





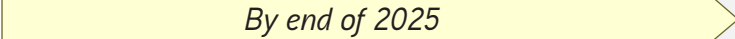
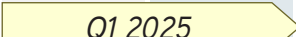





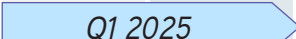
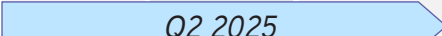

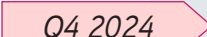
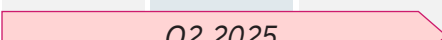

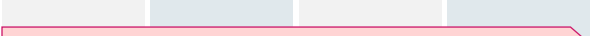



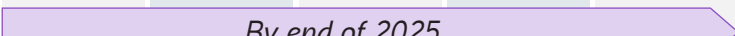




Your Whakaaro Action Plan

– 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 | Timeframe for completion | | | | | Task assigned to | Outcomes |
|--|---|--|---------|---------|---------|---------|--|---|
| | | Q4 2024 | Q1 2025 | Q2 2025 | Q3 2025 | Q4 2025 | | |
|  Connection Increase opportunities and budget for team building | Continue with flagship events where kaimahi can socialise, connect and network, including Tū Arotake, Staff Awards, ExELT workshops etc. |  Ongoing | | | | | Various | <ul style="list-style-type: none">• Integrated programme of events and initiatives supported by SLT• More opportunities to engage and celebrate - across teams, campuses, divisions, communities• Regular communication on kaimahi changes |
| | Provide budget allowance of \$20/head for team kaimahi Xmas events (in addition to Staff Awards) |  Q4 2024 | | | | | Senior Leadership Team | |
| | Make additional budget available for kaimahi events/farewells (at senior leaders' discretion) |  Already in place | | | | | Regional Executive Director | |
| | Establish a working group to develop and implement further kaimahi/team events and initiatives |  Q1 2025 | | | | | Events / Wellbeing & Safety | |
| | Host regular pōwhiri for existing and new hires – at least four per year per division |  From Q1 2025 | | | | | People & Culture / Marae teams | |
| | Establish a Kaimahi Volunteer Day for 2025 |  By end of 2025 | | | | | Working Group led by Events / Wellbeing & Safety | |
| | Communicate new hires and departures to all kaimahi on a regular basis |  Q1 2025 | | | | | 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 Progress | | | | | Property | <ul style="list-style-type: none">• 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 Q1 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 Progress | | | | | Senior Leadership Team / Communications | |
|  Wellbeing Review flexible working policies; leave entitlements for wellbeing | Grant all kaimahi a one-off Wellbeing Day as part of their annual sick leave entitlement |  Q1 2025 | | | | | Wellbeing & Safety | <ul style="list-style-type: none">• 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 | <ul style="list-style-type: none">• 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 2025 | | | | | People & Culture | |
| | Initiate review of return to work (parental leave) practices |  Q3 2025 | | | | | 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 in place | | | | | Senior Leadership Team | <ul style="list-style-type: none">• Integrated programme of events and initiatives supported by SLT• 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• Quarterly updates on progress against this plan |
| | Ensure staff know who SLT are and what they do |  Ongoing | | | | | 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 | |
| | Include regular updates and stories from SLT members in every pānui |  Work in Progress | | | | | Communications | |
| | Review and map progress of the Action Plan every quarter, and make these results available to all kaimahi |  From Q1 2025 | | | | | Senior Leadership Team | |