

## LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

### WRITTEN QUESTION

Mrs Finocchiaro to the Minister for Education and for all portfolios under the Minister's responsibility

### AGENCY ADMINISTRATION

#### Note 1:

The following questions **do not require reference to the 2019-2020 Budget** to be answered. They can be answered from existing Agency data.

#### Note 2:

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

### BUDGET

1. What efficiency dividend, budget improvement or savings measures has each Agency been asked to achieve in framing the 2019/20 Budget? When was this direction given and what specific instructions were provided to achieve this result?

### STAFFING

2. Please provide details for the following staffing questions as at 30 June 2018, 31 December 2018 and as at 31 March 2019:
  - 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 as 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).
3. What is the variance in FTE from 1 July 2018 to 31 December 2018 and from 1 July 2018 to 31 March 2019?

4. Please advise, in each category:
  - a) The total number of staff on contracts (by executive and temporary employment contracts) as at 30 June 2018 and for the period from 1 July 2018 to 31 December 2018 and for the period from 1 July 2018 to 31 March 2019
  - b) By position, the levels at which staff are employed on executive or temporary employment contracts as at 30 June 2018 and for the period from 1 July 2018 to 31 December 2018 and for the period from 1 July 2018 to 31 March 2019
  - c) By position, when each current contract is due to be renewed
5. For the full financial year ending 30 June 2018 and for the period from 1 July 2018 to 31 December 2018 and for the period from 1 July 2018 to 31 March 2019 how many staff:
  - a) Resigned
  - b) Were demoted as a result of job evaluation or re-evaluation
  - c) Were made redundant
  - d) Were terminated
6. How many staff were unattached or categorized as redeployees for the full financial year ending 30 June 2018 and for the period from 1 July 2018 to 31 December 2018 and for the period from 1 July 2018 to 31 March 2019?
7. How many staff were categorized as supernumerary for the full financial year ending 30 June 2018 and for the period from 1 July 2018 to 31 December 2018 and for the period from 1 July 2018 to 31 March 2019?
8. 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 2018 and for the period from 1 July 2018 to 31 December 2018 and from 1 July 2018 to 31 March 2018?
9. How many locums have been employed, for what purpose, what duration and at what cost for the full financial year ending 30 June 2018 and for the period from 1 July 2018 to 31 December 2018 and from 1 July 2018 to 31 March 2019?
10. How many positions had Special Measures applied when advertised for the full financial year ending 30 June 2018 and for the period from 1 July 2018 to 31 December 2018 and from 1 July 2018 to 31 March 2019?
11. 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?

12. Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 30 June 2018 and the increase in staff who identify as Aboriginal and Torres Strait Islander since 1 July 2018 as at 31 December 2018 and as at 31 March 2019.
13. How many grievances have arisen as a direct result of the Special Measures program since 1 July 2018. Of these, how many remain unresolved?

## **OUTSOURCING**

14. For the period beginning 1 July 2018 and ending 31 December 2018 and for the period beginning 1 July 2018 and ending 31 March 2019, 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 2019/20? If so, provide details.

## **LEGAL EXPENSES**

15. What has been the expenditure on legal advice or related expenses for the financial year 2018/19? 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**

16. For the period beginning 1 July 2018 and ending 31 December 2018 and for the period beginning 1 July 2018 and ending 31 March 2019, 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

17. Please detail expenditure paid, or expected to be paid, to Hawker Britton and/or associated entities for the period beginning 1 July 2018 and ending 31 December 2018 and for the period beginning 1 July 2018 and ending March 2019. Outline the tasks performed.
18. 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?
19. 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 2018 and ending 31 December 2018 and for the period beginning 1 July 2018 and ending 31 March 2019? Detail the work being undertaken by each business entity and the selection criteria for the successful business entity on the applicable contract or tender.
20. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public quotations were undertaken during the period beginning 1 July 2018 and ending 31 December 2018 and during the period beginning 1 July 2018 and ending 31 March 2019?
21. 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 2018 and ending 31 December 2018 and during the period beginning 1 July 2018 and ending 31 March 2019?
22. 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?
23. 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 2019.

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

24. Please detail expenditure during the period beginning 1 July 2018 and ending 31 March 2019 on opinion polls and focus groups, including costs and entities that conducted the work.

25. 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 2018 and ending 31 March 2019.

## **COMMUNICATIONS AND MARKETING**

26. Please detail expenditure on advertising and communications during the period beginning 1 July 2018 and ending 31 March 2018.  
For each advertisement for which an expense was incurred:
- What was the purpose / description of the advertisement?
  - Who was the advertisement placed with, i.e. media outlet, newspaper, television station or similar?
  - What was the total production cost, including, but not limited to, design, commissions, placement costs?
  - Were tenders or expressions of interest called? If not, why not?

## **TRAVEL**

27. 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 2018 and ending 31 March 2019 broken down to:
- International travel
  - Interstate travel
  - Intrastate travel
28. 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.
29. 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 2018 and ending 31 March 2019.

## **HOSPITALITY / FUNCTIONS AND EVENTS**

30. Please provide full details of all public service hospitality provided for the period beginning 1 July 2018 and ending 31 March 2019.  
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?

- f) How many Public Sector employees attended?
- g) What was the total cost incurred?

## **GRANTS AND DONATIONS**

- 31. Please detail expenditure on grants and donations paid by your Agency (including the recipient of each grant) during the period beginning 1 July 2018 and ending 31 December 2018 and during the period beginning 1 July 2018 and ending 31 March 2019.
- 32. Please detail the funds utilised to distribute awards and sponsorships in the period beginning 1 July 2018 and ending 31 December 2018 and in the period beginning 1 July 2018 and ending 31 March 2019. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2019/20 financial year?
- 33. Please detail the amounts paid on grants to non-Government organisations for the period beginning 1 July 2018 and ending 31 December 2018 and for the period beginning 1 July 2018 and ending 31 March 2019, including to which organisation and the services to be provided?

## **MEDIA MONITORING SERVICES**

- 34. Provide expenditure details on media monitoring services for the period beginning 1 July 2018 and ending 31 March 2019 (including entities engaged and who utilises the service).

## **INFRASTRUCTURE PROJECTS**

- 35. What are the details, by project, of re-voted capital works in all Department and Government Authorities for the period beginning 1 July 2018 and ending 31 March 2019?
- 36. 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?
- 37. Please provide details of newly committed projects for the period beginning 1 July 2018 and ending 31 March 2019.
- 38. 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**

39. What is the total annual power bill of each Government building owned/leased/used by each Department for the period beginning 1 July 2018 and ending 31 March 2019?
40. 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 2018 and ending 31 March 2019?
41. How much Government owned or leased premises or office space is currently under-utilised (at less than 100 per cent occupied) or vacant?

## **FEES AND CHARGES**

42. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2018/19 financial year and whether any of these fees and charges was increased following the passage of the 2018/19 financial year budget.

## **INTERNAL AUDITS**

43. How many internal audits and financial investigations were conducted in the period beginning 1 July 2018 and ending 31 March 2019?
44. What were the terms of reference or focus for each investigation?
45. 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**

46. Please detail all boards and advisory bodies in your Agency in 2018/19, 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 2018/19 financial year
  - d) The itemised total cost incurred by the Board during the 2018/19 financial year
  - e) The number of times the Board met during the period beginning 1 July 2018 and ending 31 March 2019

## **REVIEWS AND INQUIRIES**

47. Details of all reviews and inquiries completed or commenced during the 2018/19 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**

48. Please provide the number, nature and cost of reportable safety issues for the period beginning 1 July 2018 and ending 31 March 2019.
49. Please detail the number of stress related matters and claims for the period beginning 1 July 2018 and ending 31 March 2019.

## **REGIONAL OFFICES**

50. Please detail expenditure on staff located in regional offices across the Territory. Include the number of staff, their functions and outcomes achieved in the 2018/19 financial year. What are the locations for which they are responsible?

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## ANSWERS

1. Please refer to the Root and Branch Review of Government Programs: [https://treasury.nt.gov.au/\\_data/assets/pdf\\_file/0005/683834/Root-and-branch-review-for-web-new.pdf](https://treasury.nt.gov.au/_data/assets/pdf_file/0005/683834/Root-and-branch-review-for-web-new.pdf)

2.

- (a) As at 30 June 2018 (Pay 26):
- The total paid FTE for all employees was 4285 FTE.
  - There were 288 part time employees (144 permanent part-time employees and 144 fixed term part-time employees).
  - There were 1509 FTE temporary contract (fixed term) employees.

As at 31 March 2019 (Pay 19):

- The total paid FTE for all employees was 4401 FTE.
  - There were 296 part time employees (146 permanent part-time employees and 150 fixed term part-time employees).
  - There were 1618 FTE temporary contract (fixed term) employees.
- (b) A whole-of-government response to Question 2(b) will be provided by the Minister for Public Employment.
- (c) As at 30 June 2018 (Pay 26), there were 3 735 FTE (or 87.2 per cent) school-based employees.

As at 31 March 2019 (Pay 19), there were 3 842 FTE (or 87.3 per cent) school-based employees.

Notes:

- After the organisation realignment (July 2018), the department evaluated and reviewed all positions and categorised them as being either school-based or non-school-based.
- 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.

3. A whole-of-government response to Question 3 will be provided by the Minister for Public Employment.

4.

- (a) A whole-of-government response to Question 4(a) will be provided by the Minister for Public Employment.
- (b) As at 30 June 2018 (Pay 26), there were 120 FTE executive contract employees and there were 1388 FTE temporary contract (fixed period) employees.

As at 31 March 2019 (Pay 19), there were 129 FTE executive contract employees and there were 1489 FTE temporary contract (fixed period) employees.

### Number of Executive Contract and Temporary Contracts Employees (FTE)

<b>Actual paid FTE</b>	<b>2017-18 Pay 26 27 June 2018</b>	<b>2018-19 Pay 19 20 March 2019</b>
Administration Officer	402	412
Assistant Teacher	63	67
Executive Contract Officer	34	37
Executive Contract Principal	86	92
Physical	33	40
Principal	14	16
Professional	20	14
Senior Administration Officer	16	17
Senior Teacher	107	109
Teacher	727	796
Technical		1
Trainee and Apprentices	7	18
<b>Sum:</b>	<b>1509</b>	<b>1618</b>

- (c) A whole-of-government response to Question 4(c) will be provided by the Minister for Public Employment.

5.

- a) For the financial year ending 30 June 2018, there were 190 permanent employees who resigned, and for the period from 1 July 2018 to 31 March 2019, 156 permanent employees resigned.
- b) For the financial year ending 30 June 2018 and for the period from and for the period from 1 July 2018 to 31 March 2019, there were no employees demoted as a result of job evaluations or re-evaluation. Once an employee is successful for (on merit) an ongoing position, they are ongoing at this level. If an area evaluates a job and the outcome is lower than the nominal, they still retain that employee at their previous level or the employee will be unattached and considered a priority candidate for placement within the agency or Northern Territory Public Service (NTPS) at their nominal level.

- c) For the financial year ending 30 June 2018, there was 1 employee made redundant, and for the period 1 July 2018 through to 31 March 2019, 10 employees were made redundant.
  - d) For the financial year ending 30 June 2018, 5 employees were terminated, and for the period 1 July 2018 through to 31 March 2019, 1 employee was terminated.
6. For the financial year ending 30 June 2018, the average paid FTE for unattached employees was 143 and there were 3 employees who were categorised as redeployees.

For the period 1 July 2018 through 31 March 2019, the average paid FTE for unattached employees was 115 and there was 1 employee who was categorised as a redeployee.

7. For the financial year ending 30 June 2018, the average paid FTE for supernumerary employees was 195 FTE.

For the period 1 July 2018 through 31 March 2019, the average paid FTE for supernumerary employees was 192 FTE.

8. 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.
9. Not applicable.
10. For the financial year ending 30 June 2018, there were 938 positions were advertised with special measures applied and 719 positions were advertised for the period 1 July 2018 through 31 March 2019 with special measures applied.
11. For the financial year ending 30 June 2018, there were 52 positions re-advertised due to the initial process not securing suitable candidates.

For the period 1 July 2018 through 31 March 2019, there were 32 positions re-advertised due to the initial process not securing suitable candidates.

Notes:

- 1. Re-advertised positions are positions that have been advertised multiple times with no successful applicant from the previous advertisement.
12. As at 13 June 2019, there were 608 (headcount) Aboriginal employees. As at 20 March 2019, there were 615 (headcount) Aboriginal employees.

Note:

- 1. Excludes any staff in schools employed by the school council.

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

14. Nil response for the period 1 July 2018 to 31 March 2019.

There is potential for consideration of a model whereby an external operator manages government boarding facilities.

15. The expenditure on external legal advice or related expenses for the period 1 July 2018 to 31 March 2019 was \$44 711. Details of this expenditure are as follows:

a) and b) The scope of the question is too broad and encompasses a 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 also 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>
Clayton Utz	8 128
Graham Nicholson	1 820
Georgia McMaster	7 570
JKW Law Practice	10 220
Lyma Thuy Nguyen	3 520
Minter Ellison Lawyers	5 751
Murphy & Associates Barristers and Solicitors	3 300
Ward Keller Pty Ltd	4 402
<b>Total</b>	<b>44 711</b>

16. The total expenditure on consultancies for the period 1 July 2018 to 31 March 2019 was \$973 282. Details of this expenditure are at Attachment A.

17. Nil response

18. A whole-of-government response to Question 18 will be provided by the Minister for Business and Innovation.

19. A whole-of-government response to Question 19 will be provided by the Minister for Business and Innovation.

20. For the period 1 July 2018 and ending 31 March 2019, there were three.

21. For the period 1 July 2018 and ending 31 March 2019, there were nine.

Note: Eight contracts awarded without undertaking a public quotation process were under existing Department of Corporate and Information Services ICT panel period contracts.

22. Details are provided at Attachment B.
23. There were 35 cardholders as at 31 March 2019. Details are provided at Attachment C.
24. The Department of Education spent a total of \$25 136 on opinions polls and focus groups during the period of 1 July 2018 – 31 March 2019 as detailed below:
  - **Education Services Australia (ESA) subscription (\$24 860)**  
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 as well as community and stakeholder engagement surveys/opinion polls.
25. During the period of 1 July 2018 – 31 March 2019, 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 2018 (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 13 – 31 August 2018.
- 11 557 respondents completed the survey.
- The results of the survey will be used to inform planning activities, identify school improvement, increase 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 D refers.

26. The total advertising and communications expenditure from 1 July 2018 – 31 March 2019 was \$318 266.53

<b>Expenditure Type</b>	<b>1 July 2018 – 31 March 2019</b>
Advertising	\$150 759.46
Marketing	\$167 507.07
<b>Total</b>	<b>\$318 266.53</b>

The below table details the advertising expenditure undertaken by the Department of Education from 1 July 2018 – 31 March 2019.

<b>DESCRIPTION (a)</b>	<b>ADVERTISEMENT PLACEMENT (b)</b>	<b>COST (c)</b>	<b>EOI CALLED (d) Yes/No, if No why?</b>
<b>Adult Night Classes</b>	NT News Territory FM Hot 100 FM Mix 104.9FM	\$3551.18 \$1960.00 \$3326.40 \$3326.40	No Advertising booked via Atomic 212, WOG booking service
<b>Back to School Campaign</b> <i>To advise of school term dates and promote the benefits of attending school</i>	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	\$22,649.07	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>Bereavement Notices</b> <i>Publication of notices for staff bereavements.</i>	NT News  Centralian Advocate	\$586.51  \$333.00	No Advertising booked via Atomic 212, WOG booking service
<b>Community Based Education Grants</b> <i>Classifieds ad to publicly advertise grants available</i>	NT News Katherine Times Centralian Advocate	\$2780.37 \$465.50 \$499.20	No Advertising booked via Atomic 212, WOG booking service Ad artwork was designed in-house
<b>Northern Territory Board of Studies feature</b> <i>Showcase the outstanding efforts from students</i>	NT News	\$1995.84	No Advertising booked via Atomic 212, WOG booking service Ad artwork was designed in-house
<b>Northern Territory Board of Studies Expressions of Interest</b> <i>Inviting community members to submit and expression of interest to become a board member</i>	NT News Centralian Advocate	\$1024.50 \$692.64	No Advertising booked via Atomic 212, WOG booking service Ad artwork was designed in-house
<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	\$1727.27	No Advertising booked via Atomic 212, WOG booking service Ad artwork was designed in-house

DESCRIPTION (a)	ADVERTISEMENT PLACEMENT (b)	COST (c)	EOI CALLED (d) Yes/No, if No why?
<b>Recruitment</b> <i>Recruitment Advertisements for identified hard to recruit positions – 43 in total</i>	Newspapers and online platforms including, but not limited to: Career One Seek LinkedIn NT News Centralian Advocate Tennant Creek and District Times Katherine Times The Australian	\$75,085.38	No Advertising booked via Atomic 212, WOG booking service
<b>SEC Expo 2018</b>	NT News Centralian Advocate	\$636.37 \$472.73	No Advertising booked via Atomic 212, WOG booking service
<b>Teach in the Territory Campaign</b> <i>Advertising promoting Department and Northern Territory as a place to work.</i>	Google  Education Week eDM  Australian Teacher Magazine  Seek  Newcastle Herald Koori Mail The Cairns Post Toowoomba Chronicle Townsville Bulletin	\$123.45  \$3980.00  \$5700.00  \$5000.00  \$5433.76 \$1158.69 \$2547.00 \$2880.00  \$2824.20	No Advertising booked via Atomic 212, WOG booking service

27.

Travel Type	Amount in \$000
International travel	65
Interstate travel	555
Intrastate travel	3 808
<b>Total</b>	<b>4 429</b>

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

29. Nil.
30. Information is provided at Attachment F.
31. Grants and donations paid by the Department of Education for the period beginning 1 July 2018 and 31 March 2018:

<b>Grants Paid</b>	<b>1 Jul 18 - 31 Mar 19 Amount \$</b>
Non-Government Schools *	214 770 250
Government Schools **	96 199 057
Charles Darwin University	11 307 660
NT Families & Individuals	7 072 362
Early Childhood Services Subsidy	3 979 848
Stars Foundation Limited	1 242 045
Australian Association for the Development of Role Models	810 800
Clontarf Foundation	669 408
Gundjeihmi Aboriginal Corporation	350 000
St Joseph's Catholic Flexible Learning Centre Youth Plus	350 000
NT Council of Government School Organisations (NT COGSO)	300 000
Transforming Training	207 424
Australian Fisheries Academy	193 122
Down Syndrome Association of the NT	190 000
Professional Teachers' Association of the NT	181 818
Anglicare NT	181 818
Duke of Edinburgh's Awards (NT Division) Incorporated	178 208
Vision Australia	148 000
Aviation Australia Pty Ltd	135 754
Murin Association Inc	122 727
AFL Northern Territory	122 500
Menzies School of Health Research	100 000
Total Recreation NT	100 000
Housing Industry Association	95 286
Autism Northern Territory	95 000
Connect'N'Grow	83 177
Swinburne University of Technology	81 393
BCA National Training Group	69 208
The Patch Incorporated	60 000
Guide Dogs Association	50 000
Engineers Australia - National Office	40 000
Civil Train - SA	36 640
Australian Children's Television Foundation	29 075
Board Of The Museum And Art Gallery Of The NT	28 000
Child Australia	27 273
Batchelor Institute Of Indigenous Tertiary Education	25 206
Central Australian Community Toy Library Inc	25 000

<b>Grants Paid</b>	<b>1 Jul 18 - 31 Mar 19 Amount \$</b>
Vocational Pathways Pty	23 015
Early Childhood Educators Association Incorporated	22 000
NT Police, Fire and Emergency Services	20 000
Fox Education and Consultancy	17 841
Murrupurtiyanuwu Catholic Primary School	12 200
Darwin Toy Library	10 000
Macquarie University	10 000
Catholic Church of The Diocese of Darwin	7 702
Early Childhood Australia Inc.NT Branch	6 364
<b>Total***</b>	<b>339 787 180</b>

\* Includes Commonwealth Students First funding (\$177M), 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 amounts schools have elected to take via a cash grant under the School Resourcing Model.

\*\*\* Excludes awards refer to question 32 below

32. During the period 1 July 2018 to 31 March 2019, the Department of Education provided funding for awards totaling \$13 450. Awards are funded by both Northern Territory Government and the Commonwealth Government. Funding for the awards were all managed centrally. The anticipated budget for 2019-20 is \$10 000.
33. Grants paid by the Department of Education to non-government organisations for the period beginning 1 July 2018 and ending 31 March 2019 is at Attachment G.
34. The Department of Education contributed a total of \$22 000 towards the shared government media monitoring services Isentia for the period of 1 July 2018 – 31 March 2019.

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

35. A whole-of-government response to Question 35 will be provided by the Minister for Infrastructure, Planning and Logistics.
36. A whole-of-government response to Question 36 will be provided by the Minister for Trade and Major Projects.
37. A whole-of-government response to Question 37 will be provided by the Minister for Infrastructure, Planning and Logistics.
38. A whole-of-government response to Question 38 will be provided by the Minister for Infrastructure, Planning and Logistics.

39.

<b>Department of Education Buildings</b>	<b>2018-19 As at 31 March 2019 Total \$</b>
Alice Springs Plaza	32 635
Anzac Hill Precinct	15 485
Educational Store, Alice Springs	990
Educational Store, Tennant Creek	1 408
Ethos House, NT COGSO	5 898
Juno Farm	1 670
Katherine Training Centre	54 631
Mitchell Centre <sup>1</sup> , Darwin	62 162
Palmerston and Rural Regional Office, Goyder Centre	11 331
Plenty Pathways Trades Skills Centre	474
Regional Director's Office, Tennant Creek	2 505
Satellite To All Remote Sites (STARS)	12 645
Tennant Creek Training Centre	61 932
Transition Support Unit, Winnellie	3 493
Warehouse, Nhulunbuy	221
<b>Total power costs for Department of Education-leased buildings</b>	<b>267 480</b>

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

40. A whole-of-government response to Question 40 will be provided by the Minister for Corporate and Information Services.
41. A whole-of-government response to Question 41 will be provided by the Minister for Corporate and Information Services.
42. Fees and charges levied by the Department of Education during the period 1 July 2018 to 31 March 2019 are detailed in Attachment H. Revenue raised from fees and charges for the period 1 July 2018 to 31 March 2019 was \$552 187.

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>

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

\*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.

43. Two internal audits were conducted during the period 1 July 2018 to 31 March 2019.

Two internal financial investigations commenced during this period.

44.

Internal audit/investigation	Terms of Reference or focus
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.
Value for Territory	The focus of the internal 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.
School financial investigation	The focus of this was to investigate a number of specific transactions and provide advice and recommendations for improvements.
Financial investigation	This investigation is ongoing.

45. The internal Official Travel audit did not identify any fraud or serious breaches of financial legislation, policies or procedures. The audit identified six non-compliance findings out of 43 compliance tests where the paperwork was not completed in accordance with the policies.

The internal Value for Territory audit did not identify any fraud or serious breaches of financial legislation, policies or procedures. The Buy Local Industry Advocate found that value for Territory had been delivered through the department's procurement processes during the period covered by the audit.

The audit identified five non-compliance findings out of 92 samples tested where the paperwork was not completed in accordance with the policies.

The school financial investigation did not identify any fraud or serious breaches of financial legislation, policies or procedures. The investigation concluded that there was incorrect use of the accounting system and further training was required.

The other financial investigation is ongoing.

- 46.
- a) A response to question 46(a) is provided at Attachment I and Appendix 1.
  - b) A response to question 46(b) is provided at Attachment I.
  - c) This information will not be provided.
  - d) A response to question 46(d) is provided at Attachment I.
  - e) A response to question 46(e) is provided at Attachment I.

47.

**Review of Policy and Practice for Students with Additional Needs to support the development of an Inclusion Framework**

- (a) The terms of reference were to review the policy and practice relating to students with additional needs.
- (b) The selection criteria for the reviewer (Victoria University) was through a procurement process on the basis of the following assessment criteria:
  - Local content (30%)
  - Past performance (20%)
  - Timeliness (25%)
  - Capacity (25%)
- (c) Victoria University was selected to undertake the review.
- (d) The cost of the review for the current period was \$91,792. The total cost of the review was \$200,000 across 2017-18 and 2018-19.
- (e) The review included extensive consultation with key stakeholders including families, teachers, the NT Council of Government School Organisations (NTCOGSO), Australian Special Education Principal's Associations, Downs Syndrome Association and Autism NT.
- (f) The review was completed in September 2018.

**Review of Intensive English Unit (IEU) programs to consider the efficacy and efficiency of the IEU programs in transitioning students into mainstream education (or employment pathways).**

- (a) The terms of reference were to assess access to and outcomes of the Intensive English Units (IEU) programs including their efficacy for preparing students to transition to mainstream classes.
- (b) The selection criteria for the reviewer (Ernst and Young) was through a procurement process on the basis of the following assessment criteria:
  - Local content (30%)
  - Past performance (30%)
  - Capacity (30%)
  - Price (10%)

- (c) The advisory firm Ernst and Young was selected to undertake the review. The firm has a registered office in the Northern Territory.
- (d) The cost of the review for the current period was \$31,080.
- (e) The review included consultation with key stakeholders including senior staff in intensive English units and subject matter specialist within the department.
- (f) The review consultation was completed in November 2018 and the final report is due in May 2019.

### **Review of Casuarina Senior College adult night classes program**

- (a) The terms of reference were to investigate the financial viability of Casuarina Senior College (CSC) adult night classes and make recommendations about the business model and future sustainability of night classes.
  - (b) The selection criteria for the reviewer (Management Consulting Alliance Pty Ltd) was through a procurement process on the basis of the following assessment criteria:
    - Local content (30%)
    - Past performance (30%)
    - Capacity (30%)
    - Price (10%)
  - (c) Management Consulting Alliance Pty Ltd was selected to undertake the review. The firm is located in the Northern Territory.
  - (d) The cost of the review for the current period was \$19,200.
  - (e) The review included extensive consultation with key stakeholders including night class tutors, CSC senior staff, Department of Education staff and written submissions from night class students.
  - (f) The review was completed in February 2019 with the final report provided on 10 February 2019.
48. Two notifiable safety issues under the *Work Health and Safety (National Uniform Legislation) Act* were reported to NT WorkSafe.

Sixteen notifiable incidents under the *Education and Care Services (National Uniform Legislation) Act 2011* involving early childhood students were reported to Quality Education and Care NT.

Cost that may be associated with reportable safety issues are not available until workers' compensation claims are lodged. There were no workers' compensation claims lodged as a result of the two notifiable safety issues reported to NT WorkSafe.

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

Count	Nature <sup>1</sup>	Mechanism <sup>2</sup>	Description	Cost
1	Laceration or open wound	Hitting moving objects	Cut finger	N/A
1	Electric shock	Contact with electricity	Electric shock	N/A

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

Count	Nature <sup>1</sup>	Mechanism <sup>2</sup>	Description
0	N/A	N/A	N/A

**Table 3: Early childhood student safety issues reported to Quality Education and Care NT**

Count	Nature <sup>1,3</sup>	Mechanism <sup>2,3</sup>	Description <sup>3</sup>
1	Fracture	Fall	Fall from height/play equipment
2	Fracture	Fall	Fall
1	Fracture	Trip	Trip
1	Laceration or open wound	Trip	Trip
2	Laceration or open wound	Fall	Fall
1	Skin irritation	Bite	Wasp bite causing a reaction
1	Skin irritation	Potentially palm tree fibres	Environmental
1	Ingestion, inhalation or insertion	Self-inflicted	Foreign object in ear
4	Child missing or unaccounted for	Left the service unsupervised	Children missing or unaccounted for
1	Children left unattended	Staff left children unattended	Children left unattended
1	Bump to head	Fall	Fall from height

49. Sixteen stress related matters were reported during the period.

Eleven claims for workers' compensation were lodged with the insurer for stress related matters.

50. The Department of Education has six regional offices located across the Territory to service 152 government schools:

1. Alice Springs
2. Arnhem
3. Barkly
4. Darwin
5. Katherine
6. Palmerston and Rural.

Expenditure on staff at each of the regional offices as at 31 March 2019 is as follows:

Alice Springs	\$4.60M
Arnhem	\$2.14M
Barkly	\$2.41M
Darwin	\$3.68M
Katherine	\$2.66M
Palmerston and Rural	\$2.91M
Shared services across two or more regions	\$5.70M
<b>Total</b>	<b>\$24.10M</b>

Regional offices are responsive to the needs of regional and remote communities and schools, delivering a range of education services to children and young people to maximise educational outcomes, safety and wellbeing. These services include support for teaching and learning, engagement and attendance, support for students with additional needs, finance and human resource support.

The department undertook an organisational realignment in 2018 to align its services to directly support schools and achieve the best possible educational outcomes for all children and young people in the Territory. One of the realignment principles was to ensure continued provision of regional services to better enable the delivery of high quality education.

Attachment J provides further information.

## ATTACHMENT A – QUESTION 16

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)
Development of differentiated improvement interventions to accelerate school and system improvement.	184 000	McKinsey & Company	Level 14, 1 Collins St, Melbourne VIC 3000	No	Report on recommendations	Yes
Implementation plan and recommendations for the Classroom Analytics System Pilot (CASP) project.	139 704	KPMG Australia	18 Smith St, Darwin NT 0800	No	Recommendations implemented	Yes
Job evaluation system (JES) assessment and support for the NT Public Sector - Shaping the Organisation and Workforce for Future Success.	117 852	Mercer Consulting (Australia) Pty Ltd	Level 6, 70 Franklin Street ADELAIDE SA 5000	No	Recommendation implemented	Yes
Program evaluation of 'A Share in the Future' Indigenous Education Strategy 2015-17	96 521	ACIL Allen Consulting Pty Limited	Level 9, 60 Collins St, Melbourne VIC 3000	No	Report on recommendations	Yes
Evaluation of the Provision of Collaborative Impact Framework, providing recommendations to enhance the quality of teaching and learning performance leading to improved student outcomes.	93 028	Incept Labs Australia Pty Limited	Suite 505, 35 Lime St, Sydney NSW 2000	No	Report on recommendations	Yes

<b>Purpose (a)</b>	<b>Cost (b)</b>	<b>Person or entity engaged (c)</b>	<b>Principle place of business (d)</b>	<b>Report tabled in Legislative Assembly (e)</b>	<b>Outcomes or key performance indicators (f)</b>	<b>Tenders or expressions of interest invited prior to work? (g)</b>
Review of Policy and Practice for Students with Additional Needs to support the development of an Inclusion Framework	91 792	Victoria University	PO BOX 14428 Melbourne VIC 8001	No	Report on recommendations	Yes
Deliver the Business Intelligence Architecture and Service Model. This includes the development of an implementation strategy and roadmap for the new Service Model as well as recommendations on what materials should be in place to support the Model.	35 092	Jackadder International	Level 16 Charles Darwin Centre 16 Smith St The Mall 0800	No	Report on recommendations	Yes
Review of Intensive English Unit programs to consider the efficacy and efficiency of the IEU programs in transitioning students into mainstream education (or employment pathways).	31 080	Ernst & Young	Level 17/19 The Mall Smith St Darwin NT 08001	No	Report on recommendations (not yet finalised)	Yes
Develop and implement a Workplace Safety Management Plan risk registers, and design and develop a training program and deliver training.	25 175	Total Safety Solutions	12 Adams Rd Yarrowonga NT 0830	No	Develop and implement risk register. Design, develop and deliver training program (not yet finalised).	Yes
Special investigation - NT Christian Schools (Phase 2)	21 622	Management Consulting Alliance Pty Ltd	7/4 Myilly Terrace Darwin NT 0801	No	Report on findings	Yes

<b>Purpose (a)</b>	<b>Cost (b)</b>	<b>Person or entity engaged (c)</b>	<b>Principle place of business (d)</b>	<b>Report tabled in Legislative Assembly (e)</b>	<b>Outcomes or key performance indicators (f)</b>	<b>Tenders or expressions of interest invited prior to work? (g)</b>
Conduct the Data Access Program Business Case Review	21 498	VISTECH Consulting	10 Glenwood Close Donvale VIC 3111 Australia	No	Report on recommendations	Procurement undertaken by DCIS. DoE reimbursed DCIS via LTF
Review of Casuarina Senior College adult night classes program	19,200	Management Consulting Alliance Pty Ltd	7/4 Myilly Terrace Darwin NT 0801	No	Report on recommendations	Yes
Provide physical security advice and assist the department in addressing the recommendations from the 2015 security review and risk assessment to develop agency and site specific security plans at the agency level and at schools level.	19 200	Connley Walker Pty Ltd	11 Louise Street Brighton East VIC 3187	No	Report on recommendations	Yes
Evaluation of eDash Phase 1 to inform decision making regarding further stages and approach to the DPA including eDash	16 290	Jackadder International	Level 16 Charles Darwin Centre 16 Smith St The Mall 0800	No	Report on findings	Yes
Special Investigation - NT Christian Schools.	16 000	Management Consulting Alliance Pty Ltd	7/4 Myilly Terrace Darwin NT 0801	No	Report on findings	Yes
Conduct a review of school financial management at a remote school and provide advice and recommendations to the department.	14 578	KPMG Australia	18 Smith St, Darwin NT 0800	No	Report on recommendations	Yes

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)
Strategic and cultural support. Support the Department to drive organisational culture in line with the Department's renewed strategy.	14 418	Nous Group Pty Ltd	Level 19, 567 Collins Street, Melbourne VIC 3000	No	Conduct survey and report on findings	Direct contracting in accordance with the procurement rules
Review and report with recommendations regarding the educational support provided to some students at Nhulunbuy Primary School, in light of clinical information and advice provided to the department.	10 492	Phoenix Consulting	1 Phoenix Strret Nightcliff NT 0814	No	Report on recommendations	Quotation sought
Independent investigation - Nhulunbuy Primary School	5 700	Roger Newman	GPO Box 619 Darwin NT 0801	No	Report on findings and recommendations	Quotation sought
<b>Total</b>	<b>\$973 282</b>					

**ATTACHMENT B – QUESTION 22**

<b>a) Description</b>	<b>b) Value \$000</b>	<b>c) Reason</b>	<b>d) Recommended</b>	<b>e) Approved</b>
Darwin - Provision of MYOB Licenses for a Period of 12 Months	149	Direct contracting to procure MYOB software licenses to continue NT Government Schools' access to their financial accounting system, MYOB.	This information will not be provided.	Chief Executive
Development of Enterprise Architecture, Strategy and Security Policy and Guidelines	100	Utilisation of DCIS existing panel period contract.		General Manager Digital and Data/Chief Information Officer
Data Centre Transition Project	284	Utilisation of DCIS existing panel period contract.		General Manager Digital and Data/Chief Information Officer
Package A - Data Warehouse / Business Intelligence specialist	122	Utilisation of DCIS existing panel period contract.		Director Data
HPE Rack-mount server for Veeam software	190	Utilisation of DCIS existing panel period contract.		General Manager Digital and Data/Chief Information Officer
Nutanix hyper-converged solution on compatible hardware	1 161	Utilisation of DCIS existing panel period contract.		General Manager Digital and Data/Chief Information Officer
Consultant - ICT Test Manager/Business Analyst for a Period of Six (6) Months	158	Utilisation of DCIS existing panel period contract.		Chief Financial Officer
Consultant - ICT Project Manager for a Period of Six (6) Months	116	Utilisation of DCIS existing panel period contract.		Director Digital
eHub Service Catalogue Expansion	729	Utilisation of DCIS existing panel period contract.		General Manager Digital and Data/Chief Information Officer

**ATTACHMENT C – QUESTION 23**

	Position Title	Level
1	Administration Assistant	AO2
2	Registration and Administration Assistant	AO3
3	Divisional Travel Officer	AO3
4	Divisional Travel Officer	AO3
5	Travel and Relocation Officer	AO3
6	Project Assistant	AO3
7	Relocation Officer	AO3
8	Relocation Officer	AO3
9	Executive Assistant	AO3
10	Executive Assistant	AO4
11	Executive Assistant	AO4
12	Business Services Officer	AO4
13	Project Officer	AO4
14	Administration Officer Finance	AO4
15	Administration and Finance Officer	AO4
16	Executive Assistant	AO4
17	Project Officer	AO4
18	Finance and Operations Manager	AO4
19	Administration Support Officer	AO4
20	Administration Support Officer	AO4
21	Project Support Officer	AO4
22	Communication Support Officer	AO4
23	Assistant Workforce Consultant	AO4
24	Administration Officer	AO4
25	Facilities and Operations Manager	AO5
26	Senior Executive Assistant	AO5
27	Administration and Finance Manager (North)	AO5
28	Senior Executive Assistant	AO5
29	Facilities and Operations Manager	AO5
30	Executive Officer Support Services	AO6
31	Senior Registration and Office Manager	AO6
32	Senior Executive Assistant	AO6
33	Project Officer	AO6
34	Senior Operations Officer	AO7
35	School South Training Coordinator	AO7

## ATTACHMENT D – QUESTION 25

### School Survey 2018 (Education Services Australia)

#### 1. MANDATED STUDENT QUESTIONS

Type of Question	Questions
Demographic	<ol style="list-style-type: none"><li>1. Are you male or female?</li><li>2. What year level are you in?</li><li>3. Are you of Aboriginal or Torres Strait Islander origin?</li></ol>
National	<ol style="list-style-type: none"><li>4. My teachers expect me to do my best.</li><li>5. My teachers provide me with useful feedback about my school work.</li><li>6. Teachers at my school treat students fairly.</li><li>7. My school is well maintained.</li><li>8. I feel safe at my school.</li><li>9. I can talk to my teachers about my concerns.</li><li>10. Student behaviour is well managed at my school.</li><li>11. I like being at my school.</li><li>12. My school looks for ways to improve.</li><li>13. My school takes students' opinions seriously</li><li>14. My teachers motivate me to learn.</li><li>15. My school gives me opportunities to do interesting things.</li></ol>
Jurisdiction	<ol style="list-style-type: none"><li>16. My teachers make sure I understand the work I am asked to do.<sup>VL</sup></li><li>17. My teacher understands how I learn.<sup>VL</sup></li><li>18. My teacher supports me to set my own learning goals.</li><li>19. My teacher supports me to understand my learning data.</li><li>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).</li><li>21. My school prepares me for my future.</li><li>22. I am supported by teachers and staff at the school to do my best.</li><li>23. I felt ready to start primary/middle/senior school.</li><li>24. There is an adult at my school who cares about me and knows me well.</li><li>25. My school values the language and cultural background of all students.</li><li>26. My school celebrates the success and achievement of students.</li></ol>

Notes: VL: question links to Visible Learning.

## 2. MANDATED PARENT QUESTIONS

Type of Question	Questions
Demographic	<ol style="list-style-type: none"> <li>1. Are you male or female?</li> <li>2. What is the Year level of the child you are considering when you answer this survey?</li> <li>3. Are you of Aboriginal or Torres Strait Islander origin?</li> </ol>
National	<ol style="list-style-type: none"> <li>4. Teachers at this school expect my child to do his or her best.</li> <li>5. Teachers at this school provide my child with useful feedback about his or her school work.</li> <li>6. Teachers at this school treat students fairly.</li> <li>7. This school is well maintained.</li> <li>8. My child feels safe at this school.</li> <li>9. I can talk to my child's teachers about my concerns.</li> <li>10. Student behaviour is well managed at this school.</li> <li>11. My child likes being at this school.</li> <li>12. This school looks for ways to improve.</li> <li>13. This school takes parents' opinions seriously.</li> <li>14. Teachers at this school motivate my child to learn.</li> <li>15. My child is making good progress at this school.</li> <li>16. My child's learning needs are being met at this school.</li> <li>17. This school works with me to support my child's learning.</li> </ol>
Jurisdiction	<ol style="list-style-type: none"> <li>18. I feel well informed about what is happening at the school. (e.g school curriculum, after school program, wellbeing programs, building works)</li> <li>19. I know how to support my child's learning and development.</li> <li>20. My school shares data to inform me about my child's learning in a way that I can understand.</li> <li>21. My child was well supported to transition into primary/middle/senior school.</li> <li>22. My child was well supported to start school this year.</li> <li>23. I have opportunities to have a say in the direction of the school and its education programs.</li> <li>24. I would recommend this school to other parents.</li> <li>25. I would prefer the school share information about my child's achievement with me (for example their attendance and NAPLAN results). Answer options: online; via e-mail; hard copy; through face-to-face discussion.</li> <li>26. What hours does your preschool operate? Answer options: 2 ½ days per week; 3 hours a day for 5 days; other. <sup>Pres</sup></li> <li>27. How satisfied with these hours of operation are you? <sup>Pres</sup></li> </ol>

Type of Question	Questions
	28. How satisfied overall with the preschool program are you? Follow up question 'why?' <sup>Pres</sup>

**Note:** Pres – questions relate to those parents with students enrolled in preschool.

### 3. MANDATED STAFF QUESTIONS

Type of Question	Questions
Demographic	<ol style="list-style-type: none"> <li>1. How many years have you been working in schools?</li> <li>2. Are you a full-time or part-time employee?</li> <li>3. Which category best describes your employment? (Permanent; Fixed-term; Temporary/casual)</li> <li>4. Are you male or female?</li> <li>5. Are you of Aboriginal or Torres Strait Islander origin?</li> <li>6. Are you currently employed in a: school leadership position? teaching position? non-teaching position?</li> <li>7. Which year level/s do you teach?</li> </ol>
Jurisdiction (aligned to national mandated parent and student questions)	<ol style="list-style-type: none"> <li>8. Teachers at this school expect students to do their best.</li> <li>9. Teachers at this school provide students with useful feedback about his or her school work.</li> <li>10. Teachers at this school treat students fairly.</li> <li>11. My school is well maintained.</li> <li>12. Students feel safe at this school.</li> <li>13. Student behaviour is well managed at this school.</li> <li>14. My school looks for ways to improve.</li> <li>15. This school takes staff opinions seriously.</li> <li>16. Teachers at my school motivate students to learn.</li> <li>17. Students like being at my school.</li> </ol>
Jurisdiction	<ol style="list-style-type: none"> <li>18. Our school has a clear vision and direction for school improvement.</li> <li>19. I contribute to the school improvement agenda at my school.</li> <li>20. The department supports our school to achieve its priorities.</li> <li>21. The school has flexibility in the delivery of teaching and learning programs to suit the needs of the local community.</li> <li>22. Alternate wording for different stages of schooling <ul style="list-style-type: none"> <li>• The school provides suitable programs or pathways for students in my class(es) to transition from primary to secondary.<sup>Pri</sup></li> </ul> </li> </ol>

Type of Question	Questions
	<ul style="list-style-type: none"> <li>• The school provides suitable programs or pathways for students in my class(es) to transition from school to work or further education. <sup>MY/SY</sup></li> </ul> <p>23. I have the opportunities to have a say in the direction of the schools and its education program to the extent that I wish to.</p> <p>24. Teachers at my school use data to inform their teaching.</p> <p>25. I have a performance development plan that is supported by the school.</p> <p>26. I have access to appropriate professional development to develop the knowledge and skills to effectively teach my students.</p> <p>27. My school provides me with opportunities to develop my leadership capacity.</p> <p>28. I regularly undertake collaborative activities with my peers (e.g planning, sharing resources, observing others' classrooms and teaching and personal learning communities).</p> <p>29. The students I teach are motivated to learn.</p> <p>30. This school cares about my wellbeing.</p> <p>31. I feel safe at this school.</p> <p>32. I would recommend this schools as a workplace to others</p> <p>33. I would recommend this school for others to enrol their children.</p>

**ATTACHMENT E– QUESTION 28**

International travel details between 1 July 2018 and 31 March 2019 are given below.

Travel from date	Travel to date	Traveller	Destination	Reason for travel	Total travel cost to 31/3/2019
18/05/2018	27/05/2018	Tania Kolomitsev Cheryl Christine Dwyer Susan Jane Moore William Andrew Grose Martin Patrick Isaksen Wendy Rose Jordan Julie Ann Perry Ann Margaret Keighran Aderyn Chatterton Penny Weily Debra Liddiard Kerrie Russel Marie Bryans-Chaplin Grant O'sullivan Trevor Read	Singapore	Principal Development Program – Singapore Study Tour <sup>1</sup>	\$23 625.91
30/06/2018	06/07/2018	Sue Rae	New Zealand	Build capacity to teach and mentor all staff including ATs in the NZ maths project (aligned to the Australian Curriculum: pedagogy, planning and resourcing) <sup>1</sup>	\$1105.62
23/07/2018	One-way trip	Maria Albion	Timor-Leste	Returning to Dili to resume duties	\$528.48
13/08/2018	16/08/2018	Sharni Wilson Melinda Sauer Breanna Doohan	Timor-Leste	Visit to Sister School Esperanca Da Patria to set up direct contact with a staff in Da Patria and establish protocols for communications	\$939.84

Travel from date	Travel to date	Traveller	Destination	Reason for travel	Total travel cost to 31/3/2019
29/08/2018	02/09/2018	Marion Guppy Debra Liddiard Stella Zhang	China	Reaching South to the Territory – NTG Working group	\$10 360.58
29/08/2018	01/09/2018	Maria Albion	To Darwin from Timor-Leste	Principal business day meeting	\$882.96
03/09/2018	03/09/2018	Vicki Baylis Debra Liddiard	Timor-Leste	SenaiNT English language program graduation ceremony	\$1337.46
12/09/2018	19/09/2018	Debra Liddiard	China	Student recruitment activities and International school partnership program	\$872.57
16/09/2018	21/09/2018	Kevin Northcote Jillian Hazeldine Stella Zhang	China	Student recruitment activities and International school partnership program	\$6940.18
30/09/2018	06/10/2018	Simone Timms Kerry Vincent Felicity Green Joanne Jefferson	Japan	Durack School develop partnership with Kansai International Academy in Japan	\$1823.92
29/10/2018	01/11/2018	Melinda Sauer Sarah Dohl Breanna Doohan	Timor-Leste	Katherine School of the Air visiting sister school to implement collaborative teaching and learning programs	\$939.84
07/11/2018	10/11/2018	Carley Melbourne Timothy Morgan	Timor-Leste	Karama Primary School visiting sister school Escola Basica Filial Fomento	\$595.28
07/11/2018	10/11/2018	Maria Albion	To Darwin from Timor-Leste	Attend Principal Collaborative Learning days	\$1491.06

Travel from date	Travel to date	Traveller	Destination	Reason for travel	Total travel cost to 31/3/2019
25/11/2018	01/12/2018	Karen Symonds Peter White John Knight Ramon Dixon Judith Grills Bradley Alan King Kayla Hite Kathryn Davies Stella Zhang Neisha Schilling Debra Liddiard	China	STEM in action forum	\$10 497.96
17/12/2018	17/12/2018	Debra Liddiard Aderyn Chatterton	Timor-Leste	Negotiations through Consul General to Timor-Leste in Darwin, DTBI and DoE meetings with the Director CNFP and Timor-Leste Government education and training officials. Informal meeting with the Australian Ambassador to Timor-Leste, Mr Peter Roberts OAM	\$1741.07
17/12/2018	17/12/2018	Catherine White (from DTBI)	Timor-Leste	Travelled as a guest of DoE to attend Semester 2 SenaiNT graduation ceremony	\$1258.06
19/12/2018	19/12/2018	Maria Albion	To Darwin from Timor-Leste	Relocating back to Darwin	\$353.58
<b>TOTAL EXPENSES</b>					<b>\$65 294.37</b>

<sup>1</sup> Travel under taken in previous financial year with payment falling within the current financial year

**ATTACHMENT F – QUESTION 30**

<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 – recognising and rewarding excellence in the Northern Territory Public Sector	13	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	67	8 000
Chinese Delegation Functions	Farewell function for associate teachers from China who have taught the Chinese language in Darwin schools for one year as part of the Chinese Language Teaching Centre Agreement	3	Nil	Nil	Nil	13	422
Community Engagement and Local Decision Making Conference	To build strong partnerships to involve families and the community to increase attendance and implement initiatives	6	Nil	Nil	Nil	14	3 878

<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>
Henbury School luncheon	Main fundraising event for the school to support new and innovative programs that aim to further their students' learning and wellbeing	Nil	Unknown	Unknown	Unknown	30	4 045
NT Board of Studies	Annual presentation ceremony to publicly recognise academic and vocational achievements of outstanding senior secondary students	12 awardees and 23 guests	2	Nil	Nil	30	941
NT Disability Services and Inclusion Awards Dinner	Attendance at a gala dinner organised by National Disability Services to recognise three nominees	Nil	Nil	Nil	Nil	8	900

<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 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	Nil	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	10	1 145
Retirement/farewell functions	To recognise staff retiring with over 30 years' service or recognition of their contribution to the department or Northern Territory Public Sector	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	Unknown <sup>1</sup>	3 138

<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>
2018 Leaders' Conference	Education leaders to understand “Engage, Grow, Achieve” and deepen understanding of disruptive and adaptive leadership styles, growing community engagement, identifying strategies to enhance educational outcomes promoting differentiated support for schools	7	1	1	Unknown <sup>1</sup>	103	11 605
<b>TOTAL</b>							<b>34 075<sup>2</sup></b>

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

<sup>1</sup> These were larger events with invitations to multiple staff or 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, numbers may not add due to rounding.

## ATTACHMENT G – QUESTION 33

Grants paid to non-Government organisations		1 Jul 18 - 31 Mar 19	1 Jul 18 - 31 Mar 19
Organisation Name	Service Provided	Amount \$	Subtotal for organisation \$
Non-Government Schools	Operational Grants	214 770 250	214 770 250
Charles Darwin University	Tertiary Providers Assistance	9 208 789	
Charles Darwin University	VET In Schools	2 060 271	
Charles Darwin University	Early Childhood Services Subsidy*	38 600	11 307 660
Stars Foundation Limited	Girls Engagement and Mentoring Program	1 242 045	1 242 045
Australian Association for the Development of Role Models & Leaders	Girls Engagement and Mentoring Program	810 800	810 800
Clontarf Foundation	Community Based Special Education Program	669 408	669 408
Gundjeihmi Aboriginal Corporation	Indigenous Education Review Implementation	350 000	350 000
St Joseph's Catholic Flexible Learning Centre Youth Plus	Edmund Rice Foundation	350 000	350 000
NT Council of Government School Organisations (NTCOGSO)	COGSO Regional Governance Officers	300 000	300 000
Transforming Training	VET In Schools	207 424	207 424
Australian Fisheries Academy Ltd	VET In Schools	193 122	193 122
Down Syndrome Association of the NT Inc	Community Based Special Education Program	190 000	190 000
Professional Teachers' Association Of The NT	Schools Partnership Programs	181 818	181 818
Anglicare NT	Intervention, Disability and Behaviour Programs	181 818	181 818
Duke Of Edinburgh's Awards (NT Division) Incorporated	Grants to Education Organisations	178 208	178 208
Vision Australia	Community Based Special Education Program	148 000	148 000
Aviation Australia Pty Ltd	VET In Schools	135 754	135 754
Murin Association Inc	Remote Early Childhood and Integrated Services	122 727	122 727
AFL Northern Territory Ltd	Indigenous Education Review Implementation	122 500	122 500
Menzies School Of Health Research	Early Childhood Policy Partnership and Reporting	100 000	100 000
Total Recreation NT Inc	Community Based Special Education Program	100 000	100 000
Housing Industry Association	VET In Schools	95 286	95 286
Autism Northern Territory	Community Based Special Education Program	95 000	95 000
Connect'N'Grow Pty Ltd	VET In Schools	83 177	83 177
Swinburne University of Technology	VET In Schools	81 393	81 393
BCA National Training Group Pty Ltd	VET In Schools	69 208	69 208
The Patch Incorporated	Community Based Special Education Program	60 000	60 000
Guide Dogs Association	Community Based Special Education Program	50 000	50 000

<b>Grants paid to non-Government organisations</b>		<b>1 Jul 18 - 31 Mar 19</b>	<b>1 Jul 18 - 31 Mar 19</b>
<b>Organisation Name</b>	<b>Service Provided</b>	<b>Amount \$</b>	<b>Subtotal for organisation \$</b>
Engineers Australia - National Office	Learning Systems	40 000	40 000
Civil Train - SA	VET In Schools	36 640	36 640
Australian Children's Television Foundation	Grants to Education Organisations	29 075	29 075
Child Australia	Early Childhood Professional Development	27 273	27 273
Batchelor Institute of Indigenous Tertiary Education	VET In Schools	25 206	25 206
Central Australian Community Toy Library Inc.	Community Based Special Education Program	25 000	25 000
Vocational Pathways Pty Ltd	VET In Schools	23 015	23 015
Early Childhood Educators Association Incorporated	Early Childhood Professional Development	22 000	22 000
Fox Education and Consultancy	VET In Schools	17 841	17 841
Murrupurtiyanuwu Catholic Primary School	Community Based Special Education Program	12 200	12 200
Darwin Toy Library Inc	Community Based Special Education Program	10 000	10 000
Macquarie University	Indigenous Education Review Implementation	10 000	10 000
Catholic Church of the Diocese Of Darwin	VET In Schools	7 702	7 702
Early Childhood Australia Inc.NT Branch	Quality Education and Care NT	6 364	6 364
Goodstart Childcare Limited	Early Childhood Services Subsidy	612 090	612 090
Affinity Education Group Limited	Early Childhood Services Subsidy	253 370	253 370
Nightcliff OSHC	Early Childhood Services Subsidy	193 210	193 210
YMCA of the Northern Territory Ltd	Early Childhood Services Subsidy	185 452	185 452
La Creche on the Avenue	Early Childhood Services Subsidy	140 738	140 738
Virginia Childcare Centre	Early Childhood Services Subsidy	129 578	129 578
Little Flyers Darwin	Early Childhood Services Subsidy	114 284	114 284
Darwin Family Day Care Inc	Early Childhood Services Subsidy	112 875	112 875
Top End Early Learning Centre Inc	Early Childhood Services Subsidy	92 885	92 885
Lil' Antz Pty Ltd	Early Childhood Services Subsidy	87 154	87 154
NT Explorers Pty Ltd	Early Childhood Services Subsidy	78 006	78 006
Journey Early Learning Centre - Durack	Early Childhood Services Subsidy	72 520	72 520
Little Mangoes Pty Ltd	Early Childhood Services Subsidy	70 856	70 856
Malak Family Centre	Early Childhood Services Subsidy	69 034	69 034
Creative Kids Childcare Zuccoli	Early Childhood Services Subsidy	68 861	68 861
Humpty Doo Community & Childcare Centre Inc	Early Childhood Services Subsidy	67 924	67 924
Rosebery Early Learning	Early Childhood Services Subsidy	67 658	67 658
Mission Australia	Early Childhood Services Subsidy	66 714	66 714

<b>Grants paid to non-Government organisations</b>		<b>1 Jul 18 - 31 Mar 19</b>	<b>1 Jul 18 - 31 Mar 19</b>
<b>Organisation Name</b>	<b>Service Provided</b>	<b>Amount \$</b>	<b>Subtotal for organisation \$</b>
Dripstone Childrens Centre Inc	Early Childhood Services Subsidy	63 258	63 258
Gap Community Childcare Centre	Early Childhood Services Subsidy	55 212	55 212
Nightcliff Family Centre Inc	Early Childhood Services Subsidy	54 538	54 538
Stuart Park Child Care Centre	Early Childhood Services Subsidy	53 758	53 758
Central Australian Aboriginal Congress	Early Childhood Services Subsidy	53 384	53 384
Mitchell St Childcare Centre	Early Childhood Services Subsidy	51 568	51 568
Arnhem Early Learning Centre	Early Childhood Services Subsidy	51 300	51 300
Braitling Neighbourhood Centre	Early Childhood Services Subsidy	50 148	50 148
Tiny Town Children's Centre Pty Ltd	Early Childhood Services Subsidy	49 980	49 980
NT Christian Schools	Early Childhood Services Subsidy	49 434	49 434
Casuarina Childcare Centre Inc	Early Childhood Services Subsidy	44 204	44 204
Gray Child Care Centre Inc	Early Childhood Services Subsidy	44 038	44 038
Scallywags Childcare Centre	Early Childhood Services Subsidy	43 409	43 409
Tennant Creek Childcare Centre	Early Childhood Services Subsidy	42 818	42 818
Parap Family Centre Incorporated	Early Childhood Services Subsidy	39 802	39 802
Alice Springs Child Care Centre	Early Childhood Services Subsidy	37 192	37 192
Nhulunbuy Child Care Services Incorporated	Early Childhood Services Subsidy	36 452	36 452
Preeti Kunj Child Care Centre	Early Childhood Services Subsidy	33 537	33 537
The Essington School Darwin Limited	Early Childhood Services Subsidy	32 582	32 582
Holy Family Catholic Primary School	Early Childhood Services Subsidy	31 878	31 878
Yulara Child Care Centre Inc	Early Childhood Services Subsidy	31 581	31 581
Katherine East Childcare	Early Childhood Services Subsidy	30 572	30 572
Good Shepherd Lutheran College	Early Childhood Services Subsidy	30 118	30 118
Lutheran Child Care Centre	Early Childhood Services Subsidy	30 063	30 063
St Joseph's Catholic College	Early Childhood Services Subsidy	29 888	29 888
Woodroffe Child Care Centre	Early Childhood Services Subsidy	29 884	29 884
One Tree Community Services Inc	Early Childhood Services Subsidy	28 860	28 860
Sacred Heart Primary School	Early Childhood Services Subsidy	28 670	28 670
Six Little Ducks Childcare	Early Childhood Services Subsidy	25 429	25 429
West Arnhem Regional Council	Early Childhood Services Subsidy	25 119	25 119
Alyangula Daycare Incorporated	Early Childhood Services Subsidy	25 090	25 090
Mother Teresa Catholic Primary School	Early Childhood Services Subsidy	24 926	24 926

<b>Grants paid to non-Government organisations</b>		<b>1 Jul 18 - 31 Mar 19</b>	<b>1 Jul 18 - 31 Mar 19</b>
<b>Organisation Name</b>	<b>Service Provided</b>	<b>Amount \$</b>	<b>Subtotal for organisation \$</b>
St Mary's Catholic Primary School	Early Childhood Services Subsidy	24 788	24 788
St Francis of Assisi School	Early Childhood Services Subsidy	23 343	23 343
St Paul's Catholic Primary School	Early Childhood Services Subsidy	22 009	22 009
Holy Spirit Catholic Primary School	Early Childhood Services Subsidy	18 788	18 788
Kentish Lifelong Learning Andcare Inc	Early Childhood Services Subsidy	18 155	18 155
Alice Springs Family Day Care Inc	Early Childhood Services Subsidy	17 406	17 406
Haileybury Rendall School	Early Childhood Services Subsidy	16 082	16 082
Sattler Christian College	Early Childhood Services Subsidy	16 040	16 040
The Three Year Old	Early Childhood Services Subsidy	15 434	15 434
Central Australian Community Toy Library Inc	Early Childhood Services Subsidy	12 137	12 137
Ngukurr Community Education Centre School Council	Early Childhood Services Subsidy	10 769	10 769
Maningrida CEC Council	Early Childhood Services Subsidy	9 210	9 210
Parent's Choice Family Day Care Pty Ltd	Early Childhood Services Subsidy	6 916	6 916
Kormilda College Limited	Early Childhood Services Subsidy	6 776	6 776
Central Desert Shire Council	Early Childhood Services Subsidy	6 184	6 184
Dragonfly Play & Learn	Early Childhood Services Subsidy	5 610	5 610
Gunbalanya Community Education Centre	Early Childhood Services Subsidy	5 287	5 287
Kentish Lifelong Learning And Care Inc	Early Childhood Services Subsidy	3 012	3 012
<b>Total</b>		<b>236 467 760</b>	<b>*</b>

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

## ATTACHMENT H – QUESTION 42

### DEPARTMENT OF EDUCATION Statutory fees and charges as at 31 March 2019

Fee/Charge Description	\$
<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	88.00
Mutual Recognition applicants	123.00
All other new applicants	135.00
Annual Registration Fee	
Annual fee	88.00
Authorisation	
Initial Authorisation Fee	132.00
Repeat Authorisation Fee	86.00
Miscellaneous Fees	
Letter of Professional Standing	27.00
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	223.00
Application for service approval	
- 24 places or fewer	446.00
- 25 to 80 places	670.00
- 81 or more places	894.00
Annual fee - approved service	
- 24 or few approved places	203.00

<b>Fee/Charge Description</b>	<b>\$</b>
- 25 to 80 approved places	306.00
- 81 or more approved places	406.00
Notification of intended transfer of service approval	110.00
Application for service waiver	110.00
Application for temporary waiver	110.00
Application for extended temporary waiver	110.00
Application for reassessment and re-rating	
- 24 or fewer approved places	446.00
- 25 to 80 approved places	670.00
- 81 or more approved places	894.00
Application for review by Ratings Review Panel	
- 24 or fewer approved places	446.00
- 25 to 80 approved places	670.00
- 81 or more approved places	894.00
<b><i>Family day care service (No. of family day care educators engaged by your registered service)</i></b>	
Application for provider approval	223.00
Application for service approval	670.00
Annual fee – approved service	
- 5 or fewer family day care educators	203.00
- 6 to 20 family day care educators	306.00
- 21 or more family day care educators	406.00
Notification of intended transfer of service approval	110.00
Application for service waiver	110.00
Application for temporary waiver	110.00
Application to extend temporary waiver	110.00
Application for reassessment and re-rating	
- 5 or fewer family day care educators	446.00
- 6 to 20 family day care educators	670.00
- 21 or more family day care educators	894.00
Application for review by Ratings Review Panel	
- 5 or fewer family day care educators	446.00
- 6 to 20 family day care educators	670.00
- 21 or more family day care educators	894.00
<b>Part 2 - Other Fees</b>	
Copy or extract from Register of approved providers	

<b>Fee/Charge Description</b>	<b>\$</b>
- per page	5.00
- for an electronic copy	71.00
Copy or extract from Register of approved education and care services	
- per page	5.00
- for an electronic copy	71.00
Application for qualification to be assessed for inclusion on lists of approved qualifications	2 241.00
Application for determination of equivalent qualification	110.00
<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 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 breeches but not limited to:	
- Non Attendance, Compulsory Conference and Failure to Enrol	153.00

**ATTACHMENT I – QUESTION 46**

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 2018-19 (as at 31/03/2019) (d)	No. of times board/advisory body met beginning 1 July 2018 and ending 31 March 2019 (e)
Non-Government School Ministerial Advisory Council	Terms of reference are at Appendix 1.	<p>Vicki Stokes Independent Chair 17/08/2018</p> <p>Greg O'Mullane Director of Catholic Education 01/06/2018</p> <p>Debra Twartz Chief Executive Officer, NT Christian Schools 06/02/2015</p> <p>Gail Barker Executive Director, Association of Independent Schools of Northern Territory 25/04/2007</p> <p>Rachel Boyce Principal, Good Shepherd Lutheran College 28/04/2017</p>	\$1 776.00	5
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></p> <p>The Board has the following functions:</p>	<p>Ralph Wiese Chair and expert member 01/07/2016</p> <p>Cheryl Salter AISNT nominee</p>	\$14 691.00	3

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 2018-19 (as at 31/03/2019) (d)	No. of times board/advisory body met beginning 1 July 2018 and ending 31 March 2019 (e)
	<p>(a) to provide advice to the Minister and the CEO on curriculum policy in relation to:</p> <p>(i) establishing and maintaining curriculum frameworks that address the needs of all students in the Northern 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>31/12/2017</p> <p>Christopher Pollard CEO nominee 31/12/2017</p> <p>Tabitha Fudge Parent representative 31/12/2017</p> <p>Anne Donnelly Teacher representative 01/07/2016</p> <p>Gregory Bicknell Employer representative 01/07/2016</p> <p>Pauline Schober Indigenous representative 01/07/2016</p> <p>Rachel Boyce Expert member 01/07/2016</p> <p>Charles Richardson Expert member 31/12/2017</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 2018-19 (as at 31/03/2019) (d)	No. of times board/advisory body met beginning 1 July 2018 and ending 31 March 2019 (e)
		Annette Gillanders Expert member 31/12/2017		
Teacher Registration Board of the Northern Territory	<p><b>Functions of Board under section 11 of the <i>Teacher Registration (NT) Act</i>:</b></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>(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</p>	<p>Louise Corrigan Person nominated by the Chief Executive Officer (of DoE) 11/10/2018</p> <p>Gordon Canning Registered teachers nominated by the NT Branch of the Australian Education Union 11/10/2018</p> <p>Greg Hauser Indigenous registered teacher at a government school nominated by the Chief Executive Officer (of DoE) 31/08/2018</p> <p>Karen Blanchfield Registered teacher nominated by the Northern Territory Principals' Association 11/10/2016</p> <p>Paul Arundell Educator nominated by the Association of Independent Schools of the NT 01/01/2019</p>	\$8 817.29	6

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 2018-19 (as at 31/03/2019) (d)	No. of times board/advisory body met beginning 1 July 2018 and ending 31 March 2019 (e)
	<p>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 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>	<p>Elsabe Bott Registered teacher nominated by the Independent Education Union 11/10/2016</p> <p>Bernadette Morriss Educator nominated by the Catholic Education Office 11/10/2018</p> <p>Greg Shaw Educator nominated by Charles Darwin University 11/10/2018</p> <p>Marisa Boscato Person nominated by the NT Council of Government School Organisations 11/10/2018</p> <p>Lorraine Hodgson Registered teacher nominated by the NT Joint Council of Professional Teaching Associations 11/10/2016</p> <p>Claire Bartlett Educator nominated by Batchelor Institute of Indigenous Tertiary Education</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 2018-19 (as at 31/03/2019) (d)	No. of times board/advisory body met beginning 1 July 2018 and ending 31 March 2019 (e)
		11/10/2018		

## **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 J – QUESTION 50

2018-19 – Staffing Full-Time Equivalent (FTE) and Head Count, Pay 19\*

Work Area	Alice Springs region		Arnhem region		Barkly region		Darwin region		Katherine region		Palmerston and Rural region		Shared services across two or more regions	
	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>	53	55	25	28	29	29	40	42	36	38	34	36	65	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 that may be located in one regional office, however, service two or more regions.
- The above table does not include staff that are centrally-located providing an NT-wide service.
- The information provided in this table has been obtained through a manual counting process at a point in time and is not comparable to the previous year's data due to an organisational realignment in July 2018.

Regional Office	Functions/Outcomes	Locations
<b>Alice Springs Regional Office</b> 1 <sup>st</sup> Floor, Alice Plaza, 36 Todd Mall, Alice Springs	Alice Springs regional office provides governance and operational services as well as teaching and learning, student support and human services (HR) to 32 Northern Territory Government schools. Additional support including finance services is being provided to the region's 20 small schools.  Outcomes for 2018-19 in the Alice Springs region include: <ul style="list-style-type: none"> <li>• development of a coordinated and sustainable integrated early years framework through partnerships with a wide range of early childhood providers based in the region</li> <li>• implementation of the Families as First Teachers (FaFT) program that is now operating at four locations</li> </ul>	<ul style="list-style-type: none"> <li>• 32 government schools (9 located in Alice Springs township)</li> </ul>

Regional Office	Functions/Outcomes	Locations
	<ul style="list-style-type: none"> <li>• establishment of early years transition pathways and parent engagement strategies</li> <li>• development and implementation of government initiatives, policies and programs through participation on the Barkly Regional and Central Australian Joint Coordination Committee meetings</li> <li>• development and implementation of the new School-Based Policing Program that commenced in Term 4, 2018.</li> </ul>	
<p><b>Arnhem Regional Office</b> Matthew Flinders Way, Nhulunbuy</p>	<p>Arnhem regional office provides governance and operational services to 16 Northern Territory Government schools. In addition, teaching and learning, student support and HR services are provided by the department's business areas to these schools.</p> <p>Outcomes for 2018-19 in the Arnhem region include:</p> <ul style="list-style-type: none"> <li>• implementation of the FaFT program that is now operating at 11 locations</li> <li>• delivery of homelands and bilingual education, with five schools in the region receiving targeted funding to provide bilingual education</li> <li>• development of a coordinated approach to supporting student attendance and with eight Arnhem schools forming a focus group for engagement and attendance</li> <li>• building sustainable, quality leadership through the identification of future leaders and the promotion of the Highly Accomplished and Lead Teacher (HALT) program and Collaborative Impact programs</li> <li>• development and implementation of government initiatives, policies and programs through participation in the Arnhem Regional Coordination Committee meetings.</li> </ul>	<ul style="list-style-type: none"> <li>• 16 government schools (2 located in Nhulunbuy township)</li> </ul>
<p><b>Barkly Regional Office</b></p>	<p>Barkly regional office provides governance services as well as teaching and learning, student support and HR to 17 Northern Territory Government schools. Additional support including finance services is being provided to the region's 14 small schools.</p> <p>Outcomes for 2018-19 in the Barkly region include:</p>	<ul style="list-style-type: none"> <li>• 17 government schools (2 located in Tennant Creek township)</li> </ul>

Regional Office	Functions/Outcomes	Locations
Barkly House, Staunton Street, Tennant Creek	<ul style="list-style-type: none"> <li>• implementation of the FaFT program that is now operating at six locations</li> <li>• planning for the implementation of the Connected Beginnings program that will be an integrated early years framework</li> <li>• establishment of a flexible learning program for highly vulnerable and at-risk primary age students</li> <li>• operation of the Juno Training Centre for identified students. The centre integrates existing Aboriginal education strategies and VET programs and connects youth service providers in the region.</li> <li>• development of transition programs to ensure smooth transition for students across all stages of schooling</li> <li>• development and implementation of government initiatives, policies and programs through participation on the Barkly Regional and Central Australian Joint Coordination Committee meetings</li> <li>• development and implementation of the new School-Based Policing Program that commenced in Term 4, 2018.</li> </ul>	
Regional Office	Outcomes	Locations
<b>Darwin Regional Office</b>  Mitchell Centre, 55-59 Mitchell Street, Darwin	Darwin regional office provides governance services as well as teaching and learning and student support to 28 Northern Territory Government schools.  Outcomes for 2018-19 in the Darwin region include: <ul style="list-style-type: none"> <li>• implementation of the FaFT program that is now operating at two locations</li> <li>• development of 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</li> <li>• operation of the Mimik-Ga Centre for identified students with additional learning needs to access early learning intervention for children from birth to 12</li> </ul>	<ul style="list-style-type: none"> <li>• 28 government schools (28 located in Darwin township). The Darwin region manages and services an additional 3 facilities – Darwin Languages Centre, Northern Territory Music School and the Mimilk-Ga Centre.</li> </ul>

Regional Office	Functions/Outcomes	Locations
	<ul style="list-style-type: none"> <li>development and implementation of the new School-Based Policing Program that commenced in Term 4, 2018.</li> </ul>	
<p><b>Katherine Regional Office</b> Education Precinct, 19 Second Street, Katherine</p>	<p>Katherine regional office provides governance services as well as teaching and learning, student support and HR to 27 Northern Territory Government schools. Additional support including finance services is being provided to the region's 16 small schools.</p> <p>Outcomes for 2018-19 in the Katherine region include:</p> <ul style="list-style-type: none"> <li>implementation of the FaFT program that is now operating at eight locations</li> <li>provision of services for students and young people who are, or are at risk of, becoming disengaged from school, or who have additional needs</li> <li>operation of the Katherine Flexible Learning and Engagement Centre to provide early intervention support for disengaged youth</li> <li>provision of Katherine's 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 project 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 on the Katherine Regional Coordination Committee meetings</li> <li>development and implementation of the new School-Based Policing Program that commenced in Term 4, 2018.</li> </ul>	<ul style="list-style-type: none"> <li>27 government schools (7 located in Katherine township) and 1 boarding facility</li> </ul>

Regional Office	Functions/Outcomes	Locations
<p><b>Palmerston and Rural Regional Office,</b> 2<sup>nd</sup> Floor, Goyder Centre, 25 Chung Wah Terrace, Palmerston</p>	<p>Palmerston and Rural regional office provides governance services as well as teaching and learning, student support and HR to 32 Northern Territory Government schools. Additional support including finance services is being provided to the region's 13 small schools.</p> <p>Outcomes for 2018-19 in the Palmerston and Rural region include:</p> <ul style="list-style-type: none"> <li>• implementation of the FaFT program that is now operating at seven locations</li> <li>• development and implementation of initiatives as part of the whole-of-government plan to tackle youth crime in Palmerston. These include: <ul style="list-style-type: none"> <li>– the Student Voice Positive Choice program in eight participating schools, to give youth a voice in the community</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 establishment of a Youth Skills Centre to be located in or near Palmerston</li> </ul> </li> <li>• development and implementation of the new School-Based Policing Program that commenced in Term 4, 2018</li> <li>• development and implementation of government initiatives, policies and programs through participation on the Palmerston and Rural Regional Coordination Committee meetings.</li> </ul>	<ul style="list-style-type: none"> <li>• 32 government schools (9 located in Palmerston township)</li> </ul>