

**Senate Standing Committee on Economics**

**ANSWERS TO QUESTIONS ON NOTICE**

**Treasury Portfolio**

Additional Estimates

13 – 14 February 2013

**Question: AET 748-755**

**Topic: Travel Costs**

**Written: Received from Committee – 22 February 2013**

**Senator BUSHBY asked:**

748. For the financial year to date (22 February 2013), please detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that includes airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).
749. For the financial year to date (22 February 2013), please detail all travel for Departmental officers. Please include a total cost plus a breakdown that includes airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.
750. What travel is planned for the rest of this financial year? Also provide a reason and brief explanation for the travel.
751. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.
752. Are the Government's Lowest Practical Fare travel policy for Domestic Air Travel (Finance Circular No. 2009/10) and Best Fare of the Day for International Air Travel (Finance Circular No. 2009/11) guidelines being followed? How is the department/agency following the advice? How is this monitored? If the guidelines are not being followed, please explain why.
753. Are lounge memberships provided to any employees? If yes, what lounge memberships, to how many employees and what is their classification, what is the reason for the provision of lounge memberships and the total costs of the lounge memberships.
754. When SES employees travel, do any support / 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 their travel.
755. Does the department/agency elect to offset emissions for employees' work-related travel? If yes, what is the cost?

**Answer:**

748. Nil.

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749.

<b>Category</b>	<b>Amount (GST exclusive)</b>
Domestic Travel Allowances	\$112,588
Domestic Airfares	\$338,026
Domestic Accommodation	\$50,424
Domestic Other Travel Costs	\$7,709
International Travel Allowances	\$9,984
International Airfares	\$58,321
International Accommodation	\$9,069
International Other Travel Costs	\$1,559
Airline Booking Fee	\$6,102
Whole of Government (WOG) Booking Fees	\$2,092

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

750-751. Planned travel is undertaken and approved by the delegate on a trip by trip basis.

752. Yes. This is monitored on a trip by trip basis by the delegate who approves the travel.

753. Yes, one lounge membership is available to senior employees who are frequent travellers as part of their terms and conditions of employment. As at 22 February 2013, there are 19 Qantas Lounge memberships. The cost of an annual membership at 22 February 2013 was \$250 (GST exclusive).

754. No.

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