

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

**Finance and Deregulation Portfolio**

**Department/Agency:** Department of Finance and Deregulation

**Outcome/Program:** General

**Topic:** Staffing

**Senator:** Ryan

**Question reference number:** F71

**Type of question:** Written

**Date set by the committee for the return of answer:** Friday, 30 November 2012

**Number of pages:** 2

**Question:**

How much is estimated to be spent on 2013 Graduate Training? Provide details of what training is to be provided, why and the estimated cost for each.

**Answer:**

\$64,800. A breakdown of internal and external training is detailed below. There are no direct costs for internal training.

<b>Internal training</b>	<b>Description</b>
Budget Training	Overview of the financial framework and processes.
Central Budget Management Systems	Overview of the ICT system to accurately record Budget measures.
Procurement Training	Overview of Finance procurement processes.
Performance Agreement Training	Overview of implementing an accurate performance agreement.
Budget Process Training	Overview of the key steps in the Budget process.
Policy Framework Training	Overview of the policy framework within the Budget process.
Strategic Policy - Strategy comes with a dollar sign	Overview of the importance of the policy and strategy side of Budget.

Writing Green Briefs	Overview of producing the internal Ministerial document, the 'Green Brief.'
Economic Concepts and General Policies	Overview of economic tools and concepts.
Excel Training	A basic overview to improve on existing Excel skills.
Style Guide and Corporate Identity	Overview of the Finance writing style and the branding of Finance documents.
Liaising with the Ministers Office	How to communicate effectively with the Minister's Offices.
Accounting for non Accountants	Overview of basic Commonwealth Government accounting concepts.
Media/Library/Trim	Overview of the fundamental systems and resources in Finance.
Budget Debrief	Overview and analysis of the Budget outcome.
Budget Refresher Training	Condensed refresher on the key concepts based on previous budget training.

<b>External training</b>	<b>Description</b>	<b>Cost</b>
Influencing Skills	Introduction to the concepts of influencing	\$8,800
CV and Interview Skills Training	Training to improve CV, application and interview skills	\$5,500
Leadership Offsite	An offsite focusing on the concepts of leadership and management	\$13,000
Customised Training	An opportunity for graduates to develop technical or specialist skills required to undertake their individual role	\$37,500
<b>Total</b>		<b>\$64,800</b>

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**Finance and Deregulation Portfolio**

**Department/Agency:** Australian Electoral Commission

**Outcome/Program:** General

**Topic:** Staffing

**Senator:** Ryan

**Question reference number:** F71

**Type of question:** Written

**Date set by the committee for the return of answer:** Friday, 30 November 2012

**Number of pages:** 1

**Question:**

How much is estimated to be spent on 2013 Graduate Training? Provide details of what training is to be provided, why and the estimated cost for each.

**Answer:**

\$94,050.

The AEC enrolls its graduate cohort in the Australian Public Service Commission Graduate Development Program each year. The Graduate Development Program is designed to equip graduates with the technical skills and theoretical knowledge to underpin a career in the Australian Public Service. Upon completion, graduates are awarded a Diploma of Government.

The cost is based on \$10,450 per graduate.

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Finance and Deregulation Portfolio

**Department/Agency:** ComSuper

**Outcome/Program:**

**Topic:** Staffing

**Senator:** Ryan

**Question reference number:** F71

**Type of question:** Written

**Date set by the committee for the return of answer:** Friday, 30 November 2012

**Number of pages:** 1

**Question:**

How much is estimated to be spent on 2013 Graduate Training? Provide details of what training is to be provided, why and the estimated cost for each.

**Answer:**

\$46,000.

ComSuper has recruited two Information, Communications & Technology (ICT) Graduates through the Australian Government ICT Graduate Program for 2013 run by the Australian Government Information Management Office (AGIMO).

The program provides structured learning and development, including the ICT Graduate Development Program, which includes a Diploma in Government, delivered by the Australian Public Service Commission, with ICT electives being delivered by the Canberra Institute of Technology. Additionally, a number of professional development opportunities are provided; including membership with the Australian Computer Society (ACS), participation in ACS Masterclasses and attendance at the 2013 ACS Young IT Conference.

Subscription to this program is approximately \$23,000 per graduate.

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**Finance and Deregulation Portfolio**

**Department/Agency: Commonwealth Superannuation Corporation**

**Outcome/Program:**

**Topic:** Staffing

**Senator: Ryan**

**Question reference number: F71**

**Type of question:** Written

**Date set by the committee for the return of answer:** Friday, 30 November 2012

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**Question:**

How much is estimated to be spent on 2013 Graduate Training? Provide details of what training is to be provided, why and the estimated cost for each.

**Answer:**

None currently planned.

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

**Finance and Deregulation Portfolio**

**Department/Agency:** Future Fund Management Agency

**Outcome/Program:**

**Topic:** Staffing

**Senator:** Ryan

**Question reference number:** F71

**Type of question:** Written

**Date set by the committee for the return of answer:** Friday, 30 November 2012

**Number of pages:** 1

**Question:**

How much is estimated to be spent on 2013 Graduate Training? Provide details of what training is to be provided, why and the estimated cost for each.

**Answer:**

Not applicable. The Future Fund Management Agency does not have a graduate program.