



**Australian Government**  
**Defence Force Remuneration Tribunal**

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## DECISION

*Defence Act 1903*

s.58H—Determination of the salaries and relevant allowances to be paid to members

### **NAVY TRAINING SYSTEMS OFFICER – SENIOR TRAINING SPECIALIST**

(Matter No. 4 of 2013)

THE HON. A. HARRISON, PRESIDENT  
THE HON. A. BEVIS, MEMBER  
BRIGADIER W. ROLFE, AO (Ret'd), MEMBER

CANBERRA, 27 SEPTEMBER 2013

#### **Introduction**

[1] This decision arises from an application from the Australian Defence Force (ADF) pursuant to s.58H of the *Defence Act 1903* (the Act) to create a new Royal Australian Navy (RAN) employment category titled Navy Training Systems Officer – Senior Training Specialist and establish an appropriate salary structure for the category. This decision relates to the Defence Force Remuneration Tribunal (DFRT) Determination 5 of 2013 Salaries – Navy Training Systems Officer – Amendment, which was issued on 28 March 2013. The operative date of effect for Determination 5 of 2013 was on and from 23 May 2013.

[2] This matter was heard before the tribunal in Canberra on 12 March 2013. At the hearing Mr Kenzie AM, QC assisted by Squadron Leader Magro, appeared on behalf of the ADF and Mr J. O'Reilly, assisted by Ms S. Farelly, appeared on behalf of the Commonwealth. Commander Ralston appeared as a witness for the ADF and his affidavit was filed during the hearing.

## **Brief Background**

[3] The ADF seeks to revise the current Navy Training Systems Primary Qualification structure as follows:

- a. insert an additional pay grade placement at Pay Grade (PG) 5 to cater for the recently created Senior Training Specialist within the existing pay grade band of Navy Training System Officers (PG3, PG4 and PG6); and
- b. revise the titles of the Training System officers.

[4] The Training Systems Officer pay structure was last reviewed by the DFRT in Matter 3 of 2007, Graded Officer Pay Structure (GOPS). That review resulted in pay grade placements at pay grades 3, 4, and 6.

[5] These changes involve an amendment to Schedule B.2 of the Salaries Determination No 15 of 2008. The ADF proposed a date of effect of 4 July 2013<sup>1</sup>.

## **The basis of the application**

[6] The ADF proposal arises from a category review in 2011 (the review) of the Navy Training System Primary Qualification. This review in conjunction with the introduction of a Training Force Headquarters within Fleet Headquarters; the implementation of the Training Force Capability Improvement Program; introduction of the Australian Skills Quality Authority (ASQA); associated legislative changes and the Defence Learning Branch requirements led to the confirmation of a need to add the role of Senior Training Specialist to the Training System career continuum<sup>2</sup>.

[7] The review recommended renaming of the current roles within the Training System Primary Qualification as follows: the Charge Qualified Training System Officer (PG4) was renamed Training System Specialist, and the Officer in Charge Naval Personnel and Training Centres (PG6) has been renamed Principal Training Specialist (PTS)<sup>3</sup> The roles and pay grades in the training continuum in Navy are now;

- a. Pay Grade 3 (PG3) - entry level
- b. Pay Grade 4 (PG4) - Training Systems Specialists
- c. Pay grade 6 (PG6) - Principal Training Specialist (PTS)

[8] The review also identified ‘a void in the senior Training System structure’<sup>4</sup> at a supervisory level as an intermediary step between the Training Systems Specialist and the managerial level. The review undertaken by Navy established the Senior Training Specialist position in the Training System Primary Qualification, without the corresponding proposed Pay Grade 5 (PG5).

[9] The proposal seeks to recognise the additional responsibilities of the Senior Training Specialist and insert an additional pay placement at PG5, into the Training System Primary Qualification structure; and inform the DFRT of the name changes to the Training System Primary Qualification. As the Training Systems Specialists role has only been established since 2010 within Navy it was not considered as part of the GOPS<sup>5</sup>.

[10] In the career continuum the Training Systems Specialist works at the tactical level and manage small teams or may work independently to produce curriculum, assessment tools and processes, evaluation report and other products that are used in the delivery and management of training.

[11] The Principal Training Specialist officers work at the strategic level within the Training Force Headquarters to produce policy and directives through Commodore Training that inform the Training Authorities what is required to ensure delivery of capability.

[12] The Training Systems Specialist works at the operational level within the Training Authorities and they are the Authorities' points of contact when dealing with Training Force Headquarters. They implement Headquarters' requirements, and also manage the team of Training Systems Specialist officers responsible for delivering the tactical products that enable the development, delivery and evaluation of quality training and assessment<sup>6</sup>.

[13] The Training Systems Specialist is a key person in relation to the insurance of quality control of the training systems within the training authority<sup>7</sup>. The Senior Training Specialist role sits between and is a conduit between the Training Systems Specialists who are the practitioners in the training system and the Training Authority. The Senior Training Specialist role currently exists and navy personnel are posted to these positions, but are not remunerated at a higher level commensurate to the additional responsibility.

## **Submissions**

### Defence

[14] The ADF provided a detailed and comprehensive submission regarding this matter and the Tribunal acknowledged the succinct work including two affidavits received in advance of the hearing.

[15] The ADF submitted affidavits from Commander Malcolm Ralston and Lieutenant Commander Christopher Hunt both dated 20 February 2013. As noted earlier in this decision Commander Ralston appeared before the Tribunal on 12 March 2013.

[16] Commander Ralston's affidavit outlines the training continuum and the need for the Senior Training Specialist role to work at the operational level and manage a team of Training Systems Specialist officers who deliver tactical products that enable the development, delivery and evaluation of quality training and assessment<sup>8</sup>.

[17] Commander Ralston's affidavit states that

*The number of jobs that attract the STS requirement is small but is critical to growing the PTS and providing a cohort of Training Systems Officers to select from. The roles require a deeper level of training systems experience and come with a higher level of responsibility in the management of junior Training Systems Officers, being the Training Authorities' training Specialist in implementing the National, Defence and Navy training requirements, and ensuring compliance against the associated governance.*<sup>9</sup>

[18] The new Training System Primary Qualification career continuum identified a level of competence of Training System officers at the various levels within the continuum. Thus the need for the Senior Training Specialist role identified an associated level of competencies within the rank and an obvious group of personnel to fill this role became apparent<sup>10</sup>.

## Commonwealth

[19] The Commonwealth supported the proposal and was satisfied that, on balance, the ADF had reasonably established a sufficient step up from PG4 role of Training Systems Specialist to the proposed PG5 role of the Senior Training Specialist; that it would assist in the development of members to be able to move up again to the PTS role; that any tri-service relativities were not upset, and that the cost was financed within the ADF's existing budget<sup>11</sup>.

## Evidence (witness)

[20] Commander Ralston provided a comprehensive outline of the changes that had occurred in the training continuum and his views of the proposed Senior Training Specialist role. Commander Ralston attested that he had previously undertaken two roles that had been identified as the Senior Training Specialist position in the Training System Primary Qualification and outlined his own progression through the original Training System Primary Qualification<sup>12</sup>.

## **Consideration**

[21] We considered a number of factors in this matter, including that the Senior Training Specialist Role and associated PG5 applies only to RAN Training System officers who have been employed in designated Senior Training Specialist level positions since the Directorate of Navy Category Management (DNCM) approved the Training System career continuum, and not to any other officers.

[22] We also considered that the proposal requested an additional pay grade within the current structure between PG4 and PG6 and that a Training System officer would not receive PG5 until they took up a post in a Senior Training Specialist position. Based on the DNCM transition policy nine Training System personnel would advance from PG4 to PG5<sup>13</sup>.

[23] It is noted that for officers to progress to the Senior Training Specialist category and be eligible for the PG5, they would need to have acquired a high level of training specialist knowledge as well as management experience. They would also be required to undertake an intensive 14 day Senior Training Specialist course.

[24] We also note the transition path set out by the Navy; any officers who are currently in Senior Training Specialist roles who have not undertaken the required courses would have to either undertake the required training or be assessed through Recognition of Prior Learning (RPL) arrangements prior to being eligible for the new pay grade.

[25] The ADF requested a date of effect of 23 May 2013. This date of effect was requested in order to provide sufficient time for Navy to communicate internally with all Navy Training Systems officers the eligibility criteria for the advancement to the new PG5. We took this into consideration in setting the date of effect two months after the decision was made.

## Conclusion

[26] Having considered the ADF and the Commonwealth submissions and the evidence provided by witnesses, we were satisfied that the role of Senior Training Specialist does have additional responsibilities and we agreed to an amendment to the salary structure for the Training System Primary Qualification. Accordingly we made our Determination No. 5 of 2013 Salaries – Navy Training Systems Officer – Amendment, which was issued on 28 March 2013 with salary increases taking effect on and from 23 May 2013.

THE HON. A. HARRISON, PRESIDENT

THE HON. A. BEVIS, MEMBER

BRIGADIER W. ROLFE, AO (Ret'd), MEMBER

### *Appearances:*

*Mr Kenzie AM, QC* assisted by SQNLDR Magro, appeared for the Australian Defence Force

*Mr J. O'Reilly* assisted by Ms S. Farelly, appeared for the Commonwealth

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<sup>1</sup> Exhibit Commonwealth1 page 1 para 2-4

<sup>2</sup> Exhibit ADF2 Page 2 para 9

<sup>3</sup> Exhibit ADF1 page 5

<sup>4</sup> Exhibit ADF1 page 4

<sup>5</sup> Exhibit ADF1 page 5

<sup>6</sup> Exhibit ADF2 Page 3 para 10 -12

<sup>7</sup> Hearings Transcript 12 March 2013 page 11

<sup>8</sup> Exhibit ADF2 Page 3 para 12

<sup>9</sup> Exhibit ADF2 Page 3 - 4 para 13

<sup>10</sup> Exhibit ADF2 Page 4 para 14

<sup>11</sup> Exhibit Commonwealth1 page 2 para 7

<sup>12</sup> Exhibit ADF2 Page 1 - 2 para 5

<sup>13</sup> Exhibit ADF1 Page 19 para 37