

Senate Community Affairs Committee
ANSWERS TO ESTIMATES QUESTIONS ON NOTICE
SOCIAL SERVICES PORTFOLIO
2015-16 Additional Estimates Hearings

Outcome Number: Cross Outcome - Across Programmes Question No: SQ16-000045

Topic: Travel Costs - Department

Hansard page: Written

Senator Joe Ludwig asked:

Since the change of Prime Minister on 14 September, 2015:

1. Is the minister or their office or their delegate required to approve all departmental and agency international travel?
2. If so, under what policy?
3. Provide a copy of that policy.
4. When was this policy implemented?
5. When is the minister notified, when is approval provided?
6. Detail all travel (domestic and international) for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).
7. Detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.
8. What date was the minister or their office notified of the travel?
9. What date did the minister or their office approve the travel?
10. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.

Answer:

1. No.
2. N/A
3. N/A
4. 23 June 2015.
5. The Minister's prior approval must be sought where the total estimated cost of international travel is \$30,000 or more.
6. No departmental officers accompanied the Minister or Parliamentary Secretary on their travel in the period 14 September 2015 to 31 December 2015.
7. For the period 1 September 2015 to 31 December 2015, departmental expenditure on travel was \$2,059,964 (GST Exclusive) as per the table below. These figures include expenditure for functions that have transferred out of the Department since 14 September 2015, including Ageing and Aged Care to the Department of Health and Early Childhood and Child Care to the Department of Education.

Airfares	Accommodation	Meals, Incidentals and Other Travel Expenses	Total
\$1,064,638	\$510,923	\$484,403	\$2,059,964

Travel is undertaken where business objectives require it.

Note: The Department does not record travel data in a way that would readily provide the answer to this question. To attempt this level of detail would involve an unreasonable diversion of resources.

8. Proposals for domestic travel are approved by the appropriate departmental delegate.
9. N/A
10. Travel for the rest of the calendar year is subject to business requirements.