



PPCB Professional Coaching , Professional Learning and Wellbeing Support Fund

From the beginning of Term 2 2023 PPCB principals can access an entitlement of up to \$6,000 per annum for professional coaching and support for their wellbeing and leadership role. Section 4.8 PPCBU Primary Principals Collective Agreement.

Purpose

The purpose of the support is to support and ensure principal leadership development and wellbeing

How the Allowance will be paid

In each of 2023 and 2024, principals can access an entitlement of up to \$6,000 per annum for professional coaching and support for their leadership role including professional development. The \$6,000 fund will be a line item tagged in operational funding for the purposes of professional coaching, PLD and support for the principal.

Criteria for the fund:

1. The Principal and the Presiding Member agree that the fund supports the Hauora of the Principal in their role as Chief Executive
2. Funding can also be used to develop or support Principals in their leadership of the school
3. Providers of coaching, mentoring or professional development providers should not be related to the Principal or otherwise be conflicted
4. Providers should be appropriately qualified and fit for purpose
5. Funding is not intended for curriculum related PLD but can be used for leadership PLD
6. An annual declaration will be made by the Principal and Presiding Member on the use of the funds. The declaration shall be made no later than the last day of Term 4 each year. This is for auditing purposes.
7. Accessing this entitlement does not prevent a principal and school board agreeing that the principal can access additional coaching, professional development and support in excess of \$6,000.

This allowance is not intended to be used for the purpose of purchasing goods or assets in support of wellbeing. They should be confined to professional coaching that enhances your leadership skills and ability to carry out your leadership of the school. Alternatively a service, experiences or activity that supports your physical, mental or emotional wellbeing and has a clear link that enhances or maintains the ability of the principal to function in their role.

Incidental and related expenses

Incidental expenses such as travel and accommodation may be part of the \$6000. This allows all principals to access support eg covering the cost of attending a conference, travel to coaching

Can we pool our allowance?

Yes – if you want to pool your allowance to contribute to accessing professional support for example with your Kāhui Ako colleagues or professional learning network this is fine.

Do we need our Board's permission?

We encourage you to discuss the use of this allowance with your Board as part of their new requirement to engage with the Principal in regards to your your Professional Growth Cycle wellbeing goal

If you are using your funds as part of your professional growth cycle then this will be discussed with the presiding member as part of that process.

As with all spending you should have regard to Government Procurement Rules, follow best practice and avoid any conflicts of interest when choosing how to use your professional coaching and wellbeing support allowance.

Can we accrue it for the next year if we don't spend it all?

Only if agreed in writing with the board.

Annual declaration

In addition, note that principals will be required to make an annual declaration to their Boards regarding their uptake and use of the funding. The declaration shall be made no later than the last day of Term 4 each year. The declaration is both because the Board is the principal's employer and responsible for considering and supporting their wellbeing, but also for audit purposes. All state and state-integrated schools are funded by public money and the Board has ultimate accountability for how this money is spent. As with all spending, principals and their Boards should have regard to Government Procurement Rules, follow best practice, seek to achieve public value for money, and avoid any conflicts of interest when choosing how to use their professional coaching funding.

Further reading

- [Financial Information for Schools Handbook 2018](#)
- [OAG sensitive expenditure guidance](#)
- [OAG conflicts of interest guidance](#)
- [OAG good practice guide to appropriate public expenditure](#)