

Economics Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
Industry Portfolio
Budget Estimates Hearing 2014-15
2-3 June 2014

AGENCY/DEPARTMENT: DEPARTMENT OF INDUSTRY

TOPIC: Executive Coaching and Leadership Training

REFERENCE: Written Questions – Senator Ludwig

QUESTION No.: BI-153

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:

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:
 - 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
6. 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?
7. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.

ANSWER

Details on Executive Coaching and Leadership Training for the period 28 February to 30 June 2014:

1. \$115,809.

2. All staff from an APS 5 to Executive level classification are offered leadership training. All Executive level classifications have access to executive coaching as a component of leadership training.

3. 40 employees at the EL2 and EL1 classification attended leadership training through the Department's Management Action Programme. Nil study leave was granted for this training.

20 employees attended at the EL1, APS6 and APS5 attended the Department's Stepping into Leadership Programme. Nil study leave was granted for this training.

4. Results Consulting

- a. Design and delivery of the Management Action Program.
- b. Group based, with a one-on-one coaching component.
- c. 40 employees: 28 EL2s and 12 EL1s.
- d. 675 total hours, 33.75 hours per employee regardless of classification.
- e. Total of \$68,064.
- f. Daily rate, facilitation.

ODS Management Group

- a. Design and delivery of the Stepping into Leadership program.
- b. Group based.
- c. 20 employees: 13 EL1s, six APS6s and one APS5.
- d. 450 total hours, 22.5 hours per employee regardless of classification.
- e. Total of \$14,748.
- f. Daily rate, facilitation only.

5. Management Action program

- a. Pepper's Manor House, Bowral.
- b. 20 employees; 17 EL2s and 3 EL1s.
- c. 525 total hours, 26.25 hours per employee regardless of classification.
- d. Total of \$27,072 (including \$1,760 for travel).

Stepping into Leadership Program

- a. The Boat House, Canberra.
- b. 20 employees: 13 EL1s, six APS6s & one APS5.
- c. 450 total hours, 22.5 hours per employee regardless of classification.
- d. Total of \$5,925.

6. This is at manager's discretion; decision is made on a case-by-case basis.

7. This is managed by each division, the information is not held centrally and to provide this level of detail would require an unreasonable diversion of resources.