

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
ADDITIONAL BUDGET ESTIMATES 2013-2014

Finance Portfolio

Question reference number: F103

Senator: Ludwig

Topic: Executive coaching and leadership training

Type of question: Written

Date set by the committee for the return of answer: Friday, 11 April 2014

Number of pages: 6

Question:

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 / Agency	Response
Finance	<ol style="list-style-type: none"> 1. \$103,307.91 2. All Finance staff. APS1 – SES Band 3 3. 181 participants: <ul style="list-style-type: none"> • APS1 – 1 • APS2 – 1 • APS3 – 0 • APS4 – 27 • APS5 – 20 • APS6 – 21 • EL1 – 37 • EL2 – 48 • SES1 – 25 • SES2 – 1 Nil study leave 4. Achieve Beyond Aligncorp Australian Public Service Commission Centre for Public Management Communicorp Group Pty Ltd Effective People Macquarie Graduate School of Management Yellow Edge <ol style="list-style-type: none"> a) Coaching Leadership programs b) Coaching: one-on-one, except for two group sessions of 20 people each Leadership programs: group based c) 181 participants APS1 – SES Band 1 d) Total: 1406.75 hours <ul style="list-style-type: none"> • APS1: 2 hours • APS2: 2 hours • APS3: Nil • APS4: 274 hours • APS5: 101.5 hours • APS6: 119 hours • EL1: 220.5 hours • EL 2: 327.5 hours • SES Band 1: 357.25 hours • SES Band 2: 3 hours e) \$103,307.91 f) Coaching: hourly rate. Leadership programs: complete package. 5. <ol style="list-style-type: none"> a) Australian Public Service Commission arranged training facility Aitken Hill, Victoria. Thailand & Vietnam. b) Total: 6 participants.

	<p>SES1: 6 participants.</p> <p>c) Total hours: 220.25 hours. SES1: 220.25 hours.</p> <p>d) Nil – included in overall program cost.</p>																																																												
6.	Nil.																																																												
7.	Total study leave taken was 2,772.96 hours. Note that there are 80 individuals who took study leave during the period, with 14 undertaking a double degree, therefore the total number in the table below reflects 94 individual programs.																																																												
<table border="1"> <thead> <tr> <th>Qualification</th><th>Number of Studiers</th></tr> </thead> <tbody> <tr><td>Advanced Diploma of Project Management</td><td>1</td></tr> <tr><td>Bachelor of Accounting</td><td>2</td></tr> <tr><td>Bachelor of Actuarial Studies</td><td>1</td></tr> <tr><td>Bachelor of Advanced Computing</td><td>1</td></tr> <tr><td>Bachelor of Advertising and Marketing Communication</td><td>1</td></tr> <tr><td>Bachelor of Applied Economics</td><td>1</td></tr> <tr><td>Bachelor of Arts</td><td>2</td></tr> <tr><td>Bachelor of Arts (Internet Communications)</td><td>1</td></tr> <tr> <th>Qualification</th><th>Number of Studiers</th></tr> <tr><td>Bachelor of Business</td><td>1</td></tr> <tr><td>Bachelor of Business Administration</td><td>6</td></tr> <tr><td>Bachelor of Commerce</td><td>8</td></tr> <tr><td>Bachelor of Economics</td><td>5</td></tr> <tr><td>Bachelor of Human Resource Management</td><td>1</td></tr> <tr><td>Bachelor of Journalism</td><td>1</td></tr> <tr><td>Bachelor of Justice Studies</td><td>1</td></tr> <tr><td>Bachelor of Laws</td><td>2</td></tr> <tr><td>Bachelor of Management</td><td>2</td></tr> <tr><td>Bachelor of Politics and International Relations</td><td>2</td></tr> <tr><td>Bachelor of Psychology</td><td>1</td></tr> <tr><td>Bachelor of Science</td><td>1</td></tr> <tr><td>Bachelor of Science in Psychology</td><td>1</td></tr> <tr><td>Bachelor of Software Engineering</td><td>1</td></tr> <tr><td>Bachelor of Writing</td><td>1</td></tr> <tr><td>Certificate IV in Human Resources</td><td>1</td></tr> <tr><td>Certificate IV in Information Technology Networking</td><td>1</td></tr> <tr><td>Certificate IV in Professional Communication</td><td>1</td></tr> <tr><td>CPA Program</td><td>16</td></tr> <tr><td>Diploma of Human Resources Management</td><td>1</td></tr> </tbody> </table>		Qualification	Number of Studiers	Advanced Diploma of Project Management	1	Bachelor of Accounting	2	Bachelor of Actuarial Studies	1	Bachelor of Advanced Computing	1	Bachelor of Advertising and Marketing Communication	1	Bachelor of Applied Economics	1	Bachelor of Arts	2	Bachelor of Arts (Internet Communications)	1	Qualification	Number of Studiers	Bachelor of Business	1	Bachelor of Business Administration	6	Bachelor of Commerce	8	Bachelor of Economics	5	Bachelor of Human Resource Management	1	Bachelor of Journalism	1	Bachelor of Justice Studies	1	Bachelor of Laws	2	Bachelor of Management	2	Bachelor of Politics and International Relations	2	Bachelor of Psychology	1	Bachelor of Science	1	Bachelor of Science in Psychology	1	Bachelor of Software Engineering	1	Bachelor of Writing	1	Certificate IV in Human Resources	1	Certificate IV in Information Technology Networking	1	Certificate IV in Professional Communication	1	CPA Program	16	Diploma of Human Resources Management	1
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	Graduate Certificate in Accounting	1
	Graduate Certificate in Economic Policy	2
	Graduate Diploma in International and Development Economics	1
	Graduate Diploma in Legal Practice	2
	Graduate Diploma of Chartered Accounting	2
	Juris Doctor	1
	Master of Business	1
	Master of Business Administration	2
	Master of Business Information Systems	2
	Master of Government and Commercial Law	1
	Master of Laws	1
	Master of Management	3
	Master of Politics and Policy	1
	Master of Professional Accounting	2
	Master of Public Administration	1
	Qualification	Number of Studiers
	Master of Public Policy	5
	Master of Public Policy - Economic Policy	1
	Master of Public Policy and Management	1
AEC	<p>For the period 7 September 2013 to 31 January 2014:</p> <ol style="list-style-type: none"> 1. \$1,500.00 2. The service is generally available to all AEC staff in leadership roles and may include staff at the executive level or in higher level APS roles. 3. One A/g SES, one Executive Level 2 and one APS6 employee received this service. Nil study leave was used. 4. Yellow Edge Pty Ltd <ol style="list-style-type: none"> a) Executive Coaching b) One-on-one. c) Three. One A/g SES, one Executive Level 2 and one APS 6. d) Three hours. One hour for each employment classification. e) \$1,500.00 f) Hourly rate. 5. <ol style="list-style-type: none"> a) Canberra. b) One A/g SES, one Executive Level 2 and one APS 6. c) Three hours. One hour for each employment classification. d) Nil. 6. There were no employment agreements related to these training services. 7. Information about the degree or program title undertaken is not available. Study leave is administered locally and is not recorded centrally. 	

ComSuper	<ol style="list-style-type: none"> 1. Estimated at around \$36,000. 2. All ComSuper staff at various employment classifications. 3. Some 66 ComSuper employees have utilised these services at levels APS 4 to EL 1. No study leave was required or provided. 4. Dare2excel <ol style="list-style-type: none"> a) Emerging Leaders Workshop (Dare2excel). b) All services were group based. c) Sixty-six 66 ComSuper employees have utilised these services at levels APS 4 to EL 1. d) The total number of hours involved for all employees was approximately 1,485 hours. ComSuper declines to answer part of the question (provide a breakdown for employment classification) as the extraction of the data would require an unreasonable diversion of resources to compile the required data. e) Estimated at around \$36,000. f) Charges were \$540 per person. 5. Yes <ol style="list-style-type: none"> a) University of Canberra in the Inspire Centre (Building 25). b) The number of employees who took part was 66 at levels APS4 to EL1. ComSuper declines to answer part of the question (provide a breakdown for employment classification) as the extraction of the data would require an unreasonable diversion of resources to compile the required data. c) The total number of hours involved for all employees was approximately 1485 hours. ComSuper declines to answer part of the question (provide a breakdown for employment classification) as the extraction of the data would require an unreasonable diversion of resources to compile the required data. d) Approximately \$13,000. 6. None. 7. One staff member (APS4) Bachelor of Accounting – Management Communication and Auditing and Assurance Services – 13 weeks – 39 hours. Two (2) staff (A/g EL2 and A/g SES Band 1) are enrolled in the Executive Master of Public Administration program which is a two year course. Each staff member has used some 60 hours study leave for the period from Supplementary Budget Estimates in November 2013 to date.
Commonwealth Superannuation Corporation	<ol style="list-style-type: none"> 1. \$2,404 (excl GST). 2. Two – Manager Strategic Marketing and Senior Executive. 3. Two – Manager Strategic Marketing and Senior Executive. No study leave applicable. 4. <ol style="list-style-type: none"> a) Women in Leadership: Course: Advanced Leadership; Executive Coaching. b) Group workshop; one-on-one. c) Senior Manager, FT, permanent; Senior Executive, FT, Permanent. d) Total 10 hours. e) \$2,404. f) Per hour. 5. <ol style="list-style-type: none"> a) N/A.

	<p>b) N/A. c) N/A. d) N/A.</p> <p>6. No agreement in place regarding coaching and leadership training.</p> <p>7. No staff undertaking graduate or post graduate study had study leave for the period 1 November 2013 to 31 January 2014.</p>
Future Fund Management Agency	<p>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:</p> <p>1. \$15,500.00</p> <p>2. 3 x APS EL2</p> <p>3. 3 x APS EL2 0.5 day leave for each person (i.e. x 3)</p> <p>4. Human Chemistry a) Development and Assessment Centre Personal coaching. b) One-on-one. c) 3 x APS EL2. d) APS EL 2 – 12 hours. e) \$15,500.00 f) Complete package for development and assessment centre (2 x \$6,500.00) Per hour for personal coaching (4 hours x \$625.00 per hour).</p> <p>5. a) Offices of the provider. b) 3 x APS EL2 c) 1 x APS EL 2 – 12 hours. d) Nil.</p> <p>6. Nil.</p> <p>7. Not applicable.</p>