

**Senate Standing Committee on Environment and Communications**

**Answers to Senate Estimates Questions on Notice**

**Supplementary Budget Estimates Hearings November 2013**

**Communications Portfolio**

**Special Broadcasting Service**

**Question No: 99**

**Program No. SBS**

**Hansard Ref: In Writing**

**Topic: Travel Costs**

**Senator Ludwig asked:**

- a. From 7 September 2013 to date, please detail all travel for Departmental/agency 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.
- b. What travel is planned for the rest of this financial year from 7 September 2013? Also provide a reason and brief explanation for the travel.
- c. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.
- d. What is the policy for business class airfare tickets?
- e. Are lounge memberships provided to any employees? If yes, detail what lounge memberships, to how many employees and their classification, the reason for the provision of lounge membership and the total costs of the lounge memberships.
- f. When SES employees travel, do any support or administrative staff (such as an Executive Assistant) travel with them? If yes, provide details of why such a staff member is needed and the costs of the support staff travel.
- g. Does the department/agency elect to offset emissions for employees work related travel? If yes, what is the cost?

**Answer:**

- a. \$0.645 million from 1 September 2013. This includes fares, travel allowance and accommodation. A further breakdown is not available as SBS does not record this information in a way that would readily allow an answer to be provided to this question without involving an unreasonable diversion of resources.
- b. Travel is arranged according to operational requirements. Many are related to breaking news and current affairs stories and are impossible to predict in advance.
- c. See (b) above.
- d. SBS policy is that domestic travel must be economy class unless approval is given for premium economy or business class by the Managing Director or unless it is part of an executive contract.
- e. Lounge membership is provided to 29 employees who are frequent travellers. SBS pays for 13 of these memberships at a cost of \$338 per annum.
- f. Not applicable.
- g. No.