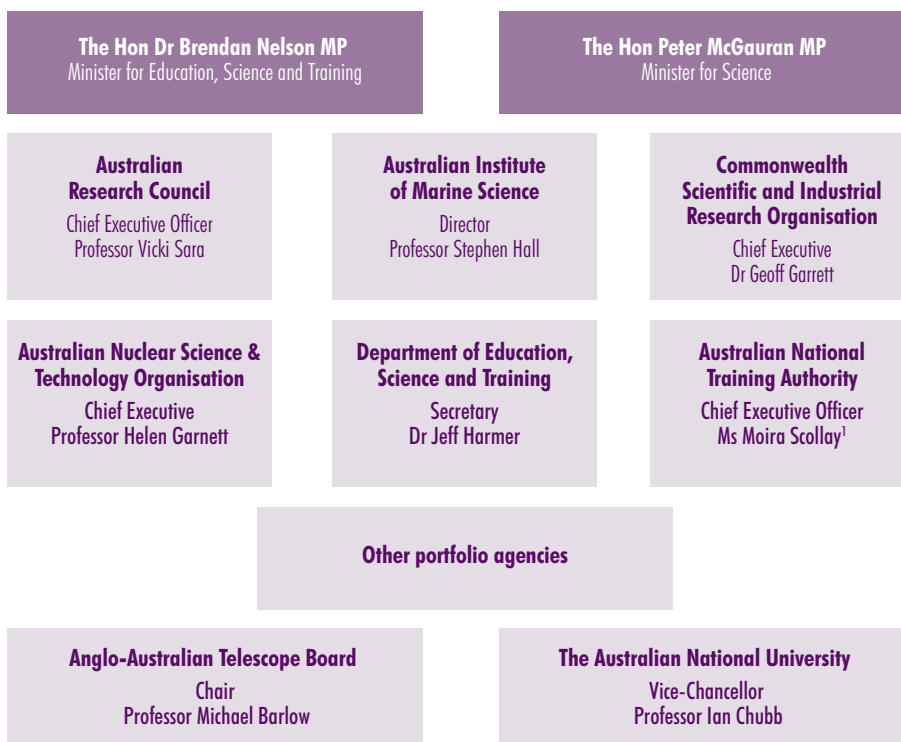


CHAPTER 2

The Department

Figure 1: Our Ministers and the portfolio



The department's role

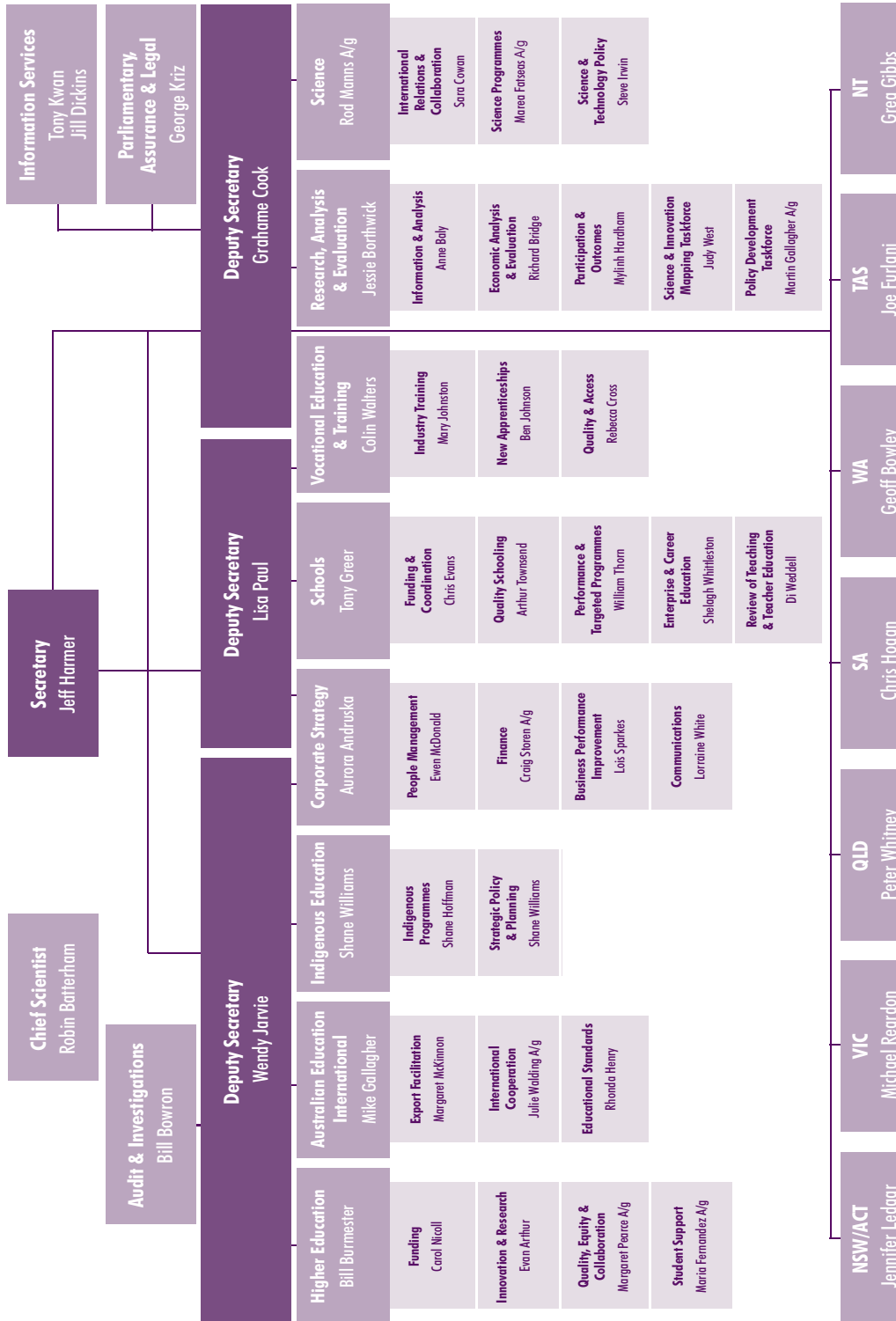
The Department of Education, Science and Training (DEST) supports the Australian Government's objectives in education, training and science, provides national leadership and works in partnership with the state and territory governments, industry, other agencies and the general community. The department covers the Commonwealth's contribution to:

- ▶ school education;
- ▶ vocational education and training, including New Apprenticeships and training services;
- ▶ higher education;
- ▶ Indigenous Australian education;
- ▶ international education; and
- ▶ science policy.

The department is also responsible for coordinating research policy and promoting collaboration in research and innovation.

¹ Ms Scollay completed her contract on June 14. Ms Janina Gawler commenced her appointment as CEO on July 28. The ANTA general manager Mr Steve McDonald was acting CEO in the interim.

Figure 2: The department's structure



The department's outcomes

Outcome 1: Students acquire high quality foundation skills and learning outcomes from schools.

Outcome 2: Individuals achieve relevant skills and learning outcomes from post-school education and training for work and life.

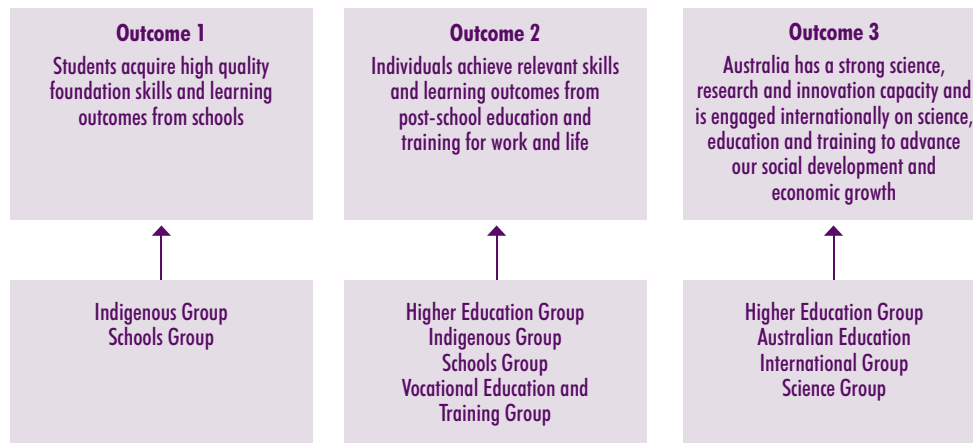
Outcome 3: Australia has a strong science, research and innovation capacity and is engaged internationally on science, education and training to advance our social development and economic growth.

Figure 3: Outcomes and outputs framework 2002–03



The department's organisational groups may contribute to more than one outcome (see Figure 4).

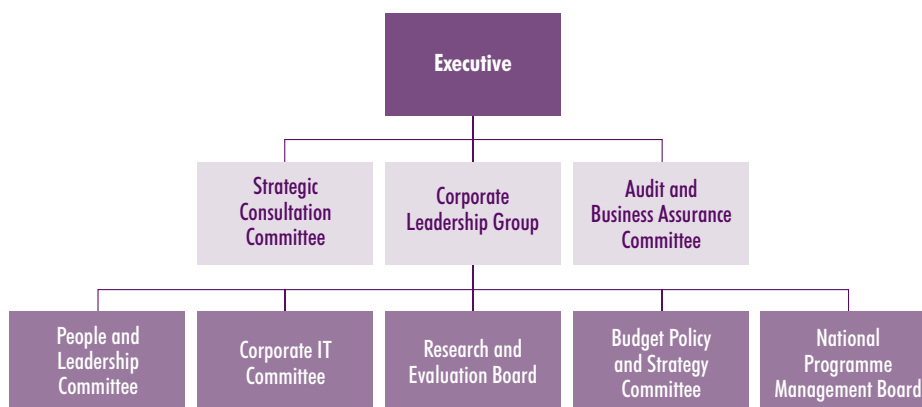
Figure 4: Group responsibility by outcome



Corporate governance arrangements

The department has a system of senior management committees to support its management structure and to ensure that it achieves its outcomes in the most efficient and accountable way (see Figure 5).

Figure 5: Corporate governance



Committee and membership	Roles and responsibilities
<p>The Executive Committee <i>Secretary</i> <i>Deputy Secretaries</i></p>	<p>The Executive Committee manages high level corporate strategy, decides the senior staffing arrangements and determines internal resource allocation. It coordinates the involvement of the Executive in the leadership of the department.</p>
<p>The Corporate Leadership Group <i>Secretary</i> <i>Deputy Secretaries</i> <i>Group Managers</i> <i>State Manager, NSW</i></p>	<p>The Corporate Leadership Group is responsible for the efficient, effective and ethical corporate governance of the department. The responsibilities for the Corporate Leadership Group are corporate management and strategic portfolio policy issues.</p>
<p>The Strategic Consultation Committee <i>Group Manager, Corporate Strategy</i> <i>Branch Manager, People Management</i> <i>State Manager, Northern Territory</i> <i>Two representatives, Workplace Relations Team</i> <i>Employee representatives from national and state offices</i> <i>Indigenous Australian employee representative</i> <i>CPSU representatives</i></p>	<p>The Strategic Consultation Committee is the department's peak consultative body of staff and management representatives.</p>
<p>Audit and Business Assurance Committee <i>Deputy Secretary responsible for audit (Chair)</i> <i>Two external members appointed by the Secretary</i></p>	<p>The Audit and Business Assurance Committee provides the Secretary with assurance in relation to his responsibilities for financial reporting, maintaining an efficient system of internal controls, improving performance and accountability and reviewing specific matters that may arise from the external audit process.</p>
<p>People and Leadership Committee <i>Deputy Secretary responsible for corporate issues (Chair)</i> <i>Group Manager, Corporate Strategy (Deputy Chair)</i> <i>Membership comprises representation at Branch Manager level from across the department</i></p>	<p>The People and Leadership Committee provides advice and support to Corporate Leadership Group in setting the direction for people management and leadership.</p>
<p>Corporate Information Technology Committee <i>Deputy Secretary responsible for information technology (Chair)</i> <i>Two external members</i> <i>Chief Information Officer</i> <i>Chief Finance Officer</i> <i>IT Executive Director</i></p>	<p>The Corporate Information Technology Committee provides advice to the Corporate Leadership Group on the department's direction on information technology.</p>
<p>Research and Evaluation Board <i>Deputy Secretary responsible for research and evaluation (Chair)</i> <i>Group Managers, policy groups</i></p>	<p>The Research and Evaluation Board is responsible for the department's research agenda including its strategic priorities and quality management.</p>
<p>Budget Policy and Strategy Committee <i>Deputy Secretary responsible for finance (Chair)</i> <i>Group Managers, policy groups</i> <i>Branch Manager, Business Performance Improvement</i> <i>Branch Manager, Finance</i></p>	<p>The Budget Policy and Strategy Committee provides strategic advice on budget and planning policies.</p>
<p>National Programme Management Board <i>Group Manager, Corporate Strategy (Chair)</i> <i>Group Manager, Indigenous Education</i> <i>Branch Manager, Business Performance Improvement</i> <i>Branch Manager, Enterprise and Career Education</i> <i>Branch Manager, New Apprenticeships</i> <i>Branch Manager, Indigenous Programmes</i> <i>All State Managers</i></p>	<p>The National Programme Management Board coordinates business improvement across the department.</p>

Corporate and operational planning, reporting and review

The department's Performance Management Framework integrates both performance management and career development within the annual business planning process. Group, branch and section business plans, in association with individual staff performance statements and career development agreements, are used to translate corporate priorities, values and behaviours to the workplace and to provide clarity about role and responsibility expectations at every level.

The Corporate Plan

The Corporate Plan guides the strategic planning of the department.

Our vision

A better future for all Australians through learning, science and innovation.

Our goals

- ▶ to deliver the Australian Government's outcomes for Australia through learning, science and innovation;
- ▶ to support everyone's creativity, contribution and achievement in DEST; and
- ▶ to maximise our effectiveness through strong, continuing stakeholder relationships.

Our capabilities

The six organisational capabilities that are vital to achievement of our vision are to:

- ▶ collaborate;
- ▶ understand;
- ▶ anticipate;
- ▶ create;
- ▶ influence; and
- ▶ implement.

Our capabilities are supported by our values of leadership, diversity and fairness and a culture of openness and partnership through our 'Open for Business' philosophy (see Chapter 6).



Department of Education, Science and Training staff at the 2003 Corporate Event.