

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates Hearing 21-24 May 2012

Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet

Outcome/Program: 1.1.3 Support Services for Government Operations

Topic: Education Expenses

Senator: Senator Ryan

Question reference number: 100

Type of question: Written

Date set by the committee for the return of answer: 6 July 2012

Number of pages: 2

Question:

What are the department/agency's guidelines on study? Please provide details for this financial year to date, detail all educational 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:

Under the Enterprise Agreement and SES employment arrangements, studies assistance is available to all employees undertaking tertiary, professional or technical study relevant to the work of the Department. Across all classification levels, employees who were approved to access studies assistance were entitled to a maximum of six hours of study leave per week. Indigenous employees are entitled to an additional six hours per week. On average, each participant takes between two to six hours per week study leave.

Studies assistance is beneficial to the Department as it encourages employees to continue their professional development and enhances their capability.

The Department spent a total of \$508,352 from 1 July 2011 to 30 April 2012 on training. The courses included core, mandatory, professional (technical) and leadership components which were delivered both externally and in-house.

During the same period \$172,200 was reimbursed to employees under the studies assistance scheme.

Training programs are open to all departmental employees across all levels. The average cost for EL and APS employees was \$356 per participant. SES development programs range from \$2,272 to \$25,000, depending on the program.

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The table below shows the participation across levels for training courses and access to studies assistance.

Classification Level	Course Participants	Studies Assistance Recipients
APS 1-6	1,244	93
EL 1 & 2	171	50
SES B1-B3	14	6
Total	1,429	149