

QUESTION TAKEN ON NOTICE

SUPPLEMENTARY BUDGET ESTIMATES HEARING: 19 November 2013

IMMIGRATION AND BORDER PROTECTION PORTFOLIO

(SE13/0186) PROGRAM – Internal Product

Senator Ludwig (Written) asked:

In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from 7 September 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 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 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

Answer:

1. Total expenditure (7 September 2013 to 19 November 2013) on executive coaching and leadership training is \$81,200 (including GST where applicable).

2. All Senior Executive Services Offices are offered leadership training and executive coaching services. As at 19 November 2013, the department had a total of 118 SES (please note this headcount includes SES acting and on leave). All employees can access leadership training and executive coaching on a needs basis through their performance and development agreements. A programme for the development group of 14 high performing EL2s (part of the department's succession planning process) includes executive coaching.

3. Please see table 1. Due to the nature of these programmes, staff do not need to access study leave to participate.

4. Refer to table 1 for a) – f).

5. Refer to table 1 for a) – c).

d) 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. There were no external venues used in the specified reporting period.

For individually purchased leadership training and executive coaching, some events are held in locations other than the department's premises; however, there are no identifiable costs charged as this is covered in overall programme fees.

Table 1 - Executive Coaching and Leadership Training Programmes

7 September to Date

| Programme | Provider | Nature of Service | Offered As | Number of Staff | Number of Hours | Total Spend | Description of Fees | Location |
|--|--------------------|----------------------|--|-----------------|---------------------------|-------------|--|---|
| Next Step Programme | VT Coach Pty. Ltd. | Executive coaching | 1.5 Hour face to face coaching session | 14 EL2 | 21 hours | \$8,400 | Services 9/9/2013 – 16/10/2013 | DIBP Premises |
| SES Leadership Development Programme | APSC | Leadership Programme | Group | 4 SES | 280 hours (70 per person) | \$51,800 | Includes all programme elements. | East Hotel Kingston, Module 2 held in Thredbo |
| Leading Australia's Future in the Asia Pacific (LAFIA) – South East Asia | APSC | Leadership Programme | Group based study tour | 1 SES | 142 hours | \$21,000 | The programme fee includes pre-departure briefings and logistical support, a program of meetings with high level government, business and community leaders, briefings from senior Australian and other diplomats, official receptions and in-country transport. | Thailand and Vietnam |