



Parliamentary Budget Office - Election Policy Costing

NSW Parliament • Parliament House, Macquarie Street Sydney NSW 2000

Referred By: Australian Labor Party
Date Referred: 27/10/2022

Proposal No: C741
Date Published: 20/03/2023

Proposal Title: Reduce Administrative tasks by 5 hours

Cluster: Education

General Government Sector Impacts

| | 2022-23 \$'000 | 2023-24 \$'000 | 2024-25 \$'000 | 2025-26 \$'000 | 4 year Total \$'000 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|------------------------|
| Expenses (ex. depreciation) | | - | - | - | - |
| Depreciation | | | | | - |
| Less: Offsets | | | | | - |
| Revenue | | | | | - |
| Net Operating Balance: | - | - | - | - | - |

| | | | | | |
|---------------------------------|---|---|---|---|---|
| Capital Expenditure | - | - | - | - | - |
| Capital Offsets | | | | | |
| Net Capital Expenditure: | - | - | - | - | - |

| | | | | | |
|---------------------------------|---|---|---|---|---|
| Net Lending/(Borrowing): | - | - | - | - | - |
|---------------------------------|---|---|---|---|---|

Total State Sector Impacts

| | | | | | |
|---------------------------------|---|---|---|---|---|
| Net Lending/(Borrowing): | - | - | - | - | - |
|---------------------------------|---|---|---|---|---|

Notes and costing assumptions

The policy proposes a reduction in the amount of time teachers in NSW perform administrative tasks by 5 hours each week. The policy refers to tasks that are mandatory for teachers but can be eliminated without needing to be replaced or conducted by someone else.

The PBO is aware of initiatives aimed at reducing the administrative workloads of teachers in NSW, and previous studies on the burden of teacher administrative workload. It is among the issues canvassed in the course of the parliament's Education portfolio committee [inquiry](#) into *Teacher Shortages in New South Wales*.

However, the PBO is unable to quantify the number of hours currently spent by teachers on administrative tasks that can be eliminated without needing to be replaced or conducted by someone else. Further data collection would be required to determine this.

Background:

The Department of Education has been investing in policies that are aimed at reducing administrative tasks, included the development of digital curriculums and refreshing policies and processes, with \$5.3 million allocated in the 2022-23 Budget. In July 2022, the Government

Notes and costing assumptions continued:

announced that 200 new administrative roles are scheduled to be trialled in public schools from Term 4, 2022. A further 780 Assistance Principals (curriculum and Instruction) roles will also be recruited to support teachers in adopting best practice and resource prioritisation as part of the *Quality Time* program. The PBO is not aware of any empirical data on the extent to which these initiatives have reduced administrative tasks.

The Department of Education's *Quality Time* program is an existing initiative that aims to simplify, modernise and reduce administrative processes and practices by automating manual tasks and streamlining processes. The PBO notes that the Department of Education reported that *Quality Time* saved 29 hours per teacher in 2021. While it seems likely that administrative tasks performed by teachers could be reduced further using existing measures in the program and measures proposed to be implemented in future years, there is no publicly available information that would allow an estimate to be made of how many hours this might involve.