

Senate Standing Committee on Environment and Communications

Answers to Senate Estimates Questions on Notice

Supplementary Budget Estimates Hearings November 2014

Communications Portfolio

Department of Communications

Question No: 79

Program 1.1

Hansard Ref: In Writing

Topic: Travel costs- departmental

Senator Ludwig, Joe asked:

Since Budget Estimates in June, 2014:

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. List all occurrences of travel that this has occurred under.
6. Detail the process.
7. When is the minister notified, when is approved provided?
8. 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).
9. 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.
10. What date was the minister or their office was notified of the travel?
11. What date did the minister or their office approve the travel?
12. 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. International travel is approved in line with Department of Finance Resource Management Guide No. 405.
3. The policy is available from the Department of Finance's website
< <http://www.finance.gov.au/procurement/travel-and-related-services/travel-policies.html>>
4. The policy was released in July 2014
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Travel	Date approved	Approval by
Travel to ITU 2014 World Telecommunication Development Conference	04/02/2014	Minister
Travel To London, United Kingdom, for the 50 th Meeting of the Internet Corporation For Assigned Names and Numbers	03/06/2014	Minister

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Travel	Date approved	Approval by
Travel for the Australian delegation to the ITU Plenipotentiary Conference 2014	15/08/2014	Prime Minister
Travel To Los Angeles, United States, for the 51 st Meeting Of The Internet Corporation For Assigned Names And Numbers	03/10/2014	Minister

6. Refer to answer 2.
8. Departmental officers travel domestically for a variety of reasons. Travel records do not allow the Department to determine with accuracy which travel was to accompany the Minister and/or Parliamentary Secretary. With regard to international travel, no departmental officers have accompanied the Minister and/or Parliamentary Secretary on any overseas trip for the period 1 May 2014 to 31 October 2014.
9. For the period 1 May 2014 to 31 October 2014, the total expense for departmental officers was \$0.544m (GST excl) for domestic travel and \$0.222m (GST excl) for international travel. The Department does not record travel data in a way that would readily allow individual components of travel to be identified. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.
10. N/A
11. N/A
12. The Department does not record travel related planning data in a way that would readily allow the identification of travel plans for the rest of this calendar year. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.