

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
BUDGET ESTIMATES 2012-2013

Prime Minister and Cabinet Portfolio

Department/Agency: Australian Public Service Commission

Outcome/Program: Cross Portfolio

Topic: Education expenses

Senator: Ryan

Question reference number: 100

Type of question: Written

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

Number of pages: 2

Question:

1. What are the department/agency's guidelines on study? Please provide details.
2. 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:

1. Under the Australian Public Service Commission's (APSC) Enterprise Agreement, staff can access the Study Encouragement Scheme for formal courses of study that align with the APSC's corporate objectives or which meet staff career development needs. Subjects which align with our corporate objectives include:
 - Public Administration
 - Government
 - Financial Management
 - Public Sector Management
 - Governance
 - Public Policy
 - Political Science
 - Communications
 - Human Resources
 - Management

The APSC will provide financial or other assistance to an employee to undertake formal courses of study at tertiary and higher education institutions and other vocational education courses, where the study is agreed as part of the employee's Learning and Development Agreement in their Performance Plan. The delegate may approve assistance to an employee to a maximum of either:

- 8 hours per week paid leave during a semester to attend classes, undertake examinations or for other study purposes; or
- \$4,000 per calendar year.

If a mix of both leave and financial assistance is sought, the above rates will be reduced/amended accordingly. Please note that an employee who is an Aboriginal or Torres Strait Islander may be granted additional assistance to those rates listed above.

2. The total staff development cost for the APSC for this financial year to date is \$207,416 exclusive of GST. APSC staff have attended a range of leadership, technical learning and development courses and programs aligned with their learning development plans. The APSC does not record education data in a way that would readily allow answers to be provided to these questions. To attempt to provide this level of detail would involve an unreasonable diversion of the APSC's resources.