

## HUMAN RESOURCES REPORT AS AT 30<sup>th</sup> JUNE 2016

### *CURRENT STAFF*

	<b>2013</b>	<b>2016</b>
Total Staff	124	121
Casual	17	9
Part-Time	105	106
Full-time	2	6
Female	118	113
Males	6	8
Less than 20	4	3
20 – 29	24	17
30 – 39	13	19
40 – 49	21	26
50 – 59	47	41
60 & older	15	15

### *STAFF BY DESIGNATION*

<u>Designation</u>	<u>Current Number 2013</u>	<u>Current Number 2016</u>
Personal Carers	60	57
Lifestyle	2	3
Support Services	39	37
Registered Nurses	7	10
Enrolled Nurses	6	6
Administration	9	7
CEO	1	1

### *STAFF QUALIFICATIONS*

<b>QUALIFICATIONS</b>	<b>2013</b>	<b>2016</b>
<i>Personal Carer's Cert III or Cert IV in Aged Care</i>	30%	53%
<i>Personal Carer's Currently Studying Cert III; Cert IV; RN's or EN's</i>	30%	19%
<i>Lifestyle activities Officers Cert IV in Leisure &amp; Health</i>	100%	0
<i>Support Services Cert III in Hospitality</i>	33%	28%

## STAFF TURNOVER

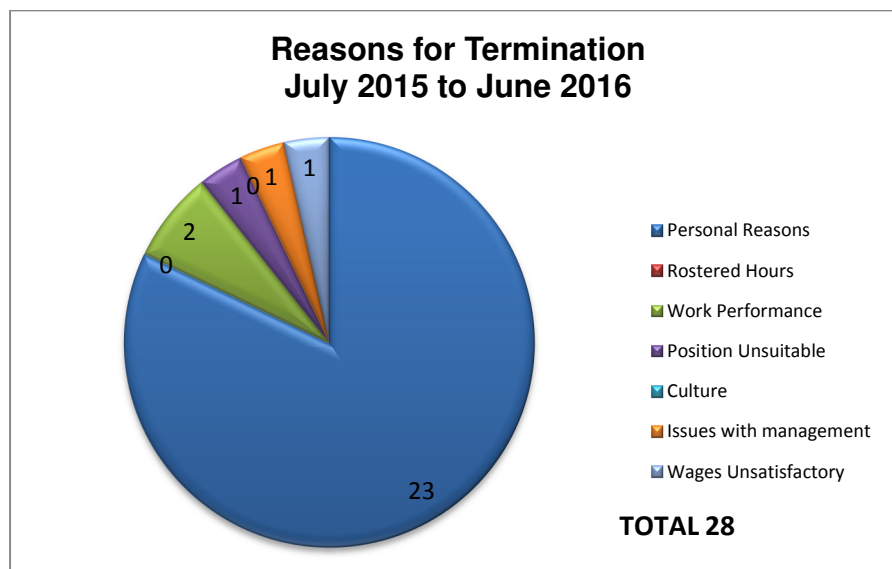
*Comparisons since 2013*

Reasons for Terminations	2012/2013	2013/2014	2014/2015	2015/2016
Personal Reasons	28	26	27	23
Position Unsuitable	11	7	3	1
Work Performance	0	2	2	2
Issues with Management	2	2	0	1
Culture	0	1	1	0
Wages Unsatisfactory	1	2	0	1
Rostered Hours	0	2	4	0
<b>TOTAL</b>	<b>42</b>	<b>42</b>	<b>37</b>	<b>28</b>

Staff turnover for the 2015/2016 financial year was 28.

The graphs below provide an overview of the following:

1. Reasons For Termination;
2. Length Of Employment;
3. Age Demographic;
4. Designations; and
5. Employment Status.

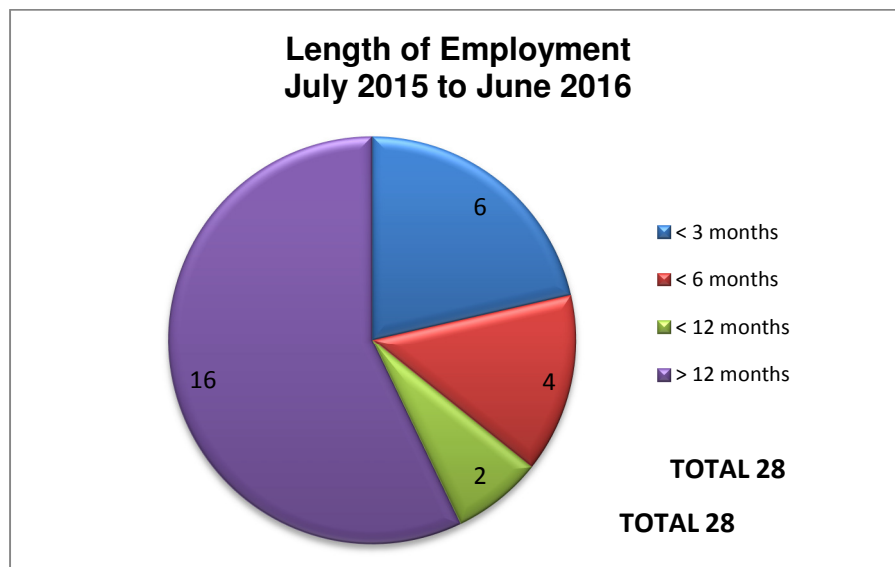


Personal Reasons have occurred as a result of the following:

- Change of employment – 3
- Relocation - 9
- Health reasons – 3
- Family reasons - 1
- Retirement – 2

Other reasons for termination have occurred as a result of;

- Abandonment of Employment – 4 (Karen Clarke, Kelly Kelly, Cameron Nicholls, Adam Robinson)
- Issues with Management – 1 (Donna Smalley)
- Work Performance: - 2 (Rebecca Burnett, Stephen Crear)
- Return to Study – 1 (Clare Hinds)
- Failed Probation – 1 – (Judy Mylrea)
- Wages unsatisfactory – 1 (Andrea Atfield)



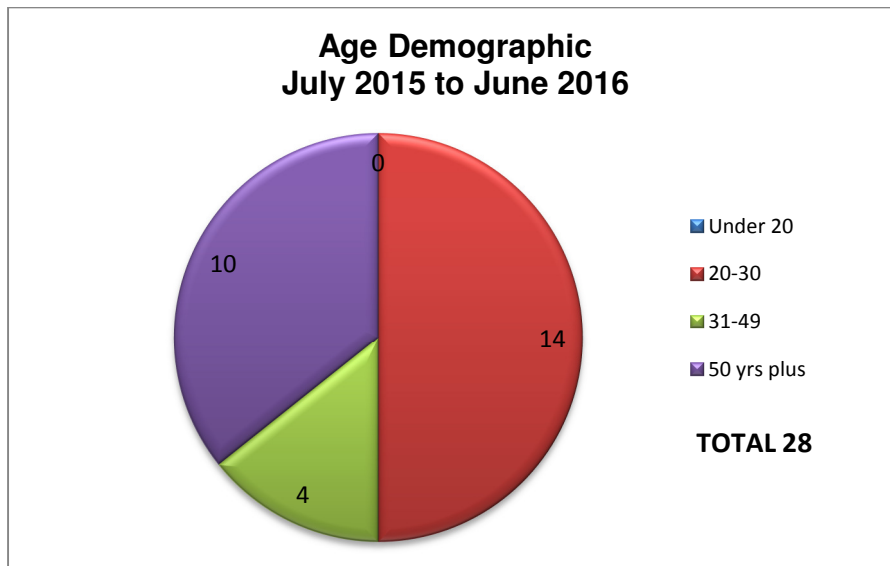
### *Reasons for leaving*

>3 months – 1 x position unsuitable; 4 x personal reasons

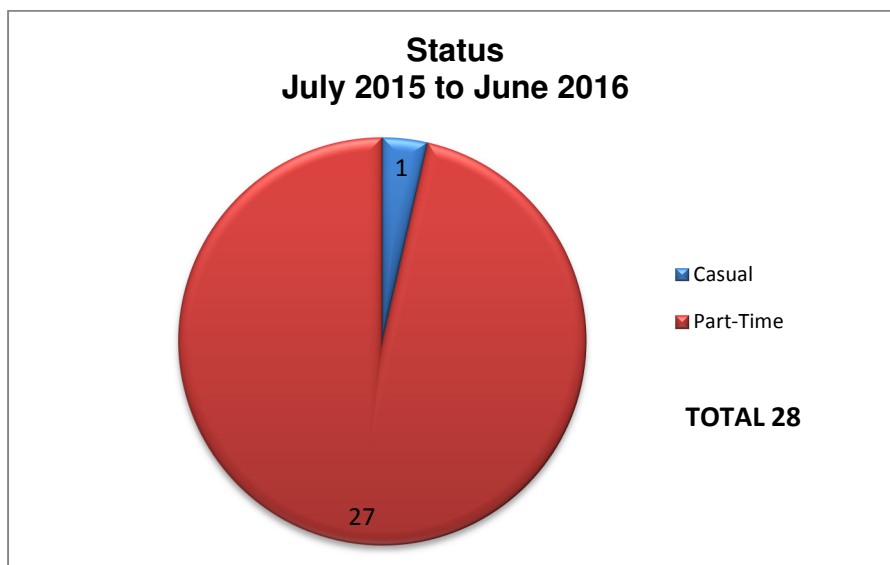
>6mths – 3 x personal reasons; 1 x wages unsatisfactory

>12mths – 1 x personal reasons; 1 x work performance

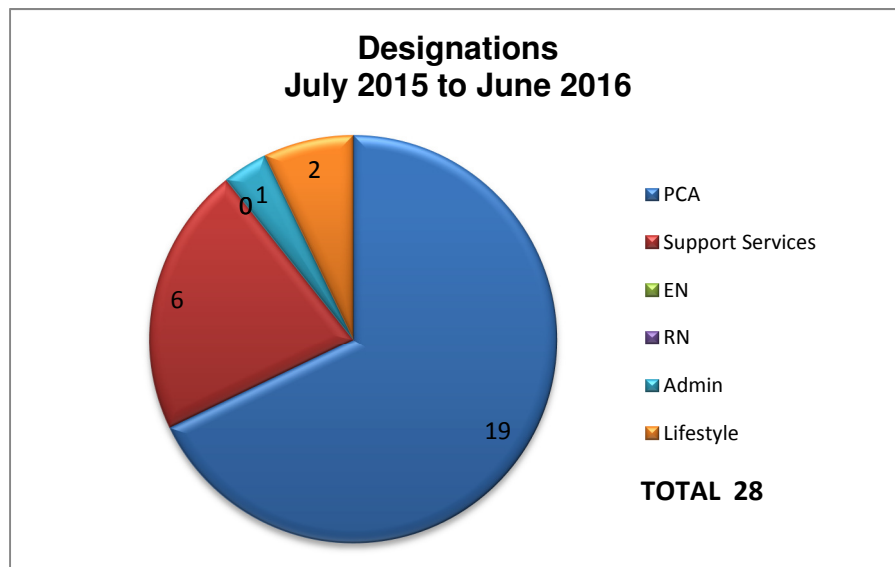
<12mths – 12 x personal reasons; 1 x work performance; 3 x position unsuitable; 1 x wages unsatisfactory; 1 x issues with management



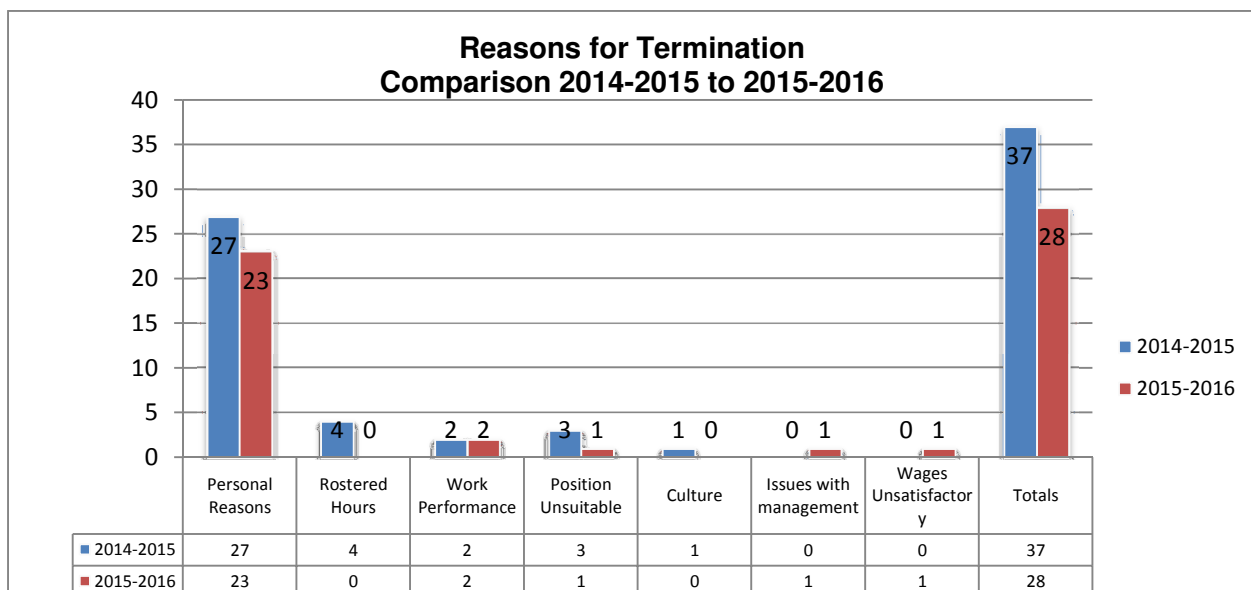
- 50 yr plus : 3 x PCA; 4 x Support Staff; 1 x Admin; 2 x Lifestyle Officer
- 31 – 49: 4 x PCA;
- 20 – 30: 12 x PCA; 2 x Support Staff;



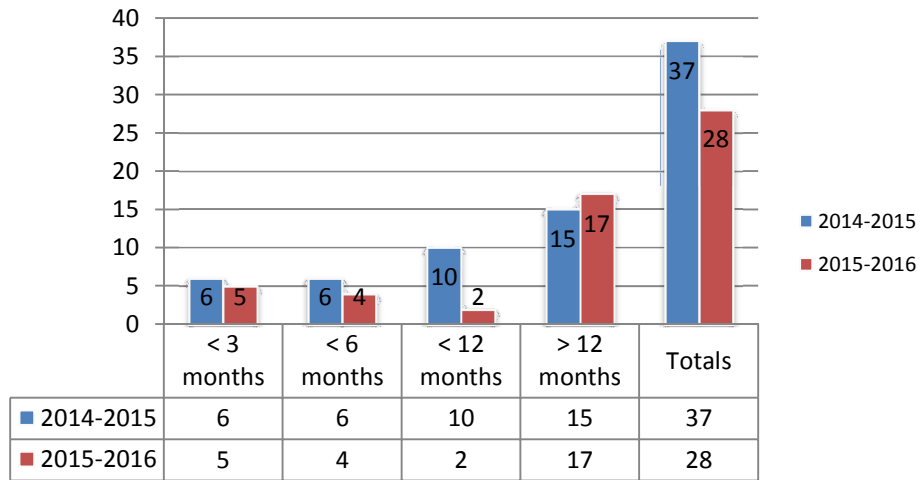
- Part-Time – 18 x PCA; 6 x Support Staff; 1 x Admin; 2 x Lifestyle Officer
- Casual – 1 x PCA (Greg Lee)



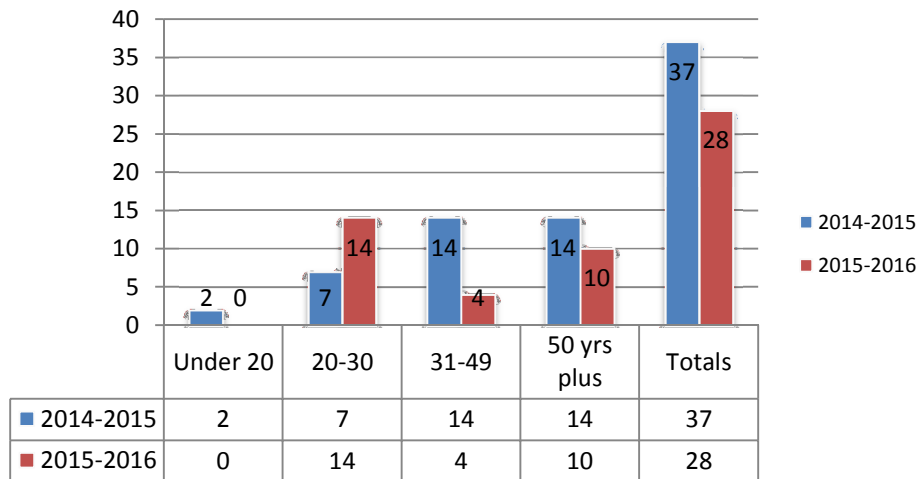
### Comparisons 2014/2015 to 2015/2016 Financial Years



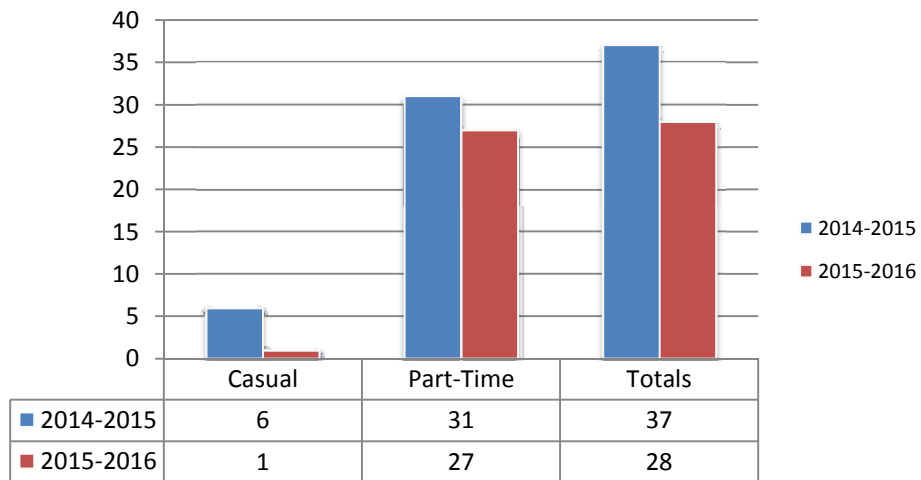
### Length of Employment Comparison 2014-2015 to 2015-2016



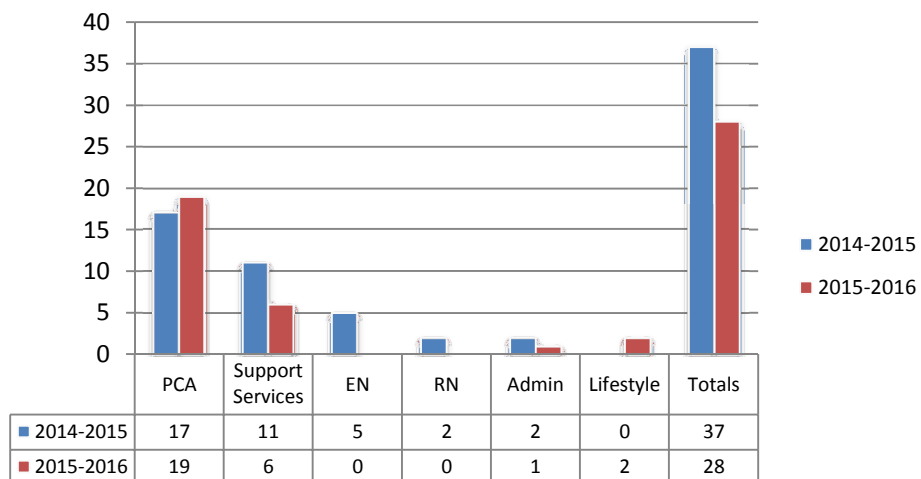
### Age Demographic Comparison 2014-2015 to 2015-2016



### Status Comparison 2014-2015 to 2015-2016



### Designations Comparison 2014-2015 to 2015-2016



Ann-Maree Williams  
HR Officer  
12/08/2016