

Senate Standing Committee on Education Employment and Workplace Relations

**QUESTIONS ON NOTICE
Supplementary Budget Estimates 2011-2012**

Cross Portfolio

DEEWR Question No. EW0510_12

Senator Back provided in writing.

Refers to previous DEEWR Question No. [EW0032_12](#).

Question

Education expenses

1. For the year 2010-11, 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, how many participants and the amount of study leave granted to each participant. 2. For the FYTD, 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, how many participants and the amount of study leave granted to each participant.

Answer

2010 – 2011 financial year

DEEWR provided details of education expenses purchased by each portfolio department and agency for the year 2010-11 in the response to Question on Notice [EW0032_12](#).

Details of the amount of study leave granted for each employee is outlined in Table 1.

DEEWR provided details of executive coaching and leadership services purchased by each portfolio department for the year 2010-11 in the response to Question on Notice [EW0002_12](#).

Financial year to date (as at 3 November 2011)

An estimated \$1.4 million (GST exclusive) has been spent by DEEWR on learning and development, courses, training and workshops in the financial year to date (as at 3 November 2011).

Of this, \$122,378.00 was spent on courses run in-house and facilitated by external providers, and \$234,344.00 was spent on executive coaching and leadership courses. A breakdown of this expenditure is outlined in Table 2.

The remaining \$1.03 million was expended on external courses including studies assistance.

DEEWR sought information regarding education expenditure for the financial year to date from Education, Employment and Workplace Relations portfolio agencies. Tables 2-10 provide a summary of expenditure, type of course, participant numbers, cost per participant and studies assistance figures. Tertiary Education Quality and Standards Agency (TEQSA) provided a nil response.

Details of executive coaching and leadership services purchased in the 2011-12 financial year to date (as at 3 November 2011) is detailed in DEEWR's response to Question on Notice [EW0518_12](#).

Table 1: Amount of study leave granted for each employee per portfolio department or agency

Portfolio department or agency	Number of hours of study leave granted	Number of Participants' granted study leave
Department of Education, Employment and Workplace Relations (DEEWR)	27,284.19 (with pay) 12,866.88 (without pay)	370
Australian Learning and Teaching Council (ALTC)	Unknown ¹	3
Australian Curriculum, Assessment and Reporting Authority (ACARA)	0	0
Safe Work Australia (SWA)	0	0
Fair Work Ombudsman (FWO)	3,449.5	52
Comcare	295	38
Fair Work Australia (FWA)	2,819	24
Australian Institute for Teaching and School Leadership (AITSL)	0	0
Australian Building and Construction Commission (ABCC)	652.5	34

¹ The Australian Learning and Teaching Council is in the process of being wound up. All financial and administrative records are in the hands of the liquidators and therefore no information further to that provided at the 2011 Budget Estimates is able to be forwarded at this time.

Table 2: Breakdown of L&D courses for DEEWR staff, expenditure, participant numbers, cost per participant and studies assistance for 2011-12 (as at 3 November 2011).

Course name	Participants	Cost per participant	Total spent (includes GST)
<u>Courses run in-house facilitated by external providers</u>			
Enhancing your performance in the APS	54	\$263.30	\$14,218.00
Contract management	36	\$208.19	\$7,495.00
Indigenous cultural capability awareness	98	\$82.29	\$8,064.00
Developing policy - an introductory class	32	\$204.69	\$6,550.00
Writing ministerial briefs	47	\$129.94	\$6,107.00
Presenting with confidence	9	\$328.78	\$2,959.00
Constructive conversations	27	\$294.30	\$7,946.00
Clear writing	83	\$344.58	\$28,600.00
Developing project management expertise	35	\$264.00	\$9,240.00
Emotional intelligence	65	\$387.69	\$25,199.00
Senate estimates training	211	\$28.44	\$6,000.00
Torres Strait Islander culture appreciation	17		\$0.00 (yet to be paid)
<u>Executive coaching and leadership courses</u>	105	N/A	\$234,334.00
<u>Courses facilitated by DEEWR Staff</u>			
Ddocs (document management) for contributors	43	\$0.00	\$0.00
Ddocs (document management) for site owners and delegates	22	\$0.00	\$0.00
TRIM (records management)	5	\$0.00	\$0.00
Financial management for executive level 1/2 staff	297	\$0.00	\$0.00
<u>Studies assistance</u>	222	N/A	N/A
(Hours of study leave granted with pay – total)	(8,776.6 hours)		
(Hours of study leave granted without pay – total)	(3,725.5 hours)		

Table 3: Breakdown of L&D courses for Australian Curriculum, Assessment & Reporting Authority (ACARA) staff, expenditure, participant numbers, cost per participant and studies assistance for 2011-12 (as at 3 November 2011).

Course name	Participants	Cost per participant	Total spent (includes GST)
<u>Courses run in-house facilitated by external providers</u>			
Equal employment opportunity, harassment and bullying prevention	104	\$92.36	\$9,606.20
<u>Executive coaching and leadership courses</u>	0	N/A	\$0.00
<u>Courses facilitated by ACARA staff</u>			
TRIM (record management) training	85	\$0.00	\$0.00
<u>Studies assistance</u> (Hours of study leave granted – total)	1 (7.5 hours)	N/A	N/A

Table 4: Breakdown of L&D courses for Safe Work Australia (SWA) staff, expenditure, participant numbers, cost per participant and studies assistance for 2011-12 (as at 3 November 2011).

Course name	Participants	Cost per participant	Total spent (includes GST)
<u>Courses run in-house facilitated by external providers</u>	0	\$0.00	\$0.00
<u>Executive coaching and leadership courses</u>	0	N/A	\$0.00
<u>Courses facilitated by SWA staff</u>	0	\$0.00	\$0.00
<u>Studies assistance</u> (Hours of study leave granted – total)	8 ² (46.5 hours)	N/A	N/A

² Eight employees used “study bank” leave when studying courses privately funded by the employee (university degree).

Table 5: Breakdown of L&D courses for Fair Work Ombudsman (FWO) staff, expenditure, participant numbers, cost per participant and studies assistance for 2011-12 (as at 3 November 2011).

Course name	Participants	Cost per participant	Total spent (includes GST)
<u>Courses run in-house facilitated by external providers</u>			
Certificate IV in government (investigation)	28	\$2,724.03	\$76,272.73
Certificate IV in government (workplace relations)	35	\$1,229.57	\$43,035.00
Diploma in project management	30	\$2,850.00	\$85,500.00
Achieving effective resolutions training	59	\$852.67	\$50,307.29
Increased stress resilience	43	\$558.13	\$23,999.45
Indigenous cultural awareness training	32	\$124.30	\$3,977.70
Harassment and diversity contact officer training	7	\$671.43	\$4,700.00
Team leader development program	20	\$4,023.98	\$80,479.58
Quality assurance training	14	\$1,035.71	\$14,500.00
<u>Executive coaching and leadership courses</u>	72	N/A	\$19,178.00
<u>Courses facilitated by FWO staff</u>			
National technical training (core)	20	\$0.00	\$0.00
National technical training (field ops)	12	\$0.00	\$0.00
Investigation training	22	\$0.00	\$0.00
Investigative interviewing skills	13	\$0.00	\$0.00
NEXUS (IT program) training	16	\$0.00	\$0.00
Customer contact 'NICE' team leader tutorial	7	\$0.00	\$0.00
FWO corporate online induction	93	\$0.00	\$0.00
Performance management training	214	\$0.00	\$0.00
Paycheck plus train the trainer	15	\$0.00	\$0.00
Overview of fair work legislation online	11	\$0.00	\$0.00
Online operations manual training	138	\$0.00	\$0.00
<u>Studies assistance</u>			
(Hours of study leave granted – total)	29 (1,374 hours)	N/A	N/A

Table 6: Breakdown of L&D courses for Comcare staff, expenditure, participant numbers, cost per participant and studies assistance for 2011-12 (as at 3 November 2011).

Course name	Participants	Cost per participant	Total spent (includes GST)
<u>Courses run in-house facilitated by external providers</u>			
Assess your leadership capabilities	9	\$135.33	\$1,218.00
Effective report writing	15	\$600.00	\$9,000.00
Enhancing your performance in the APS	17	\$341.88	\$5,812.00
Client service skills	14	\$353.57	\$4,950.00
Effective feedback and coaching conversations	62	\$433.77	\$26,894.00
Certificate IV in injury claims	103	318.52	\$32,808.00
Pathways to leadership	38	\$1,118.81	\$42,515.00
Getting that selection right	25	\$92.72	\$2,318.00
training and assessment upgrade course	14	\$210.64	\$2,949.00
Up front & in control	41	\$210.63	\$8,636.00
Manual handling	4	\$422.50	\$1,690.00
APS job application & interview skills	26	\$87.42	\$2,273.00
Completely organised at work	9	\$385.00	\$3,465.00
Bullying and harassment training	59	\$128.64	\$7,590.00
<u>Executive coaching and leadership courses</u>	159	N/A	\$104,410.15
<u>Courses facilitated by Comcare staff</u>			
Induction	51	\$0.00	\$0.00
TRIM (records management) training	49	\$0.00	\$0.00
OHS Act in a day	32	\$0.00	\$0.00
SRC Act in a day	32	\$0.00	\$0.00
Type of occurrence classification system	23	\$0.00	\$0.00
Developing your individual action plan	31	\$0.00	\$0.00
SRC LTP (IT program) training	136	\$0.00	\$0.00
Workplace health and safety workshops	122	\$0.00	\$0.00
Certificate IV in injury claims internal mods	96	\$0.00	\$0.00
<u>Studies assistance</u>	8	N/A	N/A
(Hours of study leave granted – total)	(40 hours)		

Table 7: Breakdown of L&D courses for Fair Work Australia (FWA) staff, expenditure, participant numbers, cost per participant and studies assistance for 2011-12 (as at 3 November 2011).

Course name	Participants	Cost per participant	Total spent (includes GST)
<u>Courses run in-house facilitated by external providers</u>			
Performance and development training – all staff	316	\$9.98	\$3,152.26
Resilience and self care	43	\$139.52	\$5,999.36
Computer training	15	\$135.98	\$2,039.70
Sharepoint learning	12	\$105.83	\$1,269.96
<u>Executive coaching and leadership courses</u>	693	N/A	\$31,406.70
<u>Courses facilitated by FWA staff</u>			
TRIM (record management) training	67	\$0.00	\$0.00
<u>Studies assistance</u>	18	N/A	N/A
(Hours of study leave granted – total)	(945.5 hours)		

Table 8: Breakdown of L&D courses for Australian Institute for Teaching and School Leadership (AITSL) staff, expenditure, participant numbers, cost per participant and studies assistance for 2011-12 (as at 3 November 2011).

Course name	Participants	Cost per participant	Total spent (includes GST)
<u>Courses run in-house facilitated by external providers</u>	0	\$0.00	\$0.00
<u>Executive coaching and leadership courses</u>	2	N/A	\$2,470.00
<u>Courses facilitated by AITSL staff</u>	0	\$0.00	\$0.00
<u>Studies assistance</u>	1	N/A	N/A
(Hours of study leave granted – total)	(70 hours)		

Table 9: Breakdown of L&D courses for Australian Building and Construction Commission (ABCC) staff, expenditure, participant numbers, cost per participant and studies assistance for 2011-12 (as at 3 November 2011).

Course name	Participants	Cost per participant	Total spent (includes GST)
<u>Courses run in-house facilitated by external providers</u>			
Bullying and harassment – vic staff only	46	\$155.65	\$7,160.00
Workplace relations compliance	15	\$676.50	\$10,147.50
<u>Executive coaching and leadership courses</u>	22	N/A	\$44,176.00
<u>Courses facilitated by ABCC staff</u>			
ABCC corporate induction	17	\$0.00	\$0.00
ABCC introduction to field operations	13	\$0.00	\$0.00
AIMs training	70	\$0.00	\$0.00
AIMs training – new starter	6	\$0.00	\$0.00
Ethics training	61	\$0.00	\$0.00
Field operations technical training	53	\$0.00	\$0.00
Field operations technical training – new starter	12	\$0.00	\$0.00
<u>Studies assistance</u>			
(Hours of study leave granted – total)	23 (1,497 hours)	N/A	N/A

Table 10: Breakdown of L&D courses for Australian Skills Quality Authority (ASQA) staff, expenditure, participant numbers, cost per participant and studies assistance for 2011-12 (as at 3 November 2011).

Course name	Participants	Cost per participant	Total spent (includes GST)
<u>Courses run in-house facilitated by external providers</u>			
PRISMS (online system)	26	\$88.50	\$2,301.00
Privacy/ IT security/ conflict of interest	31	\$113.40	\$3,515.40
Security awareness	6	\$0.00	\$0.00
<u>Executive coaching and leadership courses</u>	0	\$0.00	\$0.00
<u>Courses facilitated by ASQA staff</u>			
Transition/induction training	45	\$781.23	\$35,155.35
Reggie (intranet)	16	\$119.08	\$1,905.28
<u>Studies assistance</u>			
(Hours of study leave granted – total)	0 (0 hours)	N/A	N/A