

## LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

### WRITTEN QUESTION

#### Agency Administration

Mrs Finocchiaro to the Chief Minister for all agencies falling under the previous Ministry's portfolio responsibilities, listed in Administrative Arrangements Order (No. 2) 2020, as follows:

##### *Part 1*

*Agencies for Financial Management Act 1995 and Public Sector Employment and Management Act 1993*

- Auditor-General's Office
- Department of Corporate and Information Services
- Department of Education
- Department of Environment and Natural Resources
- Department of Health
- Department of Infrastructure, Planning and Logistics
- Department of Local Government, Housing and Community Development
- Department of Primary Industry and Resources
- Department of the Attorney-General and Justice
- Department of the Chief Minister
- Department of the Legislative Assembly
- Department of Tourism, Sport and Culture
- Department of Trade, Business and Innovation
- Department of Treasury and Finance
- Land Development Corporation
- Northern Territory Electoral Commission
- Northern Territory Emergency Service
- Northern Territory Fire and Rescue Service
- Office of the Commissioner for Public Employment
- Office of the Independent Commissioner Against Corruption
- Ombudsman's Office
- Police Civil Employment Unit
- Territory Families

##### *Part 2*

*Agencies for Financial Management Act 1995 only*

- Aboriginal Areas Protection Authority
- Department of Local Government, Housing and Community Development – NT Home Ownership
- Northern Territory Police, Fire and Emergency Services
- Northern Territory Treasury Corporation

## **AGENCY ADMINISTRATION**

### **Notes:**

We submitted these questions and received responses as at 31 March 2020. Now that there have been significant machinery of government changes, in the interests of accountability and completeness, we are asking the same questions for a full year record of actuals.

We understand it will be easier for Agencies to provide a full year response rather than just the final quarter.

If there is to be a Whole of Government response to any of the questions, it would be appreciated if these are referred early to the Minister responsible to enable a response within the same timeframe as the remainder of the questions.

My Office would be very grateful if the question could be inserted at the beginning of each answer. Thank you for doing this last time.

## STAFFING

1. Please provide details for the following staffing questions as at 30 June 2020:
  - a) How many staff were employed in the following categories:
    - i. Full time equivalent
    - ii. Permanent part time contract
    - iii. Contract
  - b) Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 30 June 2020, and as a percentage of the Agency total employment as at 30 June 2020 (all classifications);
  - c) Please advise the number of frontline staff as FTE as at 30 June 2020 and as a percentage of the Agency total employment (all classifications).

1(a) As at 30 June 2020

i.

Agency Total	Pay 26, 2020 (24 June 2020)
Full Time Equivalent (FTE)	4 358

ii.

FTE	Pay 26, 2020 (24 June 2020)
Permanent Part time	176

iii.

FTE	Pay 26, 2020 (24 June 2020)
Contract	1 608

1(b) A whole-of-government response to Question 1(b) will be provided by the Office of the Commissioner for Public Employment.

1(c) As at 24 June 2020 (Pay 26), there were 3851 FTE frontline staff (88%) employees.

Notes:

School-based staff are frontline or corporate staff that are working directly with schools or students on a daily basis. These include but are not limited to counsellors, coaches and engagement officers.

2. Please advise, in each category:
- The total number of staff on contracts (by executive and temporary employment contracts) as at 30 June 2020
  - By position, the levels at which staff are employed on executive or temporary employment contracts as at 30 June 2020

2(a)

FTE	Pay 26, 2020 (24 June 2020)
<b>Contracts (Executive and Temporary)</b>	<b>1 608</b>
Executive Contract	119
Fixed-Period (Temporary) Contract	1 489

- 2(b) By position, the levels at which staff are employed on executive or temporary employment contracts as at 30 June 2020

<b>Fixed-period (Temporary) Contract staff</b>	
FTE	Pay 26, 2020 (24 June 2020)
Administration Officer 2	107
Administration Officer 3	57
Administration Officer 4	151
Administration Officer 5	36
Administration Officer 6	40
Administration Officer 7	26
NTPS Adult Apprenticeship AQF3 LevelA	1
NTPS Apprenticeship AQF3 LevelA	2
Assistant Teacher	65
Classroom Teacher	798
Graduate	3
Professional 2	1
Professional 3	12
Physical 2	31
Physical 3	3
Physical 4	6
Principal (non contract)	4
Senior Administration Officer 1	11
Senior Administration Officer 2	6
School Based Apprentice (SBA)	2
Senior Teacher 1	75
Senior Teacher 2	19
Senior Teacher 3	9

Senior Teacher 4	5
Technical Officer 2	1
Technical Officer 3	1
Teaching Principal 1	12
Teaching Principal 2	5
<b>Total</b>	<b>1 489</b>

<b>Executive Contract staff</b>	
<b>FTE</b>	<b>Pay 26, 2020 (24 June 2020)</b>
Executive Contract Principal 2	58
Executive Contract Principal 3	19
Executive Contract Principal 4	8
Executive Contract Principal 5	5
Executive Contract Officer 1	8
Executive Contract Officer 2	14
Executive Contract Officer 3	4
Executive Contract Officer 4	1
Executive Contract Officer 6	2
<b>Total</b>	<b>119</b>

3. For the full financial year ending 30 June 2020 how many staff:
- a) Resigned
  - b) Were made redundant
  - c) Were terminated

3(a) Full financial year ending 30 June 2020 how many staff resigned

Reason	1 July 2019 to 30 June 2020
Resigned	484

3(b) Full financial year ending 30 June 2020 how many staff were made redundant

Reason	1 July 2019 to 30 June 2020
Redundant	5

3(c) Full financial year ending 30 June 2020 how many staff were terminated

Reason	1 July 2019 to 30 June 2020
Terminated	4

4. How many staff were unattached or categorized as redeployees for the full financial year ending 30 June 2020?

As at 30 June 2020, 63 employees were classified as 'unattached' and no employees were categorised as redeployee.

5. How many staff were categorized as supernumerary for the full financial year ending 30 June 2020?

5. As at 30 June 2020

FTE	Pay 26, 2020 (24 June 2020)
Supernumerary	120

- 6. How many staff have been engaged through employment agency arrangements, for what purpose, for what duration and at what cost for the full financial year ending 30 June 2020?**

Individual business units utilise employment agencies only in instances where the vacancy is deemed hard to fill. In these instances, individual procurement processes are followed to ensure the department is adhering to whole-of-government procurement policies. Due to the individual nature of the procurement process, this data would require a significant level of administrative effort to respond.

- 7. How many locums have been employed, for what purpose, what duration and at what cost for the full financial year ending 30 June 2020?**

Not applicable

- 8. How many positions had Special Measures applied when advertised for the full financial year ending 30 June 2020?**

Total	1 July 2019 to 30 June 2020
Vacancies advertised under special measures plan	873

- 9. How many positions that had Special Measures applied, as referred to in the question above, had to be re-advertised due to the initial process not securing suitable candidates?**

There is no centralised data available on the number of positions that had special measures applied and need to be re-advertised.

- 10. How many grievances have arisen as a direct result of the Special Measures program since 1 July 2019. Of these, how many remain unresolved?**

A whole-of-government response to Question 10 will be provided by the Office of the Commissioner for Public Employment.

## OUTSOURCING

11. For the period beginning 1 July 2019 and ending 30 June 2020, detail any decision(s) to outsource, contract out or privatise functions that have traditionally been carried out by the Agency. Is consideration being given to outsource, contract-out or privatise in financial year 2020/21? If so, provide details.

Nil response for the period 1 July 2019 to 30 June 2020.

As part of the Northern Territory Government's Root and Branch Review of Programs, the Department of Education was asked to develop options to outsource department-operated boarding facilities to an external operator for consideration by government.

The department will test the market with an expression of interest proposal in early 2021. It should be noted that this project is impacted by the current COVID-19 environment.

## LEGAL EXPENSES

12. What has been the expenditure on legal advice or related expenses for the financial year 2019/20? Provide details on:
- The matter(s) (designate which ones are finalised and which ones are ongoing)
  - The amount paid by matter
  - The amount paid to each outside legal firm or barrister engaged

The expenditure on external legal advice or related expenses for the period 1 July 2019 to 30 June 2020 was \$157 490.

- a) & b) Providing details in relation to the nature of the matters and those that are finalised has the potential to prejudice the interests of the Northern Territory and other parties.
- c) The amount paid to each outside legal firm or barrister engaged:

<b>Legal Firm/Barrister</b>	<b>Amount \$</b>
Hunt & Hunt	980
Information Consultants Pty Ltd	7 555
JKW Law Practice	1 925
Mary Chalmers Barrister	6 900



<b>Legal Firm/Barrister</b>	<b>Amount \$</b>
Minter Ellison Lawyers	3 544
Sparke Helmore Lawyers	78 981
Tom Anderson, Barrister	11 600
Ward Keller Pty Ltd	46 005
<b>Total</b>	<b>157 490</b>

## **PROCUREMENT / CONSULTANCIES**

- 13. For the period beginning 1 July 2019 and ending 30 June 2020, please detail expenditure on each report and consultancy (excluding annual reports) that has been obtained from outside the NTPS. For each report/consultancy detail:**
- a) Purpose**
  - b) Cost**
  - c) Person or entity engaged**
  - d) Whether the person or entity has their principal place of business in the Northern Territory or elsewhere (if elsewhere, please provide the address of the principal place of business of the person or entity)**
  - e) Whether a report has been tabled in the Legislative Assembly as a result of the report or consultancy**
  - f) Outcomes or key performance indicators for the report or consultancy**
  - g) Whether tenders or expressions of interest were invited prior to work on the report or consultancy being undertaken**

The total expenditure on consultancies for the period 1 July 2019 to 30 June 2020 was \$590 209. Details of this expenditure are at Attachment A.

- 14. Please detail expenditure paid, or expected to be paid, to Hawker Britton and/or associated entities for the period beginning 1 July 2019 and ending 30 June 2020. Outline the tasks performed.**

Nil response

- 15. How many contracts and tenders have been awarded to business entities with their principal place of business in the Northern Territory so far, and what works have been undertaken?**

For the period 1 July 2019 and ending 30 June 2020, 26 contracts have been awarded to Territory Enterprises. Details of works undertaken are provided at Attachment B.

- 16. How many contracts have been awarded to business entities with a principal place of business outside the Northern Territory for the period beginning 1 July 2019 and ending 30 June 2020? Detail the work being undertaken by each business entity and the selection criteria for the successful business entity on the applicable contract or tender.**

For the period 1 July 2019 and ending 30 June 2020, 17 contracts have been awarded to non-Territory Enterprises. Details of works undertaken are provided at Attachment C.

- 17. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public quotations were undertaken during the period beginning 1 July 2019 and ending 30 June 2020?**

Two contracts have been awarded, having undertaken a public quotation process.

- 18. For Tier 3, Tier 4 and Tier 5 procurement activities, how many contracts or tenders were awarded without undertaking a public quotation process during the period beginning 1 July 2019 and ending 30 June 2020?**

For the period 1 July 2019 and ending 30 June 2020, one contract has been awarded, having not undertaken a public quotation process.

19. For each instance identified in the question above, where a public quotation process was not undertaken, including for Certificates of Exemption:
- a) What is the description of the goods and services contracted?
  - b) What is the value of the goods and services contracted?
  - c) What was the reason for not using the public quotation process or for requiring a Certificate of Exemption?
  - d) Who recommended the course of action in c) above?
  - e) Who approved the course of action in c) above?

Details are provided at Attachment D.

20. Please advise the total number of NTG Corporate Credit Cards within the Agency, including the position titles and levels of the staff holding the corporate credit cards for the purchase of goods and/or services as at 30 June 2020.

There were 42 cardholders as at 30 June 2020. Details are provided at Attachment E.

#### **FOCUS GROUPS / POLLING / SURVEYS**

21. Please detail expenditure during the period beginning 1 July 2019 and ending 30 June 2020 on opinion polls and focus groups, including costs and entities that conducted the work.

The Department of Education spent a total of \$23 793 on opinion polls and focus groups during the period of 1 July 2019 – 30 June 2020 as detailed below:

- **Education Services Australia (ESA) subscription and associated services (\$23 517)**  
Subscription to use the School Survey tool developed by ESA. The survey is mandatory for government schools to run for parents, staff and students.
- **Survey Monkey subscription (\$276)**  
Subscription to Survey Monkey which is used across the agency for a number of internal surveys.

- 22. Please provide copies of the surveys identified in the question above and detail all surveys undertaken, their form, the cost and what inducements were provided to incentivise participation during the period beginning 1 July 2019 and ending 30 June 2020.**

During the period of 1 July 2019 – 30 June 2020, the Department of Education conducted eight internal surveys to officers within the department and one survey open to stakeholders outside of the department.

Details of the survey open to external stakeholders is as per below:

**School Survey 2019 (Education Services Australia)**

- The annual School Survey collects the opinions of students, families and staff about school performance, culture and services.
- The survey was conducted from 12 – 31 August 2019.
- 14 207 respondents completed the school survey (7330 students, 4433 parents/carers, 2444 school-based staff)
- The results of the survey will be used to inform school improvement planning, improve student outcomes and meet student, parent and staff expectations.
- Feedback will be shared with school communities so they can gain a deeper understanding of their school, what it does well and where it can improve.
- There were no inducements associated with the survey.
- Attachment F provides further details

## **COMMUNICATIONS AND MARKETING**

- 23. Please detail expenditure on advertising and communications during the period beginning 1 July 2019 and ending 30 June 2020. For each advertisement for which an expense was incurred:**
- a) What was the purpose / description of the advertisement?**
  - b) Who was the advertisement placed with, i.e. media outlet, newspaper, and television station or similar?**
  - c) What was the total production cost, including, but not limited to, design, commissions, and placement costs?**
  - d) Were tenders or expressions of interest called? If not, why not?**

The total advertising and communications expenditure from 1 July 2019 – 30 June 2020 was \$177 366.75

The below table details the advertising expenditure undertaken by the Department of Education from 1 July 2019 – 30 June 2020.

DESCRIPTION (a)	ADVERTISEMENT PLACEMENT (b)	COST (c)	EOI CALLED (d) Yes/No, if No why?
<p><b>Back to School Campaign</b> <i>To advise of school term dates and promote the benefits of attending school</i></p>	<p>Newspapers, TV and radio stations including: Nine Darwin Territory FM CAAMA Radio Darwin TV Hot 100 FM Mix 104.9FM NT News Centralian Advocate Tennant Creek and District Times Katherine Times</p>	\$36 488.38	<p>No Advertising booked via Atomic 212, WOG booking service.</p>
<p><b>Teach in the Territory Campaign</b> <i>Advertising promoting Department and Northern Territory as a place to work.</i></p>	<p>Newspaper and online platforms including, but not limited to: Career One Seek Koori Mail NT News LinkedIN</p>	\$19 968.68	<p>No Advertising booked via Atomic 212, WOG booking service.</p>
<p><b>Recruitment Recruitment</b> <i>Advertisements for identified hard to recruit positions – 38 in total</i></p>	<p>Newspapers and online platforms including, but not limited to: Career One Seek LinkedIN NT News</p>	\$79 715.27	<p>No Advertising booked via Atomic 212, WOG booking service.</p>
<p><b>Bereavement Notices</b> <i>Publication of notices for staff bereavements.</i></p>	<p>NT News  Centralian Advocate  Katherine Times</p>	\$656.88	<p>No Advertising booked via Atomic 212, WOG booking service.</p>

DESCRIPTION (a)	ADVERTISEMENT PLACEMENT (b)	COST (c)	EOI CALLED (d) Yes/No, if No why?
<b>Katherine Schools Feature</b>	Katherine Times	\$14 834.41	No Advertising booked via Atomic 212, WOG booking service.
<b>Northern Territory Certificate of Education and Training Feature</b> <i>Advertising feature through local newspaper to promote Year 12 student results</i>	NT News	\$1 945.01	No Advertising booked via Atomic 212, WOG booking service. Ad artwork was designed in-house.
<b>Zuccoli Primary School – enrolment drive</b>	NT News	\$4 884.52	No Advertising booked via Atomic 212, WOG booking service. Ad artwork was designed in-house.
<b>Aboriginal Scholarship Campaign</b>	NT News and Radio including: Territory FM CAAMA Radio Hot 100 FM Mix 104.9FM	\$12 138.65	No Advertising booked via Atomic 212, WOG booking service.

DESCRIPTION (a)	ADVERTISEMENT PLACEMENT (b)	COST (c)	EOI CALLED (d) Yes/No, if No why?
<b>Ludmilla Primary School – enrolment drive</b>	NT News	\$1 395.00	No Advertising booked via Atomic 212, WOG booking service. Ad artwork was designed in-house.
<b>Early Childhood Education and Care feature</b>	NT News	\$3 312.97	No Advertising booked via Atomic 212, WOG booking service. Ad artwork was designed in-house.
<b>NT Board of Studies feature</b>	NT News	\$2 026.98	No Advertising booked via Atomic 212, WOG booking service. Ad artwork was designed in-house.

## TRAVEL

24. Please provide the total expenditure and itemised details of travel, including, but not limited to travel-related costs such as accommodation, travel allowance, entertainment, car rental, meals and incidentals, in each Agency and authority for the period beginning 1 July 2019 and ending 30 June 2020 broken down to:
- a) International travel
  - b) Interstate travel
  - c) Intrastate travel

Travel for the period beginning 1 July 2019 and ending 30 June 2020 is provided below.

<b>Travel Type</b>	<b>Amount in \$000</b>
International Travel	\$25
Interstate Travel	\$519
Intrastate Travel	\$4 218
<b>Total</b>	<b>\$4 762</b>

25. In the case of international travel identified in response to the question above, please provide the purpose, itinerary, persons and costs involved in each trip.

A list of international travel, including cost and purpose is at Attachment G.

26. Please provide itemised details and itemisation of costs of all travel undertaken by the Minister that was paid for by the Agency or authority, including travel on charters during the period beginning 1 July 2019 and ending 30 June 2020.

Nil



## HOSPITALITY / FUNCTIONS AND EVENTS

27. Please provide full details of all public service hospitality provided for the period beginning 1 July 2019 and ending 30 June 2020. In relation to each occasion on which official hospitality was undertaken:
- What was the purpose of the hospitality?
  - How many guests attended?
  - How many Ministers attended?
  - How many Ministerial staff attended?
  - How many MLAs attended?
  - How many Public Sector employees attended?
  - What was the total cost incurred?

Information is provided at Attachment H.

## GRANTS AND DONATIONS

28. Please detail expenditure on grants and donations paid by your Agency (including the recipient of each grant) during the period beginning 1 July 2019 and ending 30 June 2020.

Grants and donations paid by the Department of Education for the period beginning 1 July 2019 and 30 June 2020 totally \$421 089 571 is as follows:

<b>Grants Paid</b>	<b>1 July 2019 to 30 June 2020 Amount \$</b>
Non-Government Schools*	266 218 936
Government Schools**	117 792 380
Charles Darwin University	13 352 682
NT Families & Individuals	7 429 759
Early Childhood Services Subsidy	5 114 510
Clontarf Foundation	2 913 609
Stars Foundation Ltd	1 502 513
Girls Academy	826 245
NT Council of Government School Organisations (NTCOGSO)	540 000
School Sport NT	540 000
St Joseph's Catholic Flexible Learning Centre Youth Plus	423 100
Aviation Australia Pty Ltd	354 203
AFL Northern Territory Ltd	245 000
Duke of Edinburgh's Awards (NT Division) Inc	242 272

<b>Grants Paid</b>	<b>1 July 2019 to 30 June 2020 Amount \$</b>
Transforming Training	232 281
Tiwi Islands Shire Council	224 545
Save the Children Australia	220 000
Life Education NT Inc	201 547
Professional Teachers' Association of the NT	200 000
Murin Travel & Freight Services	197 083
Down Syndrome Association of the NT Inc	190 000
Australian Fisheries Academy Ltd	165 453
Connect'N'Grow Pty Ltd	128 277
Housing Industry Association	115 881
Ripponlea Institute Pty Ltd	114 396
Total Recreation NT Inc	100 000
Autism Northern Territory	95 000
Swinburne University of Technology	85 918
NT Police, Fire and Emergency Services	77 844
GTNT Group	68 727
SEDA Group	67 593
Fox Education and Consultancy	65 508
Royal Life Saving Society Australia NT Branch Inc	60 000
Murin Association Inc	59 091
Association of NT Schools Educational Leaders	56 679
Goodstart Childcare Ltd	54 508
Vision Australia	53 000
Guide Dogs Association	50 000
Carey Training Pty Ltd	44 032

<b>Grants Paid</b>	<b>1 July 2019 to 30 June 2020 Amount \$</b>
The Beat	37 372
Batchelor Institute of Indigenous Tertiary Education	36 051
Child Australia	32 327
Tournament Of Minds (NT) Inc	29 773
Australian Children's Television Foundation	29 738
Board of the Museum and Art Gallery of the NT	28 000
Isolated Children's Parents' Association NT	26 644
Central Australian Community Toy Library Inc	26 182
YMCA of the Northern Territory Ltd	26 044
Train Safe NT Pty Ltd	25 610
Musica Viva Australia	24 554
Affinity Education Group Ltd	21 427
Centre for Appropriate Technology Ltd	18 304
ETANT Inc	18 281
Atyenhenge-Atherre Aboriginal Corporation	15 000
La Creche on the Avenue	13 727
Centralian Eisteddfod Council Inc	12 851
Murrupurtiyanuwu Catholic Primary School	12 200
Camp Australia Proprietary Ltd	11 827
NT Explorers Pty Ltd	11 364
Zuccoli Early Learners Early Education Centre	11 364
Darwin Toy Library Inc	10 000
Gundjehmi Aboriginal Corporation	10 000
Tennant Creek Childcare Centre	9 091
Little Flyers Darwin	8 955
Journey Early Learning Centre	8 864
Catholic Church of the Diocese of Darwin	8 669
St Mary's Catholic Primary School	8 636
ABH Investments Pty Ltd	8 373
Management Consulting Alliance Pty Ltd	8 160
Arnhem Early Learning Centre	8 091
Stuart Park Child Care Centre	7 909
Nightcliff Family Centre Inc	7 727
Top End Early Learning Centre Inc	7 273
Moulden Early Learning Centre	7 000
Central Australian Aboriginal Congress	6 636
Nhulunbuy Child Care Services Inc	6 455
Casuarina Childcare Centre Inc	6 409
Dripstone Children's Centre Inc	6 000
Mitchell Street Childcare Centre	6 000
Scallywags Childcare Centre	5 091

<b>Grants Paid</b>	<b>1 Jul 2019 to 30 June 2020 Amount \$</b>
Malak Family Centre	5 009
Preeti Kunj Child Care Centre	4 909
GAP Community Childcare Centre	4 818
Early Childhood Australia Inc NT Branch	4 545
Mother Teresa Catholic Primary School	4 091
Parap Family Centre Incorporated	4 000
Tiny Town Children's Centre Pty Ltd	3 988
Gray Child Care Centre Inc	3 818
Lutheran Child Care Centre	3 455
Six Little Ducks Childcare	2 000
Dragonfly Play & Learn	1 818
Alyangula Daycare Incorporated	437
Youthworx NT	130
<b>Total***</b>	<b>421 089 571</b>

\*Includes Commonwealth Quality Schools funding (\$221M), where the NTG acts as a 'post-box' arrangement for the distribution of grants to non-government schools

\*\*This amount represents funds paid to schools and includes the amount schools have elected to take via a cash grant under the School Resourcing Model

\*\*\*Excludes awards refer to question 29 below

**29. Please detail the funds utilised to distribute awards and sponsorships in the period beginning 1 July 2019 and ending 30 June 2020. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2020/21 financial year?**

During the period 1 July 2019 to 30 June 2020, the Department of Education provided funding for awards totalling \$17 050 and sponsorships of \$37 466. Awards and sponsorships were both funded by the NT Government. Funding for the awards and sponsorships were managed in the Darwin regional office. The anticipated budget for awards for 2020-21 is \$30 600 and \$39 500 for sponsorships.

**30. Please detail the amounts paid on grants to non-Government organisations for the period beginning 1 July 2019 and ending 30 June 2020, including to which organisation and the services to be provided?**

Grants paid by the Department of Education to non-government organisations for the period beginning 1 July 2019 and ending 30 June 2020 total \$295 761 589 is at Attachment I.

## **MEDIA MONITORING SERVICES**

- 31. Provide expenditure details on media monitoring services for the period beginning 1 July 2019 and ending 30 June 2020 (including entities engaged and who utilises the service).**

The Department of Education (the department) contributed a total of \$22 000 towards the shared government media monitoring services Isentia for the period of 1 July 2019 – 30 June 2020.

The Isentia Mediportal is utilised by the department's Communications and Media personnel and senior executives for the purposes of performing their day-to-day duties.

## **INFRASTRUCTURE PROJECTS**

- 32. How many projects have been submitted or are in the process of being submitted to Infrastructure Australia to be considered for the Infrastructure Priority List?**

A whole-of-government response to Question 32 will be provided by the Department of Industry, Tourism and Trade.

- 33. Please provide details of newly committed projects for the period beginning 1 July 2019 and ending 30 June 2020.**

A whole-of-government response to Questions 33 and 34 will be provided by the Department of Infrastructure, Planning and Logistics.

- 34. Please provide details of contracts awarded to interstate firms, for what purpose, the cost and why a Territory firm was not chosen.**

A whole-of-government response to Questions 33 and 34 will be provided by the Department of Infrastructure, Planning and Logistics.

## GOVERNMENT LEASED BUILDINGS

### 35. What is the total annual power bill of each Government building owned/leased/used by each Department for the period beginning 1 July 2019 and ending 30 June 2020?

Total annual power bill for the period beginning 1 July 2019 and ending 30 June 2020 is provided below:

Department of Education Buildings	Total \$
Alice Springs Plaza	22 320
Educational Store, Alice Springs	1 668
Educational Store, Tennant Creek	1 954
Ethos House, NT COGSO	7 928
Katherine Training Centre	81 746
Mitchell Centre <sup>1</sup> , Darwin	110 014
Palmerston and Rural Regional Office, Goyder Centre	16 327
Regional Director's Office, Tennant Creek	2 503
Satellite To All Remote Sites (STARS)	15 361
Tennant Creek Training Centre	91 253
Top End School of Flexible Learning	5 714
Transition Support Unit, Winnellie	6 442
Warehouse, Nhulunbuy	302
<b>Total power costs for Department of Education-leased buildings<sup>2</sup></b>	<b>\$363 532</b>

<sup>1</sup>Mitchell Centre is leased tenancy, power costs are included in the lease costs. Reported costs relate to afterhours usage.

<sup>2</sup>Schools are excluded as they are separate legal entities under the *Education Act 2015* and their power costs are reported in their respective annual Financial Statement on a calendar year basis.

### 36. What is the total annual leased space of each Government building used by each Agency/authority and at what cost for the period beginning 1 July 2019 and ending 30 June 2020?

A whole-of-government response to Question 36 will be provided by the Department of Corporate and Digital Development.

### 37. How much Government owned or leased premises or office space is currently under-utilised (at less than 100 per cent occupied) or vacant?

A whole-of-government response to Question 37 will be provided by the Department of Corporate and Digital Development.

## FEES AND CHARGES

**38. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2019/20 financial year and whether any of these fees and charges was increased following the passage of the 2019/20 financial year budget.**

Fees and charges levied by the Department of Education during the period 1 July 2019 to 30 June 2020 are detailed in Attachment J. Revenue raised from fees and charges for the period 1 July 2019 to 30 June 2020 was \$1 293 696.

There were no increases to non-government school registration application fees levied by the *Education Act 2015*, located in the relevant regulations at: <https://legislation.nt.gov.au/en/Legislation/EDUCATION-REGULATIONS-2015>

There were increases to Teacher Registration Fees levied by the *Teacher Registration (Northern Territory) Act* and are able to be located in the relevant regulations at: <https://legislation.nt.gov.au/api/sitecore/Act/PDF?id=12200>

International student fees<sup>1</sup> were increased from January 2020 and accommodation placement fees and international student administration fees were introduced from January 2020, consistent with section 67(1) and regulation 14 of the *Education Act 2015* (NT).

There were increases to Early Childhood Registration Fees levied by the department, as determined by the Australian Children's Education and Care Quality Authority (ACECQA). These fees are published on the ACECQA website: <https://www.acecqa.gov.au/resources/applications/indexation-of-fees>

There were also increases in the following fees:

- Copy or extract from Register of approved providers and education and care services (electronic copy)
- Application for qualification to be assessed for inclusion on lists of approved qualifications
- Application for determination of equivalent qualification.

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<sup>1</sup> <https://nt.gov.au/learning/international-education/study-at-an-nt-government-school/school-fees-for-international-students>

\*Wherever possible, the department takes into consideration the affordability of its fees and charges and where increases occur, this has been to off-set increased costs, such as indexation.

## INTERNAL AUDITS

### 39. How many internal audits and financial investigations were conducted in the period beginning 1 July 2019 and ending 30 June 2020?

Four internal audits were conducted during the period 1 July 2019 to 30 June 2020:

- Student Enrolment and Attendance Data – Student Records – completed in January 2020
- Official Travel – completed in February 2020
- Procurement and Value for Territory – completed in March 2020
- Review of Delegations – completed in March 2020.
- There were no financial investigations.

### 40. What were the terms of reference or focus for each investigation?

Internal audit/investigation	Terms of Reference or focus
Student Enrolment and Attendance Data – Student Records	The focus of the Student Records audit was to test the accuracy, currency and completeness of data in student record folders in the Student Administration Management System (SAMS) and the adequacy and effectiveness of processes and controls in place.
Official Travel	The focus of the internal Official Travel audit was to determine whether official travel complied with the Department of Education official travel policy and the Northern Territory Government travel policy framework.
Procurement and Value for Territory	The focus of the internal Procurement and Value for Territory audit was to determine compliance with the procurement rules relating to the Buy Local Plan and to assess the efficiency and effectiveness of the department's implementation of the Buy Local Plan.
Review of Delegations	The focus of the Review of Delegations audit was to determine whether powers from the Education Act 2015 and Education and Care Services (National Uniform Legislation) Act 2011 have been delegated to relevant department



Internal audit/investigation	Terms of Reference or focus
	employees effectively and exercised in line with administrative legal requirements.

**41. Please provide detail of any fraud, anomalies, breaches of financial legislation or Northern Territory Government policy and procedures exposed by the audits and financial investigations.**

The internal Student Enrolment and Attendance Data – Student Records audit did not identify any fraud or serious breaches of financial legislation, policies or procedures.

The internal Official Travel audit did not identify any fraud or serious breaches of financial legislation, policies or procedures. The audit identified some findings where the paperwork was not completed in accordance with the policies.

The internal Procurement and Value for Territory audit did not identify any fraud or serious breaches of financial legislation, policies or procedures. The audit identified some non-compliance findings where the paperwork was not completed in accordance with the policies.

The internal Review of Delegations audit did not identify any fraud or serious breaches of financial legislation, policies or procedures.

**BOARDS / ADVISORY BODIES**

- 42. Please detail all boards and advisory bodies in your Agency in 2019/20, also providing the following information:**
- a) The Terms of Reference, if changed from last year**
  - b) The current members and when they were appointed**
  - c) The total remuneration paid to each Board member during the 2019/20 financial year**
  - d) The itemised total cost incurred by the Board during the 2019/20 financial year**
  - e) The number of times the Board met during the period beginning 1 July 2019 and ending 30 June 2020**

The boards and advisory bodies included within this response are those recorded within the Northern Territory Government Boards and Committees database. This database captures:

- statutory bodies established under an Act of the Northern Territory with at least one member external to government
  - non-statutory bodies established by a NT Government Minister or by Cabinet Decision with at least one member external to Government.
- 42(a). A response to question 42(a) is provided at Attachment K, Attachment L and Attachment M.
- 42(b). A response to question 42(b) is provided at Attachment K.
- 42(c). This level of information is not appropriate to provide.
- 42(d). A response to question 42(d) is provided at Attachment K.
- 42(e). A response to question 42(e) is provided at Attachment K.

## **REVIEWS AND INQUIRIES**

**43. Details of all reviews and inquiries completed or commenced during the 2019/20 financial year, also providing the following information:**

- a) The Terms of Reference**
- b) The criteria for selection of all panel members**
- c) The composition, qualifications and state or territory of residence of the persons undertaking the review/inquiry**
- d) The cost of the review/inquiry**
- e) How the information was/is accumulated to contribute to the review/inquiry**
- f) If completed, when, the outcome and whether the report has been tabled in the Legislative Assembly**
- g) If not completed when this is expected**

### **Development of Strategic Business Risk Assessment and Internal Audit Plan**

- (a) The terms of reference were to identify and document the key strategic business risks for the department in the context of the newly defined strategic goals, set out in the Strategic Framework and Education NT Strategy 2019-2022.
- (b) The selection criteria for the reviewer was through a procurement process on the basis of the following criteria: specific expertise, timeliness/availability, value for money, and knowledge and understanding of the Territory context.
- (c) KPMG was selected to undertake the review. The firm has a registered office in the Northern Territory.

- (d) There was no cost for the review for the 2019/20 financial year period. A total of \$30 000 was paid to the contractor in payments made in April and June 2019.
- (e) The review included consultation with internal stakeholders including the Education Executive Board, senior executives and key department personnel.
- (f) The review was completed in November 2019.

### **Review of non-government school funding arrangements**

- (a) The terms of reference were to review non-government school funding arrangements and develop a new contemporary funding model that is transparent, sustainable, equitable, needs-based and easy for schools to understand.
- (b) The selection criteria for the reviewer was established through a procurement process and focused on their expertise in funding models.
- (c) The advisory firm Management Consulting Alliance Pty Ltd (MCA) was selected to undertake the review. The firm is based in the Northern Territory.
- (d) The cost of the review for the 2019/20 financial year period was \$32 800.
- (e) The review included a questionnaire, consultation workshops and a desktop review.
- (g) The review was completed in June 2020.

### **Provision of a future focused governance model**

- (a) The terms of reference were to conduct a desktop review to develop recommendations for a new governance model for the department.
- (b) The selection criteria for the reviewer was established through a procurement process and focused on previous experience, and suitably qualified personnel.
- (c) The advisory firm Board Matters was selected to undertake the review. The firm has a registered office in Queensland.

- (d) There was no cost for this consultancy in the 2019/20 financial year period. Costs of \$51 767 were recorded in April 2020.
- (e) The review included consultation with key stakeholders and desktop review.
- (g) The overarching review was completed in September 2020.

**Review the implementation of the Centralisation of Funding for Extended Personal Leave (EPL) Project (six month stage-gate review)**

- (a) The terms of reference were to review the current state, including processes and workflows in relation to funding extended personal leave; interview key corporate and school stakeholders; consider data, reports and systems; and identify potential longer term feasibility and funding of centralising extended personal leave costs.
- (b) The selection criteria for the reviewer, established through a procurement process were: skills and experience of available team and price.
- (c) Merit Partners Pty Ltd was selected to undertake the review. The firm has a registered office in the Northern Territory.
- (d) The cost of the review for the 2019/20 financial year was \$26 235.
- (e) The review was conducted by surveys and consultation with key stakeholders.
- (f) The review was completed in November 2019.

**Review of School Sport NT Structural Alignment and Governance**

- (a) The terms of reference were to review and identify the most appropriate legal entity and governance structure for School Sport NT (SSNT).
- (b) The selection criteria for the reviewer was established through a procurement process and focused on their expertise in public sector governance and local context.
- (c) The advisory firm Management Consulting Alliance Pty Ltd (MCA) was selected to undertake the review. The firm is based in the Northern Territory.

- (d) The cost of the review for the 2019/20 financial year was \$6 480.
- (e) The review included a desktop review and consultation with key stakeholders.
- (f) The review was completed in August 2019.

**Review undertaken into the department's response to two emergency events, Tropical Cyclone Trevor in March 2019 and bushfires impacting the Girraween School and Berry Springs School in September 2019**

- (a) The terms of reference were to review the department's Emergency Management Framework and other relevant documentation; interview key managers and principals to determine what worked well and where improvements could be made; identify how the Emergency Management Framework was applied; and provide recommendations for improvement.
- (b) The selection criteria for the reviewer, established through a procurement process, included experience in emergency management processes and reviews.
- (c) Warton Strategic was selected to undertake the review. The firm is based in the Northern Territory.
- (d) The cost for the review in the 2019/20 financial year was \$22 012.
- (e) The review was conducted by consultation with key staff and documentation review.
- (f) The review was completed in December 2019.

**Undertake a review of the Katherine Housing Program - Financial modelling to identify potential savings**

- (a) The terms of reference were to identify potential savings in the Katherine Housing program, assess the impact on teachers, produce consultation material and a final report.
- (b) The selection criteria for the reviewer was through a procurement process on the basis of the following criteria: specific expertise, timeliness/availability, value for money, and knowledge and understanding of the Territory context.
- (c) Zed Consulting & Associates Pty Ltd was selected to undertake the review. The firm has a registered office in the Northern Territory.

- (d) The cost for the review in the 2019/20 financial year was \$64 898.
- (e) The review included consultation with key stakeholders and document review.
- (f) The review was completed in September 2019.

**Undertake security review and risk assessment of Mitchell Centre Reception on level 10**

- (a) The terms of reference were to provide expert advice regarding physical and operational changes that the department could implement to improve security of the reception area and the safety of the reception staff.
- (b) The selection criteria for the reviewer was through a procurement process on the basis of the following criteria: specific expertise in security, timeliness, availability and value for money.
- (c) Connley Walker Pty Ltd was selected to undertake the review. The firm has a registered office in the Northern Territory.
- (d) The cost for the review in the 2019/20 financial year was \$6 818.
- (e) The review included consultation with key stakeholders and document review.
- (f) The review was completed in February 2020.

**Principal Classification Position review - Jurisdictional analysis and reporting**

- (a) The terms of reference were to conduct a Job Evaluation System (JES) review of principal positions, review current classifications and remuneration levels in other jurisdictions, and provide advice on implementation options and employment structures.
- (b) The selection criteria for the reviewer was through a procurement process that accessed the existing NTG panel contract with the Office of the Commissioner for Public Employment (OCPE), on the basis of the following criteria: specific expertise in JES reviews, timeliness, availability and value for money.
- (c) Mercer Consulting (Australia) Pty Ltd was selected to undertake the review. The firm is based in Victoria.

- (d) The cost for the review in the 2019/20 financial year was \$108,362.
- (e) The review included consultation with key stakeholders, surveys, interviews, focus groups and document review.
- (g) The review is scheduled for completion in December 2020.

**Review of Human Resources Service delivery model and organisation design**

- (a) The terms of reference were to conduct a detailed review of the Human Resources Division to understand human resources service delivery, processes and procedures to improve effectiveness and efficiency.
- (b) The selection criteria for the reviewer was through a procurement process on the basis of the following criteria: specific expertise in human resources, timeliness, availability and value for money.
- (c) Mercer Consulting (Australia) Pty Ltd was selected to undertake the review. The firm is based in Victoria.
- (d) The cost for the review in the 2019/20 financial year was \$39 124.
- (e) The review included consultation with key stakeholders, focus groups, interviews and document review.
- (f) The review was completed in August 2019.

**Work Health and Safety review of Juno Facility at Tennant Creek**

- (a) The terms of reference were to review the work health and safety (WHS) policies and procedures at the Juno Centre, Tennant Creek, and compliance with relevant legislation and department requirements.
- (b) The selection criteria for the reviewer was through a procurement process on the basis of the following criteria: specific expertise in work health and safety, timeliness, availability and value for money.
- (c) Total Safety Solutions was selected to undertake the review. The firm has a registered office in the Northern Territory.
- (d) The cost for the review in the 2019/20 financial year was \$8 218.
- (e) The review included a site inspection and document review.

- (f) The review was completed in January 2020.

### **Review of Haileybury Rendall School Funding Agreement**

- (a) The terms of reference were to review the school's current projection calculations for the 2020 and 2021 calendar years and provide recommendations to inform the department.
- (b) The selection criteria for the reviewer was through a procurement process on the basis of the following criteria: specific expertise, timeliness, availability, local content and value for money.
- (c) Management Consulting Alliance Pty Ltd (MCA) was selected to undertake the review. The firm is based in the Northern Territory.
- (d) The cost for the review in the 2019/20 financial year was \$1 000.
- (e) The review included consultation with key stakeholders and document review.
- (f) The review is currently ongoing.

### **Impact Assessment – Collaborative Impact Program**

- (a) The terms of reference were to review the program to assess impact through participant survey, lesson observations and targeted interviews.
- (b) The selection criteria for the reviewer was through a procurement process on the basis of the following criteria: specific expertise in data analysis, timeliness, availability and value for money.
- (c) Incept Labs Australia Pty Limited was selected to undertake the review. The firm is based in New South Wales.
- (d) The cost for the review in the 2019/20 financial year was \$62 776.
- (e) The provider analyses data and provides a written and verbal brief on their findings (including recommendations and summary conclusions) to the department's executive.
- (g) The review is scheduled for completion in March 2021.

### **Review of KPIs**

- (a) The Terms of Reference were to develop suitable key performance indicators to measure the Department of Education's performance



in achieving its strategic priorities and inform the development of the 2020-21 Budget Papers.

- (b) The selection criteria for the reviewer was through a procurement process on the basis of the following criteria: specific expertise in working with the public service, timeliness, value for money, capacity and local content.
- (c) PricewaterhouseCoopers Indigenous Consulting was selected to undertake the review. This firm has a registered office in the Northern Territory.
- (d) The cost for the review in the 2019/20 financial year was \$24 887.
- (e) The review included consultation with key stakeholders, focus groups, interviews and document review.
- (f) The review was completed in August 2020.

## **WORKPLACE HEALTH AND SAFETY**

### **44. Please provide the number, nature and cost of reportable safety issues for the period beginning 1 July 2019 and ending 30 June 2020.**

For the period beginning 1 July 2019 and ending 30 June 2020, there were seven reportable safety issues relating to a serious injury or illness or dangerous incident.

**Table 1: Employee safety issues reported to NT WorkSafe**

Count	Nature	Cost
1	Laceration	Nil
1	Dislocation	Nil
1	Contusion, bruising	Nil
1	Concussion	Nil
2	Fracture	Nil

**Table 2: School council employee - Safety issues reported to NT WorkSafe**

Count	Nature	Cost
1	Exposure to substances without current injury or disease apparent	Nil

**45. Please detail the number of stress related matters and claims for the period beginning 1 July 2019 and ending 30 June 2020.**

For the period beginning 1 July 2019 and ending 30 June 2020, there were 24 stress related matters and 15 stress related claims.

**Employee stress related matters reported**

Count	Nature
1	Work-related harassment and/or workplace bullying
1	No injury
2	No injury
2	Stress, depression, anxiety
3	Stress, depression, anxiety
4	Stress, depression, anxiety
5	Work pressure
6	Stress, depression, anxiety

**Workers' Compensation Stress claims lodged with insurer – Gallagher Bassett**

Total number of new stress related claims - 1 July 2019 and ending 30 June 2020.	15
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## REGIONAL OFFICES

46. Please detail expenditure on staff located in regional offices across the Territory. Include the number of staff, their functions and outcomes achieved in the 2019/20 financial year. What are the locations for which they are responsible?

Support staff in six regional offices service 153 government schools across the Northern Territory (NT):

Region <sup>1</sup>	Number of students	Number of schools	Regional support staff as at 24/06/2020 <sup>2, 3</sup>	Regional staff expenditure <sup>4</sup>
Central	4 381	36	45	\$5.33M
East Arnhem	2 776	13	19	\$2.16M
Barkly	1 285	13	18	\$2.08M
Darwin	11 873	28	29	\$3.41M
Big Rivers	3 882	28	41	\$4.71M
Top End	9 667	35	14	\$1.54M
Multiple region support <sup>5</sup>	-	-	66	\$8.53M

<sup>1</sup> Outcomes achieved specific to each region are outlined at Attachment N

<sup>2</sup> This measure based on staff actual Full-Time Equivalent (FTE). Further detail provided at Attachment O

<sup>3</sup> This data represents a break in series compared to previous data, due to being collated differently by DCDD following machinery of government changes, and due to the realignment of regions in June 2020.

<sup>4</sup> Based on FTE staffing costs at mid-point increment. Assumes approximate cost of employee for full financial year.

<sup>5</sup> Multiple region support refers to staff who service two or more regions.

Department of Education regional staff provide direct support to schools to ensure that all students, regardless of where they live, have the best opportunity to engage, grow and achieve. Within their teams, staff routinely provide support as outlined below.

**Quality Teaching and Learning** provides services and support to school leaders and teachers to support students' progress and achievement. Support is provided through a system of coaching and mentoring to build teacher capability in the delivery of high quality curriculum, assessment, reporting and pedagogy, as well as supporting data collection and analysis, setting learning goals and addressing each students need (including diversity).

**Early Childhood Education and Care** provides regulatory and pedagogical advice, service, monitoring and support to improve the quality and integration of early childhood education and care services.

**Student Wellbeing and Inclusion** provides school staff and students with advice and support in relation to inclusive practices, wellbeing and behaviour and support programs, projects and national initiatives across inclusion, student wellbeing and behaviour.

**Engagement and Partnerships** builds strong partnerships between students, families, schools, the community and industry to empower communities to be more involved in the education of their children.

**Financial Services** provides differentiated support to schools by defining, monitoring and evaluating the strategic future for finance, ensuring strong governance and financial management practices.

**Quality School Systems and Support** provides operational advice and services to schools, tailored to their needs and focussed on supporting their improvement agenda.

**School Improvement and Leadership** tailors differentiated support to schools, to build the capability and capacity of school leaders to drive continuous school improvement and deliver quality education outcomes for children and young people.

**ATTACHMENT A** (for sub-question 13)

**Total expenditure on consultancies for the period 1 July 2019 to 30 June 2020**

Purpose (a)	Cost incurred in 2019-20 (b)	Person or entity engaged (c)	Principle place of business (d)	Report tabled in Legislative Assembly (e)	Outcomes or key performance indicators (f)	Tenders or expressions of interest invited prior to work? (g)
Position review - Jurisdictional analysis and reporting. Job Evaluation System (JES) review of principal positions, review current classifications and remuneration levels in other jurisdictions and provide advice on implementation options and employment structures.	\$108 362	Mercer Consulting (Australia) Pty Ltd	Level 6, 70 Franklin Street ADELAIDE SA 5000	No	Report on recommendations	Direct contracting in accordance with procurement rules.
Teacher Housing Subsidy Program Analysis – Financial modelling to identify potential savings in the Katherine Housing program and assess the impact on teachers.	\$64 898	Zed Consulting & Associates Pty Ltd	43A Fullarton Road, Kent Town SA 5067	No	Produce a financial model, guidelines and final report.	Yes

Purpose (a)	Cost incurred in 2019-20 (b)	Person or entity engaged (c)	Principle place of business (d)	Report tabled in Legislative Assembly (e)	Outcomes or key performance indicators (f)	Tenders or expressions of interest invited prior to work? (g)
Evaluation of the Provision of Collaborative Impact Framework, providing recommendations to enhance the quality of teaching and learning performance leading to improved student outcomes.	\$62 776	Incept Labs Australia Pty Limited	Suite 505, 35 Lime St, Sydney NSW 2000	No	Report on recommendations	Yes
Development and delivery of a Future-Focused Governance Model for the Department of Education. The model is to enable acceleration of school and system improvement, drive innovative practice and meet compliance and regulatory requirements of the Northern Territory Government and Commonwealth Government.	\$51 767	Board Matters Pty Ltd	PO BOX 103, Paddington QLD 4064	No	Delivery of Future-focused Governance model	Yes
Timetable and staffing utilisation reviews on government schools with recommendations provided to improve resource management.	\$51 633	Eduvation	PO Box 767 Coolalinga NT 0839	No	Report on recommendations	Quotations obtained in accordance with procurement rules.

Purpose (a)	Cost incurred in 2019-20 (b)	Person or entity engaged (c)	Principle place of business (d)	Report tabled in Legislative Assembly (e)	Outcomes or key performance indicators (f)	Tenders or expressions of interest invited prior to work? (g)
Review of Human Resources Service delivery model and organisation design.	\$39 124	Mercer Consulting (Australia) Pty Ltd	Level 6, 70 Franklin Street ADELAIDE SA 5000	No	Report on findings and recommendations	Yes
Develop options for a contemporary funding model for NT non-government schools.	\$32 800	Management Consulting Alliance Pty Ltd (MCA)	GPO Box 2582 Darwin NT 0801	No	Report on options and develop funding model.	Yes
Review of Delegations - A high level review with the overall objective of determining whether powers from the legislation within scope have been delegated to relevant department employees effectively and exercised in line with administrative legal requirements.	\$30 400	Management Consulting Alliance Pty Ltd (MCA)	GPO Box 2582 Darwin 0801	No	Report on recommendations	Yes
Review the implementation of the Centralisation of Funding for Extended Personal Leave.	\$26 235	Merit Partners Pty Ltd	GPO Box 3470 Darwin NT 0801	No	Report on findings and recommendations	Yes

Purpose (a)	Cost incurred in 2019-20 (b)	Person or entity engaged (c)	Principle place of business (d)	Report tabled in Legislative Assembly (e)	Outcomes or key performance indicators (f)	Tenders or expressions of interest invited prior to work? (g)
Undertake after action response review into the department's response to two emergency events: Tropical Cyclone Trevor in March 2019 and bushfires impacting the Girraween School and Berry Springs School to assist DoE in continuing to strengthen its emergency management framework and to prepare the EMC for emergency responses in the future.	\$22 012	Warton Strategic	PO Box 2656 Parap NT 0804	No	Report on findings and recommendations	Yes
Develop and implement a Workplace Safety Management Plan, risk registers, and design and develop a training program and deliver training.	\$16 709	Total Safety Solutions	12 Adams Rd Yarrowonga NT 0830	No	Develop and implement risk register. Design, develop and deliver training program.	Yes



Purpose (a)	Cost incurred in 2019-20 (b)	Person or entity engaged (c)	Principle place of business (d)	Report tabled in Legislative Assembly (e)	Outcomes or key performance indicators (f)	Tenders or expressions of interest invited prior to work? (g)
<p>Special investigation - non-government school. Investigate and report on a school's compliance with the relevant sections of the <i>Education Act</i> with regards to:</p> <ul style="list-style-type: none"> <li>• adequate safeguards for the health, safety and wellbeing of its staff and students; and</li> <li>• appropriate policies and procedures to deal with complaints and disputes.</li> </ul>	\$15 600	Management Consulting Alliance Pty Ltd (MCA)	GPO Box 2582 Darwin NT 0801	No	Report on findings	Yes
<p>Routine Assessment regarding a non-government school to ensure that the school is complying with registration requirements under the <i>Education Act</i> and Regulations.</p>	\$10 832	Management Consulting Alliance Pty Ltd (MCA)	GPO Box 2582 Darwin NT 0801	No	Report on findings	Yes

Purpose (a)	Cost incurred in 2019-20 (b)	Person or entity engaged (c)	Principle place of business (d)	Report tabled in Legislative Assembly (e)	Outcomes or key performance indicators (f)	Tenders or expressions of interest invited prior to work? (g)
Develop a risk register for the establishment of a new school at Zuccoli. This included the interface between operational and infrastructure delivery to ensure a successful outcome.	\$9 455	KPMG Australia	18 Smith Street Darwin NT 0800	No	Develop risk register for the project oversight group to manage risks.	Yes
Work, Health & Safety review of the Juno Facility at Tennant Creek.	\$8 218	Total Safety Solutions	12 Adams Road Yarrowonga NT 0830	No	Report on findings and recommendations	Quotation obtained in accordance with procurement rules.
Provision of Governance and Financial Advice regarding a non-government School. An Independent consultant to provide guidance and implement additional cost reduction strategies and establish ongoing financial viability.	\$8 000	Management Consulting Alliance Pty Ltd (MCA)	GPO Box 619 Darwin NT 0801	No	Report on findings	Yes

Purpose (a)	Cost incurred in 2019-20 (b)	Person or entity engaged (c)	Principle place of business (d)	Report tabled in Legislative Assembly (e)	Outcomes or key performance indicators (f)	Tenders or expressions of interest invited prior to work? (g)
Develop and implement a new operating model for "The Three Year Old Kindy".	\$7 840	Business & Community Developments	PO Box 1547, Nightcliff NT 0810	No	Report on findings	Quotation obtained in accordance with procurement rules
Undertake a security review and risk assessment of Mitchell Centre Reception on level 10, to obtain expert advice regarding physical and operational changes that DoE could implement to improve security of the reception area and the safety of the reception staff.	\$6 818	Connley Walker Pty Ltd	11 Louise Street Brighton East VIC 3187	No	Report on recommendations	Yes
Review the structural alignment and governance of School Sport NT.	\$6 480	Management Consulting Alliance Pty Ltd (MCA)	GPO Box 2582 Darwin 0801	No	Report on findings and recommendations	Yes

Purpose (a)	Cost incurred in 2019-20 (b)	Person or entity engaged (c)	Principle place of business (d)	Report tabled in Legislative Assembly (e)	Outcomes or key performance indicators (f)	Tenders or expressions of interest invited prior to work? (g)
<p>Special investigation - non-government school. Investigate and report on a school's compliance with the relevant sections of the <i>Education Act</i> with regards to:</p> <ul style="list-style-type: none"> <li>• adequate safeguards for the health, safety and wellbeing of its staff and students; and</li> <li>• appropriate policies and procedures to deal with complaints and disputes.</li> </ul>	\$5 200	Management Consulting Alliance Pty Ltd (MCA)	GPO Box 619 Darwin NT 0801	No	Report on findings and recommendations	Yes
Special Investigation regarding a Government school - A review of the Purchase Order process at the government school.	\$4 050	Debbie Wilson & Associates Pty Ltd	PO Box 39698 Winnellie NT 0821	No	Report on findings	Quotation obtained in accordance with procurement rules

Purpose (a)	Cost incurred in 2019-20 (b)	Person or entity engaged (c)	Principle place of business (d)	Report tabled in Legislative Assembly (e)	Outcomes or key performance indicators (f)	Tenders or expressions of interest invited prior to work? (g)
Review of a non-government school's budget projections for the 2020 and 2021 calendar years and provide recommendations to inform the department.	\$1 000	Management Consulting Alliance Pty Ltd (MCA)	GPO Box 2582 Darwin NT 0801	No	Report on findings	Yes
<b>Total</b>	<b>\$590 209</b>					

**ATTACHMENT B** (for sub-question 15)

<b>Contracts and tenders awarded to business entities with their principal place of business in the Northern Territory and works undertaken.</b>	
<b>Contractor Name</b>	<b>Works Undertaken (Title of Requisition)</b>
AEG Ogden (Darwin) Pty Ltd T/A Darwin Convention Centre	2019 Leaders' Conference Venue Hire
Area 9 Pty Ltd	Provision of Adobe Licensing Subscription Renewal
Jarta Business Assist Pty Ltd	Major Program Initiatives - Communications, and Policy and Recruitment Coordination Services
Management Consulting Alliance Pty Ltd	Special Investigation of Essington International School
Management Consulting Alliance Pty Ltd	Review of School Financial Projections
Medina Property Services Pty Limited T/As Vibe Hotel Darwin Waterfront	2019 Leaders' Conference Accommodation
Randstad Pty Limited	LAN Cabling Project-Technical Coordinator
Assurance Advisory Group Pty. Ltd.	National School Reform Agreement - Reporting Certification
BG Hotels (Darwin) Pty Ltd	January 2020 Teacher Orientation - Venue Hire, Catering and AV
Furniture Discounts	Supply and installation of blinds to J Block conference room
NT Link Pty Ltd	Supply, Delivery and Installation of Transportable Buildings at East Arm
Andrew Warton T/As Warton Strategic	Tropical Cyclone Trevor - Response Review
PriceWaterhouseCoopers Indigenous Consulting Pty Limited	Develop and update ICAC policy and procedures
PriceWaterhouseCoopers Indigenous Consulting Pty Limited	Development of Strategic Key Performance Indicators
Debbie Wilson & Associates Pty Ltd	School Sport NT short-term financial record keeping
Dynamic Catering Solutions	Provision of hand sanitiser for schools
Dynamic Catering Solutions	Supply of Hand Sanitiser for NT Schools
Eduvation	Action Plan in response to 2019 Eduvation timetable and curriculum review
Arafura Cleaning Company Pty Ltd	Arnhem Education Office - Provision of Cleaning Services for a Period of 12 Months
Normist Pty. Ltd.	Provision of hand wipes for use in schools
Normist Pty. Ltd.	Provision of hand sanitiser for schools
Stanes Transport NT Pty Ltd	Provision of freight to remote schools

Tina Lambert Darwin NT CJ Consulting Hr Solutions Pty Ltd Darwin NT	Finance Policy and Handbook Review and Development
Australian Institute Of Company Directors	Provision of governance training for Department of Education and Territory Families executive board members
Zed Management Consulting	Principal Remuneration Financial Modelling and Analysis
HR Solutions Pty Ltd	Finance Policy and Handbook Review and Development

**ATTACHMENT C** (for sub-question 16)

<b>Contracts and tenders awarded to business entities with their principal place of business outside the Northern Territory and works undertaken.</b>	
<b>Contractor Name</b>	<b>Works Undertaken (Title of Requisition)</b>
X Factor Education Ltd	The Developing Brain Workshops and Presentations
Ruth Miskin Literacy Limited	Read, Write, Inc training licence for 18 months
Tony Blair Institute for Global Change	Development and Delivery of Australian Curriculum General Capabilities Professional Learning Model
Growth Coaching International Pty Ltd	Provision of Coaching Accreditation Program
Wall Media	2019 Leaders Conference - Master of Ceremonies
BiTech Group Pty Limited	SAP Business Objects Migration Specialist
Findex (Aust) Pty Ltd	GST Manual for Schools
Queensland Education Leadership Institute Limited	School Improvement Leadership Program for a Period of 24 Months
Board Matters Pty Ltd	Provision of a Future-Focused Governance Model
The Australian Council for Educational Research Limited	Provision of School Reviews and Training for a Period of 12 Months
The Learning First Group Pty Ltd	Consultancy - Provision of Leadership Strategy
The University of Melbourne	Provision of Services to Support Access to ABLES Assessment Tools for a period expiring on 20 December 2020
Tracey Ezard Pty Ltd	Provision of Collaborative Professional Learning
The Eventful Learning Co. Pty Ltd	Provision of Event Architect and Facilitator for Conference
Pivot Professional Learning Pty Ltd	Provision of Student Perception Survey and related school improvement services
Innovation Unit Australia New Zealand Limited	Optimising Innovation - Co-development Workshop and Project Coaching
Innovation Unit Australia New Zealand Limited	Development and Delivery of Innovation Incubators



**ATTACHMENT D** (for sub-question 19)

<b>a) Description</b>	<b>b) Value \$</b>	<b>c) Reason</b>
Consultancy – Provision of Leadership Strategy	287 000	<p>To understand the needs of DoE, in delivering a leadership strategy, the consultant must have significant experience, knowledge and expertise in the education field at the strategic level and complexity, experience in transforming school and corporate systems.</p> <p>Select quotation process was followed.</p> <p>Three companies were invited to submit an offer. Offers were received from two of these companies and a competitive assessment process was undertaken</p>

**ATTACHMENT E** (for sub-question 20)

**Position titles and levels of the staff holding the corporate credit cards for the purchase of goods and/or services as at 30 June 2020.**

	<b>Position titles</b>	<b>Level</b>
1	Administration Assistant	A02
2	Administration Officer	A02
3	Administrative Support Officer	A02
4	Communication and Compliance Officer	A03
5	Divisional Travel Officer	A03
6	Project Assistant	A03
7	Administration Officer	A03
8	Registration and Administration Assistant	A03
9	Administrative Support Officer	A03
10	Divisional Travel Officer	A03
11	Travel and Relocation Officer	A03
12	Travel Officer	A03
13	Administration Officer	A04
14	Business Services Officer	A04
15	Executive Assistant	A04
16	Executive Assistant	A04
17	Executive Assistant	A04
18	Finance and Operations Manager	A04
19	Industry Engagement Officer	A04
20	Project Officer	A04
21	Project Officer	A04
22	Project Officer	A04
23	Project Support Officer, School and System Improvement	A04
24	Strategic Recruitment Assistant	A04
25	Support Officer, Enterprise Project Management Office	A04
26	Business Manager Remote School	A05
27	Facilities and Operations Manager	A05
28	Finance Analyst	A05
29	Mentor	A05
30	Admin and Finance Manager	A05
31	Administration and Finance Manager, North	A05
32	Business Manager Remote School	A05
33	Executive Officer, Professional Teachers Association of the NT	A05
34	Facility Manager Katherine Training Centre	A06
35	Information and Liaison Officer	A06
36	Senior Executive Assistant	A06
37	Senior Registration and Office Manager	A06
38	Events Manager	A06
39	Acting Program Manager	A07
40	Manager Quality School Finance Support Darwin	A07

	<b>Position titles</b>	<b>Level</b>
41	Senior Operations Officer	A07
42	Acting Director Quality School Systems and Support, South	A/SA02

**ATTACHMENT F** (for sub-question 22)

**School Survey 2019 (Education Services Australia)**

**1. MANDATED STUDENT QUESTIONS**

<b>Student Survey</b>		
<b>Question type</b>	<b>Question</b>	<b>Response categories</b>
Demographic	1. Are you male or female? (optional)	Please select only ONE of the following: <ul style="list-style-type: none"> <li>• Male</li> <li>• Female</li> <li>• Other, please specify</li> <li>• Prefer not to answer</li> </ul>
	2. What year level are you in?	Please select only ONE of the following: <ul style="list-style-type: none"> <li>• Preschool</li> <li>• Transition</li> <li>• Year 1...</li> <li>• Year 12</li> </ul>
	3. Are you of Aboriginal or Torres Strait Islander origin? (optional)	Please select only ONE of the following. <ul style="list-style-type: none"> <li>• No</li> <li>• Yes – Aboriginal</li> <li>• Yes – Torres Strait Islander</li> <li>• Yes – both</li> <li>• Prefer not to answer</li> </ul>
National	4. My teachers expect me to do my best.	Please select only ONE response for each item: <ul style="list-style-type: none"> <li>• Strongly disagree</li> <li>• Disagree</li> <li>• Neither</li> <li>• Agree</li> <li>• Strongly agree</li> </ul>
	5. My teachers provide me with useful feedback about my school work.	
	6. Teachers at my school treat students fairly.	
	7. My school is well maintained.	
	8. I feel safe at my school.	
	9. I can talk to my teachers about my concerns.	
	10. Student behaviour is well managed at my school.	
11. I like being at my school.		

	12. My school looks for ways to improve.	
	13. My school takes students' opinions seriously	
	14. My teachers motivate me to learn.	
	15. My school gives me opportunities to do interesting things.	
Jurisdiction	16. My teachers make sure I understand the work I am asked to do.	Please select only ONE response for each item: <ul style="list-style-type: none"> <li>• Strongly disagree</li> <li>• Disagree</li> <li>• Neither</li> <li>• Agree</li> <li>• Strongly agree</li> </ul>
	17. My teacher understands how I learn.	
	18. My teacher supports me to set my own learning goals.	
	19. My teacher supports me to understand my learning data.	
	20. There are opportunities for me to be a leader at my school. (e.g in sports, as a house captain as a leader of a buddy class).	
	21. My school prepares me for my future.	
	22. I am supported by teachers and staff at the school to do my best.	
	23. I felt ready to start primary / middle / senior school.	
	24. There is an adult at my school who cares about me and knows me well.	
	25. My school values the language and cultural background of all students.	
	26. My school celebrates the success and achievement of students.	
	27. I know how to manage my emotions when I am upset.*	
	28. I have good friends that I care about.*	
	29. I know where to get help at school if I need it.*	
	30. I know how to communicate safely and respectfully when I am online.*	
	31. I plan to progress through school and finish Year 12.*	
	32. Do you have any feedback on this survey? (optional)	Text box

\*Questions added in the 2019 survey.

## 2. MANDATED PARENT QUESTIONS

<b>Parent Survey</b>		
<b>Question type</b>	<b>Question</b>	<b>Response categories</b>
Demographic	1. What is the year level of the child you are considering when you answer this survey?	Please select only ONE of the following: <ul style="list-style-type: none"> <li>• Preschool</li> <li>• Transition</li> <li>• Year 1...</li> <li>• Year 12</li> </ul>
	2. Are you of Aboriginal or Torres Strait Islander origin? (optional)	Please select only ONE of the following. <ul style="list-style-type: none"> <li>• No</li> <li>• Yes – Aboriginal</li> <li>• Yes – Torres Strait Islander</li> <li>• Yes – both</li> <li>• Prefer not to answer</li> </ul>
National	3. Teachers at this school expect my child to do his or her best.	Please select only ONE response for each item: <ul style="list-style-type: none"> <li>• Strongly disagree</li> <li>• Disagree</li> <li>• Neither</li> <li>• Agree</li> <li>• Strongly agree</li> </ul>
	4. Teachers at this school provide my child with useful feedback about his or her school work.	
	5. Teachers at this school treat students fairly.	
	6. This school is well maintained.	
	7. My child feels safe at this school	
	8. I can talk to my child's teachers about my concerns.	
	9. Student behaviour is well managed at this school	
	10. My child likes being at this school.	
	11. This school looks for ways to improve.	
	12. This school takes parents' opinions seriously.	
	13. Teachers at this school motivate my child to learn.	
	14. My child is making good progress at this school.	
	15. My child's learning needs are being met at this school.	
	16. This school works with me to support my child's learning.	

Jurisdiction	17. I feel well informed about what is happening at the school. (e.g school curriculum, after school program, wellbeing programs, building works).	Please select only ONE response for each item: <ul style="list-style-type: none"> <li>• Strongly disagree</li> <li>• Disagree</li> <li>• Neither</li> <li>• Agree</li> <li>• Strongly agree</li> </ul>
	18. 19. I know how to support my child's learning and development,	
	19. My school shares data to inform me about my child's learning in a way that I can understand.	
	20. My child was well supported to transition into primary / middle / senior school.	
	21. My child was well supported to start school this year.	
	22. I have opportunities to have a say in the direction of the school and its education programs.	
	23. I would recommend this school to other parents.	
	24. My child knows how to manage their emotions.*	
	25. My child has good friends that they care about.*	
	26. My child knows where to get help at school if they need it.*	
27. My child knows how to communicate safely and respectfully online.*	Please select ALL that apply. <ul style="list-style-type: none"> <li>• Online</li> <li>• Via e-mail</li> <li>• Hard copy</li> <li>• Through face-to-face discussion</li> <li>• Other, please specify</li> </ul>	
28. I would prefer the school to share information about my child's achievement with me (for example their attendance and NAPLAN results).*		
Jurisdiction – preschool only	29. Is the child you are answering this survey for in preschool? <i>If your child is not in preschool, please skip the next 4 questions.</i>	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
	30. What hours does your preschool operate?	<ul style="list-style-type: none"> <li>• 2 ½ days per week</li> <li>• 3 hours a day for 5 days</li> <li>• Other, please specify</li> </ul>
	31. How satisfied with these hours of operation are you?	Please select only ONE response for each item: <ul style="list-style-type: none"> <li>• Very dissatisfied</li> <li>• Dissatisfied</li> <li>• Neutral</li> <li>• Satisfied</li> <li>• Very satisfied</li> </ul>
	32. How satisfied overall with the preschool program are you?	
	33. Do you have any feedback about the hours or programming at your child's preschool?	Text box
34. Do you have any feedback on this survey? (optional)	Text box	

\*Questions added in the 2019 survey.

### 3. MANDATED STAFF QUESTIONS

<b>Staff Survey</b>		
Demographics	Question	Response categories
	1. How many years have you been working in schools?	Please select only ONE of the following: <ul style="list-style-type: none"> <li>• 1 year or less</li> <li>• 2 to 4 years</li> <li>• 5 to 9 years</li> <li>• More than 10 years</li> <li>• More than 20 years</li> </ul>
	2. Are you of Aboriginal or Torres Strait Islander origin? (optional)	Please select only ONE of the following. <ul style="list-style-type: none"> <li>• No</li> <li>• Yes – Aboriginal</li> <li>• Yes – Torres Strait Islander</li> <li>• Yes – both</li> <li>• Prefer not to say</li> </ul>
	3. Are you a full-time or part-time employee?	<ul style="list-style-type: none"> <li>• Full time</li> <li>• Part time</li> </ul>
	4. Which category best describes your employment?	<ul style="list-style-type: none"> <li>• Permanent</li> <li>• Fixed-term</li> <li>• Temporary/casual</li> </ul>
	5. Which best describes your position in the school?	<ul style="list-style-type: none"> <li>• School leadership position</li> <li>• Teaching position</li> <li>• Non-teaching position</li> </ul>
	6. What year level(s) do you teach? <i>Teaching positions only.</i>	Please select ALL that apply: <ul style="list-style-type: none"> <li>• Preschool</li> <li>• Transition</li> <li>• Year 1...</li> <li>• Year 12</li> </ul>
Jurisdiction	7. Teachers at this school expect students to do their best.	Please select only ONE response for each item: <ul style="list-style-type: none"> <li>• Strongly disagree</li> <li>• Disagree</li> <li>• Neither</li> <li>• Agree</li> <li>• Strongly agree</li> </ul>
	8. Teachers at this school provide students with useful feedback about his or her school work.	
	9. Teachers at this school treat students fairly.	
	10. My school is well maintained.	
	11. Students feel safe at this school.	
	12. Student behaviour is well managed at this school.	



	13. My school looks for ways to improve.	
	14. This school takes staff opinions seriously.	
	15. Teachers at my school motivate students to learn.	
	16. Students like being at my school.	
Jurisdiction	17. Our school has a clear vision and direction for school improvement.	Please select only ONE response for each item: <ul style="list-style-type: none"> <li>• Strongly disagree</li> <li>• Disagree</li> <li>• Neither</li> <li>• Agree</li> <li>• Strongly agree</li> </ul>
	18. I contribute to the school improvement agenda at my school.	
	19. The department supports our school to achieve its priorities.	
	20. The school has flexibility in the delivery of teaching and learning programs to suit the needs of the local community.	
	21. The school provides suitable programs or pathways for students in my class(es) to transition from primary to secondary school / from school to work or further education.	
	22. I have the opportunities to have a say in the direction of the school and its education program to the extent that I wish to.	
	23. Teachers at my school use data to inform their teaching.	
	24. I have a performance development plan that is supported by the school.	
	25. I have access to appropriate professional development to develop the knowledge and skills to effectively teach my students.	
	26. My school provides me with opportunities to develop my leadership capacity.	
	27. I regularly undertake collaborative activities with my peers (e.g planning, sharing resources, observing others' classrooms and teaching and personal learning communities).	
	28. The students I teach are motivated to learn.	
	29. This school cares about my wellbeing.	
	30. I feel safe at this school.	
	31. I would recommend this school as a workplace to others.	
	32. I would recommend this school for others to enrol their children.	
	33. Students are taught how to manage their emotions.*	
	34. The school supports students to build positive relationships with their peers.*	
	35. Students know where to get help at school if they need it.*	

	36. Students are taught how to communicate safely and respectfully online.*	
	37. Do you have any feedback on this survey? (optional)	Text box

\*Questions added in the 2019 survey.

**ATTACHMENT G** (for sub-question 25)

**International travel between 1 July 2019 and 30 June 2020**

<b>Travel From Date</b>	<b>Travel To Date</b>	<b>Traveller</b>	<b>Destination</b>	<b>Reason for Travel</b>	<b>Total Travel Cost</b>
13/04/2019 <sup>1</sup>	19/04/2019	Trevor Read	Alice Springs; Darwin; Singapore; Darwin; Alice Springs	Annual World EduLead Summit in Singapore	\$6 669.66
13/04/2019 <sup>1</sup>	20/04/2019	Lynette English	Katherine; Darwin; Singapore; Darwin; Katherine		
14/04/2019 <sup>1</sup>	19/04/2019	Kerry Hudson	Darwin; Singapore; Darwin		
14/04/2019 <sup>1</sup>	18/04/2019	Paul Nyhuis	Darwin; Singapore; Darwin		
14/04/2019 <sup>1</sup>	19/04/2019	Aderyn Chatterton	Darwin; Singapore; Darwin		
26/05/2019 <sup>1</sup>	30/05/2019	Debra Liddiard	Darwin; Shenzhen; Singapore; Darwin	Promoting NTG within China, meeting with Chinese schools and Chinese education agents	\$3 335.74
		Stella Zhang			
6/10/2019	10/10/2019	Larni Montgomery	Darwin; Denpasar; Lombok; Singapore; Jakarta; Darwin	Vocational Education and Training Summit	\$2 399.72
23/10/2019	30/10/2019	Debra Liddiard	Darwin; Shenzhen; Beijing; Darwin	International Travel-Reaching South Event and Chinese Associate Teacher Program-Shenzhen and Beijing, China-23-30 October 2019	\$8 433.10
23/10/2019	27/10/2019	Rick Collister	Darwin; Shenzhen; Darwin	Invitation to attend Reaching South showcase event in Shenzhen, hosted by DTBI	\$1 519.34
9/11/2019	15/11/2019	Donald Young	Darwin; Wellington; Auckland; Darwin	Travel to attend the National CIO Forum and NSIP Meeting. Travel includes the opportunity to visit NZ schools to view current operating models	\$2 941.89
<b>TOTAL EXPENSES</b>					<b>\$25 299.45</b>

<sup>1</sup> Travel undertaken in previous financial year but payment made within the 2019-20 financial year

**ATTACHMENT H** (for sub-question 27)

<b>Hospitality</b>	<b>(a) What was the purpose?</b>	<b>(b) How many guests*?</b>	<b>(c) How many Ministers?</b>	<b>(d) How many Ministerial staff?</b>	<b>(e) How many MLAs?</b>	<b>(f) How many Public Sector employees attended?*</b>	<b>(g) Total cost</b>
Chief Minister's Awards	Attendance at an event organised by the Department of the Chief Minister to recognise and reward excellence in the Northern Territory Public Sector	14*	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	56*	\$7 000
Chinese Delegation Functions	Welcome and farewell functions for Chinese delegates attending the annual forum, held under the 2016-2020 Framework for Collaboration memorandum of understanding	9	Nil	Nil	Nil	7	\$3 565
		10	Nil	Nil	Nil	11	
Henbury School Luncheon	Main fundraising event for the school to support new and innovative programs that aim to further their students' learning and wellbeing	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	20*	\$2 864

<b>Hospitality</b>	<b>(a) What was the purpose?</b>	<b>(b) How many guests*?</b>	<b>(c) How many Ministers?</b>	<b>(d) How many Ministerial staff?</b>	<b>(e) How many MLAs?</b>	<b>(f) How many Public Sector employees attended?*</b>	<b>(g) Total cost</b>
NT Board of Studies	Annual presentations held in Darwin and Alice Springs to publicly recognise academic and vocational achievements of outstanding senior secondary students	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	2 <sup>1</sup>	Unknown <sup>1</sup>	\$5 229
NT Training Awards	To encourage and recognise senior secondary students who have demonstrated a high level of commitment, skill and achievement whilst undertaking a vocational education and training program as part of their Northern Territory Certificate of Education and Training	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	12	\$1 527
Two Retirement Functions	To recognise staff retiring with significant years of service or recognition of their contribution to the department or Northern Territory Public Sector	Unknown	3	Unknown	4 (inc Ministers)	Unknown	\$946

<b>Hospitality</b>	<b>(a) What was the purpose?</b>	<b>(b) How many guests*?</b>	<b>(c) How many Ministers?</b>	<b>(d) How many Ministerial staff?</b>	<b>(e) How many MLAs?</b>	<b>(f) How many Public Sector employees attended?*</b>	<b>(g) Total cost</b>
2019 Leaders' Conference Networking Event	Education corporate leaders, school principals and teacher leaders collaborated and focussed on sustainable leadership practices to improve the quality of teaching	9	1	Unknown <sup>1</sup>	Unknown <sup>1</sup>	80	\$3 273
World Teachers' Day	To honour teachers and those who have made a special contribution to their school community	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	\$4 640
Recognising Service Milestones	Formal recognition of staff for their significant contributions to the department and broader Northern Territory Public Sector	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	\$570

<b>Hospitality</b>	<b>(a) What was the purpose?</b>	<b>(b) How many guests*?</b>	<b>(c) How many Ministers?</b>	<b>(d) How many Ministerial staff?</b>	<b>(e) How many MLAs?</b>	<b>(f) How many Public Sector employees attended?*</b>	<b>(g) Total cost</b>
2019 NTCET Awards	50% contribution towards an event organised by the Department of the Chief Minister to recognise the top 20 NT Certificate Education and Training students and top Aboriginal students	48	1	Unknown <sup>1</sup>	Unknown <sup>1</sup>	27	\$353
<b>TOTAL</b>							<b>\$29 967<sup>2</sup></b>

\* Information provided is for NT Department of Education and/or school council staff and invitees only

<sup>1</sup> These were larger events, not necessarily organised by the Department of Education, with invitations sent to people beyond NT public servants or were held in multiple regions – exact numbers of attendees are not known at this time and the administrative effort required to respond is excessive and would result in undue diversion of resources from service delivery

<sup>2</sup> Calculations are based on precise data and data is rounded for presentation, as such figures may not add due to rounding

**ATTACHMENT I** (for sub-question 30)

<b>Grants paid to non-government organisations</b>		<b>1 July 2019 to 30 June 2020</b>	<b>1 July 2019 to 30 June 2020</b>
<b>Organisation Name</b>	<b>Service Provided</b>	<b>Amount \$</b>	<b>Subtotal for organisation \$</b>
Non-Government Schools	Operational Grants	44 758 757	
Non-Government Schools	Commonwealth Students First Funding	221 015 964	
Non-Government Schools	Early Childhood Services Subsidy	392 650	
Non-Government Schools	VET In Schools	30 676	
Non-Government Schools	COVID-19 Special Assistance Grant	20 889	266 218 936
Charles Darwin University	Tertiary Providers Assistance	9 217 248	
Charles Darwin University	VET In Schools	4 076 969	
Charles Darwin University	Early Childhood Services Subsidy	49 069	
Charles Darwin University	Early Childhood Education & Care	1 124	
Charles Darwin University	COVID-19 Special Assistance Grant	8 273	13 352 682
Clontarf Foundation	Community Based Special Education Program	2 913 609	
Stars Foundation Limited	Girls Engagement and Mentoring Program	1 502 513	
Girls Academy	Girls Engagement and Mentoring Program	826 245	
School Sport NT	School Sport Programs in NT School	540 000	
NT Council of Government School Organisations (NTCOGSO)	COGSO Regional Governance Officers	300 000	
NT Council of Government School Organisations (NTCOGSO)	Community Based Education Organisations	240 000	540 000
St Joseph's Catholic Flexible Learning Centre Youth Plus	Edmund Rice Foundation	423 100	
Aviation Australia Pty Ltd	VET in Schools	354 203	
AFL Northern Territory Ltd	Indigenous Education Review Implementation	245 000	
Duke of Edinburgh's Awards (NT Division) Inc	Grants to Education Organisations	242 272	
Transforming Training	VET in Schools	232 281	
Tiwi Islands Shire Council	Early Childhood Education & Care	224 545	
Save the Children Australia	Student Wellbeing & Inclusion	220 000	



<b>Grants paid to non-Government organisations</b>		<b>1 July 2019 to 30 June 2020</b>	<b>1 July 2019 to 30 June 2020</b>
<b>Organisation Name</b>	<b>Service Provided</b>	<b>Amount \$</b>	<b>Subtotal for organisation \$</b>
Life Education NT Inc	Community Based Education Organisations	201 547	
Professional Teachers' Association of the NT	Professional Learning & Development for NT Educators	200 000	
Murin Travel & Freight Services	Special Education and Student Support	197 083	
Down Syndrome Association of the NT Inc	Community Based Special Education Program	190 000	
Australian Fisheries Academy Ltd	VET in Schools	165 453	
Connect'N'Grow Pty Ltd	VET in Schools	128 277	
Housing Industry Association	VET in Schools	115 881	
Total Recreation NT Inc	Community Based Special Education Program	100 000	
Autism Northern Territory	Community Based Special Education Program	95 000	
Swinburne University of Technology	VET in Schools	85 918	
Ripponlea Institute Pty Ltd	VET in Schools	77 190	
GTNT Group (Group Training NT)	VET in Schools	68 727	
SEDA Group	VET in Schools	67 593	
Fox Education and Consultancy	VET in Schools	65 508	
Murin Association Inc	Special Education and Student Support	59 091	
Association of NT Schools Educational Leaders	Community Based Education Organisations	56 679	
Vision Australia	Community Based Special Education Program	53 000	
Guide Dogs Association	Community Based Special Education Program	50 000	
Carey Training Pty Ltd	VET in Schools	44 032	
The Beat	Community Based Education Organisations	37 372	
Ripponlea Institute Pty Ltd	Community Based Education Organisations	37 206	
Batchelor Institute of Indigenous Tertiary Education	VET in Schools	36 051	
Child Australia	Early Childhood Education & Care	32 327	

<b>Grants paid to non-Government organisations</b>		<b>1 July 2019 to 30 June 2020</b>	<b>1 July 2019 to 30 June 2020</b>
<b>Organisation Name</b>	<b>Service Provided</b>	<b>Amount \$</b>	<b>Subtotal for organisation \$</b>
Royal Life Saving Society Australia NT Branch Inc	Community Based Special Education Program	30 000	
Royal Life Saving Society Australia NT Branch Inc	Community Based Education Organisations	30 000	60 000
Tournament of Minds (NT) Inc	Community Based Education Organisations	29 773	
Australian Children's Television Foundation	Community Based Education Organisations	29 738	
Isolated Children's Parents' Association NT	Community Based Education Organisations	26 644	
Train Safe NT Pty Ltd	VET in Schools	25 610	
Central Australian Community Toy Library Inc	Community Based Special Education Program	25 000	
Musica Viva Australia	Community Based Education Organisations	24 554	
Centre for Appropriate Technology Ltd	VET in Schools	18 304	
(English Teachers Assoc. of the NT) ETANT Inc	Community Based Education Organisations	18 281	
Atyenhenge-Atherre Aboriginal Corporation	VET in Schools	15 000	
Centralian Eisteddfod Council Inc	Community Based Education Organisations	12 851	
Murrupurtiyanuwu Catholic Primary School	Community Based Special Education Program	12 200	
Darwin Toy Library Inc	Community Based Special Education Program	10 000	
Gundjehmi Aboriginal Corporation	Jabiru Masterplan	10 000	
Catholic Church of the Diocese Of Darwin	VET in Schools	8 669	
Management Consulting Alliance Pty Ltd	Review of Educational Services	8 160	
Early Childhood Australia Inc NT Branch	Early Childhood Education & Care	4 545	
Alyangula Day care Inc	Early Childhood Education & Care	437	
Youthworx NT	VET in Schools	130	
Goodstart Childcare Ltd	Early Childhood Services Subsidy	883 808	
Affinity Education Group Ltd	Early Childhood Services Subsidy	335 076	
Nightcliff OSHC	Early Childhood Services Subsidy	250 768	

<b>Grants paid to non-Government organisations</b>		<b>1 July 2019 to 30 June 2020</b>	<b>1 Jul 2019 to 30 June 2020</b>
<b>Organisation Name</b>	<b>Service Provided</b>	<b>Amount \$</b>	<b>Subtotal for organisation \$</b>
YMCA of the Northern Territory Ltd	Early Childhood Services Subsidy	231 625	
Little Flyers Darwin	Early Childhood Services Subsidy	206 047	
La Creche on the Avenue	Early Childhood Services Subsidy	189 412	
Darwin Family Day Care Inc	Early Childhood Services Subsidy	178 977	
Journey Early Learning Centre - Durack	Early Childhood Services Subsidy	129 559	
One Tree Community Services Inc	Early Childhood Services Subsidy	120 552	
Lil' Antz Pty Ltd	Early Childhood Services Subsidy	113 467	
NT Explorers Pty Ltd	Early Childhood Services Subsidy	110 850	
Malak Family Centre	Early Childhood Services Subsidy	105 735	
Top End Early Learning Centre Inc	Early Childhood Services Subsidy	102 236	
Central Australian Aboriginal Congress	Early Childhood Services Subsidy	95 846	
ABH Investments Pty Ltd	Early Childhood Services Subsidy	94 588	
Zuccoli Early Learners Early Education Centre	Early Childhood Services Subsidy	93 009	
Humpty Doo Community & Childcare Centre Inc	Early Childhood Services Subsidy	91 871	
Dripstone Childrens Centre Inc	Early Childhood Services Subsidy	88 994	
Moulden Early Learning Centre	Early Childhood Services Subsidy	81 352	
Braitling Neighbourhood Centre	Early Childhood Services Subsidy	80 661	
Nightcliff Family Centre Inc	Early Childhood Services Subsidy	74 908	
FEL Child Care Centres 1 Pty Ltd	Early Childhood Services Subsidy	74 809	
GAP Community Childcare Centre	Early Childhood Services Subsidy	74 066	
Mitchell St Childcare Centre	Early Childhood Services Subsidy	71 951	
Stuart Park Child Care Centre	Early Childhood Services Subsidy	66 160	
Arnhem Early Learning Centre	Early Childhood Services Subsidy	62 538	

<b>Grants paid to non-government organisations</b>		<b>1 July 2019 to 30 June 2020</b>	<b>1 July 2019 to 30 June 2020</b>
<b>Organisation Name</b>	<b>Service Provided</b>	<b>Amount \$</b>	<b>Subtotal for organisation \$</b>
Woodroffe Child Care Centre	Early Childhood Services Subsidy	60 825	
Nhulunbuy Child Care Services Inc	Early Childhood Services Subsidy	59 145	
Tennant Creek Childcare Centre	Early Childhood Services Subsidy	57 531	
Kentish Lifelong Learning and Care Inc	Early Childhood Services Subsidy	54 010	
Casuarina Childcare Centre Inc	Early Childhood Services Subsidy	53 988	
Gray Child Care Centre Inc	Early Childhood Services Subsidy	53 238	
Scallywags Childcare Centre	Early Childhood Services Subsidy	52 551	
Alice Springs Child Care Centre	Early Childhood Services Subsidy	52 038	
Parap Family Centre Inc	Early Childhood Services Subsidy	48 842	
Tiny Town Children's Centre Pty Ltd	Early Childhood Services Subsidy	47 939	
Mother Teresa Catholic Primary School	Early Childhood Services Subsidy	47 150	
Six Little Ducks Childcare	Early Childhood Services Subsidy	46 005	
Katherine East Childcare	Early Childhood Services Subsidy	42 981	
Alyangula Daycare Inc	Early Childhood Services Subsidy	42 896	
Preeti Kunj Child Care Centre	Early Childhood Services Subsidy	42 328	
Lutheran Child Care Centre	Early Childhood Services Subsidy	41 449	
Alice Springs Family Day Careinc	Early Childhood Services Subsidy	40 612	
Little Mangoes Pty Ltd	Early Childhood Services Subsidy	40 287	
St Mary's Catholic Primary School	Early Childhood Services Subsidy	31 449	
Creative Kids Childcare Howard Springs	Early Childhood Services Subsidy	28 560	
Yulara Child Care Centre Inc	Early Childhood Services Subsidy	27 083	
Mission Australia	Early Childhood Services Subsidy	25 675	
West Arnhem Regional Council	Early Childhood Services Subsidy	25 096	

<b>Grants paid to non-government organisations</b>		<b>1 July 2019 to 30 June 2020</b>	<b>1 July 2019 to 30 June 2020</b>
<b>Organisation Name</b>	<b>Service Provided</b>	<b>Amount \$</b>	<b>Subtotal for organisation \$</b>
Creative Kids Childcare Zuccoli	Early Childhood Services Subsidy	21 437	
Dragonfly Play & Learn	Early Childhood Services Subsidy	15 635	
The Three Year Old	Early Childhood Services Subsidy	14 974	
Central Australian Community Toy Library Inc	Early Childhood Services Subsidy	10 534	
Parent's Choice Family Day Care Pty Ltd	Early Childhood Services Subsidy	7 856	
Kingdom Kids Early Learning Centre Marrara	Early Childhood Services Subsidy	7 536	
Central Desert Shire Council (Operation Account)	Early Childhood Services Subsidy	5 998	
Goodstart Childcare Limited	COVID-19 Special Assistance Grant	54 508	
YMCA of The Northern Territory Ltd	COVID-19 Special Assistance Grant	26 044	
Affinity Education Group Ltd	COVID-19 Special Assistance Grant	21 427	
La Creche on the Avenue	COVID-19 Special Assistance Grant	13 727	
Camp Australia Proprietary Ltd	COVID-19 Special Assistance Grant	11 827	
NT Explorers Pty Ltd	COVID-19 Special Assistance Grant	11 364	
Zuccoli Early Learners Early Education Centre	COVID-19 Special Assistance Grant	11 364	
Tennant Creek Childcare Centre	COVID-19 Special Assistance Grant	9 091	
Little Flyers Darwin	COVID-19 Special Assistance Grant	8 955	
Journey Early Learning Centre - Durack	COVID-19 Special Assistance Grant	8 864	
St Mary's Catholic Primary School	COVID-19 Special Assistance Grant	8 636	
ABH Investments Pty Ltd	COVID-19 Special Assistance Grant	8 373	
Arnhem Early Learning Centre	COVID-19 Special Assistance Grant	8 091	
Stuart Park Child Care Centre	COVID-19 Special Assistance Grant	7 909	
Nightcliff Family Centre Inc	COVID-19 Special Assistance Grant	7 727	
Top End Early Learning Centre Inc	COVID-19 Special Assistance Grant	7 273	

<b>Grants paid to non-government organisations</b>		<b>1 July 2019 to 30 June 2020</b>	<b>1 July 2019 to 30 June 2020</b>
<b>Organisation Name</b>	<b>Service Provided</b>	<b>Amount \$</b>	<b>Subtotal for organisation \$</b>
Moulden Early Learning Centre	COVID-19 Special Assistance Grant	7 000	
Central Australian Aboriginal Congress	COVID-19 Special Assistance Grant	6 636	
Nhulunbuy Child Care Services Inc	COVID-19 Special Assistance Grant	6 455	
Casuarina Childcare Centre Inc	COVID-19 Special Assistance Grant	6 409	
Dripstone Children's Centre Inc	COVID-19 Special Assistance Grant	6 000	
Mitchell St Childcare Centre	COVID-19 Special Assistance Grant	6 000	
Scallywags Childcare Centre	COVID-19 Special Assistance Grant	5 091	
Malak Family Centre	COVID-19 Special Assistance Grant	5 009	
Preeti Kunj Child Care Centre	COVID-19 Special Assistance Grant	4 909	
GAP Community Childcare Centre	COVID-19 Special Assistance Grant	4 818	
Mother Teresa Catholic Primary School	COVID-19 Special Assistance Grant	4 091	
Parap Family Centre Inc	COVID-19 Special Assistance Grant	4 000	
Tiny Town Children's Centre Pty Ltd	COVID-19 Special Assistance Grant	3 988	
Gray Child Care Centre Inc	COVID-19 Special Assistance Grant	3 818	
Lutheran Child Care Centre	COVID-19 Special Assistance Grant	3 455	
Six Little Ducks Childcare	COVID-19 Special Assistance Grant	2 000	
Dragonfly Play & Learn	COVID-19 Special Assistance Grant	1 818	
Central Australian Community Toy Library Inc	COVID-19 Special Assistance Grant	1 182	
<b>Total*</b>		<b>295 761 589</b>	<b>*</b>

\*Excludes Government Schools, NT Families & Individuals and other Government Organisations.

ATTACHMENT J (for sub-question 38)

**DEPARTMENT OF EDUCATION**  
**Statutory fees and charges as at 30 June 2020**

<b>Fee/Charge Description</b>	<b>\$</b>
<b>TEACHER REGISTRATION BOARD</b>	
<b><u>Education</u></b>	
<b><i>Teacher Registration Fees</i></b>	
Application for Registration	
Charles Darwin University and Batchelor Institute of Indigenous Tertiary Education graduates	90.00
Mutual Recognition applicants	126.00
All other new applicants	138.00
Annual Registration Fee	
Annual fee	90.00
Authorisation	
Initial Authorisation Fee	139.00
Repeat Authorisation Fee	90.00
Miscellaneous Fees	
Letter of Professional Standing	28.00
Highly Accomplished and Lead Teacher Certification Stage 1	925.00
Highly Accomplished and Lead Teacher Certification Stage 2	900.00
Highly Accomplished and Lead Teacher Renewal	500.00
<b>DEPARTMENT OF EDUCATION</b>	
<b><u>Early Childhood Registration Fee</u></b>	
<b><i>Prescribed Fees</i></b>	
<b><i>Part 1 - Fees Relating To Provider Approvals, Service Approvals and Ratings</i></b>	
<b><i>Centre-based service (No. of approved places or places to be offered)</i></b>	
Application for provider approval	227.00
Application for service approval	
- 24 places or fewer	454.00
- 25 to 80 places	682.00
- 81 or more places	910.00
Annual fee - approved service	

<b>Fee/Charge Description</b>	<b>\$</b>
- 24 or few approved places	206.00
- 25 to 80 approved places	311.00
- 81 or more approved places	413.00
Notification of intended transfer of service approval	111.00
Application for service waiver	111.00
Application for temporary waiver	111.00
Application for extended temporary waiver	111.00
Application for reassessment and re-rating	
- 24 or fewer approved places	454.00
- 25 to 80 approved places	682.00
- 81 or more approved places	910.00
Application for review by Ratings Review Panel	
- 24 or fewer approved places	454.00
- 25 to 80 approved places	682.00
- 81 or more approved places	910.00
<b><i>Family day care service (No. of family day care educators engaged by your registered service)</i></b>	
Application for provider approval	227.00
Application for service approval	682.00
Annual fee – approved service	
- 5 or fewer family day care educators	206.00
- 6 to 20 family day care educators	311.00
- 21 or more family day care educators	413.00
Notification of intended transfer of service approval	111.00
Application for service waiver	111.00
Application for temporary waiver	111.00
Application to extend temporary waiver	111.00
Application for reassessment and re-rating	
- 5 or fewer family day care educators	454.00
- 6 to 20 family day care educators	682.00
- 21 or more family day care educators	910.00
Application for review by Ratings Review Panel	
- 5 or fewer family day care educators	454.00
- 6 to 20 family day care educators	682.00
- 21 or more family day care educators	910.00



<b>Fee/Charge Description</b>	<b>\$</b>
<b>Part 2 - Other Fees</b>	
Copy or extract from Register of approved providers	
- per page	5.00
- for an electronic copy	72.00
Copy or extract from Register of approved education and care services	
- per page	5.00
- for an electronic copy	72.00
Application for qualification to be assessed for inclusion on lists of approved qualifications	2 281.00
Application for determination of equivalent qualification	112.00
<b><u>Freedom of Information Fee</u></b>	
Application Fee of Freedom of Information request for Government Information	30.00
Processing Fee of Freedom of Information request for Government Information	25.00 per hour or part of an hour
Processing Fee of Freedom of Information for non-personal information - Searching for and retrieving information and returning it to storage (but not searching for misplaced information) and stored in secondary storage	Actual cost
Processing Fee of Freedom of Information for non-personal information - Considering and making decision in relation to application (including consultation)	25.00 per hour or part of an hour
Processing Fee of Freedom of Information for personal information - Supervising examination of information by applicant	25.00 per hour or part of an hour over 2 hours
Processing Fee of Freedom of Information for non-personal information - Supervising examination of information by applicant	25.00 per hour or part of an hour
<b><u>Enrolment and Attendance</u></b>	
Part 4 - <i>Education Act</i> provides for penalties to be applied for offences under the Act based on a number of penalty units	
For following breaches but not limited to:	
- Non Attendance, Compulsory Conference and Failure to Enrol	314.00

<b>Fee/Charge Description</b>	<b>\$</b>
<b><u>International education</u></b>	
Accommodation placement fee	200.00
International student administration fee (one-off)	200.00
Pre-school tuition fee (annual)	5 700.00
Transition–Year 6 tuition fee (annual)	9 500.00
Year 7-9 tuition fee (annual)	11 000 00
Year 10-12 tuition fee (annual)	12 000.00
<b><u>Non-government schools</u></b>	
Application fee for variation of registration	200 revenue units
Application fee for registration application	1500 revenue units

**ATTACHMENT K** (for sub-question 42)

Board/advisory body name	Board/advisory body terms of reference (a)	Current members and date of their appointment (b)	Total cost incurred by board/advisory body in 2019-20 (as at 30/06/2020) (d)	No. of times board/advisory body met beginning 1 July 2019 and ending 30 June 2020 (e)
Non-Government School Ministerial Advisory Council	Terms of reference are at Appendix 1.	<p>Ms Vicki Stokes Independent Chair 17/08/2018</p> <p>Mr Greg O'Mullane Catholic Education nominee 01/06/2018</p> <p>Ms Phoebe Van Bentum NT Christian Schools nominee 08/07/2020</p> <p>Ms Gail Barker Association of Independent Schools NT nominee 25/11/2019</p> <p>Ms Rachel Boyce Lutheran Schools nominee 08/07/2020</p> <p>Ms Debra Liddiard-Tarumnggi Department of Education nominee 25/11/2019</p>	\$4000	4

Board/advisory body name	Board/advisory body terms of reference (a)	Current members and date of their appointment (b)	Total cost incurred by board/advisory body in 2019-20 (as at 30/06/2020) (d)	No. of times board/advisory body met beginning 1 July 2019 and ending 30 June 2020 (e)
		Ms Gillian Sharkey Department of Education nominee 25/11/2019		
Northern Territory Board of Studies	<p><i>Education Act 2015</i>, Part 3 Northern Territory Board of Studies – Section 25 states:</p> <p><b>Functions of the Board</b> The Board has the following functions:</p> <p>(a) to provide advice to the Minister and the CE on curriculum policy in relation to:</p> <ul style="list-style-type: none"> <li>(i) establishing and maintaining curriculum frameworks that address the needs of all students in the Territory school education system; and</li> <li>(ii) establishing and maintaining procedures for student assessment, reporting and certification; and</li> <li>(iii) monitoring, evaluating and reporting on student performance; and</li> <li>(iv) improving student outcomes;</li> </ul>	<p>Ralph Wiese Chair and expert member 01/07/2019</p> <p>Leanne Nixon Department of Education nominee 11/06/2019</p> <p>Cheryl Salter Association of Independent Schools of the Northern Territory nominee 31/12/2017</p> <p>Jaqueline Langdon Catholic Education Office nominee 20/09/2019</p> <p>Tabitha Fudge Parent representative 31/12/2017</p> <p>Mary Ellen Venes Teacher representative 01/07/2019</p>	\$12 902.76	4

Board/advisory body name	Board/advisory body terms of reference (a)	Current members and date of their appointment (b)	Total cost incurred by board/advisory body in 2019-20 (as at 30/06/2020) (d)	No. of times board/advisory body met beginning 1 July 2019 and ending 30 June 2020 (e)
	(b) to provide advice to the Minister and the CE on government policy affecting the Board's functions; (c) to cooperate and consult with bodies prescribed by regulation that are engaged in education or related matters.	Pauline Schober Aboriginal representative 01/07/2019  Rachel Boyce Expert member 01/07/2019  Charles Richardson Expert member 31/12/2017  Annette Gillanders Expert member 31/12/2017		
Principal Employment Advisory Group	Terms of reference are at Appendix 2.	Karen Weston Chief Executive, Department of Education 23/03/2020  Leanne Nixon Deputy Chief Executive, School Education Department of Education 14/02/2020  Leanne Cull Senior Director, Executive Projects Department of Education	\$0.00	8

Board/advisory body name	Board/advisory body terms of reference (a)	Current members and date of their appointment (b)	Total cost incurred by board/advisory body in 2019-20 (as at 30/06/2020) (d)	No. of times board/advisory body met beginning 1 July 2019 and ending 30 June 2020 (e)
		<p>14/02/2020</p> <p>Vicki Telfer Commissioner for Public Employment Office of the Commissioner for Public Employment 14/02/2020</p> <p>Cheryl Winstanley Director, Employee Relations Office of the Commissioner for Public Employment 14/02/2020</p> <p>Jarvis Ryan President, Australian Education Union NT Branch 14/02/2020</p> <p>Britany Roestenburg President, Northern Territory Principals' Association 14/02/2020</p>		
Teacher Registration Board of the Northern Territory	<p><i>Teacher Registration (Northern Territory) Act 2004</i> – section 11 states: <b>Functions of Board</b> (1) The Board has the following functions:</p>	<p>Karen Blanchfield Teacher nominated by the Northern Territory Principals' Association 11/10/2016</p>	\$10 838	9

Board/advisory body name	Board/advisory body terms of reference (a)	Current members and date of their appointment (b)	Total cost incurred by board/advisory body in 2019-20 (as at 30/06/2020) (d)	No. of times board/advisory body met beginning 1 July 2019 and ending 30 June 2020 (e)
	<p>(a) to administer the scheme of registration under Part 4;</p> <p>(b) to make recommendations to the Minister in relation to the minimum qualifications and other requirements for registration;</p> <p>(c) to grant, if satisfied it is appropriate to do so, authorisation to a person to employ an unregistered person as a teacher;</p> <p>(d) to accredit teacher education courses and liaise with institutions providing accredited education courses;</p> <p>(e) to liaise with the Agency administering the <i>Education Act 2015</i> in relation to strategic priorities for professional development of teachers in the Territory;</p> <p>(ea) to promote the professional development of teachers in the Territory and approve a framework for the</p>	<p>Lorraine Hodgson Teacher nominated by the Professional Teachers' Association of the NT 11/10/2016</p> <p>Louise Corrigan Person nominated by the Chief Executive (of Department of Education) 11/10/2018</p> <p>Bernadette Morriss Educator nominated by the Catholic Education Office 11/10/2018</p> <p>Greg Hauser Indigenous teacher at a government school nominated by the Chief Executive (of Department of Education) 31/08/2018</p> <p>Prof Greg Shaw Educator nominated by Charles Darwin University 11/10/2018</p> <p>Danielle Schmidt</p>		

Board/advisory body name	Board/advisory body terms of reference (a)	Current members and date of their appointment (b)	Total cost incurred by board/advisory body in 2019-20 (as at 30/06/2020) (d)	No. of times board/advisory body met beginning 1 July 2019 and ending 30 June 2020 (e)
	<p>professional development of teachers;</p> <p>(f) to develop and approve professional teaching standards and other professional standards;</p> <p>(g) to develop and maintain a code of professional ethics for the teaching profession;</p> <p>(h) to liaise with employers of teachers in the Territory in relation to developing the competencies of teachers during the early stages of the teachers' careers;</p> <p>(i) to research and promote best practice in teaching in the Territory;</p> <p>(ia) to support, recognise and certify quality teaching and educational leadership in the Territory;</p> <p>(j) to deal with complaints about teachers, hold preliminary investigations and inquiries in relation to teachers and take disciplinary action under Part 6;</p>	<p>Teacher based at a remote school nominated by the Australian Education Union, NT Branch 14/05/2019</p> <p>Michele Willsher Educator nominated by Batchelor Institute of Indigenous Tertiary Education 14/10/2019</p> <p>Gordon Canning Teacher nominated by the Australian Education Union, NT Branch 11/10/2018</p> <p>Marisa Boscato Person nominated by the NT Council of Government School Organisations 11/10/2018</p> <p>Elsabe Bott Teacher nominated by the Independent Education Union 11/10/2016</p> <p>Eunice Stoll Educator nominated by the Association of Independent Schools of the NT</p>		



Board/advisory body name	Board/advisory body terms of reference (a)	Current members and date of their appointment (b)	Total cost incurred by board/advisory body in 2019-20 (as at 30/06/2020) (d)	No. of times board/advisory body met beginning 1 July 2019 and ending 30 June 2020 (e)
	<p>(k) to prosecute offences against this Act.</p> <p>(2) In addition, the Board has those functions imposed on it by this or any other Act or that are prescribed.</p>	13/03/2020		
COVID-19 School Operations Working Group	<p>This group was stood up at the request of the Minister as a time-limited forum for communication and collaboration with education stakeholders regarding the COVID-19 pandemic in March 2020.</p> <p>The group ceased operation in July 2020, when it was replaced by a Chief Executive established School Education Advisory Group.</p>	<p>Karen Weston Chief Executive, Department of Education 26/03/2020</p> <p>Leanne Nixon Deputy Chief Executive, School Education Department of Education 26/03/2020</p> <p>Vicki Telfer Commissioner for Public Employment Office of the Commissioner for Public Employment 26/03/2020</p> <p>Cheryl Winstanley Director, Employee Relations Office of the Commissioner for Public Employment 26/03/2020</p> <p>Jarvis Ryan</p>	\$0.001	7

Board/advisory body name	Board/advisory body terms of reference (a)	Current members and date of their appointment (b)	Total cost incurred by board/advisory body in 2019-20 (as at 30/06/2020) (d)	No. of times board/advisory body met beginning 1 July 2019 and ending 30 June 2020 (e)
		<p>President, Australian Education Union NT Branch 26/03/2020</p> <p>Britany Roestenburg President, Northern Territory Principals' Association 26/03/2020</p> <p>Michelle Parker Executive Officer, Council of Government Schools Organisation NT 26/03/2020</p>		

## **NON-GOVERNMENT SCHOOL MINISTERIAL ADVISORY COUNCIL**

### **TERMS OF REFERENCE**

#### **1. Role**

The Non-Government School Ministerial Advisory Council is a statutory body established under section 11 of the Northern Territory *Education Act* (the Act) to advise the Minister for Education on the needs of non-government schools.

#### **2. Key Functions**

The council will provide advice to the Minister for Education on policy matters related, but not limited to:

1. the registration and regulation of non-government schools
2. standards for planning and operation of non-government schools
3. registration matters consistent with Section 156 of the Act; sector representation for the purposes of Section 133 and Section 146 of the Act; and any other purpose
4. the outcomes of reviews of existing non-government schools
5. methodology for the allocation of funds to non-government schools (including per capita recurrent grants, and other grants as determined by Government policy) so that there is a fair and equitable distribution of funds
6. a system of accountability for Northern Territory funds paid to non-government schools
7. any other educational matter relating to non-government schools referred to it by the minister.

The council will maintain partnerships with the Department of Education and facilitate communication between the sectors in order to progress policy objectives intended to improve the capacity, effectiveness and sustainability of non-government schools.

#### **3. Membership**

The Minister for Education will appoint an independent chairperson and representatives from the Department of Education and non-government school peak bodies to the council.

Membership of the council is as follows:

- independent chairperson

- two nominees from the Department of Education from executive, school planning or quality assurance areas
- one nominee from the Association of Independent Schools of the Northern Territory
- one nominee from the Catholic Education Office
- one nominee from the Northern Territory Christian Schools and
- one nominee from the Lutheran Schools Association.

The independent chairperson and members from the non-government school sector will be appointed for a period of three years and are eligible for re-appointment. The Department of Education representatives will be appointed for an indefinite period.

The Minister for Education will reserve the authority to accept or reject a nominee to the council.

### **3.1 Role of Chairperson**

The role of the independent chairperson is to:

- preside over all meetings
- ensure all members have an opportunity to contribute ideas, opinions and concerns through positive and constructive dialogue
- assist members to work together and ensure active participation at meetings
- support the non-government school sector to communicate its needs and priorities to the Northern Territory Government and
- regularly report to the Minister for Education on behalf of the Council.

### **3.2 Role of Members**

The role of a non-government member is to represent the viewpoint of their sector and, for Department of Education representatives, to represent current Northern Territory Government policy.

Members will:

- progress advice and issues arising from the council by consulting with their school sector
- make decisions (or actively engage decision makers) to enable engagement on issues being discussed and progressed by the council
- work together to reach consensus decisions
- attend to out-of-session working groups and meetings as required
- promulgate key issues, inform recommendations, outcomes and policies relating to agenda items and
- keep their sector informed of meeting outcomes and Northern Territory Government policies and decisions relating to non-government schools.

### **3.4 Meeting Proxy**

The chairperson may determine if substitute members to council meetings are acceptable.

## **4. Meeting Schedule**

The council will meet as often as necessary but at a minimum of four times per calendar year. All meetings will be closed meetings unless otherwise determined by the chairperson.

## **5. Sitting fees**

Sitting fees and travel expenses will be paid to non-government council members.

## **6. Secretariat**

The council will be supported by the Registrar of Non-Government Schools who will arrange secretariat support including:

- organising meetings, formalising agenda and recording minutes
- collating and distributing written material prior to each meeting
- preparing correspondence and written material as required on behalf of the council and
- disseminating information regarding council activities, decisions and outcomes.

## **ATTACHMENT M** (for sub-question 42)

### **Principal Employment Review Advisory Group**

#### **TERMS OF REFERENCE**

##### **PURPOSE**

The time-limited Advisory Group is established to provide feedback on the Department of Education's approach to implementing greater opportunities for principal ongoing employment<sup>2</sup> within the Northern Territory Government workforce.

##### **BACKGROUND**

Principals are classified under the NT Education Principal framework using the Mercer Job Evaluation System (JES) methodology and the last wholesale review of these roles was undertaken in 2010. Since that time there has been a change in the operating environment and context of the schools. It was agreed in the last Enterprise Agreement negotiations that the Department would undertake a review of the classification levels for Principals to determine the appropriate classification level.

During 2019, the Department of Education engaged external consultants, Mercer, to review the Principal JES Evaluations and Classification Framework, including:

- conducting a JES review of 155 Principal positions (including through one-on-one interviews, focus groups and surveys) with Principals to better understand the nature of their roles and the complexities of their environment
- reviewing the current classification levels for each Principal role
- reviewing current remuneration levels, relative to other jurisdictions where this data is relevant and available.

It has been requested that the principles underpinning the new model/framework should aspire to being the following:

- transparent
- simple and easy to understand
- stand the test of time
- fair and equitable
- credible
- comparable and competitive
- facilitate and encourage incumbents to seek promotional opportunities.

As part of the scope of the project, Mercer has been requested to:

- consider contextual complexity factors within the JES methodology
- provide advice on employment arrangements (contract vs. ongoing)
- provide a roadmap for implementation of review options.

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<sup>2</sup> The term ongoing employment as opposed to permanency is utilised within this document to reflect more contemporary language utilised by the Office of the Commissioner of Public Employment. It should also be noted that ongoing employment would not necessarily mean an individual is attached to a school but rather the system.

Subsequent to commencing this work with Mercer, the Northern Territory Government has announced its Plan for Budget Repair which outlined a range of recommendations to return to balance/surplus over the medium term. These recommendations included a wage freeze for executives and parliamentarians (Recommendation 5.3.7).

The Minister for Education, the Hon Selena Uiibo MLA, made a request to the Chief Executive of the Department of Education to establish a time-limited advisory group with key stakeholders to seek advice on implementation opportunities for principal ongoing employment.

The department acknowledges the risk in combining both the Mercer review on principal classifications and any initiative implementing ongoing employment arrangements for principals as it may result in the department being less responsive to any more urgent work required to reclassify principal levels.

The Mercer review will be a key source of information for consideration by the group.

### **DELIVERABLES**

The advisory group will:

- consider jurisdictional analysis completed by Mercer
- consider the report completed by Mercer on Principal Classifications
- consider Department of Education work on the context in the NT
- consider all information from Mercer and the Advisory Group to form an understanding of the impact and to assist in developing an agreed approach and actions
- provide advice on the roadmap for implementation of review options.

### **MEMBERSHIP**

The Advisory Group will consist of the following members:

- Chief Executive – Chair, Karen Weston
- Deputy Chief Executive - School Education, Leanne Nixon
- Senior Director Executive Projects, Leanne Cull
- Commissioner for Public Employment, Vicki Telfer
- Employee Relations Director, OCPE, Cheryl Winstanley
- President, Australian Education Union, Jarvis Ryan
- President, Northern Territory Principals' Association, Britany Roestenburg

From time to time, the Chief Executive may delegate the role of Chair to another Advisory Group member.

Members may send a proxy on their behalf should they be unable to attend the meeting in extenuating circumstances, however it is preferred that Members attend wherever possible.

Other experts or observers may be invited to attend meetings from time to time, with the agreement of the Advisory Group Members.

**FREQUENCY OF MEETINGS**

Meetings for this time-limited Advisory Group will be scheduled to coincide with the completion of Mercer's report finalisation. The Advisory Group have agreed to meet fortnightly.

**SECRETARIAT**

Secretariat support for the Advisory Group will be provided by the Principal Review Project Team, including:

- establishing meeting dates, times and venues; and
- distribution of agenda and papers, record keeping for minutes relating to Advisory Group meetings.



**ATTACHMENT N** (for sub-question 46)

2019-20 outcomes specific to each region.

Regional Office	2019-20 Regional Outcomes
<b>Central</b>	<ul style="list-style-type: none"> <li>• The department continues to maintain close partnerships with other agencies for coordinated services and support in the region. This includes collaboration and information sharing through the Central Australia Regional Co-ordination Committee, Interagency Tasking and Co-ordination Group Alice Springs, Central Australian Remote Interagency Tasking Co-ordination Group, Alice Springs Interagency Family and Youth Operational Framework groups.</li> <li>• Establishment of Strong Young Fathers Program at Larapinta Child and Family Centre.</li> <li>• Implementation of impact reporting at Larapinta and Yuendumu Child and Family Centres.</li> <li>• Two Families as First Teachers - Stay Play Learn programs were established and are fully operational at Braitling Primary and Walungurru School.</li> <li>• Through Connected Beginnings, formalised partnerships established with Congress and Tangentyere Council to support enhanced early childhood health and early learning engagement prior to school in Central Australia.</li> <li>• The Gillen Primary School priority enrolment area was amended effective 17 September 2020. The newly established Kilgariff subdivision, located approximately 7km south of the township off the Stuart Highway, has now been included in Gillen's priority enrolment area.</li> </ul>
<b>East Arnhem</b>	<ul style="list-style-type: none"> <li>• Delivery of homelands and bilingual education, with five schools in the region receiving targeted funding to provide bilingual education.</li> <li>• Established the Local Decision Making Education Action Plan on Groote Eylandt with Anindilyakwa Land Council.</li> <li>• Ongoing development and implementation of government initiatives, policies and programs through participation in the Arnhem Regional Coordination Committee meetings.</li> <li>• Establishment of Strong Young Fathers Program at Galiwin'ku and Maningrida.</li> <li>• Establishment of Strong Young Mothers Program at Maningrida.</li> <li>• Implementation of impact reporting at Maningrida Child and Family Centre.</li> <li>• Connected Beginnings Groote is working closely with the Anindilyakwa Land Council to strengthen early childhood governance as part of local decision making to achieve improved outcomes for children.</li> <li>• Continued close partnerships with other agencies for coordinated service and support East Arnhem High Risk Youth Interagency</li> </ul>

Regional Office	2019-20 Regional Outcomes
	<p>Case Management Group, Gunyangara Complex Case Coordination Group, Yolngu Region Local Decision Making, Healthy, Engaged, Living Prospects Group.</p> <ul style="list-style-type: none"> <li>• In May 2020, the Acting Minister for Education approved the name change for Yirrkala Homelands School to Laynhapuy Homelands School, following a request from the school community.</li> <li>• During the COVID-19 pandemic, Laynhapuy Homelands School saw Yolngu Homeland based educators take a strong leadership role in Homelands; keeping the schools running and communicating using new technology. They held virtual staff meetings with some of the Yirrkala and Nhulunbuy staff working from home.</li> <li>• On 1 July 2020, the realignment of regional boundaries saw Warruwi School and Maningrida College move from the East Arnhem region to the Top End region, and Numbulwar School to the Big Rivers region.</li> </ul>
<b>Barkly</b>	<ul style="list-style-type: none"> <li>• Commencement of the new Tennant Creek Preschool and integrated early childhood and family centre in Term 3, 2019.</li> <li>• Establishment of the new Special Education Centre at Tennant Creek Primary School to provide specialist support to students with additional needs.</li> <li>• Development and implementation of government initiatives, policies and programs through participation in the Barkly Regional Coordination Committee meetings.</li> <li>• Operation of the Juno Training Centre, which integrates existing Aboriginal education strategies and VET programs and connects youth service providers in the region.</li> <li>• Formalised partnership agreement between Tennant Creek Primary School and Julalikari Aboriginal Corporation for the operation of the Tennant Creek Child and Family Centre.</li> <li>• A Families as First Teachers - Stay Play Learn program was established and is fully operational at Epenarra.</li> <li>• Connected Beginnings Tennant Creek implemented a community campaign 'On the Bus' with all early childhood related organisations displaying positive images and messages in language promoting the importance of attendance at early years programs for children aged from birth to five years; and in 2020 provided home learning packs to 30 vulnerable families (targeted).</li> <li>• As part of the Barkly Regional Deal, planning and community consultation has commenced for a new secondary boarding facility to provide residential accommodation for very remote students from across the Barkly in Years 7 to 12 to attend Tennant Creek High School.</li> <li>• The design process for the new \$2M Tennant Creek Engagement Centre to support both Clontarf and STARS programs at Tennant Creek High School is near completion.</li> </ul>

Regional Office	2019-20 Regional Outcomes
	<ul style="list-style-type: none"> <li>• The department continues to maintain close partnerships with other agencies for coordinated services and support. This includes collaboration and sharing information through the Barkly Regional Coordination Committee, Tennant Creek Interagency Family and Youth Operational Framework, Yangkan and Ngappa Group and Family Safety Framework.</li> </ul>
<b>Darwin</b>	<ul style="list-style-type: none"> <li>• Secured ongoing funding to ensure the continued operation of the Mimik-ga Centre for identified students with additional needs to access early learning intervention for children aged from birth to 12 years.</li> <li>• Continued close partnership with other agencies, particularly Territory Families and NT Police through the Back on Track program and Strike Force Orion. This ensures a high level of systemic support for young people and their families where there is a risk of involvement in the youth justice system.</li> <li>• Launch of the Preschool Science, Engineering and Technology Games distributed to all preschools, long day care and family day care services.</li> <li>• The development of Bullocky Point as a leading Science, Technology, Engineering, Art and Mathematics (STEAM) education precinct continues, with progression of Stage 3 works to provide facilities and a physical environment that supports the delivery of STEAM subjects, courses and activities.</li> </ul>
<b>Big Rivers</b>	<ul style="list-style-type: none"> <li>• Operation of the Katherine Flexible Learning and Engagement Centre to provide early intervention support for disengaged youth.</li> <li>• Provision of the Autism Spectrum Program at MacFarlane Primary School that provides both in-school and outreach services.</li> <li>• Facilitation of a two-year pilot of the Smiling Minds mental health initiative that will embed mindfulness practices in every day classroom routines across schools.</li> <li>• Development and implementation of government initiatives, policies and programs through participation in the Katherine Regional Coordination Committee meetings.</li> <li>• Establishment of Strong Young Mothers Program at Ngukurr.</li> <li>• Implementation of impact reporting at Ngukurr Child and Family Centre.</li> <li>• Establishment of a fully operational Families as First Teachers - Stay Play Learn program at Robinson River.</li> <li>• Continued close partnerships with other agencies for coordinated service and support through Big Rivers Regional Coordination Committee, Inter-Agency Case Management Group, Family Safety Framework and Local Reference Group.</li> <li>• On 1 January 2020, a new Katherine housing scheme was introduced in which a rental allowance is paid to the teacher rather than a house being provided. Teachers now have greater flexibility and choice in the location and style of accommodation they choose.</li> </ul>

Regional Office	2019-20 Regional Outcomes
<b>Top End</b>	<ul style="list-style-type: none"> <li>• Development and implementation of initiatives as part of the whole-of-government plan to tackle youth crime in Palmerston. These include:</li> <li>• The Student Voice Positive Choice (SVPC) program engaging over 100 students in nine participating Palmerston City schools, to give youth a voice in the community. SVPC students assisted to organise the Palmerston Writers Festival and 10 students from each school attended an SVPC summit.</li> <li>• Extending the Clontarf Boys and Stars Girls programs into Driver Primary School and Moulden Primary School</li> <li>• Providing a psychologist to the Palmerston Re-engagement Campus of the Top End School of Flexible Learning</li> <li>• The department continues to maintain close partnerships with other agencies for coordinated services and support in the region. This includes collaboration through the Top End Regional Coordination Committee, the Antisocial Behaviour Working Group, Palmerston Service Delivery Group, Palmerston Youth Local Action Group, Gunbalanya Service Delivery Group, Crossover Working Group and the Breaking the Cycle of Crime Action Groups.</li> <li>• The establishment of a youth skills centre offering vulnerable youth opportunities to pursue a vocational education pathway.</li> <li>• Opening of Zuccoli Primary School – Stage 1 to meet the educational needs of families in Palmerston’s newest suburbs.</li> <li>• Establishment of Strong Young Fathers Program at Palmerston Child and Family Centre.</li> <li>• Implementation of impact reporting at Palmerston and Gunbalanya Child and Family Centres.</li> <li>• Three Families as First Teachers – Stay Play Learn programs were established and are fully operational at Peppimenarti, Belyuen and Mamaruni.</li> <li>• Local Engagement and Decision Making (LEaD) Committees have been established at Belyuen, Jabiru Area, Batchelor Area, Nganmariyanga, Milikapiti and Pularumpi schools. LEaD committees assist in empowering community members to engage in the delivery of educational outcomes.</li> </ul>

**ATTACHMENT O** (for sub-question 46)

2019-20 Staffing Full-Time Equivalent (FTE) and Head Count, Pay 19\*

Work Area	Central		East Arnhem		Barkly		Darwin		Big Rivers		Top End		Multiple Region Support	
	Actual FTE	Head Count	Actual FTE	Head Count	Actual FTE	Head Count	Actual FTE	Head Count	Actual FTE	Head Count	Actual FTE	Head Count	Actual FTE	Head Count
<b>Staffing</b>	45	48	19	20	18	18	29	32	41	43	14	14	66	68

- *The table above reflects staff working to support schools in the regions in operational matters. In order to ensure that travel and service delivery is maximised, there are some staff who may be located in one regional office, however, service two or more regions.*
- *The information provided in this table represents a break in series to previous data as it has been collated centrally by DCDD using a different methodology, and due to the realignment of regions in June 2020.*