

Clayton Utz

Clayton Utz is committed to being an equal opportunity employer.

With women making up a large proportion of our workforce (over 60 per cent), we recognise the importance of having policies in place to support our female staff in advancing their careers and balancing the competing demands of work and family life.

A number of our female staff has been promoted while on maternity leave (including to the partnership) or while working part-time, demonstrating that flexible working arrangements do not limit opportunities for career progression at Clayton Utz. Over 42 per cent of our female workforce holds senior management roles (including the Chair of our firm, and our Sydney managing partner).

The introduction and availability of flexible work practices at our firm has seen the take up of part-time and flexible work practices increase, with a resulting positive impact on retention of women in the firm.

It has also seen a greater number of our female staff return to work following parental leave. Our national parental leave statistics show that close to 70% of women taking parental leave returned to the firm in a part-time capacity.

Highlights of our EO initiatives and their positive impacts

- Our **Flexible Work Practices Policy** covers part-time work, job share, casual working arrangements and variable working hours. As a result of the policy, a large number of our female workforce has been able to successfully enter into a flexible working arrangement to suit their needs.

Positive impacts:

- **Part-time work:** A significant number of our female senior lawyers now works part-time, including 6 partners, 18 directors/consultants/special counsel, 25 senior associates, and 16 lawyers.
- **Job share:** Of the 230+ women who work part-time, 60+ do so on a job share basis, across around 30 full-time equivalent positions
- **Casual:** We have 300+ casual employees: around 180 are women
- **Variable working hours** (ie staff may work varying start and finish times): A handful of staff currently takes advantage of the variable working hours option

Many of our female staff access informal / flexible working from home arrangements which are made possible through the provision of RSA tokens, blackberries and laptops. The number of staff taking advantage of this technology is on a continued upward trend.

- We introduced a **formal Working from Home Policy** in May 2008. The policy has been very well received with positive feedback from both staff and management.

Positive impacts:

- In Brisbane the entire team of 8 female word processing operators, some with previously long commutes or childcare responsibilities, are now able to work from home as a result of the policy.
- Approximately 17 staff members have formal work from home arrangements, of which 14 are women.

Specific 'case study' examples

Some examples of successful working from home arrangements

- A **Partner** in our Canberra office who was promoted (to Partner) while working three days a week. The Partner has made her career at Clayton Utz. She started working three days a week when the first of her two daughters was born. She continued this during and after her second daughter was born, including taking a year off. She now works four days per week. In a speech to staff during celebrations for her promotion to Partner, she said she could not have achieved her promotion without the support she has received not only from the Partners but her colleagues who worked around her three day per week schedule.
- A **Special Counsel** in our Brisbane office who was promoted in 2008 after working part-time as a Senior Associate since her first period of parental leave (in 2002). She started her career with the firm in 1994 and was promoted to Senior Associate in 1999, and has taken three periods of parental leave: in 2002, 2004 and 2006. She is a highly regarded lawyer within the firm and has completed a number of secondments.
- A **Senior Associate** in our Energy and Resources group in Perth - an excellent lawyer and highly valued by the firm - who now works predominantly from home to enable her to care for her daughter. She is employed on a casual 'as needs basis', working hours that fit around her personal circumstances while providing a service to clients when work loads demand it. She has been able to continue to develop her legal skills and has developed a strong relationship with a particular client. She has been provided with an office and comes in from time to time for meetings. As such she has been able to maintain regular contact with her colleagues both electronically and on a face-to-face basis.
- A **Senior Associate** also in Perth who works on an 'as needs' basis in the Construction department. While on maternity leave with her second child, the lawyer discovered she was pregnant with her third child. The firm granted her a further leave of absence at the conclusion of her 12 months of maternity leave, allowing her additional time to spend with her young children while leaving the door open for a return to work. She is currently coming into the office on a 2 day a week basis.
- The **HR Manager** of our Brisbane office, who following a period of parental leave from May 2007 to September 2007, returned to her role on a full-time basis but working 1 day from home each week. She is currently on parental leave (December 2008 to July 2009).
- A **Senior Associate** in our Melbourne office, who was promoted in July 2008 while on parental leave. The lawyer commenced parental leave in November 2006, working casually for one month (January 2007) before returning to work part-time, 4 days a week including one day at home.