Your Whakaaro Action Plan

- October 2024





The Senior Leadership team have listened carefully to what you told us in Your Whakaaro, and this is what we have committed to work on over the coming year.

Priority Areas for improvement	Actions	Q4 2024	Tim Q1 2025	eframe for co Q2 2025	mpletion Q3 2025	Q4 2025	Task assigned to	Outcomes	
	Continue with flagship events where kaimahi can socialise, connect and network, including Tū Arotake, Staff Awards, ExELT workshops etc.	Ongoin	g				Various		
Connection Increase opportunities and budget for team building	Provide budget allowance of \$20/head for team kaimahi Xmas events (in addition to Staff Awards)	Q4 2024	4 2024		Senior Leadership Team	Integrated programme of events and			
	Make additional budget available for kaimahi events/farewells (at senior leaders' discretion)	✓ Already in place		Regional Executive Director	initiatives supported by SLTMore opportunities to engage and				
	Establish a working group to develop and implement further kaimahi/team events and initiatives	Q1 20	025				Events / Wellbeing & Safety	celebrate - across teams, campuses, divisions, communities	
	Host regular pōwhiri for existing and new hires – at least four per year per division	(From C	21 2025			People & Culture / Marae teams	Regular communication on kaimahi	
	Establish a Kaimahi Volunteer Day for 2025	By end of 2025					Working Group led by Events / Wellbeing & Safety	changes	
	Communicate new hires and departures to all kaimahi on a regular basis	Q1 20	025	,			People & Culture / Communciations		
Facilities Review, upgrade and maintain facilities	Ensure the use of facilities at all campuses are regularly reviewed and upgraded in line with our works schedule	✓ Work in	n Progress				Property	 More visibility for all kaimahi of maintenance work planned and in progress Opportunities to get involved in caring for our whenua 	
	Launch dedicated intranet pages for Property team and publish quarterly updates on campus maintenance progress and plans	(From C	21 2025			Property		
	Encourage kaimahi involvement in ongoing mahi around nurturing and protecting spaces of cultural significance (eg. Working Bees / Ngā Kaitiaki at Unitec)	✓ Work in	n Progress				Senior Leadership Team / Communications		
Wellbeing Review flexible working policies; leave entitlements	Grant all kaimahi a one-off Wellbeing Day as part of their annual sick leave entitlement	Q1 20	025	•			Wellbeing & Safety	 Kaimahi are able to use the opportunity to focus on self-care Welcome recommendations for equitable and consistent flexible working practices 	
	Review flexible working guidelines across divisions/campuses with a focus on equity and consistency for all		Q2 2025				People & Culture		
Remuneration & Recognition Introduce service recognition; review benefits	Share 2024 gender and ethnicity pay gap results with all kaimahi	Q4 2024					People & Culture	 Enable visibility on gender and ethnicity pay gaps Review of service recognition practices Launch priority group scholarships for kaimahi in 2025 Review of return to work (parental leave) practices is underway 	
	Review how we recognise service milestones for kaimahi		Q2 2025				People & Culture		
	Launch priority group kaimahi scholarships	Q1 20	025				People & Culture		
	Initiate review of return to work (parental leave) practices		Q3 20	25		>	People & Culture		
Communication Provide clear and transparent processes to ensure equity; Increase SLT visibility	Ensure SLT visibility and representation at kaimahi events, team hui, etc.	✓ Already	y in place				Senior Leadership Team	Integrated programme of events and initiatives supported by SLT	
	Ensure staff know who SLT are and what they do	(L) Ongoin	g				Communications		
	Develop and review specific people policies and practices with a focus on equity and consistency, including: - Code of Conduct - Speaking Up Frameworks / Employee Complaints Procedures - Bullying, Discrimination & Harassment Policies and Practices - Mental Health Policy/Guidelines		By end of 2025 People & Culture / Wellbeing & Safety People & Culture / Wellbeing & Safety			 Intranet updated with current SLT profiles and portfolios Programme underway for specific People & Culture policies to ensure they are fit-for-purpose and support equity 			
	Include regular updates and stories from SLT members in every pānui	✓ Work in	n Progress				Communications	 Quarterly updates on progress against this plan 	
	Review and map progress of the Action Plan every quarter, and make these results available to all kaimahi		From C	21 2025			Senior Leadership Team	F-9	