

## QUESTION TAKEN ON NOTICE

### BUDGET ESTIMATES HEARING: 21-22 MAY 2012

#### IMMIGRATION AND CITIZENSHIP PORTFOLIO

#### **(BE12/0147) Program: Internal Product**

Senator Humphries asked:

In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information for this financial year to date:

1. Total spending on these services.
2. The number of employees offered these services and their employment classification.
3. 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).
4. The names of all service providers engaged. For each service purchased from a provider listed under (4), 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).
5. Where a service was provided at any location other than the department or agency's own premises, please provide:
  - i. The location used;
  - ii. The number of employees who took part on each occasion (provide a breakdown for each employment classification);
  - iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification);
  - iv. Any costs the department or agency's incurred to use the location.

*Answer:*

#### Department of Immigration and Citizenship:

1. The total spending on these services was \$98,818.

2. Number of employees/classification:

Classification	Number of participants
EL2	11
EL1	5
APS6	7
APS5	3
Total	26

3. Please refer to the answer provided to Question 2. Study leave was not applicable.

4. a) – f) refer to the tables below.

<b>Next Step Program</b> <i>Financial year to date</i>	
<b>Provider:</b>	<b>Nous Group</b>
Nature of service provided	Part 2 - Delivery of workshop and coaching for the <i>Next Step Program</i>
Offered as	Group based workshop (4 day) One on one coaching sessions (two x 1hr sessions)
Number of Employees	11 EL2 officers
Number of hours	54.5 hrs training per officer 2 hrs coaching per officer 56.5 hrs total per officer  621.5 hrs group total
Total spend	\$75,629
Description of fees	Services to 15 June 2012

<b>Pilot Workplace Coaching Program</b> <i>Financial year to date</i>	
<b>Provider:</b>	<b>Right Management</b>
Nature of service provided	Delivery of the Pilot Workplace Coaching and Train the Trainer Program
Offered as	Group based workshop
Number of Employees	15 officers (3 APS5, 7 APS6 & 5 EL1) attended the Pilot Coaching Program 11 officers (3 APS5, 5 APS6 & 3 EL1) attended the Train the Trainer component
Number of hours	9 hours per officer for the Pilot Coaching Program only (4 officers) 18 hours per officer for the Pilot and Train the Trainer component (11 officers).  234 hrs group total
Total spend	\$13,450
Description of fees	Services to 15 June 2012

5. Whenever possible the Department delivers training on its own premises to reduce costs. If an in-house venue is unavailable or it is considered necessary to conduct training offsite, external venues are used. The following table outlines costs associated with external venues:

External venues Financial year to date	
Location used	Rydges Lakeside
Number of employees	11 x EL2 officers
Number of hours	36 hours
Costs incurred to use location	\$9,739

Migration Review Tribunal and Refugee Review Tribunal:

1. The total spending on these services was:

- Executive Coaching: Total cost was \$2,145
- Leadership Training: Total cost was \$60,764

2. Number of employees/classification:

Executive Coaching

Classification	Number of participants
EL2	1
EL1	1
Total	2

Leadership Training

Classification	Number of participants
EL2	8
EL1	27
SES	2
Total	37

3. A total of 8 hours was taken under training for Executive Coaching. Please see table at question 2 above regarding Leadership Training. No study leave was involved.

4. Executive Coaching: Pro-Focus was the company used for the individual coaching for both managers.

Leadership Training:

<b>Provider:</b>	<b>David Pointon – Fast Meetings</b>
Nature of service provided	Leadership development training for tribunal managers
Offered as	Group based
Number of Employees	37 EL and SES staff

<b>Provider:</b>	<b>Australian Public Service Commission (APSC)</b>
Nature of service provided	EL 1 Leadership Residential Program
Offered as	Group based
Number of Employees	4

<b>Provider:</b>	<b>Leadership Consortium</b>
Nature of service provided	Leadership development residential program
Offered as	Group based
Number of Employees	1

5.

<b>David Pointon – Fast Meetings</b>	
Location used	Tribunal premises
Number of hours	10 hours over 5 months per employee
Costs	\$20,684
Fees charged	Complete package

<b>Australian Public Service Commission</b>	
Location used	Bowral NSW
Number of hours	22.5 hours per employee
Costs	\$17,160
Fees charged	Complete package

<b>Leadership Consortium</b>	
Location used	Glen Erin, Victoria
Number of hours	37.5 hours for the employee
Costs	\$7,920
Fees charged	Complete package

6. Please refer to the answer provided to Question 2

7. Please refer to the answer provided to Question 5. No costs for using external locations.