

Senate Economics Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Treasury Portfolio

Supplementary Budget Estimates

2015 - 2016

Department/Agency: PC

Question: SBT 1176-1181

Topic: Travel

Reference: written - 30 October 2015

Senator: Wong, Penny

Question:

Since 1 January 2015:

1176. 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?

1177. List all occurrences of travel that this has occurred under 1. Detail the process.

1178. When is the minister notified, when is approved provided?

1179. 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).

1180. 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 was notified of the travel?
- b) What date did the minister or their office approve the travel?

1181. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.

Answer:

As at 30 October 2015:

1176. From 1 January to 9 February 2015 the approval of overseas travel was made in accordance with guidance issued by the Department of Finance. The policy required ministerial approval for international travel greater than \$20,000. From 9 February 2015 ministerial approval was no longer required. The relevant Commission delegate approved international from this time. Refer to <http://www.finance.gov.au/procurement/travel-and-related-services/> for the appropriate policy that guides the Commission's international travel.

1177. Not applicable.

1178. Not applicable.

1179. Not applicable.

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1180.

Category	Amount (GST exclusive)
Domestic Travel Allowances	99,192
Domestic Airfares	223,128
Domestic Accommodation	38,632
Domestic Other Travel Costs	6,766
International Travel Allowances	18,734
International Airfares	94,912
International Accommodation	21,732
International Other Travel Costs	8,884
Airline Booking Fee	7,274
Whole of Government (WOG) Booking Fees	615
Taxi Charges	76,361
Total	596,230

The Commission does not record travel data in a way that would readily allow an answer to be provided in relation to type of airfare. To attempt to provide a greater level of detail would involve an unreasonable diversion of agency resources.

Travel was undertaken to meet business operational requirements.

- a) Not applicable.
- b) Not applicable.

1181. In general, the Commission's travel is considered on a case-by-case basis depending on the nature, scope and timing of reviews commissioned by Government.