

**Senate Standing Committee on Environment and Communications**

**Answers to Senate Estimates Questions on Notice**

**Additional Estimates Hearings February 2016**

**Communications Portfolio**

**National Collecting Institutions**

**Question No: 166(k)**

**National Collecting Institutions**

**Hansard Ref: Written, 19/02/2016**

**Topic: Executive coaching and leadership training**

**Senator Ludwig, Joe asked:**

National Cultural Institutions

- Australian National Maritime Museum
- National Film and Sound Archive
- National Gallery of Australia
- National Library of Australia
- National Museum of Australia
- National Portrait Gallery
- The Museum of Australian Democracy

Since the change of Prime Minister on 14 September, 2015:

Please provide the following information in relation to executive coaching and/or other leadership training services purchased by each department/agency:

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 form 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

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- (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:**

**Australian National Maritime Museum**

- 1. \$3,190 (plus GST) was expended on services delivered during the period 14 September 2015 to 8 February 2016.
- 2. 5 employees were offered these services, their employment classifications are listed below;
  - 1 X PEO Band 1
  - 4 X EL 2.
- 3. 4 employees utilised these services, their employment classifications are listed below;
  - 1 X PEO Band 1
  - 3 X EL 2.Nil Study leave was granted during this period.
- 4. The names of all service providers engaged is provided in the table below:

<b>a)</b>	<b>b)</b>	<b>c)</b>	<b>d)</b>	<b>e)</b>	<b>f)</b>
Winning Attitudes and Solutions (WAAS)	One on one	1 X PEO Band 1, 3 X EL 2	PEO Band 1 = 1 hour EL 2 = total = 14.5 hours	\$3,190 plus GST	\$220 per hour plus GST (pre-purchased sessions)

- 5. N/A.
- 6. Nil.
- 7. 1 x EL 2 ongoing – MBA.

**National Film and Sound Archive**

- 1-7. Nil. The NFSA has not provided any executive coaching and/or leadership training services during the relevant period.

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**National Gallery of Australia**

1. \$12,987.
2. 6 employees (2x SES1, 3x Executive Level 2 1x Executive Level 1).
3. 6 employees (2x SES1 – 30 hours, 3x Executive Level 2 – 66 hours, 1x Executive Level 1 – 45 hours).

<b>4a) Name</b>	<b>a) Service</b>	<b>b)</b>	<b>c)</b>	<b>d)</b>	<b>e)</b>	<b>5a)</b>	<b>b)</b>	<b>c)</b>	<b>d)</b>
Macquarie School of Management	Leadership Program	Group	2 x SES B1 2 x EL2 1 x EL1	135	\$11,187	NSW	2 x SES B1 2 x EL2 1 x EL1	135	\$768.41
Bergin Consulting	Coaching	One-on-one	1 x EL2	6	\$1,800	ACT	1 x EL2	6	\$0

6. None.
7. 2 staff members were approved for graduate or post graduate study see the following table.

<b>Program</b>	<b>Employees</b>	<b>Classification</b>
Master of Arts and Cultural Management	1	NGA 5
Masters of Cultural Material Conservation	1	NGA 3

**National Library of Australia**

1. Expenditure in the Library's financial management system is recorded in such a way that to provide the level of detail requested would require an unreasonable diversion of resources.
2. Leadership training is offered in-house through facilitated workshops, and is open to all staff APS level 6 and above.
3. Leadership training is offered in-house through facilitated workshops, and is open to all staff APS level 6 and above.
4. To attempt to provide the level of detail requested would involve an unreasonable diversion of resources.
5. To attempt to provide the level of detail requested would involve an unreasonable diversion of resources.
6. To attempt to provide the level of detail requested would involve an unreasonable diversion of resources.

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7. 11 staff members were approved for graduate or post graduate study assistance in the period 14 September 2015 to 9 February 2016. The following is the list of programs for which graduate or post graduate study assistance was provided:

Program	Employees	Classification
Master of Information Technology	1	Executive Level 1
Master of Information Studies	1	APS Level 3
	2	APS Level 4
	1	APS Level 5
Bachelor of Arts - Librarianship and Corporate Information Management	1	APS Level 4
Bachelor of Heritage, Museums and Conservation	1	APS Level 4
Master of Liberal Arts	1	APS Level 5
Bachelor of Business Informatics	1	APS Level 5
Graduate Diploma of Adult Education	1	APS Level 5
Master of Social Science (Indigenous Studies)	1	APS Level 3

**National Museum of Australia**

- 1-7. Nil. The NMA has not provided any executive coaching and/or leadership training services during the relevant period.

**National Portrait Gallery**

- Total spend during the reporting period 14 September 2015 to 9 February 2016 is \$8,000 (exc GST).
- The National Portrait Gallery had 1 staff member offered these services. Classification level is SES B1.
- As above. The time granted to undertake executive coaching was 22 hours during the reporting period 14 September 2015 to 9 February 2016.
- The services are procured from a contractor, Jennifer Bott AO.  
(a) – (d): The services provided were one-on-one executive coaching to one staff member. Hours accumulated by the one staff member during the reporting period 14 September 2015 to 9 February 2016 were 22 hours. Classification level is SES B1.
- (a) Yes, the coaching was conducted at an external site in Kingston, ACT.  
(b) – (d): The services provided were one-on-one executive coaching to one staff member. Hours accumulated by the one staff member during the reporting period 14 September 2015

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to 9 February 2016 were 22 hours. Classification level is SES B1. Total cost \$8,000 (exc GST).

6. In this instance, this is handled by the Chairman of the NPGA Board.
7. Nil – The National Portrait Gallery did not have any staff being supported for graduate or post graduate study during the reporting period 14 September 2015 to 9 February 2016.

**The Museum of Australian Democracy**

1. \$1941.
2. Executive coaching and leadership training is offered on an ad hoc basis and may be identified by a manager or employee during a performance discussion, as a development opportunity.
3. One EL2 employee has utilised coaching services during the period. No leadership training was undertaken.
4. RPR Consulting
  - (a) Coaching for a Senior Manager.
  - (b) One-on-one.
  - (c) One EL2 employee.
  - (d) Six sessions (hours of sessions vary).
  - (e) \$1941.
  - (f) Per session.
5. The service was provided at the agency's premises.
  - (a) N/A.
  - (b) N/A.
  - (c) N/A.
  - (d) N/A.
6. No agreement is made regarding continuing employment.
7. One post graduate Certified Practising Accountant (CPA) unit was approved for an APS 5 level employee.