

Your Whakaaro Action Plan

Status Report for Q2 2025









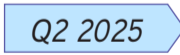

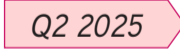





Q2 Actions, Work in Progress & Ongoing



MANUKAU
INSTITUTE OF
TECHNOLOGY
Te Whare Tokiuro o Manukau



Unitec
Te Whare Wānanga
o Wairaka

Priority Areas	Action	Timeframe	RAG	Task assigned to	Notes
 Connection	Continue with flagship events where kaimahi can socialise, connect and network, including Tū Arotake, Staff Awards, ExLT workshops etc.	 Ongoing	On track	Various	Through Q2 this has included - <ul style="list-style-type: none"> • Ākonga Graduation • Pōwhiri kaimahi hou New kaimahi pōwhiri • Matariki events • Whakawātea ceremonies to acknowledge regional co-leadership coming to an end • Language week events • Professorial Lecture Series (Unitec)
	Host regular pōwhiri for existing and new hires – at least four per year per division	 From Q1 2025	On track	People & Culture / Marae teams	<ul style="list-style-type: none"> • Confirmed schedule of pōwhiri for new kaimahi: MIT: 25 March, 10 June, 12 August, 14 October Unitec: 19 March, 25 June, 21 August, 21 October
	Establish a Kaimahi Volunteer Day for 2025	 By end of 2025	Rescoped	Working Group led by Events team & Wellbeing & Safety	<ul style="list-style-type: none"> • Due to limited capacity and budget it will not be possible to put a Volunteer Day in place for all kaimahi in 2025. • We are planning instead to roll out a pilot initiative in 2025 to enable us to test the approach and ensure it is fit for purpose for broader rollout. The scope of the pilot will be limited to four volunteering options involving 10-20 kaimahi each. • We will be working with Volunteer Auckland (an external organisation who supports business to connect with volunteer projects) on this kaupapa. Further information to come in Q3.
	Ensure the use of facilities at all campuses are regularly reviewed and upgraded in line with our works schedule	 Work in Progress	On track	Property	<ul style="list-style-type: none"> • Proactive reviews by the FM team continue to assess work across grounds, shared spaces and administration areas. • Kaimahi are advised that the channel to report issues is to log a job as kaimahi will always see issues before the small FM team. They will be then allocated based on priority.
	Launch dedicated intranet pages for Property team and publish quarterly updates on campus maintenance progress and plans	 From Q1 2025	On track	Property	<ul style="list-style-type: none"> • 2025 Property Projects pages now live on Te Aka and MITNet. This is updated as needed and the current list of property projects can be found there.
 Facilities	Encourage kaimahi involvement in ongoing mahi around nurturing and protecting spaces of cultural significance	 Work in Progress	On track	Senior Leadership Team / Communications	<ul style="list-style-type: none"> • We continue to welcome new kaimahi through pōwhiri at both Te Noho Kotahitanga Marae and Ngā Kete Wānanga Marae. <p>Unitec</p> <ul style="list-style-type: none"> • The second Kaitiaki Working Bee for the year took place at te Whare Wānanga o Wairaka on Friday 13 Pipiri (June) – Rākau Matohi. <p>Reminder of the next two planned for the year:</p> <ul style="list-style-type: none"> • Mahuru (September) – Friday 19th – Ōtane • Hakihea (December) – Friday 5th – Ōturu <p>MIT</p> <ul style="list-style-type: none"> • Monthly Cultural Competency Workshops remain available for building cultural awareness and include issues like bio-diversity, Maori eco-systems and managing places of cultural significance. • Provision of ‘Support with Tikanga Maori Protocols’ that staff can access through: tikanga@manukau.ac.nz, managed by our MIT Kaumatua, Matua Vince Hapi.
	Review flexible working guidelines across divisions/campuses with a focus on consistency and equity for all	 Q2 2025	On track	People & Culture	<ul style="list-style-type: none"> • Working Group has been established with representation from across MIT and Unitec, and mahi is in progress with timing revised to align with broader review of people policies and practices (see below)
 Remuneration & Recognition	Review how we recognise service milestones for kaimahi	 Q2 2025	On track	People & Culture	<ul style="list-style-type: none"> • Review complete and recommendations are with SLT for review and approval.
	Ensure staff know who SLT are and what they do	 Ongoing	On track	Communications	<ul style="list-style-type: none"> • SLT calendar reviewed weekly to ensure visibility and representation across key events • Senior Leadership Team profiles on intranets
 Communication	Develop and review specific people policies and practices with a focus on equity and consistency, including: <ul style="list-style-type: none"> • Code of Conduct • Speaking Up Frameworks / Employee Complaints Procedures • Bullying, Discrimination & Harassment Policies and Practices • Mental Health Policy/Guidelines 	 By end of 2025	On track	People & Culture/ Wellbeing & Safety	<ul style="list-style-type: none"> • Policy Review Working Groups have been established with representation across MIT and Unitec as appropriate, and work is underway to progress review of all identified policies, guidelines and procedures.
	Include regular updates and stories from SLT members in every pānui	 Work in Progress	On track	Communications	<ul style="list-style-type: none"> • SLT introductions in all fortnightly pānui for MIT and Unitec
	Review and map progress of the Action Plan every quarter, and make these results available to all kaimahi	 From Q1 2025	On track	SLT	<ul style="list-style-type: none"> • This document provides an update on progress for Q2 and will be available on MITNet and Te Aka.