



# UniSA's Planning, Review and Accountability Framework

Term	Explanation and/or definition
Ambitions	The high-level statements in Horizon 2020.
Action sets	The seven groups of actions in Crossing the Horizon from which activity for 2013–2018 will occur.
Budget	A three year plan for managing the financial resources of the institution.
Corporate review	A process where the emphasis is on tracking progress on priority actions as outlined in Crossing the Horizon. Progress is reported via Corporate Performance Reports.
Crossing the Horizon	UniSA's Strategic Action plan 2013–2018. It commits to delivering on seven action sets.
Divisions	The University has four academic Divisions each headed by a senior manager who reports to the Vice Chancellor.
Enabling plans	These plans provide detail to Crossing the Horizon. Examples include: Reconciliation Action Plan, Disability Action Plan.
Enterprise plans	These are three-year, service-based plans covering areas such as international, marketing and communications, finance, business development, human resources, ICT and philanthropy.
Horizon 2020	UniSA's highest level strategic document. Horizon 2020 articulates the University's ambitions to 2020.
Key Performance Indicators (KPIs)	The University's highest level indicators or metrics that focus on measuring outputs linked to actions.
KPI targets	The performance standards or levels that UniSA aims to achieve for each KPI (usually over a set period eg 12, 24 or 36 months).
Objectives	A series of statements that outline how the priorities will be achieved.
PI Framework	A repository of all performance indicators required by the organisation including its KPIs.
Portfolios	There are four University-wide Portfolios each headed by a senior manager who reports to the Vice Chancellor.
Project planning	The process whereby new initiatives are scoped and assessed in terms of cost and risk. If approved project plans are signed off by key stakeholders and resources committed.
Quality assurance	UniSA's policies, procedures and governance structures provide the framework for maintaining the highest standards of teaching, research and scholarship, and community service.
Risk management	Risk management is regarded by UniSA as sound business practice, which enhances decision-making, performance and accountability. Risk registers are updated at least once a year.
Vision, Mission, Values	The VMV provides clarity on how UniSA sees itself as an institution, what it wishes to become and what principles it uses to guide its decision making and actions.

## Introduction and purpose

The University of South Australia's (UniSA) Planning, Review and Accountability Framework (herein referred to as The Framework) outlines the principles and key elements that guide planning, review, performance measurement, quality assurance and improvement at UniSA. The Framework also references internal controls, policies and governance structures.

The Framework functions as a guide for internal stakeholders and provides transparency to both internal and external stakeholders on important accountability elements.

This document:

- articulates the principles and objectives of The Framework
- explains the relationship between planning, budgeting, review, performance measurement, risk management and quality assurance
- depicts in broad terms the annual processes supporting The Framework
- reinforces the governance structure supporting The Framework.

## Principles of The Framework

The following principles guide The Framework:

1. recognition of Horizon 2020 (and its Vision, Mission and Values therein) as the highest order planning document, directing UniSA's ambitions
2. recognition of Crossing the Horizon as the foundation for achieving the ambitions
3. reinforcement that annual processes of business planning, budgeting, review, performance monitoring and risk management ensure obligations are properly met and encourage continuous improvement
4. University Council is the peak governing body of the University. Council is assisted in this responsibility through the work of committees appointed under the University of South Australia Act of 1991.

## The Framework is supported by the following policies:

- [C34 Review](http://w3.unisa.edu.au/policies/policies/academic/a35b.asp)
- [A35A Quality assurance of programs, courses and teaching arrangements](http://w3.unisa.edu.au/policies/policies/academic/a35a.asp)
- [RES15 Quality Assurance and Improvement in Higher Degrees by Research](http://w3.unisa.edu.au/policies/policies/resrch/res15.asp)
- [C24 Risk Management](http://w3.unisa.edu.au/policies/policies/corporate/C24.asp)
- [C32 Vice Chancellor Authorisations](http://w3.unisa.edu.au/policies/policies/corporate/C32.asp)

## Process and control references include:

- [University legislation](http://w3.unisa.edu.au/unicouncil/legislation/default.asp)
- [University governance](http://w3.unisa.edu.au/unicouncil/goodgov/default.asp)
- [Legislative compliance](http://www-p.unisa.edu.au/aas/Legislative-Compliance/Legislative-Compliance.asp)
- [Internal audit](http://www-p.unisa.edu.au/aas/Internal-Audit/Internal-Audit.asp)
- [Horizon 2020](http://w3.unisa.edu.au/horizon2020/files/HORIZON_2020_highRes.pdf)
- [Crossing the Horizon – The University of South Australia Strategic Action Plan 2013 – 2018](http://www.unisa.edu.au/PageFiles/64561/Strategic-Plan.pdf)
- [Crossing the Horizon – Project Framework \(internal access only\)](http://teamsites.unisa.edu.au/res/par/bireportinghub/Topics/Planning%20and%20Review%20Framework.aspx)

# H O R I Z O N 2 0 2 0

UniSA ambitions

