

**Senate Finance and Public Administration Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

**Prime Minister and Cabinet Portfolio**

**Department of the Prime Minister and Cabinet**

Budget Estimates Supplementary Hearings 2003-2004, 3-4 November 2003

**Question: PM 71 - ONA**

**Senator Carr asked:**

Work-life balance issues

**Answer:**

**1) ONA's response to the MAC report:**

- Extract of report given to staff and access to the report made available to staff
- More focus on key issues including review of policies and practices relevant to the issues raised in the report
- Include issues as part of the agenda for current certified agreement negotiations

**2) Which issues identified in the report are priority issues for ONA?**

- alignment of recruitment and retention strategies to meet changing demographics and capability requirements
- awareness raising for employees about financial, superannuation and retirement planning
- learning and development as an integral element of organisational renewal
- knowledge management
- flexible working arrangements

**3) Family friendly or work-life balance initiatives which exist at ONA and are available through the certified agreement:**

- purchased leave
- permanent part-time work
- T.O.I.L. provisions
- Flex-time and wider bandwidth
  
- Seven-day work pattern option
- Parental leave
- Carers leave
- Resettlement/career transition assistance for non-ongoing employees
- Employee Assistance Scheme (staff counselling service)
- Subsidy for home access to the Internet (for work-related purposes)
- Work Health initiatives (eg. Health Week, flu injections, skin checks)

**Senate Finance and Public Administration Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

**Prime Minister and Cabinet Portfolio**

**Department of the Prime Minister and Cabinet**

Budget Estimates Supplementary Hearings 2003-2004, 3-4 November 2003

**4) Family-friendly or work-life balance initiatives introduced since the most recent CA**

- subsidy for home access to the Internet (for work-related purposes)
- Resettlement/career transition assistance for non-ongoing employees

**5) Number and proportion of ONA staff making use of provisions in 2002-03:**

i.	Purchased Leave =	2	1.2 %
ii.	Part-time work =	2	1.2 %
iii.	Parental leave =	0	
iv.	Counselling =	26 hours	**
v.	Agency provision of facilities =	n/a	
vi.	Home-based work	=	n/a

\*\* Counselling is accessed by staff on a confidential basis by direct contact with the provider.