



Business Plan 2019/2020

Vision

S+SNZ is an internationally recognised professional organisation that promotes growth, innovation, [and] excellence in all facets of surveying and spatial in New Zealand.

Mission:

To lead and foster a vibrant sector that allows the surveying and spatial profession to grow, and positively influence our communities.

Values:

Integrity and ethical behaviour;

Environmental sustainability;

Excellence;

Respect for the profession

Strategy:

Growth: Grow S+SNZ by providing leadership and governance in standards, training certification, planning and financial management

Advocacy: Advocate on issues that affect S+SNZ, the sector, New Zealand, the South West Pacific and globally

Relationships: Build a greater awareness through public relations in key areas for the sector and communities of interest.

Diversity: Attract, develop and retain diverse talent to strengthen S+SNZ

Strategy	LoE	Responsible	Support	Dependencies	Focus	Action	Indicators	Priority ¹
Growth	Support spatial profession	Board	CE	Spatial Stream	Internal External	<ul style="list-style-type: none"> i. Hold 'value workshop' Y² ii. Approve spatial strategy Y 	<ul style="list-style-type: none"> i. Spatial strategy signed off by October 2019 	Q1
	Improve governance implementation	Council Board	CE	Governance Committee	Internal	<ul style="list-style-type: none"> i. Progressively review, simplify, and implement governance arrangements Y ii. Develop succession plan Y 	<ul style="list-style-type: none"> i. Governance manual v2.0 issued by December 2019 i. Governance committee recommends succession plan October 2019 	<p>Q2</p> <p>Q1</p>
	Deliver professional regulation	Council	CE	Membership Services Committee Examinations Committee	Internal	<ul style="list-style-type: none"> i. Improve CSLB competency testing delivery ? ii. Progress engineering surveying certification Y iii. Confirm professional pathways to RP Y 	<ul style="list-style-type: none"> i. Certificate of Competency format in place for November 2020 exams ii. Decision on engineering certification by March 2020 iii. Professional pathways confirmed by February 2020 	<p>Q4</p> <p>Q3</p> <p>Q3</p>

¹ Qx + Quarter, M = monthly, O = ongoing

² Budget allocated: Y/N/?

	Develop strategic plan 2025	Board	CE	Council	Internal	<ul style="list-style-type: none"> i. Confirm vision, develop strategic plan Y ii. Review operational plans N 	<ul style="list-style-type: none"> i. 5-year strategic plan approved by Council by April 2020 ii. Operational plans reviewed by March 2020 	<p>Q3</p> <p>Q3</p>
	Financial success	Board	CE Finance	Audit & Risk Committee	Internal	<ul style="list-style-type: none"> i. Diversify income sources Y ii. Deliver surplus Y iii. Further develop annual business planning process Y iv. Implement improved budgeting and forecasting Y 	<ul style="list-style-type: none"> i. Provide financial, risk and exception reports monthly ii. Negotiate a new funding source to be in place by December 2020 iii. Use improved planning process for 2020 	<p>M</p> <p>Q4</p> <p>Q3,Q4</p>
	Prioritise activity for impact	Board	CE	Council	Internal	<ul style="list-style-type: none"> i. Consult with chapters on priorities Y 	<ul style="list-style-type: none"> i. Be transparent on prioritisation decisions ii. Implement coordinated process to develop Letter of Expectation for 2020/21 	<p>O</p> <p>Q3, Q4</p>
	Increase organisational efficiency	Board	CE	Audit & Risk Committee	Internal	<ul style="list-style-type: none"> i. Improve business processes Y 	<ul style="list-style-type: none"> i. Implement a document management 	<p>Q2</p>

						ii. Provide secretarial services for Board and Council Y	system by December 2019	
	Grow and diversify membership base	Board	CE Membership	Membership Services Committee	Internal External	i. Understand existing members Y	i. Improve Memberconnex data and reporting by December 2019 ii. Conduct membership survey by October 2019	Q1, Q2 Q1, Q2
	Uphold ethics and standards	Council	CE	Ethics & Standards Committee	External	i. Respond to complaints Y ii. Support Ethics and Standards Committee Y	i. Report to Council twice yearly ii. Secretarial and other support provided as required	Q2, Q4 O
	Deliver a rich programme of events	Board	CE Events	Chapters, Conference Committees	Internal	i. Deliver annual conference with PCO Y ii. Co-deliver NZSEA Y iii. Deliver CPD programme Y	i. Conference delivered to plan and budget, outcomes achieved ii. NZSEA delivered as agreed with partners iii. CPD events delivered to plan and budget	Q2, Q3, Q4, 2020 Q2 O
	Strategy-led decisions	Council Board	CE	Chapters Committees	Internal	i. Prepare strategy-led, data-informed papers to support decision making Y	i. All papers are aligned to mission and strategy and supported by data	O

Advocacy	Focus on built environment and resilience	Board	CE Advocacy	Streams	External	<ul style="list-style-type: none"> i. Respond to opportunities as they arise Y ii. Leverage membership voice ? 	<ul style="list-style-type: none"> i. Regular reporting to Board and Council ii. Joined-up advocates across the membership 	<p>Q</p> <p>O</p>
	Advocate RPSurv and MS+SNZ	Board	CE Advocacy CE Comms	Streams	External	<ul style="list-style-type: none"> i. Advocate for RPSurv and MS+SNZ y 	<ul style="list-style-type: none"> i. Record of advocacy to LGNZ and MBIE 	<p>Q</p>
Relationships	Engagement	Board	CE Comms	Council	Internal External	<ul style="list-style-type: none"> i. Develop and implement engagement plan Y ii. Join up leadership through regular communication Y iii. Quarterly reporting from the Board Y 	<ul style="list-style-type: none"> i. Regular reports on engagement to the Board ii. Member satisfaction of 3/5 on comms iii. Board reports to membership quarterly 	<p>Q</p> <p>Q4</p> <p>Q</p>
	Collaboration	Board	CE	Council	External Internal	<ul style="list-style-type: none"> i. Prioritise collaborative approaches such as leveraging MoU's, partnerships and working across streams Y ii. Review and formalise arrangement with CSLB including funding model ? iii. Development relationships with 	<ul style="list-style-type: none"> i. All Mou's reviewed and at least one opportunity from each initiated ii. Arrangement with CSLB reviewed and formalised iii. 'In the room' with other property system regulators 	<p>Q2</p> <p>Q3</p> <p>Q3</p>

						other regulators in the system ^Y		
	Maintain digital publications	Board	CE Comms	Council S+S Mag editor NZ Surveyor editor	Internal	<ul style="list-style-type: none"> i. Continuously improve website ^Y ii. Publish (digital by default) magazine and refereed journal 	<ul style="list-style-type: none"> i. Website maintained with current content, improve dashboard capability ii. Magazine and journal published 	<p>Q4</p> <p>Q</p>
Diversity	Progress Diversity Agenda	Board	CE	WIS	Internal External	<ul style="list-style-type: none"> i. Stocktake and report on S+SNZ diversity ^Y 	<ul style="list-style-type: none"> i. We have data on the diversity of members 	Q2, Q3

Council Expectations 2019/2010:

Committed to a vibrant sector, diversity and inclusiveness – build capability

Engage with the Board on maintaining relevance, making an impact, creating value for members

Strategic Direction: Collective impact to make a difference where it matters most

Annual Priorities (Specific):

Support the Spatial Strategy **G**

Review and simplify governance arrangements – improve implementation of governance arrangements; steward resources to achieve a shift to external focus **G**

Focus on two key advocacy issues – built environment and resilience **A**

Professional regulation for surveyors – engineering surveyors, CSLB competency testing **G**

Annual Priorities (Generic):

Communication – clear messaging; resourced marketing plan; improve website; regular communications amongst leadership; quarterly reporting from Board, communication about priorities. **R**

Strategic Review: - review strategy and adjust existing plans **G**

Financial – budget surplus **G**

Delivery – collaboration between Board, Council, National Office, and members **R**

Prioritisation – transparency around trade-offs. **G**

Core Business:

Administration – improve processes; professionalise office; provide secretarial services for Board and Council **G**

Membership – work with Membership Services Committee to: understand members; review Membership Policy; support Ethics and Standards Committee; develop ‘whole of life’ view of membership together with reward and recognition processes **G**

Events – collaborate **R** with chapters and leverage MoU’s and relationships to deliver a rich CPD programme; deliver an Annual Conference, Stakeholders Forum, and seminars **G**

Marketing – **R**

Governance Support – prepare strategy-led papers to support decision making; continuously improve the implementation of the governance framework **G**

Advocacy – as above; leverage SME’s in membership and collaborate **R** with others; advocate for RPSurv and MS+SNZ **A**

Professional Regulation – support competency framework delivery; support Ethics and Standards Committee complaints processes. **R**

Communications: improve website; publish (primarily electronically) S+S magazine, NZ Surveyor; develop engagement plan and provide communications support. **R**

Business Planning and Finance – improve annual business planning process; implement improved budgeting and forecast reporting. **G**