

Finance, Commercial and Legal Team 2019 Action Plan

Unitec Priority	Team Priority	Actions - Timing is Ongoing
Success of all students, with a focus on priority groups (Māori, Pacific, Under 25, International) and the communities we serve (West, Central & North Auckland)	<i>Provide pragmatic and user-friendly commercial, financial and legal support to the Unitec teams supporting students</i>	<ul style="list-style-type: none"> ▪ Ongoing engagement with schools and support areas to ensure the commercial, legal and procurement support we are providing meets their needs ▪ Providing ongoing oversight of the contractual, regulatory and policy environment supporting students ▪ Working with other Unitec teams to ensure timely and accurate TEC reporting of enrolments and student success
Quality learning, teaching and applied research to develop work-ready graduates and lifelong learners	<i>Provide quality information, support and advice to enable timely and accurate decision-making</i>	<ul style="list-style-type: none"> ▪ Improve our understanding of the needs of the Schools and ensure our systems and processes support the Schools' and students needs ▪ Provide Schools and academic support areas with commercial, contractual and procurement advice and support ▪ Assist in providing TEC, the Schools and Academic support areas with accurate and timely information and reporting
Engaged and inspired staff, equipped with the capabilities to support and deliver best learning	<i>Share knowledge, champion best practice and maintain open communication channels</i>	<ul style="list-style-type: none"> ▪ Ensure equitable sharing of work amongst the team and opportunities for ongoing learning ▪ Ensure best practice Finance, Commercial and Legal team activities are shared within the team and across the organisation ▪ Build strong partnership relationships and resources to promote awareness of Unitec's financial systems, policies and procedures and support a culture of compliance and accountability
A financially sustainable business to invest in the future	<i>Lead and support the achievement of a financially sustainable business</i>	<ul style="list-style-type: none"> ▪ Support the implementation of a three year plan to continue reducing expenditure to achieve a sustainable operating surplus ▪ Provide informative and timely monthly reporting of finances, enrolments and student success to support and enable decision-making ▪ Oversee financial, legal and procurement transactions to support and ensure a culture of compliance and accountability