

17 August 2018

18/00428

Joanne Barker
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Dear Joanne Barker

Thank you for your response and further questions, asking:

1. *I would like the percentage by business unit please.*
2. *I was hoping that your HR team would be able to search through something like MAKO employee files or a recruitment system like Springboard to see if this was completed for employees as most other organisations have a recruitment team that tracks this basic information via that software. Can you confirm that HR does not use these and is not able to pull this information?*

Please find, attached as an appendix, two tables showing the percentage of resignations by business unit. Please note, the turnover rate has been calculated by taking the total number of staff exiting over the 12 months, and dividing that by the average monthly headcount over the same 12 month period.

WorkSafe does not have a specific Human Resource Information System. We can confirm we do use both Springboard and MAKO. Springboard is an electronic recruitment tool that is used for most but not all recruitment. MAKO is a document management system and is not used by all parts of WorkSafe.

We are therefore unable to fulfil your request for a search as the information is not readily retrievable in the form which you would like and WorkSafe would need to initiate a project in order to identify any possible information.

Yours sincerely



Carol McNaught
General Manager – People and Culture

Appendix A:

| | 12 months to June 2017 | |
|-------------------------------|------------------------|--------------------|
| Group | Leavers | Unplanned Turnover |
| Better Regulation | 10 | 20.8% |
| Corporate Services | 0 | 0.0% |
| High Hazards & Energy Safety | 3 | 6.3% |
| HR | 4 | 37.2% |
| Legal | 1 | 7.2% |
| Office of the Chief Executive | 1 | 52.2% |
| Operations & Specialist | 24 | 8.8% |
| Strategy and Performance | 10 | 21.5% |
| Total | 53 | 11.6% |

| | 12 months to June 2018 | |
|-------------------------------|------------------------|--------------------|
| Group | Leavers | Unplanned Turnover |
| Better Regulation | 8 | 15.5% |
| Corporate Services | 3 | 19.3% |
| High Hazards & Energy Safety | 14 | 29.1% |
| HR | 3 | 24.6% |
| Legal | 1 | 7.3% |
| Office of the Chief Executive | 0 | 0.0% |
| Operations & Specialist | 30 | 10.8% |
| Strategy and Performance | 19 | 37.2% |
| Total | 78 | 16.5% |

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