



5.3 Staff Movements & Exit Survey Data Q1 – 2023-24 Report

Report Reference	RSC231010F5.3
Originating Officer	Unit Manager Human Resources – Greg 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, Manager People and Culture, Manager Office of the Chief Executive Office, be excluded from the meeting as the Committee receives and considers information relating to Staff Movements & Exit Survey Data Q1 – 2023-24 Report, upon the basis that the Council 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 employee personal data.

REPORT OBJECTIVE

This report provides a level of understanding of workforce composition at the City of Marion as at 30 September 2023 as well as an overview of Exit Survey data from the last quarter (Q1 2023-24)

EXECUTIVE SUMMARY

As at 30 September 2023

- Staff head count: 403 (357.16 Full Time Equivalent (FTE))
- Agency staff Head Count (Randstad): 36 (26.2 FTE)
- Volunteers: 305
- Exiting Staff: 19
- New Staff: 18

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. In Q1, 41.1% of staff exiting the organisation completed an exit interview.

RECOMMENDATION

That the Review and Selection Committee:

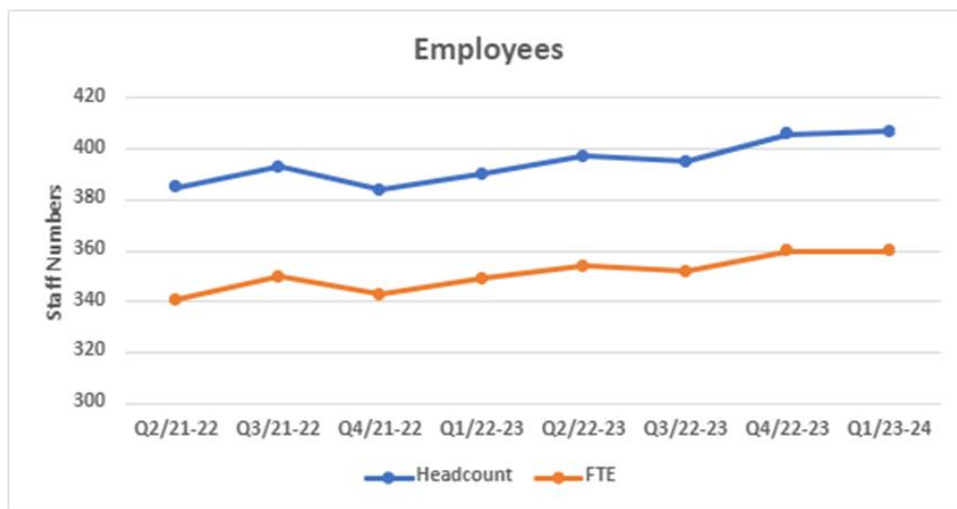
1. Note the Staff Movements & Exit Survey Data Q1 – 2023-24 Report
2. In accordance with Section 91(7) and (9) of the *Local Government Act 1999* the Committee orders that this report, Staff Movements and Exits Summary, and any appendices arising from this report having been considered in confidence 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 for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2023.

To provide a level of understanding of workforce composition at the City of Marion, a summary of the workforce as at 30 September 2023 is provided below:

30 September 2023

- Staff head count: 407 (360.91 Full Time Equivalent (FTE))
- Agency staff Head Count (Randstad): 36 (26.2 FTE)
- Volunteers: 305
- Exiting Staff: 19
- New Staff: 18

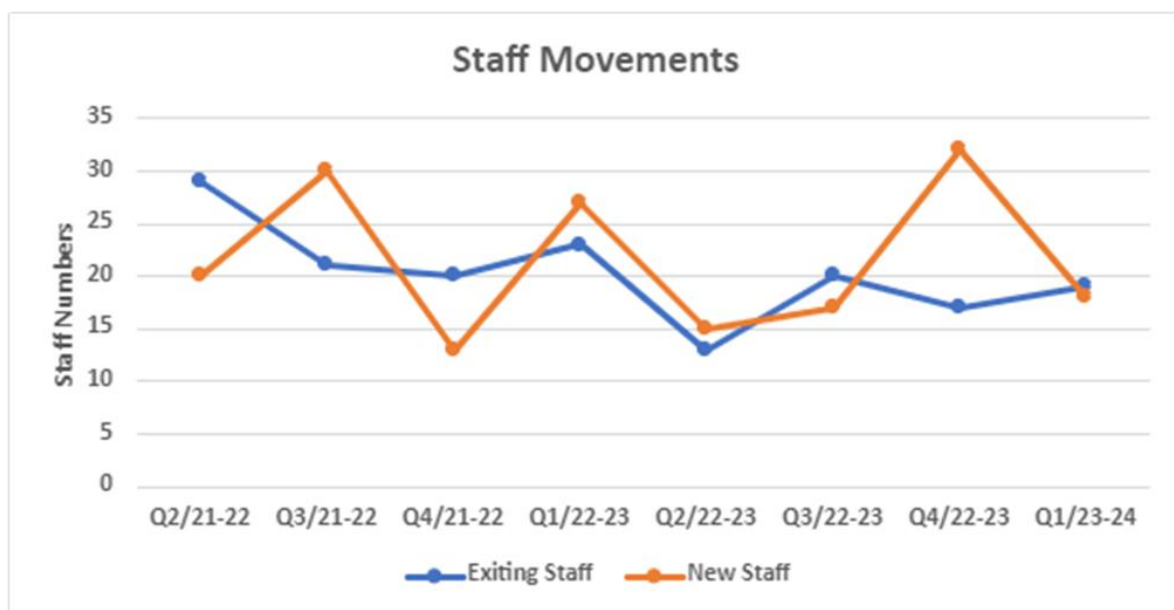
The following chart provides a comparison of staffing numbers on a quarterly basis at the City of Marion since October 2021.



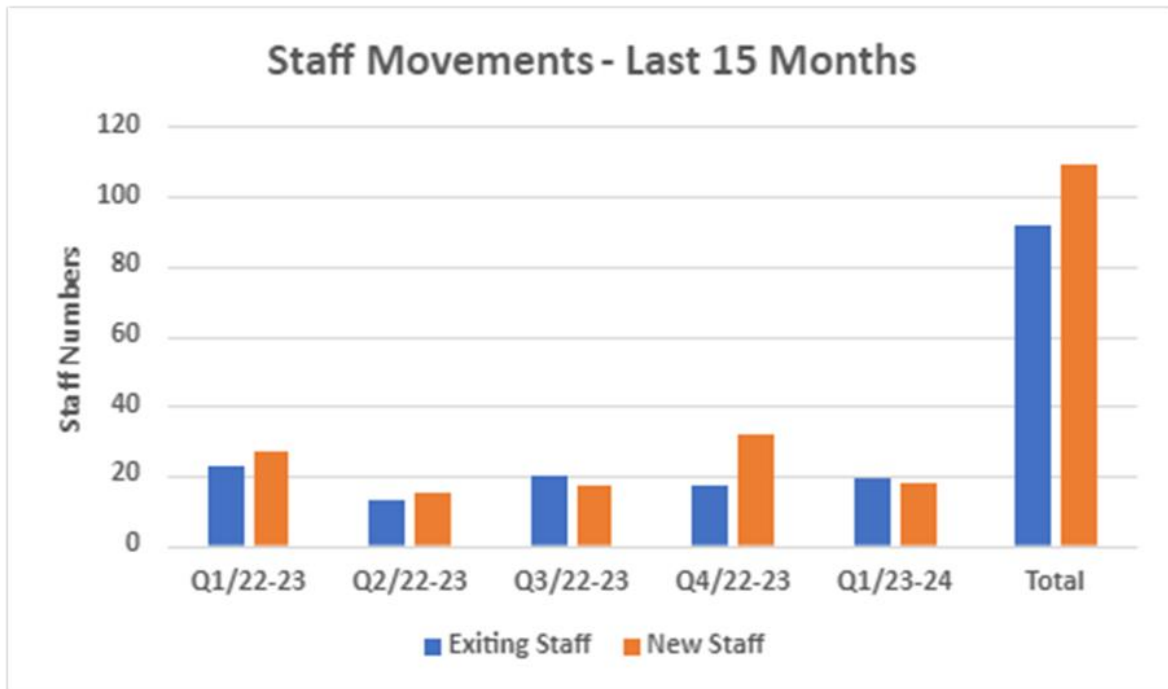
19 staff exited the City of Marion during the period 1 July 2023 to 30 September 2023 in comparison to 23 staff exiting in Q1 last year (1 July 2022 to 30 September 2022).

The following chart provides a comparison of staff movements on a quarterly basis at the City of Marion since October 2021.

The following chart provides a comparison of staff movements on a quarterly basis at the City of Marion for the previous 12 months (1 October 2022 to 30 September 2023) since October 2021.



In the past 15-month period (1 July 2022 to 30 September 2023) 92 staff have exited the City of Marion and 109 new staff have joined.



Attachment one provides an overview of staff movements for the period 1 July 2023 to 30 September 2023, including a profile of staff who have left the organisation, staff who have commenced employment in the organisation, and staff who have changed roles within this period. The overview includes information on the staff member, position, and the date of the change or when the move became effective.

Attachment two provides an aggregated summary of exit survey data for the period 1 July 2023 to 30 September 2023 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.

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 Q1, 41.1% of staff exiting the organisation completed an exit interview with none requesting to discuss their exit with their P&C Partner.

Staff who are exited due to unsatisfactory performance or discipline outcomes are not offered an exit interview due to the nature of their departure.

Feedback from exiting staff in Q1 indicates that:

- cross team collaboration continues to improve;
- the majority of leaders are approachable and supportive;
- most exiting staff are choosing to leave because of better career/development opportunities;
- Council values and supportive leadership behaviour require realignment in parts of the business;

- staff recognition could be improved; and
- flexible working arrangements are appreciated.

ATTACHMENTS

1. Attachment 1 Staff Movements Q 1 2023 24 [**5.3.1** - 6 pages]
2. Attachment 2 Exit Survey Data Q 1 2023 24 [**5.3.2** - 1 page]