

**AYCLIFFE  
BUSINESS PARK  
MAKE  
YOUR  
MARK  
AWARDS 2014**

The Xcel Centre  
Long Tens Way  
Aycliffe Business Park  
DL5 6AP  
[awards@aycliffebusinesspark.co.uk](mailto:awards@aycliffebusinesspark.co.uk)

# CATEGORIES

## #MAKEYOURMARK

### → APPRENTICE OF THE YEAR

This award is looking for nominations for apprentices from their employers on Aycliffe Business Park, to celebrate and reward people working, currently engaged in, or having completed an Apprenticeship. Applications should explore how becoming an apprentice has benefited both the apprentice and the business.



### → APPRENTICESHIPS

For an organisation that has implemented an apprentice scheme as an integral part of developing their workforce.

### → COMPANY OF THE YEAR

This award will go to a company on Aycliffe Business Park who has performed outstandingly this year.

### → EMPLOYER OF THE YEAR

Celebrating organisations on Aycliffe Business Park seeing the best return on investment in people, this award recognises the employee strategy that best attracts, retains and develops talent — and how it contributes to sustainable growth and being an employer of choice.

### → ENGINEERING & MANUFACTURING

To recognise and highlight a company that has demonstrated engineering and manufacturing excellence.

### → EXPORT

To encourage and recognise a company that has generated substantial and sustained increases in export activity.

### → HEART OF THE COMMUNITY

This award celebrates excellence in corporate, social and ethical activity, and seeks to identify those organisations which best exemplify the social and community spirit which is at the core of Aycliffe Business Park.

### → INNOVATION

To identify and reward the company which has launched the most innovative new product/service on Aycliffe Business Park in the calendar year 2013.

### → NEWCOMER OF THE YEAR

This award is open to companies on Aycliffe Business Park that have been in operation for a maximum of two years as of June 30<sup>th</sup> 2014.

### → SERVICE BUSINESS OF THE YEAR

To reward and recognise professional service organisations that have shown demonstrable strength in their respective field and a contribution to the local economy with the services they provide.

### → SMALL BUSINESS

This award is open to companies on Aycliffe Business Park that normally employ no more than 75 full time staff and have a proven record of success.

**Guidance:** Please take your time to present the best case you can as to why you/your nomination should be shortlisted for the award. Use evidence and examples to support your nomination/application. *Keep your application focused and brief.*



→ **APPLICATION DEADLINE**  
Friday 22<sup>nd</sup> August

→ **ELIGIBILITY CRITERIA**

Specific to each award:

- The business must be based on, or operate from, a location within the boundaries of Aycliffe Business Park
- Nominated apprentice can be working in any sector

→ **AWARD CRITERIA**

Specific to each award:

- Candidate must have completed their apprenticeship during 2014 **OR** still be undertaking their apprenticeship
- Demonstrate strong employee behaviours, attitude and qualities
- You **MUST** indicate how they have added value to your business

→ **COMPANY NAME**

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c/o Kerina Clark  
The Xcel Centre  
Long Tens Way  
Aycliffe Business Park  
DL5 6AP

**Electronic versions can be emailed to:**

**awards@aycliffebusinesspark.co.uk**

**APPLICATION  
FORM  
APPRENTICE  
OF THE YEAR**

**Guidance:** Please take your time to present the best case you can as to why you/your nomination should be shortlisted for the award. Use evidence and examples to support your nomination/application. *Keep your application focused and brief.*



→ **APPLICATION DEADLINE**  
Friday 22<sup>nd</sup> August

→ **ELIGIBILITY CRITERIA**

Specific to each award:

- The business must be based on, or operate from, a location within the boundaries of Aycliffe Business Park
- Nominated apprentice can be working in any sector

→ **AWARD CRITERIA**

Specific to each award:

- The business should have implemented at least one apprentice that is currently at the company or has completed their time with your business during 2014
- Indicate how you've actively encouraged apprentices in your company

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**APPLICATION  
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APPRENTICESHIPS  
AWARD**

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→ **ELIGIBILITY CRITERIA**

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→ **AWARD CRITERIA**

Specific to each award:

- Excellence in their product/service; achievement of a strong/growing market share in chosen niche; successful turnaround of a company; successful exploitation of innovation; excellence in setting up a major new operation; enterprises that have succeeded by getting the very best out of their workforce etc.

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**APPLICATION  
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COMPANY  
OF THE YEAR**

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→ **ELIGIBILITY CRITERIA**

Specific to each award:

- The business must be based on, or operate from, a location within the boundaries of Aycliffe Business Park

→ **AWARD CRITERIA**

Specific to each award:

- This award recognises the enterprise that has driven demonstrable excellence in the following areas: staff development, retention & recruitment; leadership & management; innovation & operational excellence; an embedded ethical culture; creative & collaborative customer service; increased growth or market share; improved financial performance

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**APPLICATION  
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EMPLOYER  
OF THE YEAR**

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→ **ELIGIBILITY CRITERIA**

Specific to each award:

- The business must be based on, or operate from, a location within the boundaries of Aycliffe Business Park
- Conduct engineering and/or manufacturing
- Product design
- Precision engineering

→ **AWARD CRITERIA**

Specific to each award:

- Demonstrate a contribution to the local economy in terms of employment, import/export
- Evidence of process/product innovation & creativity in your approach or challenges
- Evidence of third party accreditation relevant to your sector/market e.g. ISO 9000, IIP, ISO 14001 etc.
- Is there anything special/unique that sets you apart from others in your sector?

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**APPLICATION  
FORM  
ENGINEERING &  
MANUFACTURING**

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Friday 22<sup>nd</sup> August

→ **ELIGIBILITY CRITERIA**

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- The business must be based on, or operate from, a location within the boundaries of Aycliffe Business Park

→ **AWARD CRITERIA**

Specific to each award:

- Evidence of significant export activity as a part of your turnover & business model, or a move toward export
- Global reach will be a factor
- Evidence of an export strategy
- Any evidence of how you have worked with UKTI or other support agencies

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**APPLICATION  
FORM  
EXPORT  
AWARD**

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→ **APPLICATION DEADLINE**  
Friday 22<sup>nd</sup> August

→ **ELIGIBILITY CRITERIA**

Specific to each award:

- The business must be based on, or operate from, a location within the boundaries of Aycliffe Business Park

→ **AWARD CRITERIA**

Specific to each award:

- Particular attention will be paid to: Evidence of contribution to the overall wellbeing of the community & general quality of life; projects that can demonstrate working in partnership with their local neighbours & community; projects contributing to economic regeneration of the region; using positive influence to support suppliers & other partners who adopt best workplace & community practice

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**APPLICATION  
FORM  
HEART OF THE  
COMMUNITY**



**Guidance:** Please take your time to present the best case you can as to why you/your nomination should be shortlisted for the award. Use evidence and examples to support your nomination/application. *Keep your application focused and brief.*



→ **APPLICATION DEADLINE**  
Friday 22<sup>nd</sup> August

→ **ELIGIBILITY CRITERIA**

Specific to each award:

- The business must be based on, or operate from, a location within the boundaries of Aycliffe Business Park

→ **AWARD CRITERIA**

Specific to each award:

- Applications must demonstrate innovations in areas, such as: Product, process & service; sales & marketing; use of new technology; deployment of people & use of resources; environment

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**APPLICATION  
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**INNOVATION  
AWARD**

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Friday 22<sup>nd</sup> August

→ **ELIGIBILITY CRITERIA**

Specific to each award:

- The business must be based on, or operate from, a location within the boundaries of Aycliffe Business Park
- Has been trading no longer than **TWO** years, as of June 30<sup>th</sup> 2014

→ **AWARD CRITERIA**

Specific to each award:

- Business idea & USP
- Performance to date
- Plans for the future

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**APPLICATION  
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NEWCOMER  
OF THE YEAR**

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→ **APPLICATION DEADLINE**  
Friday 22<sup>nd</sup> August

→ **ELIGIBILITY CRITERIA**

Specific to each award:

- The business must be based on, or operate from, a location within the boundaries of Aycliffe Business Park
- A nominated business must provide a service, i.e. cleaning, marketing, accountancy etc.

→ **AWARD CRITERIA**

Specific to each award:

- The business should demonstrate: a contribution to the local economy in terms of services provided; the impact of your service beyond the local area; a successful & innovative approach to growth or sustainability; a focus & commitment to standards of excellence in levels of service delivered
- What makes your business stand apart from others in the sector?

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**APPLICATION  
FORM**  
**SERVICE BUSINESS  
OF THE YEAR**

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Friday 22<sup>nd</sup> August

→ **ELIGIBILITY CRITERIA**

Specific to each award:

- The business must be based on, or operate from, a location within the boundaries of Aycliffe Business Park
- Business must normally employ no more than 75 full time staff & has a proven record of success

→ **AWARD CRITERIA**

Specific to each award:

- We are particularly looking for the solutions to: what has made the difference between success & failure for your company; what differentiates the company's products/services from their competitors; managerial & financial performance; potential for growth; evidence of commitment & imagination in the product or service

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**APPLICATION  
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SMALL BUSINESS  
OF THE YEAR**