

Senate Standing Committee on Education and Employment

QUESTIONS ON NOTICE Additional Estimates 2015 - 2016

Agency - Fair Work Building and Construction

Department of Employment Question No. EMSQ16-000568

Senator Ludwig provided in writing.

Question

FWBC - Travel costs

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 approved 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. Yes for significant international travel.
2. Resource Management Guide 405 Official International Travel issued by Department of Finance.
3. Available from Department of Finance website.
4. February 2015.
5. No international travel has been undertaken by the agency.
6. Nil.

7. The following data relates to all travel taken by agency staff for the reporting period 14 September 2015 to 31 January 2016. The cost of domestic travel has been \$519, 281.56. The breakdown of expenses is in the below table. To provide the requested level of detail would require an unreasonable diversion of resources.

Travel Expenses	Amount (\$)
Airfares	256,537.51
Accommodation	146,685.28
Meals & Incidental Allowance	113,744.24
Taxis	49,525.13
Other Travel Costs	24,789.40
TOTAL	591,281.56

8. N/A.
9. N/A.
10. The Agency does not specifically budget or plan for individual travel. Travel is one cost of the agency's business. Travel undertaken for a range of purposes including for compliance or administration purposes, and to educate and consult with stakeholders.