

Senate Economics Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Treasury Portfolio

Supplementary Budget Estimates

2014 - 2015

Department/Agency: IGT

Question: SBT 3093-3098

Topic: Travel Costs - Departmental

Reference: Written - 30 October 2014

Senator: Ludwig, Joe

Question:

Since Budget Estimates in June, 2014:

3093. Is the minister or their office or their delegate required to approve all departmental and agency international travel?
- a) If so, under what policy?
 - b) Provide a copy of that policy.
 - c) When was this policy implemented?
3094. List all occurrences of travel that this has occurred under. Detail the process.
3095. When is the minister notified, when is approval provided?
3096. 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).
3097. 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.
- a) What date was the minister or their office notified of the travel?
 - b) What date did the minister or their office approve the travel?
3098. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.

Answer:

3093. International travel is approved in accordance with Department of Finance, Whole of Government Policy as set out in Resource Management Guide No. 405 - Official International Travel – Approval and Use of Best Fare of the Day, dated July 2014, copy via: [RMG 405](#).
3094. One.
3095. The Minister was notified. No approval was necessary as the cost was well under \$20,000.
3096. Nil.
3097. The agency has national responsibility and operates out of a single office location. In conducting reviews, fieldwork involves meeting with taxpayers and Australian Taxation Office (ATO) staff throughout Australia. Total domestic flight expenditure for the period 1 June to 31 October 2014 is \$17,888 and total travel allowance expenditure is \$9,400. Total international flight expenditure for the period 1 June to

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31 October 2014 is \$8,665 and total travel allowance expenditure is \$4,735. The agency's travel is arranged by the Department of Treasury under a service level agreement. The Treasury has advised that its reporting system is unable to break down classes of travel. Whole-of-Australian-Government (WoAG) and Travel Management charges for the period between 1 June to 31 October 2014 is \$568.

a) Not applicable.

b) Not applicable.

3098. The agency has national responsibility and operates out of a single office location. In conducting reviews, fieldwork involves meeting with taxpayers and ATO staff throughout Australia. Travel to effect these duties is therefore expected and conducted as required.