

Senate Standing Committee on Environment and Communications
Legislation Committee
Answers to questions on notice
Environment portfolio

Question No: 116
Hearing: Additional Budget Estimates
Outcome: Corporate
Programme: Corporate Services Division
Topic: Portfolio Wide – Executive Coaching and Leadership Training
Hansard Page: N/A
Question Date: 24 February 2014
Question Type: Written

Senator Ludwig asked:

In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Supplementary Budget Estimates in November 2013 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:

Department of the Environment

1. \$43,000 (including GST)

2.

No of employees	Employment classification
20	Executive Level 1

3.

No of employees	Employment classification	Study leave per participant
20	Executive Level 1	Nil

The leadership course was conducted over three days and formal applications for study leave are not required.

4.

Centre for Public Management

a) Centre for Public Management – Leadership and Management training

b) Group based

c) and d)

No of employees	Employment classification	Hours involved
20	Executive Level 1	42.20

e) \$43,000 (including GST)

f) Complete package

5.

a) 14 Childers Street Canberra

b) & c)

No of employees	Employment classification	Hours involved
20	Executive Level 1	42.20

d) Nil

6. No agreements are made with employees about continuing employment after education/executive coaching and/or other leadership training has been completed.

7.

Number of employees	Course Name	Certificate
1	Project Management Professional	Associate Diploma
1	Advance Diploma of Nutritional Medicine	Associate Diploma
1	Indigenous Studies	Bachelor Degree
1	Bachelor of Business (Management)	Bachelor Degree
1	Bachelor of Commerce	Bachelor Degree
1	Graduate Diploma in Legal Practice	Postgraduate Diploma
1	Master in Cultural Heritage	Masters
1	PhD Law	Doctorate

Bureau of Meteorology

1. \$46,570.01 (including GST)

2.

No of employees	Employment classification
1	SES2
3	SES1
25	EL2
46	EL1
24	APS6
2	APS5
4	APS4
4	APS3

3.

No of employees	Employment classification	Average study leave per participant (hrs)
1	SES2	7.4
3	SES1	9.8
25	EL2	10.2
46	EL1	9.8
24	APS6	7.2
2	APS5	11
4	APS4	7.9
4	APS3	7.9

4.

- Developmental Dimensions International (DDI)
- Interaction Consulting Group
- Franklin Covey Australia & New Zealand
- Exxtend Training ResolutionsRTK, Converge International
- Genos International Pty Ltd
- Australian Public Service Commission

a) Developmental Dimensions International (DDI)

- Training and accreditation of in-house facilitator
- Leader as Coach (21, 28 January & 14 February 2014 in Brisbane) participant training materials
- Leader as Coach (19-20 Feb 2014 in Melbourne) participant training materials

b) Group based

c)

No of employees	Employment classification
5	EL2
25	EL1
10	APS6

d)

No of employees	Employment classification	Hours involved
1 (2 day facilitator accreditation training)	1 x EL1	14.7 x 1 = 14.7 hrs
23 (2 day face to face training)	3 x EL2 16 x EL1 5 x APS6	14.7 hrs pp x 3 = 44.1 hrs 14.7 hrs pp x 16 = 235.2 hrs 14.7 hrs pp x 5 = 73.5 hrs
14 (2 hour online module)	2 x EL2 8 x EL1 5 x APS6	2 hrs pp x 2 = 4 hrs 2 hrs pp x 8 = 16 hrs 2 hrs pp x 5 = 10 hrs

e) \$22,938.70 (including GST)

f)

- Accreditation of in-house facilitator x 1 (\$4,202.00)
- Participant materials (4 modules) and online module logins (\$18,736.70)

a) Interaction Consulting Group

- Living With Change one-day facilitated Workshop

b) Group based

c)

No of employees	Employment classification
1 staff	SES2
2 staff	SES1
12 staff	EL2
1 staff	EL1

d)

No of employees	Employment classification	Hours involved
16 (One-day face-to-face)	1 x SES2	7.35 hrs pp x 1 = 7.35 hrs
	2 x SES1	7.35 hrs pp x 2 = 14.7 hrs
	12 x EL2	7.35 hrs pp x 12 = 88.2 hrs
	1 x EL1	7.35 hrs pp x 1 = 7.35 hrs

e) \$5,629.51 (including GST)

f)

- Participant materials per participant (\$2329.51)
- Facilitator fee (\$3,300.00)

a) Franklin Covey Australia & New Zealand

- The 5 Choices to Extraordinary Productivity 2-day workshop materials & online testing and resources access

b) Group based

c)

Number of employees	Employment classification
15 (2 day face-to-face training)	4 x EL2 7 x EL1 1 x APS6 1 x APS5 1 x APS4 1 x APS3

d)

Number of employees	Employment classification	Hours involved
15 (2 day face-to-face training)	4 x EL2 7 x EL1 1 x APS6 1 x APS5 1 x APS4 1 x APS3	14.7 hrs. pp. x 4 = 58.80 hrs 14.7 hrs. pp. x 7 = 102.90 hrs 14.7 x 1 = 14.7 hrs 14.7 x 1 = 14.7 hrs 14.7 x 1 = 14.7 hrs 14.7 x 1 = 14.7 hrs

e) \$3,850.00 (including GST)

f) Participant materials & resources access only \$3,850.00 (facilitated in-house)

a) Exxtend Training, ResolutionsRTK, Converge International

- Positively Manage Workplace Conflict 1-day workshop

b) Group based

c)

Number of employees	Employment classification
18 (one day face-to-face training)	4 x EL2 7 x EL1 4 x APS6 1 x APS5 1 x APS4 1 x APS3

d)

Number of employees	Employment classification	Hours involved
18 (one day face-to-face training)	4 x EL2	7.35 hrs. x 4 = 58.80 hrs
	7 x EL1	7.35 hrs. x 7 = 51.45 hrs
	4 x APS6	7.35 x 4 = 29.4 hrs
	1 x APS5	7.35 x 1 = 7.35 hrs
	1 x APS4	7.35 x 1 = 7.35 hrs
	1 x APS3	7.35 x 1 = 7.35 hrs

e) \$3,396.80 (including GST)

f)

- Participant materials x 18 @ \$16 = \$316.80
- Training delivery \$3080.00

a) Genos International Pty Ltd

- Resolving Conflict 2-hour workshop delivered by webinar

b) Group based

c)

No of employees	Employment classification
10 (2 hr online webinar)	4 x EL1
	4 x APS6
	1 x APS4
	1 x APS3

d)

No of employees	Employment classification	Hours involved
10 (2 hr online webinar)	4 x EL1	2 hrs pp x 4 = 8 hrs
	4 x APS6	2 hrs pp x 4 = 8 hrs
	1 x APS4	2 hrs pp x 1 = 2 hrs
	1 x APS3	2 hrs pp x 1 = 2 hrs

e) \$2,200.00 (including GST)

f) Webinar facilitator fee \$2,200.00

a) Australian Public Service Commission

- Individual employee participation on group based APSC development courses:
 - 25 Feb 2014 Strategic Thinking
 - 26 Feb 2014 Management Essentials
 - 28 Feb 2014 Executive Level Transition
- SES Orientation Program

b) Group based

c)

No of employees	Employment classification
3 (one day StrategicThinking program)	1 x EL1
	2 x APS6
5 (one day Management Essentials program)	1 x EL1
	2 x APS6
	1 x APS4
	1 x APS3
1 (one day Executive Level transition)	1 x APS6
1 (SES Orientation, 6 mths ongoing program, 2 days completed to date)	1 x SES1

d)

No of employees	Employment classification	Hours involved
9 (one day program)	2 x EL1	7.35 hrs pp x 2 = 14.7 hrs
	5 x APS6	7.35 hrs pp x 5 = 36.75 hrs
	1 x APS4	7.35 hrs pp x 1 = 7.35 hrs
	1 x APS3	7.35 hrs pp x 1 = 7.35 hrs
1 (2 days training)	1 x SES1	14.7 x 1 = 14.7 hrs

e) \$8,555.00 (GST exempt)

f)

- Workshop participant fee \$595 x 9 (\$5,355.00)
- SES Orientation program participant fee \$3,200.00

5.

a) The Leader As Coach workshop on 19-20 February 2014 used a conference room in Travelodge, Aroura Lane, Docklands, next-door to Head Office in Melbourne. This was a late notice relocation from an agency conference room due to demand for the facilities by another Bureau conference of higher priority. Venue hire was \$2,124.

b)

No of employees	Employment classification
23 (2 day face to face training)	3 x EL2 16 x EL1 5 x APS6

c)

No of employees	Employment classification	Hours involved
23 (2 day face to face training)	3 x EL2 16 x EL1 5 x APS6	14.7 hrs pp x 3 = 44.1 hrs 14.7 hrs pp x 16 = 235.2 hrs 14.7 hrs pp x 5 = 73.5 hrs

d) \$2,124

6. The Bureau of Meteorology does not have any agreement with employees in regards to continuing employment after completing Bureau funded education/executive coaching/leadership training services and/or programs.

7.

Graduate and Post-Graduate training relating specifically to leadership		
Employment Classification	Degree/Program Title	Staff undertaking Degree/Program
APS3	Diploma of Management	1
	Graduate Certificate of Management	1
APS4	Bachelor of Business	1
APS5	Graduate Certificate of Management	1
APS6	Cert IV in Frontline Management	1
	Graduate Certificate of Management	9
	Graduate Diploma of Management	1
EL1	Graduate Certificate of Management	7
	Master of Business Administration	3
	Masters in Project Management	1
EL2	Master of Project Management	1

All Graduate and Post-Graduate training		
Employment Classification	Degree/Program Title	Staff undertaking Degree/Program
APS Graduate	Graduate Diploma in Meteorology	31
APS3	Bachelor of Science	2
	Diploma of Management	1
	Graduate Certificate of Management	1
APS4	Bachelor of Business	1
	Master of Information Technology	1
APS5	Advanced Diploma of Work Health	1
	Diploma of OH&S	1
	PhD	1
	Graduate Certificate in Geographic Information Systems	1
	Graduate Certificate of Management	1
	Graduate Diploma of Chartered Accounting	1
APS6	Bachelor of Psychological Science	2
	Cert IV in Frontline Management	1
	Chartership	1
	Graduate Certificate of Management	9
	Graduate Diploma of Management	1
	PhD Applied Mathematics	1
EL1	Graduate Certificate of Management	7
	Master of Business Administration	3
	Master of Energy Systems	1
	Masters in Project Management	1
	Mathematics in Industry Study Group	1
	PhD	3
EL2	CPA	1
	Master of Intellectual Property Law	1
	Master of Project Management	1

Climate Change Authority

1. \$ 20,350 (including GST)
- 2.

No of employees	Employment classification
11	1 x CEO, 2 x SES Band 1, 8 x EL2

- 3.

No of employees	Employment classification	Study leave per participant
9	1 x CEO, 1 x SES Band 1, 7 x EL2	Two half days

4. Nous Group
 - a) Nous Group – Executive Leadership Training
 - b) Group based
 - c)

No of employees	Employment classification
9	1 x CEO, 1 x SES Band 1, 7 x EL2

- d)

No of employees	Employment classification	Hours involved
9	1 x CEO, 1 x SES Band 1, 7 x EL2	8

- e) \$20,350 (including GST)
- f) Complete package
5. Not applicable, training held on premises.
6. There were no agreements with employees in relation to continuing employment after training had been completed.
7. Nil response

Clean Energy Regulator

At present, the Clean Energy Regulator does not centrally coordinate or purchase executive coaching and leadership training programs.

Individuals may have registered or purchased executive coaching and leadership training services, however, information on individually sourced training from the financial management system is not disaggregated to provide details on what course or training was purchased.

Great Barrier Reef Marine Park Authority

Nil response

Murray Darling Basin Authority

1. \$50,473 (including GST)

2.

No of employees	Employment classification
163	EL 1 and 2 staff

3.

No of employees	Employment classification	Study leave per participant
1	SES Band 1	No study leave granted
4	EL 2	No study leave granted
24	EL 1	No study leave granted

4.

- Tempo Strategies
- Stillwell Management Consultants
- Margie Darcy
- Workforce Strategies.

Tempo Strategies

a) Leadership Development Program 3

b) Group Based

c) and d)

No of employees	Employment classification	Hours involved
20	EL 1	3 hours

e) \$23,952.50 (including GST)

f) Complete Package

Stillwell Management Consultants

a) Executive Coaching

b) One on one

c) and d)

No of employees	Employment classification	Hours involved
1	SES Band 1	3 hours

e) \$5,280.00 (including GST)

f) Complete Package

Tempo Strategies

a) Executive Coaching

b) One on one

c) and d)

No of employees	Employment classification	Hours involved
21	EL 1	1 hour each session total: 21 hours
1	EL 2	1 hour each session total:10 hours

e) \$9,416.00 (including GST)

f) Complete Package

Margie Darcy

a) Executive Coaching

b) One on one

c) and d)

No of employees	Employment classification	Hours involved
1	EL 1	1 hour each session total: 10 hours
2	EL 2	1 hour each session total: 16 hours

e) \$10,175.00 (including GST)

f) Complete Package

Workforce Strategies

a) Executive Coaching

b) One on one

c) and d)

No of employees	Employment classification	Hours involved
1	EL 2	1.5 hours
2	EL 1	1.5 hours

e) \$1650.00 (including GST)

f) Complete Package

5.
 - a) MDBA premises
 - b), c) and d) Not applicable
6. There is no agreement for employees to continue employment once training has been completed.
7. Approved employees are eligible for up to 5 hours per week of study leave to attend face to face tutorials, classes, excursions or scheduled residential study course.

Degrees or program title:

- Bachelor of Business of Administration
- Bachelor of Commerce
- Master of Environmental Management and Development
- Graduate Diploma of Environmental Science
- Master of Infrastructure Engineering and Management
- Master of International and Development Economics
- Diploma of Government (Contracting and Procurement)
- Masters of Environment.

National Water Commission

1. Nil
2. No leadership training has been offered during the reporting period although leadership training is available to all Senior Executive and Executive Level staff as part of their personal development agreements.
3. Nil
4. Not applicable
5. Not applicable
6. No agreements are entered into with staff in regard to continuing employment after training has been completed. However, as part of the approval process for education/executive coaching and/or other leadership training services, consideration is given to the short and long term benefits to the Commission.
7. One post graduate study approval has been given.

Degree/Program title	Employment classification	Study leave taken
Masters of Environmental Management	APS 5	10 hours

Sydney Harbour Federation Trust

Nil response.