

**Senate Finance and Public Administration Legislation Committee
—Budget Estimates Hearing—May 2014**

Answers to Questions on Notice

Parliamentary departments, Department of Parliamentary Services

Topic: **Executive coaching and leadership training**

Question: **277**

Written: **Senator Ludwig**

Date set by the committee for the return of answer: 11 July 2014

1. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Additional Estimates in February, 2014 to date:
 - a. Total spending on these services
 - b. The number of employees offered these services and their employment classification
 - c. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)
 - d. The names of all service providers engaged
2. For each service purchased from a provider listed under (d), please provide:
 - a. The name and nature of the service purchased
 - b. Whether the service is one-on-one or group based
 - c. The number of employees who received the service and their employment classification
 - d. The total number of hours involved for all employees (provide a breakdown for each employment classification)
 - e. The total amount spent on the service
 - f. A description of the fees charged (i.e. per hour, complete package)
3. Where a service was provided at any location other than the department or agency's own premises, please provide:
 - a. The location used
 - b. The number of employees who took part on each occasion (provide a breakdown for each employment classification)
 - c. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)
 - d. Any costs the department or agency's incurred to use the location
4. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed?
5. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.

Answer

1. For the period 1 January 2014 to 31 May 2014, purchase of executive coaching and/or other leadership training services was as follows:
 - a. \$5,580.00 (ex GST).
 - b. 176 staff in management and leadership roles are eligible for leadership skills development. The staff range in classification from Parliamentary Executive Level 1 (PEL1) to Senior Executive Service (SES).
 - c. 5 employees (PEL1 to SES Band 1) used these services during this period. These are standard courses offered in the APS and no study leave applies.
 - d. The service provider engaged was the Australian Public Service Commission (APSC).

2. Details for services provided by those listed in (d) above is as follows:

Service	Provider	Nature	1-on-1 or Group	No. of employees	Level	Total Hours	Total Cost \$ (ex-GST)	\$/hr or package
SES Orientation and Leadership	APSC	Leadership	Group	1	SES Band 1	22.5	3,200.00	package
APS Executive Level Transition - EL2	APSC	Leadership	Group	2	PEL2	2	1,190.00	package
APS Executive Level Transition – EL1	APSC	Leadership	Group	2	PEL1	2	1,190.00	package
TOTAL				5		26.5	5,580.00	

3. The services identified in question 2 were provided at the APSC, Furzer St Woden, ACT.
4. The department does not require employees who have education/executive coaching or other leadership training services to continue employment after training is completed. Career development and leadership training is seen as a whole of service benefit.
5. The following graduate/post graduate study leave was approved for the period 1 January 2014 to 31 May 2014.

Classification	Field of Study
PEL1	Bachelor of Politics and International Relations
PEL1	Certified Tax Adviser Foundation
PEL2	Postgraduate Certificate of Editing and Electronic Publishing
PEL2	Graduate Certificate in Management
PSL12	BA Security, Terrorism and Counter Terrorism
PSL2	Bachelor of Accounting
PSL3	Political Science and Philosophy BA
PSL5	Master of Library and Information Management
PSL5	Bachelor of Software Engineering
PSL6	CPA Professional Level Program
PSL6	Master of Public Policy (Economic Policy)
PSL6	Master of Law (International Law)