

# APPENDIX C

# Scope of this audit

## Objective

To determine whether the department is protecting the mental health and physical wellbeing of its principals.

Who we examined	Their key responsibilities
Department of Education	The department is responsible for providing a safe workplace to principals in accordance with the <i>Occupational Health and Safety Act 2004 (Vic)</i> and the <i>Public Administration Act 2004</i> .
WorkSafe	WorkSafe enforces Victoria's occupational health and safety and accident compensation laws, and receive, assess, and determine claims for compensation.

## What we examined

We examined the department's activities and services and data captured by WorkSafe from 2015 to 2021 to determine whether:

- principals' health and wellbeing outcomes had improved over time
- the department was proactively identifying and addressing the root causes of poor principal health and wellbeing
- the department was monitoring, evaluating and reporting on outcomes.

## How we assessed performance

To form our conclusion against our objective we used the following lines of inquiry and associated evaluation criteria:

Line of inquiry	Criteria
1. Is the department achieving desired health and wellbeing outcomes for Victorian principals?	<p>1.1 The department is routinely monitoring, evaluating, and reporting on principal health and wellbeing outcomes as outlined in its <i>Principal Health and Wellbeing Strategy 2018–21</i>.</p> <p>1.2 Victorian principals' health and wellbeing outcomes listed in Criterion 1.1 have improved over time and/or relative to comparable cohorts, including principals from other jurisdictions, teachers, other school staff, and non-school department staff (comparable cohorts).</p>

Line of inquiry	Criteria
2. Is the department proactively identifying and responding to the root causes of poor principal health and wellbeing?	<p>2.1 The department is actively identifying and evaluating the root causes of poor principal health and wellbeing.</p> <p>2.2 The department is addressing the root causes in a way that contributes to the principal health and wellbeing outcomes listed in Criterion 1.1.</p>

## Our methods

As part of the audit we:

- assessed the department and WorkSafe data from 2015 to 2021
- reviewed ACU National Principal Survey data from 2015 to 2022
- reviewed the department's monitoring, reporting and evaluation activities
- conducted focus groups with principals
- interviewed key staff from the department, WorkSafe, principal associations and education unions.

### Principal focus groups

We conducted 4 focus groups with 23 principals who were nominated by their respective principal associations:

- Victorian Principals Association
- Victorian Association of State Secondary Principals
- Principals Association of Specialist Schools Victoria.

The principals had a range of experience (from one to 20+ years), were from different school types (primary, secondary, P-12, special schools), different areas (metro, regional, rural), and schools with different socio-educational status (disadvantaged to advantaged). Given the small number of principals interviewed, they are not representative of the broader principal population, however their experiences provided important insights used to triangulate with other data.

### Compliance

We conducted our audit in accordance with the *Audit Act 1994* and ASAE 3500 *Performance Engagements* to obtain reasonable assurance to provide a basis for our conclusion.

We also provided a copy of the report to the Department of Premier and Cabinet.

We complied with the independence and other relevant ethical requirements related to assurance engagements.

### Cost and time

The full cost of the audit and preparation of this report was \$590,000. The duration of the audit was 11 months from initiation to tabling.