workplace Safety Award**

Recognises exemplary approach to workplace health and safety. Awarded to a business/organisation with a culture of workplace safety embedded in everyday practice.

## **Presbyterian Support South Canterbury Good Sorts Award**

Recognises an individual in our community who goes above and beyond to help others. Someone who is making a difference in our community and working to improve our local community, workplaces, or homes.

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## **ANZ People's Choice Award**

All finalists are automatically included in this award. It is voted online by the public through the website [www.southcanterbury.org.nz](http://www.southcanterbury.org.nz)

This is a great way to market your business/organisation. Tell everyone you are a finalist!

## **Forsyth Barr Special Commendation**

Recognises a business or individual leader of the business community who has done exemplary work and has made a significant contribution to the business and wider community. Selected by the Chamber Board.

## **Supreme Award**

Supreme Award voted by the judges from all award winners.

# KEY DATES and WORKSHOPS

Workshops are scheduled to assist businesses entering the awards. This is an optional opportunity to ask questions you may have regarding the entry process.

To register for a workshop please phone the South Canterbury Chamber of Commerce office on 03 687 2733 or email us at [awards@scchamber.org.nz](mailto:awards@scchamber.org.nz)

If you are unable to attend the scheduled workshops below and would like to arrange a meeting to chat through the entry process, please let us know and we can arrange this for you.

Contact [janet@scchamber.org.nz](mailto:janet@scchamber.org.nz)

## KEY DATES

Tuesday 5 March	Entries Open	
Friday 22 March	Timaru Workshop	10.30am - 11.30am
Thursday 11 April	Waimate Workshop	11.00am - 12.00pm
Wednesday 17 April	Twizel Workshop	TBC
Thursday 18 April	Timaru Workshop	12.30pm - 1.15pm
	Tekapo Workshop	2.00pm - 3.00pm
Thursday 2 May	Geraldine Workshop	11.00am - 12.00pm
Wednesday 15 May	Fairlie Workshop	10.30am - 11.30am
Thursday 16 May	Timaru Workshop	3.00pm - 4.00pm
Friday 7 June	Entries close	12 noon
Monday 17 June	Judging begins	
Friday 12 July	Finalists announced. ANZ Peoples choice voting begins	
Tuesday 16 July	Tickets sales begin	
Friday 9 August	Ticket sales close. ANZ People's Choice voting closes.	

## FRIDAY 16 AUGUST

## BUSINESS & COMMUNITY EXCELLENCE AWARDS GALA EVENT



Workshops sponsored by Mackenzie District Council



# Things you need to know

## When do entries close?

**Entry forms must be completed and submitted by 12 noon, Friday, 7 June 2024.**

Entry is **free** and open to all businesses and Not-for-Profit organisations in South Canterbury.

You do not need to be a South Canterbury Chamber member to enter. If part of a larger organisation, a business must be able to demonstrate that the South Canterbury branch operates as a separate business unit.

## How many awards can a business enter?

Businesses may enter as many awards as they like. Many businesses will be eligible for multiple awards. All award winners are automatically eligible for the Supreme Business & Community Excellence Award except those in The Good Sorts Award and the Special Commendation.

## How many copies do I need to provide?

You are asked to provide 5 copies of your entry and an electronic copy. No USBs will be accepted. Please email your electronic copy to [awards@scchamber.org.nz](mailto:awards@scchamber.org.nz) and post or deliver your paper entries to the address on page 8.

**Workshops** are scheduled to help you with your entry and chat with the Chamber BCEA team. Dates for these are listed on the Website and on page 4 of this brochure. Although optional, these are recommended.

## Can I submit further information with my entry?

Your entry should be submitted within the specified word limit. Additional information in the form of images, graphics and examples may be included to highlight your success.

A business must **disclose any issues** that may compromise the integrity of the awards or cause a business/organisation to discontinue in the next year.

A **mystery shopper** process will be conducted for all finalists and this mark is included in the final score. Sustainability and Environmental Award finalists will receive a site visit as part of the judging process. Good Sorts Award finalists are not included in the Mystery Shopper process.

## When are the finalists announced?

Finalists are announced on Friday 12 July and all finalists need to be available to attend the Awards ceremony in Timaru on Friday 16 August, 2024. Finalists and winners agree to being involved in publicity related to the awards.

Judging scores remain **confidential** and no correspondence will be entered into regarding the outcome of the awards. Entrants must score over 60% to become a finalist. Judges will be listed on the South Canterbury website. Judges comments and feedback will be provided to all entrants following the Awards Gala event.

The South Canterbury Chamber of Commerce reserves the right to decline an entry.

All entries are treated as confidential by the Chamber awards team and are not returned to the entrants at the conclusion of the awards.

Previous Supreme winners of the Business & Community Excellence Awards are not eligible to enter the awards for two years following their win of the Supreme Award. They may enter again in the third year following.

For all awards enquiries please email [awards@scchamber.org.nz](mailto:awards@scchamber.org.nz) or contact

Janet Hogan / 03 555 5091 / 027 634 6780

Stacey Gallagher / 03 555 5093 / 021 419 158



# SPONSORS

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### Radio Partner



### Award Sponsors



### Support Sponsors





# AWARD ENTRY FORM

If entering more than one award, please complete a separate entry for each award.

Legal name of business/organisation:

Trading name of business/organisation:

Awards contact person:

Email:

Phone:

Website:

Physical address of business/organisation:

Postal Address:

How long has the business/organisation been trading?

Number of full-time equivalent employees:

\* Please tick the award you are entering and attach this page to your entry?

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Timaru District Council /Venture Timaru  
Emerging Business Award

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DB Draught Brewery Small Business Award

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Oceania Dairy Medium Business Award

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Stuff/Timaru Herald Large Business Award

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Fairlie Bakehouse Community Award

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PrimePort Timaru Excellence in Primary Industry Award

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2degrees Innovation Award

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Supporting Local Award

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Alpine Energy Excellence in Workplace Safety Award

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Presbyterian Support South Canterbury Good Sorts Award - Skip directly to entry details on Page 8.

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Environment Canterbury Sustainability and Environmental Award (Maximum 1000 words)

Note - The Environment Canterbury judges will be looking for evidence of how a business or an organisation is operating and addressing sustainability and/or environmental practices. Scoring assessment will generally be based on the criteria - Awareness, Planning, Monitoring, Impact Measurement, Communication.

All entrants, except Good Sorts award entrants, must answer the following questions.

**1. Briefly summarise your key business/organisation/project activity as it relates to the specific award you are entering.**

**Maximum 120 words (no marks)**

Specify any key points that make your business/organisation special, or anything you wish to highlight. Should you be selected as a finalist, this summary will be used as part of the production for the gala event and in any print material.

**2. Provide up to 10 reasons why your business /organisation /project should win this award?**

**Maximum 2000 words (100 marks)**

Suggestions for inclusion for the award you are entering. Include images/graphics to support your text.

- Key/greatest achievements
- Business Goals
- Customer service and satisfaction
- Performance and success
- HR management
- Key characteristics
- Community growth and support
- Marketing and promotion initiatives
- Staff satisfaction
- Development of individuals and leaders
- Team engagement
- Productivity and financial management
- Next / Future goals
- Point of Difference
- Health and Wellbeing of your business and your team

**3. Mystery Shopper - (10 marks)**

All award finalists will be mystery shopped/validated prior to marks being finalised. Mystery shopper marks will be added to judges' totals to obtain award winners. Good Sorts finalists are not part of the Mystery Shopper process.

# AWARD ENTRY FORM

## Presbyterian Support South Canterbury Good Sorts Award

This award recognises an individual in our community who goes above and beyond to help others. It is someone who is making a difference in our community and working to improve our local community, workplaces, or homes.

### **Criteria for entry - Maximum 1000 words**

1. Detail about the person and what they are involved with.
2. How is this person working to make a real difference to the lives of local people?
3. How do you know this is making a difference? What is the impact of their work and involvement?
4. What legacy is being left for future generations?

Should your nominee be selected as a finalist, part of this material will be used for the gala event still shots and in any print material. All Good Sorts Award finalists will be provided with a complimentary ticket to the awards gala evening.

#### Declaration:

I declare, as an entrant of the 2024 Business and Community Excellence Awards, I agree to accept and comply with the Terms and Conditions of entry.

I confirm that to the best of my knowledge the information contained in this entry form is true and correct.

I have read and understood the criteria for the award selected and confirm that the submitted entry meets the criteria.

Name of Contact: \_\_\_\_\_

Signature: \_\_\_\_\_

**Entries close 12noon Friday 7 June 2024. No late entries will be accepted.**

Please email your entry to [awards@scchamber.org.nz](mailto:awards@scchamber.org.nz)

OR post or deliver your completed entry to:

South Canterbury Chamber of Commerce Business and Community Excellence Awards  
25 Canon Street  
PO Box 919  
Timaru 7940

**SOUTH CANTERBURY**  
**CHAMBER of COMMERCE**



#### BCEA Manager contact details

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