

Data Topic	Output Item	Stakeholder	Why required	Data item Linkages	User Demand	Probability of collection	Frequency Required	Alternative collection	Other comments
<b>1. Employee data</b>	(a) Non - employer Y / N	All	Critical for informing government labour policy and decision making, allows analysis of capital/employment ratios		High	High	Ad hoc	ABR	No need to collect separately, will be an integral part of the dataset.
	(b) number of employees	All	Critical for informing government labour policy and decision making, allows analysis of capital/employment ratios		High	High	QTRLY	Nil	Needs to be an integral part of the dataset, wanted quarterly but will settle for annual
	(c) number of full-time, part-time,	All	Critical for informing government labour policy and decision making, allows analysis of capital/employment ratios		High	High	QTRLY	Nil	Needs to be an integral part of the dataset, wanted quarterly but will settle for annual
	(d) number of employees by sex	All	Critical for informing government labour policy and decision making, allows analysis of capital/employment ratios		High	High	QTRLY	Nil	Needs to be an integral part of the dataset, wanted quarterly but will settle for annual
	(e) number of permanent; casual	All	Critical for informing government labour policy and decision making, allows analysis of capital/employment ratios		High	High	QTRLY	Nil	Needs to be an integral part of the dataset, wanted quarterly but will settle for annual
	(f) number of working proprietors / directors	All	Critical for informing government labour policy and decision making, allows analysis of capital/employment ratios		High	High	QTRLY	Nil	Needs to be an integral part of the dataset, wanted quarterly but will settle for annual
	(g) Employment generation - proportion that were new employees in the reference period, and the reasons	All	Critical for informing government labour policy and decision making, allows analysis of capital/employment ratios		High	High	Annual	Nil	Strong interest in the number of employee positions being created in one year to the number of employees who have left employment in the same year. Users want this information by industry and employer size.
	(h) Employment destruction - number of employees that ceased employment during the reference period, and the reasons	All	Critical for informing government labour policy and decision making, allows analysis of capital/employment ratios		High	High	Annual	Nil	Strong interest in the number of employee positions being created in one year to the number of employees who have left employment in the same year. Users want this information by industry and employer size.
	(i) working arrangements i.e. award, certified agreement;, AWA	All	allows for analysis of productivity and industrial relations issues		High	High	Annual	EEH	Needs to be an integral part of the dataset, EEH is biennial
	(j) union membership	All	allows analysis between productivity in heavily unionised industries		Medium	Medium	Annual	Trade Union membership asked in not of business, hence concentration Labour Force - need to confirm	Existing survey is asked of individual statistics are difficult to estimate.
	(k) age of employees	All	allows analysis of the aging workforce and measures productivity by age		High	Low	Annual	Nil	Can't really ask of business, would have to ask in a household based survey
<b>2. Contracting out</b>	(a) Businesses contracting out activities	All	Looks at businesses going back to "core business"; examines core/periphery work relations - allows analysis of performance for businesses who contract against those who don't		Medium	Medium	Annual	Nil	

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	(b) Employees replaced by contracting out	All	Looks at businesses going back to "core business"; examines core/periphery work relations - allows analysis of performance for businesses who contract against those who don't		Medium	Medium	Annual	Nil	
	(c) Reasons for contracting out	All	Looks at businesses going back to "core business"; examines core/periphery work relations - allows analysis of performance for businesses who contract against those who don't		Medium	Medium	Annual	Nil	
	(d) Reversing - are you now "insourcing"?	All	Looks at businesses going back to "core business"; examines core/periphery work relations - allows analysis of performance for businesses who contract against those who don't		Medium	Medium	Annual	Nil	
<b>3. Training</b>	(a) expenditure on training;	All	allows for analysis of productivity and performance issues; highly correlated to the skills of the business workforce		High	High	Annual	TEPS	TEPS is ad hoc, at the current time
	(b) types of training undertaken i.e. management, professional, apprenticeships;	All	allows for analysis of productivity and performance issues; highly correlated to the skills of the business workforce		High	High	Ad hoc	TEPS	
	(c) structure of training i.e. structured, workshops, on-the-job;	All	allows for analysis of productivity and performance issues; highly correlated to the skills of the business workforce		High	High	Ad hoc	TEPS	
	(d) outsourcing of the training functions	All	allows for analysis of productivity and performance issues; highly correlated to the skills of the business workforce		Low	Low	Ad hoc	TEPS	Also covered in the contracting out topic
<b>4. Employee Skills</b>	(a) Educational qualifications	All	allows for analysis of productivity and performance issues;		High	Low	Ad hoc	Household based surveys	Collection would depend on turnover of workforce
	(b) management skills	All	allows for analysis of productivity and performance issues;		High	Low	Ad hoc	Household based surveys	Collection would depend on turnover of workforce
	(c) specialised skills related to your industry	All	allows for analysis of productivity and performance issues; highly correlated to the skills of the business workforce		High	Low	Ad hoc	Household based surveys	Collection would depend on turnover of workforce
<b>5. Occupation</b>	(a) Number of employees by occupation according to ASCO	All	Allow for analysis of business workforce by occupation and allows for the relationship between occupation and the productivity of the industry		High	Medium	Ad hoc	TEPS	

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<b>6. Business innovation</b>	(a) Business innovator yes/no	All	Innovation is very important to business growth, performance and productivity. Highly correlated to the skill profile of the workforce	Links with 14(a) to (c) and 18(a)	High	High	Annual	Innovation	fundamental for assessing firm performance, and fundamental to whole collection
	(b) Research and Development yes/no	All	R & D is very important to business growth, performance and productivity.	Links with 14(a) to (c) and 18(a)	High	High	Annual	R&D	
	(c) Research & development and Innovation expenditure	DITR, Treasury, PC	Levels of expenditure on R&D and Innovation allow analysis of its effect on productivity in business	Links with 14(a) to (c) and 18(a)	High	High	Annual	Innovation and R&D	both surveys currently unrelated
	(d) Broad types of innovation	All	Innovation is very important to business growth, performance and productivity. Highly correlated to the skill profile of the workforce	Links with 14(a) to (c) and 18(a)	High	High	Annual	Innovation	Business changes in reference year, such as products offered, advertising, distribution.
<b>7. Firm Age</b>	(a) Age of business	All	Age of business is required to analyse the business cycle Vs economic cycle	Could be linkages to BEES	High	High	Mandatory for new businesses & new selections	Nil	
	(b) Length of time with current owners	All	is required to analyse different management practices and its effect on productivity		High	High	Ad hoc	Innovation	issue of collection of incorporated business data where percentage of shares change
<b>8. Information and Communication Technology</b>	(a) Use of e-commerce.	DCITA, Industry, PC	Allows testing of relationship between ICTs and productivity		High	High	Annual	BUIT/ ICTIS	
	(b) Uptake of ICTs (computers CAM and CAD etc)	DCITA, Industry, PC	Allows testing of relationship between ICTs and productivity		High	High	Annual	BUIT/ ICTIS	
	(c) Use of Internet	DCITA, Industry, PC	Allows testing of relationship between ICTs and productivity		High	High	Ad hoc	BUIT/ ICTIS	
<b>9. Business Planning &amp; Reporting</b>	(a) strategic or business plan	All	Verify the relationship between business planning and business outcomes	Links with 13(a) to (j) and 23(a)	High	High	Ad hoc	Nil	Data difficult to collect
	(b) budget forecasting	All	Verify the relationship between business planning and business outcomes	Links with 13(a) to (j) and 23(a)	Medium	Low	Ad hoc	Nil	Data difficult to collect
	(c) regularity of income/expenditure reports,	All	Verify the relationship between business planning and business outcomes	Links with 13(a) to (j) and 23(a)	Medium	Low	Ad hoc	Nil	Data difficult to collect
	(d) types of improvement programs introduced.	All	Verify the relationship between business planning and business outcomes	Links with 13(a) to (j) and 23(a)	Medium	Low	Annual	Nil	Data difficult to collect
	(e) Management structure	All	analysis of management structure Vs performance	Links with 13(a) to (j) and 23(a)	High	High	Annual	ASIC ?	

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<b>10. Financing - Funding Type</b>	(a) Debt - Intermediated - Type (fixed-term, revolving, bank bills), type of security offered (residential property, business assets), loan size by loan term, age, variable or fixed interest rate.	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity		High	Low	Annual	Nil	supply side data available, not demand, i.e. we know what banks give out, but not much about who it is given to
	'(b) Debt - Non-intermediated - Type (promissory notes, corporate bonds) face value, currency composition, term to maturity, interest rate (fixed/floating rate composition), security offered.	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity		High	Low	Annual	Nil	complex issues, may only be able to ask broad indicators, Better suited to separate finance survey or part of IBCS
	(c) Equity (listed and unlisted)	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity		High	Low	Annual	Nil	supply side data available, not demand, i.e. we know what banks give out, but not much about who it is given to
	(d) Debt/equity hybrids	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity		High	Low	Annual	Nil	supply side data available, not demand, i.e. we know what banks give out, but not much about who it is given to
	(e) Quasi-equity.	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity		High	Low	Annual	Nil	supply side data available, not demand, i.e. we know what banks give out, but not much about who it is given to
	(f) Venture Capital	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity		High	Low	Annual	Venture capital survey	
	(g) Angel financing	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity		High	Low	Annual	Nil	supply side data available, not demand, i.e. we know what banks give out, but not much about who it is given to
	vii) Non-conventional eg financial bootstrapping	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity		High	Low	Annual	Nil	supply side data available, not demand, i.e. we know what banks give out, but not much about who it is given to
<b>12. Financing - Other</b>	(a) Cost of finance (interest rates, fees etc)	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity	Links with 15(a)	High	Low	Annual	Nil	
	(b) Source of finance (bank, family etc) and reasons for choice (i.e. advice, broker originated etc)	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity	Links with 15(a)	High	Low	Annual	Nil	
	(c) Use of excess funds / financial assets (deposit products, managed funds, etc)	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity	Links with 15(a)	High	Low	Annual	Nil	
	(d) Accessibility of finance eg difficulties that businesses face in getting access to finance	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity	Links with 15(a)	High	Low	Annual	Nil	

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	(e) Funding stage (pre-seed, start-up, early expansion etc)	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity	Links with 15(a)	High	Low	Annual	Nil	
	( f) Purpose of finance	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity	Links with 15(a)	High	Low	Annual	Nil	
	(g) Amount of finance by type	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity	Links with 15(a)	High	Low	Annual	Nil	
	(h) Rejections of finance applications and reason(s)	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity	Links with 15(a)	High	Low	Annual	Nil	
	(i) Impact of taxation concessions	All, RBA	to allow analysis of the financing of businesses and indicate the most effective sources of finance for performance and productivity	Links with 15(a)	High	Low	Annual	Nil	
<b>13. Business Intentions</b>	(a) Financial - Profitability	All	In longitudinal sense, can analyse and match intention to actuality	Links with 9 (a) to (e), 16(a) and 17(a)	High	High	At least Annual	Nil	Was available in BES (discontinued), also available in some external surveys, eg WESTPAC, Melb Inst.
	(b) Financial - Market Share	All	In longitudinal sense, can analyse and match intention to actuality	Links with 9 (a) to (e), 16(a) and 17(a)	High	High	At least Annual	Nil	Was available in BES (discontinued), also available in some external surveys, eg WESTPAC, Melb Inst
	(c) Financial - Other (eg reduce costs)	All	In longitudinal sense, can analyse and match intention to actuality	Links with 9 (a) to (e), 16(a) and 17(a)	High	High	At least Annual	Nil	Was available in BES (discontinued), also available in some external surveys, eg WESTPAC, Melb Inst
	(d) Employment	All	In longitudinal sense, can analyse and match intention to actuality	Links with 9 (a) to (e), 16(a) and 17(a)	High	High	At least Annual	Nil	Was available in BES (discontinued), also available in some external surveys, eg WESTPAC, Melb Inst
	(e) Exporting	All	In longitudinal sense, can analyse and match intention to actuality	Links with 9 (a) to (e), 16(a) and 17(a)	High	High	At least Annual	Nil	Was available in BES (discontinued), also available in some external surveys, eg WESTPAC, Melb Inst
	(f) New locations	All	In longitudinal sense, can analyse and match intention to actuality	Links with 9 (a) to (e), 16(a) and 17(a)	High	High	At least Annual	Nil	Was available in BES (discontinued), also available in some external surveys, eg WESTPAC, Melb Inst
	(g) Diversification	All	In longitudinal sense, can analyse and match intention to actuality	Links with 9 (a) to (e), 16(a) and 17(a)	High	High	At least Annual	Nil	Was available in BES (discontinued), also available in some external surveys, eg WESTPAC, Melb Inst
	(h) Specialisation	All	In longitudinal sense, can analyse and match intention to actuality	Links with 9 (a) to (e), 16(a) and 17(a)	High	High	At least Annual	Nil	Was available in BES (discontinued), also available in some external surveys, eg WESTPAC, Melb Inst
	(i) Structural change	All	In longitudinal sense, can analyse and match intention to actuality	Links with 9 (a) to (e), 16(a) and 17(a)	High	High	At least Annual	Nil	Was available in BES (discontinued), also available in some external surveys, eg WESTPAC, Melb Inst
	(j) Hiring intentions. (and timing)	Office of Small Business	to allow analysis future intentions of business labour practices	Links with 9 (a) to (e), 16(a) and 17(a)	Medium	Medium	Annual	CSBO	Already available in CSBO but not linkable to other series

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<b>14. Business Change</b>	(a) Was there a change to the business?	All	Used to analyse against intentions as well as business performance and productivity	Links with 6(a) to (d)	High	High	Annual	Nil	
	(b) What was the type of change? (eg, Industry?)	All	Used to analyse against intentions as well as business performance and productivity	Links with 6(a) to (d)	High	High	Annual	Nil	
	(c) What was the reason for the change?	All	Used to analyse against intentions as well as business performance and productivity	Links with 6(a) to (d)	High	High	Annual	Nil	
<b>15. Barriers to Business</b>	Barriers to growth? (eg time, skills, finance, space, govt regulations, innovation etc)	All	In longitudinal sense, can analyse and match intention to actuality, can assess the barriers for business performance which can inform government policy initiatives	Links with 12(a) to (l)	High	High	Annual	Nil	
<b>16. Entrepreneurial Orientation (EO)</b>	(a) Entrepreneurial Orientation (EO) - attitudes to risk taking, levels of debt, etc)	Academic	to identify effects of entrepreneurialship and productivity of the business	Links with 13(a) to (j)	Medium	Low	Ad hoc	Nil	For EO this will include questions on pro-activeness, managing risk and innovativeness.
<b>17. Market Orientation (MO)</b>	(a) Market Orientation (MO) - attitudes to risk, knowledge of markets, exporting etc)	Academic	to identify effects of market orientation and productivity of the business	Links with 13(a) to (j)	Medium	Low	Ad hoc	Nil	MO will need questions that ask about knowledge of the market (toughest competitors' strategies, needs of most important customers etc) and how this information is used (updating knowledge of customers, competitors, government regulations in your industry)
<b>18. Networking</b>	(a) Networking activities undertaken, including, membership of bartering schemes, business groups (eg ACCI) and business technology parks. joint ventures	Academic	Analyse the relationship between business networking and business performance	Links with 6(a) to (d) and 20(a) to (c)	Medium	High	Ad hoc	Nil	business linking and membership information was asked in previous BLS
<b>19. Govt compliance burden</b>	(a) Measuring the compliance burden of government regulations (e.g. effect of compliance on small and medium enterprises).	PC, DITR, Treasury	Current government policy to reduce red tape for all businesses across all levels of government. Allows for identification of areas for government reform of compliance.		High	Low	Ad hoc	Nil	Compliance costs can be classified under a range of types: direct costs or indirect costs such as psychological costs, opportunity costs; One-offs such as the cost of a new computer; Administrative such as labour and time costs or operating such as product labelling.
<b>20. Source of assistance</b>	(a) Types of assistance businesses are receiving , an example would be capital gains tax roll-over relief.	All	Policy debate is about the type and amount of intervention or assistance that governments should provide. Will assist with analysis of who and what types of assistance is required.	Links with 18(a)	High	High	Annual	Nil	

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	(b) Sources of assistance businesses are receiving	All	Policy debate is about the amount and source of intervention or assistance that governments should provide. Will assist with analysis of who and what types of assistance is required.	Links with 18(a)	High	High	Annual	AusIndustry data	
	(c) Has business got links with other businesses			Links with 18(a)	Low	Low			
<b>21. Participation in government programs</b>	(a) National industry extension service (NIES)	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	Linking problems could exist, data is post sample design
	(b) AusIndustry/NIES	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
	(c) R&D tax concession	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
	(d) Grants for research and development	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
	(e) Best Practice Demonstration Program	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
	(f) New Enterprise Incentive Scheme	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
	(g) Export Access	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
	(h) Export finance and Insurance Co. facilities	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
	(i) Export Market Development Grants	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
	(j) International Trade Enhancement Scheme	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
	(k) Export Market Development Grants	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	

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	(l) Commonwealth, State or Local Government employment programs	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
	(m) Other commonwealth or State government industry programs	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
	(n) Whether business applied for AusIndustry program, and what was the cost of application and value	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
	(o) Reasons for not making use of government programs	PC, DITR, Treasury, OSB	to analyse the success and/or failures of businesses and their participation in government programs		High	High	Annual	Some from AusIndustry	
<b>22. Capital structure</b>	(a) Capital structure of firm:	All	to assess the impact of equity and liability structure on corporate performance.		Medium	Low	Ad hoc		
	(b) Normal financial information with the following additions:	All	to assess the impact of equity and liability structure on corporate performance.		Medium	Low	Ad hoc		
	(c) whether the business is listed on the Australian stock market	All	to assess the impact of equity and liability structure on corporate performance.		Medium	Low	Ad hoc	ASX	Could be problems linking
	(d) a breakdown of the ownership of a firms equity, i.e. financial institutions, employees, directors.	All	to assess the impact of equity and liability structure on corporate performance.		Medium	Low	Ad hoc		
<b>23. Corporate governance</b>	(a) Corporate governance: questions that identify the way businesses are directed and controlled.		Required to assess the more productive modes of management and the use of different legal set-ups; Recent BRW article on Top 500 companies stated Corporate Governance as extremely important to success.	Links with 9 (a) to (e)	Medium	Low	Ad-hoc	Nil	Could be derived from other ABS collected information; Corporate governance is more likely in the large business sector.
<b>23. Home based business</b>	(a) Home based businesses: Y / N		Identify whether businesses that operate from home behave differently interrelated to other variables, such as barriers,, assistance etc		Medium	Medium	Annual	CSBO	Linking problem with CSBO and other data
<b>25. Family related variables</b>	(a) Family ownership - proportion of firm's equity that is owned by the family, including the number of families represented in the ownership.	Academics, OSB	As Australia's small business population ages, succession planning becomes an issue, given that many small and medium businesses do not have sufficient superannuation and impact on the economy		Medium	Medium	Annual	Nil	To be included in a characteristic survey the ABS would need to develop a framework for the collection of family business statistics.



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	(b) Proportion of directors that are from the same family.	Academics, OSB	As Australia's small business population ages, succession planning becomes an issue, given that many small and medium businesses do not have sufficient superannuation and impact on the economy		Medium	Medium	Annual	Nil	
	(c) Proportion of managers that are from the same family.	Academics, OSB	As Australia's small business population ages, succession planning becomes an issue, given that many small and medium businesses do not have sufficient superannuation and impact on the economy		Medium	Medium	Annual	Nil	
	(d) Generation involved in the business.	Academics, OSB	As Australia's small business population ages, succession planning becomes an issue, given that many small and medium businesses do not have sufficient superannuation and impact on the economy		Medium	Medium	Annual	Nil	
	(e) Remuneration paid to employees based on job title, by family, non-family members.	Academics, OSB	As Australia's small business population ages, succession planning becomes an issue, given that many small and medium businesses do not have sufficient superannuation and impact on the economy		Medium	Low	Annual	Nil	
	(f) Business type - whether the firm considers itself a family business.	Academics, OSB	As Australia's small business population ages, succession planning becomes an issue, given that many small and medium businesses do not have sufficient superannuation and impact on the economy		Medium	Low	Annual	Nil	Issues of self perception questions
	(g) Transfer of ownership to the next generation;	Academics, OSB	As Australia's small business population ages, succession planning becomes an issue, given that many small and medium businesses do not have sufficient superannuation and impact on the economy		High	Med/low	Annual	Nil	
<b>26. Franchise</b>	(a) Whether business operates as a franchisee		Important variable in the analysis of emerging business practices and markets		Medium	Medium	Ad- hoc	Nil	
	(b) Whether business controls a franchise system								
<b>27. Linkages between capital and employment.</b>	(a) Questions asking if businesses would increase capital in order to reduce the number of employees.		analyse linkages between capital and employment. - replacing a person with a machine		Low	Low	Ad- hoc	Nil	

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<b>28. Indigenous Business Statistics</b>	(a) Indigenous business Y/N?	All	The span and extent of indigenous businesses and their productivity levels compared with others is of high government interest, especially related to market intervention.		High	Low	Ad- hoc	Nil	At present there is no framework for the collection of indigenous business statistics. Could also be problem of perception of indigenous
	(b) Is there indigenous control of the business?	All			Medium	Low	Ad- hoc	Nil	
	(c) Count of indigenous employees	All			Medium	Low	Ad- hoc	Nil	
<b>29. Exporting/Importing</b>	(a) Export statistics relating to business size	All, Austrade	Current Government policy to double the number businesses exporting by 2006. Key policy determinant of success/ productivity - assists with targeting government export policy.		High	High	Annual	Customs data/ SITS	Many users noted the lack of available data. Linkage to customs data relevant but exports thresholds may be important.
	(b) Export statistics relating to age of firm		Current Government policy to double the number businesses exporting by 2006. Key policy determinant of success/ productivity - assists with targeting government export policy.		High	High	Annual	Customs data/ SITS	Many users noted the lack of available data. Linkage to customs data relevant but exports thresholds may be important.
	(c) Export statistics relating to industry		Current Government policy to double the number businesses exporting by 2006. Key policy determinant of success/ productivity - assists with targeting government export policy.		High	High	Annual	Customs data/ SITS	Many users noted the lack of available data. Linkage to customs data relevant but exports thresholds may be important.
	(d) Export statistics relating to types of commodities		Current Government policy to double the number businesses exporting by 2006. Key policy determinant of success/ productivity - assists with targeting government export policy.		High	High	Annual	Customs data	Many users noted the lack of available data. Linkage to customs data relevant but exports thresholds may be important.
	(e) Export statistics relating to location (regional level)		Current Government policy to double the number businesses exporting by 2006. Key policy determinant of success/ productivity - assists with targeting government export policy.. Also developed in the geographical location data topic.		High	High	Annual	Customs data/ SITS	Many users noted the lack of available data. Linkage to customs data relevant but exports thresholds may be important.
	(f) Strategies in developing an export market.		Current Government policy to double the number businesses exporting by 2006. Key policy determinant of success/ productivity - assists with targeting government export policy.		High	High	Annual	Customs data/ SITS	Many users noted the lack of available data. Linkage to customs data relevant but exports thresholds may be important.

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	(g) Barriers to exporting. (eg expense, govt red tape, business skills,, time, lack of market knowledge)		Current Government policy to double the number businesses exporting by 2006. Key policy determinant of success/ productivity - assists with targeting government export policy. Also picked up in the barriers to business data topic.		High	High	Annual	Customs data/ SITS	Many users noted the lack of available data. Linkage to customs data relevant but exports thresholds may be important.
	(h) Measures of intensity (foreign sales/total sales)		Current Government policy to double the number businesses exporting by 2006. Key policy determinant of success/ productivity - assists with targeting government export policy.		High	High	Annual	Customs data/ SITS	Many users noted the lack of available data. Linkage to customs data relevant but exports thresholds may be important.
	(i) Scope (number of countries in which sales are made).		Current Government policy to double the number businesses exporting by 2006. Key policy determinant of success/ productivity - assists with targeting government export policy.		High	High	Annual	Customs data/ SITS	Many users noted the lack of available data. Linkage to customs data relevant but exports thresholds may be important.
<b>30. Categorisation of exits</b>	(a) Reasons for business exits	All	Analysis of exits by reasons would allow the impacts of government policy to be assessed		High	Low	Ad hoc	BEEs	Difficult concept to collect. Would be better met by cross sectional data.
<b>31. Industry detail</b>	(a) Industry sector		Key requirement for analysis purposes is to have at ANZSIC level industry estimates.		High	High	Annual		The ABS' ability to provide industry breakdowns will be dependant on the design option chosen by the BLD. However all design options should allow for at least 1 digit ANZSIC breakdowns.
	(b) Secondary activity? %?		Key requirement for analysis purposes is to have at ANZSIC level industry estimates.		High	Med	Annual		
<b>31. Regional data</b>	(a) State data	All, especially DOTARS	Allows for Federal/ State/ Local governments to analyse the geographic dispersion of the businesses and analyse those successful enterprises. It also allows for more targeted Rural and Regional policies.		High	Medium	Annual		Very high demand for regional data. State government agencies need a large enough sample to produce robust state estimates. It is very unlikely the BLD will produce any estimates finer than State level breakdowns at this stage Very high demand for regional data. State government agencies need a large enough sample to produce robust state estimates. It is very unlikely the BLD will produce any estimates finer than State level breakdowns at this stage
	(b) Small area data (eg, SLA, Metro/Rural etc)	All, especially DOTARS	Allows for Federal/ State/ Local governments to analyse the geographic dispersion of the businesses and analyse those successful enterprises. It also allows for more targeted Rural and Regional policies.		High	Low	Annual		

Data Topic	Output Item	Stakeholder	Why required	Data item Linkages	User Demand	Probability of collection	Frequency Required	Alternative collection	Other comments
	(c) Number of locations operated	All, especially DOTARS	Allows for Federal/ State/ Local governments to analyse the geographic dispersion of the businesses and analyse those successful enterprises. It also allows for more targeted Rural and Regional policies.		Medium	Low	Annual		Very high demand for regional data. State government agencies need a large enough sample to produce robust state estimates. It is very unlikely the BLD will produce any estimates finer than State level breakdowns at this stage
	(d) Number of locations opened (and reasons why)	All, especially DOTARS	Allows for Federal/ State/ Local governments to analyse the geographic dispersion of the businesses and analyse those successful enterprises. It also allows for more targeted Rural and Regional policies.		Medium	Low	Annual		
	(e) Number of locations closed (and reasons why)	All, especially DOTARS	Allows for Federal/ State/ Local governments to analyse the geographic dispersion of the businesses and analyse those successful enterprises. It also allows for more targeted Rural and Regional policies.		Medium	Low	Annual		
<b>33. Sector/Scope</b>	(a) Public / Private sector		Analysis of government based business is of secondary interest to users. However, some users have raised the request to include some government sectors/ industries, such as "health" as this operates on a quasi-competition based model		High	Medium	Ad- hoc		Limited user requests to include Public Sector data in BLD. It is proposed to exclude government enterprises (with the exclusion of GBEs) as they do not operate on a market basis and often are not driven by profit maximising rules
	(b) Institutional Sector		Analysis of different financial sectors against each other and non financial and households		Medium	Medium	Ad-hoc		SISCA classifications
<b>34. Classification of business size</b>	(a) Micro/ Small / Medium/ Large		ABS has ability to produce business size estimates based on income, assets etc. Users have noted that there are important differences between large and small firms and for analysis purposes it is essential that all businesses are included in the BLD.						User requirements specify classification of business size should be based on employment, no requests for alternative measures of size. If large and medium sized businesses are included in the BLD it is likely that they will not be releasable.
<b>35. Detailed financial information</b>	(a) Detailed balance sheet data (eg Income, expenditure, P&L, assets, liabilities, equity etc. )	All, RBA	to indicate business financial conditions such as gearing, debt servicing ratios.		High	Low	Annual	ATO/ BIT/ BAS	This data would be collected indirectly from the ATO based on ABN basis. Some matching of tax roles, consolidation and ATO taxation structures will add complexity to data collection.

Data Topic	Output Item	Stakeholder	Why required	Data item Linkages	User Demand	Probability of collection	Frequency Required	Alternative collection	Other comments
35. Legal status	(a) Type of legal status (eg, public company, trust, sole proprietorship etc)		to analyse performance against legal status and to track business changes as they grow/ decline		Medium	Medium	Annual	ATO/ BIT/ BAS	TOLO/TOBE concordance
37. Foreign ownership	(a) None (b) % of ownership								
38. Globalisation	??								
39. Business disputes	(a) Whether business was in a dispute (b) Whether business hired a lawyer (c) Reasons for not hiring a lawyer (d) Services used for dispute resolution	DEWR			Low	Low	Ad hoc		
40. Health and safety	(a) Whether business has processes to manage health and safety issues	Workcover			Low	Low	Ad hoc		
41. International comparison	<b>Needed for comparing Australia performance against other countries.</b>								

### **Abbreviations and Acronyms**

ABR	Australian Business Register
ABN	Australian Business Number
ANZSIC	Australian and New Zealand Standard Industrial Classification
ASIC	Australian Standard Industrial Classification
ASX	Australian Stock Exchange
ATO	Australian Tax Office
BAS	Business Activity Statement
BEES	Business Entries and Exists Survey
BES	Business Expectations Survey
BIT	Business Income Tax
BLD	Business Longitudinal Database
BUIT	Business Use of Information Technology Survey
CSBO	Council of Small Business Organisation
DCITA	Dept of Communications, Information Technology and the Arts
DEWR	Dept of Employment and Workplace Relations
DITR	Dept of Industry, Tourism and Resources
DOTARS	Dept of Transport and Regional Services
EEH	Employee Earnings and Hours Survey
GBE	Government Business Enterprise
IBCS	Integrated Business Characteristics Survey
ICTIS	Information & Communication Technology Industry Survey
OSB	Office of Small Business

Data Topic	Output Item	Stakeholder	Why required	Data item Linkages	User Demand	Probability of collection	Frequency Required	Alternative collection	Other comments
PC	Productivity Commission								
RBA	Reserve Bank of Australia								
R&D	Research and Experimental Development Survey								
SISCA	Standard Institutional Sector Classification of Australia								
SITS	Survey of International Trade in Services								
TEPS	Training Expenditure and Procedures Survey								
TOBE	Type of Business Entity								
TOLO	Type of Legal Organisation								

## STAKEHOLDERS

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Austrade

Australian Taxation Office (ATO)

Australian Securities and Investment Commission (ASIC)

Australian National Training Authority (ANTA)

Department of Industry, Tourism and Resources, especially th

Department of Treasury

Productivity Commission (key user of the Business Longitudin

Department of Employment & Workplace Relations (DEWR)

Department of Education, Science and Training

State and Regional Development, NSW

NSW Premiers Department

Department of Further Education, Employment, Science and T

WA Dept of Local Govt & Regional Development

Department of Treasury & Finance (SA)

Department of Innovation, Industry and Regional Developmen

Qld Office of Economic & Statistical Research

Qld Department of State Development

Tas DITR

NT Dept of Business Industry and Resource Development

COSBOA

Various small business councils such as the Home-Based Bus

Various industry associations

Various researchers such as

- Melbourne Institute of Economic and Applied Social Researc

UNIVERSITY OF ADELAIDE

QLD UNIVERSITY

## STAKEHOLDERS

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TAYLOR NELSON SOFRES P/L

Reserve Bank of Australia

Other academics

Workcover



# Business Longitudinal Survey data it

Below is a list of the topics included in the BLS

Topic  
State  
Industry  
Employment  
Labour turnover  
Contracting out  
Locations operated, opened and closed  
Legal status  
Business age  
Foreign ownership  
Family businesses  
Characteristics of decision maker in businesses with decision-maker  
Franchising  
Union membership  
Employment conditions  
Days and hours of operation  
Use of business improvement programs  
Performance comparisons  
Business practices  
Business links  
Sources of information  
Business change  
Participation in government programs  
Business intentions  
Use of computers  
Exports  
Income  
Expenses  
Trading stocks  
Profit or loss  
Assets and liabilities  
Equity  
Capital expenditure and disposal of assets  
Training  
Innovation  
Business disputes  
Health and safety  
Membership of industry associations

State

NSW  
Vic  
Qld  
SA  
WA

# Business Longitudinal Survey data it

Below is a list of the topics included in the BLS

Tas/NT/ACT

## Industry

Mining  
Food, beverage and tobacco  
Textiles, clothing, footwear and leather  
Wood and paper products  
Printing, publishing and recorded media  
Petroleum, coal chemicals and associated products  
Non-metallic mineral products  
Metal products  
Machinery and equipment  
Other manufacturing  
Construction  
Wholesale trade  
Retail trade  
Accommodation, cafes and restaurants  
Transport and storage  
Finance and insurance  
Property services  
Business services  
Cultural and recreational services  
Personal and other services  
Information technology

## Employment

Working proprietors, partners or directors  
(full-time and part-time)  
Male/female split  
Working proprietors, partners or directors  
Male/female split  
Full-time/part-time split  
Other full-time managerial employees  
Male/female split  
Managerial employees  
Full-time/part-time split  
Male/female split  
Other full-time employees  
Male/female split  
Other employees  
Male/female split  
Full-time/part-time split  
Part-time employees (including managerial  
employees)  
Male/female split  
Casuals  
Male/female split

# Business Longitudinal Survey data it

Below is a list of the topics included in the BLS

Full-time/part-time split

## Labour turnover

- Persons newly employed
- Persons ceasing to be employed
- Businesses with a decrease in employment
- Reasons for decrease in employment
  - Decrease in demand
  - Contracted out tasks
  - Improvements in efficiency
  - Replaced permanent workers
  - Reduced range of activities
  - Temporary decrease
  - Other

## Contracting out

- Businesses contracting out activities
- Employees replaced by contracting out

## Locations operated, opened and closed

- Number of locations operated
- Number of locations opened
- Number of locations closed

## Legal status

- Public company
- Other incorporated company
- Sole proprietorship
- Partnership
- Trust
- Unincorporated co-operative
- Incorporated association
- Other

## Business age

- Less than 1 year
- 1 to less than 2 years
- 2 to less than 5 years
- 5 to less than 10 years
- 10 to less than 20 years
- More than 20 years

## Foreign ownership

- None
- Up to 10%
- 11 – 49%
- 50 – 100%

# Business Longitudinal Survey data it

## Below is a list of the topics included in the BLS

### Family businesses

- Whether business considered a family business
- Reasons for considered a family business
  - Members involved in business
  - Business acquired from family
  - Close working relationships
  - Other
- Number of generations same family
- Number of managers from same family

### Characteristics of decision maker in businesses with

- Experience of decision maker as principal
- Gender of decision maker
- Education level of decision maker
- Whether decision maker has tertiary education

### Franchising

- Whether business operates as a franchise
- Whether business controls a franchise

### Union membership

- Up to 10%
- 11 to 25%
- 26 to 50%
- 51 to 75%
- 76 to 100%
- Number of unions represented

### Employment conditions

- Form of employment conditions in business
  - Registered enterprise agreement
  - Unregistered enterprise agreement
  - Individual contract or agreement
  - Award arrangements
- Number of employees working under conditions based on:
  - Conditions based on Federal award
  - Covered by an award or agreement
  - Individual formal contract
  - Unregistered enterprise agreement
  - Registered enterprise agreement
- Year registered enterprise agreement entered into

### Days and hours of operation

- Days per week plant operated
- Hours of operation per day

# Business Longitudinal Survey data it

## Below is a list of the topics included in the BLS

### Use of business improvement programs

- Whether business introduced any bu
- Whether business has business imp
- Total quality Manageme
- Quality assurance
- Just-in-time Managemer
- Process engineering

### Performance comparisons

- Whether performance comparisons
- Type of comparisons made
- Prices
- Costs
- Quality of products or se
- Range of products or se
- Quality of client service
- Marketing or advertising
- Other

### Business practices

- Whether business has practice in pl
- Documented formal stra
- Formal business plan
- Budget forecasting
- Regular income/expend
- Formal networking with
- Electronic commerce (e)
- Comparison of performa
- Export market planning

### Business links

- Whether business has links with oth
- Result of link
- Formation of a new busi
- Formal agreement withc
- Informal understanding
- Other
- Purpose of link - to increase capabili
- Production
- Purchasing
- Marketing
- Distribution
- Research and developpr
- Training
- Other

### Sources of information

# Business Longitudinal Survey data it

## Below is a list of the topics included in the BLS

Number of times information sought

- External accountants
- Banks
- Solicitors
- Business consultants
- Family or friends
- Others in the industry
- Local business
- Industry associations/ C
- Australian Taxation Offic
- Government small busin

## Business change

Whether business made any major c

- Range of products or se
- Advertising
- Distribution
- Markets targeted
  - Domestic
  - Export
- Accounting software
- Other administrative cor
- Production technology
- Technical training
- Management training
- On-the-job training
- Other training
- Contracting-out
- Business structure
- Number of personal cor
- Number of staff using cc
- Electronic stock monitor
- Electronic ordering/purc
- Electronic banking or fu

## Participation in government programs

- National industry extension service(I
- AusIndustry/NIES
- R&D tax concession
- Grants for research and developmer
- Best Practice Demonstration Progra
- New Enterprise Incentive Scheme
- Export Access
- Export finance and Insurance Co. fa
- Export Market Development Grants
- International Trade Enhancement Sc
- Export Market Development Grants

# Business Longitudinal Survey data it

## Below is a list of the topics included in the BLS

- Commonwealth, State or Local Govern
- Other commonwealth or State gover
- Whether business applied for AusInc
- cost of application and v
- Reasons for not making use of gove

## Business intentions

- Whether business intends to do any
- Significantly increase pr
- Maintain existing produc
- Significantly decrease p
- Open new locations
- Close locations
- Maintain or commence e
- Maintain exporting
- Commence exporting
- Establish a partnership c
- Increase exporting
- Introduce new goods or
- Sell the whole business
- Open the same busines
- Sell equity in the busine
- Close the business

## Use of computers

- Whether business used computers
- How long the business used comput
- Whether most of the computers are:
- Networked within busine
- Stand-alone
- Whether business has electronic link
- business
- Dial-up modem link othe
- Dedicated line

## Use of facilities

- Electronic stock monitor
- Electronic ordering/purc
- Electronic financial trans
- Number of employees required to us
- Whether business has access to Inte
- Use of Internet
- Purchasing
- Selling
- Marketing or advertising
- Gathering information
- Voice/video communica
- Email

# Business Longitudinal Survey data it

Below is a list of the topics included in the BLS

- Data transfer
- Making payments
- Placing purchase orders
- Receiving invoices
- Other marketing promot
- Receiving payments
- Sending invoices
- Receiving sales orders
- Co-ordinating delivery a
- Interactive lodging of for
- Business to business da
- Gathering information
- Business networking
- Intranet

Whether business has a web-site/hc

## Exports

- Whether business received income f
- Whether business received income f
- Value of exports of goods and servic
- Value of goods exported
- Value of services exported
- Proportion of exports through differe
  - Directly to subsidiaries/e
  - Directly to parent compa
  - Directly to unrelated con
  - Via agents in Australia
  - Via agents overseas
- Three main countries to which busin

## Income

- Income from sales of goods and ser
- Other income
- Total income
- Estimate of increase or decrease for

## Expenses

- Wages and salaries
- Employer contribution to superannua
- Workers' Compensation costs
- Payroll tax
- Fringe benefit tax
- Interest expenses
- Depreciation and amortisation
- Bad debts written off
- Bad and doubtful debts
- Purchases



# Business Longitudinal Survey data it

## Below is a list of the topics included in the BLS

- Motor vehicle running expenses
- Rent, leasing and hiring
- All other operating expenses
- Total expenses

### Trading stocks

- Opening trading stocks
- Closing trading stocks

### Profit or loss

- Reported operating profit or loss bef

### Assets and liabilities

- Current assets including trading stoc
- Non-current assets - property
- Non-current assets - plant and mach
- Non-current assets - other (not inclu
- Non-current assets - other (including
- Total non-current assets
- Current liabilities
- Non-current liabilities
- Percent breakdown of liabilities
  - Trade and other creditor
  - Bank loans
  - Other loans
  - Bank overdrafts
  - Overdrafts
  - Bank bills and other sho
  - Provisions
  - Other
  - Due to other banks (fina
  - Deposits and other borr
  - Outstanding claims (fina
  - Unearned premiums (fin
  - Loans from banks and c
  - Loans from parent comp
  - Loans from individuals ii
  - Loans from other individ
  - Loans from unrelated bu

### Equity

- Value of owners' equity
- Breakdown of equity holdings
  - Owner and owner's fam
  - Director and director's fa
  - Parent company
  - Unrelated persons

# Business Longitudinal Survey data it

Below is a list of the topics included in the BLS

- Unrelated businesses
- Other
- Working owners
- Non-working owners - fa
- Non-working owners - n
- Venture or development
- Other unrelated busines
- Employees (excluding d
- Other (including shareh
- Whether business obtained any equ
- Source of equity finance
  - Family
  - Acquaintances or busine
  - People you did not previ
  - Unrelated business
  - Related business
  - Parent company
  - Parent company or relat
  - Other related business
  - Employees
  - Banks or other financial
  - Banks
  - Other financial institutor
  - Venture or development
  - Existing shareholders
- Total value of equity
  - Up to \$20 000
  - \$20 001 to \$50 000
  - \$50 001 to \$100 000
  - \$100 001 to \$500 000
  - \$500 001 to \$1 000 000
  - Over \$1 000 000

Capital expenditure and disposal of assets

- Capital expenditure
  - Plant, machinery and ec
  - Land
  - Dwellings, other building
  - Intangible assets
- Disposal of assets

Training

- Expenditure on formal training
- Number of managerial staff with terti
- Number of managerial staff undertak
- Changes in the level of training
  - Increased

# Business Longitudinal Survey data it

Below is a list of the topics included in the BLS

- Decreased
- Stayed the same
- No training provided
- Reasons for increase or decrease in
- Percent of persons undertaking diffe
- Structured training cours
- On-the-job training
- Seminars, workshops, c
- Job rotation, exchanges
- Percent of persons trained in differe
- Management training
- Professional training
- Training for computer sp
- Trade and apprenticesh
- Health and safety trainin
- Other training
- Use of training providers
- Employees or owners fo
- Employees or owners fo
- Professional associatio
- Industry associations
- Equipment manufacture
- Private training consulta
- TAFE
- University
- Other

## Innovation (manufacturing)

- Whether business developed any ne
- Expenditure
- R&D
- Training
- Acquisition of patents, tr
- Acquisition of technolog
- Tooling-up, engineering
- Marketing
- Total expenditure
- Whether business performed R&D
- Expenditure on R&D

## Innovation (financial sector)

- Whether business introduced any ne

## Innovation (other service sector businesses)

- Whether business introduced any ne
- Whether business introduced any ne

# Business Longitudinal Survey data it

## Below is a list of the topics included in the BLS

### Business disputes

- Whether business was in a dispute
- Whether business hired a lawyer
- Reasons for not hiring a lawyer
  - Cost
  - Concern about your time
  - Concern about delay in
  - Dislike of lawyers
  - Loss of control over res
  - Third party hired legal se
  - Not necessary
  - Other
- Services used for dispute resolution
  - Government agency
  - Industry association
  - Private adviser
  - Small Claims Court
  - Insurance company
  - Other

### Health and safety

- Whether business has processes to
  - health and safety
  - Written management sta
  - Program of consultation
  - Training program
  - Provision of information
  - Regular workplace inspe
  - Guidelines for identifying

### Membership of industry associations

- Whether business belongs to an ind