

# HRBP Action Plan 2019

## Key Actions to Achieve Priorities

Unitec Priority	Team Priority	Action and Timing
Success of all students, with a focus on priority groups (Māori, Pacific, Under 25, International) and the communities we serve (West, Central & North Auckland)	Build strong partnering relationships across Unitec with a focus on students and empowering staff	<ul style="list-style-type: none"> <li>• Induct and embed Heads of School by Q2 and Programme Managers / Leaders by agreed timelines</li> <li>• Elevating HRBP profile so are key member of department leadership team meetings and source of HR knowledge and support</li> <li>• Improving our relationships and credibility by enthusiastic participation in organisation-wide initiatives e.g. Graduation, Aronui, Pohiri, Karakia - all year</li> <li>• Enhancing our effectiveness in our roles by understanding Unitec's offering e.g. attending lectures - all year</li> <li>• TIASA collective bargaining - assisting with business case to ensure we concentrate on key issues and involvement in bargaining for a successful conclusion to the collective</li> <li>• Demonstrate proactive relationship with union giving heads up on any upcoming changes and/or resolving issues early</li> </ul>
Quality learning, teaching and applied research to develop work-ready graduates and lifelong learners	'Best practice' focus to contribute toward a Category 1 Culture of Excellence	<ul style="list-style-type: none"> <li>• Suite of updated ER templates by Q3</li> <li>• Develop and/or deliver one workshop each 6-8 weeks eg: Engagement, Code of Conduct, Poor Performance, Performance Partnering, Leave Management, Disciplinary, Sick Leave, Contract Types etc</li> <li>• Successful remuneration review completed within budget</li> <li>• Partner with managers to ensure targets and goals remain relevant and achieved</li> <li>• Apply for a recognised HR award</li> </ul>

# HRBP Action Plan 2019

## Key Actions to Achieve Priorities

Unitec Priority	Team Priority	Action and Timing
Engaged and inspired staff, equipped with the capabilities to support and deliver best learning	Focus on inclusiveness and wellbeing while supporting staff to build capability with a focus on the core business of learning, teaching and applied research	<ul style="list-style-type: none"> <li>• Coaching and guiding Managers through performance management and ER processes and issues, using templates and BP model utilising best practice in a timely and efficient manner</li> <li>• Proactively contribute to a mentoring programme - pilot on Heads of School - by end Q2</li> <li>• New manager booklet based on HoS and Programme Manager / Leader induction. In conjunction with L &amp; D - by end year</li> <li>• Project Eleven - new positions in place by end Q2</li> <li>• Te Reo - attend full suite of programmes and incorporate Mātauranga Māori into everyday practice - by end year</li> <li>• Helping embed wellbeing strategy - by end year</li> <li>• Supporting teacher capability initiatives e.g. badging - all year</li> <li>• Increasing staff engagement - actively facilitating action plan workshops, support leaders in implementing action plan - by Q2 and all year</li> <li>• Familiarise with Maori, Pacific and International success strategy / student success strategy / research strategy - by end Q2</li> </ul>
A financially sustainable business to invest in the future	Develop an enterprising mind-set and ensure compliance against process	<ul style="list-style-type: none"> <li>• PeopleSoft 9.2 upgrade within agreed timeframes</li> <li>• Project Eleven - new structure is cost neutral or better - by end Q2</li> <li>• Reflect on and share learnings with team on complex HR matters</li> <li>• ER Act changes to be implemented - by May</li> <li>• Increasing knowledge and understanding business - session with finance on balance sheet, increase marketing knowledge, operations, HoS session - as per HR Ops meeting cycle</li> <li>• Remuneration - consistent approach - July rem review. Prep for July review to ensure clear around 2019 Rem guidelines</li> </ul>