

5 Confidential Items

5.1 Staff Movements and Exits Summary Report

Report Reference	RSC240507F5.1
Originating Officer	Unit Manager Human Resources – Gregory Cansdale
Corporate Manager	Manager People and Culture - Sarah Vinall
General Manager	Chief Executive Officer - Tony Harrison

CONFIDENTIAL MOTION

That pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Committee orders that all persons present, with the exception of the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Manager Officer of the Chief Executive Officer, Chief Financial Officer and Manager People and Culture, be excluded from the meeting as the Committee receives and considers information relating to Staff Movements and Exits Summary Report, upon the basis that the Committee is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to the personal information of current and former staff of the City of Marion.

REPORT OBJECTIVE

To provide the Review and Selection Committee with a consolidated overview of staff movements and themes from staff exit survey feedback, for the third quarter of the 2023-24 financial year.

EXECUTIVE SUMMARY

Quarterly summaries of the workforce composition as at 31 March 2024 are provided below.

Exit survey data provides insights into staff employment experiences and perceptions when leaving the organisation. Feedback continues to show that the employee experience is generally positive, although career development opportunities remain an area of focus. Attachment one provides an aggregated summary of exit survey data for the period 1 January 2024 to 31 March 2024.

RECOMMENDATION

That the Review and Selection Committee:

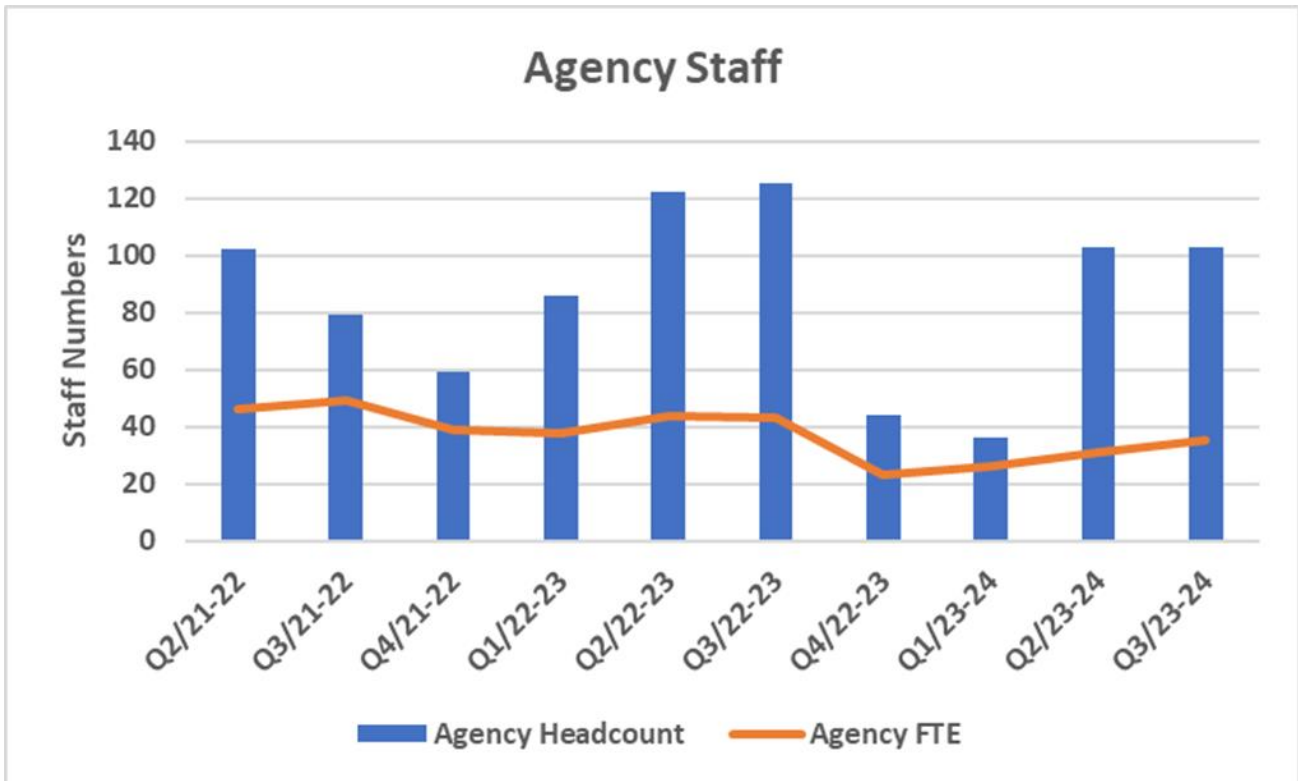
1. Notes the report
2. In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that this report, 'Staff Movements and Exits Summary Report, Report Reference RSC240507F5.1' any attachments and the minutes arising from this report, having been considered in confidence under Section 90(2) and (3)(a) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection upon the basis that the information relates to personal information of Council staff.
3. This order shall operate until it is revoked or a further order is made and will be reviewed every 12 months.
4. Pursuant to section 91(9)(c) of the Local Government Act 1999, the Council delegates the power to revoke the confidentiality order to the Chief Executive Officer.

DISCUSSION

Q3 – as at 31 March 2024

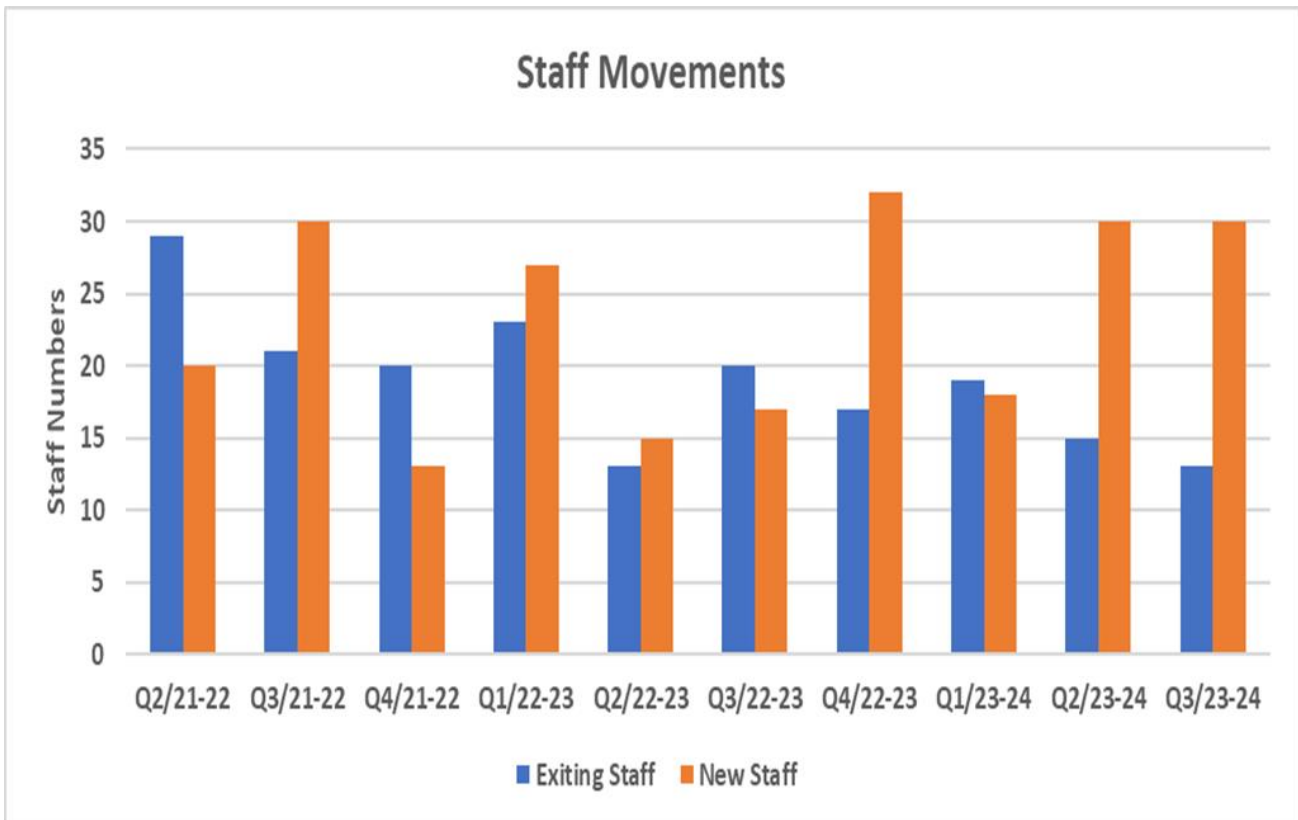
- Staff head count: 440 (396.14 Full Time Equivalent (FTE))
- Agency staff Head Count (Randstad & Maxima): 103 (30.12 FTE)
- Volunteers: 277
- Exiting Staff for the quarter: 13





Thirteen staff exited the City of Marion during the period 1 January 2024 to 31 March 2024 in comparison to 20 staff exiting in the same period last year. On average over the last 12 months there have been five (5) departures per month.

Thirty new employees joined the City of Marion during the period 1 January 2024 to 31 March 2024 in comparison to 17 new employees in the same period last year.



Twenty-two staff changes during the period 1 January 2024 to 31 March 2024 in comparison to 30 staff changes in the same period last year.

Attachment one provides an aggregated summary of exit survey data for the period 1 January 2024 to 31 March 2024 including key themes and learnings. In addition to submitting exit feedback online, staff are provided the opportunity to discuss their responses further with their People and Culture Partner. Only one availed themselves of this opportunity in Q3.

The exit survey improves the employee experience by providing an opportunity for the exiting employee to be heard thus providing closure and a more positive opinion of the organisation. Any concerns, areas for improvement or positive feedback provided through the exit interview process are discussed with the relevant People Leader, unless there is a valid reason not to do so, such as the matter being sensitive or confidential. Useful insights into staff employment experiences and perceptions provide opportunities to learn from staff experiences and will inform continuous improvement initiatives.

In Q3, 77% of staff exiting the organisation completed an exit interview.

Those staff who are exited due to unsatisfactory performance are not offered an exit interview due to the nature of the departure.

Feedback from exiting staff in Q3 is predominantly positive indicating that:

- all agree or strongly agree that their leader was approachable and supportive;
- all would recommend the City of Marion as an employer;
- all indicate they would consider working at the City of Marion again;
- the majority indicate that had access to career development opportunities; and
- the majority of those exiting are remaining in the Public Sector.

Exit survey feedback also indicates that in the majority:

- 70% of those exiting are doing so to progress their careers;
- People at the City of Marion and relationships with co-workers are the key factors most liked by exiting staff;
- Lack of opportunities for permanency and career progression were key factors impacting people's decision to exit;
- People feel their contributions are recognised and valued; and
- IT systems & software have been identified as an area for improvement.

ATTACHMENTS

1. Exit Survey Data Q 3 2024 1 [5.1.1 - 1 page]