

# Finance Action Plan 2020

Unitec Priority	Team Priority	Action and Timing
Improve the success of all learners, achieving parity for Māori, Pacific and under 25s by 2022, enhancing international learner success and serving the educational needs of West, Central and North Auckland communities	We provide pragmatic and user-friendly commercial, financial and legal support to the Unitec teams supporting students	<ul style="list-style-type: none"> <li>• Engage with, review and reflect on various Student Success/ Priority Group Strategies</li> <li>• Understand the Finance role in I See Me initiatives</li> <li>• Providing ongoing oversight of the contractual, regulatory and policy environment supporting students</li> <li>• Working with other Unitec teams to ensure timely and accurate TEC reporting of enrolments and student success</li> </ul>
Provide high quality learning, teaching and applied research to develop work-ready lifelong learners and return to Category One status	We provide quality information, support and advice to enable timely and accurate decision-making	<ul style="list-style-type: none"> <li>• Improve our understanding of the needs of the Schools and ensure our systems and processes support the Schools' and students needs</li> <li>• Improve our understanding of the needs of the Research teams and work with them to support and improve systems and processes</li> <li>• Provide Schools, Research and academic support areas with commercial, contractual and procurement advice and support</li> <li>• Assist in providing TEC, the Schools, Research and Academic support areas with accurate and timely information and reporting</li> </ul>

# Finance Action Plan 2020

Unitec Priority	Team Priority	Action and Timing
Engage and inspire staff so they are proud to work at Unitec and are equipped with the capabilities to support quality learning	Collectively empower staff to enhance knowledge, careers and skills – and value our achievements	<ul style="list-style-type: none"> <li>• Values-led culture. Develop a culture of accountability, respect and innovation via Te Noho Kotahitanga.</li> <li>• Clear expectations of staff via shared understanding of policies and procedures, health and safety, and Code of Conduct</li> <li>• Share best practice. Celebrate success. Whole of organisation approach to PD</li> <li>• 100% ADEP plans for all staff. Focus on quality, performance-outcomes, and timeliness. Staff undertake TNK workshops</li> <li>• Increase in staff engagement – year on year increase in Finance staff satisfaction</li> <li>• 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</li> </ul>
Build a financially sustainable organisation to invest in the future with an operating surplus by 2022	Through partnership, lead and support the achievement of a financially sustainable business that meet the needs of community, industry and key stakeholders	<ul style="list-style-type: none"> <li>• Inform academic portfolio strategy with accurate financial data</li> <li>• Support the business to operate within budget. Ensure costs are in line with revenue. Respect Unitec assets</li> <li>• Partner with operations, enrolments, and marketing to maximise awareness, applications, conversion, and EFTS</li> <li>• Engage with and inform RoVE</li> <li>• Support the implementation of a three year plan to continue reducing expenditure to achieve a sustainable operating surplus</li> <li>• Provide informative and timely monthly reporting of finances, enrolments and student success to support and enable decision-making</li> <li>• Oversee financial, legal and procurement transactions to support and ensure a culture of compliance and accountability</li> </ul>