

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**BUDGET ESTIMATES 2011-2012**

Prime Minister and Cabinet Portfolio

**Department/Agency: Department of the Prime Minister and Cabinet**  
**Outcome/Program: 1.1 – Prime Minister and Cabinet**  
**Topic: Education expenses**

**Senator: Fifield**

**Question reference number: 148**

**Type of question: Written**

**Date set by the committee for the return of answer: 8 July 2011**

**Number of pages: 2**

**Question:**

**Please detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the cost and how many participants.**

**Answer:**

The department spent a total of \$785,074 on corporate education for the FYTD (1 July 2010 – 24 May 2011), with a total of 1,757 instances of employees participating in an educational initiative.

<i>Course Type</i>	<i>Attendees/ recipients</i>	<i>Cost (Exc. GST)</i>
6th Global Leadership Program (China)	1	\$ 20,444
Australian and New Zealand School of Government (ANZSOG) Leadership Programs	3	\$ 75,600
Australian Davos Connection (ADC) Future Summit	13	\$ 90,909
Australian Public Service Commission (APSC) Senior Executive Service (SES) Orientation	3	\$ 6,818
Australia's Constitutional Framework - What the constitution says (ANIPP)	6	\$ 545
Cabinet Operations Training**	44	\$ -
Career Advisory Panel - Career Coaching	29	\$ 30,867
Client Service	12	\$ 11,100
COAG Overview**	56	\$ -
Conflict Resolution	34	\$ 16,625
Cost-Benefit Analysis for Public Sector Managers (ANIPP)	3	\$ 1,364
Cranlana Colloquium	6	\$ 26,600

Doing Policy	17	\$ 7,727
Economics of Growth for non-economists in the APS (ANIPP)	9	\$ 4,091
Effective Meeting Management	8	\$ 4,000
<i>Course Type</i>	<i>Attendees/ recipients</i>	<i>Cost (Exc. GST)</i>
Election Commitment Training**	98	\$ -
Evidence in Social Policy (ANIPP)	1	\$ 909
Finance for Non-accountants	20	\$ 17,941
Government Writing Skills	30	\$ 12,500
How Laws are Made	24	\$ 9,527
Indigenous Demography and its Relationship with Public Policy (ANIPP)	12	\$ 1,182
Introduction to Carbon Pricing (ANIPP)	1	\$ 455
Introduction to the machinery of government (ANIPP)	3	\$ 2,727
Investment Risk Management in the Innovation Process (ANIPP)	2	\$ 1,364
Mastering Minute Taking	12	\$ 4,000
Microsoft Office Application Skills (Excel, Word, Outlook, PowerPoint)	49	\$ 21,075
National Security College Programs (Most programs have sponsored places)	14	\$ 29,000
PM&C Executive Lunchbox**	72	\$ -
PM&C Graduate Program	25	\$ 79,000
PM&C Induction for New Starters**	99	\$ -
PM&C Seminar Series**	606	\$ -
PM&C Studies Assistance	55	\$ 205,032
Policy Development & Analysis	10	\$ 29,610
Project Management	49	\$ 15,600
Public Sector Innovation: What, Why and How (ANIPP)	5	\$ 2,272
Question Time Briefs (QTB's)**	57	\$ -
Resilient Leadership	12	\$ 28,299
Self as a leader	10	\$ 14,800
Senate Committees and the estimates process	2	\$ 418
Senate Estimates Briefs and Questions on Notice**	62	\$ -
Speech Writing**	33	\$ -
Strategic Management: Scenario Planning for Public Sector Leaders (ANIPP)	6	\$ 2,727
Strategic Planning for Public Sector Managers (ANIPP)	9	\$ 4,091
The Budget and Senate Estimates Process	28	\$ 5,855
The Budget Process**	107	\$ -
	1757	\$ 785,074

\* Australian National Institute of Public Policy

\*\* PM&C Internal Program