

Annual Report

2023-2024



Molly Lowe (registered teacher) with learners
Fitzroy North Primary School

1 July 2023 - 30 June 2024

2023–24 at a glance



153,298
REGISTERED
TEACHERS



141,692
COMPLETED
ANNUAL REGISTRATION*



10,728
FIRST TIME
REGISTRANTS



44
TEACHERS SUSPENDED
ON AN INTERIM BASIS



168,391
APPLICATIONS
APPROVED^



38,114
NATIONALLY COORDINATED
CRIMINAL HISTORY CHECKS
UNDERTAKEN



92,008
ENQUIRIES
RESPONDED TO
(EMAILS AND PHONE CALLS)



2,714
PREVIOUSLY REGISTERED
TEACHERS RETURNED TO THE
PROFESSION



3,033
TEACHERS ENROLLED
IN PROVISIONALLY REGISTERED
TEACHER SUPPORT SEMINARS

*Includes permission to teach holders and provisionally registered teachers

^Includes change of registration status applications (e.g. moving from provisional to full registration or from permission to teach to provisional registration)

Responsible Body's declaration

16 October 2024

The Hon. Ben Carroll MP
Minister for Education
1 Treasury Place
East Melbourne
Victoria 3002

Dear Minister Carroll

In accordance with the *Financial Management Act 1994*, I am pleased to present the Victorian Institute of Teaching's Annual Report for the year ending 30 June 2024.

Yours sincerely



Lesley Lamb
Chairperson



Lauren Birch (registered teacher) with learners
Melbourne Girls Grammar

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Statement of Expectations 2020–2023

Ministerial statements of expectation (SOE) aim to improve regulatory governance and performance. The statements articulate the Government's priorities and objectives for each of its regulators. Regulators report annually on actions to fulfil these expectations.

On 23 November 2020, VIT received the Minister's Statement of Expectations for the period 2020–2022. The Minister wrote

This SOE sets out my expectations of the VIT's contribution to the Government's program to reduce red tape affecting teachers, initial teacher education providers, schools and communities by promoting greater efficiency and effectiveness in the administration and enforcement of regulation. It also outlines my expectations on broader improvements for the VIT's performance.

As Minister for Education, I am responsible for administering the Education and Training Reform Act 2006 (the Act), which provides for a high standard of education and training for all Victorians by setting out the functions and powers of the VIT. This SOE sets out my expectations of how the VIT will improve the efficiency and effectiveness of its regulatory activities and should be read within the context of the objectives, obligations and functions outlined in these Acts (as amended).

I acknowledge the achievements of the VIT over the period of the 2018–20 SOE, including implementing the recommendations of the VIT Review.

Key achievements included upgrading IT systems, implementing a new Committee structure, developing new policies, introducing a Principal Practitioner position, improving relationships with co-regulators and incorporating child safety as new legislative function.

This SOE outlines key governance and performance objectives and targets aimed at improving the administration and enforcement of regulation and thus reducing its cost impact on teachers, initial teacher education (ITE) providers, schools and the community.

Improvements and targets

I have identified key elements of governance and operational performance where there are opportunities for the VIT to reduce the administrative burden on teachers and ITE providers. In developing the SOE expectations and performance measures and targets I have considered the context of regulating the teaching profession and consultation between the Department and the VIT.

The key areas identified by the Minister were timeliness, compliance and related assistance, risk-based strategies, and clear and consistent regulatory activities.

A full copy of the Minister's Statement of Expectations can be found on VIT's website: www.vit.vic.edu.au.

The VIT Council Chairperson Lesley Lamb responded to the Minister’s Statement of Expectations, writing

On behalf of the Council, I respond to the SOE, outlining the way in which the VIT will meet your expectations and confirm the VIT’s strong commitment to removing red tape and promoting greater efficiency and effectiveness of its regulatory activity.

In your letter, you acknowledge the achievements of the VIT over 2018–2020 in

- *implementing the key recommendations of the VIT Review*
- *upgrading our business systems*
- *implementing a new committee structure*
- *reviewing our policy framework and policies*
- *creating a new Principal Practitioner position within VIT*
- *improving our relationships with co-regulators; and*
- *incorporating child well-being and safety as a new legislative function.*

The Council welcomes the opportunity to inform you of the way in which it proposes to achieve the expectations. The major initiatives are contained in the accompanying table for ease of reference.

Timeliness

In the midst of responding to the COVID pandemic and with our staff working remotely, the VIT was able to completely transform our business systems and introduce a Salesforce platform, to manage our relations with our most important stakeholders: teachers. It is a great credit to the staff that they were able to successfully implement the significant changes involved while working under the difficulties of this extraordinary year.

We expect these changes to significantly improve our responsiveness and provide teachers with a quick and efficient experience.

Compliance related assistance and advice

Our new business systems will provide us with better data and enable us to define areas of need and challenge and target our messaging. This will better support teachers and early childhood teachers.

The VIT will continue to work with the Department of Education and Training to ensure good and effective support to beginning teachers (including early childhood teachers) and their mentors.

The VIT will use its information in a more intelligence-led manner to adjust its risk-based approach to reduce non-compliance. Adoption of best practice in our business systems will assist in this aim.

Risk-based strategies

The VIT Council welcomes the opportunity to review its risk-based regulatory approach so as to continue meeting its overarching function to enhance the wellbeing and safety of children.

Clear and consistent regulatory activities

VIT will work effectively with tertiary institutions who provide initial teacher education to ensure that programs are compliant with the Victorian Selection Framework.

VITs vision set out in its Strategic Plan is ‘for all Victorian children and young people to have the best teachers’.

The VIT Council will be meeting in late February to review and develop our strategic plan 2020–2022 and your expectation will form a key touchstone for that work.

A full copy of VIT’s response can be found on VIT’s website: www.vit.vic.edu.au.

The Minister expected that VIT would incorporate the SOE into its corporate planning processes and systems to monitor its performance. This has been done.

The Minister also expected that VIT would report on its progress implementing the expectations, activities, and performance measures and targets in its annual reports. The VIT continues to meet the expectations and targets set out in the SOE.

Details of how VIT incorporated the SOE in its Strategic Plan are on page 6 of this report.

The SOE was issued by the former Minister for Education in November 2020 and applied for the period 2020–22, or until otherwise amended. The Department of Treasury and Finance revised the Statement of Expectations Framework (published in March 2023), which has necessitated the continuation of the SOE 2020–2022 for a further year, and continues to be embodied in the VIT Strategic Plan which runs through to July 2024.



Tonderai Harawa (registered teacher) with learners
Marist-Sion College

Our legislation

The VIT was established by the *Victorian Institute of Teaching Act 2001* in December 2002. The *Education and Training Reform Act 2006* [the Act] amalgamated all relevant education and training Acts (including the *Victorian Institute of Teaching Act 2001*), and was proclaimed 1 July 2007.

Substantial amendments to the legislation came into effect on 1 January 2011, and in 2015 another significant raft of changes was introduced including the introduction of registration of early childhood teachers. Amendments in 2018 added an overarching function that VIT, when performing any regulatory function, must consider the wellbeing and safety of children, including by considering community expectations.

The Act was further amended in March 2021 to clarify VIT's powers to accredit initial teacher education programs and introduced new powers to endorse 'pathway programs'* and continuing professional development

programs. The amendments also improved VIT's information sharing powers and legislated that VIT must perform its functions under subsection (1)(c), (ca), (d), (j), (k) and (l) having regard to raising the quality of teaching. The Minister's general powers were also amended to allow the issuing of policies, guidelines and directions to VIT.

The VIT continues in operation under, and subject to, the Act (as amended).

In the conduct of its regulatory functions, VIT is bound by the *Victorian Privacy and Data Protection Act 2014* and the *Health Records Act 2001*, and therefore must comply with the Information Privacy Principles (IPPs) and the Health Privacy Principles (HPPs). These govern the collection, use, handling and disclosure of personal and sensitive information and health information.

*A program or course of study that appropriately prepares individuals for entry into a Victorian accredited ITE program



Siyi Chen (registered teacher) with learners
Flemington Child Care Co-operative

Our strategic plan 2021–2024

The VIT is an independent statutory authority for the teaching profession, whose primary function is to regulate members of the teaching profession. It is a legal requirement for all teachers to be registered with VIT in order to be employed in a school or early childhood setting.

In preparing our strategic plan, we have translated our vision and purpose into a clear set of objectives with specific areas of focus. We plan to deliver actions that contribute to achieving our objectives, and have defined what success looks like.

In March 2024, the Council of the VIT met to determine the strategic plan for 2024–27, which will be published this year.



Our vision

For all Victorian children and young people to have the best teachers



Our purpose

To regulate for a highly qualified, competent and reputable teaching profession



Our principles

- accountable and transparent
- efficient and timely
- evidenced-based
- risk-based
- proportionate.



Our functions

- assess suitability of, and register, teachers
- approve teacher education programs
- ensure all teachers maintain standards
- monitor and assist compliance
- investigate misconduct and take appropriate regulatory action.



Our values

- considerate – we are polite and welcoming
- open – we share information and knowledge
- value – we listen to each other and make time to build relationships
- accountable – we are committed to a common purpose.

Our objectives



Provide for the safety and wellbeing of children and young people

- strengthen child safety screening and the teacher suitability framework
- embed VIT's risk-based approach
- optimise investigative processes to ensure the effective and efficient management of VIT's professional conduct caseload.



Set the standards and enable quality teaching

- enhance initial teacher education (ITE) and accreditation
- build understanding of professional standards of teachers
- strengthen teacher professional learning.



Engage actively with, and learn from, stakeholders

- strengthen stakeholder relationships
- give voice to community expectations
- recognise the complexity of the education system, including its regulatory environment
- strengthen the understanding of VIT's regulatory impact on stakeholders.



Provide an efficient and effective registration process

- improved registration experience for the teaching profession
- timely, transparent and consistent assessment of registration applications
- timely, accurate and consistent advice and assistance to applicants, registrants and employers
- assessments of suitability to teach are risk-based and promote child safety and wellbeing.



Be a capable and high performing regulator

- strengthen governance and accountability
- build a high performing workforce
- address current and future cost pressures to ensure financial viability
- foster strategic relationships with co-regulators and the education sector
- enhance systems to support regulatory functions and obligations.



Amber Bock (registered teacher) with learner Waratah Special Developmental School

Key achievements



Provide for the safety and wellbeing of children and young people

- educated teachers, employers, school and early childhood service leadership about the Code of Conduct
- strengthened the understanding of child safety matters and reporting obligations for employers, school and early childhood service leadership, teachers, parents, students and the public
- strengthened effective information sharing with co-regulators
- utilised a risk-based model to inform investigative approach, including appropriate and timely use of interim suspensions powers to provide for the safety and wellbeing of children
- identified opportunities to intervene in order to prevent harm
- utilised data to inform educational articles for teachers around topical areas of teacher misconduct
- investigated misconduct and breaches of the Code of Conduct and took appropriate regulatory action
- accredited initial teacher education programs to ensure child safety and wellbeing standards are taught at the Graduate Teacher level
- used registration suitability pathway efficiently to determine registration outcomes
- introduced a case prioritisation model
- developed and refreshed memoranda of understanding that relate to child safety and information sharing with Australian Teacher Regulatory Authorities (ATRA) and Victorian Disability Worker Commission (VDWC)
- ensured provisionally registered teachers can demonstrate
 - how they establish and maintain appropriate professional relationships with learners
 - an understanding of their legal responsibilities, and how they establish and maintain appropriate professional relationships with learners and families.



Set the standards and enable quality teaching

- supported government initiatives to address teacher workforce shortages
- educated teachers and pre-service teachers about the Australian Professional Standards for Teachers (APST), Code of Conduct and Code of Ethics
- informed teachers about how regulatory processes support quality teaching and provide for the safety and wellbeing of children and young people
- approval of pathway programs into accredited initial teacher education (ITE) programs
- endorsed continuing education programs for teachers
- supported teachers to move from provisional to full registration
- assured quality of ITE programs
- facilitated effective mentoring of early career teachers
- showcased best teaching practices
- delivered bespoke classroom readiness workshops to pre-service teachers assisting with workforce shortages
- delivered mentor workshops and master classes to support pre-service teachers, permission to teach holders and provisionally registered teachers to be inducted into the profession.



Engage actively with, and learn from, stakeholders

- presented at and attended the International Forum of Teacher Regulatory Authorities (IFTRA) Conference
- participated in state and national working groups related to teacher education, initial teacher education reform, standards and regulatory practice
- shared development of resources and practices with other Teacher Regulatory Authorities (TRA) and the Australian Institute of Teaching and School Leadership (AITSL)
- worked with state and federal government, sector agencies, schools, early childhood services and other stakeholders to understand how to best support the profession to manage ongoing workforce shortages
- implemented a wide range of recommendations stemming from stakeholder satisfaction surveys
- partnered with AITSL in the assessment of overseas qualifications as part of visa eligibility requirements
- reviewed VIT's stakeholder engagement plan
- maintained the Conduct Reporting Guide (online reporting tool) in collaboration with co-regulators and feedback from school parent and student representative groups
- used VIT's parent / student stakeholder group and conducted regular roundtable consultation with co-regulators to gauge community expectations on VIT's risk lens
- enhanced stakeholder understanding of VIT's regulatory functions
- strengthened strategic relationships with co-regulators and the education sector.



Provide an efficient and effective registration process

- improved the self-managed registration process for applicants, teachers, school / early childhood service leadership and employers (duty holders)
- supported increased demand for permission to teach to assist schools manage the impacts of workforce shortages
- leveraged teacher management system capabilities to provide targeted, timely and comprehensive communications to duty holders
- maintained efficiency and quality of engagement across teacher, principal and early childhood hotlines
- email response time has remained the same, despite a 14% increase in email volumes (on average emails answered within two business days of receipt)
- enhanced staff training to promote consistent and accurate assessment of applications (despite assessing 2.3% more applications during the period, average assessment time has reduced from 3.8 weeks to 3.1 weeks)
- approved increased number of applications from teachers with overseas and interstate qualifications
- increased pro-active engagement with pre-service teachers and key permission to teach stakeholders to ensure an efficient registration process for applicants, schools and early childhood services
- delivered employer pack webinars – guide for schools and early childhood services to co-regulate the teaching profession.



Be a capable and high performing regulator

- implemented best practice regulation in line with regulatory principles
- strengthened the nationally consistent approach to teacher regulation across all key functions
- continued development of registration system technology to enhance teacher experience
- continued to build a positive and inclusive workforce culture
- continuously reviewed performance against the strategic plan and statement of expectations
- used data and intelligence to inform VIT's regulatory approach
- focused on achieving long-term financial sustainability
- continued to attract, recruit and induct new staff
- informed and worked effectively with government
- strengthened and supported business and staff performance
- enhanced data protection by incorporating additional layers of security
- undertook a facilitated assessment of Council performance and reviewed its Committee structure and operation (leading to significant changes).



Samantha Godfrey (registered teacher) with learner
Caulfield Grammar School

Chairperson's message



Registration of all early childhood, primary and secondary teachers in Victoria is crucial to the provision of sufficient and high-quality teachers in our schools

In previous years, my message has largely focused on the pervasive impacts of the pandemic. This year, the impact of the pandemic is still tangible, not only at the Victorian Institute of Teaching (VIT) but also globally, in a worldwide workforce shortage. The VIT has engaged strategically and productively with this challenge. I am proud to present this Annual Report as an, albeit partial, record of our achievements and challenges.

At the recent Conference of the International Forum of Teacher Regulatory Authorities (IFTRA), the theme was Teacher Regulation for Quality and Quantity: Can it be done? The conference answered a resounding 'Yes!'



I am supremely grateful for all our officers who work intelligently and energetically to fulfil our obligations to the community of Victoria.



Not only can we do this, but we must.' It was very gratifying to see our Institute present to our international colleagues on our productive work to balance this tension. Our presentation focused on rethinking and reinvigorating Initial Teacher Education to facilitate the growth of numbers in the profession without compromising on quality.

Our Accreditation team has worked collaboratively with Initial Teacher Education (ITE) providers to enable pre-service teachers to 'earn while they learn' through provision of a limited authority to teach registration (Permission to Teach, PTT). This employment-based stream builds a workforce in Victoria while ensuring both ITE providers and VIT monitor the requisite national standards of the program and the suitability of the prospective professionals. There is a variety of these programs to meet varying needs – such as a 15-month program to support career-changers to enter the profession or a program designed specifically to support tradespeople to transition to the teaching profession.

Facilitating increased numbers of prospective teachers into schools is only the beginning of the process. Registrants must be inducted into the profession, supported by trained mentors and assisted to continue their professional learning. This is being achieved through close collaboration with all those responsible for the education, experience and support of beginning teachers. VIT has presented to

pre-service teachers on their obligations under the Code of Conduct and has led workshops with ITE providers on the Code. We have also worked with ITE students by delivering programs on classroom management and child safety obligations early in their ITE studies before they go into a school or classroom. We have presented several webinars for employers so that they too understand their obligations. Many innovations which VIT has led have been in partnership with, and through financial support of, the Department of Education.

Apart from this sample, our Professional Practice team has been pursuing all methods of outreach to the profession; in person, online and newsletters, to build professional skills and satisfaction. Casual Relief Teachers are in great demand and the Professional Practice team have provided practical workshops for CRTs and those returning to the profession. The team's sessions on mentor training and supporting provisionally registered teachers have been over-subscribed with new ones scheduled constantly. VIT is not merely responding to need but working to value-add to the profession and education in Victoria.

Registration of all early childhood, primary and secondary teachers in Victoria is crucial to the provision of sufficient and high-quality teachers in our schools. Despite exigent demands, the Registration branch has met superb levels of customer service throughout the year. Principals have found VIT to be responsive in

providing clear and timely information. Growing numbers of overseas teacher applicants have had the benefit of a clearer, more streamlined application process with, in some cases, VIT granting registration before they arrive in Australia. We have also made minor amendments to the process of demonstrating English competency to allow applicants to shorten the process.

The Professional Conduct branch has continued to see burgeoning numbers of conduct matters requiring resolution. These reflect the social challenges around us with social media, domestic and family violence, historical and online sexual abuse notifications disturbingly frequent. We are continuously honing our processes to implement greater efficiencies to deal with the caseload. However, it remains a huge burden on our very capable team and a constant balancing act to ensure that our limited resources are also applied to the 'upstream' work of building teachers' understanding of their obligations.

Behind the scenes, our Shared Services and HR teams work tirelessly to ensure that our staff are supported in myriad ways to be high-performing team members. We know that our greatest resource is our personnel; thus enhancement of our workplace culture is an ongoing priority. We are aware too of the need for eternal vigilance in the face of the cyber security challenges that all organisations face and our IT team is our bulwark in this area.

I am supremely grateful for all our officers who work intelligently and energetically to fulfil our obligations to the community of Victoria.

This year has seen inordinate levels of cooperation with co-regulators, the Department of Education and other partner-stakeholders. Council welcomed two new members in late 2023 – David Baker and Katrina Nightingale, both of whom have quickly familiarised themselves with our operations and are contributing to great benefit. Unfortunately, changed work commitments led to the resignations of Amadeo Ferra and Siobhan Hannan. Both had been active and valuable contributors to our work and we were pleased that they could join us for our Strategic Planning Workshop in March at which we drafted our next Strategic Plan. It was extremely pleasing that, with the Department's support, we welcomed two new members in June: Sean Bundy and Lisa Holt.

Not only do we commence a new Strategic Plan but the next few years see further change for VIT. Our CEO, Peter Corcoran, left us to focus on his health. While the entire team of the VIT rallied with innumerable people taking on additional responsibilities, Council is particularly grateful to Damien Cricchiola and Geoff Coates for taking on the Acting CEO role. Peter's legacy resonates every day throughout the organisation. Thank you, Peter, for your work and example.



Lesley Lamb
Chairperson



Benjamin Moody (Principal and registered teacher) with learners
Caledonian Primary School

CEO's report



Providing children and young people with a quality education lays the foundation for lifelong learning

Everyone accepts that providing children and young people with a quality education lays the foundation for lifelong learning. It equips learners with the knowledge, skills and critical thinking capabilities needed to navigate an increasingly complex world.

Teachers play a pivotal role in delivering quality education outcomes; they are not only facilitators of knowledge but also mentors who guide and inspire students. Teachers who create a supportive and engaging learning environment encourage their students to explore new ideas and challenge themselves.



The VIT has made significant contributions in response to national reform and state initiatives related to teacher workforce shortages and initial teacher education (ITE) quality.



The VIT works closely with Victoria's highly skilled teacher workforce to navigate the challenges of the contemporary world to ensure that Victoria's children and young people have access to the best teachers.

Teacher workforce shortages continue to be a significant issue for schools and early childhood settings. The VIT's Teacher Engagement and Registration (TER) Branch works with the state and federal governments, schools, early childhood services and other stakeholders to address these shortages. Throughout the period, TER has undertaken a number of process and system enhancements to ensure an efficient registration process. Despite seeing an increase in application numbers by 2.3 per cent, application assessment times have been further reduced and excellent customer service levels have been maintained.

TER has also worked alongside duty holders to ensure they comply with their regulatory requirements, providing for child safety and quality learning outcomes. The VIT's ongoing response to workforce shortages is further unpacked on page 15 of this Annual Report.

The VIT has significantly increased its outreach work through the Professional Practice Team, all of whom are registered and experienced teachers. In 2023-2024, we

delivered 252 seminars and workshops to teachers and pre-service teachers to support them to meet their regulatory obligations, understand appropriate professional boundaries and develop their mentoring skills. This was a 73% increase in seminar / workshop delivery from the previous financial year. Workshops are delivered across metropolitan Melbourne and regional Victoria. In 2023-2024 the team delivered workshops in 16 regional centres up from 7 in the previous financial year.

This outreach work allows VIT to engage actively with and learn from the teaching profession and better support teachers through each stage of their career.

The VIT has made significant contributions in response to national reform and state initiatives related to teacher workforce shortages and initial teacher education (ITE) quality. The strong relationships between VIT and its key stakeholders have enabled us to actively implement national reform in ITE and support the accreditation of 12 employment-based ITE programs. The VIT's work to support innovative approaches to ITE was recently showcased at the International Forum of Teacher Regulatory Authorities conference in Brisbane.

The VIT has been working with Service Victoria to develop digital registration cards for Victorian teachers with an initial pilot program set to commence shortly after the 2023–24 financial year. The VIT is transitioning from physical registration cards to a digital solution for a safer and more convenient way to verify teacher registration in Victoria. The new digital registration card will strengthen VIT's function to provide for the safety and wellbeing of children and young people, and provide Victorian registered teachers, early childhood teachers and employers with convenient access to real-time proof of registration status.

The card will be hosted on the Service Victoria mobile and tablet application. Teachers will only be issued with one digital card, regardless of the number of registrations they hold (i.e. those who hold both teacher and early childhood teacher registration will display under one digital card).

The VIT's Council, officers and innumerable stakeholders were sorry to say farewell to outgoing CEO Peter Corcoran earlier this year. Over the preceding six years, Peter guided VIT wisely and intelligently through many challenges.

A short list would include

- the Armytage Review into all areas of operation and management at VIT
- the conception, planning, implementation and continued evolution of VIT's business management system

- the COVID-19 pandemic
- significant legislative change affecting all aspects of VIT's operations
- workforce shortages and the resulting tension between quantity and quality
- the ever-present financial challenge of needing to do more with fewer resources.

To each and every challenge, Peter brought his trademark integrity and high-level strategic thinking to ensure that our vision of ensuring Victorian learners have the best teachers was not compromised. Indeed, VIT is proud to be a mainstay of regulation in, not only child safety and wellbeing, but also teacher quality.

It is not only what he did but how he achieved it that is significant. Peter demonstrated his commitment to collaboration, mentoring and fostering leadership potential to build a powerful and high-performing team. While this Annual Report is testimony to some of the achievements of the team he built, and the People Matters survey results are a testament of the culture he built, the atmosphere in the office is a palpable reassurance of the power of his leadership.



Geoff Coates
Acting Chief Executive Officer



Bradley Arthur (registered teacher) with learners
Fitzroy North Primary School

Workforce shortage and the role of a regulator

The Victorian Institute of Teaching (VIT) recognises the important role it plays in ensuring that Victorian children and young people have access to qualified and suitable teachers. VIT also understands the continued difficulties the sector is facing as a result of ongoing workforce shortages.

Throughout the reporting period, we have worked hand-in-glove with state and federal government bodies, agencies within the Education sector, schools and early childhood services to assist with workforce issues in as many ways as possible; while ensuring that only qualified and suitable persons are eligible to work in Victorian schools.



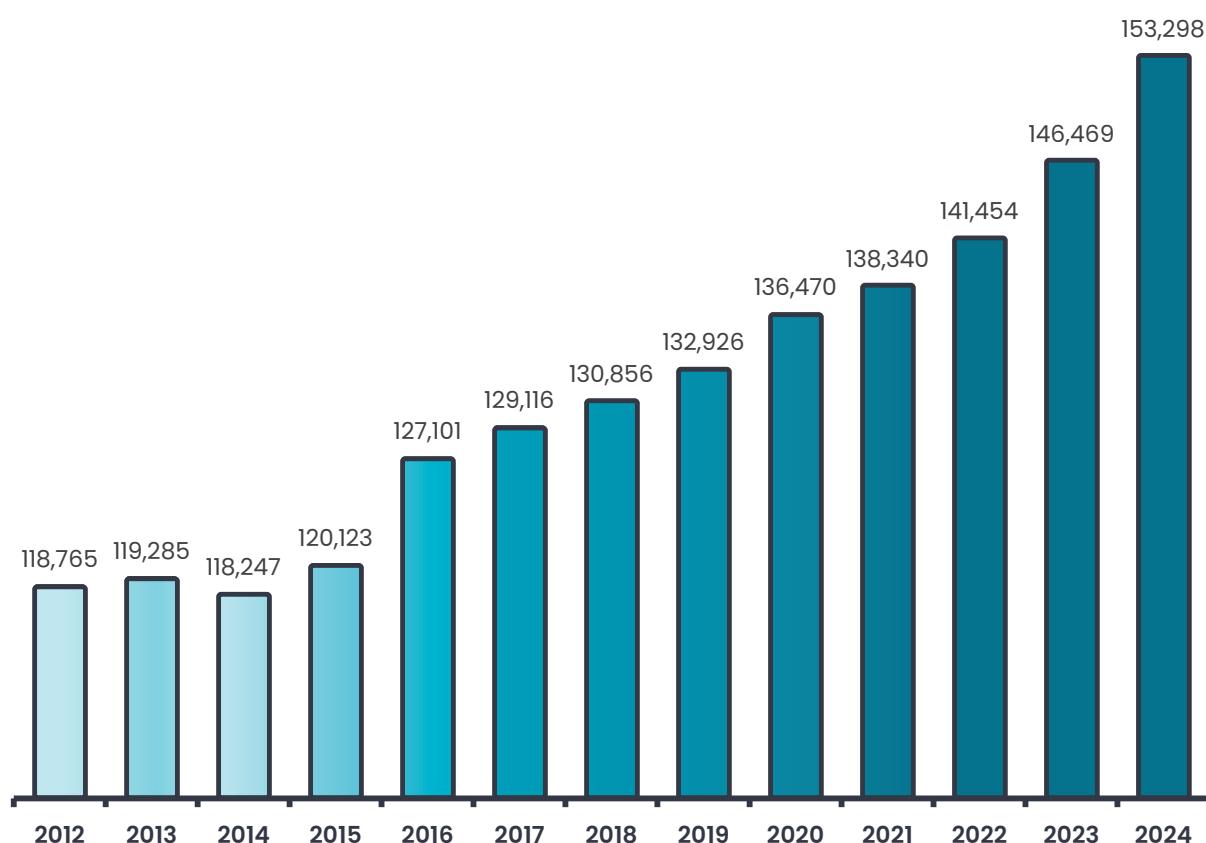
Some of the ways in which we have been assisting, within our powers and functions under the *Education and Training Reform Act 2006 (Vic)*, are outlined below.

- conducting seminars for schools and early childhood services to better understand their role as co-regulators
- conducting a wide range of workshops for beginner teachers, permission to teach holders and mentors to facilitate a strong induction process into the profession
- implementation of a pilot program that recognises the experience of previously fully registered teachers who are returning to the profession to bring them up to new standards (e.g. child safe standards, reportable conduct) and enable them to be quickly inducted back into the profession while having regard for safety and quality teaching
- working with ITE providers on programs, such as Innovative ITE, which allows pre-service teachers to 'earn while they learn'
- continuous improvement of the application and registration process to ensure efficient registration of teachers and early childhood teachers
- working with international applicants to ensure the application process is clear and streamlined – in some cases VIT is able to
 - grant registration to applicants before they arrive in Australia which enables them to apply for an Australian visa
 - grant PTT to give applicants time to meet registration requirements while they teach a specific subject(s) in a specific school
- working with AITSL in the assessment of overseas qualifications as part of visa eligibility requirements
- amendments to VIT's English language competency policy to allow applicants to re-sit one component of their IELTS test (rather than re-sitting all four components)
- being more flexible with PTT grants
 - previously VIT generally only granted PTT to final year ITE students, whereas currently, VIT may grant PTT to pre-service teachers who have only recently started their ITE program (if they have relevant subject expertise)
 - working with non-school senior secondary providers and granting PTT to trainers delivering VCE Vocational Major units to allow time for them to progress towards teacher registration.

The VIT will continue to work with stakeholders in innovative ways to address workforce shortage issues, while maintaining the profession's focus on quality learning outcomes for all Victorian children and young people.

Registration and compliance

Figure 1
Number of registered teachers 2012–24



Victorian teacher registration

As at 30 June 2024, there were 153,298 registered teachers in Victoria, of whom 11,643 held early childhood teacher (ECT) registration and 5,380 held both teacher and ECT (dual) registration.

The total number of registered teachers increased by 4.7 per cent from the previous year. This has been driven by a number of factors, including increased demand for permission to teach (PTT) to support schools to

manage the impacts of workforce shortages, increased applications from teachers with overseas qualifications (10.1 per cent increase since 2023) and an increase in applicants applying via mutual recognition (31.9 per cent increase from 2023).

About 2.7 per cent of teachers who were registered during the period ceased their registration or did not complete their annual registration tasks (and were subsequently fee-suspended or expired).

Table 1
Number of registered teachers

Registration type	2023	2024	% change
Full registration – school teacher	110,408	111,838	1.3
Full registration – early childhood teacher	5,499	6,060	10.2
Full registration – dual	3,204	3,732	16.5
Total full	119,111	121,630	2.1
Provisional registration – school teacher	14,284	15,884	11.2
Provisional registration – early childhood teacher	3,426	5,126	49.62
Provisional registration – dual	1,446	1,522	5.3
Total provisional	19,156	22,532	17.6
Non-practising – school teacher	4,341	4,939	13.8
Non-practising – early childhood teacher	356	457	28.4
Non-practising – dual	101	126	24.6
Total non-practising	4,798	5,522	15.1
Total permission to teach	3,404	3,614	6.2
TOTAL	146,469	153,298	4.7

Table 2
Number of new registrants

Qualification type	2023	2024	% change
Victorian qualifications	6,274	6,987	11.4
Interstate qualifications	532	482	-9.4
Overseas qualifications	1,271	1,399	10.1
Mutual recognition	1,220	1,609	31.9
Permission to teach	2,665	2,456	-7.8
TOTAL	11,962	12,933	8.1



Case study – VIT at work

The VIT has met with a wide range of stakeholders to understand how it can best support the profession to manage ongoing workforce shortages.

We have been working directly with schools to reduce the pressure where possible, including by granting PTT to individuals who have not yet met the requirements to be a registered teacher. Schools may apply for PTT if they are unable to recruit a qualified teacher for a specific position, and they have an alternative candidate with teaching and subject matter expertise.

PTT holders can only teach in the subject(s) in the school that has demonstrated the workforce shortage, and the school provides targeted support and supervision to the PTT holder while they progress towards obtaining teacher registration by undertaking an initial teacher education (ITE) program.

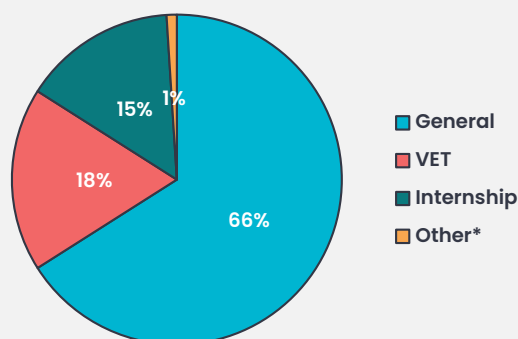
The VIT has relaxed its PTT requirements to support – in limited circumstances – pre-service teachers who are not yet in their final year of study to fill roles where there are critical workforce shortages.

From 2024, those who have been delivering VCE Vocational Major units in non-school senior secondary and foundation secondary providers (NSSSFSPs) have been required to hold teacher registration. To help transition to this requirement, VIT granted PTT to trainers delivering VCE Vocational Major units, in order to allow time for them to undertake an ITE program.

In 2019–20, PTT holders accounted for 0.2 per cent of all registered teachers, however in 2023–24, PTT holders accounted for 2.4 per cent (i.e. 3,614 PTT holders out of 153,298 teachers on the register). On average, these grants are for a period of 13 months, during which time the PTT holders are actively progressing towards gaining teacher registration.

To ensure PTT holders have the appropriate knowledge in effective teaching strategies and child safe standards, VIT delivers classroom readiness programs. These seminars are designed with a mentoring focus that supports classroom practice and builds strategies for engaging learners.

Figure 2
PTT category breakdown



*Includes PTT (Japanese School Of Melbourne), PTT (Victorian College Of The Arts School) and PTT (Aboriginal languages)

Regulatory compliance

The VIT undertakes a range of regulatory activities to educate about, and assure compliance with, registration obligations, including audits of registration applications and an annual registration census which helps identify the school at which a registered teacher is employed.

Every year, VIT checks the registration of all ongoing and contracted teaching staff in Victorian schools. In government and Catholic schools, this is done through an exchange of data between the sector authorities and VIT. During the reporting period, VIT checked the registrations of 56,284 government and 20,950 Catholic school teachers. Within the independent sector, VIT worked directly with each of the 234 independent schools to exchange teacher registration data.

To maintain registration, teachers are required to complete a minimum amount of professional practice and professional learning, which is monitored through the annual registration process. Teachers make self-declarations about the type and volume of professional practice and learning completed, and VIT audits a sample of those annual registration applications. During the reporting period, VIT audited 400 renewal applications representing a cross-section of teaching types and locations.

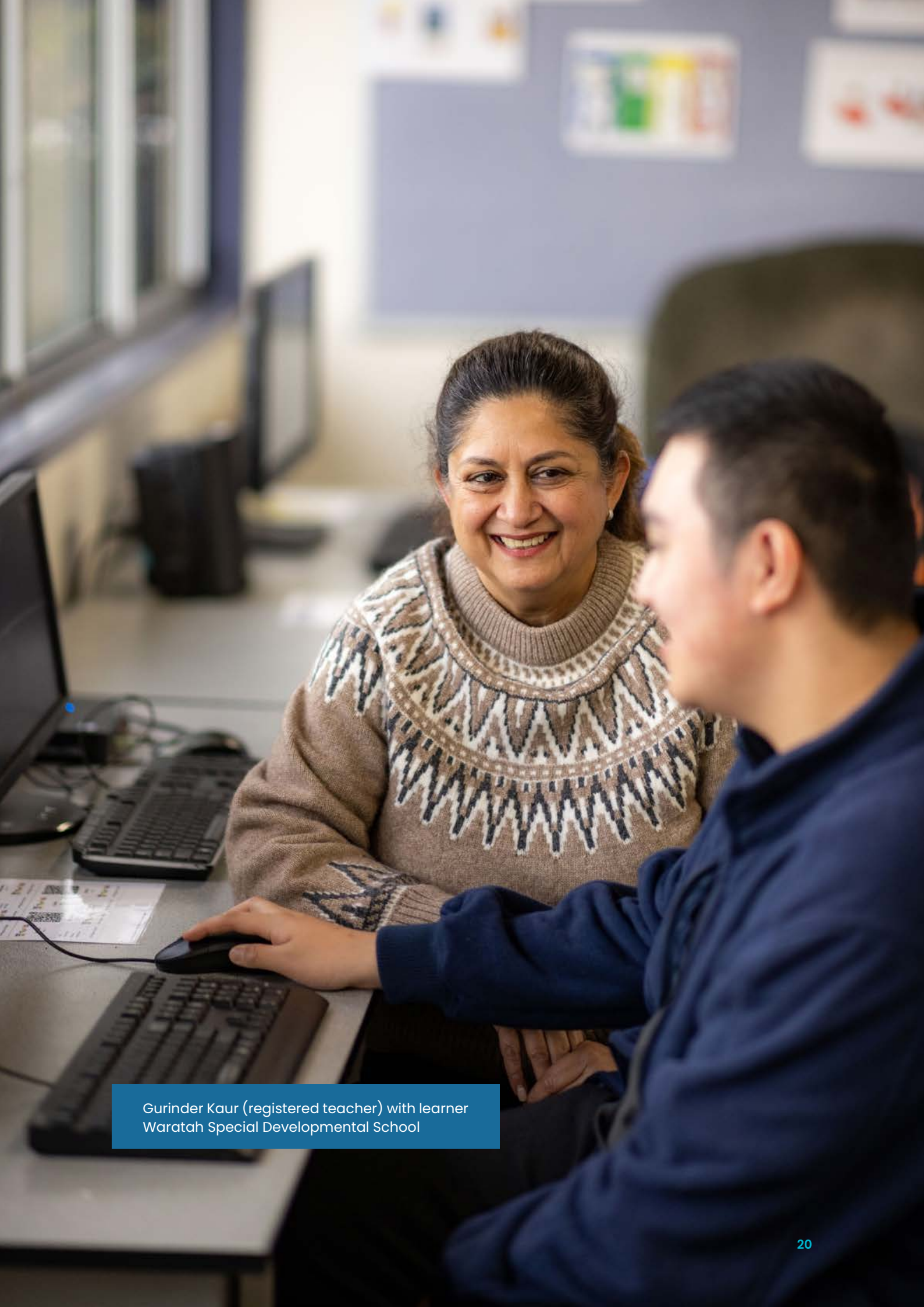
Additionally, VIT audited a sample of applications for full registration by provisionally registered teachers, to ensure key procedural and content requirements were met. Registrants were selected for audit based on risk factors. For example, teaching in non-school settings with limited access to registered teacher colleagues.

Under the *Education and Training Reform Act 2006 (Vic)*, it is an offence for a person who is not registered or does not hold permission to teach to undertake the duties of a teacher in a school or early childhood service. Additionally, a person who is not registered must not claim to be a registered teacher or present themselves as being a registered teacher. It is also an offence for a person or body to employ a person to undertake the duties of a teacher in a school or early childhood service unless the person is registered or has permission to teach.

During the reporting period, VIT received 94 reports of potential unregistered practice. After investigation, 48 were confirmed as unregistered practice. The majority of these cases involved applicants teaching before their registration had been approved or registrants teaching outside the scope of their registration. Of the notifications determined not to constitute unregistered practice, the majority came from the early childhood sector. These included cases of ambiguity between early childhood educator and early childhood teacher duties, and the use of approved funding waivers for unqualified early childhood teachers.

The VIT has also undertaken a project to move the unregistered practice investigation process and associated data into its registration management system, enabling targeted, risk-based education.

To help educate and assist principals and early childhood leaders to comply with their obligations, VIT facilitated a series of employer webinars. The webinars focused on the key co-regulatory requirements of employers of teachers, with a specific permission to teach segment for school principals and a provisional teacher support segment for early childhood employers.



Gurinder Kaur (registered teacher) with learner
Waratah Special Developmental School

System improvements and performance measures

Numbers of registration applications submitted and levels of engagement with teachers, principals, early childhood managers and other stakeholders increased substantially in the 2023–24 financial year. This includes

- 2.3 per cent increase in the number of initial registration and PTT applications received, excluding PTT (COVID-19) (from 12,866 to 13,162)
- 15 per cent decrease in call volumes (from 53,690 to 52,243)
- 14 per cent increase in email volumes (from 26,419 to 27,516).

Despite the increased demand, VIT has been able to leverage the investment in both our system and our people to maintain service levels consistent with the previous financial year (or within a tolerable deviation).

Table 3
Performance measure statistics

Performance measure	2021-22	2022-23	2023-24
Total application assessment time	4.3 weeks	3.8 weeks	3.1 weeks
Call answer rate – teachers' hotline	97.8%	95.7%	97.1%
Call answer rate – principal hotline	97.4%	96%	97%
Average call wait time – Teacher hotline	38.4 seconds	83.4 seconds	94 seconds
Average call wait time – Principal hotline	39.6 seconds	49 seconds	64 seconds
Average email response time	2 business days	2 business days	2 business days

Having a streamlined and simple to use registration process is one way in which VIT is able to support the profession to manage workforce shortages. Despite seeing an increase in application numbers by 2.3 per cent* during the reporting period, VIT has reduced its application assessment times (3.1 weeks). The VIT has undertaken a number of system enhancements during the period to ensure an efficient registration process. This includes partnering with Service Victoria to utilise its instant verification of identification document service, updating the application forms to provide clearer instructions, reconfiguring the application assessment process and strengthening VIT's reporting capabilities.

In recognition of the large number of overseas applications (an increase of 10.1 per cent* in this reporting period), we've simplified the guidelines for international applicants and updated our English language competency policy to allow applicants to re-sit one component of their IELTS test (rather than re-sitting all four components).

* not all applications result in registration (due to not meeting registration requirements in Victoria).

The VIT has also worked with the Australian Institute for Teaching and School Leadership (AITSL) in the assessment of overseas qualifications as part of visa eligibility requirements.

The VIT will continue to work with state and federal government, sector agencies, schools, early childhood services, co-regulators and other stakeholders to address workforce shortages, and provide for quality learning outcomes for all Victorian children and young people.

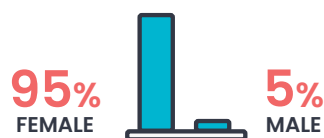
Quick facts: 2023–2024



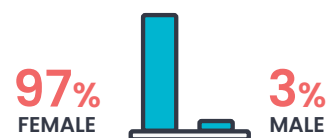
SCHOOL TEACHERS



EARLY CHILDHOOD TEACHERS



DUAL REGISTERED TEACHERS



Note: 0.03% identified as other or preferred not to say



SCHOOL TEACHER AVERAGE AGE

12% of school teachers
are under 30 years and
17% over 60 years



EARLY CHILDHOOD TEACHER AVERAGE AGE

20% of early childhood
teachers are under 30 years
and 7% over 60 years



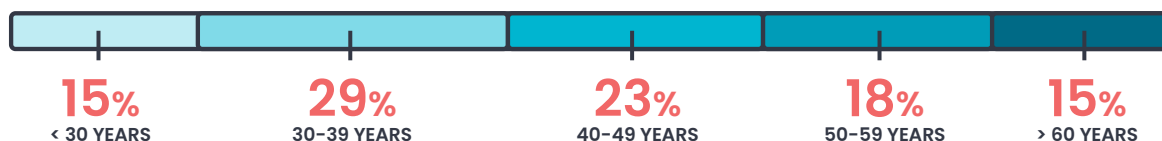
DUAL REGISTRANTS AVERAGE AGE

26% of dual registered
teachers are under 30
years and 4% over 60 years

INITIAL TEACHER EDUCATION – GRADUATE REGISTRATIONS

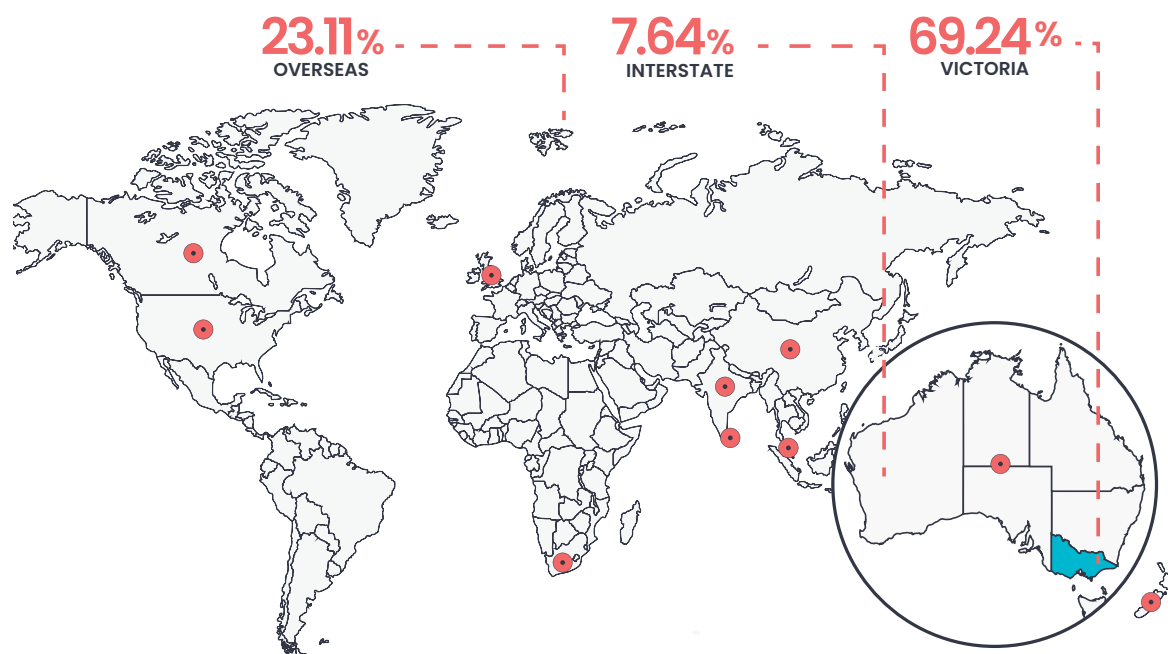


AGE – ALL TEACHERS

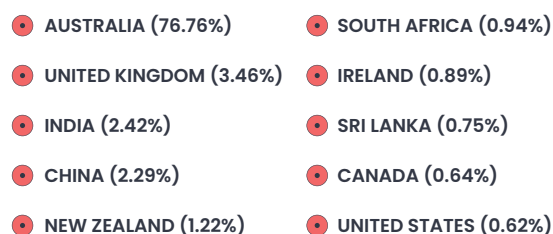


*Includes permission to teach holders and provisionally registered teachers

BIRTHPLACE - ALL TEACHERS



TOP 10 COUNTRIES OF BIRTH



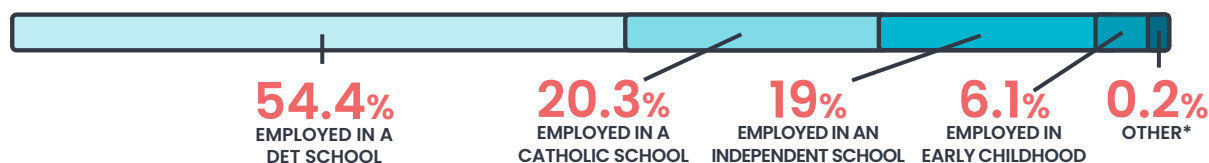
RESIDENTIAL LOCATION OF TEACHERS



REGISTRATION TYPE - ALL TEACHERS



SECTOR - ALL TEACHERS[^]



[^]excludes teachers not affiliated with any employer

*includes teachers in other education settings / retired teachers / casual relief teachers / those not currently working as teachers

Program accreditation and professional practice outreach

Ensuring the quality of teacher education for the future of the profession

The VIT is responding to a number of key reforms and priorities related to teacher education through various stakeholder meeting, working groups and formal responses as part of the Australian Teacher Regulatory Authorities (ATRA).

Of particular note these have included the Strong Beginnings: Report of the Teacher Education Expert (TEEP) Panel and the National Teacher Workforce Action Plan (NTWAP).

The VIT is currently working closely with initial teacher education (ITE) providers, the Australian Institute of Teaching and School Leadership (AITSL) and ATRA to support implementation of two key elements from these reforms

- embedding core content in all ITE programs by the end of 2025
- ensuring pre-service teachers are expected to attempt LANTITE in the first year of their ITE program and that ITE Providers have processes in place to accept First Nations language proficiency as an acceptable alternative standard to LANTITE.

In addition, VIT has provided significant contributions to AITSL's work in revising the national accreditation standards and the development of Professional Experience Guidelines.

The VIT looks forward to continuing to work alongside AITSL, ATRA, ITE Providers and the newly established Quality Assurance Oversight Board (QAOB) to support the implementation of state and national reforms to ensure the quality and contemporaneity of initial teacher education in Victoria.

Accreditation of ITE programs

The accreditation of Victorian ITE programs is one of VIT's key functions. It ensures that teachers' qualifications meet the required and nationally-agreed Australian Professional Standards for Teachers (APST).

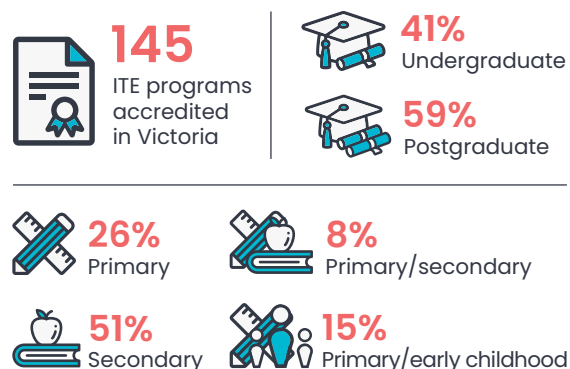
Accreditation of ITE programs is a critical element in VIT's vision for all Victorian children and young people to have the best teachers. The rigorous process of accreditation assures the quality of Victorian ITE programs and teaching qualifications. It underpins VIT's strategic objective to enable quality teaching and the best educational outcomes.

Victorian ITE programs prepare more than 5000 graduates each year for entry into the teaching profession. About 3,500 of these graduates apply for VIT registration to work in Victorian schools and early childhood settings.

There are currently 11 providers offering 145 accredited ITE programs in Victoria, 60 of which are in 'teach out'*.

*ITE programs in 'teach out' no longer accept new enrolments

Figure 3
ITE program breakdown



Endorsement of continuing education programs

The *Education and Training Reform Amendment (Miscellaneous) Act 2021* introduced a new regulatory function for VIT to endorse continuing education programs. In 2023, VIT established the requirements, criteria and standards for a program, unit or course of study to qualify as a continuing education program.

The framework for the endorsement of continuing education programs was designed in consultation with relevant higher education providers and key stakeholders. The voluntary endorsement framework was designed with the following key objectives

- providing a quality assurance of continuing education programs
- improving the ability of teachers to identify quality assured continuing education programs
- supporting teachers' capacity to demonstrate high-level practice in specific focus areas of the Australian Professional Standards for Teachers (APST)
- improving the ability of VIT to use data to ensure its professional learning framework is trusted, appropriate, career enhancing and responsive to the needs of teachers and requirements of the profession.

During 2023–24, VIT undertook a pilot endorsement process resulting in the endorsement of 2 micro-credentials.

In 2023, VIT sought expressions of interest from providers interested in seeking endorsement for special needs and inclusive education postgraduate programs. During 2023–24, VIT endorsed 3 of these programs.

Approval of Pathway Programs into ITE

In 2021, VIT established the requirements, criteria and standards that a program must satisfy before VIT approves the program or course as a pathway program into ITE.

The framework for the approval of pathway programs into ITE (the framework) was developed in consultation with ITE providers and relevant Registered Training Organisations (RTOs). The framework was approved by VIT Council and endorsed by the Minister for Education at the end of 2021.

The framework for the approval of pathway programs into ITE was established in 2021, since that time VIT has assessed and approved 19 programs.



Mi Chen (registered teacher) with learner Flemington Child Care Co-operative



Case study – VIT at work

In response to increased pressure on the education system due to workforce shortages, VIT has been working collaboratively with the Victorian Department of Education (DE) and Victorian ITE providers to develop and deliver innovative and employment-based ITE programs. These employment-based programs allow pre-service teachers (PSTs) to *earn while they learn* and undertake all or part of their professional experience while employed under a grant of Permission to Teach (PTT).

These innovative programs are focussed on ensuring a scaffolded and structured induction into the profession, allowing for these PSTs to gradually increase their independence in the classroom, develop their professional growth and support schools to address the challenges of workforce-shortages.

VIT presented a summary of these programs at the International Forum for Teacher Regulatory Authorities Conference, providing an overview of the various program structures to support the different needs of cohorts and the strategies VIT has in place to ensure adherence to national accreditation standards and quality measures.

There are now 12 employment-based ITE programs in Victoria as a direct result of the collaborative work in this space.



Jessica Mason (registered teacher) with learners
Worawa Aboriginal College

Accreditation Committee

The Accreditation Committee assesses and approves pathway programs into ITE and assesses ITE programs for the purposes of teacher registration, consistent with the national standards and procedures for accreditation of ITE programs in Australia. The Committee comprises teachers and principals from government and non-government schools, teacher educators and representatives of Victorian teacher employers.

During 2023–24, the Committee met six times.

Members

Paul Desmond – Council Deputy Chairperson
Committee Chairperson

Gillian Carr – Council member
Deputy Chairperson

Joanna Barbousas – Higher education institution representative

David Baker – Principal class representative

Damian Blake – Higher education institution representative

Michael Butler – Council member

Deborah Corrigan – Higher education institution representative

Josie Crisara – Employer representative, Independent Schools Victoria

Andrew Dalgleish – Principal class representative

Elizabeth King – Employer representative, Department of Education

Janet Scull – Council member

Sara Sirianni – Employer representative, Melbourne Archdiocese Catholic Schools

Eloise Thompson – Early childhood representative

Professional practice: providing targeted, responsive support to the teaching profession

The Professional Practice Team consists of registered teachers with significant experience across a variety of educational contexts. The team has important outreach to the teaching profession through face to face and online seminars and workshops across Victoria.

This regional, rural and metropolitan outreach supports teachers to understand their professional and regulatory obligations and provides for quality teaching. During 2023–24, the team undertook more outreach than any previous year and developed stronger stakeholder engagement across sectors.

Stakeholder feedback and survey data indicates a high level of quality and effectiveness which has driven an increased demand for all of VIT's outreach programs.

The team also provides tailored support for teachers to assist them in meeting their regulatory obligations through VIT's main mailbox and also direct mailboxes designed to specifically assist provisionally registered teachers (PRTs) and their mentors. This direct assistance compliments the variety of resources that the team produces to inform and support teachers in this area.

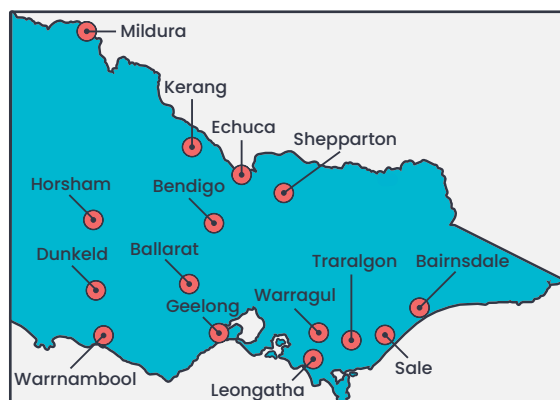
Through their support services, pre-service teacher seminars, PRT seminars, Effective Mentoring Program (EMP) workshops, bespoke mentoring programs and Code of Conduct seminars, the team's work aligns with VIT's regulatory approach by

- assisting teachers to comply with regulatory obligations
- using intelligence and analysis to inform their work
- educating and informing teachers how regulatory processes support quality teaching and ensure for the safety and wellbeing of children and young people.

The Professional Practice team delivers most seminars face to face. This is in recognition of the fact that in this mode participants are more likely to recognise and connect with the material and the business. This mode facilitates a stronger learning experience enabling presenters to check for understanding and address any misconceptions directly. Similarly, participants are able to ask questions and have an opportunity to network and discuss practice, which is limited online. The VIT continues to offer online options to provide access where attendance may be problematic.

While face to face seminars enable a more engaging program for attendees, it is particularly important for early childhood teachers (ECTs), as they are often the only registered teacher in their centre. Meeting other ECTs allows them to network and establish connections with teachers in their local area.

Figure 4
Regional locations of face to face seminars in 2023-24



The numbers of participants seeking mentor training in 2024 particularly has seen a dramatic increase. Metropolitan Melbourne sessions have been consistently booked to capacity and 2 additional seminars have been added. Regional seminars have also seen significant increases in booking and attendance in the first half of 2024.

Table 4
Number of face to face and online EMP workshops delivered in 2023-24*

Workshop type	Day 1	Day 2
Face to face	21	25
Online	3	2
Refresher (face to face)	4	

*EMP workshops run over 2 days a few weeks apart. Refresher workshops run over 1 day and include updates for mentors who have completed the program in the previous 3 years. Data does not include seminars that ran outside of the reporting period.

During the reporting period 3,033 PRT's enrolled in seminars to help support them move to full registration. Bespoke seminars for provisionally registered casual relief teachers (CRTs) were also delivered.

Table 5
Number of PRT seminars delivered in 2023-24

Seminar type	2023	2024
PRT – face to face	15	27
PRT – online	2	1
CRT PRT – online	2	4



Scott Sweeney (registered teacher) with learners
Strathcona Girls Grammar School

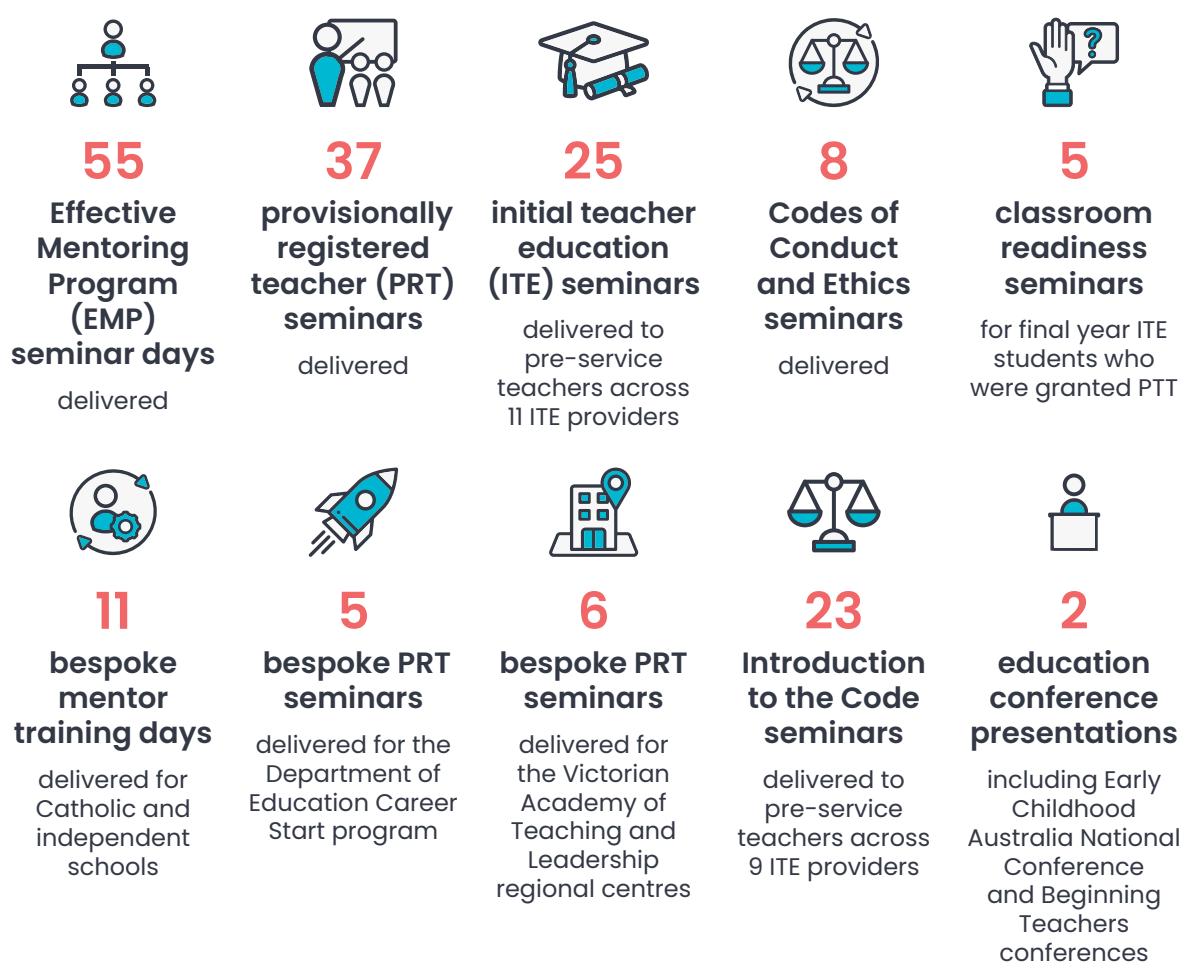
The Professional Practice Team has also been engaged in a number of DE funded projects. Additional opportunities for teachers to train as mentors for pre-service teachers have been provided along with additional resources to support this work. Detailed modules to support the Provisional to Full Registration process for teachers who choose to work in a casual relief capacity have also been added to our outreach program.

More recently, the team has begun to develop and pilot a process to support experienced formerly fully registered Victorian teachers to return to full registration. This is now in its early implementation phase and is awaiting the build of identified technical requirements in VIT's electronic registration system which will support a statewide launch.

In response to feedback from providers at the October Provider Forum in 2023, the Professional Practice Team has reviewed its process for delivery of the Victorian Teaching Profession's Code of Conduct to Pre-Service teachers.

The Professional Practice Team now aims to provide an 'Introduction to the Code' to pre-service teachers prior to their first placement. In addition, the team will provide Code of Conduct workshops to pre-service teachers in their final year after their final placement. This will ensure that pre-service teachers enter the profession with a greater understanding of the professional responsibilities of being a registered teacher, as well as establishing and maintaining professional boundaries to ensure for the safety and wellbeing of children and young people.

Figure 5
Professional practice and stakeholder outreach in 2023-24





Case study – VIT at work

The VIT has added a significant number of additional outreach services in response to high demand across sectors. This trend seems set to continue with demand increasing in all areas. The positive impact of this outreach is evidenced through the responses of teachers to the programs provided and the assistance that the team provide in everyday queries from teachers.

Supporting Provisionally Registered Teachers

Our Provisionally Registered Teachers seminars continue to be popular and highly effective in supporting teachers during their early career phase. The team travel across the state and deliver to a variety of sectors and cohorts. Survey data from our last calendar year demonstrate:

- 95% of respondents reported that the seminars strengthened their understanding of the Inquiry process,
- 95% of respondents found the seminar resources useful in supporting their Inquiry

Mentoring programs in record demand

The Professional Practice team continue to offer highly valued training for mentors of Provisionally Registered Teachers. These programs include the Effective Mentoring Program (EMP) in partnership with DE, tailored mentoring programs for all four Catholic Diocese and Independent Schools Victoria. The team have seen an increasing demand for these programs. So far the 2024 calendar year has seen all metropolitan EMP programs reach capacity with additional programs added.

Feedback from the 2023 calendar year survey highlighted the positive impact of the program for mentors:

- 97% agreed that the sessions deepened their understanding of the link between everyday practice and the Australian Professional Standards for Teachers
- 97% agreed that the content delivered was useful to their everyday practice as a mentor
- 97% agreed that the sessions will inform their professional conversations about the standards and practice

A timely addition to the VIT suite of mentoring programs

The Mentors of Pre-Service Teachers Program has run 4 full day seminars in Melbourne, Shepparton and online. Participant survey data shows that 89% of respondents reported they have increased their repertoire of skills to support mentoring and feel that the seminar has improved their understanding of how to support a pre-service teacher.

Participants note: “The group discussions and case studies were the most valuable as we were able to discuss real life scenarios and share insights into mentoring”

Enhancing support for Casual Relief Teachers

The Provisionally Registered CRT Program has run one completed series of seminars. The data from that program shows that participants agree or strongly agree almost unanimously that: the content was appropriate, learning intentions of the program were supported by the content, the VIT presenter was knowledgeable about the content and that the seminars have provided practical support for the participants’ teaching practice.

Showcasing teaching excellence

VIT showcases examples of outstanding teaching practice in schools and early childhood services in our Excellence in Teaching feature. The Professional Practice team is privileged to see this practice first-hand on visits to schools and early childhood services around the state. These examples are published in Excellence in Teaching articles on the VIT website and in the monthly Professional Practice newsletter. Teachers are encouraged to describe specific initiatives or pedagogical strategies they have implemented and explain how these have benefited their learners and colleagues.

Targeted outreach works

The VIT provide specific information around the responsibilities of teachers under the Victorian Teachers Codes of Conduct and Ethics. While support and information is available for all teachers, our outreach programs offer tailored support to pre service teachers and provisionally registered teachers allowing us to have broader coverage of these cohorts.

In discussions with some other regulatory authorities both nationally and internationally at the 2024 International Forum of Teacher Regulatory Authorities (IFTRA) conference, VIT's data shows a different trend with a lower number of reported misconduct matters in early career teachers.



Joel White (registered teacher) with learners
Parade College

Professional conduct

Registration suitability assessments

When a person makes an application for registration or for renewal of their registration, VIT must assess whether they are suitable to teach. This means that VIT considers their character, conduct and reputation (fitness to teach) as well as whether they are physically and mentally able to teach.

As part of this assessment, VIT considers whether a person has been found guilty of category A offences, category B offences or category C conduct.

The VIT is also able to consider whether the person has been given a Working with Children (WWC) exclusion or interim exclusion.



Elizabeth Bandy (registered teacher) with learners
Iris Ramsay Kindergarten

Table 6
Suitability assessments

Type of conduct
<p>Category A offences</p> <p>These include various sexual offences committed by adults against children, offences related to child abuse material, grooming, murder and attempted murder.</p> <p>The VIT must refuse an application for registration / renewal of registration if the person has been charged, convicted or found guilty of a category A offence.</p>
<p>Category B offences</p> <p>These include sexual offences against an adult, sexual offences by a child against another child, violent offences and drug offences.</p> <p>The VIT must refuse an application for registration / renewal of registration if the person has been charged, convicted or found guilty of a category B offence AND VIT considers that the person is an unjustifiable risk to children.</p>
<p>Category C conduct</p> <p>These include convictions or findings of guilt for other indictable offences, non-convictions for category A offences or category B offences and certain disciplinary action taken by an employer that has been notified to VIT.</p> <p>The VIT may refuse an application for registration / renewal of registration if the person meets one of the following criteria</p> <ul style="list-style-type: none"> • the ability of the person to teach in a school / early childhood service is likely to be affected because of the conduct they engaged in; or • it is not in the public interest to allow the person to teach in a school / early childhood service because of the conduct they engaged in.
<p>WWC exclusion (previously known as negative notice)</p> <p>This is where WWCCV has assessed that a person is not suitable to engage in child-related work.</p> <p>The VIT must refuse an application for registration / renewal of registration if the person has been given a WWC exclusion.</p>

The VIT has been using these principles to assess all applications since September 2019.

Outcomes of applications for registration

When conducting these assessments, VIT may grant registration, impose conditions on registration or refuse registration.

In 2023–24, VIT imposed conditions on the registration of 30 teachers and refused 7 applications for registration and / or renewal of registration.

Table 7
Outcomes of applications for registration in 2023–24

Outcome	No.
Conditions imposed on registration	30
Application for registration / renewal of registration refused	7



Complaints and notifications

The VIT receives information, notifications and complaints about registered teachers from various sources – this includes Victoria Police, Working with Children Check Victoria (WWCCV), Commission for Children and Young People (CCYP), employers and members of the public.

The number of notifications and complaints received by VIT in 2023–24 is summarised in Table 8.

Table 8
Information, complaint and notification sources in 2023–24

Source	No.	Variance from 22–23
Reportable allegations Reportable allegations are allegations that a registered teacher has engaged in any of the following <ul style="list-style-type: none"> sexual offences against, with or in the presence of a child sexual misconduct against, with or in the presence of a child physical violence against, with, or in the presence of a child behaviour that causes significant emotional or psychological harm to a child significant neglect of a child. CCYP has a legal obligation to notify VIT if it receives reportable allegations about a registered teacher.	658	▲ 69%
Complaints Any person or entity may make a complaint to VIT about a registered teacher if it relates to one or more of the following allegations <ul style="list-style-type: none"> the teacher is seriously incompetent the teacher has engaged in misconduct or serious misconduct the teacher is unfit to be a registered teacher the teacher's ability to practise as a teacher is seriously detrimentally affected or likely to be seriously detrimentally affected because of an impairment. 	218	▼ 9%
Notifications from employers Employers of registered teachers have a legal obligation to notify VIT if they have taken any action against a registered teacher in response to allegations of serious incompetence, serious misconduct, unfitness to be a teacher, or an impairment that seriously detrimentally affects a person's ability to teach.	185	▲ 15%
Victoria Police notifications Victoria Police notifies VIT if it is conducting an investigation into a registered teacher who may have committed a criminal offence. It also notifies VIT if a registered teacher has been charged or found guilty of a criminal offence.	273	▲ 17%
WWC notifications in relation to registered teachers WWCCV notifies VIT if it issues an interim WWC exclusion or WWC exclusion. It also notifies VIT if an interim WWC exclusion or WWC exclusion has been revoked.	21	▼ 9%

As at 30 June 2024, VIT was assessing 2,252 matters that originated from notifications and complaints.



Case study – VIT at work

Here is a summary of a regulatory decision made by VIT concerning a teacher who displayed grooming type behaviour via electronic communication with students in their school. All names have been removed.

Scenario

The VIT received a notification from the Commission for Children and Young People (CCYP) of an allegation of sexual misconduct committed against a child. It was alleged that the teacher had sent inappropriate messages to a student utilising the school's messaging platform.

The messages commenced while the student was under the teacher's direct supervision and continued as they progressed through their schooling. The messages, while not sexualised, covered a range of personal topics including the teacher's personal family life, sports teams and affiliations, and general interests and hobbies. The teacher did not discourage the sharing of personal information. Messages were found to have been sent outside of school hours and on weekends.

The alleged conduct had an emotional impact on the student and all allegations were substantiated by the CCYP following an investigation by the school.

The decision

The VIT reviewed the information obtained during the investigation by the school, which included submissions from the teacher and student.

The VIT determined that the teacher was suitable to teach despite the substantiated findings noting

- All communications between the teacher and student occurred on the school's messaging platform, which could be monitored;
- There were no attempts by the teacher to conceal the behaviour;
- The messages, while inappropriate given the content, timing, and volume, did not indicate that the teacher was seeking to establish a sexual relationship with the student;
- The teacher demonstrated remorse and insight into the conduct.

While the VIT determined that the teacher was suitable to teach, it was determined that the teacher would benefit from facilitated professional development that supported their ongoing skill development and ensured that they were able to better develop appropriate professional boundaries when engaging with students.

The VIT imposed conditions on the teacher's registration, requiring them to undertake at least four facilitated sessions that focussed on the following principles of the Victorian Teacher's Code of Conduct (the Code of Conduct):

- *Principle 1.4*

Teachers maintain objectivity in their relationships with their learners. In their professional role, teachers do not behave as a friend or parent/guardian.

- *Principle 1.5*

Teachers are always in a professional relationship with their learners, whether at the education setting where they teach or not.

At the conclusion of the professional development the teacher was required to report to the VIT on their understanding of the Code of Conduct and course material, and provide a written reflection about their learnings. They were also required to provide a written report from their facilitator about their attendance, engagement and understanding of the course material.

Reflection

The case study demonstrates the importance of professional boundaries with students, and the negative emotional or psychological impact that crossing these boundaries can cause to students. In this case study, there were numerous opportunities for the teacher to reestablish professional boundaries with the student, and this did not occur.

Principle 1.5 of the Code of Conduct states a professional relationship may be compromised if a teacher:

- socialises with learners (including online and via social media) outside of a professional context
- invites learners back to their home
- has a sexualised relationship with a former learner within two years of the learner completing their senior secondary schooling or equivalent. In all circumstances, the former learner must be at least 18 before a relationship commences.

Teachers should be mindful of their engagement with students and ensure that their communication remains professional at all times.



Katherine Gronek (registered teacher) with learners
St Patrick's Primary School

Suspension of registration

The VIT has the power to suspend a teacher's registration on an interim basis where the person poses an unacceptable risk of harm to children, and the suspension is necessary to protect children. This suspension has immediate effect. The VIT must review the basis of these decisions every 30 days and determine whether to continue with the suspension or revoke it.

The VIT has exercised this option in varying circumstances, including where the teacher is the subject of a police investigation for serious criminal offences related to children or other serious criminal offences, where teachers have failed to comply with their mandatory reporting obligations, and where teachers have been suffering from drug dependence or alcohol dependence that seriously detrimentally affects their ability to perform the duties of a teacher.

In 2023–24, VIT suspended 44 teachers on an interim basis (consistent with the last financial year).

The VIT must also suspend the registration of a teacher if they have been charged with a category A offence. The VIT suspended 8 teachers on this basis in 2023–24 compared to 6 suspensions in the last financial year.

The VIT must also suspend the registration of a teacher if they have been given an interim WWC exclusion (previously known as an interim negative notice). The VIT suspended 9 teachers on this basis in 2023–24 (a 125% increase from last financial year).

The VIT may also suspend the registration of a teacher if they have been charged with a category B offence. The VIT is more likely to suspend a teacher on this basis if the teacher poses an unjustifiable risk to children, or they may be considered unfit to teach pending the outcome of the criminal charges. The VIT suspended 4 teachers on this basis in 2023–24 (a 33% increase from last financial year).

When VIT makes these decisions, it publishes them on the Register of Disciplinary Action (RODA). The VIT also notifies employers and WWCCV of these decisions.

This is an important part of the process as it ensures that WWCCV can notify the organisations for which the teacher engages in child-related work (other than teaching) of

the suspension. It also ensures that our co-regulators are aware.

Table 8 summarises all of the decisions to suspend teachers' registrations in 2023–24.

Table 9
Suspension actions in 2023–24

Action	No.	Variance from 22–23
Interim suspension The VIT may suspend the registration or permission to teach of a person if it holds a reasonable belief that the person poses an unacceptable risk of harm to children and the suspension is necessary to protect children.	44	▼ 2%
Suspensions for interim WWC exclusions The VIT must suspend the registration or permission to teach of a person if that person has been given an interim WWC exclusion.	9	▲ 125%
Suspensions for Category A offences The VIT must suspend the registration or permission to teach of a person if that person is charged with a category A offence in Victoria or an equivalent offence in another jurisdiction.	8	▲ 33%
Suspensions for Category B offences The VIT may suspend the registration or permission to teach of a person if that person is charged with a category B offence in Victoria or an equivalent offence in another jurisdiction.	4	▲ 33%



Tristen Jones(registered teacher) with learners
Fitzroy North Primary School

Cancellation of registration

The VIT must cancel a teacher's registration if they have been found guilty of a category A offence. During the reporting period, VIT cancelled the registration of 7 teachers on this basis. These teachers are disqualified from making any further applications for registration as a teacher.

The VIT must also cancel a teacher's registration if the teacher has been given a WWC exclusion. The VIT cancelled the registration of 12 teachers during 2023–24 on this basis. These teachers are disqualified from applying for registration as a teacher for a period of 5 years or until they are issued a WWC clearance.

These decisions are also published on the RODA. The VIT also notifies a number of entities about these decisions including the employer, WWCCV and other teacher regulatory authorities in Australia.

Table 10 summarises all of the cancellation decisions made in 2023–24.

Table 10
Cancellation actions in 2023–24

Action	No.	Variance from 22–23
Cancellation of registration due to finding of guilt for a category A offence	7	▲ 40%
Cancellation of registration due to a Working with Children Check exclusion notice being issued	12	▼ 50%

Agreements

A teacher may request that VIT enter into an agreement to impose conditions on their registration, suspend their registration or cancel their registration.

A teacher may make these requests if they believe they are seriously incompetent, have engaged in misconduct or serious misconduct, are not fit to teach or have an impairment that seriously detrimentally affects their ability to practise as a teacher.

Table 11 summarises the agreements that VIT has entered into with registered teachers in 2023–24.

Table 11
Agreements with teachers in 2023–24

Action	No.	Variance from 22–23
Agreement with teacher to impose condition(s) on their registration	4	0
Agreement with teacher to cancel their registration	9	▲ 50%

Hearings

At the end of an investigation, the investigator may recommend that VIT refer the matter to an informal, formal or medical panel hearing.

An investigator may also recommend that VIT refer a matter to a formal hearing if they reasonably believe that a person may have obtained their registration by fraud or misrepresentation.

Table 12 outlines the decisions made by VIT to refer matters to hearing in 2023–24.

Table 12
Referral to hearings in 2023–24

Action	No.
Professional conduct matters referred to formal hearing	2
Formal hearings held	2

Prosecutions

There are a number of criminal offences in the *Education and Training Reform Act 2006*. The VIT may prosecute individuals or employers for committing these criminal offences.

In 2023–24, VIT resolved 1 prosecution as outlined in the case study on page 43 of this Annual Report.

Appeals

The Act provides that in certain circumstances a person may apply to the Victorian Civil Administrative Review Tribunal (VCAT) for review of certain decisions made by an informal, formal or medical hearing panel, or a VIT determination to refuse a person's application for registration or renewal of registration.

In 2023-24, 5 new applications were lodged at VCAT (this represents a 16% reduction in the volume of new VCAT appeals compared to the previous financial year). We also managed 14 ongoing matters at VCAT during this financial year.



Natalie Louise Karlake (registered teacher) with learners Caledonian Primary School



Case study – VIT at work

Here is a summary of a prosecution outcome concerning a person who engaged in unregistered teaching practice. All names have been removed.

Background

Under the *Education and Training Reform Act (2006)*, it is an offence for a person to undertake the duties of a teacher without registration. It is also an offence for a person to employ a person without registration. These offences attract a penalty of 120 penalty units for each incidence of unregistered practice.

The VIT provides all teachers with a registration card, maintains a public register and provides employers with an employer portal where they can confirm teacher registration status, to ensure that only registered people are able to work in schools or early childhood centres.

Scenario

In 2019, upon application for registration the VIT identified that an applicant had engaged in three days of unregistered teaching practice. At this time, the VIT reviewed the information and determined to send the applicant a warning letter informing them of the offences of unregistered practice and that holding themselves out to be a teacher could result in significant financial penalties. The applicant subsequently withdrew their application.

In 2022, the applicant reapplied for permission to teach and upon investigation it was determined that the applicant had held themselves out to be a registered teacher for a period of 66 days.

The decision

The VIT determined to prosecute the applicant under the *Education and Training Reform Act (2006)* for holding themselves out to be a teacher and undertaking the duties of a teacher when they were not registered.

The matter was heard at the Magistrates' Court and the teacher was found guilty with conviction, fined \$25,000 and ordered to pay costs of \$6,500.

Education was provided to the employer to ensure that they had appropriate systems in place to check registration status in the future.

Reflection

Registration ensures that teachers are qualified and suitable to teach. As part of an application, VIT assesses criminal and professional conduct and whether an applicant is subject to any impairment that would seriously and detrimentally impact their ability to teach. These checks assure the community that Victorian Teachers have the requisite skills to deliver high quality teaching outcomes and can provide for the safety and wellbeing of Victorian students.

This case reflects:

- the importance of employers confirming registration status via the public register or their employer portal;
- the seriousness with which the VIT and the Magistrates' Court viewed the offending.

The VIT regularly runs proactive education sessions with school leaders and business managers to support them to comply with their regulatory obligations, including ensuring that all Victorian Teachers are registered with VIT.

Professional Conduct and Registration Suitability Committee

The Professional Conduct and Registration Suitability Committee was established pursuant to section 2.6.66 of the *Education and Training Reform Act 2006*.

The Council has delegated certain powers to the Committee. These include the power to decide whether to accept the recommendations of an investigator at the end of an investigation into whether a teacher is seriously incompetent; has engaged in misconduct or serious misconduct; is unfit to teach; or whether the teacher's ability to practise as a teacher has been seriously detrimentally affected or is likely to be seriously detrimentally affected because of an impairment. These recommendations may include that no further action is required or that the teacher be referred to an informal, formal or medical panel hearing.

The Committee has also been delegated the power to impose conditions on the registration of a teacher and refuse the registration (or renewal of registration) of a teacher, and the power to decide whether to enter into an agreement with the teacher to cancel, suspend or impose conditions on their registration.

During 2023–24, the Committee met nine times.

Members

Lesley Lamb – Council Chairperson
Committee Chairperson

Michael Butler – Council member

Katrina Nightingale – Council member

Angela Stringer – Council member

Raelene Vine – Council member

Graeme Young – Council member

Table 13
Decisions of the Professional Conduct and Registration Suitability Committee in 2023–24

Action	No.
Grant registration with conditions	12
Renew registration	5
Grant registration	2
Refusal	8
Refer matter to formal hearing	1
Agreement with teacher to cancel registration	1
Agreement with teacher to suspend registration	1



Krysten Vaughan (registered teacher) with learner Waratah Special Developmental School

Summary of financial position

The financial report and accompanying notes are for the financial year ended 30 June 2024.

Table 14
Financial results 2023–24

	2023–24 \$
OPERATIONS	
Registration and application fees	20,160,222
Interest income	1,073,535
Grants	1,897,058
Other income	327,210
Total income	23,458,025
Operating expenses	21,245,105
Net result	2,212,920
Total other economic flows included in net result	
Net (gain)/loss on non-financial assets	-
Comprehensive result	2,212,920
	2023–24 \$
FINANCIAL POSITION	
Financial assets	19,603,302
Non-financial assets	5,615,482
Total assets	25,218,783
Provisions and payables	6,764,100
Income received in advance	5,393,830
Total liabilities	12,157,930
Total equity	13,060,853

Revenue

In 2023-24, the annual registration fee increased to \$114.40. Teacher registration fees are prorated for each of the 12 months of the registration period (1 October to 30 September). Accordingly, fees from 1 July to 30 September are treated as revenue in advance in the balance sheet at year end.

A rise in teacher registrations and a 4% fee increase contributed to increased revenue in 2023-24. Nationally Coordinated Criminal History Check (NCCHC) revenue increased as a result of a significant number of new applications and a higher proportion of registered teachers requiring criminal record checks during the year.

Figure 6
Revenue for 2023-24



- Registration fees
\$17,415,098
- Nationally Coordinated Criminal History Check (NCCHC)
\$2,516,532
- Grants
\$1,897,058
- Interest income
\$1,073,535
- Other income
\$368,001
- Late registration payment
\$187,800

Expenses

There was an increase in operating expenses in 2023-24 as a result of higher employee expenses, and an increase in administrative expenses as a result of office relocation.

In summary, a surplus of \$2,212,920 was reported in 2023-24 compared with a surplus of \$787,917 in the previous year. Accordingly, VIT's balance sheet and cash position have improved in comparison with last year, maintaining appropriate levels to meet its current and future obligations.

Figure 7
Expenses for 2023-24



- Payroll
\$14,307,015
- Supplies and services
\$4,860,780
- Depreciation and amortisation
\$1,565,374
- Occupancy expenses
\$337,926
- Interest expenses
\$174,010

Audit, Risk Management and Finance Committee

The Audit, Risk Management and Finance Committee oversees the financial, risk management, audit and general administrative functions of VIT. It makes recommendations to Council on the financial requirements of VIT's governing legislation and other legislation regulating the financial and risk management and accountability of VIT.

The Committee maintains effective communication with external and internal auditors, and reviews their scope of work, independence and performance. It also receives, discusses and monitors significant findings and recommendations from reports by internal and external auditors.

On behalf of Council, the Committee reviews and recommends the development and implementation of VIT's strategic and business plan budgets. In addition, the Committee advises Council on the adequacy and effectiveness of VIT's financial and accounting policies, related control systems and management information systems.

During 2023-24, the Committee met eight times.

Members

Gail Owen – Independent external member
Committee Chairperson

Lesley Lamb – Council Chairperson

Michael Butler – Council member

Angela Stringer – Council member

Lisa Tripodi – Independent external member

Remuneration Committee

The Remuneration Committee implements Victorian Independent Remuneration Tribunal (VIRT) – formerly known as Government Sector Executive Remuneration Panel (GSERP) – policies and guidelines for the employment of VIT's executive officers. Specifically, the Remuneration Committee determines the performance criteria of the Chief Executive Officer, conducts their annual performance review and advises Council of any other relevant matters in the jurisdiction of VIRT.

The Committee also ensures compliance with the Victorian Public Sector Commission (VPSC).

During 2023-24, the Committee met three times.

Members

Lesley Lamb – Council Chairperson
Committee Chairperson

Paul Desmond – Council Deputy Chairperson

Michael Butler – Council member



Tairan Jiang (registered teacher) with learner
Westbourne Grammar School

Business operations

Banking

The VIT operates a corporate cheque account, and invests in term deposits held with the Victorian Government Centralised Banking System (CBS), implemented by VIT in May 2019 as per the DTF Standing Directions 2018.

The VIT uses the CBS to hold all excess cash funds while retaining a minimum cash balance in its operating bank account for day to day expenses.

The VIT seeks to minimise risk and maximise return on funds available to meet its future needs.

Mail house services

The VIT contracts its mail house operations to Lane Print and Post. Most letter printing and mailing is carried out by Lane Print and Post using encrypted files provided by VIT under strict privacy arrangements. The arrangement enables VIT to access favourable bulk postage rates.

Records management

Enterprise Content Management (ECM) is VIT's official recordkeeping system for managing documents and records regardless of format. The information is created, managed and disposed of in accordance with Public Record Office Victoria standards and relevant legislation.

Consultancies and other major contracts

No major contract greater than \$10m was entered into in 2023–24.

In 2023–24, VIT engaged three consultancies where the total fees payable to the consultants were more than \$10,000, with a total expenditure of \$367,717 (excl. GST).

There were no contracts related to the Victorian Industry Participation Policy.

Compliance with the Building Act 1993

The VIT does not own or control any government buildings and consequently is exempt from notifying its compliance with the building and maintenance provisions of the *Building Act 1993*.

Compliance with the Public Interest Disclosures Act 2012

The VIT complies with the *Public Interest Disclosures Act 2012*. Our policy can be viewed on VIT's website: www.vit.vic.edu.au.

National Competition Policy

The VIT is the sole registration authority for teachers in all Victorian primary and secondary schools and early childhood services.

Environmental sustainability

The VIT office moved to L12/717 Bourke Street, Docklands in August 2022. The building employs a three-stream recycling / waste program with a 4.5 Star NABERS Energy Rating and 4 Star NABERS Water Rating.

The VIT continues to refine its practices further to reduce its carbon footprint by

- limiting disposable products in the staff kitchen
- setting up receptacles specific to waste types and encouraging composting where appropriate
- defaulting office printing to double-sided to reduce paper consumption
- recycling printer consumables, paper, toner and cardboard
- reducing paper consumption through the use of soft copy documentation where possible
- providing end-of-trip facilities for those who may choose to walk or cycle to the office.

Staff members currently work a hybrid model (working remotely and from the office). This pattern has a commensurate reduction in office consumables and utilities.

Freedom of information (FOI)

The *Freedom of Information Act 1982* (the Act) allows the public a right of access to documents held by VIT. The purpose of the Act is to extend as far as possible the right of the community to access information held by government departments, local councils, Ministers and other bodies subject to the Act.

An applicant has a right to apply for access to documents held by VIT. This comprises documents both created by VIT or supplied to VIT by an external organisation or individual, and may also include maps, films, microfiche, photographs, computer printouts, computer discs, tape recordings and videotapes. Information about the type of material produced by VIT is available on VIT's website under its Part II Information Statement.

The Act allows VIT to refuse access, either fully or partially, to certain documents or information. Examples of documents that may not be accessed include cabinet documents; some internal working documents; law enforcement documents; documents covered by legal professional privilege, such as legal advice; personal information about other people; information provided to VIT in confidence; and information that is confidential under another Act.

Under the Act, the FOI processing time for requests received is 30 days. However, when external consultation is required under ss29, 29A, 31, 31A, 33, 34 or 35, the processing time is 45 days. Processing time may also be extended by periods of 30 days, in consultation with the applicant. With the applicant's agreement this may occur any number of times. However, obtaining an applicant's agreement for an extension cannot occur after the expiry of the timeframe for deciding a request.

If an applicant is not satisfied by a decision made by VIT, under section 49A of the Act, they have the right to seek a review by the Office of the Victorian Information Commissioner (OVIC) within 28 days of receiving a decision letter.

Making a request

FOI requests can be lodged in writing or by email at vit@vit.vic.edu.au. An application fee of \$30.60 applies. Access charges may also be payable if the document pool is large and the search for material time consuming.

Access to documents can also be obtained through a written request to VIT's FOI Officer, as detailed in s17 of the Act.

When making an FOI request, applicants should ensure requests are in writing, and clearly identify what types of material / documents are being sought.

Requests for documents in the possession of VIT should be addressed to

Freedom of Information Officer
Victorian Institute of Teaching
PO Box 531
Collins Street West VIC 8007

FOI statistics / timeliness

During 2023–2024, VIT received 38 applications. Of these requests, 1 was the media, and the remainder from the general public.

The VIT made 13 FOI decisions during the 12 months ended 30 June 2024. All decisions were made within the statutory time periods.

During 2023–24, five requests were subject to a complaint / internal review by OVIC. Five requests progressed to the Victorian Civil and Administrative Tribunal (VCAT).

Further information

Further information regarding the operation and scope of FOI can be obtained from the Act, regulations made under the Act and on OVIC's website: www.ovic.vic.gov.au.

Table 15
Analysis of FOI requests in 2023–24

Action	No.
Personal (relating to a single identified person)	15
Non-personal (request for non-specific and / or summative information)	0
Outcome: Full access	4
Outcome: Partial access	1
Outcome: Denied	2
Outcome: Pending	2
Request for internal review, partial access granted	0
Internal review confirmed initial FOI decision	0
Appeal of internal decision to VCAT	2
Lapsed	6
Carried forward to next year	2

Occupational health and safety (OHS)

The VIT has an active Occupational Health and Safety Committee that is committed to providing a safe and secure environment for staff, contractors and visitors, and complies with statutory obligations.

The Committee hosts regular online and in-office meetings to review and contribute to safety and wellbeing in the workplace, and adopts a risk-based approach to hazard reduction and prevention.

The VIT has an incident management system in place to address OHS incidents, hazards and near misses for all staff to identify and escalate to management. There are education and training programs to support staff in fulfilling their obligations in OHS.

The Committee has been vigilant in addressing OHS issues with the identification of specific risks.

Staff and community wellbeing

The VIT has continued to support staff during the transition to a hybrid working model post the COVID-19 pandemic by offering remote and flexible working arrangements.

Feedback obtained through the Staff Consultative Committee, pulse surveys and the People Matter Survey has guided our approach to managing staff wellbeing. The VIT provides wellbeing sessions and communications to staff through its e-learning platform, staff hub, Employee Assistance Program provider and psychologists employed by VIT on a sessional basis.

Merit and equity

The VIT continued to apply the Victorian Public Sector employment principles relating to merit and equity in selecting, recruiting and training staff.

The VIT has developed and implemented a Gender Equity Action plan and the progress report is now with the Commission for evaluation. The VIT has made considerable progress by reducing the Gender Pay Gap and providing a range of initiatives to staff.

Table 16
Staff by operation

Staff	No. of staff	Full-time equivalent
Accreditation and Professional Practice	15	13.80
Executive and Governance	9	8.90
Professional Conduct	37	36.43
Shared Services	17	16.40
Stakeholder Engagement and Communications	5	4.60
Teacher Engagement and Registration	36	34.50
TOTAL	119	114.63

* Note: The above numbers include staff on extended paid leave.

Professional development

The VIT undertakes an ongoing professional development by offering a range of learning and development opportunities to staff. Key components of the program include VIT's induction program, certificate courses to build capability in key areas and many other formal and informal development opportunities. and significant staff development through informal and formal development opportunities that allows staff to gain experience acting in other roles to cover short term vacancies.

This year VIT ran unconscious bias programs for all staff with decision making responsibilities, a Certificate 4 in Government Investigation, a course on interviewing vulnerable people and career planning programs open to all staff.

The following mandatory compliance courses were completed by all staff as part of the annual performance development process: Privacy, Unconscious Bias, Anti Discrimination and Equal Opportunity.

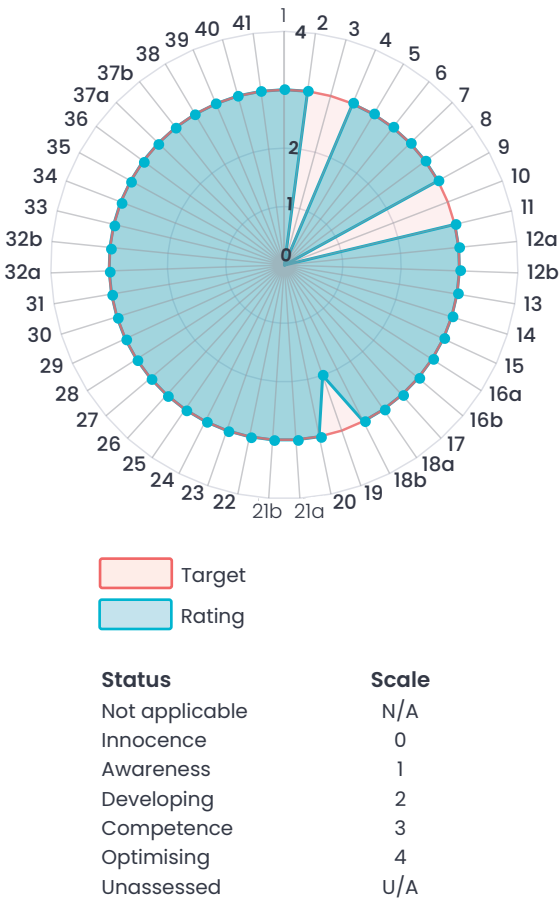
Asset management maturity assessment

The VIT has undertaken an assessment of its maturity against the requirements of the Asset Management Accountability Framework (AMAF) across the five prescribed category areas.

The VIT does not own or operate a substantial asset base, and none are assets for public use, being principally acquired to support our own operations.

The VIT’s target maturity rating is ‘competence’, meaning systems and processes are fully in place, consistently applied and systematically meeting the AMAF requirements, including a continuous improvement process to expand system performance above AMAF minimum requirements.

Figure 8
Asset management maturity rating



Human Rights Charter

Every care is taken to ensure that all acknowledged human rights of the individual are recognised by the operations, policies and procedures of VIT.

Advertising expenditure

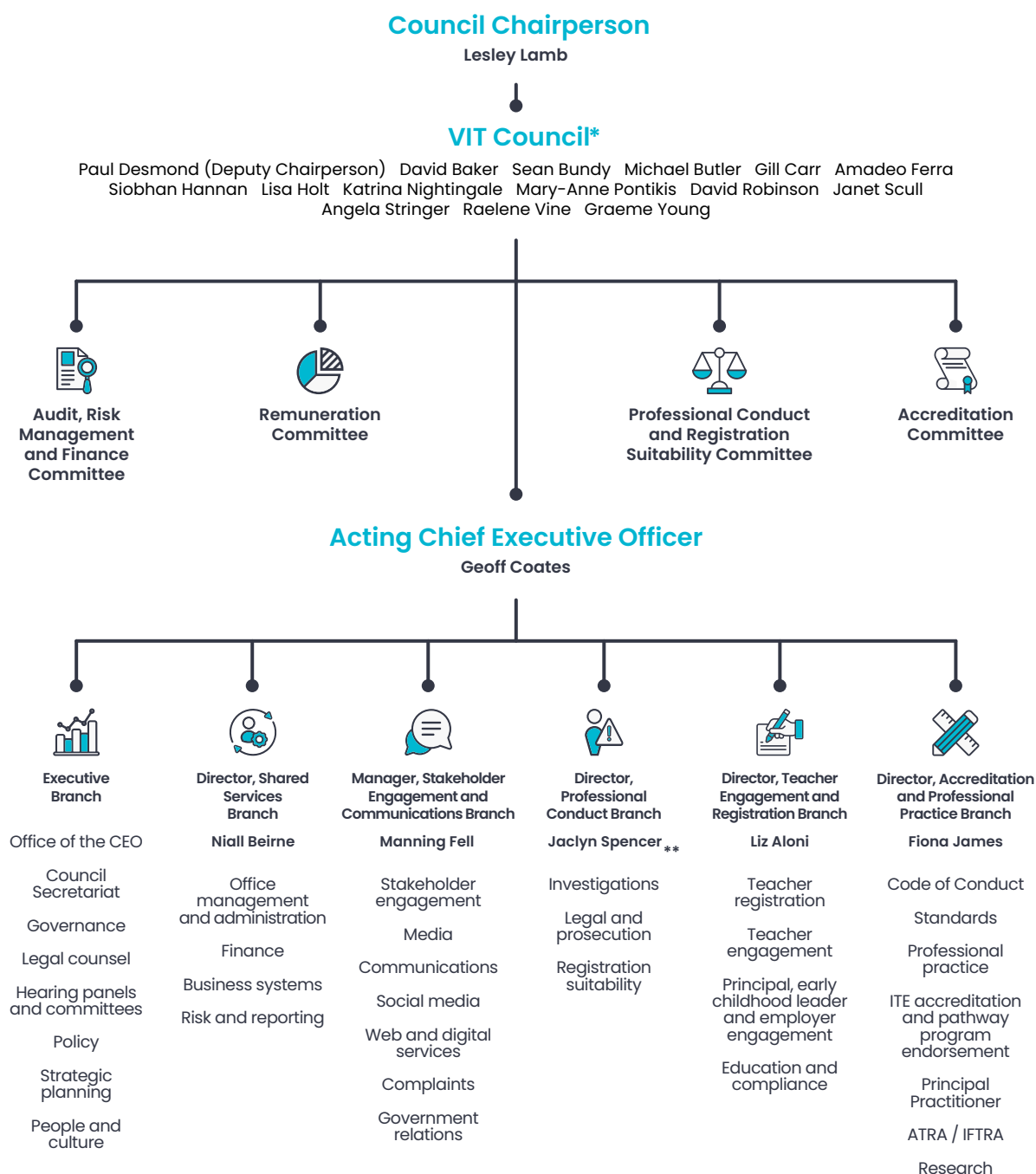
VIT’s advertising expenditure did not meet the minimum threshold required for reporting.

Social Procurement Framework

The VIT utilises a social procurement framework to enable greater benefits from our procurement spend by delivering social and sustainable outcomes that benefit our community.

The VIT has complied with Victorian Government Purchasing Board (VGPB) guidelines in all purchasing decisions as best practice. The VIT uses a Social Procurement and Contract Management Policy to guide its operations, which is part of VIT’s Financial Management Compliance Framework.

Organisational and governance structure



*Appointment and cessation dates can be found on the following page

**Connotes a substantive Director performing other duties temporarily

Council report

The VIT Council is responsible for managing the affairs of VIT and, when carrying out its functions, considers the safety and wellbeing of children and young people including by taking into account community expectations.

During the reporting period, the Council did not have its full complement of 14 members, owing to some resignations and retirements.

Thirteen members (including the Chairperson) are appointed by the Governor-in-Council on the recommendation of the Minister. The remaining member is the nominee of the Secretary of the Department of Education.

The current Council was appointed on 1 June 2022 – the seventh since VIT’s inception. The terms of current Council members ends 31 May 2025.

Key relationships

The VIT is required to give due regard to any advice provided by the Minister in relation to its powers and functions, and the Minister has powers to issue policies, guidelines and directions to VIT.

Based upon the Council’s recommendations, the Minister

- approves the qualifications, criteria and standards for the registration and renewal of teacher registration in Victorian schools and early childhood services
- fixes the registration fees for a period of 12 months, and may amend the fee at the end of that period
- recommends to the Governor-in-Council the appointment of members to the Hearing Panel Pool
- consults with VIT on issues of importance to teacher registration and standards
- approves policies for the qualifications, criteria and standards for registration or renewal of registration that have been recommended by VIT under the *Education and Training Reform Act 2006*.

Table 17
Number of Council meetings attended

Name	2023	2024	Total
Lesley Lamb Chairperson	4	5	9
Paul Desmond Deputy Chairperson	5	5	10
David Baker**	1	4	5
Sean Bundy***	0	1	1
Michael Butler	3	5	8
Gill Carr	5	4	9
Amadeo Ferra*	2	1	3
Siobhan Hannan*	3	1	4
Lisa Holt***	0	1	1
Katrina Nightingale**	1	5	6
Mary-Anne Pontikis	5	5	10
David Robinson	3	5	8
Janet Scull	4	4	8
Angela Stringer	4	5	9
Raelene Vine	5	5	10
Graeme Young	5	2	7

*Resigned 31 March 2024

**Commenced 21 November 2023

***Commenced 25 June 2024

Council members

Members of the VIT Council include the Chairperson and representatives of key stakeholder groups such as parents, teachers, teacher employers, teacher educators and education unions. A delegate for the Secretary of the Department of Education also sits on Council.



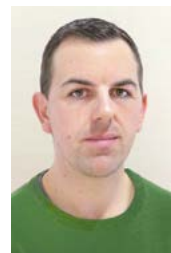
Lesley Lamb



Paul Desmond



David Baker



Sean Bundy



Michael Butler



Gill Carr



Amadeo Ferra



Siobhan Hannan



Lisa Holt



Katrina Nightingale



Mary-Anne Pontikis



David Robinson



Janet Scull



Angela Stringer



Raelene Vine



Graeme Young



Attestation for financial management compliance with Standing Direction 5.1.4

The Victorian Institute of Teaching Financial Management Compliance Attestation Statement

I, Lesley Lamb, on behalf of the Responsible Body, certify that the Victorian Institute of Teaching has no Material Compliance Deficiency with respect to the applicable Standing Directions under the *Financial Management Act 1994*, and Instructions.

A handwritten signature in black ink, appearing to read "L Lamb", written over a light blue grid background.

Lesley Lamb
Chairperson

Docklands, in the State of Victoria
16 October 2024



Ebony Bowes (registered teacher) with learners
Iris Ramsay Kindergarten

Comprehensive operating statement

for the year ended 30 June 2024

	Notes	2024 \$	2023 \$
Continuing operations			
Revenue and income from transactions			
Registration and application fees	2.2.1	20,175,846	18,965,962
Interest income	2.2.2	1,073,535	598,048
Grants	2.2.3	1,897,058	448,187
Other income	2.2.4	311,586	56,586
Total revenue and income from transactions		23,458,025	20,068,783
Expenses from transactions			
Employee expenses	3.1.1	14,307,015	12,020,843
Depreciation and amortisation	4.1.2, 4.2	1,565,374	1,168,036
Interest expenses (i)	6.2.2	174,010	146,699
Supplies and services	3.2.1	4,860,780	5,115,029
Occupancy expenses	3.2.2	337,926	1,051,685
Total expenses from transactions		21,245,105	19,502,291
Net result from transactions (net operating balance)		2,212,920	566,492
Other economic flows included in net results			
Net gain on non-financial assets (ii)		-	221,425
Total other economic flows included in net result		-	221,425
Comprehensive result		2,212,920	787,917

The accompanying notes form part of these financial statements.

- (i) Interest expenses includes the interest paid / payable on leased property and equipment as per AASB 16 Leases.
- (ii) Net gain on non-financial assets includes realised gain on the disposals of the ROU Lease for Level 9, 628 Bourke St, Melbourne.

Balance sheet

for the year ended 30 June 2024

	Notes	2024 \$	2023 \$
Assets			
Financial assets			
Cash and deposits	6.3	19,400,887	15,865,233
Receivables	5.1	202,415	333,365
Total financial assets		19,603,302	16,198,598
Non-financial assets			
Plant and equipment (i)	4.1	3,968,311	4,430,744
Intangible assets	4.2	1,318,773	2,279,636
Other non-financial assets	5.3	328,398	322,733
Total non-financial assets		5,615,482	7,033,114
Total assets		25,218,783	23,231,712
Liabilities			
Payables	5.2	433,695	503,976
Lease liabilities	6.1	3,998,188	4,444,056
Employee provision	3.1.2	2,332,216	2,123,529
Other provisions	5.4	-	-
Revenue received in advance	2.3	5,393,830	5,312,217
Total liabilities		12,157,930	12,383,778
Net assets		13,060,853	10,847,933
Equity			
Accumulated surplus		13,060,853	10,847,933
Net worth		13,060,853	10,847,933
Commitments for expenditure	6.4	4,877,764	5,212,973

The accompanying notes form part of these financial statements.

(i) Plant and equipment includes Right of Use Assets covered under AASB 16 Leases.

Cash flow statement for the year ended 30 June 2024

	Notes	2024 \$	2023 \$
Cash flows from operating activities			
Receipts			
Receipts from customers and registration fees		20,975,278	19,741,937
Receipts from government		1,897,058	448,187
Goods and Services Tax recovered from the ATO (i)		450,391	515,226
Interest received		1,064,395	551,414
Total Receipts		24,387,122	21,256,764
Payments			
Payments to suppliers and employees		(20,089,514)	(19,423,550)
Interest paid		(174,010)	(146,699)
Total payments		(20,263,524)	(19,570,249)
Net cash flows from operating activities	6.3.1	4,123,597	1,686,514
Cash flows from investing activities			
Payments for plant and equipment		(186,945)	163,486
Payments for intangible assets	4.2	44,868	569,474
Net cash flows from / (used in) investing activities		(142,076)	732,960
Cash flows from financing activities			
Repayment of principal portion of lease liabilities (ii)	6.2.3	(445,867)	(307,907)
Net cash flows used in financing activities		(445,867)	(307,907)
Net increase in cash and cash equivalents held		3,535,654	2,111,568
Cash and cash equivalents at the beginning of the financial year		15,865,233	13,753,666
Cash and cash equivalents at the end of the financial year	6.3	19,400,887	15,865,233

The accompanying notes form part of these financial statements.

- (i) Goods and Services Tax received from the ATO is presented on a net basis.
- (ii) The VIT has recognised cash payments for the principal portion of lease payments as financing activities. Cash payments for the interest portion as operating activities consistent with the presentation of interest payments as operating activities.

Statement of changes in equity for the year ended 30 June 2024

	Accumulated surplus \$	Contributions by Owner \$	Total \$
Balance at 1 July 2022	10,060,016	-	10,060,016
Comprehensive result for the year	787,917	-	787,917
Balance at 30 June 2023	10,847,933	-	10,847,933
Comprehensive result for the year	2,212,920	-	2,212,920
Balance at 30 June 2024	13,060,853	-	13,060,853

Note 1

About this report

The Victorian Institute of Teaching (hereon referred to as VIT) is an independent statutory authority, established in December 2002 by Part 2.6 of the *Education and Training Reform Act 2006* and reporting to Parliament through the Minister for Education.

Its principal address is

Level 12, 717 Bourke Street
Docklands VIC 3008

A description of the nature of its operations and its principal activities is included in the 'Report of Operations' which does not form part of these financial statements.

Basis of preparation

These financial statements are in Australian dollars and the historical cost convention is used unless a different measurement basis is specifically disclosed in the note associated with the item measured on a different basis.

The accrual basis of accounting has been applied in preparing these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Consistent with the requirements of *AASB 1004 Contributions*, contributions by owners (that is, contributed capital and its repayment) are treated as equity transactions and, therefore, do not form part of the income and expenses of VIT.

Judgements, estimates and assumptions are required to be made about financial information being presented. The significant judgements made in the preparation of these financial statements are disclosed in the notes where amounts affected by those judgements are disclosed.

Estimates and associated assumptions are based on professional judgements derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revision to accounting estimates is recognised in the period in which the estimate is revised and also in future periods that are affected by the revision.

Judgements and assumptions made by management in applying Australian Accounting Standards (AASs) that have significant effects on the financial statements and estimates are disclosed in the notes under 'Significant judgement or estimates'.

These financial statements cover VIT as an individual reporting entity.

The amounts in the financial statements have been rounded to the nearest \$1 unless otherwise stated.

Compliance information

These general purpose financial statements have been prepared in accordance with the *Financial Management Act 1994* (FMA) and applicable AASs which include Interpretations, issued by the Australian Accounting Standards Board (AASB).

In particular, they are presented in a manner consistent with the requirements of *AASB 1049 Whole of Government and General Government Sector Financial Reporting*.

Where appropriate, those AASs paragraphs applicable to not-for-profit entities have been applied.

Accounting policies selected and applied in these financial statements ensure the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring the substance of the underlying transactions or other events is reported.

These annual financial statements were authorised for issue by the VIT Chairperson on 16 October 2024.

Note 2

Funding of service delivery

The VIT's primary function is to regulate members of the teaching profession to ensure quality teaching and provide for the safety and wellbeing of children.

To enable VIT to fulfil its objective and maintain high standards for the Victorian teaching profession, VIT receives income predominantly from registered teachers in the payment of their annual registration fees. The VIT also receives fees for service and departmental grants for specific purposes.

2.1 Summary of revenue and income that funds the delivery of VIT's services

	Notes	2024 \$	2023 \$
Registration and application fees	2.2.1	20,175,846	18,965,962
Interest income	2.2.2	1,073,535	598,048
Grants	2.2.3	1,897,058	448,187
Other income	2.2.4	311,586	56,586
Total revenue and income from transactions		23,458,026	20,068,783

2.2 Revenue and income from transactions

2.2.1 Registration and application fees

	2024 \$	2023 \$
Registration renewal and registration application fees	17,415,098	16,191,068
Nationally Coordinated Criminal History Check (NCCHC) fee	2,516,532	2,529,411
Replacement card fee	15,624	13,625
Late registration payment fee	187,800	141,270
Statement of good standing fee	11,783	11,103
Course accreditation assessment fee	29,008	79,485
Total registration and application fees	20,175,846	18,965,962

Registration renewal fees are raised annually (for the period October to September) and registration application fees are raised on request. Revenue is recognised in the financial year to which the registration renewal / application relates in accordance with *AASB 15 Revenue from Contracts with Customers*. Registration renewal and registration application fees are recognised with reference to the stage of completion method, based on the registration period that has expired. The unexpired portion is recognised as unearned income.

The VIT does not recognise debtors in relation to registration fees, as non-payment of registration fees results in suspension or expiry of registration and cancellation of the registration fee invoice. Revenue relating to a future period, in accordance with the above income recognition policy, is carried forward in the balance sheet as Revenue received in advance.

NCCHC fees are charged to prospective and renewing teachers every 5 years. This charge covers the registrant for the next 5 years from the date of successful completion of the check and the same year the income is recognised.

Late registration fees are recognised in the same financial year they are received. The late fees are charged only when the payment is not received on or before 30 September of every year.

2.2.2 Interest income

	2024 \$	2023 \$
Interest from financial assets not at fair value through comprehensive operating statement		
Interest on bank deposits	950,649	526,893
Interest on money at call	122,886	71,155
Total interest income	1,073,535	598,048

Interest income includes interest received on bank deposits and money at call. Interest income is recognised using the effective interest method, which allocates the interest over the relevant period.

2.2.3 Grants

	2024 \$	2023 \$
Income recognised as income of not-for-profit entities		
General purpose	1,897,058	448,187
Total grants income	1,897,058	448,187

In 2023–24, VIT received grants from the Department of Education. These grants were received to implement initiatives aimed at addressing teacher shortages and ensuring adherence to teaching standards. The grant income included in the table above under *AASB 1058* has been earned under arrangements that are either not enforceable and / or linked to sufficiently specific performance obligations. Income from grants without any sufficiently specific performance obligations, or that are not enforceable, is recognised when the VIT has an unconditional right to receive cash which usually coincides with receipt of cash. On initial recognition of the asset, VIT recognised any related contributions by owners, increases in liabilities, decreases in assets, and revenue in accordance with other Australian Accounting Standards. Grants of \$448,187 were received during 2022–23.

2.2.4 Other income

	2024 \$	2023 \$
Other income	311,586	56,586
Total other income	311,586	56,586

In 2022–23, the landlord provided VIT (the tenant) with a contribution of \$600,000 plus GST towards the fit out works to be used in the premises fit outs as an incentive for leasehold improvements, as stipulated in the lease agreement. In accordance with *AASB 16 Leases* guidelines and in alignment with the lease agreement, this amount will be amortised over a 96-month period, corresponding to the 8-year lease term, with an equal portion recognised as other income each year.

2.3 Revenue received in advance

	2024 \$	2023 \$
Nationally Coordinated Criminal History Check fees	343,534	313,890
Unearned registration fees	4,581,546	4,216,302
Leasehold Incentive	468,750	782,025
Total revenue received in advance	5,393,830	5,312,217

Note 3

The costs of delivering services

This section provides an account of the expenses incurred by VIT in delivering services and outputs. In Note 2, the funds that enable the provision of services were disclosed and, in this note, the costs associated with provision of services are recorded.

3.1 Expenses incurred in the delivery of services

	Notes	2024 \$	2023 \$
Employee expenses	3.1.1	14,307,015	12,020,843
Supplies and services	3.2.1	4,860,780	5,115,029
Occupancy expenses	3.2.2	337,926	1,051,685
Total expenses incurred in the delivery of services		19,505,721	18,187,557

3.1.1 Employee expenses – comprehensive operating statement

	Notes	2024 \$	2023 \$
Salaries and wages		12,256,743	10,441,211
Superannuation	3.1.3	1,262,371	1,012,264
On costs (payroll tax, fringe benefit tax and WorkCover)		779,153	567,367
Ex gratia payments for separation (i)		8,748	–
Total employee expenses		14,307,015	12,020,843

(i) Includes payments to staff of a bona fide redundancy payment.

Employee expenses are all costs related to employment such as salaries, fringe benefits tax, leave entitlements, termination payments and includes ex gratia payments and WorkCover premiums.

The amount recognised in the comprehensive operating statement in relation to superannuation is the employer contributions for members of both defined benefit and defined contributions superannuation plans that are paid or payable during the reporting period.

The VIT does not recognise any defined benefit liabilities because it has no legal or constructive obligation to pay future benefits relating to its employees. Instead, the Department of Treasury and Finance (DTF) discloses in its annual financial statements, the net defined benefit cost related to the members of these plans as an administered liability (on behalf of the State as the sponsoring employer).

Termination benefits are payable when employment is terminated before normal retirement date, or when an employee accepts an offer of benefits in exchange for the termination of employment. Termination benefits are recognised when VIT is demonstrably committed to terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after the end of the reporting period are discounted to present value.

3.1.2 Employee benefits – in the balance sheet

Provision is made for benefits accruing to employees in respect of salaries, annual leave and long service leave for services rendered to the reporting date and recorded as an expense during the period the services are delivered.

	2024 \$	2023 \$
Current provisions		
<i>Annual leave</i>		
Unconditional and expected to settle within 12 months	662,160	571,396
<i>Long service leave</i>		
Unconditional and expected to settle within 12 months	197,422	93,267
Unconditional and expected to settle after 12 months	847,669	883,165
<i>Provision for on-costs</i>		
Unconditional and expected to settle within 12 months	152,226	141,006
Unconditional and expected to settle after 12 months	150,206	120,939
Total current provisions for employee benefits	2,009,683	1,809,773
Non-current provisions		
Long service leave	273,983	268,762
On-costs	48,550	44,995
Total non-current provisions for employee benefits	322,533	313,756
Total provision for employee benefits	2,332,216	2,123,529

Salaries, annual leave and long service leave

Liabilities for salaries (including non-monetary benefits, annual leave and on-costs) are recognised in the provision for employee benefits provision as current liabilities, because VIT does not have an unconditional right to defer settlement of these liabilities.

Unconditional long service leave is disclosed as a current liability; even where VIT does not expect to settle the liability within 12 months because it will not have the unconditional right to defer the settlement of the entitlement should an employee take leave within 12 months.

The components of the current LSL liability are measured at

- undiscounted value – if VIT expects to wholly settle within 12 months; or
- present value – if VIT does not expect to wholly settle within 12 months.

Conditional long service leave is disclosed as a non-current liability. There is an unconditional right to defer the settlement of the entitlement until the employee has completed the requisite years of service. This non-current long service liability is measured at present value.

Any gain or loss following revaluation of the present value of non-current LSL liability is recognised as a transaction, except to the extent that a gain or loss arises due to changes in bond interest rates for which it is then recognised as an 'other economic flow' in the net result.

3.1.3 Superannuation contributions

The VIT's employees are entitled to receive superannuation benefits. The VIT contributes to both defined benefit and defined contribution plans. The defined benefit plan(s) provide benefits based on years of service and final average salary. The defined benefits liability is recognised by DTF, as the sponsoring employer, as an administered liability. Superannuation contributions paid or payable for the reporting period are included as part of employee benefits in the comprehensive operating statement.

The name, details and amounts expensed in relation to the major employee superannuation funds and contributions made by VIT are as follows.

	Contribution for the year	
	2024 \$	2023 \$
Defined benefit plans		
State Superannuation Fund revised and new	-	8,515
ESS Super	26,378	29,990
Defined contribution plans		
Vic Super	586,860	412,150
Other	649,133	561,609
Total	1,262,371	1,012,264

Contributions include accruals for 17-30 June for fixed term and on-going employees. These accruals are outstanding at balance date \$15,093.

3.2 Other operating expenses

3.2.1 Supplies and services

	2024 \$	2023 \$
Human resources	254,146	171,496
Council and committee	59,934	30,940
Consultancy and contractor	25,361	916,713
Communication	494,619	559,194
Finance	115,105	100,231
Legal	620,107	206,200
Printing and stationery	135,222	54,428
Travel and accommodation	56,973	39,812
Marketing	66,188	70,505
Administration	2,106,535	1,995,489
Nationally Coordinated Criminal History Checks	926,590	970,019
Total supplies and services expenses	4,860,780	5,115,029

Supplies and services generally represent costs of services delivered and the day-to-day running costs, including maintenance costs, incurred in the normal operations of VIT. These items are recognised as an expense in the reporting period in which they are incurred.

3.2.2 Occupancy expenses

Occupancy expenses include rental expense, provision for make good, outgoings, and repairs and maintenance charges. The lease agreement for Level 9 628 Bourke Street began on 1 September 2014, and was for a duration of eight years, terminating on 31 August 2022. Due to office relocation, the financial statements now detail a new lease beginning on 1 October 2022, which is for a term of eight years.

	2024 \$	2023 \$
Outgoings, cleaning and utilities	330,763	278,681
Maintenance and repairs	7,163	773,004
Total occupancy expenses	337,926	1,051,685

There were no short term or low value leases for 2023–24.

Note 4

Key assets available to support output delivery

The VIT controls assets that are utilised in fulfilling its objectives and conducting its activities. They represent the resources that have been entrusted to VIT to be utilised for delivery of those outputs.

Fair value measurement

Where the assets included in this section are carried at fair value, additional information is disclosed in Note 7.3 regarding how those fair values were determined.

4.1 Expenses incurred in the delivery of services

	Gross carrying value		Accumulated depreciation		Net carrying amount	
	2024 \$	2023 \$	2024 \$	2023 \$	2024 \$	2023 \$
Leasehold improvements	4,751,963	4,751,963	1,045,748	445,496	3,706,214	4,306,466
Furniture and fittings	165,885	35,659	41,606	31,503	124,278	4,156
Plant and equipment	270,270	219,577	132,452	99,455	137,818	120,122
Total carrying amount of plant and equipment	5,188,118	5,007,199	1,219,806	576,454	3,968,310	4,430,744

The following tables are subsets of leasehold improvements including ROU asset Leased building and plant and equipment by right-of-use assets.

4.1.1 Total right-of-use assets: building, plant and equipment

	Gross carrying value	Accumulated depreciation	Net carrying amount	Gross carrying value	Accumulated depreciation	Net carrying amount
	2024 \$	2024 \$	2024 \$	2023 \$	2023 \$	2023 \$
Leasehold improvements	4,751,963	1,045,748	3,706,214	4,751,963	445,496	4,306,466
Net carrying value	4,751,963	1,045,748	3,706,214	4,751,963	445,496	4,306,466

	Leasehold improvements
Opening balance - 1 July 2023	4,306,466
Additions	-
Disposals	-
Depreciation	(600,254)
Closing balance 30 June 2024	3,706,212
Opening balance - 1 July 2022	1,548,599
Additions	4,751,963
Disposals	(1,548,599)
Depreciation	(445,496)
Closing balance 30 June 2023	4,306,466

Initial recognition

Items of plant and equipment are measured initially at cost and subsequently revalued at fair value less accumulated depreciation and impairment. Where an asset is acquired for no or nominal cost, the cost is its fair value at the date of acquisition.

The cost of leasehold improvements is capitalised and depreciated over the shorter of the remaining term of the lease or the estimated useful life.

Right-of-use asset acquired by lessees – Initial measurement

The VIT recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for

- any lease payments made at or before the commencement date less any lease incentive received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

Subsequent measurement

Fair value is determined with regard to the asset's highest and best use (considered legal or physical restrictions imposed on the asset, public announcements or commitments made in relation to the intended use of the asset) and is summarised below by asset category.

Right-of-use asset – Subsequent measurement

The VIT depreciates the right-of-use assets on a straight-line basis from the lease commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The right-of-use assets are also subject to revaluation.

In addition, the right-of-use asset is periodically reduced by impairment losses, if any and adjusted for certain remeasurements of the lease liability.

Fair value for plant and equipment which is specialised in use (such that it is rarely sold other than as part of a going concern) is determined using the current replacement cost method. Refer to Note 7.3 for additional information on fair value determination of property, plant and equipment.

4.1.2 Depreciation

	2024 \$	2023 \$
Charge for the period (i)		
Leasehold improvements	600,254	537,591
Furniture and fittings	13,458	3,002
Plant and equipment	35,669	25,448
Total depreciation	649,381	566,041

- (i) Depreciation is generally calculated on a straight-line basis at rates that allocate the asset's value, less any estimated residual value, over its estimated useful life. Typical estimated useful lives for the different asset classes for current and prior years are included in the following table.

Asset	Useful life years	Rates	
		2024 %	2023 %
Leasehold improvements	8	12.5	12.5
Furniture and fittings	8	12.5	12.5
Plant and equipment	4	20.41	20.41

The estimated useful lives, residual values and depreciation method are reviewed at the end of each annual reporting period and adjustments made where appropriate.

Right-of-use assets are generally depreciated over the shorter of the asset's useful life and the lease term. Where VIT obtains ownership of the underlying leased asset or if the cost of the right-of-use asset reflects that the entity will exercise a purchase option, the entity depreciates the right-of-use asset over its useful life.

Leasehold improvements are depreciated over the lease term, which is considered to be their useful life.

Non-financial assets, including items of plant and equipment, are tested for impairment whenever there is an indication that the asset may be impaired.

The assets concerned are tested as to whether their carrying value exceeds their recoverable amount. Where an asset's carrying value exceeds its recoverable amount, the difference is written off as an 'other economic flow', except to the extent that it can be debited to an asset revaluation surplus amount applicable to that class of asset.

If there is an indication there has been a reversal in impairment, the carrying amount shall be increased to its recoverable amount. However, this reversal should not increase the asset's carrying amount above what would have been determined, net of depreciation or amortisation, if no impairment loss had been recognised in prior years.

4.1.3 Reconciliation of movements in carrying values of plant and equipment

	Leasehold improvements		Furniture and fittings		Plant and equipment		Total	
	2024	2023	2024	2023	2024	2023	2024	2023
	\$	\$	\$	\$	\$	\$	\$	\$
Opening balance	4,306,466	1,629,941	4,156	24,507	120,122	70,281	4,430,744	1,724,728
Additions / transfers	-	4,751,963	133,580	4,316	53,365	107,963	186,945	4,864,242
Adjustments	-	-	-	-	-	-	-	-
Disposals	-	(1,537,847)	-	(21,665)	-	(32,675)	-	(1,592,186)
Depreciation expense	(600,254)	(537,591)	(13,458)	(3,001)	(35,669)	(25,448)	(649,381)	(566,039)
Closing balance	3,706,212	4,306,466	124,278	4,156	137,818	120,122	3,968,308	4,430,745

4.2 Intangible assets

	Work in progress		CRM development		Other software		Total	
	2024	2023	2024	2023	2024	2023	2024	2023
	\$	\$	\$	\$	\$	\$	\$	\$

Software and capitalised software development

Carrying amount

Opening balance	312,956	117,956	2,028,918	2,028,918	5,816,518	6,986,133	8,158,391	9,133,007
Adjustments (i)	(312,955)	-	-	-	-	(1,077,450)	(312,955)	(1,077,450)
Additions	268,086	195,000	-	-	-	-	268,086	195,000
Disposals	-	-	-	-	(1,141,278)	(92,165)	(1,141,278)	(92,165)
Transfers	-	-	-	-	-	-	-	-
Closing balance	268,086	312,956	2,028,918	2,028,918	4,675,240	5,816,518	6,972,244	8,158,391

Accumulated amortisation and impairment

Opening balance	-	-	(2,028,918)	(2,028,918)	(3,849,837)	(3,339,952)	(5,878,755)	(5,368,870)
Adjustments (i)	-	-	-	-	-	609,866	-	609,866
Disposals	-	-	-	-	1,141,278	92,165	1,141,278	92,165
Amortisation expense (ii)	-	-	-	-	(915,992)	(1,211,916)	(915,992)	(1,211,916)
Closing balance	-	-	(2,028,918)	(2,028,918)	(3,624,551)	(3,849,837)	(5,653,469)	(5,878,755)
Net book value at end of financial year	268,086	312,955	-	-	1,050,689	1,966,681	1,318,773	2,279,636

- (i) In compliance with *AASB 138 Intangible Assets*, a SaaS evaluation was conducted on the software, resulting in the determination that 20% of its initial recognised cost was non-customised and consequently required a reduction in its asset value. A net adjustment of \$467,584 was made in 2022-23 to total intangible assets.
- (ii) The consumption of intangible produced assets is included in 'depreciation' line item, where the consumption of the intangible non-produced assets is included in 'net gain / (loss) on non-financial assets' line item on the comprehensive operating statement.

Initial recognition

Purchased intangible assets are initially recognised at cost. When the recognition criteria in *AASB 138 Intangible Assets* is met, internally generated intangible assets are recognised at cost. Subsequently, intangible assets with finite useful lives are carried at cost less accumulated amortisation and accumulated impairment losses. Depreciation and amortisation begins when the asset is available for use, that is, when it is in the location and condition necessary for it to be capable of operating in the manner intended by management.

An internally-generated intangible asset arising from development (or from the development phase of an internal project) is recognised if, and only if, all of the following are demonstrated

- technical feasibility of completing the intangible asset so that it will be available for use or sale;
- intention to complete the intangible asset and use or sell it;
- availability of adequate technical, financial and other resources to complete development and use / sell the intangible asset;
- ability to use or sell the intangible asset;
- intangible asset will generate probable future economic benefits; and
- ability to reliably measure the expenditure attributable to the intangible asset during its development.

Subsequent measurement

Intangible produced assets with finite useful lives are depreciated as an 'expense from transactions' on a straight-line basis over their useful lives. Produced intangible assets have useful lives of between 3 and 7 years.

Impairment of intangible assets

Goodwill and intangible assets with indefinite useful lives (and intangible assets not yet available for use) are tested annually for impairment and whenever there is an indication that the asset may be impaired. Intangible assets with finite useful lives are tested for impairment whenever an indication of impairment is identified. The policy in connection with testing for impairment is outlined in section 4.1.2.

Significant intangible assets

The VIT has developed a new Customer Relationship Management System (CRM) which is built on a Salesforce platform (referred to as Nexus) to replace its legacy Microsoft CRM4 and CRM6 systems. This new capability went live on 1 September 2020. This platform has now become the primary resource in managing VIT's regulatory, engagement and legislated functions. In February 2024, CRM6 was decommissioned. The legacy system (CRM4) is still maintained as a data repository and will remain operational until such time as a single data storage solution is developed.

Note 5

Other assets and liabilities

This section sets out those assets and liabilities that arose from VIT's controlled operations.

5.1 Receivables

	2024 \$	2023 \$
Current receivables		
Contractual		
Debtors	41,290	270,270
Accrued investment income	66,018	56,879
Total current contractual receivables	107,309	327,148
Statutory		
Net GST receivables	95,106	6,216
Total current statutory receivables	95,106	6,216
Total current receivables	202,415	333,365
Total receivables	202,415	333,365

Contractual receivables are classified as financial instruments and categorised as 'financial assets at amortised cost'. They are initially recognised at fair value plus any directly attributable transaction costs. Subsequent to initial measurement, they are measured at amortised cost using the effective interest method, less any impairment.

Statutory receivables do not arise from contracts and are recognised and measured similarly to contractual receivables (except for impairment) but are not classified as financial instruments for disclosure purposes. The VIT applies AASB 9 for initial measurement of the statutory receivables and as a result statutory receivables are initially recognised at fair value plus any directly attributable transaction cost.

Details about VIT's impairment policies, VIT's exposure to credit risk and the calculation of the loss allowance are set out in Note 7.1.3.

5.1.1 Ageing analysis of contractual receivables

	Past due but not impaired					
	Carrying amount \$	Not past due and not impaired \$	< 1 month \$	1-3 months \$	3-12 months \$	1-5 years \$
Receivables						
2024						
Debtors	41,290	-	4,400	-	36,890	-
Accrued investment income	66,018	66,018	-	-	-	-
Total contractual receivables	107,309	66,018	4,400	-	36,890	-
2023						
Debtors	270,270	-	2,800	267,470	-	-
Accrued investment income	56,879	56,879	-	-	-	-
Total contractual receivables	327,148	56,879	2,800	267,470	-	-

The carrying amounts disclosed here exclude statutory amounts (e.g. amounts owing from Victorian Government and GST input tax credits recoverable).

5.2 Payables

	2024 \$	2023 \$
Current payables		
Contractual		
Trade creditors and accruals	433,695	503,976
Total current contractual payables	433,695	503,976
Total payables	433,695	503,976

Contractual payables are classified as financial instruments and are measured at amortised cost. Accounts payable represent liabilities for goods and services provided to VIT prior to the end of the financial year that are unpaid.

Payables for supplies and services have an average credit period of 30 days. No interest is charged on the payables.

Maturity analysis of contractual payables

	Maturity dates					
	Carrying amount \$	Nominal amount \$	< 1 month \$	1-3 months \$	3-12 months \$	1-5 years \$
2024						
Payables	433,695	433,695	-	-	-	-
	433,695	433,695	-	-	-	-
2023						
Payables	503,976	503,976	-	-	-	-
	503,976	503,976	-	-	-	-

5.3 Other non-financial assets

	2024 \$	2023 \$
Current other non-financial assets		
Prepayments	328,398	322,733
Total other non-financial assets	328,398	322,733

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

5.4 Other provisions

	2024 \$	2023 \$
Non-current provisions		
Make good provision	-	-
Total other provisions	-	-

Other provisions are recognised when VIT has a present obligation, the future sacrifice of economic benefits is probable and the amount of the provision can be measured reliably. The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at reporting date, taking into account the risks and uncertainties surrounding the obligation.

Where a provision is measured using the cash flows estimated to settle the present obligation, its carrying amount is the present value of those cash flows, using a discounted rebate that reflects the time, value of money and risks specific to the provision.

5.4.1 Reconciliation of movement in other provisions

	2024 \$	2023 \$
Opening balance	-	451,701
Increase / (decrease) of provisions recognised	-	(451,701)
Closing balance	-	-
Non-current	-	-
Closing balance	-	-

In 2021-22, the make good provision was recognised in accordance with the lease agreement for VIT's office facilities at 628 Bourke St. As the lease ended on 31 August 2022 and all the floor was restored to its original condition, the balance of the provision outstanding after expensing for all leasehold improvements was released in 2022-23.

There is no make good provision required under the new lease terms.

Note 6

How VIT financed operations

This section provides information on the sources of finance utilised by VIT during its operations.

6.1 Lease liabilities

	2024 \$	2023 \$
Current lease liabilities		
Contractual		
Lease liabilities (i)	494,492	445,867
Total current contractual lease liabilities	494,492	445,867
Non-current lease liabilities		
Contractual		
Lease liabilities (i)	3,503,696	3,998,188
Total non-current contractual lease liabilities	3,503,696	3,998,188
Total contractual lease liabilities	3,998,188	4,444,056
Total lease liabilities	3,998,188	4,444,056

(i) Lease liabilities are effectively secured as the rights to the leased assets revert to the lessor in the event of default.

Maturity analysis of lease liabilities

	Maturity dates					
	Carrying amount \$	Nominal amount \$	< 1 month \$	1-3 months \$	3-12 months \$	1-8 years \$
2024						
Lease liabilities	3,998,188	3,998,188	-	116,276	378,216	3,503,696
	3,998,188	3,998,188	-	116,276	378,216	3,503,696
2023						
Lease liabilities	5,396,646	4,444,056	-	104,093	341,774	3,998,188
	5,396,646	4,444,056	-	104,093	341,774	3,998,188

Lease liabilities are classified as financial instruments. Interest bearing liabilities are classified at amortised cost unless VIT elects to irrevocably designate them at fair value through profit or loss at initial recognition. The election depends on the nature and purpose of the interest-bearing liabilities.

6.2 Leases

Information about leases for which VIT is a lessee is presented below.

The VIT's leasing activities

The VIT leases a property and ICT equipment. The lease contracts are typically made for fixed periods of 1–8 years with an option to renew the lease after that date. Lease payments for properties are renegotiated every eight years to reflect market rentals.

6.2.1 Right-of-use assets

ROU assets are presented in Note 4.1.1.

6.2.2 Amounts recognised in the comprehensive operating statement

The following amounts are recognised in the comprehensive operating statement relating to leases.

	2024 \$	2023 \$
Interest expense on lease liabilities	174,010	146,699
Interest expense on lease liabilities	174,010	146,699

'Interest expense' includes interest component recognised due to the unwinding of discounts to reflect the passage of time. Interest expense is recognised in the period in which it is incurred.

6.2.3 Amounts recognised in the cash flow statement

The following amounts are recognised in the cash flow statement for the year ending 30 June 2024 relating to leases.

	2024 \$	2023 \$
Total cash outflow for leases	(445,867)	(307,907)
Total cash outflow for leases	(445,867)	(307,907)

For any new contracts entered into, VIT considers whether a contract is, or contains, a lease. A lease is defined as 'a contract or part of a contract that conveys the right to use an asset (the underlying asset) for a period of time in exchange for consideration'. To apply this definition, VIT assesses whether the contract meets three key evaluations

- whether the contract contains an identified asset, which is either explicitly identified in the contract or implicitly specified by being identified at the time the asset is made available to VIT and for which the supplier does not have substantive substitution rights;
- whether VIT has the right to obtain substantially all of the economic benefits from use of the identified asset throughout the period of use, considering its rights within the defined scope of the contract and VIT has the right to direct the use of the identified asset throughout the period of use; and
- whether VIT has the right to take decisions in respect of 'how and for what purpose' the asset is used throughout the period of use.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

Separation of lease and non-lease components

At inception or on reassessment of a contract that contains a lease component, the lessee is required to separate out and account separately for non-lease components within a lease contract and exclude these amounts when determining the lease liability and right-of-use asset amount.

Recognition and measurement of leases as a lessee

Lease liability – initial measurement

The lease liability is initially measured at the present value of the lease payments unpaid at the commencement date, discounted using the interest rate implicit in the lease if that rate is readily determinable or VIT's incremental borrowing rate.

Lease payments included in the measurement of the lease liability comprise

- fixed payments (including in-substance fixed payments) less any lease incentive receivable;
- variable payments based on an index or rate, initially measured using the index or rate as at the commencement date;
- amounts expected to be payable under a residual value guarantee; and
- payments arising from purchase and termination options reasonably certain to be exercised.

Lease liability – subsequent measurement

Subsequent to initial measurement, the liability will be reduced for payments made and increased for interest. It is remeasured to reflect any reassessment or modification, or if there are changes to in-substance fixed payments.

When the lease liability is remeasured, the corresponding adjustment is reflected in the right-of-use asset, or profit and loss if the right-of-use asset is already reduced to zero.

Presentation of right of use assets and lease liabilities

The VIT presents right-of-use assets as 'plant and equipment'. Lease liabilities are presented as 'lease liabilities' in the balance sheet.

6.3 Cash flow information and balances

Cash and deposits, including cash equivalents, comprise cash on hand and cash at bank, deposits at call and those highly liquid investments with an original maturity of three months or less, which are held for the purpose of meeting short-term cash commitments rather than for investment purposes, and which are readily convertible to known amounts of cash and are subject to an insignificant risk of changes in value.

	2024 \$	2023 \$
Reconciliation of cash and cash equivalents		
Total cash and cash equivalents disclosed in the balance sheet	19,400,887	15,865,233
Balance as per cash flow statement	19,400,887	15,865,233

6.3.1 Reconciliation of net results for the period to cash flow from operating activities

	2024 \$	2023 \$
Net result for the period	2,212,920	787,917
Non-cash movements		
Future value of make good provision	-	(451,701)
(Gain) / loss on sale or disposal of non-current assets	-	(221,425)
Depreciation and amortisation of non-current assets	1,565,374	1,168,036
Movements in assets and liabilities		
(Increase) / decrease in current receivables	130,950	(227,837)
(Increase) / decrease in other current assets	(5,665)	(17,875)
Increase / (decrease) in current payables	(70,281)	1,046,998
Increase / (decrease) in unearned fees	81,613	(132,744)
Increase / (decrease) in provisions	208,687	(264,854)
Net cash flows from / (used in) operating activities	4,123,597	1,686,514

6.4 Commitments for expenditure

Commitments for future expenditure include operating and capital commitments arising from contracts. These commitments are recorded below at their nominal value and inclusive of GST. Where it is considered appropriate and provides additional relevant information to users, the net present values of significant individual projects are stated. These future expenditures cease to be disclosed as commitments once the related liabilities are recognised in the balance sheet.

Expenditure commitments

	2024 \$	2023 \$
Payables		
Not longer than 1 year	1,343,654	1,122,900
Longer than 1 year but not longer than 5 years	3,037,638	2,909,638
Longer than 5 years	984,249	1,701,732
Total commitments for expenditure (inclusive of GST)	5,365,541	5,734,271
Less GST recoverable from the Australian Taxation Office	487,776	521,297
Total commitments for expenditure (exclusive of GST)	4,877,764	5,212,973

Note 7

Risks, contingencies and valuation judgements

The VIT is exposed to risk from its activities and outside factors. In addition, it is often necessary to make judgements and estimates associated with recognition and measurement of items in the financial statements. This section sets out financial instrument specific information (including exposures to financial risks) as well as those items that are contingent in nature or require a higher level of judgement to be applied, which (for VIT) relates mainly to fair value determination.

7.1 Financial instruments specific disclosures

Financial instruments arise out of contractual agreements that give rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Due to the nature of VIT's activities, certain financial assets and financial liabilities arise under statute rather than a contract (e.g. taxes). Such assets and liabilities do not meet the definition of financial instruments in *AASB 132 Financial Instruments: Presentation*.

Categories of financial assets

Financial assets at amortised cost

Financial assets are measured at amortised costs if both of the following criteria are met and the assets are not designated as fair value through net result

- the assets are held by VIT to collect the contractual cash flows; and
- the assets' contractual terms give rise to cash flows that are solely payments of principal and interest.

These assets are initially recognised at fair value plus any directly attributable transaction costs and subsequently measured at amortised cost using the effective interest method less any impairment.

The VIT recognises the following assets in this category

- cash and deposits; and
- receivables (excluding statutory receivables).

Categories of financial liabilities

Financial liabilities at amortised cost are initially recognised on the date they are originated. They are initially measured at fair value plus any directly attributable transaction costs. Subsequent to initial recognition, these financial instruments are measured at amortised cost, with any difference between the initial recognised amount and the redemption value being recognised in profit and loss over the period of the interest-bearing liability, using the effective interest rate method.

Financial instrument liabilities measured at amortised cost include payables and lease liabilities.

Reclassification of financial instruments

Subsequent to initial recognition, and under rare circumstances, non-derivative financial instrument assets that have not been designated at fair value through profit or loss upon recognition, may be reclassified out of the fair value, through profit and loss category, if they are no longer held for the purpose of selling or repurchasing in the near term.

Financial assets that meet the definition of receivables may be reclassified out of the fair value, through profit and loss category, into the loans and receivables category, where they would have met the definition of receivables had they not been required to be classified as fair value through profit and loss. In these cases, the financial instrument assets may be reclassified out of the fair value, through profit and loss category, if there is the intention and ability to hold them for the foreseeable future or until maturity.

7.1.1 Financial instruments: categorisation

	Cash and deposits \$	Financial assets at amortised cost \$	Financial liabilities at amortised cost \$	Total \$
2024				
Contractual financial assets				
Cash and deposits	19,400,887	-	-	19,400,887
Receivables				
Debtors	-	41,290	-	41,290
Accrued investment income	-	66,018	-	66,018
Total contractual financial assets	19,400,887	107,309	-	19,508,195
Contractual financial liabilities				
Payables	-	-	433,695	433,695
Total contractual financial liabilities	-	-	433,695	433,695
2023				
Contractual financial assets				
Cash and deposits	15,865,233	-	-	15,865,233
Receivables				
Debtors	-	270,270	-	270,270
Accrued investment income	-	56,879	-	56,879
Total contractual financial assets	15,865,233	327,148	-	16,192,381
Contractual financial liabilities				
Payables	-	-	503,976	503,976
Total contractual financial liabilities	-	-	503,976	503,976

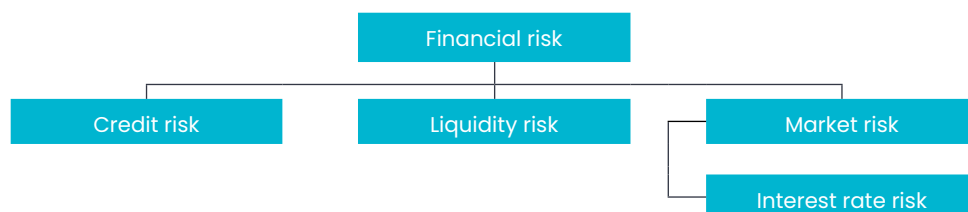
The total amounts disclosed here exclude statutory amounts (e.g. amounts owing from Victorian Government and GST input tax credit recoverable and taxes payable).

7.1.2 Financial instruments – net holding gain / (loss) on financial instruments by category

	Net interest income / (expense) \$	Total \$
2024		
Contractual financial assets		
Financial assets at amortised cost	1,073,535	1,073,535
Total contractual financial assets	1,073,535	1,073,535
Contractual financial liabilities		
Financial liabilities at amortised cost	(174,010)	(174,010)
Total contractual financial liabilities	(174,010)	(174,010)
2023		
Contractual financial assets		
Financial assets at amortised cost	598,048	598,048
Total contractual financial assets	598,048	598,048
Contractual financial liabilities		
Financial liabilities at amortised cost	(146,699)	(146,699)
Total contractual financial liabilities	(146,699)	(146,699)

7.1.3 Financial risk management objectives and policies

The VIT is exposed to a number of financial risks.



As a whole, VIT's financial risk management program seeks to manage these risks and the associated volatility of its financial performance.

Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement, and the basis on which income and expenses are recognised, with respect to each class of financial asset, financial liability and equity instrument above are disclosed in Note 7.3.

The main purpose in holding financial instruments is to prudentially manage VIT's financial risks within the government policy parameters.

The VIT's main financial risks include credit risk, liquidity risk and interest rate risk. The VIT manages these financial risks in accordance with its financial risk management policy.

The VIT uses varying methods to measure and manage the risks to which it is exposed. Primary responsibility for the identification and management of financial risks rests with the VIT Council.

Financial instruments: credit risk

Credit risk arises from the financial assets of VIT, which comprise cash and deposits, trade and other receivables. The VIT's exposure to credit risk arises from the potential default of counterparties on their contractual obligations resulting in financial loss to VIT. Credit risk is measured at fair value and is monitored on a regular basis.

The VIT has adopted the policy of only dealing with authorised deposit-taking institutions (ADIs) and to obtain sufficient collateral or credit enhancements where appropriate. In addition, VIT does not engage in hedging for its financial assets and mainly obtains financial assets that are on fixed interest, except for cash assets, which are mainly cash at bank.

The VIT does not have any significant credit risk exposure to any single counterparty or any group of counterparties having similar characteristics.

Impairment of financial assets under AASB 9

The VIT applies the simplified approach under *AASB 9 Financial Instruments* for all contractual receivables to measure expected credit losses using a lifetime expected loss allowance based on the assumptions about risk of default and expected loss rates. The VIT has grouped contractual receivables on shared credit risk characteristics and days past due and selected the expected credit loss rate based on VIT's past history, existing market conditions, as well as forward looking estimates at the end of the financial year.

The carrying amount of financial assets recorded in the balance sheet, net of any provision for losses, represents VIT's maximum exposure to credit risk, without taking account of the value of collateral or other security obtained.

Financial instruments: liquidity risk

Liquidity risk arises from being unable to meet financial obligations as they fall due. The VIT operates under the Government Fair Payments Policy of settling financial obligations within 30 days, and in the event of a dispute, making payments within 30 days from the date of resolution.

The VIT is exposed to liquidity risk mainly through the financial liabilities as disclosed in the face of the balance sheet. The VIT manages its liquidity risk via

- maintaining an adequate level of uncommitted funds that can be drawn at short notice to meet its short-term obligations;
- careful maturity planning of its financial obligations based on forecasts of future cash flows; and
- a high credit rating for the State of Victoria (Moody's Investor Services and Standard & Poor's AAA), which assists in assessing debt market at a lower interest rate.

VIT's exposure to liquidity risk is deemed insignificant based on prior periods' data and current assessment of risk.

The carrying amounts detailed in the table of contractual financial liabilities recorded in the financial statements at Note 7.1.1 represents VIT's maximum exposure to liquidity risk.

Financial instruments: market risk

The VIT's exposures to market risk are primarily through interest rate risk, with minimal exposure to foreign currency and other price risks. Objectives, policies and processes used to manage interest rate risk are disclosed below.

Fair value interest rate risk is the risk that the fair value of a financial instrument will fluctuate because of changes in market interest rates. The VIT does not hold any interest bearing financial instruments that are measured at fair value, therefore has no exposure to fair value interest rate risk.

Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The VIT has minimal exposure to cash flow interest rate risks through its cash and deposits, term deposits and bank overdrafts that are at floating rates.

The VIT manages this risk by mainly undertaking fixed rate or non-interest bearing financial instruments with relatively even maturity profiles, with only insignificant amounts of financial instruments at floating rates. Management has concluded that cash at bank, as a financial asset, can be left at floating rates without necessarily exposing VIT to significant bad risk. Management monitors movement in interest rates on a daily basis.

The carrying amounts of financial assets and financial liabilities that are exposed to interest rates and VIT's sensitivity to interest rate risk are set out in the following table.

Interest rate exposure of financial instruments

	Weighted average effective interest rate %	Carrying amount \$	Fixed interest rate \$	Variable interest rate \$	Non-interest bearing \$
2024					
Financial assets					
Cash and deposits	5.33	19,400,887	-	19,400,887	-
Receivables					
Debtors	-	41,290	-	-	41,290
Accrued investment income	-	66,018	-	-	66,018
Total financial assets	-	19,508,195	-	19,400,887	107,309
Financial liabilities					
Payables	-	433,695	-	-	433,695
Total financial liabilities	-	433,695	-	-	433,695
2023					
Financial assets					
Cash and deposits	3.15	15,865,233	-	15,864,333	900
Receivables					
Debtors	-	270,270	-	-	270,270
Accrued investment income	-	56,879	-	-	56,879
Total financial assets	-	16,192,381	-	15,864,333	328,048
Financial liabilities					
Payables	-	503,976	-	-	503,976
Total financial liabilities	-	503,976	-	-	503,976

Interest rate risk sensitivity

		Interest rate	
		-0.1% (100 basis points)	0.1% (100 basis points)
	Carrying amount \$	Net result \$	Net result \$
2024			
Contractual financial assets			
Cash and deposits (i)	19,400,887	(194,009)	194,009
Total impact		(194,009)	194,009
Contractual financial liabilities			
		-	-
Total impact		-	-
2023			
Contractual financial assets			
Cash and deposits (i)	15,864,333	(158,643)	158,643
Total impact		(158,643)	158,643
Contractual financial liabilities			
		-	-
Total impact		-	-

(i) Cash and cash deposits include a deposit of \$14,470 (2023: \$14,077) that is exposed to floating rates movements.

Sensitivities to these movements are calculated as follows

- 2024: $\$14,470 \times -(0.01) = \145 and $\$14,470 \times 0.01 = \145
- 2023: $\$14,077 \times -(0.01) = (\$141)$ and $\$14,077 \times 0.01 = \141

Foreign currency risk

All foreign currency transactions during the financial year are brought to account using the exchange rate in effect at the date of the transaction. The VIT is exposed to foreign currency risk through their engagement of a US-based organisation for the fulfilment of its payment card compliance work. The VIT has no outstanding foreign exchange exposure.

7.2 Contingent assets and contingent liabilities

As at 30 June 2024, VIT is involved in ongoing legal proceedings that are likely to result in contingent liabilities for legal fees. Due to the ongoing nature of these cases, no reliable estimate of the potential costs can be provided at this time. In accordance with court orders and given the sensitivity of the matters, further details cannot be disclosed.

The VIT had no contingent assets or liabilities in the prior year (2023: \$0).

7.3 Fair value determination

Significant judgement: Fair value measurements of assets and liabilities

Fair value determination requires judgement and the use of assumptions.

This section discloses the most significant assumptions used in determining fair values. Changes to assumptions could have a material impact on the results and financial position of VIT.

This section sets out information on how VIT determined fair value for financial reporting purposes. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants and the measurement date.

The following assets and liabilities are carried at fair value

- furniture and fittings
- plant and equipment
- leasehold improvements.

The VIT determines the policies and procedures for determining fair values for both financial and non-financial assets and liabilities as required.

Fair value hierarchy

In determining fair values, a number of inputs are used. To increase consistency and comparability in the financial statements, these inputs are categorised into three levels (also known as the fair value hierarchy).

The levels are as follows

- Level 1 – inputs are quoted (unadjusted) market prices in active markets for identical assets or liabilities
- Level 2 – valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable
- Level 3 – valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

The VIT considers the carrying amount of financial assets and liabilities recorded in the financial instruments to be a fair approximation of their fair values, because of the short-term nature of the financial instruments and the expectation that they will be paid in full.

Description of significant unobservable inputs to Level 3 valuations

	Valuation technique	Significant unobservable inputs
Furniture and fittings	Current replacement cost	Cost per unit
		Useful life of furniture and fittings
Plant and equipment	Current replacement cost	Cost per unit
		Useful life of plant and equipment
Leasehold improvements	Current replacement cost	Cost per unit
		Useful life of leasehold improvements

Note 8

Other disclosures

This section includes additional material disclosures required by accounting standards or otherwise, for the understanding of this financial report.

8.1 Changes in accounting policies

There were no changes to accounting policies during 2021-22.

8.2 Responsible persons

In accordance with the Ministerial Directions issued by the Assistant Treasurer under the *Financial Management Act 1994*, the following disclosures are made regarding responsible persons for the reporting period.

Names

The Hon. N Hutchins, MP – Minister for Education – 1 July 2023 to 2 October 2023

The Hon. B Carroll, MP – Minister for Education – 2 October 2023 to 30 June 2024

Mr P Corcoran – Accountable officer (Chief Executive Officer) – 1 July 2023 to 31 July 2024

Mr G Coates – Accountable officer (Acting Chief Executive Officer) – 31 July 2023 to 30 August 2023, 31 August 2023 to 1 October 2023, 29 February 2024 to 4 March 2024, and 1 June 2024 to 30 June 2024

Mr D Cricchiola – Accountable officer (Acting Chief Executive Officer) – 2 October 2023 to 30 November 2023, and 1 December 2023 to 28 February 2024

Members of the responsible body – 1 July 2023 to 30 June 2024

Ms L Lamb (i) – Council Chairperson	Mr M Butler (i)	Ms L Holt (i) (Appointed 25 June 2024)	Ms J Scull
Mr P Desmond (i) – Deputy Chairperson	Ms G Carr (i)	Ms K Nightingale (i) (21 November 2023 to 30 June 2024)	Ms A Stringer (i)
Mr D Baker (i) (21 November 2023 to 30 June 2024)	Mr A Ferra (i) (1 July 2023 to 31 March 2024)	Ms M Pontikis (i)	Ms R Vine (i)
Mr S Bundy (i) (Appointed 25 June 2024)	Ms S Hannan (i) (1 July 2023 to 31 March 2024)	Mr D Robinson	Mr G Young (i)

(i) The above Councillors have paid teacher registration fees to VIT in the amount of \$114.40. Total receipts are disclosed at Note 8.4.

Remuneration received or receivable by the Accountable Officer in connection with the management of VIT during the reporting period was in the range of \$430,000 – \$439,999 (2023: \$300,000 – \$309,999).

Income range \$	2024	2023
0-9,999	13	13
10,000-19,999	-	-
20,000-29,999	-	-
40,000-49,999	1	1
300,000-309,999	-	1
430,000-439,999	1	-
Total	15	15

8.3 Remuneration of executives and other personnel

8.3.1 Remuneration of executives

The number of senior executive service members, other than ministers and accountable officers, and their total remuneration during the reporting period are shown below. Total annualised employee equivalents provide a measure of full-time equivalent executive officers over the reporting period. The key management personnel are not included in this note.

Remuneration comprises employee benefits in all forms of consideration paid, payable or provided by the entity, or on behalf of the entity, in exchange for services rendered, and is disclosed in the following categories.

Short-term employee benefits include amounts such as wages, salaries, annual leave or sick leave, bonuses (if payable within 12 months of the end of the period), as well as non-monetary benefits such as allowances and free or subsidised goods or services.

Post-employment benefits include pensions, other retirement benefits paid or payable on a discrete basis when employment has ceased and superannuation entitlements.

Other long-term benefits include long service leave, other long service benefits or deferred compensation and bonuses (not payable wholly within 12 months).

Termination benefits include termination of employment payments, such as severance packages.

As per *FRD21C Disclosure of responsible persons and executive officers in the financial report* (May 2017), the only VIT staff member at VIT who is employed as an executive under Part 3 of the *Public Administration Act 2004* or is a person whom the Victorian Government's Policy on Executive Remuneration in Public Entities applies, is the Chief Executive Officer. The Chief Executive Officer's remuneration is covered in Note 8.4.

8.3.2 Remuneration of other personnel

The VIT did not engage any contractors charged with significant management responsibilities during the reporting period (2023: \$0).

8.4 Related parties

The VIT is a wholly-owned and controlled statutory authority. Related parties for VIT include

- all key management personnel, their close family members and personal business interests (controlled entities, joint ventures and entities they have significant influence over);
- all Council members and their close family members;
- all departments and public sector entities that are controlled and consolidated into the whole of state consolidated financial statements; and
- Minister for Education and their close family members.

All related party transactions have been entered into on an arm's length basis.

Significant transactions with government-related entities

The VIT received funding of \$1,897,058 from the Department of Education (2023: \$448,187).

The VIT incurred expenditure with the Australian Criminal Intelligence Agency of \$884,971 (2023: \$927,360), Victorian Management Insurance Authority of \$65,226 (2023: \$31,069), Victorian Public Service commission of \$2,192 (2023: \$2,318) and the Victorian Police of \$41,619 (2023: \$44,773) during 2023-24.

Significant transactions with other-related entities

The Minister's remuneration and allowances are set by the *Parliamentary Salaries and Superannuation Act 1968* and is reported within the Department of Parliamentary Services' Financial Report.

The VIT received an aggregate of \$114.40 from key management personnel in the form of teacher registration and other payments (NCCHC fees) from Council Members, as indicated in Note 8.2.

Key management personnel of VIT include

- Minister for Education
- Chief Executive Officer.

	2024 \$	2023 \$
Compensation		
Short-term employee benefits	371,212	395,551
Post-employment benefits	44,576	33,347
Other long-term benefits	20,422	7,890
Total key management personnel compensation	436,210	436,787

For FY 2023–24, higher duties allowance has been included to account for periods of acting in the CEO role by two other employees.

Transactions and balances with key management personnel and other related parties

Given the breadth and depth of state government activities, related parties transact with the Victorian public sector in a manner consistent with other members of the public (e.g. stamp duty and other government fees and charges). Further employment of processes within the Victorian public sector occurs on terms and conditions consistent with the *Public Administration Act 2004* and Codes of Conduct and Standards issued by the Victorian Public Sector Commission. Procurement processes occur on terms and conditions consistent with the Victorian Government Procurement Board requirements.

Outside normal citizen type transactions, there were no related party transactions that involved key management personnel, their close family members and / or their personal business interests.

No provision has been required, nor any expense recognised, for impairment of receivables from related parties.

8.5 Remuneration of auditors

	2024 \$	2023 \$
Victorian Auditor-General's Office		
Audit of financial statements	38,240	31,000
Total remuneration of auditors	38,240	31,000

8.6 Subsequent events

No significant events occurred after balance sheet date to materially impact on the operations.

8.7 Australian Accounting Standards issued that are not yet effective

Certain new standards have been published that are not mandatory for the 30 June 2024 reporting period. DTF assess the impact of all these new standards and advises VIT of its early adoption, where applicable.

Please refer to Appendix A for further information.

8.8 Glossary of technical terms

The following is a summary of the major technical terms used in this report.

AMORTISATION

Amortisation is the expense which results from the consumption, extraction or use over time of a non-produced physical or intangible asset.

COMMITMENTS

Commitments include those operating, capital and other outsourcing commitments arising from non-cancellable contractual or statutory sources.

COMPREHENSIVE RESULT

The comprehensive result is the net result of all items of income and expense recognised for the period. It is the aggregate of operating result and other comprehensive income.

DEPRECIATION

Depreciation is an expense that arises from the consumption through wear or tear of a produced physical asset. This expense is classified as a 'transaction' and so reduces the 'net result from transaction'.

EMPLOYEE BENEFITS EXPENSES

Employee benefits expenses include all costs related to employment, including wages and salaries, fringe benefits tax, leave entitlements, redundancy payments, defined benefits superannuation plans and defined contribution superannuation plans.

EX GRATIA EXPENSES

Ex gratia expenses mean the voluntary payment of money or other non-monetary benefit (e.g. a write-off) that is not made to acquire goods, services or other benefits for the entity; to meet a legal liability; or to settle or resolve a possible legal liability or claim against the entity.

FINANCIAL ASSET

A financial asset is any asset that is

- (a) cash
- (b) an equity instrument of another entity
- (c) a contractual or statutory right
 - to receive cash or another financial asset from another entity
 - to exchange financial assets or financial liabilities with another entity under conditions that are potentially favourable to the entity
- (d) a contract that will or may be settled in the entity's own equity instruments and is
 - a non-derivative for which the entity is or may be obliged to receive a variable number of the entity's own equity instruments
 - a derivative that will or may be settled other than by the exchange of a fixed amount of cash or another financial asset for a fixed number of the entity's own equity instruments.

FINANCIAL INSTRUMENT

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial assets or liabilities that are not contractual are not financial instruments.

FINANCIAL LIABILITY

A financial liability is any liability that is a contractual obligation to

- deliver cash or another financial asset to another entity
- exchange financial assets or financial liabilities with another entity under conditions that are potentially unfavourable to the entity.

FINANCIAL STATEMENTS

Financial statements in the Model Report comprise

- balance sheet as at the end of the period
- comprehensive operating statement for the period
- statement of changes in equity for the period
- cash flow statement for the period
- notes, comprising a summary of significant accounting policies and other explanatory information
- comparative information in respect of the preceding period as specified in paragraph 38 of *AASB 101 Presentation of Financial Statements*
- statement of financial position as at the beginning of the preceding period when an entity applies an accounting policy retrospectively or makes a retrospective restatement of items in its financial statements, or when it reclassifies items in its financial statements in accordance with paragraphs 41 of *AASB 101*.

INTANGIBLE ASSETS

Intangible assets represent identifiable non-monetary assets without physical substance.

INTEREST EXPENSE

Costs incurred in connection with the borrowing of funds include interest on bank overdrafts and short- and long-term borrowings, amortisation of discounts or premiums relating to borrowings, interest component of finance lease repayments, and the increase in financial liabilities and non-employee provisions due to the unwinding of discounts to reflect the passage of time.

INTEREST INCOME

Interest revenue includes interest earned on bank term deposits, interest from investments and other interest received.

LEASE LIABILITIES

Interest-bearing liabilities mainly raised from public borrowings, raised through the lease liabilities arrangements and other interest-bearing arrangements. Lease borrowings also include non-interest-bearing advances from government that are acquired for policy purposes.

LEASES

Leases are rights conveyed in a contract, or part of a contract, the right to use an asset (the underlying asset) for a period of time in exchange for consideration.

NET RESULT

Net result is a measure of financial performance of the operations for the period. It is the net result of items of revenue, gains and expenses (including losses) recognised for the period, excluding those that are classified as 'other non-owner changes in equity'.

NET RESULT FROM TRANSACTIONS / NET OPERATING BALANCE

Net result from transactions or net operating balance is a key fiscal aggregate, and is revenue from transactions minus expenses from transactions. It is a summary measure of the ongoing sustainability of operations. It excludes gains and losses resulting from changes in price levels and other changes in the volume of assets. It is the component of the change in net worth that is due to transactions and can be attributed directly to government policies.

NET WORTH

Assets less liabilities, which is an economic measure of wealth.

NON-FINANCIAL ASSETS

Non-financial assets are all assets that are not 'financial assets'. They include plant and equipment, and intangible assets.

OTHER ECONOMIC FLOWS

Other economic flows are changes in the volume or value of an asset or liability that do not result from transactions. They include gains and losses from disposals, revaluations and impairments of non-current physical and intangible assets; actuarial gains and losses arising from defined benefit superannuation plans; fair value changes of financial instruments and agricultural assets; and depletion of natural assets (non-produced) from their use or removal. In simple terms, other economic flows are changes arising from market re-measurements.

PAYABLES

Payables include short- and long-term trade debt and accounts payable, grants, taxes and interest payable.

RECEIVABLES

Receivables include amounts owing from government through appropriation receivable, short- and long-term trade credit and accounts receivable, accrued investment income, grants, taxes and interest receivable.

SALES OF GOODS AND SERVICES

Refers to revenue from the direct provision of goods and services, and includes fees and charges for services rendered, sales of goods and services, fees from regulatory services and work done as an agent for private enterprises. It also includes rental income under operating leases and on produced assets such as buildings and entertainment, but excludes rent income from the use of non-produced assets such as land. User charges includes sale of goods and services revenue.

SUPPLIES AND SERVICES

Supplies and services generally represent cost of goods sold and the day-to-day running costs, including maintenance costs, incurred in the normal operations of VIT.

TRANSACTIONS

Transactions are those economic flows that are considered to arise as a result of policy decisions, usually an interaction between two entities by mutual agreement. They also include flows within an entity (such as depreciation where the owner is simultaneously acting as the owner of the depreciating asset and as the consumer of the service provided by the asset).

Taxation is regarded as mutually-agreed interactions between the government and taxpayers.

Transactions can be in-kind (e.g. assets provided / given free of charge or for nominal consideration) or where the final consideration is cash. In simple terms, transactions arise from the policy decisions of the government.

STYLE CONVENTIONS

Figures in the tables and in the text have been rounded. Discrepancies in tables between totals and sums of components reflect rounding. Percentage variations in all tables are based on the underlying unrounded amounts.

The notation used in the tables is as follows

-	zero or rounded to zero
(xxx)	negative numbers
20xx	year period
20xx-xx	year period

The financial statements and notes are presented based on the illustration for a government department in the 2023-24 Model Report for Victorian Government departments. The presentation of other disclosures is generally consistent with the other disclosures made in earlier publications of VIT's annual reports.

Declaration in the financial statements

The attached financial statements for the Victorian Institute of Teaching have been prepared in accordance with Direction 5.2 of the Standing Directions of the Assistant Treasurer under the *Financial Management Act 1994*, applicable Financial Reporting Directions, Australian accounting standards including interpretations, and other mandatory professional reporting requirements.

We further state that, in our opinion, the information set out in the comprehensive operating statement, balance sheet, statement of changes in equity, cash flow statement and accompanying notes, presents fairly the financial transactions during the year ended 30 June 2024 and financial position of the Victorian Institute of Teaching at 30 June 2024.

At the time of signing, we are not aware of any circumstance which would render any particulars included in the financial statements to be misleading or inaccurate.

We authorise the attached financial statements for issue on 16 October 2024.



Lesley Lamb
Chairperson

Docklands, in the State of Victoria
16 October 2024



Geoff Coates
Acting Chief Executive Officer

Docklands, in the State of Victoria
16 October 2024



Anshul Malhotra
Chief Financial Officer

Docklands, in the State of Victoria
16 October 2024

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Independent Auditor's Report

To the Council of the Victorian Institute of Teaching

Opinion	<p>I have audited the financial report of the Victorian Institute of Teaching (the entity) which comprises the:</p> <ul style="list-style-type: none"> • balance sheet as at 30 June 2024 • comprehensive operating statement for the year then ended • statement of changes in equity for the year then ended • cash flow statement for the year then ended • notes to the financial statements, including material accounting policy information • certification of the financial statements. <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the entity as at 30 June 2024 and its financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 7 of the <i>Financial Management Act 1994</i> and applicable Australian Accounting Standards.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Other information	<p>The Council is responsible for the other information. The other information obtained at the date of this auditor's report is information included in the annual report, (but does not include the financial report and our auditor's report thereon).</p> <p>Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.</p> <p>In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report, or our knowledge obtained in the audit, or otherwise appears to be materially misstated.</p> <p>If, based on the work we have performed on the other information obtained prior to the date of this auditor's report, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.</p>
Council's responsibilities for the financial report	<p>The Council of the entity is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the <i>Financial Management Act 1994</i>, and for such internal control as the Council determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Council is responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p>

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**Auditor's
responsibilities
for the audit
of the financial
report**

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Council
- conclude on the appropriateness of the Council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
18 October 2024



Charlotte Jeffries
as delegate for the Auditor-General of Victoria

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Appendix A

Australian accounting standards issued that are not yet effective

Certain Australian accounting standards have been issued but are not effective for the 2023–24 reporting period. These accounting standards have not been applied to the financial statements.

Standard / interpretation	Summary	Applicable for annual reporting periods beginning on	Impact on public sector entity financial statements
<i>AASB 2022-10 Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities</i>	The AASB has released additional guidance to the NFP Public Sector on measuring the fair value of certain assets. This standard was issued in December 2022 as <i>AASB 2022-10</i> and is relevant to non-financial assets that are not primarily held for their ability to generate cash inflows. This amendment provides further guidance around the type of costs that are included when calculating the current replacement cost of an asset.	1 January 2024	The standard is not expected to have a significant impact on the public sector.

Appendix B

Details of consultancies

Details of consultancies (valued at \$10,000 or greater)

In 2023–24, there were three consultancies where the total fees payable to the consultants were \$10,000 or greater. The total expenditure incurred during 2023–24 in relation to these consultancies was \$367,717 (excl GST). Details of individual consultancies are outlined below.

Consultant	Purpose of consultancy	Total approved project fee \$ (excl. GST)	Expenditure 2023–2024 \$ (excl. GST)	Future expenditure \$ (excl. GST)
Brooke Institute Pty Ltd	Salesforce enhancements and support	268,086.00	268,086.00	–
KPS & Associates Pty Ltd	Internal staff development and training	45,250.00	45,250.00	–
GenderAct Pty Ltd	Internal staff development and training	14,000.00	14,000.00	–
TOTAL		327,336.00	327,336.00	–

Details of consultancies under \$10,000

In 2023–24, there were nine consultancies engaged during the year, where the total fees payable to the individual consultancies were less than \$10,000. The total expenditure incurred during 2023–24 in relation to these consultancies was \$36,631 (excl GST). There were no contracts related to the Victorian Industry Participation Policy.

Appendix C

Information and communications technology expenditure

Details of Information and Communication Technology (ICT) expenditure for the 2023–24 reporting period

The Victorian Institute of Teaching had a total ICT expenditure of \$1,799,727 with the details shown below.

Business as usual (BAU) ICT expenditure \$	Non-business as usual (non-BAU) ICT expenditure \$	Operational expenditure (OPEX) \$	Capital expenditure (CAPEX) \$
2,289,883	3,750	2,289,883	-

Appendix D

Additional information available on request

Relevant information not included in this report is available on request to VIT and includes

- declarations of pecuniary interests
- shares held beneficially by senior officers as nominees of a statutory authority
- publications produced by VIT and where they can be obtained
- overseas visits undertaken
- industrial relations issues.

Enquiries should be made to

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