



Australian Government

**Equal Opportunity for
Women in the Workplace Agency**

Work/Life Flexibility Survey 2003

Access to Work/Life Flexibility Results

May 2004

EOWA Survey 2003—Access to Work/Life Flexibility

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EOWA Survey 2003—Access to Work Life Flexibility

Methodology

The *Equal Opportunity for Women in the Workplace Act 1999* requires private sector organisations with 100 or more employees to provide an annual report on the equal opportunity programs within their workplace. The Equal Opportunity for Women in the Workplace Agency (EOWA), a Commonwealth statutory authority, is responsible for receiving and assessing these reports.

The 2003 survey data was collected as part of the annual report assessment process for the reporting year 1 April 2002 - 31 March 2003. The data was collected through telephone conversations between EOWA report assessors and reporting organisations between the months of May and September 2003.

2,536 organisations were registered to report to EOWA in 2003 at the time of analysis. In total, 1,595 organisations participated in the survey, comprising 63% of all reporting organisations in 2003.

The survey data contained in this publication represents the results of the 2003 survey questions 3, 4, 5 and 6 (see Appendix 1), cross-analysed by organisations' report data. The results from questions 1 and 2 were released by EOWA in December 2003, and can be accessed on the EOWA website at http://www.eowa.gov.au/Media_Centre/Media_Releases/Paid_Maternity_Leave_2003.asp. The remaining results (to questions 7 and 8) will be published later in 2004 as part of a new annual compendium of EOWA statistics on women in the workplace.

The 2003 survey has been approved by the Commonwealth Government Statistical Clearing House. The approval number is 01186-02. You may phone the Statistical Clearing House on (02) 6252 5285 to verify the approval number.

For more information on the methodology or results of the 2003 survey, contact Maya Hunt, EOWA Research Officer, tel: 02 9448 8510, email: maya.hunt@eowa.gov.au. For media enquiries, contact Nicole Parsons, EOWA Media Adviser, tel: 02 9448 8516.

Table 1a: Managerial Access to Work/Life Flexibility Arrangements

Access by Managers to Work/Life Flexibility Arrangements	Number of Organisations							
	Work Flexible Hours	Work From Home	Work Compressed Hours	Use Family Carers Leave	Use Child Care	Work Part Time	Job Share	Total Arrangements Accessed by Staff*
Managers Currently Access Arrangement	1,158	874	209	1,347	96	693	165	4,542
Managers Do Not Currently Access Arrangement	402	693	1,334	166	1,464	878	1,388	6,325
Don't Know / No Response	35	28	52	82	35	24	42	298
Total Surveyed Organisations (Total Arrangements Accessed*)	1,595	1,595	1,595	1,595	1,595	1,595	1,595	(11,165)

Table 1b: Managerial Access to Work/Life Flexibility Arrangements (%)

Access by Staff to Work/Life Flexibility Arrangements	Percentage of Organisations							
	Work Flexible Hours	Work From Home	Work Compressed Hours	Use Family Carers Leave	Use Child Care	Work Part Time	Job Share	Total Arrangements Accessed by Staff*
Managers Currently Access Arrangement	73%	55%	13%	84%	6%	43%	10%	41%
Managers Do Not Currently Access Arrangement	25%	43%	84%	10%	92%	55%	87%	57%
Don't Know / No Response	2%	2%	3%	5%	2%	2%	3%	3%
Total Surveyed Organisations (Accesses*)	100%	100%	100%	100%	100%	100%	100%	(100%)

*Multiple responses (one for each arrangement) allowed for each surveyed organisation.

Table 2a: Staff Access to Work/Life Flexibility Arrangements

Access by Staff to Work/Life Flexibility Arrangements	Number of Organisations							
	Work Flexible Hours	Work From Home	Work Compressed Hours	Use Family Carers Leave	Use Child Care	Work Part Time	Job Share	Total Arrangements Accessed by Staff*
Staff Currently Access Arrangement	1,277	722	403	1,422	108	1,497	835	6,264
Staff Do Not Currently Access Arrangement	289	840	1,134	107	1,452	78	706	4,606
Don't Know / No Response	29	33	58	66	35	20	54	295
Total Surveyed Organisations (Total Arrangements Accessed*)	1,595	1,595	1,595	1,595	1,595	1,595	1,595	(11,165)

Table 2b: Staff Access to Work/Life Flexibility Arrangements (%)

Access by Staff to Work/Life Flexibility Arrangements	Percentage of Organisations							
	Work Flexible Hours	Work From Home	Work Compressed Hours	Use Family Carers Leave	Use Child Care	Work Part Time	Job Share	Total Arrangements Accessed by Staff*
Staff Currently Access Arrangement	80%	45%	25%	89%	7%	94%	52%	56%
Staff Do Not Currently Access Arrangement	18%	53%	71%	7%	91%	5%	44%	41%
Don't Know / No Response	2%	2%	4%	4%	2%	1%	3%	3%
Total Surveyed Organisations (Total Arrangements Accessed*)	100%	100%	100%	100%	100%	100%	100%	(100%)

*Multiple responses (one for each arrangement) allowed for each surveyed organisation.

Table 3: Comparison of Overall Access by Managers & Staff to Work/Life Flexibility Arrangements

Comparison of Overall Access by Managers & Staff to Work/Life Flexibility Arrangements	Number of Arrangements Accessed by Managers	Number of Arrangements Accessed by Staff	Total Surveyed Organisations
Total Number of Work/Life Flexibility Arrangements Accessed*	4542	6264	1595
Average Number of Work/Life Flexibility Arrangements Accessed per Organisation	2.8	3.9	1595
Ratio of Access to Work/Life Flexibility Arrangements (Managers as % of Staff)	73%	100%	1595

*Multiple responses (one for each arrangement) allowed for each surveyed organisation.

Table 4a: Comparison of Managerial & Staff Access to Selected Work/Life Flexibility Arrangements

Access by Managers & Staff to Work/Life Flexibility Arrangements	Work Compressed Hours		Work Part Time		Job Share		Access to All Arrangements*	
	(No. of Organisations)		(No. of Organisations)		(No. of Organisations)		(No. of Accesses**)	
	Managers	Staff	Managers	Staff	Managers	Staff	Managers	Staff
Currently Access Arrangement	209	403	693	1,497	165	835	4,542	6,264
Do Not Currently Access Arrangement	1,334	1,134	878	78	1,388	706	6,325	4,606
Don't Know / No Response	52	58	24	20	42	54	298	295
Total Surveyed Organisations / Arrangements Accesses*	1,595	1,595	1,595	1,595	1,595	1,595	11,165	11,165

Table 4b: Comparison of Managerial & Staff Access to Selected Work/Life Flexibility Arrangements (%)

Access by Managers & Staff to Work/Life Flexibility Arrangements (%)	Work Compressed Hours		Work Part Time		Job Share		Access to All Arrangements*	
	(% of Organisations)		(% of Organisations)		(% of Organisations)		(% of All Accesses**)	
	Managers	Staff	Managers	Staff	Managers	Staff	Managers	Staff
Currently Access Arrangement	13%	25%	43%	94%	10%	52%	41%	56%
Do Not Currently Access Arrangement	84%	71%	55%	5%	87%	44%	57%	41%
Don't Know / No Response	3%	4%	2%	1%	3%	3%	3%	3%
Total Surveyed Organisations / Arrangements Accesses*	100%	100%	100%	100%	100%	100%	100%	100%

*Includes all types of work/life flexibility arrangements surveyed in Question 6. See Tables 1 and 2 or the Appendix for the full list.

**Multiple responses (one for each arrangement) allowed for each surveyed organisation.

Table 5: Access to Work/Life Flexibility Arrangements by Women in Management

Percent Women Managers by Access to Work/Life Flexibility Arrangements (Managers / Staff)	Number of Arrangements Accessed by Managers	Average Number of Arrangements Accessed By Managers per Organisation	Number of Arrangements Accessed by Staff	Average Number of Arrangements Accessed By Staff per Organisation	Ratio of Access to Arrangements (Managers as a % of Staff)	Total Surveyed Organisations	Percent Surveyed Organisations
Less than or equal to 10% Female Managers	894	2.4	1377	3.7	65%	375	24%
Less than or equal to 20% Female Managers	1826	2.5	2758	3.8	66%	720	45%
More than 20% but less than or equal to 40% Female Managers	1294	3.0	1741	4.0	74%	433	27%
More than 40% but less than or equal to 60% Female Managers	730	3.1	953	4.0	77%	238	15%
More than 60% but less than or equal to 80% Female Managers	493	3.4	584	4.1	84%	143	9%
More than 80% but less than or equal to 100% Female Managers*	155	3.2	176	3.6	88%	49	3%
No Gender Management Data Provided by Organisation	44	3.7	52	4.3	85%	12	1%
Total	4542	2.8	6264	3.9	73%	1595	100%

*Due to the small sample size in this category, care should be exercised in extrapolating from the survey results to all reporting organisations.

Comment: Surveyed reporting organisations which provide their managers with access to a suite of work-life flexibility arrangements report a higher proportion of women in management, with organisations with over 40% women managers providing access to an average of 3.2 different types of work-life flexibility arrangements in 2004, compared with 2.5 arrangements in organisations with under 20% women managers.

Table 6: Access to Work/Life Flexibility Arrangements By Organisational Size

Size of Organisation	Number of Arrangements Accessed by Managers	Average Number of Arrangements Accessed By Managers per Organisation	Number of Arrangements Accessed by Staff	Average Number of Arrangements Accessed By Staff per Organisation	Ratio of Access to Arrangements (Managers as a % of Staff)	Total Surveyed Organisations	Total Surveyed Organisations
Organisations 0 - 249 Employees	1775	2.6	2529	3.7	70%	679	43%
Organisations 250 - 499 Employees	1048	2.7	1497	3.8	70%	390	24%
Organisations 500 - 999 Employees	879	3.1	1171	4.1	75%	287	18%
Organisations 1000+ Employees	840	3.5	1067	4.5	79%	239	15%
Total	4542	2.8	6264	3.9	73%	1595	100%

*Multiple responses (one for each arrangement) allowed for each surveyed organisation.

Table 7: Access to Work/Life Flexibility Arrangements by Industry Sector (Ranked by Managers' Average Access)

Industry Sector by Access to Work/Life Flexibility Arrangements (Managers / Staff)	Number of Arrangements Accessed by Managers*	Average Number of Arrangements Accessed By Managers per Organisation	Number of Arrangements Accessed by Staff*	Average Number of Arrangements Accessed By Staff per Organisation	Ratio of Access to Arrangements (Managers as a % of Staff)	Total Surveyed Organisations	Percent Surveyed Organisations
Accommodation, Cafes & Restaurants	190	2.2	278	3.2	68%	88	6%
Construction	83	2.2	129	3.4	64%	38	2%
Wholesale Trade	133	2.3	210	3.7	63%	57	4%
Education	455	2.5	723	3.9	63%	185	12%
Manufacturing	1178	2.5	1809	3.8	65%	472	30%
Transport & Storage	123	2.7	174	3.8	71%	46	3%
Agriculture, Forestry & Fishing	71	2.8	100	4.0	71%	25	2%
Personal & Other Services	130	3.0	181	4.1	72%	44	3%
Other**	57	3.0	83	4.4	69%	19	1%
Mining	72	3.0	82	3.4	88%	24	2%
Cultural & Recreational Services	102	3.2	132	4.1	77%	32	2%
Retail Trade	241	3.3	274	3.8	88%	73	5%
Finance & Insurance	288	3.3	366	4.2	79%	87	5%
Property & Business Services	685	3.3	884	4.3	77%	206	13%
Communication Services	99	3.7	122	4.5	81%	27	2%
Health & Community Services	635	3.7	717	4.2	89%	172	11%
Total Surveyed Organisations	4542	2.8	6264	3.9	73%	1595	100%

*Multiple responses (one for each arrangement) allowed for each surveyed organisation.

**Other industries include Defence and Electricity, Gas & Water Supply organisations.

Note: Due to the small sample size in some data categories, care should be exercised in extrapolating from the survey results to all organisations Australia-wide.

Table 8: Access to Work/Life Flexibility Arrangements By Organisational Type (Ranked by Average Access)

Type of Organisation	Number of Arrangements Accessed by Managers*	Average Number of Arrangements Accessed By Managers per Organisation	Number of Arrangements Accessed by Staff*	Average Number of Arrangements Accessed By Staff per Organisation	Ratio of Access to Arrangements (Managers as a % of Staff)	Total Surveyed Organisations
Group Training Scheme	88	2.2	120	3.0	73%	40
Non-Government School	286	2.4	484	4.0	59%	120
Companies	3578	2.8	4977	3.9	72%	1275
Trade Unions	29	3.2	40	4.4	73%	9
Community Organisations	511	3.7	575	4.2	89%	138
Higher Education Institution	50	3.8	68	5.2	74%	13
Total	4542	2.8	6264	3.9	73%	1595

*Multiple responses (one for each arrangement) allowed for each surveyed organisation.

Note: Due to the small sample size in some data categories, care should be exercised in extrapolating from the survey results to all organisations Australia-wide.

Table 9: Access to Work/Life Flexibility Arrangements by Maternity Leave Retention Rates (Point-in-Time)

Surveyed Organisations' Retention Rate	Average Maternity Leave Retention Rate (Point-in-Time)*	Number of Arrangements Accessed by Managers	Average Number of Arrangements Accessed by Managers per Organisation	Number of Arrangements Accessed by Staff	Average Number of Arrangements Accessed by Staff per Organisation	Ratio: Managers' Access as % of Staff's	Total Women in Respondant Orgs	Total Employees in Respondant Orgs	Average % Women in Respondant Orgs	Total Surveyed Orgs
Snapshot Retention Rate More than 5% Above Average ($\geq 67\%$)	87.0%	679	3.0	958	4.3	71%	71,340	160,260	45%	223
Snapshot Retention Rate Between +/- 5% of Average ($\geq 57\%$ but $< 67\%$)	62.3%	256	2.9	365	4.1	70%	19,471	52,295	37%	88
Snapshot Retention Rate Less than 5% Below Average ($< 57\%$)	34.5%	1223	2.6	1748	3.7	70%	92,111	225,737	41%	468
All Surveyed Reporting Organisations	62.0%	4542	2.8	6264	3.9	73%	182,922	438,292	42%	1595

* Retention rate calculated by dividing the total number of women who commenced (any form of) maternity leave in the last 12 months (from time of survey) by the number of women who had returned to work from (any form of) maternity leave in the same period. See the appendix to view the survey questions from which this data was collected (Questions 3, 4 and 5).

Table 10: Access to Job-sharing By Organisational Size

Access to Job-sharing By Organisational Size (Numbers)	Managers Have Access			Staff Have Access			Total Surveyed Organisations
	Yes	No	Don't Know	Yes	No	Don't Know	
Organisations 0 - 249 Employees	54	619	6	281	385	13	679
Organisations 250 - 499 Employees	28	353	9	208	167	15	390
Organisations 500 - 999 Employees	33	244	10	178	97	12	287
Organisations 1000+ Employees	50	172	17	168	57	14	239
Total Surveyed Organisations	165	1,388	42	835	706	54	1595

Access to Job-sharing By Organisational Size (%)	Managers Have Access			Staff Have Access			Ratio of Access (Managers as % of Staff)	Total Surveyed Organisations
	Yes	No	Don't Know	Yes	No	Don't Know		
Organisations 0 - 249 Employees	8%	91%	1%	41%	57%	2%	19%	679
Organisations 250 - 499 Employees	7%	91%	2%	53%	43%	4%	13%	390
Organisations 500 - 999 Employees	11%	85%	3%	62%	34%	4%	19%	287
Organisations 1000+ Employees	21%	72%	7%	70%	24%	6%	30%	239
Total Surveyed Organisations	10%	87%	3%	52%	44%	3%	20%	1595

Table 11a: Access to Childcare by Percent Women in Management

Percent Women Managers by Access to Childcare (Managers / Staff) (Numbers)	Managers Have Access			Staff Have Access			Total Surveyed Organisations
	Yes	No	Don't Know	Yes	No	Don't Know	
Less than 10% Female Managers	13	357	5	14	354	7	375
Less than 20% Female Managers	25	683	12	28	677	15	720
20% to 40% Female Managers	24	401	8	29	398	6	433
40% to 60% Female Managers	21	210	7	25	207	6	238
60% to 80% Female Managers	20	117	6	20	117	6	143
80% to 100% Female Managers	5	42	2	5	42	2	49
No Gender Management Data	1	11	0	1	11	0	12
Total Surveyed Organisations	96	1,464	35	108	1,452	35	1595

Table 11b: Access to Childcare by Percent Women in Management (%)

Percent Women Managers by Access to Childcare (Managers / Staff) (%)	Managers Have Access			Staff Have Access			Ratio of Access (Managers as % of Staff)	Total Surveyed Organisations
	Yes	No	Don't Know	Yes	No	Don't Know		
Less than 10% Female Managers	3%	95%	1%	4%	94%	2%	93%	24%
Less than 20% Female Managers	3%	95%	2%	4%	94%	2%	89%	45%
20% to 40% Female Managers	6%	93%	2%	7%	92%	1%	83%	27%
40% to 60% Female Managers	9%	88%	3%	11%	87%	3%	84%	15%
60% to 80% Female Managers	14%	82%	4%	14%	82%	4%	100%	9%
80% to 100% Female Managers	10%	86%	4%	10%	86%	4%	100%	3%
No Gender Management Data	8%	92%	0%	8%	92%	0%	100%	1%
Total Surveyed Organisations	6%	92%	2%	7%	91%	2%	89%	100%

Note: Due to the small sample size in some data categories, care should be exercised in extrapolating from the surveyed organisations to organisations Australia-wide.

Table 12: Managerial Access to Childcare by Maternity Leave Retention Rates (Point-in-Time)

Managerial Access to Childcare	Maternity Leave Retention Rate (Point-in-Time)*	Number of Women Commencing Any Form of Maternity Leave	Number of Women Returning to Work from Any Form of Maternity Leave	Number of Women who Left Permanently for Maternity Leave Purposes	Number of Respondent Organisations	Total Number of Surveyed Organisations
Managers Access Childcare	72%	1,097	788	150	57	96
Managers Do Not Access Childcare	60%	4,355	2,605	661	708	1464
Don't Know / No Response	46%	89	41	10	14	35
Total	62%	5,541	3,434	821	779	1595

* Retention rate calculated by dividing the total number of women who commenced (any form of) maternity leave in the last 12 months (from time of survey) by the number of women who had returned to work from (any form of) maternity leave in the same period. See the appendix to view the survey questions from which this data was collected (Questions 3, 4 and 5).

Note: Due to the small sample size in some data categories, care should be exercised in extrapolating from the surveyed organisations to organisations Australia-wide.

2003 Survey Questions

- 1 Does your company provide paid maternity leave?
- a. Yes
 - b. No
 - c. Don't know
- 2 How many weeks' paid maternity leave is provided?
- a.
 - i. Less than 1 week
 - ii. 1-2 weeks
 - iii. 3-4 weeks
 - iv. 5 - 6 weeks
 - v. 7 - 8 weeks
 - vi. 9 - 12 weeks
 - vii. 13 weeks
 - viii. 14 weeks or more
 - b. Don't know
- 3 During the last year [either calendar, financial or reporting year], how many of your female employees commenced paid or unpaid maternity leave?
- a. [number of women]
 - b. Don't know.
- 4 During the same period, how many women on maternity leave came back to work, or left the organisation? [Either after taking leave or immediately before or after the birth.]
- a.
 - i. [number of women who came back to work]
 - ii. Don't know
 - b.
 - i. [number of women who left]
 - ii. Don't know

5 Of the full-time women who returned to work after maternity leave, how many came back full-time, and how many came back part-time?

- a. Number who came back Full-time
- Number who came back Part-time
- Number where returned capacity unknown
- b. Don't know

6 The next set of questions relate to work/life flexibility initiatives. Selecting "yes" or "no" for managers and for general staff, do any of your employees:

	Managers	Staff
a. Work flexible hours?	Y / N/DK	Y / N/DK
b. Work from home?	Y / N/DK	Y / N/DK
c. Work compressed hours, eg full-time over 4 days?	Y / N/DK	Y / N/DK
d. Use family or carers leave?	Y / N/DK	Y / N/DK
e. Use childcare provided by work?	Y / N/DK	Y / N/DK
f. Work part-time?	Y / N/DK	Y / N/DK
g. Job-share?	Y / N/DK	Y / N/DK
h. Don't know.		

If respondents answered "No" to both part-time and job-share managers, they were asked Q7.

If respondents answered "Yes" to EITHER part-time or job-share managers, they were asked Q8.

7 You've answered that you don't presently have any managers who work part-time or job-share, and we're interested in why this is.

The last question is, answering "Yes" or "No", which of the following would be the reasons why your company does not currently have any managers or senior executives who work part-time, or job-share?

- a. The nature or type of work doesn't allow it Yes / No /Don't Know
- b. The workload is too much Yes / No /Don't Know
- c. It would be against customer expectations Yes / No /Don't Know
- d. It would show a lack of commitment to the job Yes / No /Don't Know
- e. It's never been done before or it would be too difficult to set up Yes / No /Don't Know

- f. It would be unfair to others Yes / No /Don't Know
- g. It would create staff supervision issues Yes / No /Don't Know
- h. It would lead to increased costs for business Yes / No /Don't Know
- i. No managers have expressed interest, or Yes / No /Don't Know
- j. Because of industrial constraints. Yes / No /Don't Know
- k. i. Other reason [record response]
- ii. Don't know to entire question

If Q7 was asked, skip Q8.

8 Finally, what benefits do you believe your company has experienced as a result of enabling managers to work part-time? [and job-share if this applies.] Please answer "Yes" or "No" to each of the following:

- | | | |
|----|---------------------------------------|----------------------|
| a. | Increased productivity and efficiency | Yes / No /Don't Know |
| b. | Higher morale and job satisfaction | Yes / No /Don't Know |
| c. | Retention of staff members | Yes / No /Don't Know |
| d. | Easier recruitment | Yes / No /Don't Know |
| e. | Good staff relations | Yes / No /Don't Know |
| f. | Reduced absenteeism | Yes / No /Don't Know |

If "no" or "don't know" to all of the above, respondents were asked, "Can you think of any benefits at all that the company might have experienced?"

- | | | |
|----|------|--------------------------------------|
| g. | i. | Other benefit [please specify] |
| | ii. | No benefits for company observed. |
| | iii. | Don't know |