

SENATE STANDING COMMITTEE ON LEGAL AND CONSTITUTIONAL AFFAIRS
ATTORNEY-GENERAL'S DEPARTMENT

Program All

Question No. 107

Senator Humphries asked the following question at the hearing on 18 October 2011:

Education expenses

- a) 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.
- b) 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.

The answer to the honourable senator's question is as follows:

Summary Response Table by Agency of Total Cost of Education Expenses

Agency	Financial Year 2010 -2011	Financial Year To Date 18 October 2011
Attorney-General's Department	\$743,220.00	\$140,791.00
Australian Commission for Law Enforcement Integrity (ACLEI)	\$148,135.06	\$43,526.50
Australian Crime Commission (ACC)	\$1,151,726.00	\$134,482.00
Australian Customs and Border Protection	\$1,545,768	\$583,030
Australian Federal Police (AFP)	\$432,432.00	\$89,280.00
Australian Government Solicitor (AGS)	\$419,000.00	\$61,500.00

Australian Human Rights Commission (AHRC)	\$66,857.00	\$2,000.00
Australian Law Reform Commission (ALRC)	\$12,264.00	\$0
Australian Security Intelligence Organisation (ASIO)	\$6,262,180.00	\$2,348,534.00
Crimtrac	\$430,231.77	\$237,180.26
High Court of Australia	\$50,444.28	\$27,110.06
Insolvency and Trustee Service Australia (ITSA)	\$8645.38	\$0
The Office of the Director of Public Prosecutions (CDPP)	\$257,438.14	\$25,251.90
Office of Parliamentary Counsel (OPC)	\$8,583.74	\$0

Detailed Response by Agency (All figures are exclusive of GST)

Attorney-General's Department

- a) For the 2010-2011 financial year, the Attorney-General's Department education expenses total was \$743,220 (inc GST). Refer to table below for further detail.

Training Data for FY 2010-11

Training Category	Number of Participants	Number of Sessions	Average Cost per session	Average cost per participant	Approx. total cost
Supports Strategic Direction	128	13	\$1,305.00	\$132.54	\$16,965
Achieves Results	169	32	\$1,800.31	\$340.89	\$57,610
Supports Productive Working Relationships	155	15	\$3,697.47	\$357.82	\$55,462
Displays Personal Drive & Integrity	355	35	\$920.86	\$90.79	\$32,230
Communicates with Influence	138	24	\$2,246.75	\$390.74	\$53,922
Microsoft 2007 Applications Training	87	26	\$437.50	\$130.75	\$11,375
AGD Training Applications	236	61	\$0.00	\$0.00	\$0.00
Tertiary Studies (HECS Payments)	142		Not applicable	\$2,340.40	\$332,337
Tertiary Studies (Study Fees Payments)	149		Not applicable	\$1,230.33	\$183,319
TOTAL	1541	206			\$743,220

b) For the financial year to date, Attorney-General's Department has spent \$140,791 (inc GST) on education expenses. Refer to table below for further detail.

Training Data for FYTD (1/07/11-18/10/11)

Training Category	Number of Participants	Number of Sessions	Average Cost per session	Average cost per participant	Approx. total cost
Supports Strategic Direction	99	10	\$1,076.00	\$108.69	\$10,760
Achieves Results	36	5	\$1,727.00	\$239.86	\$8,635
Supports Productive Working Relationships	42	7	\$3,987.29	\$664.55	\$27,911
Displays Personal Drive & Integrity	40	8	\$970.75	\$194.15	\$7,766
Communicates with Influence	30	5	\$2,741.20	\$456.87	\$13,706
Microsoft 2007 Applications Training	19	12	\$437.50	\$276.32	\$5,250
AGD Training Applications	111	21	\$0.00	\$0.00	\$0.00
Tertiary Studies (HECS Payments)	52		Not applicable	\$591.41	\$30,753
Tertiary Studies (Study Fees Payments)	69		Not applicable	\$521.89	\$36,010
TOTAL	578	68			\$140,791

**AUSTRALIAN COMMISSION FOR LAW ENFORCEMENT INTEGRITY
QoN 127 - Education Expenses (2010/2011 and FYTD 2011/2012)**

a)

QoN 127 - Education Expenses (2010/2011)						
Course Type	Provider	Location	Total Cost	Cost Per Participant	No. of Participants	Total number of hours involved
Personal Development Course - University Course	Australian National University	ACT	4,870.80	4,870.80	1	65hrs or 8.667 days (5hrs per week)
Skills Development Course - CIT	Canberra Institute of Technology	ACT	3,950.00	3,950.00	1	65hrs or 8.667 days (5hrs per week)
Skills Development Course - University Course	University of Wollongong	NSW	2,500.00	2,500.00	1	30hrs or 4days
Essential Training for Current Duties - Onsite Training	Australian Government Solicitor	ACT	500.00	27.78	18	2hrs (per participant - during work hours)
Behavioural Interviewing Skills Enhancement Program 2011	New Intelligence	ACT	46,592.76	3,106.18	15	37.5hrs or 5 days (per participant)
SES Workshop	Australian Public Service Commission	ACT	85.00	85.00	1	7.5hrs
Career Development Assessment Centre	Australian Public Service Commission	ACT	25,850.00	12,925.00	2	37.5hrs or 5 days (per participant)
Executive Leadership Dimensions	Australian Public Service Commission	ACT	3,100.00	3,100.00	1	22.5hrs or 3 days
Executive Level Transition	Australian Public Service Commission	ACT	635.00	635.00	1	7.5hrs
Women in Leadership - Executive Workshop	Australian and New Zealand School of Government	VIC	9,000.00	4,500.00	2	30hrs or 3 days (per participant)
Establishing Director Knowledge	Australian Institute of Company Directors	ACT	11,880.00	5,940.00	2	37.5hrs or 5 days (per participant)
Strategic Intelligence	Centre for Public Management	NSW	3,260.00	3,260.00	1	22.5hrs or 3 days

Teams and Leadership	Centre for Public Management	NSW	3,180.00	3,180.00	1	22.5hrs or 3 days
Innovative and Strategic Thinking	Attorney-General's Department	ACT	220.00	110.00	2	7.5hrs (per participant)
Harnessing Change	Attorney-General's Department	ACT	150.00	150.00	1	7.5hrs
Retaining and Engaging Staff	Attorney-General's Department	ACT	90.00	90.00	1	7.5hrs
Short Course - Auditing Procurement	The Institute of Internal Auditors of Australia	ACT	680.00	680.00	1	7.5hrs
Short Course - Fundamental Writing Skills for the APS	Acorn Training and Consulting	ACT	995.00	995.00	1	15hrs or 2 days
Short Course - Social Network Analysis Course	Visual Analysis	ACT	330.00	165.00	2	7.5hrs (per participant)
Short Course - 2010 Illicit Networks Course	University of Wollongong	NSW	1,210.00	605.00	2	15hrs or 2 days (per participant)
Short Course - Mandatory continuous professional development units for all Lawyers	Legalwise Seminars	ACT	450.00	450.00	1	7.5hrs
Short Course - A Taste of Government (APSC)	Australian Public Service Commission	ACT	75.00	75.00	1	2hrs
Short Course - Economics for Public Sector Managers	Australia and New Zealand School of Government	NSW	2,100.00	2,100.00	1	15hrs or 2 days
Short Course - 8th National Investigations Symposium	Institute of Public Administration Australia (NSW)	NSW	1,998.00	999.00	2	22.5hrs or 3 days (per participant)
Short Course - Investigative Interviewing Workshop	Charles Sturt University	NSW	2,000.00	2,000.00	1	37.5hrs or 5 days
Short Course - Essentials for the Government Lawyer	Australian Government Solicitor	ACT	2,500.00	2,500.00	1	22.5hrs or 3 days
Short Course - FBT Seminar 2011	National Tax & Accountants Association	ACT	556.00	556.00	1	7.5hrs
Short Course - iBase Training	Visual Analysis	ACT	3,025.00	3,025.00	1	37.5hrs or 5 days
Short Course - The Role of Emotion	Australian Institute of Management	ACT	300.00	150.00	2	7.5hrs (per participant)
Short Course - Reading People	Australian Institute of Management	ACT	300.00	150.00	2	7.5hrs (per participant)

Short Course - CEPS 2010 Conference "New Paradigms & Practices in Policing and Security	ARC Centre of Excellence in Policing and Security	ACT	650.00	650.00	1	15hrs or 2 days
Short Course - i2 APAC User Conference 2010	Visual Analysis	ACT	330.00	330.00	1	15hrs or 2 days
Short Course - Getting to Grips with the New FOI Act	Australian Government Solicitor	ACT	850.00	850.00	1	7.5hrs
International Serious and Organised Crime Conference	Australian Institute of Criminology	VIC	3,198.00	1,599.00	2	15hrs or 2 days (per participant)
Short Course - Writing Briefs, QTB's and MOB's	Attorney-General's Department	ACT	360.00	180.00	2	7.5hrs (per participant)
Short Course - Essential Grammar for Writers and Editors	Australian National University	ACT	895.00	895.00	1	15hrs or 2 days
Short course - National Public Sector Legal Officers Conference	Liquid Learning	ACT	2,194.50	2,194.50	1	15hrs or 2 days
Short Course - Analyst Notebook - Introductory Course	Visual Analysis	ACT	1,210.00	1,210.00	1	15hrs or 2 days
Short Course - New Directions Minister's View Seminar	Australian Public Service Commission	ACT	110.00	55.00	2	7.5hrs (per participant)
Short Course - Assessor Training Annual Report Workshop	Institute of Public Administration Australia (ACT)	ACT	-	-	2	7.5hrs (per participant)
Short Course - Administrative Law Training	Australian Government Solicitor	ACT	1,500.00	1,500.00	1	15hrs or 2 days
Short Course - Managing Risks to Integrity in the Public Sector	Australian and New Zealand School of Government	ACT	4,400.00	4,400.00	1	37.5hrs or 5 days
Short Course - Introduction to Excel	Attorney-General's Department	ACT	55.00	55.00	1	7.5hrs
Short Course - Caretaker Conventions	Australian Public Service Commission	ACT	-	-	2	7.5hrs (per participant)
TOTAL			148,135.06			

b)

QoN 127 - Education Expenses (2011/2012 FYTD)						
Course Type	Provider	Location	Total Cost	Cost Per Participant	No. of Participants	Total number of hours involved
Personal Development Course - University Course	Australian National University	ACT	-	-	1	65hrs or 8.667 days (5hrs per week)
Personal Development Course - University Course	Australian National University	ACT	-	-	1	65hrs or 8.667 days (5hrs per week)
Skills Development Course - University Course	University of Wollongong	NSW	2,750.00	2,750.00	1	60hrs or 8 days
Personal Development Course - CIT Course	Canberra Institute of Technology	ACT	-	-	1	65hrs or 8.667 days (5hrs per week)
Leadership and Development Program - Development Session	Robert Brennan and Associates	ACT	3,675.00	262.50	14	2hrs (per participant)
Leadership and Development Program - Team Profiling Session	Robert Brennan and Associates	ACT	3,528.00	220.50	16	4.5hrs (per participant)
LAFIA Pacific Program	Australian Public Service Commission	Asia Pacific Regions (Solomon Islands, Papua New Guinea)	25,750.00	25,750.00	1	112.5hrs or 15 days
SES Breakfast Series	Australian Public Service Commission	ACT	230.00	115.00	2	2 hrs (per participant)
Winning that SES job - Practical Insights	Australian Public Service Commission	ACT	2,530.00	2,530.00	1	7.5 hrs
Short Course - AIPIO Intelligence 2011 Conference	Australian Institute of Professional Intelligence Officers	QLD	-	-	1	22.5hrs or 3 days
Short Course - EXPAND Conference 2011	Executive Assistant's & Personal Assistant's Network	ACT	1,500.00	750.00	2	7.5hrs (per participant)
Short Course - Public Sector In-House Counsel Conference	IIR Conferences	ACT	2,304.50	2,304.50	1	15hrs or 2 days
Short Course - The Great Debate (Round 2)	Australian Public Service Commission	ACT	300.00	150.00	2	4hrs (per participant)

Short Course - Administrative Assistants Conference	Skillpath Seminars	ACT	299.00	299.00	1	7.5hrs
Short Course - i2 Asia Pacific User Conference 2011	Visual Analysis	ACT	660.00	330.00	2	15hrs or 2 days (per participant)
TOTAL			43,526.50			

Australian Crime Commission

a) 2010-11 Total Educational Expenses from 1 July 10 – 30 June 11= \$1,151,726.00

Type of Course	Total Cost	Number of Participants	Average Cost per Participant
Business Skills	\$ 83,770	293	\$ 286
Executive Coaching	\$ 35,163	25	\$ 1,406
Compliance Courses	\$ 43,747	530	\$ 83
Conferences & Forums	\$ 57,694	66	\$ 874
Finance Specific Capability	\$ 25,476	22	\$ 1,158
ICT Specific Capability	\$ 49,283	24	\$ 2,053
Induction & Culture	\$ 1,300	78	\$ 17
Intelligence Development	\$ 140,249	207	\$ 678
Leadership & Management	\$ 308,537	158	\$ 1,953
Legal Specific Capability	\$ 30,491	43	\$ 709
Professional Memberships	\$ 34,639	58	\$ 597
National Security	\$ 40,293	42	\$ 959
Job Specific Capability	\$ 177,628	563	\$ 316
ACC Systems	\$ 32,434	662	\$ 49
Tertiary Study Support	\$ 55,367	63	\$ 879
Workplace Health & Safety	\$ 35,655	400	\$ 89
Grand Total	\$ 1,151,726	3234	\$ 356

Note: Above amounts do not include GST as not all courses are inclusive of GST.

Note: Leave for Tertiary Study Support is granted at a maximum of six hours per week for the participant to attend scheduled classes. Examples of tertiary study include:

- Master of Policing, Intelligence and Counter Terrorism
- Master of Justice
- Master of International Security Studies
- Master of Criminology
- Master of Information Technology

b) 2011-12 Total Educational Expenses from 1 July 11 – 18 October 11 = \$134,482.00

Type of Course	Total Cost	Number of Participants	Average Cost per Participant
Business Skills	\$ 741	5	\$ 148
Executive Coaching	\$ 3,819	14	\$ 273
Compliance Courses	\$ 6,299	235	\$ 27
Conferences & Forums	\$ 5,546	21	\$ 264
Finance Specific Capability	\$ 6,600	4	\$ 1,650
ICT Specific Capability	\$ 3,259	2	\$ 1,630
Intelligence Development	\$ 4,552	25	\$ 182
Leadership & Management	\$ 49,365	18	\$ 2,743
Legal Specific Capability	\$ 12,743	21	\$ 607
Professional Memberships	\$ 12,556	5	\$ 2,511
National Security	\$ 1,800	2	\$ 900
Job Specific Capability	\$ 7,962	67	\$ 119
ACC Systems	\$ 792	141	\$ 6
Tertiary Study Support	\$ 11,382	26	\$ 438

Workplace Health & Safety	\$	7,066	25	\$	283
Grand Total	\$	134,482	611	\$	220

Note: Above amounts do not include GST as not all courses are inclusive of GST.

Note: Leave for Tertiary Study Support is granted at a maximum of six hours per week for the participant to attend scheduled classes. Examples of tertiary study include:

- Master of Policing, Intelligence and Counter Terrorism
- Master of Justice
- Master of International Security Studies
- Master of Criminology

Australian Customs and Border Protection

Australian Customs and Border Protection offers a variety of leadership, management and technical training and development opportunities to staff. In July 2011, Customs and Border Protection introduced a new Human Resource Management system (COMPASS) which included a new Learning Management System to record training. The intent of the new system is to be able to provide the agency with a central repository of learning and development activity. Corporate leadership and management programs, the Customs trainee program and other staff development programs are outlined in the table below. Due to the agency's limited capacity to access historical data, not all training that has been undertaken during 2010/11 is included.

a) 2010/2011 Financial Year – Education Expenses

Category	Program	Type	No. of participants 2010/2011	Average cost per participant	Approx. total Cost for 2010/2011
Corporate Leadership and Management Programs	Results Through People	Personal Effectiveness/ Development Program	81	\$1729	\$140,088
	Leading People at the Frontline	Frontline Supervisor Development Program	192	\$939	\$180,000
	Building Management and Leadership	Leadership Development Program (EL1)	165	\$2633	\$434,450
	From Management to Leadership	Leadership Development Program (EL2)	61	\$2780	\$169,720
	National Security College Programs	Various Programs for leaders in the security community	11	2010/11 no charge to Departments whilst Piloting programs	2010/11 no charge to Departments whilst Piloting programs
	High Talent Program SHL	Leadership Development Program	18	\$2777 (\$8333pp of program cost paid in previous FY)	\$50,000 (\$150,000 of program cost paid in previous FY)

	Leadership Program Cranlana	Leadership Development Programs	1	\$12,000	\$12,000
	Leadership Program Jeff Whalan Learning Group	Leadership Development Programs	3	\$12,000	\$36,000
	ANZSOG EMPA (Director) Leadership Development Programs	Leadership Development Programs	1	\$40,000	\$40,000
	Coaching Program Leadership Development Leader Factor	Executive Leadership Program	10	\$10,650	\$106,500
	ANZSOG Executive Fellows Leadership Development Programs	Executive Leadership Program	1	\$27,000	\$27,000
	SES leadership Development Programs – various APSC	Executive Leadership Program	41	\$1,122	\$46,010
Registered Training Organisation qualifications	Certificate III in Government completed	Job specific/ APS generic learning	1	unknown	Unknown
	Certificate IV in Government completed	Job specific/ APS generic learning	27	Unknown	Unknown
	Diploma in Government completed	Job specific/ APS generic learning	0	Unknown	unknown
	Statement of Attainment SOA towards full qualifications – either Cert III, IV or Diploma in Govt.	Job specific/ APS generic learning	109	unknown	unknown
Other Staff Development Programs or opportunities	Studies Assistance Scheme	Study programs initiated by staff for personal and professional development/ approved and supported by the Organisation: TAFE courses, undergraduate and post graduate studies at University level in a variety of disciplines	123enrolled Semester 2, 2010 and Semester 1 2011 ** Average amount of study leave approved per person unknown	\$1366	\$168,000

	Graduate Development Program	Diploma of Government and soft skill training and development	16	\$8,500.00	\$136,000
--	------------------------------	---	----	------------	-----------

b) 2011/2012 Financial Year To Date – Education Expenses

Category	Program	Type	No. of participants 2011/12FYTD	Average cost per participant	Approx. Total Cost for 2011/12
Corporate Leadership and Management Programs	Results Through People	Personal Effectiveness/ Development Program	25	\$1400	\$34,950
	Leading People at the Frontline	Frontline Supervisor Development Program	Under re-development	Nil	Nil
	Listen Respect Lead (development of new program)	Leadership/Management Development Program	Approx 100 - Pilots scheduled for Nov 2011	Unknown - Costing to date for development cost not participant cost	\$135,000 (program development)
	Building Management and Leadership	Leadership Development Program (EL1)	16	\$3429	\$54,860
	From Management to Leadership	Leadership Development Program (EL2)	0 YTD (Program scheduled for Nov 2011)	Nil YTD	Nil YTD
	National Security College Programs	Various Programs for leaders in the security community	7	\$5783	\$40,480
	Leadership Program Jeff Whalan	Leadership Development Programs	2	\$12,000	\$24,000
	ANZSOG EMPA (Director)	Leadership Development Programs	1	\$40,000	\$40,000
	SES leadership Development Programs - various	Leadership Development Programs	17	\$1,740	\$29,540
Registered Training Organisation qualifications	Certificate III in Government	Job specific/ APS generic learning	Nil figures to date	unknown	Unknown
	Certificate IV in Government	Job specific/ APS generic learning	Nil figures to date	Unknown	Unknown
	Diploma in Government	Job specific/ APS generic learning	Nil figures to date	Unknown	Unknown
	Statement of Attainment SOA	Job specific/ APS generic learning	Nil figures to date	Unknown	Unknown

	towards full qualifications – either Cert III, IV or Dip. Govt.				
Other Staff Development Programs or opportunities	Studies Assistance Scheme	Study programs initiated by staff for personal and professional development/ approved and supported by the Organisation: TAFE courses, undergraduate and post graduate studies at University level in a variety of disciplines	138 enrolled Semester 2 2011. ** Average amount of study leave approved per person 37.5 hrs	\$454	\$62,700
	Graduate Development Program	Diploma of Government	19	\$8,500	\$161,500

Australian Federal Police

(a)

Type of course	TOTAL COST	COST PER PARTICIPANT	Number of Participants	STUDY LEAVE
SES Orientation	\$17,500	\$2,500	7	N/A
Transforming Leadership	\$15,790	\$7895 (residential) \$7495 (non-residential)	2	N/A
LAFIA - Leading Australia's Future in Asia-Pacific (2010 program focuses on PNG, Solomon Islands and Tonga)	\$77,250	\$25,750	3	N/A
Mastering your financial environment	\$1,120	\$560	2	N/A
Briefing APS Decision Makers and Ministers	\$1,485	\$1,485	1	N/A
Creativity and Strategy for Innovation	\$4,785	\$4,785	1	N/A

Company Directors Course	\$102,600	\$5400 (members) \$7560 (non-members)	19	N/A
Australian Business Study Tour	\$9,900	\$9900 (approx)	1	N/A
Police Executive Leadership Program (PELP)	\$33,630	\$8,407	4	N/A
Pearl Fisher Programme	\$4,000	\$4,000	1	N/A
Masters of Laws	\$8,662		1	N/A
Management of Serious Crime	\$10,500	\$3,500.00	3	NA
Management of Serious Crime	\$7,000	\$3,500.00	2	NA
Police Management Development Program	\$59,596	\$5,417.82	11	NA
Masters of Justice	\$5,436	\$5,436.00	1	N/A
Coaching with the Institute of Executive Coaching	\$28,600	\$550, \$660 or \$880 per hour, fees dependant on coach experience.	12 SES, 1 EL	N/A
Coaching with YellowEdge Pty Ltd	\$33,688	\$450 per hour	17 EL, 8 Band 8	N/A
Coaching with the Centre for Leadership Excellence	\$10,890	\$495 per hour, \$250 written report	1 SES	N/A
Total	\$432,432			

(b)

Education expenses, Executive Coaching and Leadership Training for the FYTD

Type of course	TOTAL COST	COST PER PARTICIPANT	Number of Participants	STUDY LEAVE
National Security College	\$21,230	Average \$7076.66	3	N/A
Police Management Development Program	\$16,680	\$5,600	3	N/A
Master of Leadership & Management	\$1,138	\$1,138.00	1	N/A
Police Executive Leadership Program	\$43,550	\$8,710.06	5	N/A
Coaching with the Centre for Leadership Excellence	\$5,197	\$495 per hour	1 SES Band 2	N/A
Coaching with YellowEdge Pty Ltd	\$1,485	\$495 per hour	1 SES Band 1	N/A
Total	\$89,280			

Note: The costs identified are flat rate costs for the programs and we are not billed for the use of facilities.

Australian Government Solicitor (AGS)

AGS records show expenditure of approximately \$419,000 for 2010-11. For 2011-12 financial year to 18 October the expenditure is approximately \$61,500.

These amounts relate to external expenditure by AGS for education across a wide range of activities including in-house and external courses, training, coaching, seminars and conferences and HECS reimbursement. (They do not include internal costs of in-house activities or administrative costs.)

It is not practical for AGS to provide the further details sought having regard to the records kept, the nature of the information sought and AGS's role as a government business enterprise.

Australian Human Rights Commission

a)

Type of Course	Total cost	Cost per participant	Number of participants	Study leave granted
Plain English	\$5400 (shared between 2 agencies, the AHRC costs were \$3135)	\$285	11 (from AHRC)	1 day/participant
Financial Management	\$3402	\$310	11	1 day/participant
Finding the balance	\$385	\$32	12	Nil-conducted in lunchtime
Issues in record management	\$5637	\$352	16	4 hours/participant
Overview of records Management issues	\$1700	\$170	10	1 hour/participant
Speech writing	\$3628	\$227	16	2.5 hours/participant
Win 7 and Office upgrade	\$41,470	\$105	437	1 hour/session
Diploma in Law	\$2500	\$2500	2	5 days
CPA- Professional Level	\$500	\$500	1	2.5 days
Master of International Law	Nil	Nil	2	6 days
Master of Laws	\$500	\$500	1	Nil
Juris Doctor	\$2500	\$2500	1	3 days
Master of Global Law	\$1500	\$1500	1	5 days

b)

Type of Course	Total cost	Cost per participant	Number of participants	Study leave granted
Master of Laws	\$500	\$500	1	
Master of Human Rights Law and Policy	\$500	\$500	1	2.5 days
Juris Doctor			1	2 days
Diploma in Law	\$1000	\$1000	1	2.5 days

Australian Law Reform Commission (ALRC)

a)

\$4200 in house training in cross cultural communication for 17 staff/ \$247 per person

\$6354 in house Fraud Training for 17 staff/ \$373 per person

\$1710 in house training in OH & S and stress management for 17 staff/ \$100 per person

There was no study leave applied for, and therefore none granted.

TOTAL COST \$12,264

b)

Nil

Australian Security Intelligence Organisation (ASIO)

a)

<i>Education Type</i>	2010-11		
	<i>Participants</i>	<i>Total Cost</i>	<i>Average cost per participant</i>
Contract Management	30	\$18,541	\$618
Induction	148	\$22,860	\$154
IT Systems Training	999	\$17,204	\$17
Management Development	18	\$6450	\$358
Performance Management	0	\$0	\$0
Project Management	26	\$75,772	\$2,706
Public Speaking	8	\$5,000	\$625
Security Awareness	173	\$7,191	\$42

Writing Courses	93	\$67,428	\$725
Operational Training	N/A	\$5,604,481	N/A
Tertiary Studies	170	\$286,450	\$1,685
Long Term Tertiary Study	10	\$63,362	\$6,336
Language Skills	15	\$87,441	\$5,829

Notes:

- Where appropriate, costs for in-house courses, as outlined above, include items such as travel, travel allowance, venue hire, consultant fees and course materials.
- All officers undertaking approved tertiary studies are entitled to 60 hours of study leave per semester, except for three officers under Category 3 who receive no study leave.
- Long Term Tertiary Study participants are entitled to up to twelve months paid study leave.
- For national security reasons, there is no further breakdown of operational education activities.
- Induction training includes Security Awareness and Ethics and Accountability.

b)

<i>Education Type</i>	Financial Year to Date (1 July to 31 October 2011)		
	<i>Participants</i>	<i>Total Cost</i>	<i>Average cost per participant</i>
Contract Management	14	\$6,316	\$451
Induction	39	\$8,399	\$215
IT Systems Training	93	\$3,597	\$39
Management Development	16	\$5,500	\$306
Performance Management	961	\$178,022	\$185
Project Management	9	\$16,860	\$1,873
Public Speaking	6	\$1,000	\$167
Security Awareness	26	\$714	\$27
Writing Courses	26	\$16,506	\$635
Operational Training	N/A	\$1,771,496	N/A
Tertiary Studies	131	\$198,056	\$1,512
Long Term Tertiary Study	10	\$40,817	\$4,082
Language Skills	11	\$101,251	\$9,205

Notes:

- Where appropriate, costs for in-house courses, as outlined above, include items such as travel, travel allowance, venue hire, consultant fees and course materials.
- All officers undertaking approved tertiary studies are entitled to 60 hours of study leave per semester, except for two officers under Category 3 who receive no study leave.

- Long Term Tertiary Study participants are continuing from 2010–11.
- For national security reasons, there is no further breakdown of operational education activities.
- Induction training includes Security Awareness and Ethics and Accountability.

Crimtrac

- CrimTrac's total readily identifiable training expenses for 2010-11 were \$430,231.77. CrimTrac does not currently keep records at the level of detail requested. Preparation of the breakdown requested would involve a significant amount of work that would yield inexact figures.
- CrimTrac's total readily identifiable training expenses for FYTD were \$237,180.26. CrimTrac does not currently keep records at the level of detail requested. Preparation of the breakdown requested would involve a significant amount of work that would yield inexact figures.

High Court of Australia

- The total training costs for the High Court of Australia for the year 2010-2011 was \$50,444.28.

Type of Course	Total Cost	No. of Participants	Average Cost Per Participants
International Association of Law Libraries Conference	\$568.54	1	\$568.54
Health and Safety Representative Course	\$600.00	1	\$600.00
Judicial Conference of Australia Colloquium 2010	\$720.00	1	\$720.00
Monash University - "Through the Looking Glass"	\$454.55	1	\$454.55
Australian Law Librarian Association and the New Zealand Law Librarian Association joint Conference	\$1,054.54	2	\$527.27
Australian Government Solicitor - Property and Infrastructure forum	\$318.18	1	\$318.18
Facility Management Association of Australia - The ACTSmart Office Waste System Accreditation – A case study	\$90.91	1	\$90.91
CPA AUSTRALIA Congress	\$3,654.55	3	\$1,218.18
World Computer Congress	\$1,000.00	1	\$1,000.00
Excelling as a Manager or Supervisor Seminar	\$226.27	1	\$226.27
2011 Constitutional Law Conference	\$901.82	2	\$450.91
OH&S Representatives (Govt sector) training course	\$650.00	1	\$650.00
CPA Networking Session "Re-energise your approach to life"	\$40.91	1	\$40.91
Australian Institute of Company Directors Course 16-22/03/11	\$4,909.09	1	\$4,909.09
2011 Constitutional Law Conference	\$1,754.55	5	\$350.91
FBT Seminar 2011	\$970.91	2	\$485.45
International Association for Court Administration Asia Pacific Regional Conference	\$673.96	1	\$673.96

Copyright Law Seminar	\$300.00	1	\$300.00
CPA Networking Session	\$45.45	1	\$45.45
Office of the Australian Information Commission and Freedom of Information reforms training	\$59.09	1	\$59.09
Australian Computer Society conference	\$136.36	1	\$136.36
Australian Institute of Judicial Administration Court Librarians' seminar	\$172.72	2	\$86.36
Australian Institute of Management Round Table	\$18.18	1	\$18.18
Information Awareness Month 2011: Information Overload seminar	\$41.82	1	\$41.82
Australian Institute of Management Round Table "Fostering a Resilient Organisational Culture"	\$59.10	2	\$29.55
Senior first aid training and manual	\$1,331.04	7	\$190.15
Senior first Aid training	\$649.09	3	\$216.36
Reimbursement of Higher Education Contribution Term 2 Charles Sturt University	\$528.00	1	\$528.00
Reimbursement of CIT Semester 2 2010 fees	\$244.12	1	\$244.12
Library Association forum	\$263.64	2	\$131.82
Comparative Judicial Roles conference	\$100.00	1	\$100.00
Europe Pacific Legal Conference	\$220.00	1	\$220.00
Libraries Australia document delivery basics course	\$704.55	2	\$352.27
Work/Life Assist Seminar – Emotional Resilience	\$600.00	8	\$75.00
ACROBAT 9.0 Essentials	\$1,596.00	7	\$228.00
ACROBAT 9.0 PRO Essentials	\$1,824.00	8	\$228.00
Foundations of Leadership Seminar	\$481.82	1	\$481.82
Work/Life Assist Seminar – Retire from Work not from Life	\$600.00	4	\$150.00
Samuel Griffith Society conference	\$227.27	1	\$227.27
Financial Management and Information System training	\$4,809.38	5	\$961.88
Records Management System training	\$8,200.00	11	\$745.45
Electronic Document Management System training	\$1,050.00	9	\$116.67
Team Building Workshop - Library	\$7,593.87	11	\$690.35
Total	\$50,444.28		

b) The total training costs for the High Court of Australia for the FYTD is 27,110.06.

Type of Course	Total Cost	No. of Participants	Average Cost Per Participants
Australian Institute of Management – Bridging the Skills Gap	\$18.18	1	\$18.18
Australian Institute of Management – Hardwired Humans	\$18.18	1	\$18.18
Technology in Government and the Public Sector Summit 2011	\$1,268.18	1	\$1,268.18
Records management Training and Development ACT Branch dinner	\$31.82	1	\$31.82
International Association of Law Libraries 30th annual conference	\$449.11	1	\$449.11
Australian Institute of Judicial Administration Criminal Justice Conference	\$645.45	1	\$645.45
2011 Security in Government Conference SES Breakfast	\$109.10	2	\$54.55
Senior First Aid course	\$398.56	2	\$199.28
2011 Security in Government Conference	\$1,318.18	1	\$1318.18

Australian Law Librarian Association Conference	\$1,585.65	3	\$528.55
Australian Public Sector Anti-Corruption Conference 2011	\$1,363.64	1	\$1363.64
Australian Curriculum Studies Association Conference	\$261.81	1	\$261.81
CPA AUSTRALIA Congress	\$3,772.72	3	\$1,257.57
CPA AUSTRALIA Congress	\$1,500.00	1	\$1500.00
Senior First Aid refresher course	\$87.00	1	\$87.00
Australian Government Libraries Information Network Forum	\$681.82	3	\$227.27
Tourism Symposium	\$140.00	1	\$140.00
Work/Life Assist Seminar – Managing Teenagers	\$600.00	8	\$75.00
Reimbursement of CIT Semester 1 2011 fees	\$247.02	1	\$247.02
Introduction to Law and Legal System Workshop	\$145.46	2	\$72.73
2011 National Comcare Conference	\$118.18	1	\$118.18
Speechwriting Course	\$200.00	1	\$200.00
Innovative and Strategic Thinking Course	\$100.00	1	100.00
Work/Life Assist Seminar – How to get a Good Night Sleep	\$600.00	8	\$75.00
Electronic Document Management System training	\$13,250	20	\$662.50
Refund of Conference fee paid for in prior financial year	-\$300.00	1	-\$300.00
Total	\$27,110.06		

Insolvency and Trustee Service Australia (ITSA)

a)2010/2011:

Types of courses	<ul style="list-style-type: none"> • Adv. Diploma of Accounting • Bachelor of Behavioural Studies • Bachelor of Commerce • Bachelor of Law • Bachelor of Management • Bachelor of Management (HRM) • Cert IV in Legal Services • Certificate IV in Training & Assessment • CPA Program • Graduate Certificate in Fraud and Financial Investigation • Master of Business (IR&HRM) • Master of Business Administration • Master of Laws (Juris Doctor) • Masters Of Arts (Investigations Mgmt) • Masters of Business & Technology • Masters of Law
Total cost	\$8645.38
Cost per participant	\$508.55
Number of participants	22
Total study leave	727.58 hours
Average per participant	33.07 hours

b)2011/2012 up until 31/10/11:

Types of courses	<ul style="list-style-type: none"> • Masters of Commercial Law • Master of Business Administration • Bachelor of Law • Graduate Certificate in Business Administration • Master of Business & Technology • Graduate Diploma of Chartered Accounting • Bachelor of Commerce • Diploma of Justice Administration • Master Law (Juris Doctor) • Graduate Certificate in Fraud and Financial Investigation • Bachelor Management (Human Resources Management) • CPA Program
Total cost	\$0 – *reimbursement is pending successful competition of subjects/courses which usually commences from November onward
Cost per participant	\$0*
Number of participants	16
Total study leave	465 hours
Average per participant	29.06 hours

Note: the above figures do not include corporate learning and development, whether internal or external, that was not part of a formal course resulting in some form of qualification

Office of the Director of Public Prosecutions (CDPP)

The CDPP's total readily identifiable training expenses for 2010-11 were \$257,438.14. Training included an ongoing program of leadership and management training tailored to suit employees at all levels, in-house legal and in-house advocacy training for CDPP lawyers, Indigenous cultural awareness training and various skill development training. There was also considerable 'on the job' training, which was not costed. The level of detail requested is not readily identifiable and preparation of the breakdowns requested would involve a significant amount of work.

The CDPP's total readily identifiable training expenses for FYTD were \$25,251.90. Training includes various skill development training, in-house legal and in-house advocacy training for CDPP lawyers. There was also considerable 'on the job' training, which was not costed. The level of detail requested is not readily identifiable and preparation of the breakdowns requested would involve a significant amount of work.

Office of Parliamentary Counsel

For the year 2010-11, 2 staff accessed Studies Assistance arrangements to pursue higher studies relevant to their current work and career development. The total cost of this was \$8,583.74, with a total of 5 days of study leave granted.

For the FYTD, 1 staff member has accessed Studies Assistance arrangements. One day of study leave has been granted and nil costs.