

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 2011-2012**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Australian Public Service Commission

**Outcome/Program:** Cross Portfolio

**Topic:** Travel costs

**Senator:** Ryan

**Question reference number:** 146

**Type of question:** Written

**Date set by the committee for the return of answer:** 2 December 2011

**Number of pages:** 3

**Question:**

1. For the year 2010-11, please detail all travel (itemised separately,) undertaken by your portfolio Minister and Parliamentary Secretaries. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.
2. For the year 2010-11, please provide the same information (itemised separately) for any Minister and Parliamentary staff that accompanied the Minister and Parliamentary Secretary on their travel and include a similar breakdown of the costs incurred by or on behalf of those staff.
3. For the year 2010-11, please provide the same information (itemised separately) for Departmental officers that accompanied the Minister and Parliamentary Secretary on their travel and include a similar breakdown of the costs incurred by or on behalf of those staff.
4. For the year 2010-11, please detail all travel (itemised separately) undertaken by employees of each department and agency within each portfolio. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.
5. For the FYTD, please detail all travel (itemised separately) undertaken by your portfolio Minister and Parliamentary Secretaries. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.
6. For the FYTD, please provide the same information (itemised separately) for any Minister and Parliamentary staff that accompanied the Minister and Parliamentary

Secretary on their travel and include a similar breakdown of the costs incurred by or on behalf of those staff.

7. For the FYTD, please provide the same information (itemised separately) for Departmental officers that accompanied the Minister and Parliamentary Secretary on their travel and include a similar breakdown of the costs incurred by or on behalf of those staff.
8. For the year FYTD, please detail all travel (itemised separately) undertaken by employees of each department and agency within each portfolio. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.

**Answer:**

1. The Australian Public Service Commission (APSC) does not have information about travel costs by Ministers, Parliamentary Secretaries and MOP(S) Act staff as these arrangements are administered by the Department of Finance and Deregulation.
2. Not applicable.
3. Not applicable.
4. Total travel costs for the APSC in 2010-11 was \$2,291,544. A high level breakdown of travel spend is shown below:

Airfare	1,268,763
Travel allowance	464,589
International assistance recipient travel costs	330,181
Indigenous recruitment candidate travel costs	64,605
Taxi and parking	163,406
<b>Total travel cost</b>	<b>2,291,544</b>

The APSC does not record travel data in a way that would readily allow answers to be provided to these questions. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.

The standard of travel as detailed in the Commission Enterprise Agreement is economy class for domestic travel and business class for overseas travel. For senior Executives, the standard may be included in their employment terms. The APSC's travel guide states that exceptions to the application of these standards can occur when an official is accompanying:

- a Minister;
- a member of the Executive or Group Manager where it is necessary for the official to work with or consult with the member; and
- an official government or foreign delegation where it is necessary for the official to provide advice, briefing or interpretation service.

Prior approval to upgrade the class of travel is required.

5. The Australian Public Service Commission (APSC) does not have information about travel costs by Ministers, Parliamentary Secretaries and MOP(S) Act staff as these arrangements are administered by the Department of Finance and Deregulation.
6. Not applicable.
7. Not applicable.
8. Total travel cost for the APSC for FYTD is \$199,246. A high level breakdown of travel spend is shown below:

Airfare	154,995
Travel allowance	33,848
International assistance recipient and travel costs	0
Indigenous recruitment candidate travel costs	0
Taxi and parking	10,403
<b>Total travel cost</b>	<b>199,246</b>

The APSC does not record travel data in a way that would readily allow answers to be provided to these questions. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources. Please refer to answer to question 4 above for standard of travel for APSC staff.