

Senate Economics Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Treasury Portfolio

Supplementary Budget Estimates

2014 - 2015

Department/Agency: AOFM

Question: SBT1175-1180

Topic: Travel costs department

Reference: Written - 30 October 2014

Senator: Ludwig, Joe

Question:

Since Budget Estimates in June, 2014:

1175. Is the minister or their office or their delegate required to approve all departmental and agency international travel?
- If so, under what policy?
 - Provide a copy of that policy.
 - When was this policy implemented?
1176. 2. List all occurrences of travel that this has occurred under.A. Detail the process.
1177. When is the minister notified, when is approved provided?
1178. 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).
1179. 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.
- What date was the minister or their office was notified of the travel?
 - What date did the minister or their office approve the travel?
1180. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.

Answer:

1175. Under the whole-of-government travel policy, the Minister or delegate is required to approve all international travel where the cost exceed \$20,000, and where the cost is \$50,000 or more the Minister is required to consult the Prime Minister prior to granting approval. The policy was implemented 18 November 2013.
1176. Two officers travelled to Hong Kong, Seoul and Taipei to meet with investors in fixed interest securities in August 2014. Approval was granted by the Minister.
1177. The Minister was notified of the planned trip to Hong Kong, Seoul and Taipei on 28 July 2014. Approval for the trip was granted on 28 July 2014.
1178. Nil.
1179. For the period from 2 June 2014 to 30 October 2014, total travel expenses incurred are as follows:

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Travel Type	Amount
Domestic	23,205
Domestic Airfares	10,462
Domestic Allowances	5,652
Domestic Accommodation	7,091
International	48,568
International Airfares	35,512
International Allowances (includes accommodation)	13,056
Total Travel Expenses	71,773

Allowances figures are inclusive of accommodation (where indicated), meals and incidentals. All international travel is business class and all domestic travel is economy class unless it is the domestic leg of an international trip.

The travel was largely for:

- AOFM Audit Committee independent members;
- Advisory Board members;
- liaison, with Commonwealth Securities investors (both domestic and international travel);
- meetings with service providers; and
- attendance at technical conferences, events and training courses.

Three international trips were undertaken during the period. One trip required approval as the estimated cost was above the threshold. Approval was requested on 28 July 2014. Approval for the trip was granted on 28 July 2014.

1180. The following trips are currently planned for the period from 31 October 2014 to 31 December 2014.

Travel Type	# Days
Domestic	15
International	22
TOTAL	37

The trips are for the following:

- investor relations;
- meetings with service providers;
- market liaison (with banks and other intermediaries); and
- attendance at courses and conferences.