

**Senate Standing Committee on Education Employment and Workplace Relations**

**QUESTIONS ON NOTICE  
Budget Estimates 2012-2013**

**Cross Portfolio**

**DEEWR Question No.** EW0047\_14

**Senator Back provided in writing.**

**Question**

**Education expenses**

What are the department/agency's guidelines on study?

For this financial year to date, detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.

**Answer**

\$2 873 547 was spent by the Department on education and training expenses in the 2012–13 financial year to date (as at 31 May 2013).

Of this:

- \$2 339 991 was expended on external courses (including studies assistance \$651 429) that were organised and approved at the business level. As a result, this information is captured at the aggregate level and detailed information on each course is not able to be provided.
- \$533 556 was expended on courses which were managed centrally and therefore able to be itemised. Table 3 provides a detailed breakdown of this expenditure.

Table 1 outlines the number of study leave hours granted, the number of participants who were granted study leave and the classification of study leave participants.

Table 2 outlines the high level reason for the study, how it is beneficial for the Department and the Department's guidelines on study.

Table 3 provides an overview of the expenditure, course type, participant numbers and classification, and cost per participant for the Department.

Details of executive coaching and other leadership training services purchased in the 2012–13 financial year to date (as at 31 May 2013) are detailed in the response to DEEWR Question No. SQ13 000464.

**Table 1: Amount of study leave granted for each employee**

<b>Number of hours of study leave granted</b>	<b>Number of participants granted study leave</b>	<b>Classification</b>
20220.31	218	APS, EL, SES

**Table 2: Reason for the study, how it is beneficial and the Department's guidelines on study**

Studies assistance is designed to provide assistance to eligible employees to undertake an approved course of study to enhance their specific skills, knowledge, capabilities and the Department's capacity to achieve its vision and goals. Studies assistance has direct linkages to an employee's Individual Performance and Development (IPAD) Plan.

**Table 3: Breakdown of L&D courses for DEEWR staff, expenditure, participant numbers, classification and cost per participant for the 2012-13 financial year (as at 31 May 2013).**

<b>Course name</b>	<b>Participants</b>	<b>Classification</b>	<b>Cost per participant</b>	<b>Total (incl GST)</b>
<b>Courses run in-house facilitated by external providers</b>				
Executive Coaching and Leadership	200	APS6-SES	\$2,129	\$425,821
Constructive Conversations	79	APS 6, EL1-2	\$271	\$21,406
Emotional Intelligence	9	APS 4-6, EL1	\$410	\$3,690
Presentation Skills	10	APS 4-6, EL1	\$330	\$3,300
Writing emails, letters and reports in DEEWR	14	APS 4-6, EL1	\$471	\$6,600
Indigenous Cultural Awareness Training	49	APS 2-6, EL1	\$197	\$9,614
Project Management Fundamentals	20	APS 4-6, EL1	\$337	\$6,739
Writing Influential Documents	20	APS 2-6, EL1	\$165	\$3,300
<b>Total in house</b>	<b>401</b>	<b>APS 2-6, EL1-2</b>		<b>\$480,470</b>
<b>External training courses</b>				
<b>Centrally funded and able to be quantified</b>				
ANZSOG Executive Masters in Public Administration	1	EL2	\$42,789	\$42,789
Graduate Diploma in Economic Studies	2	APS6 - EL1	\$5,148.50	\$10,297
<b>Total</b>				<b>\$53,086</b>
<b>Approved at the business level and unable to be quantified</b>				
		APS 4-6, EL1-2, SES		\$1,688 562
<b>Total external</b>				<b>\$1,741,648</b>
<b>Courses facilitated by DEEWR Staff</b>				
Writing with Influence	60	APS 4-6, EL1	0	0
<b>DEEWR L &amp; D TOTAL</b>	<b>464</b>			<b>\$2,222,118</b>