

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

WRITTEN QUESTION

Mr Higgins to the Minister for Education and Minister responsible for agencies and Government authorities under the Administrative Arrangements Order as at 31 March 2017

AGENCY ADMINISTRATION

ELECTION COMMITMENTS

1. Please provide details of all Labor election commitments and policy announcements made to Territorians in the campaign leading up to the 2016 NT General Election.
2. Please also provide the costing as applied to each election commitment.

ADMINISTRATIVE ARRANGEMENTS

3. Please provide details on all staff movements as a result of the Administrative Arrangements Order on 12 September 2016, including:
 - a) Appointments
 - b) Transfers
 - c) Resignations
 - d) Terminations
 - e) Redundancies
4. Please advise the cost of the staff changes, broken down by standard classification.
5. How much was spent on signage, including the design of such signage, required due to the machinery of Government changes since 12 September 2016?
6. How much was spent on stationery, including the design of such stationery, required due to the machinery of Government changes since 12 September 2016?
7. How much was spent on uniforms required due to the machinery of Government changes since 12 September 2016?

8. How much was spent on logos, trademarks and branding, including the development, design and registration of logos, trademarks and branding, required due to the machinery of Government changes since 12 September 2016?
9. How much was spent on published materials, printed or digital, required due to the machinery of Government changes since 12 September 2016?
10. How much was spent on office fit-outs and/or refurbishments commissioned following the machinery of Government changes since 12 September 2016?

BUDGET

11. What efficiency dividend has each Department and Agency been asked to achieve in framing the 2017/18 Budget? When was this direction given and what specific instructions were provided to achieve this result?
12. What instructions have been given to Departments and Agencies to address the reduction in GST payments to the Northern Territory?

STAFFING

13. Please provide details for the following staffing questions as at 1 September 2016 and 31 March 2017:
 - 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 identified Aboriginal and Torres Strait Islander in terms of FTE and as a percentage of the Agency total employment (all classifications).
 - c) Please advise the number of frontline staff as FTE and as a percentage of the Agency total employment (all classifications).
14. What is the variance in FTE from 30 June 2016 to 31 March 2017?

15. Please advise, in each category:
- a) The total number of staff on contracts (by executive and temporary employment contracts) as at 30 June 2016 and as at 31 March 2017
 - b) By position, the levels at which staff are employed on executive or temporary employment contracts as at 30 June 2016 and as at 31 March 2017
 - c) By position, when each current contract is due to be renewed
16. For the full financial year ending 30 June 2016 and for the period 1 September through 31 March 2017, how many staff:
- a) Resigned
 - b) Were demoted as a result of job evaluation or re-evaluation
 - c) Were made redundant
 - d) Were terminated
17. How many staff were unattached or categorized as redeployees for the full financial year ending 30 June 2016 and for the period beginning 1 September 2016 and ending 31 March 2017?
18. How many staff were categorized as supernumerary for the full financial year ending 30 June 2016 and for the period beginning 1 September 2016 and ending 31 March 2017?
19. 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 2016 and for the period beginning 1 September 2016 and ending 31 March 2017?
20. How many locums have been employed, for what purpose, what duration and at what cost for the full financial year ending 30 June 2016 and for the period beginning 1 September 2016 and ending 31 March 2017?
21. How many positions had Special Measures applied when advertised during the period beginning 1 September 2016 and ending 31 March 2017?
22. How many positions that had Special Measures applied, as referred to in question 21 above, had to be re-advertised due to the initial process not securing suitable candidates?

23. Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 1 September 2016 and the increase in staff who identify as Aboriginal and Torres Strait Islander since 1 September 2016.

24. How many grievances have arisen as a direct result of the Special Measures program since 1 September 2016. Of these, how many remain unresolved?

OUTSOURCING

25. For the period beginning 1 September 2016 and ending 31 March 2017, 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 2017/18? If so, provide details.

LEGAL EXPENSES

26. What has been the expenditure on legal advice or related expenses for the financial year 2016/17? Provide details on:

- a) the matter(s) (designate which ones are finalised and which ones are ongoing)
- b) The amount paid by matter
- c) The amount paid to each outside legal firm or barrister engaged

PROCUREMENT / CONSULTANCIES

27. For the period beginning 1 September 2016 and ending 31 March 2017, 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

28. Please detail expenditure paid, or expected to be paid, to Hawker Britton and/or associated entities for the financial year 2016/17, up to and including 31 March 2017. Outline the tasks performed.
29. 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?
30. How many contracts have been awarded to business entities with a principal place of business outside the Northern Territory for the financial year 2016/2017, up to and including 31 March 2017? Detail the work being undertaken by each business entity and the selection criteria for the successful business entity on the applicable contract or tender.
31. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public quotations were undertaken during the period of time beginning 1 September 2016 and ending 31 March 2017?
32. 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 of time beginning 1 September 2016 and ending 31 March 2017?
33. For each instance identified above in question 32, 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?
34. 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 31 March 2017.

FOCUS GROUPS / POLLING / SURVEYS

35. Please detail expenditure during the period of time beginning 1 September 2016 and ending 31 March 2017 on opinion polls and focus groups, including costs and entities that conducted the work.
36. Please provide copies of the surveys identified in question 35 above and detail all surveys undertaken, their form, the cost and what inducements were provided to incentivise participation during the period of time beginning 1 September 2016 and ending 31 March 2017.

COMMUNICATIONS AND MARKETING

37. Please detail expenditure on advertising and communications during the period of time beginning 1 September 2016 and ending 31 March 2017.

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, television station or similar?
- c) What was the total production cost, including, but not limited to, design, commissions, placement costs?
- d) Were tenders or expressions of interest called? If not, why not?

TRAVEL

Note: A separate question is being sent to the Department of the Chief Minister.

38. 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 of time beginning 1 September 2016 and ending 31 March 2017 broken down to:

- a) International travel
- b) Interstate travel
- c) Intrastate travel

39. In the case of international travel identified in response to question 38 above, please provide the purpose, itinerary, persons and costs involved in each trip.

40. 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 of time beginning 1 September 2016 and ending 31 March 2017.

HOSPITALITY / FUNCTIONS AND EVENTS

Note: A separate question is being sent to the Department of the Chief Minister.

41. Please provide full details of all public service hospitality provided since 1 September 2016.

In relation to each occasion on which official hospitality was undertaken:

- a) What was the purpose of the hospitality?
- b) How many guests attended?
- c) How many Ministers attended?
- d) How many Ministerial staff attended?
- e) How many MLAs attended?
- f) How many Public Sector employees attended?
- g) What was the total cost incurred?

GRANTS AND DONATIONS

42. Please detail expenditure on grants and donations paid by your Agency (including the recipient of each grant) during the period of time beginning 1 September 2016 and ending 31 March 2017.

43. Please detail the funds utilised to distribute awards and sponsorships in the period of time beginning 1 September 2016 and ending 31 March 2017. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2017/18 financial year?

44. Please detail the amounts paid on grants to non-Government organisations for the the period of time beginning 1 September 2016 and ending 31 March 2017, including to which organisation and the services to be provided?

MEDIA MONITORING SERVICES

45. Provide expenditure details on media monitoring services for the period of time beginning 1 September 2016 and ending 31 March 2017 (including entities engaged and who utilises the service).

INFRASTRUCTURE PROJECTS

46. What are the details, by project, of re-voted capital works in all Department and Government Authorities since 1 September 2016?
47. Please provide details of all projects that have been cancelled or postponed under the Government's infrastructure re-prioritisation plan.
48. Please provide details of newly committed projects since 1 September 2016.
49. Please provide details of contracts awarded to interstate firms, for what purpose, the cost and why a Territory firm was not chosen.

GOVERNMENT LEASED BUILDINGS

50. What is the total annual power bill of each Government building owned/leased/used by each Department for the financial year 2015/16 and as at 31 March 2017?
51. What is the total annual leased space of each Government building used by each Agency/authority and at what cost for the period of time beginning 1 September 2016 and ending 31 March 2017?
52. How much Government owned or leased premises or office space is currently under-utilised (at less than 100 per cent occupied) or vacant?

FEEES AND CHARGES

53. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2016/17 financial year and whether any of these fees and charges was increased following the passage of the 2016/17 financial year budget.

INTERNAL AUDITS

54. How many internal audits and financial investigations were conducted in the 2016/17 financial year?
55. What were the terms of reference or focus for each investigation?
56. 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.

BOARDS / ADVISORY BODIES

57. Please detail all boards and advisory bodies in your Agency in 2016/17, also providing the following information:
- a) The Terms of Reference
 - b) The current members and when they were appointed
 - c) The total remuneration paid to each Board member during the 2016/17 financial year
 - d) The itemised total cost incurred by the Board during the 2016/17 financial year
 - e) The number of times the Board met during the 2016/17 financial year

REVIEWS AND INQUIRIES

58. Details of all reviews and inquiries completed or commenced during the 2016/17 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

WORKPLACE HEALTH AND SAFETY

59. Please provide the number, nature and cost of reportable safety issues for 2016/17.

REGIONAL OFFICES

60. Please detail expenditure on staff located in regional offices across the Territory. Include the number of staff, their functions and outcomes achieved in the 2016/17 financial year. What are the locations for which they are responsible?

RESPONSE:

1. A whole-of-government response to Questions 1 will be provided by the Chief Minister.
2. A whole-of-government response to Questions 2 will be provided by the Chief Minister.
3. A whole-of-government response to Question 3 will be provided by the Minister for Public Employment.
4. A whole-of-government response to Question 4 will be provided by the Chief Minister.
5. Nil. The Department of Education did not have a name change and/or require any expenditure on design of and/or new signage due to the machinery of Government changes.
6. Nil. The Department of Education did not have a name change and/or require any expenditure on the design of and/or production of stationery due to the machinery of Government changes.
7. Nil. The Department of Education did not have a name change and/or require any expenditure on uniforms due to the machinery of Government changes.
8. The Department of Education did not have a name change and/or require any expenditure on design of and/or new signage due to the machinery of Government changes.
9. Nil. The Department of Education did not have a name change and/or require any expenditure on published materials, printed or digital, due to the machinery of Government changes.
10. Nil.
11. A whole-of-government response to Questions 11 will be provided by the Treasurer.
12. A whole-of-government response to Questions 12 will be provided by the Treasurer.
13. (a) As at 25 August 2016 (Pay 04 2016):
 - i. The total paid FTE for all employees was 4193 FTE.
 - ii. There were 2 642 FTE permanent (ongoing) employees.
 - iii. There were 1 551 FTE temporary contract (fixed period) employees

As at 22 March 2017 (Pay 19 2016):

- i. The total paid FTE for all employees was 4279 FTE.
- ii. There were 2 715 FTE permanent (ongoing) employees.
- iii. There were 1 564 FTE temporary contract (fixed period) employees.

13(b) A whole-of-government response to Question 13(b) will be provided by the Minister for Public Employment.

13(c) A whole-of-government response to Question 13(c) will be provided by the Minister for Public Employment.

14. A whole-of-government response to Question 14 will be provided by the Minister for Public Employment.

15. (a) and (c) A whole-of-government response to Question 15(a) and (c) will be provided by the Minister for Public Employment.

(b) As at 29 June 2016 (Pay 27 2015), there were 121 FTE executive contract employees and there were 1378 FTE temporary contract (fixed period) employees.

As at 22 March 2017 (Pay 19 2016), there were 124 FTE executive contract employees and there were 1440 FTE temporary contract (fixed period) employees.

Number of Executive Contract and Temporary Contract Employees (FTE)

Paid FTE	2015-16	2016-17
	Pay 27 29-Jun-16	Pay 19 22-Mar-17
Administrative Officer	374	397
Assistant teacher	82	67
Executive Contract Officer	34	32
Executive Contract Principal	87	92
Physical	41	40
Principal	11	16
Professional	24	23
Senior Administrative Officer	13	10
Senior teacher	93	106

Paid FTE	2015-16	2016-17
	Pay 27	Pay 19
	29-Jun-16	22-Mar-17
Teacher	728	768
Trainee and apprentices	12	12
TOTAL:	1 499	1 564

Paid FTE	2015-16	2016-17
	Pay 27	Pay 19
	29-Jun-16	22-Mar-17
Executive contract	121	124
Temporary contract	1 378	1 440

16. (a) For the financial year ending 30 June 2016, there were 222 permanent employees who resigned, and for the period from 1 September through to 31 March 2017, 150 permanent employees resigned.

16(b) For both the financial year ending 30 June 2016, and the period from 1 September through to 31 March 2017, no employees were demoted as a result of job evaluations or re-evaluations.

16(c) For the financial year ending 30 June 2016, there were 3 employees made redundant, and for the period from 1 September through to 31 March 2017, no employees were made redundant.

16(d) For the financial year ending 30 June 2016, 2 employees were terminated, and for the period from 1 September through to 31 March 2017, no employees were terminated.

17. For the financial year ending 30 June 2016, the average paid FTE for unattached employees was 195 and 8 employees who were categorised as redeployees.

For the period 1 September 2016 – 31 March 2017, the average paid FTE for unattached employees was 170 and 5 employees were categorised as redeployees.

18. For the full financial year ending 30 June 2016, the average paid FTE for Supernumerary employees was 180 FTE.

For the period 1 September 2016 – 31 March 2017, the average paid FTE for Supernumerary employees was 220 FTE.

19. 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.
20. Not applicable.
21. A whole-of-government response to Questions 21 will be provided by the Minister for Public Employment.
22. A whole-of-government response to Questions 22 will be provided by the Minister for Public Employment.
23. A whole-of-government response to Questions 23 will be provided by the Minister for Public Employment.
24. A whole-of-government response to Questions 24 will be provided by the Minister for Public Employment.
25. Nil. The Department of Education did not outsource, contract out or privatise functions that have traditionally been carried out by the Agency.
26. (a) and (b) The scope of the question is too broad and encompasses a very large number of matters handled by private legal firms, government lawyers, including prosecutions and advice given by the Office of Parliamentary Counsel. Providing details in relation to some legal matters has the potential to prejudice the interests of the Territory and other parties.

c) The amount paid to each outside legal firm or barrister engaged:

Legal Firm or Barrister	Amount (\$)
Andrew Schatz	3 182
Hunt and Hunt NT	1 152
Lyma Thuy Nguyen	9 625
Murphy and Associates Barristers and Solicitors	5 773
Ward Keller Pty Ltd	62 906
Total	82 638

27. A response to Question 27 has been provided at Attachment A.
28. Nothing to report.
29. A whole-of-government response will be provided by the Minister for Trade,

Business and Innovation.

30. A whole-of-government response will be provided by the Minister for Trade, Business and Innovation.
31. None.
32. One.
- 33.
- (a) Leadership coaching for middle school leaders for a period of 12 months.
 - (b) \$125 935
 - (c) A public quotation process was not considered appropriate as the supplier had previously provided these services for the last 24 months in 2015 and 2016. It was not considered cost effective and was disproportionately time consuming to engage an alternate provider to re-visit the orientation, engagement, consultation and awareness of the Northern Territory context stages of the project already undertaken in the commencement of coaching services for these personnel. Additionally, the supplier had a national and international standing in leadership development, school improvement and coaching services specific to the education context and there are no providers in the Northern Territory with this background.
 - (d) This information will not be provided.
 - (e) Acting Deputy Chief Executive Organisational Services and Deputy Chief Executive School Education.

34. As at 31 March 2017, there were 37 active corporate credit cards within the agency. Position titles and levels of those holding cards are below:

	Position Title	Position Level
1	Administration Officer	AO2
2	Officer - Teacher Learning Inclusion	AO2
3	Divisional Travel Officer	AO2
4	Administration and Finance Officer	AO3
5	Vehicles Officer	AO3
6	Manager - Indigenous Education	AO3
7	Student Support - Shared Services	AO3
8	Relocations and Travel Officer	AO3
9	Administration Officer	AO3
10	Travel Officer	AO3
11	Administration Officer	AO3
12	Executive Assistant	AO3
13	Relocations and Travel Officer	AO3
14	Finance and General Services Officer	AO4
15	Accounts Administrator	AO4
16	Project Officer	AO4
17	Administration Officer	AO4
18	Administration Officer	AO4
19	Executive Assistant	AO4
20	Executive Assistant	AO4
21	Infrastructure Support Officer	AO4
22	Executive Assistant	AO4
23	Executive Assistant	AO4
24	Administration and Finance Officer	AO4
25	Administration Officer	AO4
26	Executive Assistant	AO4
27	Senior Administration Officer	AO5
28	Business and Administration Officer	AO5
29	Administration Manager	AO5
30	Administration and Finance Officer	AO5
31	Marketing and Communication Officer	AO5
32	Senior Registration and Office Manager	AO6
33	Operations Officer	AO6
34	Team Leader	AO6
35	Divisional Reporting Officer	AO6
36	Executive Assistant	AO6
37	Executive Director Education Partnerships	EO3

35. The Department of Education spent a total of \$175 on opinions polls and focus groups during the period of 1 September 2016 – 31 March 2017. This cost was via a subscription which is used across the agency for a number of internal surveys as well community and stakeholder engagement surveys/opinion polls.

36. During the period of 1 September 2016 – 31 March 2017, the Department of Education conducted three surveys open to stakeholders 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:

Proposed dual campus college in Palmerston

- The survey open to all interested parties asking for feedback on the proposed dual campus college model in Palmerston (Rosebery Middle School and Palmerston Senior College).
- The survey was conducted from 13 February – 24 February 2017.
- 15 respondents completed the survey.
- The survey was one tool used to provide the community with the opportunity to provide feedback on the proposed dual campus college model in Palmerston.
- The results from the survey were included in the report provided to the Minister for Education to inform the decision to progress with the dual campus college model in Palmerston.

37. The total advertising and communications expenditure from 1 September 2016 – 31 March 2017 was \$233 183.

Expenditure Type	1 September 2016 – 31 March 2017
Advertising	\$99 172
Marketing	\$134 011
Total	\$233 183

DESCRIPTION	ADVERTISEMENT PLACEMENT	COST	EOI CALLED Yes/No, if No why?
Teach in the Territory Campaign	Brisbane Courier	\$3 766.94	No Advertising booked via Adcorp, WOG booking service
	Mail		
	Facebook	\$1 959.46	
	Geelong Advertiser	\$1 507.20	
	Seek	\$629.96	
	<i>Total</i>	<i>\$7,863.56</i>	
Community based special education grants	NT News	\$1 548.15	No Advertising booked via Adcorp, WOG booking service. Ad artwork was designed in-house.
World Teacher's Day feature advertisement	NT News	\$984.09	No Advertising booked via Adcorp, WOG booking service.
NTCET Top Achievers feature advertisement	NT News	\$1 075.00	No Advertising booked via Adcorp, WOG booking service.
Northern Territory Board of Studies feature advertisement	NT News	\$75.00	No Advertising booked via Adcorp, WOG booking service.

38. The administrative effort to provide itemised details of travel would result in undue diversion of resources from service delivery.

Travel expense	International \$000 From 1 September 2016 to 31 March 2017	Interstate \$000 From 1 September 2016 to 31 March 2017	Intrastate \$000 From 1 September 2016 to 31 March 2017	Total \$000 From 1 September 2016 to 31 March 2017
Fares	72	320	1 635	2 027
Accommodation	41	131	780	952
Travel allowance	5	83	801	889
Total	118	534	3216	3 868

39. A response to Question 39 can be found at Attachment B.

40. Nil

41. A response to Question 41 can be found at Attachment C.

42. Grants and donations paid by DoE, funded by both the Northern Territory Government and Commonwealth Government.

Grant Paid	Amount \$
Non-Government Schools *	159 401 306
Government Schools	59 134 719
Charles Darwin University	12 726 657
NT Families & Individuals	6 872 229
Early Childhood Service Providers	3 417 672
Stars Foundation Limited	1 540 530
Batchelor Institute of Indigenous Tertiary Education	772 727
School Sport NT	520 000
NT Council of Government School Organisations	390 000
Australian Association for the Development Of Role Models & Leaders	374 097
Edmund Rice Education Australia	350 000
Transforming Training	231 525
Australian Fisheries Academy Ltd	203 783
AFL Northern Territory Ltd	200 000
Down Syndrome Association of the NT Inc	169 000

Grant Paid continued	Amount \$
Total Recreation NT Inc	95 000
Vision Australia	95 000
Autism Northern Territory	80 000
Duke of Edinburgh's Awards (NT Division) Incorporated	80 000
Housing Industry Association	79 918
Industry Services Training Pty Ltd	78 039
Child Australia	77 273
BCA National Training Group Pty Ltd	55 373
Association of Northern Territory School Educational Leaders	55 500
Guide Dogs Association of SA/NT	55 000
Fox Education and Consultancy	52 218
Menzies School of Health Research	50 000
The University of Melbourne	34 000
Connect'n'Grow	32 835
Institute for Aboriginal Development Inc	26 997
Central Australian Community Toy Library Inc.	25 000
Darwin Toy Library Inc	24 000
Group Training Northern Territory	16 732
Tiwi Education Board Incorporated	16 000
Vocational Pathways Pty Ltd	13 055
Milingimbi CEC	12 500
Smith Family and Save the Children via Territory Families	12 500
Centralian Eisteddfod Council Inc	12 300
Volunteers for Isolated Students Education Inc	8 200
Nyangatjatjara Aboriginal Corporation T/A Nyangatjatjara	6 959
TOTAL	247 398 644

* Includes Commonwealth Students First funding (\$122M), where the NTG acts as a 'post-box' arrangement for the distribution of grants to non-government schools.

43. During the period 1 September 2016 to 31 March 2017, the Department of Education provided funding for awards and sponsorships, funded by both Northern Territory Government and Commonwealth Government, totalling \$33 636.

The Automotive Apprentice of the Year, Fulbright NT Sponsorship and Festival of Teaching/Professional Teacher's Association of the Northern Territory were managed by regional offices.

\$26 010 has been budgeted for 2017-18.

44. A response to Question 44 can be found at Attachment D.
45. The Department of Education spent a total of \$12 833 on media monitoring services using iSentia during the time period of 1 September 2016 – 31 March 2017.
46. A whole-of-government response to Questions 46 will be provided by the Minister for Infrastructure, Planning and Logistics.

47. A whole-of-government response to Questions 47 will be provided by the Minister for Infrastructure, Planning and Logistics.
48. A whole-of-government response to Questions 48 will be provided by the Minister for Infrastructure, Planning and Logistics.
49. A whole-of-government response to Questions 49 will be provided by the Minister for Infrastructure, Planning and Logistics.
50. The below table provides the total annual power bill of each Government building owned/leased/used by the Department of Education for the financial year 2015/16 and as at 31 March 2017 .

Department of Education building	2015/16 Total \$	2016/17 As at 31 March 2017 Total \$
Alice Springs Plaza	57 016	18 458
Anzac Hill Precinct	10 320	24 004
Berrimah Star Centre	14 845	13 363
Educational Store, Tennant Creek	862	301
Harbour View Plaza	52 913	1 580
Henbury School (Old) Early Intervention Learning Hub	-	6 442
Katherine Training Centre	-	40 475
Malak Re-engagement Centre	3 694	2 521
Mitchell Centre ¹	89 094	74 171
Palmerston and Rural Region Office, Goyder Centre	-	1 399
Palmerston and Rural Region Office, Palmerston Senior College	12 227	9 360
Regional Director's Office, Tennant Creek	1 912	1 418
Tennant Creek Training Centre	128	49 869
Transition Support Unit	4 771	4 248
Warehouse, Nhulunbuy	234	1 206
Total power costs for Department of Education leased buildings	248 016	248 815

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

51. A whole-of-government response to Questions 51 will be provided by the Minister for Corporate and Information Services.
52. A whole-of-government response to Questions 52 will be provided by the Minister for Corporate and Information Services.

53. Fees and charges levied by the Department of Education are detailed Table 1. Revenue raised from fees and charges for the period 1 July 2016 to 31 March 2017 is as follows:

Category	Total Revenue \$
Fees to Operate Early Childhood Education Facilities	31 467
Freedom of Information Fees	5 357
Teacher Registration Board Fees	608 326
Total	645 150

There were increases to early childhood services fees (Regulatory) levied by the Department of Education, determined by the Australian Children's Education and Care Quality Authority (ACECQA) (indexed annually). These fees are published on the ACECQA website. There were increases to Other Fees (Regulatory). All other fees remained the same.

Statutory fees and charges as at 31 March 2017

Fee/Charge Description	\$
TEACHER REGISTRATION BOARD	
<u>Education</u>	
<i>Teacher registration fees</i>	
Application for registration	
CDU and BIITE graduates	86.00
Mutual recognition applicants	120.00
All other new applicants	132.00
Annual registration fee	
Annual fee	86.00
Authorisation	
Initial authorisation fee	132.00
Repeat authorisation fee	86.00
DEPARTMENT OF EDUCATION	
<u>Early Childhood Registration Fee</u>	
<i>Prescribed fees</i>	
<i>Part 1 - Fees relating to provider approvals, service approvals and ratings</i>	
<i>Centre-based service (No. of approved places or places to be offered)</i>	
Application for provider approval	216.00
Application for service approval	
- 24 places or less	432.00
- 25 to 80 places	649.00
- 81 or more places	866.00
Annual fee - approved service	
- 24 or less approved places	198.00

- 25 to 80 approved places	297.00
- 81 or more approved places	394.00
Notification of intended transfer of service approval	107.00
Application for service waiver	107.00
Application for temporary waiver	107.00
Application for reassessment and re-rating	
- 24 or less approved places	432.00
- 25 to 80 approved places	649.00
- 81 or more approved places	866.00
Application for review by Ratings Review Panel	
- 24 or less approved places	432.00
- 25 to 80 approved places	649.00
- 81 or more approved places	866.00
Application for highest rating	
- 24 or less approved places	216.00
- 25 to 80 approved places	432.00
Fee/Charge Description	\$
- 81 or more approved places	649.00
Re-application for highest rating	
- 24 or less approved places	216.00
- 25 to 80 approved places	432.00
- 81 or more approved places	649.00
<i>Family day care service (No. of family day care educators engaged by your registered service)</i>	
Application for provider approval	216.00
Application for service approval	649.00
Annual fee - approved service	
- 5 or less family day care educators	198.00
- 6 to 20 family day care educators	297.00
- 21 or more family day care educators	394.00
Notification of intended transfer of service approval	107.00
Application for service waiver	107.00
Application for temporary waiver	107.00
Application for reassessment and re-rating	
- 5 or less family day care educators	432.00
- 6 to 20 family day care educators	649.00
- 21 or more family day care educators	866.00
Application for review by Ratings Review Panel	
- 5 or less family day care educators	432.00
- 6 to 20 family day care educators	649.00
- 21 or more family day care educators	866.00
Application for highest rating	
- 5 or less family day care educators	216.00
- 6 to 20 family day care educators	432.00
- 21 or more family day care educators	649.00
Re-application for highest rating	

- 5 or less family day care educators	216.00
- 6 to 20 family day care educators	432.00
- 21 or more family day care educators	649.00
Part 2 - Other fees	
Application for supervisor certificate	30.00
Copy or extract from Register of approved providers	
- per page	5.00
- for an electronic copy	69.00
Copy or extract from Register of approved education and care services	
- per page	5.00
- for an electronic copy	69.00
Copy or extract from Register of certified supervisors	
- per page	5.00
- for an electronic copy	69.00
Application for qualification to be assessed for inclusion on lists of approved qualifications	2 168.00
Fee/Charge Description	\$
Application for determination of equivalent qualification	107.00
Freedom of Information Fee	
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 + 0.20 per page
Enrolment and Attendance*	
Part 4 - <i>Education Act</i> provides for penalties to be applied for offences under the Act based on a number of penalty units	
Penalty unit value for enrolment, attendance and participation breaches	153.00

* It should be noted that penalties under this section not received by the Department of Education as revenue and as such do not appear in the total revenue table.

54. As at 31 March 2017, eight internal audits had been completed to final report stage. There have been no financial investigations conducted this financial year.

55. Terms of reference or focus for each internal audit are provided in the table below:

Internal audit	Terms of Reference or focus
Student Enrolment and Attendance Data – Term 2 2016	The objective of the audit was to assess, on a sample basis, the quality of student, enrolment and attendance information held at schools in Term 2, 2016, to ensure compliance with relevant policies and procedures.
Services for Students with Additional Needs	The objective of the audit was to assess the efficiency and effectiveness of processes related to the provision of services to students with special needs in Northern Territory Government schools with particular focus on processes related to meeting obligations under relevant legislation and standards.
Official Travel for the period 1 January to 30 June 2016	The objective of the audit was to determine, on a sample basis, whether official travel complies with the department's Official Duty Travel Policy and the Northern Territory Government Air Travel Policy for the period of 1 July 2016 to 31 December 2016.
Selected Financial Management Processes	The objective of this internal audit was to determine, on a sample test basis, whether the selected financial management processes meet the requirements of relevant policies and procedures for the period 1 January 2016 to 30 April 2016. The following sub-processes were included in the audit: <ul style="list-style-type: none"> • corporate credit cards • entertainment and hospitality • fuel cards.
Data Reform (Business Intelligence) Project Pre-Implementation	The objective of the audit was to assess the pre-implementation of the Business Intelligence Systems and Capabilities Project (BI Project) against the project's objectives and project implementation plan, as well as to determine whether effective project governance is in place.
Student Enrolment and Attendance Data – Term 3 2016	The objective of the audit was to assess, on a sample basis, the quality of selected student, enrolment and attendance information held at schools in Term 3, 2016, based on the level of compliance with relevant policies and procedures.
Procurement and Contract Management	The objective of the audit was to determine, on a sample basis, whether the department's procurement and contract management controls were operating effectively, in line with Northern Territory Government Procurement Directions and the department's Procurement Framework. The audit also involved ascertaining whether actions agreed as part of the 2015 review of the department's procurement and contract management processes have been fully implemented.
Work, Health and Safety	The objective of the audit was to determine whether, and to what degree, actions agreed as part of the 2015 Work Health and Safety audit had been implemented.

56. The internal audits described above resulted in a number of suggested improvements with the aim of strengthening internal controls and improving process efficiency, as applicable. No instances of fraudulent behaviour (i.e. the intent to deceive) and breaches of associated legislation were identified as part of the work undertaken.

Minimal instances of non-compliance with the Northern Territory Government Air Travel Policy were identified as part of the audit of official travel for the period 1 July to 31 December 2016 in relation to:

- the requirement to have official travel acquitted within the required working days of returning to the workplace
- the requirement to gain approval for travel prior to making a booking
- the requirement to fill out travel justification forms and TRIPS movement requisition correctly and within the required timeframe.

The auditors found minimal instances of non-compliance with the Northern Territory Government Procurement Directions as part of the audit of procurement and contract management for the period 1 July 2016 to 31 December 2016, primarily in relation to the requirement to complete procurement planning documents.

With regards to the internal audit of selected financial management processes, all findings raised were classified by the auditors as being low-risk issues, with further improvements suggested in relation to the department's current entertainment and hospitality processes.

In relation to all of the above, rolling communication reminding employees of policy requirements has been undertaken by the department.

57. (a) A response to question 57(a) is provided at Attachment E.

(b) A response to question 57(b) is provided at Attachment E.

(c) This information will not be provided.

(d) A response to question 57(d) is provided at Attachment E.

(e) A response to question 57(e) is provided is provided at Attachment E.

58. As at 31 March 2017, based on the external review services procured and/or the reports presented to the Audit and Risk Committee, one special (non-financial) investigation and two reviews had been completed to final report stage.

1. School financial management review

<p>The Terms of Reference</p>	<p>The objective of the review was to, on a sample of schools across the Northern Territory, assess:</p> <ul style="list-style-type: none"> • whether sampled schools' financial management and accounting practices are aligned with Part 5 of the Education Regulations (Sections 29, 34-36) • adequacy of the segregation of duties established at sampled schools in relation to budget preparation, preparation of financial statements, procurement/purchasing activity and recording of financial transactions • adequacy of sampled schools' selected financial management internal controls • whether sampled schools' procurement/purchasing activity is conducted in line with Northern Territory Government procurement principles.
<p>The criteria for selection of all panel members</p>	<p>The reviewer (Merit Partners) was selected through a procurement process on the basis of the following assessment criteria:</p> <ul style="list-style-type: none"> • Local content (30%) • Past performance (15%) • Capacity (15%) • Timeliness (15%) • Scope specific (15%).
<p>The composition, qualifications and state or territory of residence of the persons undertaking the review/inquiry</p>	<p>The review was undertaken by a five-member team employed by Merit Partners Pty Ltd, based in Darwin. All team members are Northern Territory residents and possess tertiary and/or professional qualifications in fields relevant to the review scope.</p>
<p>The cost of the review/inquiry</p>	<p>\$58,600</p>
<p>How the information was/is accumulated to contribute to the review/inquiry</p>	<p>The review team visited sampled schools to conduct interviews with relevant employees, observe processes and examine documentation. Additional information was also provided by department employees based in Darwin and regional offices, as required.</p>
<p>If completed, when, the outcome and whether the report has been tabled in the Legislative Assembly</p>	<p>The draft report was issued in December 2016, with responses currently being collated from relevant schools. This was an internal review initiated by department management for process improvement purposes and, as such, will not be tabled in the Legislative Assembly.</p>
<p>If not completed when this is expected</p>	<p>The report is expected to be finalised by 1 July 2017.</p>

2. Review of non-government Indigenous boarding school funding

The Terms of Reference	<p>The objective of the review was to identify:</p> <ul style="list-style-type: none"> • whether funding provided by the Commonwealth and Northern Territory governments is sufficient to meet the total costs associated with providing Aboriginal students with a quality education in boarding schools • the costs incurred for non-government Aboriginal boarding schools and any gaps in funding that may prevent the provision of safe, supportive and compliant boarding school education.
The criteria for selection of all panel members	<p>The reviewer (KPMG) was selected through a procurement process on the basis of the following assessment criteria:</p> <ul style="list-style-type: none"> • Local Development and Value Adding (20%) • Past performance (20%) • Capacity (20%) • Timeliness (10%) • Scope specific (20%) • Price (10%).
The composition, qualifications and state or territory of residence of the persons undertaking the review/inquiry	<p>The review was undertaken by a three-member team employed by the KPMG office in Darwin. All team members are Northern Territory residents and possess tertiary and/or professional qualifications in fields relevant to the review scope.</p>
The cost of the review/inquiry	\$100,621
How the information was/is accumulated to contribute to the review/inquiry	<p>The review team visited each relevant boarding facility and interviewed staff. Department employees based in Darwin also provided relevant funding information.</p>
If completed, when, the outcome and whether the report has been tabled in the Legislative Assembly	<p>The report was completed and published on the department's website in November 2016.</p>
If not completed when this is expected	Not applicable

3. Special investigation

<p>The Terms of Reference</p>	<p>A special (non-financial) investigation of the governance arrangements of a non-government school was commissioned to assess the extent to which:</p> <ul style="list-style-type: none"> • the school is administered by a body corporate whose directors are persons of good character and between them possess the skills and experience necessary for the proper administration of the school • the school's methods of governance are appropriate to its educational programs, the year levels and number of its students • the school has a business plan and a budget that makes appropriate provision for each year of its operation • the school has appropriate policies and procedures to deal with complaints and disputes.
<p>The criteria for selection of all panel members</p>	<p>The reviewer was selected through a procurement process on the basis of the following assessment criteria:</p> <ul style="list-style-type: none"> • Local content (25%) • Past Performance (20%) • Timeliness (15%) • Capacity/capability (20%) • Price (20%).
<p>The composition, qualifications and state or territory of residence of the persons undertaking the review/inquiry</p>	<p>The review was conducted by Iain Summers, who is a Northern Territory resident and possesses tertiary and professional qualification relevant to the scope of the investigation. Mr Summers is also a former Northern Territory Auditor-General and has previous experience conducting special investigation into Northern Territory non-government schools.</p>
<p>The cost of the review/inquiry</p>	<p>\$10,450</p>
<p>How the information was/is accumulated to contribute to the review/inquiry</p>	<p>Mr Summers conducted a site visit, interviewing relevant staff and directors of the school governing body.</p>
<p>If completed, when, the outcome and whether the report has been tabled in the Legislative Assembly</p>	<p>The investigation was completed in November 2016, with follow up undertaken by the department. The report is for the Regulator's use only.</p>
<p>If not completed when this is expected</p>	<p>Not applicable</p>

59. For the period 1 July 2016 to 31 March 2017, 38 notifiable safety issues were reported to NT WorkSafe:

- 12 relate to NT Public Sector employees at a cost of \$73 668.31
- 24 relate to students
- 2 relate to school council/board employees.

During the same period, 4 notifiable incidents involving early childhood students were reported to Quality Education and Care NT.

Details of the notified safety issues are presented in the tables below. Reported safety information stated below is based on reports received from employees through the department's internal incident reporting system. Costs that may have been associated with students and school council/board employees are not available.

A. Employee safety issues reported to NT WorkSafe

Count	Nature ¹	Mechanism ²	Costs	Description
4	Other diseases of the respiratory system, unspecified	Single contact with chemical or substance	\$0.00	Asbestos present
1	Dislocation	Personal medical condition	\$11 084.37	Shoulder dislocation
2	Laceration or open wound not involving traumatic amputation	Being bitten by an animal	\$13 621.23	Bitten by dog
1	Drowning	Drowning/immersion	\$9 896.55	Swimming
1	Laceration or open wound not involving traumatic amputation	Being trapped between stationary and moving objects	\$10 541.64	Finger de-gloving
1	Other diseases of the respiratory system, unspecified	Single contact with chemical or substance	\$0.00	Reaction to paint fumes
2	Fracture	Falls on the same level	\$28 524.52	Fell onto arm, wrist over extension

B. School Council employee safety issues reported to NT WorkSafe

Count	Nature	Mechanism	Description
2	Other diseases of the respiratory system, unspecified	Single contact with chemical or substance	Asbestos present

¹ The most serious injury or disease sustained or suffered

² The overall action, exposure or event that describes the circumstances that resulted in the most serious injury or disease

C. Student safety issues reported to NT WorkSafe

Count	Nature	Mechanism	Description
17	Other diseases of the respiratory system, unspecified	Single contact with chemical or substance	Asbestos present
6	Exposure to substance	Single contact with chemical or substance	Students presented with stinging hands in classroom
1	Intracranial injury	Hitting stationary objects	Ran into fencing

D. Early childhood student safety issues reported to Quality Education and Care NT

Count	Nature	Mechanism	Description
1	Laceration or open wound not involving traumatic amputation	Being hit by moving object	Hit in head by a rock
1	Unspecified injuries	Unknown	Student collapsed and fited
1	Exposure to substances without current injury or disease apparent	Single contact with chemical or substance	Red and black seeds consumed
1	Contusion, bruising and superficial crushing	Being hit by a person accidentally	Two students hit heads

60. Department of Education has six regional offices located across the Territory to service 153 government schools

- Arnhem
- Barkly
- Darwin
- Katherine
- Palmerston and Rural
- Alice Springs.

Each Department of Education regional office is required to manage and service school communities within their region. The functions of regional offices are to deliver education services to children and young people to maximise educational outcomes, safety and wellbeing. The staff work with key stakeholders to achieve the best possible educational outcomes for children and young people in the Territory.

The regional offices work with schools, families, communities and other key stakeholders to deliver quality educational services for young people across the Territory. This is achieved by ensuring that the services provided reflect current and future social and economic needs of the Territory, and that the services and systems are responsive to the needs of our communities and schools. Through commitment to providing higher quality education services, the support will assist young people to become confident and capable global citizens. Attachment F provides further information.

Purpose (a)	Cost (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)
Implementation of Direct Instruction – Maths to selected NT government schools. The program will be implemented in the Northern Territory (NT) as part of a broader school improvement agenda set out within the Indigenous Education Strategy	\$441 519	Cape York Aboriginal Australian Academy Limited	Level 2 Queensland Government Building, 17-19 Sheridan Street, CAIRNS QLD 4870	No	Program implemented	Yes
Development of the Skills Mastery Project. The Skills Mastery Project will involve the production of videos showcasing practicing role models of predominantly Indigenous heritage on the job in their workplace	\$109 017	Charles Darwin University	NT	No	Skills Mastery Project developed	Yes
Implementation of the School Wide Positive Behaviour Support framework in NT government schools to improve the behaviour and engagement of students	\$39 833	Louise O'Kelly	1 Barton Avenue, West Hobart, TAS 7000	No	Framework implemented	No
To assist selected project managers and the Indigenous Education Review Implementation unit in better managing project risks through improved risk identification, assessment and monitoring	\$38 455	KPMG Australia	NT	No	Assistance with project risk management	Yes
Review of non-government Indigenous boarding school funding	\$11 600	KPMG Australia	NT	No	Report on findings	Yes
Total	\$640 423					

Attachment B – Question 39

Travel from date	Travel to date	Traveller	Destination	Reason for Travel	Total Travel Cost to 31/3/17
21/09/16	25/09/16 01/10/16 09/10/16	Pedro De Jesus Laurenco Gusmao Ana Maria Settu Joao Da Costa Madalena Barros Paulo Quefi Gerio Patricia Carmen Games Do Rosario Maria Albion	Dili, Timor-Leste	Professional learning for Senai NT staff and Sentru Formasaun Profisional Training School Director and Assistant Director, by observing and participating in ESL classes at Anula Primary School and Darwin High School and visiting CDU, Batchelor Institute of Indigenous Tertiary Education and Casuarina Senior College	8 116
23/09/16	04/10/16	Jeannie Bennett	Seoul, South Korea	Attend Korean Studies Workshop program	1 444
28/09/16	30/09/16	Kevin Gillan Satpinder Daroch	Dili, Timor-Leste	Assess proposed sister school arrangements	782
06/10/16	16/10/16	Weifeng Mao Anthony G Roberts Elizabeth Veel Paul Van Holsten Rebecca Sadowski Warwick Peterbudge Paul Nyhuis Lisa Hirschausen Bryan Hughes Shona Henderson Yvonne Harding Satpinder Daroch Simon Cotton Susan Bowden Sue Beynon Vicki Baylis Marion Guppy Hayley Green Kevin Gillan	Anhui Province and Hong Kong, China	Executive Development for Educational Leaders Program study tour, including opportunities for establishment of international partnerships between schools	100 608
07/11/16	12/11/16	Maria Albion	Dili, Timor-Leste	Attend Schools North Principal Business Meeting	449

Travel from date	Travel to date	Traveller	Destination	Reason for Travel	Total Travel Cost to 31/3/17
12/11/16	19/11/16	Jasmin Aldenhoven	Melbourne -Singapore - Melbourne	Australian and New Zealand School of Government (ANZSOG) Executive Fellows Program. Travel costs were included in the course costs but were not itemised.	0
13/11/16	16/11/16	Jane Ellem Susan Kilgour Kevin Gillan	Dili, Timor-Leste	Establish sister school partnership with Wulagi Primary School	2 662
14/11/16	19/11/16	Gillian Sharkey	Wellington, New Zealand ¹	Attend ANZSOG Women in Leadership Workshop	1 761
14/11/16	19/11/16	Marion Guppy	Wellington, New Zealand ¹	Attend ANZSOG Women in Leadership Workshop	1 761
05/12/16	07/12/16	Heather Hamilton Krystal Withers	Dili, Timor-Leste	Collect VET evidence from Senai English Language Centre	1 406
19/12/16	15/01/17	Maria Albion	Dili, Timor-Leste	Return to Darwin for Timor-Leste school break	569
04/01/17	12/01/17	Sarnie Foley Albutu	Ottawa, Canada	Attend International Congress of Schools Effectiveness and Improvement	2 062
04/01/17	12/01/17	Cameron Adams	Ottawa, Canada	Attend International Congress of Schools Effectiveness and Improvement	3 000
25/01/17	26/01/17	Kevin Gillan Vicki Baylis	Dili, Timor-Leste	Attend Senai English Language Centre student graduation ceremony	1 107
20/02/17	25/02/17	Maria Albion	Dili, Timor-Leste	Attend Schools North Principal Business Meeting and visit sister schools	564
26/02/17	03/03/17 06/03/17	Marion Guppy Sue Beynon	Wellington, New Zealand	Attend ANZSOG Women in Leadership Conference	2 438
		Total			128 729

Notes:

1. Travel to New Zealand for the ANZSOG Workshop was cancelled due to a natural disaster and airfares have been placed into the QBT Tickets in Credit to be used by other travellers.
2. Some expenses reported in 'Total Travel Cost to 31/3/17' were paid in the period before 1 September 2016.

Dinner functions and conferences	(a) What was the purpose?	(b) How many guests?	(f) How many Public Sector employees attended?	(g) Total cost
ACEL breakfast with the Minister	Attend Minister for Education's presentation about current priorities.		1	50
Alice Springs region Network Function	Building of working relationships in the Alice Springs region.		Unknown	52
Annual Deputy Ministers' Dinner, Manitoba Chamber of Commerce	To meet with Manitoba government officials to discuss policies, plans and partnerships between industry and government.		1	131
Australian Teacher Regulatory Authority Dinner and AGM	To facilitate cooperation and collaboration across the Australian and New Zealand jurisdictions in the regulation of the teaching profession.	15	3	3 068
Chief Minister's Awards	Recognising and rewarding excellence in the NT public sector.	2	58	6 000
Employment Pathways Program and Remote Teacher Networking	An awards ceremony for students, honouring their achievements under the program.	2	40	1 218
Henbury School luncheon	Main fundraising event for the school to support new and innovative programs that aim to further their students' learning and wellbeing.		1	136
IPS principals meeting (Gunbalanya)	Dinner upon arrival at Jabiru to hear the Chief Executive's opening address.	2	25	1 477
Melbourne Indigenous Transition School Gala Dinner 2016	An auction to raise essential funds to support Melbourne Indigenous Transition School's students.		2	450
National Department of Education CFO Forum	Annual meeting for Department of Education CFOs around Australia to meet and discuss relevant issues currently affecting education.	7	3	924

Dinner functions and conferences	(a) What was the purpose?	(b) How many guests?	(f) How many Public Sector employees attended?	(g) Total cost
National Training Awards	Recognising individuals, businesses and registered training organisations for their contribution to skilling Australians.		10	1 092
NT Training Awards	To encourage and recognise senior secondary students who have demonstrated a high level of commitment, skill and achievement whilst undertaking a VET program as part of their NTCET.		9	1 183
NT Young Achiever Awards	To acknowledge, encourage, reward and promote positive achievements of young Territorians aged between 14 and 29.		5	545
Recognising Service Milestones	Formal recognition to congratulate staff on their significant contributions to the department and broader Northern Territory Public Service.		15	2 739
Retirement/Farewell functions	To recognise staff retiring with over 30 years' service or recognition of their contribution to the department or NTPS.		Unknown ¹	840
World Teachers Day functions	To honour teachers in general and those who have made a special contribution to their school community for World Teachers Day.		Unknown ¹	2 746
Youth Business Awards	To promote the involvement of secondary school students in small business education, recognise student achievement and bring together industry and education to participate in the ongoing development of small business education.		Unknown ¹	599
TOTAL				23 250

Question 41 (c), (d) and (e) - The *department did not incur hospitality expenses for Ministers, Ministerial staff and MLAs.*

¹ These were larger events with invitations to multiple staff or held in multiple regions – exact numbers of attendees are not known at this time.

Grants paid by DoE to non-government organisations, funded by both NTG and Commonwealth:

Grants paid to non-Government organisations		
Service Provided	Organisation Name	Amount \$
Operational Grants	Non-Government Schools *	159 401 306
Tertiary Providers Assistance	Charles Darwin University	8 392 099
VET In Schools	Charles Darwin University	4 084 021
	Transforming Training	231 525
	Australian Fisheries Academy Ltd	203 783
	Housing Industry Association	79 918
	Industry Services Training Pty Ltd	78 039
	BCA National Training Group Pty Ltd	55 373
	Fox Education and Consultancy	52 218
	Connect'N'Grow	32 835
	Institute for Aboriginal Development Inc	26 997
	Group Training Northern Territory	16 732
	Tiwi Education Board Incorporated	16 000
	Vocational Pathways Pty Ltd	13 055
	Milingimbi CEC	12 500
	Nyangatjatjara Aboriginal Corporation	6 959
Early Childhood Services Subsidy	Goodstart Childcare Limited	629 941
	Loumick NT Pty Ltd	179 114
	Affinity Education Group Limited	174 174
	Virginia Childcare Centre	142 233
	Nightcliff OSHC	129 376
	Territory Child Care Group Inc	112 800
	Mission Australia	106 801
	Top End Early Learning Centre Inc	86 398
	Rising Stars Rosbery and Rising Stars Gray	85 982
	YMCA Of Central Australia Inc	81 637
	Lil' Antz Pty Ltd	79 469
	NT Explorers Pty Ltd	77 480
	Little Mangoes Pty Ltd	69 869
	Humpty Doo Community and Child Care Centre Inc	65 475
	Dripstone Childrens Centre Inc	61 616
	Arnhem Early Learning Centre Pty Ltd	58 245
	Malak Family Centre	56 470
		4 909 955

Grants paid to non-Government organisations		
Service Provided	Organisation Name	Amount \$
Early Childhood Services Subsidy continued	Tennant Creek Childcare Centre	54 341
	Nightcliff Family Centre Inc	50 910
	Braitling Neighbourhood Centre	50 348
	Gap Community Childcare Centre	49 036
	Stuart Park Child Care Centre	48 172
	Casuarina Childcare Centre Inc	44 327
	Charles Darwin University	44 066
	Mitchell St Childcare Centre	44 038
	Woodroffe Child Care Centre	41 469
	Scallywags Childcare Centre	41 405
	Gray Child Care Centre Inc	40 417
	YMCA Of The Top End Inc	38 713
	Alice Springs Child Care Centre	37 376
	Parap Family Centre Incorporated	34 992
	Nhulunbuy Child Care Services Incorporated	34 978
	Katherine East Childcare	32 437
	Kentish Lifelong Learning Andcare Inc.	32 218
	Alice Springs Family Day Care Inc	31 524
	Preeti Kunj Child Care Centre	30 029
	West Arnhem Regional Council	28 912
	Tiny Town Children's Centre Pty Ltd	27 248
	Alyangula Daycare Incorporated	24 209
	Six Little Ducks	23 972
	Parent's Choice Family Day Care Pty Ltd	19 418
	Lutheran Child Care Centre	19 084
	Yulara Child Care Centre	18 265
	Central Desert Shire Council	11 213
	Loumick NT Pty Ltd	10 240
	Little Flyers Darwin	9 768
	Central Australian Community Toy Library Inc	7 524
The Three Year Old	7 062	
Maningrida CEC Council	5 720	
		3 190 511

Grants paid to non-Government organisations			
Service Provided	Organisation Name		Amount \$
Girls Engagement and Mentoring Program	Stars Foundation Limited	683 107	
	Australian Association for the Development of Role Models & Leaders Inc	374 097	1 057 204
Indigenous Workforce Development	Batchelor Institute of Indigenous Tertiary Education		772 727
Industry, Engagement and Employment Pathways	Stars Foundation Limited		740 863
Community Based Special Education Program	Down Syndrome Association of the NT Inc	169 000	
	Total Recreation NT Inc	95 000	
	Vision Australia	95 000	
	Autism Northern Territory	80 000	
	Guide Dogs SA/NT	55 000	
	Central Australian Community Toy Library Inc	25 000	
	Darwin Toy Library Inc	24 000	543 000
School Sport	School Sport NT		520 000
Grants to Education Organisations	NT Council of Government School Organisations	240 000	
	Duke Of Edinburgh's Awards (NT Division) Incorporated	80 000	
	Association of Northern Territory School Educational Leaders	55 500	
	Centralian Eisteddfod Council Inc	12 300	
	Volunteers for Isolated Students Education Inc	8 200	396 000
Edmund Rice Foundation	Edmund Rice Education Australia		350 000
Families as First Teachers	Tiwi Islands Shire Council		271 227
The Centre for School Leadership, Learning and Development	Charles Darwin University		206 471
Indigenous Education Review Implementation	AFL Northern Territory Ltd		200 000
COGSO Regional Governance Officers	NT Council of Government School Organisations		150 000
Closing the Gap	Stars Foundation Limited		116 560
Early Childhood Programs	Child Australia	77 273	
	The University of Melbourne	34 000	111 273
Early Childhood Policy Partnership and Reporting	Menzies School of Health Research		50 000
Grow Well Live Well in Palmerston - Senior Leadership Group	Smith Family and Save the Children (via Territory Families)		12 500
TOTAL			181 391 696

* Includes Commonwealth Students First funding (\$122M), where the NTG acts as a 'post-box' arrangement for the distribution of grants to non-government schools.

Attachment E – Question 57

Board/advisory body name	(a) Board/advisory body terms of reference	(b) Current members and date of their appointment	(c) Total cost incurred by board/advisory body in 2016-17 (as at 31/03/2017)	(e) No. of times board/advisory body met in 2016-17 (as at 31/03/2017)
Non-Government School Ministerial Advisory Council	Terms of reference are Attachment C (a). (Please note: The Minister for Education has provided proposed amendments to the terms of reference and these will be tabled at the next Non-Government School Ministerial Advisory Council meeting on 24 May 2017.)	Vicki Stokes – Independent Chair – 17 August 2015 Greg O'Mullane – Assistant Director, Catholic Education Office – 27 August 2006 Debra Twartz – Chief Executive Officer, NT Christian Schools – 6 February 2015 Gail Barker – Executive Director, Association of Independent Schools NT – 25 April 2007 Rachel Boyce – Principal, Good Shepherd Lutheran College – 28 April 2017 Anna King – General Manager, Strategic Services, Department of Education – 25 February 2013 Kevin Gillan – Executive Director, Education Partnerships, Department of Education – 29 October 2013	\$4 781	3
Northern Territory Board of Studies	Education Act Part 3 Section 25 refers Functions of Board The Board has the following functions: (a) to provide advice to the Minister and the CEO on curriculum policy in relation to: (i) establishing and maintaining	All members of the Northern Territory Board of Studies were appointed on 1 July 2016 when the Northern Territory Board of Studies component of the new <i>Education Act</i> came into effect. Ralph Wiese – Chair and expert member Vicki Baylis – Department of Education	\$9 671	3

Board/advisory body name	(a) Board/advisory body terms of reference	(b) Current members and date of their appointment	(c) Total cost incurred by board/advisory body in 2016-17 (as at 31/03/2017)	(e) No. of times board/advisory body met in 2016-17 (as at 31/03/2017)
	<p>curriculum frameworks that address the needs of all students in the Territory school education system; and</p> <p>(ii) establishing and maintaining procedures for student assessment, reporting and certification; and</p> <p>(iii) monitoring, evaluating and reporting on student performance; and</p> <p>(iv) improving student outcomes;</p> <p>(b) to provide advice to the Minister and the CEO on government policy affecting the Board's functions;</p> <p>(c) to cooperate and consult with bodies prescribed by regulation that are engaged in education or related matters.</p>	<p>nominee</p> <p>Cheryl Salter – Association of Independent Schools NT representative and expert member</p> <p>Charles Richardson – parent member</p> <p>Anne Donnelly – teacher representative</p> <p>Gregory Bicknell – employer representative</p> <p>Pauline Schober – Indigenous representative</p> <p>Rachel Boyce – expert member</p> <p>Peter Kell – expert member</p> <p>Paul Mathews – expert member</p> <p>The Catholic Education Office Northern Territory representative position is currently vacant. Processes to appoint a new member are in train.</p>		
Teacher Registration Board of the Northern Territory	<p>Functions of Board under section 11 of the <i>Teacher Registration (NT) Act</i>:</p> <p>(1) The Board has the following functions:</p> <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>Louise Corrigan – Person nominated by the Chief Executive Officer (of Department of Education) – 17 October 2014</p> <p>Julie Donald – Registered teachers (based at a remote school) nominated by the NT Branch of the Australian Education Union – 11 October 2014</p> <p>Yvonne Patterson – Registered teachers nominated by the NT Branch of the</p>	\$10 590	6

Board/advisory body name	(a) Board/advisory body terms of reference	(b) Current members and date of their appointment	(c) Total cost incurred by board/advisory body in 2016-17 (as at 31/03/2017)	(e) No. of times board/advisory body met in 2016-17 (as at 31/03/2017)
	<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 education courses and liaise with institutions providing education courses;</p> <p>(e) to liaise with the Agency administering the <i>Education Act</i> in relation to strategic priorities for professional development of teachers in the Territory;</p> <p>(f) to develop and improve professional teaching 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>(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>(k) to prosecute offences against</p>	<p>Australian Education Union – 17 October 2014</p> <p>Yalmay Yunupingu – Indigenous registered teacher at a government school nominated by the Chief Executive Officer (of Department of Education) – 11 October 2016</p> <p>Karen Blanchfield – Registered teacher nominated by the Association of NT School Educational Leaders – 11 October 2016</p> <p>Andrew Manning – Educator nominated by the Association of Independent Schools of the NT – 11 October 2016</p> <p>Elsabe Bott – Registered teacher nominated by the Independent Education Union – 11 October 2016</p> <p>Bernadette Morriss – Educator nominated by the Catholic Education Office – 11 April 2017</p> <p>Peter Kell – Educator nominated by Charles Darwin University – 17 October 2014</p> <p>Steve Carter – Person nominated by the NT Council of Government School Organisations – 17 October 2014</p> <p>Lorraine Hodgson – Registered teacher nominated by the NT Joint Council of Professional Teaching Associations – 11 October 2016</p>		

Board/advisory body name	(a) Board/advisory body terms of reference	(b) Current members and date of their appointment	(c) Total cost incurred by board/advisory body in 2016-17 (as at 31/03/2017)	(e) No. of times board/advisory body met in 2016-17 (as at 31/03/2017)
	<p style="text-align: center;">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>			

NON-GOVERNMENT SCHOOLS MINISTERIAL ADVISORY COUNCIL

TERMS OF REFERENCE (revised March 2016)

1. Role

The Non-Government School Ministerial Advisory Council (Council) is a statutory body established in 2004 under section 11 of the Northern Territory *Education Act* (the Act) to represent the needs of non-government schools to the Minister for Education.

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 of 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 upon review of existing non-government schools.
5. mechanisms to regulate access to Northern Territory financial resources, to ensure that there is a fair and objective distribution of funds to non-government schools.
6. the allocation of funds to non-government schools, including per capita recurrent grants, and other grants as determined by Government policy
7. a system of accountability for Northern Territory funds paid to non-government schools.
8. any other educational matter relating to non-government schools referred to it by the Minister.

The Council will maintain linkages 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
- 2 nominees from the Department of Education from executive, school planning or quality assurance areas
- 1 nominee from the Association of Independent Schools of the Northern Territory
- 1 nominee from the Catholic Education Office
- 1 nominee from the Northern Territory Christian Schools, and
1 nominee from the Lutheran Schools Association

The independent Chairperson will be appointed for a period of three years. All other Council members are 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 Council Chair is to:

- preside over all meetings
- ensure all members have opportunity to contribute ideas, opinions and concerns through maintaining a positive and constructive dialogue
- assist members to work together and ensure active participation at meetings, and
- support the non-government school sector to communicate and progress their priorities to through communication and meetings with the Minister for Education on behalf of the Council.

3.2 Role of Members

The role of a member is to represent the viewpoint of their sector, and for Government representatives their portfolio responsibility and current NT Government policy.

Members will:

- progress advice and issues arising from the Council by undertaking consultation with their school sector
- make decisions (or actively engage decision makers) to enable engagement on

issues being discussed and progressed by the Council

- attend to out-of-session working groups and meetings as required, and
- promulgate key issues, inform decisions, outcomes and policies relating to agenda items.

3.4 Meeting Proxy

The Chairperson of the Council may determine whether substitute delegates to Council meetings are acceptable.

4. Meeting Schedule

The Council will meet as often as necessary by at a minimum 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 an Executive Officer and Administrative Officer under the responsibility of the Executive Director Education Partnerships.

The Secretariat will support the Council by:

- 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.

2016-17 – Staffing Full Time Equivalent (FTE) and Head Count, 22 March 2017

Work Area	Alice Springs Region		Arnhem Region		Barkly Region		Darwin Region		Katherine Region		Palmerston and Rural Region	
	Actual Paid FTE	Head Count	Actual Paid FTE	Head Count	Actual Paid FTE	Head Count	Actual Paid FTE	Head Count	Actual Paid FTE	Head Count	Actual Paid FTE	Head Count
Staffing	38	40	23	24	22	23	39	40	45	48	63	66

Regional Office	Outcomes	Locations
Alice Springs Regional Office, 1 st Floor, Alice Plaza, 36 Todd Mall, Alice Springs	<ul style="list-style-type: none"> • Sustainable early years service delivery intervention model. • The Families as First Teachers (FaFT) program operating at 3 locations. • Schools establishing early years transition pathways and parent engagement strategies. • Schools implementing a school wide positive behaviour framework, which enhances student mental health and social and emotional wellbeing. • Provide enriched educational experiences, alternative education and pathways programs. • Improving school secondary education provision in urban Alice Springs. • Remote schools are enacting their Community Engagement Charter. 	<ul style="list-style-type: none"> • 32 government schools (9 located in Alice Springs township)
Arnhem Regional Office, Matthew Flinders Way, Nhulunbuy	<ul style="list-style-type: none"> • Schools of Exemplary Practice established. • Built sustainable, quality leadership through the promotion of the Highly Accomplished Lead Teachers (HALT) program. • Remote schools are enacting their Community Engagement Charter that focuses on the attendance and engagement. • Coaches established to focus on special needs and student wellbeing, teaching and learning and English as a Second Language pedagogy and data. • Improved regional rating on preschools meeting and exceeding the National Quality Assessment Standards. • The FaFT program is operating at 10 locations. • Dhawurr, the residential boarding facility at Nhulunbuy commenced operating in Term 1. In Term 2, there are 33 students enrolled in the boarding facility. • 6 schools continuing to teach Direct Instruction. • Nhulunbuy Primary School provide Direct Instruction in the English as a Second Language class and at the Gunyangara campus. 	<ul style="list-style-type: none"> • 16 government schools (2 located in Nhulunbuy township)

Regional Office	Outcomes	Locations
Barkly Regional Office, Barkly House, Staunton Street, Tennant Creek	<ul style="list-style-type: none"> • Sustainable early years service delivery intervention model. • The FaFT program, which is operating at 5 locations. • The delivery of the Collaborative Impact Program (Visible Learning and Relationships-based Learning). • Delivered training to implement school wide positive behaviour support and social and emotional learning, including managing escalated behaviour, functional behaviour assessment and behaviour intervention planning. • Direct Instruction implemented at Alekarenge School as part of the Indigenous Education Strategy. • Progress on the Juno Training Centre facility to deliver the Healthy Life Creative Life program. 	<ul style="list-style-type: none"> • 17 government schools (2 located in Tennant Creek township)
Darwin Regional Office, Mitchell Centre, 55-59 Mitchell Street, Darwin	<ul style="list-style-type: none"> • The FaFT program, which is operating at 3 locations. • Malak Re-engagement Centre was gazetted as a school on 29 March 2017. The gazettal of the centre as a school will provide it with greater capacity to expand its programs within Darwin, and the establishment of an outreach program in Palmerston. • Schools continuing to participate in the hub model that focuses on cross-school collaboration among principals and teachers and will support the development of transition plans for each stage of schooling, which is part of the Middle Years Strategy. 	<ul style="list-style-type: none"> • 28 government schools (2 located in Darwin township). This includes the Darwin Languages Centre and SenaiNT English Language Centre in Timor Leste.
Katherine Regional Office, Education Precinct, 19 Second Street, Katherine	<ul style="list-style-type: none"> • Implementation of the FaFT program, which is operating at 5 locations. • The development of the strategic responses to improve support for disengaged and 'at risk' middle and senior secondary students to assist students to return to mainstream schooling and assist in progressing to a job or training, as well as providing wrap around wellbeing support. • In March 2017 the Katherine Regional Education Office relocated to a fully refurbished facility at the Katherine Training Centre (Old Katherine High School). 	<ul style="list-style-type: none"> • 27 government schools (6 located in Katherine township) and 1 boarding facility
Palmerston and Rural Regional Office, Palmerston Senior College grounds, 10 Tilston Avenue, Driver	<ul style="list-style-type: none"> • Implementation of the FaFT program, which is operating at 4 locations. • Strengthening connections between middle and senior schooling through the Palmerston College Dual Campus model. • In remote schools, remote secondary pathways programs are being implemented to support post-primary students in communities with no access to secondary education. This has started in Mamaruni School and Nganmariyanga School and will commence in Peppimenarti School in Term 3 this year. 	<ul style="list-style-type: none"> • 33 government schools (15 located in Palmerston township)