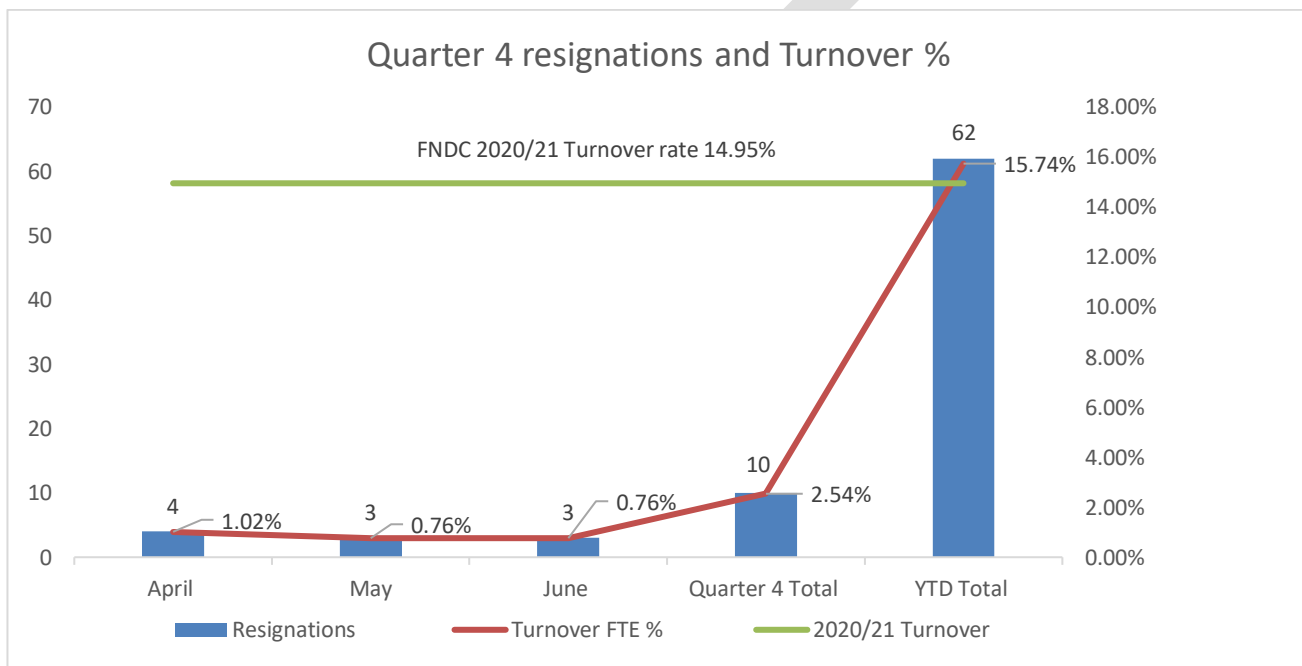


People and Capability Report to Assurance, Risk and Finance Committee Period 1 April – 30 June 2022

Staff Turnover

During quarter four, ten staff left Far North District Council. This has resulted in a quarterly turnover rate of 2.54%. Our 2021-2022 turnover rate was 15.74%, comprised of 62 staff having left Far North District Council. This turnover rate is 0.79% higher than the previous financial year's turnover rate of 14.95%.

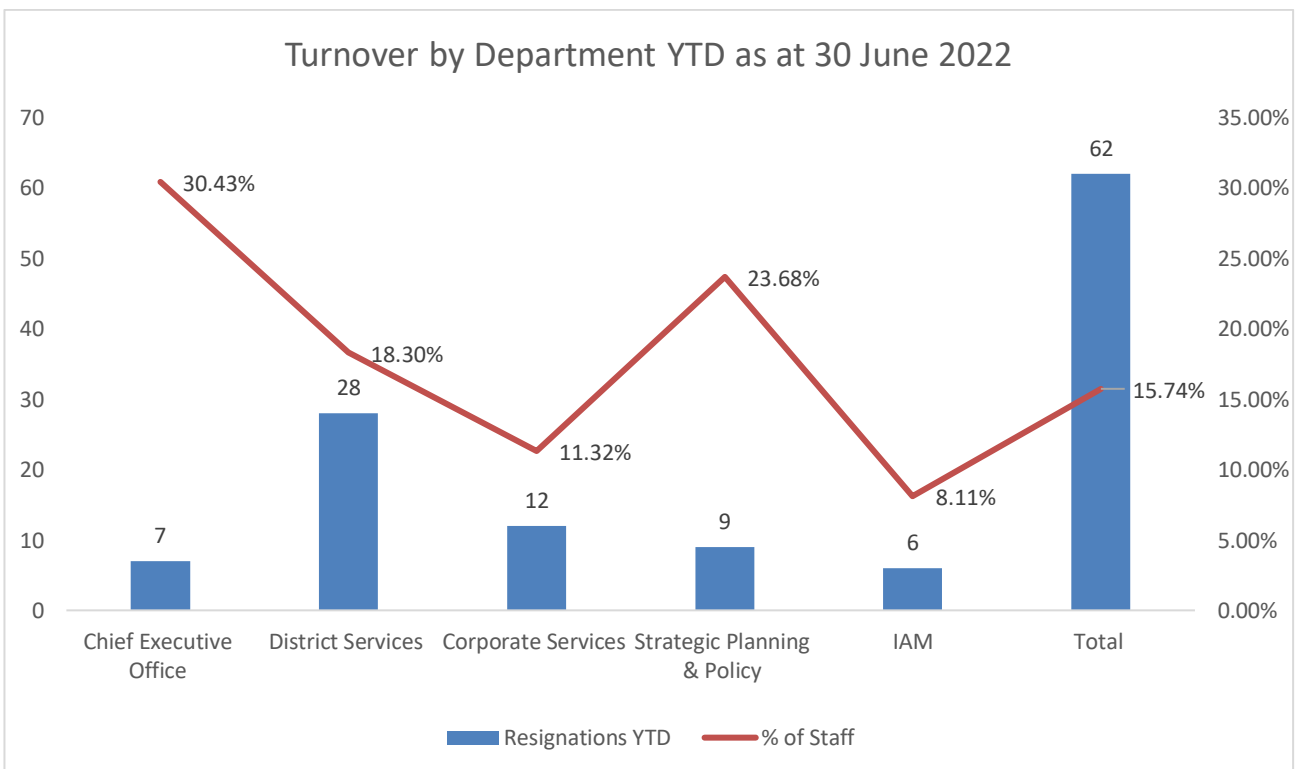
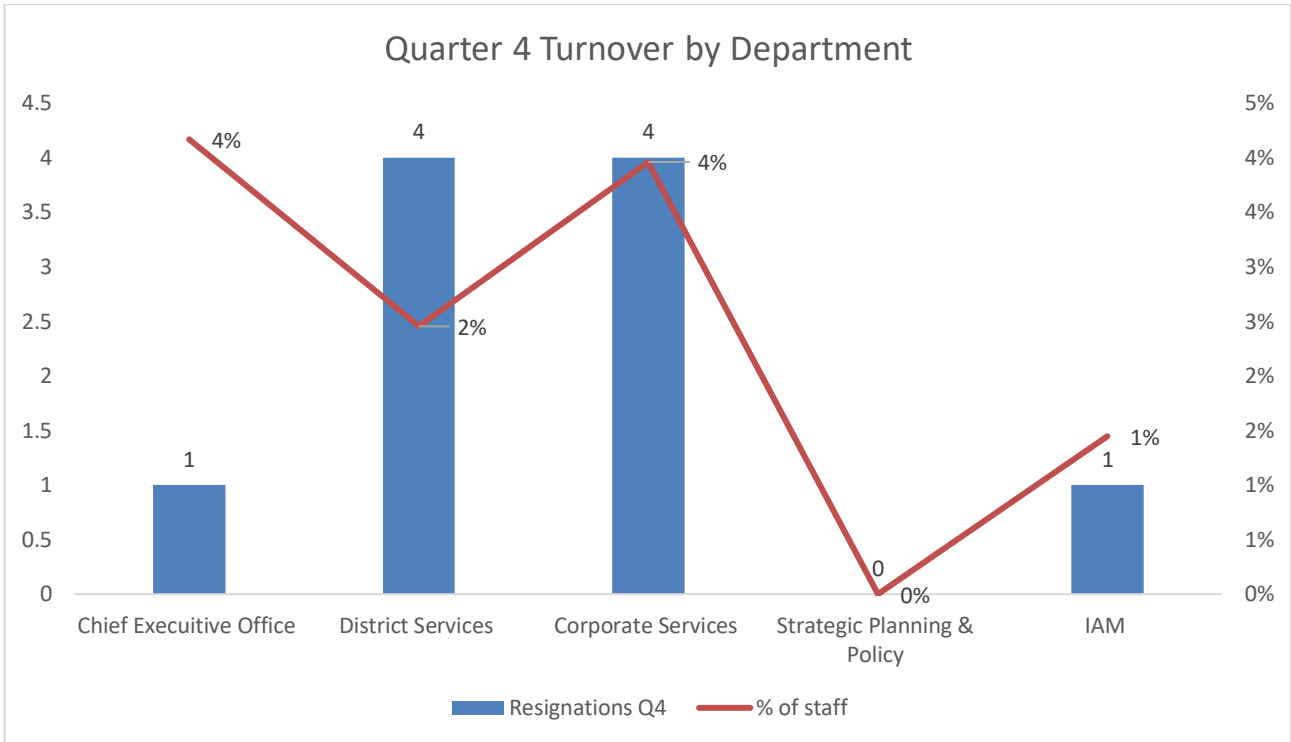


District Services team has seen four staff members leave this quarter. These resignations have come from different areas within District Services, with one from each Building Services, Resource Consents, Administration Environmental Services and the Visitor Information Services teams.

The Infrastructure and Asset Management Team has seen one staff member leave from the Facilities Operations Team.

Corporate Services had four team members leave this quarter. This was made up of one resignation from the Transformation & assurance team, two from the digital information team and one from the Legal Services team

Chief Executive Office has had one resignation from the People & Capability Team.



Exit Interviews and Analysis

The total number of survey responses for this financial year was twenty-eight. We are now seeing an uptake in staff completing the exit surveys as part of our re-engineered process. This makes it easier for staff to fill out the survey by redirecting them to the exit survey after they submitted their exit form.

This is providing us with valuable information on why staff are choosing to leave and is highlighting areas where we need to direct attention to.

By using the survey data, the following findings have been identified:

Top reasons to leave FNDC;

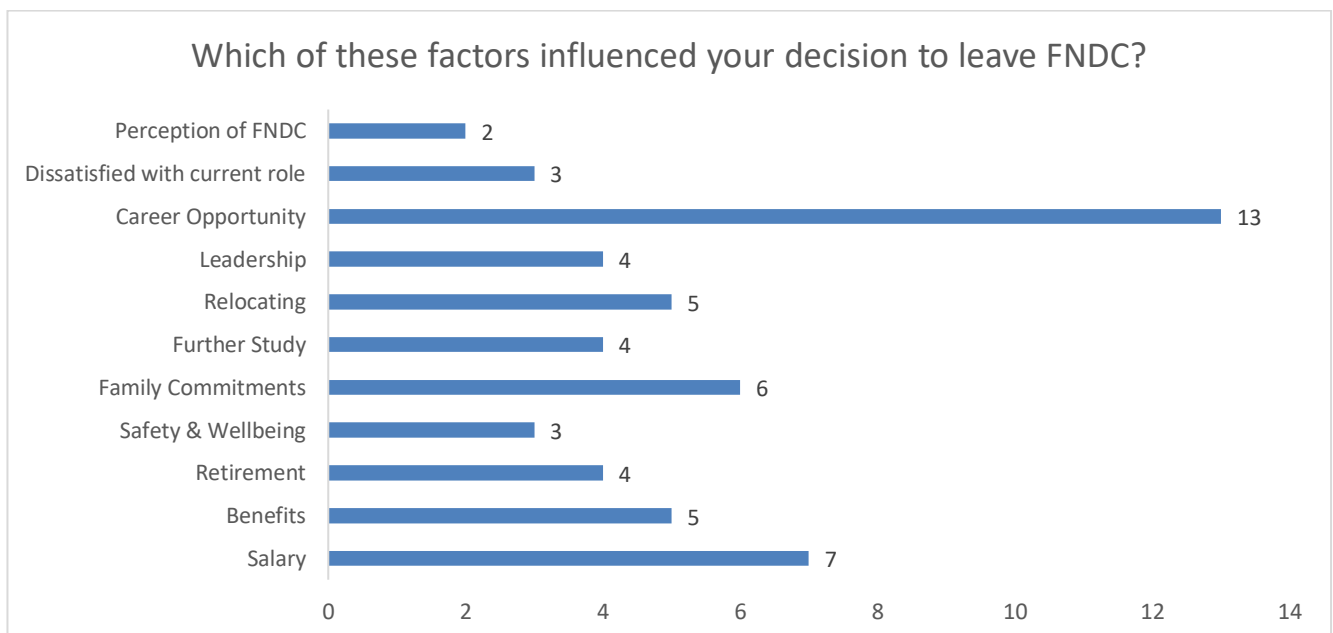
- Career Opportunity
- Salary
- Family Commitments

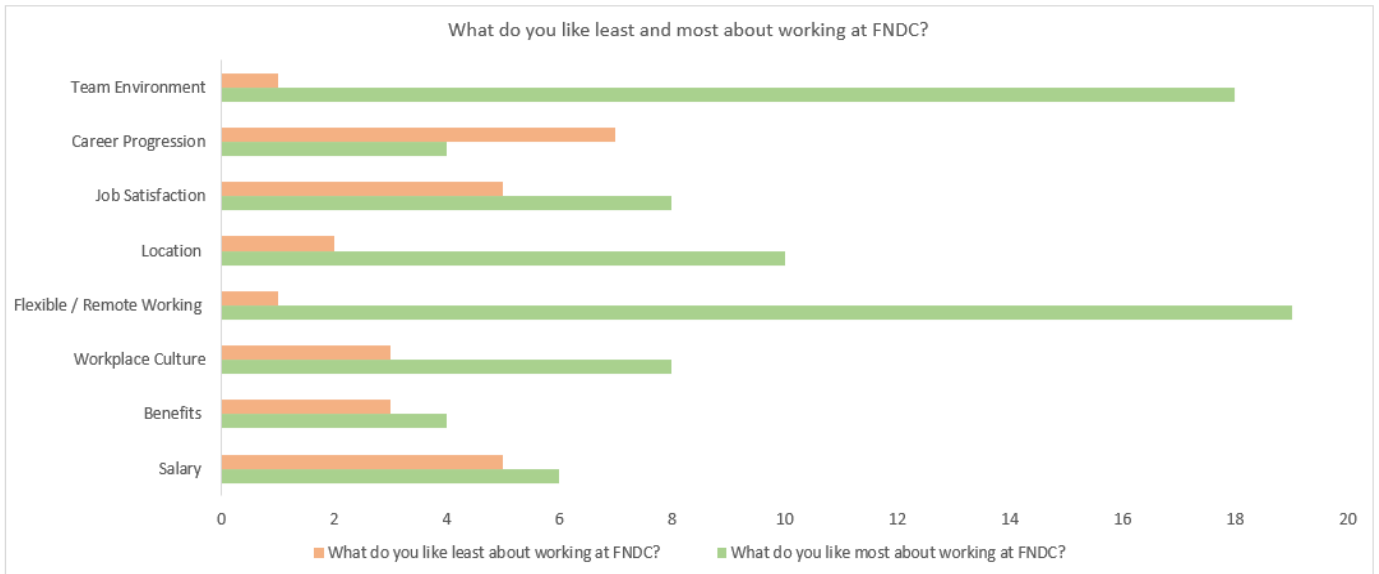
What staff liked most about working at FNDC:

- Flexible/Remote Working
- Team Environment
- Location

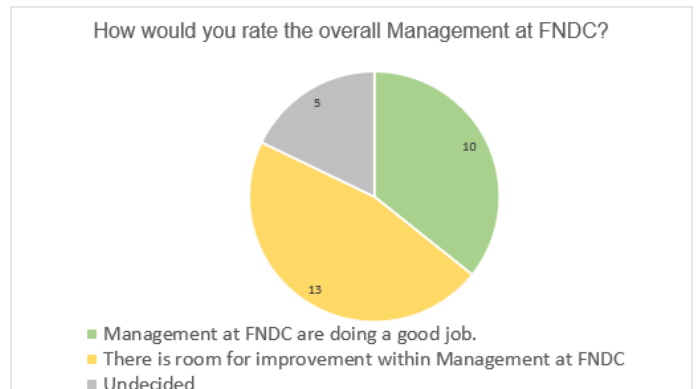
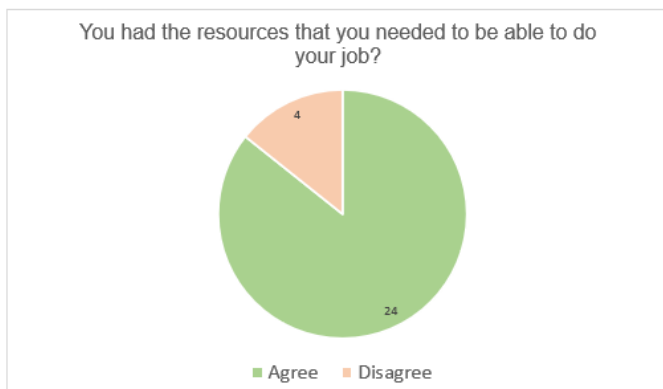
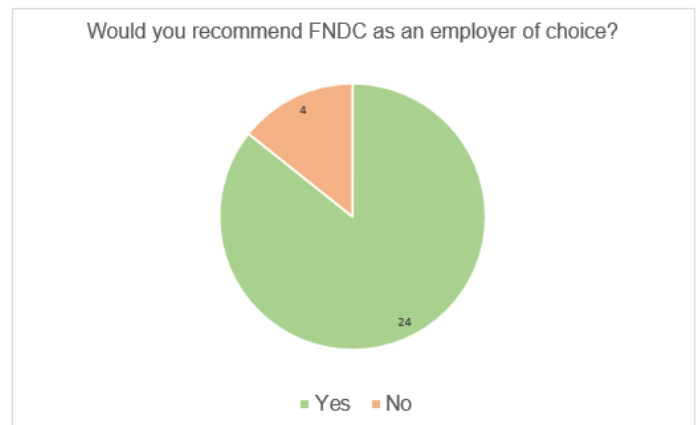
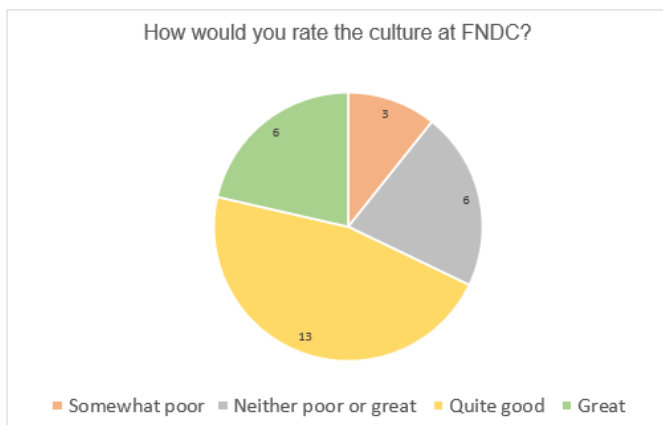
What staff liked least about working at FNDC:

- Career Progression
- Salary
- Job Satisfaction





It is pleasing to note that 86% of our survey responders recommend FNDC as an employer of choice, along with this 68% of survey responders rating FNDC's culture to be "quite good" or "great".



Personal Grievances

There have been no personal grievances for this quarter.

Retention and Recruitment Issues

As same as quarter three we are still having continuous issues around gaining suitable talent, resulting in re-advertising roles specifically Infrastructure Planners, the Resource Consents Team and the Building Team. It is extremely evident that we share the nationwide struggle to fill roles in these areas. People & Capability are using premium advertising to include "Award winning hybrid remote working". We are also liaising with both SEEK NZ and Linked In to potentially use their premium offerings to engage with future talent. Further advertising is now being undertaken nationally with the Ministry of Social Development, as well as being targeted locally in Kerikeri, Kaikohe and Kaitaia with the assistance of MSD's job matching team.

Stay Interviews

Stay Interviews were carried out with the Resource Consents team during June and July 2022 with thirteen interviews conducted. The interviews lasted approximately 30 minutes with a standardised template for that department used for questions and answers. Each individual was met with either in-person or via Teams and asked if they were comfortable for their feedback to be shared.

All team members appreciated the opportunity to talk and honestly expressed their opinions. Feedback indicated a positive workplace culture, with supportive leadership and management of the Resource Consents department. Challenging areas were discussed together with suggested improvements from staff. The interviews involved discussions about flight risks, employee drivers and career aspirations which can be linked to learning and development plans. Suggestions for management consideration include processing improvements to better manage the backlog for overdue applications, as well as administrative enhancements.

The Resource Consents department have seen career progression during 2022, whereby internal promotions have resulted in a new Team Leader, Senior Planner and Duty Planner. A further two external Planners and a Graduate Resource Engineer have also been employed during this time. With the new financial year, the leadership team will have ongoing discussions for career aspirations with team members to build capability. The People & Capability team are continuing to support the department with their succession planning process.

Due to upcoming legislative changes with the Resource Management Act, management is also giving further consideration to the structure of the department, to ensure that this is fit for purpose for current and future needs. Stay Interviews have enabled insights into thoughts to the structure, with feedback suggesting a Resource Consents Manager, an additional Principal Planner and aligned administrative support would be beneficial to the department.

Disciplinary Actions and Costs

During this period there has been one Performance Improvement Plan in place. Two formal disciplinary processes occurred and have been resolved.