

**Senate Finance and Public Administration Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Supplementary Budget Estimates 18-22 November 2013

Prime Minister and Cabinet Portfolio

**Department/Agency:** Department of the Prime Minister and Cabinet

**Outcome/Program:** 1.1 Prime Minister and Cabinet

**Topic:** Media training

**Senator:** Senator the Hon Joe Ludwig

**Question reference number:** 167

**Type of Question:** Written

**Date set by the committee for the return of answer:** 17 January 2014

**Number of pages:** 2

**Question:**

1. In relation to media training services purchased by each department/agency, please provide the following information from 7 September 2013 to date:

- a) Total spending on these services
- b) The number of employees offered these services and their employment classification
- c) The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)
- d) The names of all service providers engaged

2. For each service purchased from a provider listed under (4), please provide:

- a) The name and nature of the service purchased
- b) Whether the service is one-on-one or group based
- c) The number of employees who received the service and their employment classification (provide a breakdown for each employment classification)
- d) The total number of hours involved for all employees (provide a breakdown for each employment classification)
- e) The total amount spent on the service
- f) A description of the fees charged (i.e. per hour, complete package)

3. Where a service was provided at any location other than the department or agency's own premises, please provide:

- a) The location used
- b) The number of employees who took part on each occasion
- c) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)

**Senate Finance and Public Administration Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

Supplementary Budget Estimates 18-22 November 2013

**Prime Minister and Cabinet Portfolio**

d) Any costs the department or agency's incurred to use the location

**Answer:**

1 to 4

Media training was provided to officers from the G20 Taskforce.

*Media Manoeuvres* conducted a group G20 Media Liaison Skills program for six APS and Executive Level officers. *Laurie Wilson and Associates Pty Ltd* conducted a one-on-one programme focusing on media awareness and media skills training for the public sector for five SES officers.

The estimated cost to engage *Laurie Wilson and Associates Pty Ltd* was approximately \$700 (including GST) per person. *Media Manoeuvres* was engaged at an estimated cost of \$900 (including GST) per person for a full day of media training. The total expenditure to date is not available as invoices have not yet been received.

| <b>Media Manoeuvres</b> |         |
|-------------------------|---------|
| APS 5                   | 7 hours |
| APS 5                   | 7 hours |
| EL1                     | 7 hours |
| EL1                     | 7 hours |
| EL2                     | 7 hours |
| EL2                     | 7 hours |

| <b>Laurie Wilson and Associates Pty Ltd</b> |         |
|---|---------|
| SES Band 1                                  | 1 hour  |
| SES Band 1                                  | 1 hour  |
| SES Band 1                                  | 3 hours |
| SES Band 2                                  | 1 hour  |
| SES Band 2                                  | 3 hours |

All training was undertaken onsite using both the Department of the Prime Minister and Cabinet and the Treasury. Study leave was not required for this training.