

AWARD INFORMATION



**Westpac Rotorua
Business Excellence
Awards 2019**

Ngā Tohu Kairangi Pakihi Westpac Rotorua

ROTORUA
BUSINESS CHAMBER



GALA EVENT
5:30pm, Saturday 5 October
Energy Events Centre

Uniquely Rotorua

Celebrating the **key industries** that drive Rotorua's economy

Excellence Awards	Description	Sponsored by
Excellence in Primary Industries	To recognise excellence in our foundation industries, including farming, forestry and associated industries.	
Excellence in Manufacturing and Distribution	To recognise excellence in our Manufacturing and Distribution industries.	
Excellence in Property and Construction	To recognise excellence across the property and construction sectors in the Rotorua region	
Excellence in Retail	To recognise excellence in retail - private sector businesses selling goods to end users from permanent premises, or on-line, that are open for 30+ hours per week	
Excellence in the Service Sector	To recognise excellence in the Service Sector - private sector organisations that are primarily set up to provide services (vs products) to their clients	
Excellence in Tourism and Hospitality	To recognise excellence in the visitor industry organisations excelling in the delivery of tourism and hospitality services.	

NOTE: You may enter only one of the Excellence categories, and as many of the Business categories as you choose.

Celebrating the **key influencers** that drive Rotorua's economy

Major Awards	Description	Sponsored by
Rotorua Business Excellence Awards Supreme Winner	The overall winner selected from the Excellence Award categories.	
Outstanding Contribution to Rotorua	Recognising an iconic business or person with a strong and proud history of contribution.	
Rotorua Business Person of the Year	Selected by previous winners of the award.	



Celebrating the **key drivers** of Rotorua's economy

Business Awards	Description	Sponsored by
Bi-lingual Business Award	To recognise the importance and value of Rotorua's bi-lingual city status. Display bi-lingual opportunities within your business or organisation.	
Sustainability in Business Award	To recognise organisations which have made a strong contribution to the Rotorua community and environment.	
Innovation and Technology Award	To recognise innovative products or practices and those that challenge the norm, creating new norms.	
Excellence in Small Business	To recognise the value to our business community of small companies consisting of 8 FTE's or under.	
Not for Profit	To recognise the valuable role that NFP organisations play in our community	
Workplace Safety Award	To recognise an organisation which shows excellent management commitment, employee engagement, and overall best practice Health and Safety controls, training and reporting.	
Emerging Leader (under 40 years)	To recognise the rising star working in the Rotorua Business Community, aged between 18 and 40 who is making a considerable contribution to their organisation through leadership and innovation, including extending their involvement and leadership within the wider community.	
Living Wage Employee of the Year	To recognise a person in your organisation that walks the extra mile in meeting the needs of your customers.	
Young Innovator of the Year	To recognise a yr 11-13 student who has shown an innovative approach to business, fundraising or community support.	

NOTE: You may enter only one of the Excellence categories, and as many of the Business categories as you choose.

Early bird entries

\$1,000 travel voucher up for grabs for a lucky early bird entrant, thanks to Air New Zealand.

Get your entry in by 2nd July, 4pm!





How it unfolds

Entries Open

Entries open 01 May – Remember these are online. Entries close 19 July. (Early bird entries close 02 July).

Categories to Enter

You are eligible to enter only one Excellence category and multiple Business categories, providing you meet the criteria for each category.

You may use the 'copy' feature online to create your entries in the different categories and then make the appropriate amendments to each entry.

Judging

This will occur for all entrants in all categories.

After reading your online entry you will be contacted by your two category judges who will arrange an interview time at your place of business. You may have staff members attend some or all of this interview if you wish.

The judges will spend approximately 1-2 hours with your organisation to:

- Deepen their understanding of your organisation
- Ask any questions they may need to clarify your online entry

Finalist Announcement

A finalist announcement will be made approximately 30 August. All finalists will be notified first, a press release will be distributed, and advertising will follow in print, social media and online. Finalists will receive a 'finalist logo' to use at their discretion.

Finalist Presentations

Finalist judging will be undertaken during the weekend of 21 and 22 September. All finalists will be advised of the date and time for your presentation. 30 minutes are allocated to present your business to the full panel of judges – **20 minutes for your actual presentation and 10 minutes for the judges to ask questions**. There is one hour allocated either side of your presentation for your set up and pack out. The format of this presentation is over to you.

NOTE: For Excellence categories ONLY.

Gala Awards Dinner

Winners will be announced and celebrated at the Gala Awards, October 5 at the Rotorua Energy Events Centre.

Feedback

All entrants will receive online written feedback within two weeks of the Gala Dinner.



Entry is online!

www.wrbea.awardsplatform.com

Entry for the Excellence Awards and the Business Awards is **ONLINE** – from 1st May 2019

Key points to note

- Entries can be worked on in 'bite size chunks' and edited / completed until the entry deadline.
- You are eligible to enter only one Excellence category, and multiple Business categories, as long as the work submitted meets the criteria (relevant sections can be 'cut and pasted')
- The entry deadline is final.
- Confidentiality is guaranteed, only you and the judges of your category have access to your entry

Final submission date 19 July

Important Dates

01 May Entries Open

From 01 May Mentoring contact occurs

2 July Early bird entries close

19 July All entries close

23 Jul – 09 August Preliminary judging

30 August Finalists confirmed

21 & 22 September Finalist presentation to full judging panel

05 October Gala Dinner celebrations

FAQ'S

Q: Who are the judges?

The judges are drawn from the business community and have given their time voluntarily. All judges have participated in a workshop, so they are assessing using a standardised process to produce a transparent and consistent judging outcome.

Q: Is my information confidential?

Yes, judges, mentors and accountants sign a full confidentiality agreement

Value in entering the Awards

Benefits

- A chance to review your business
- A unique team building exercise
- A chance to showcase your business to the local market
- Receive independent feedback from expert judges
- The ability to enter more than one categories as appropriate

Finalists and winners receive:

- Public recognition of outstanding business success and achievement
- An opportunity to celebrate their business' many strengths and unique qualities
- Category winners receive a trophy to display in their business
- Rights to use the 2019 Westpac Rotorua Excellence Business Awards logo for promotion and marketing purposes

What previous winners have said

We had the most incredible time; the whole team was engaged, and our bond became even stronger. Regardless of what others say; it was not a lot of work, and you will be directionally rewarded for the efforts you put in, we were. And we had a fabulous night celebrating.

– Ryan Gregorash, Stolen Bike Catering

For us, entering the Westpac Rotorua Business Excellence Awards was a fantastic opportunity to show our team just how much we valued their hard work and dedication. Because of the process that is required, we had a chance to complete a 360 degree view of our business, our team, our community and our goals and it helped us to put in place some pretty exciting changes, reaffirm what we knew, reflect on our journey so far and further build and strengthen our relationship with our team.

We were extremely proud to be able to put our team and our business forward and to show to them, that like us, others would have a chance to recognise just how great our little store is and that what they do every day matters.

I would recommend entering the awards to any business – the time spent, the people you meet and the chance you get to grow (not just yourselves and your business) but also your people is immeasurable.

– Claire Gallagher, 4 Square Edmund Road

Entering the awards was cathartic, reflective, empowering, rewarding and lots of fun.

It provided clarity as we revised all aspects of our business and it even reignited some 'oomph' to do better again, while we waited with fingers crossed to hear if we might be a winner at the gala. And the Gala is a super fun reward night for the team. We had a

ball from start to finish.

The after glow is still there we hold our heads high and are very proud of what has been achieved...and what more we can achieve going forward.

Being bench-marked by independent judges is a priceless evaluation of your business - win or not, it is a valuable experience to reset your business goals, fix some holes, tweak some tasks and go forward with clarity.

– Jacquie Alexander, Event Impressions

Winning the Property & Construction Category award was an overwhelming and incredible achievement. The entire experience was invaluable to our business and staff. It was great to break down our companies journey and our mile stones and really look at how far we have come in such a short period of time. The awards are something we would highly recommend to any other Rotorua businesses and is something we will consider doing again in the future.

– Jenna Donovan-Dickson, The Glass Guys

Mentor Support

Toi Ohomai Institute of Technology are offering category entrants, at no cost, mentoring support for your entry into the Westpac Rotorua Business Excellence Awards. All mentors will sign a confidentiality agreement with you.

Support for your entry includes

1. Your mentor will support you to complete the online entry.
Please note: your mentor cannot write your entry for you.
2. Your mentor will help you prepare for your face to face interview with the judges of your category.
3. Should you be a finalist, then your mentor will assist you with a concept for your 20 minute (plus question time) presentation to all judges.
4. You will be offered an ongoing opportunity for support to progress your business after the Westpac Rotorua Business Excellence Awards have concluded.

PLEASE NOTE:

Three categories are excluded from mentoring. These are Young Leader, Employee of the Year and Young Innovator of the Year categories.

Workshops

Two workshops are offered to present an overview of the entry process and how Toi Ohomai Institute of Technology will assist you.

Tuesday 14th May – 5pm to 6.30am

Thursday 16th May – 10am to 11.30am

Venue: Chamber Offices,
1192 Hinemoa Street, Rotorua, 3010

