

Senate Standing Committee on Economics

ANSWERS TO QUESTIONS ON NOTICE

Treasury Portfolio

Supplementary Budget Estimates

17 October – 18 October 2012

Question: SBT 1235-1241

Topic: Travel Costs (AOFM)

Written: Received from Committee – 26 October 2012

Senator BUSHBY asked:

1235. For the financial year to date (26 October 2012), 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 include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).
1236. For the financial year to date (26 October 2012), please 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).
1237. 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.
1238. Are lounge memberships provided to any employees? If yes, 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.
1239. 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.
1240. For 2011-12, 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 include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).
1241. For 2011-12, please 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).

Answer:

1235. Not applicable.
1236. For the period from 1 July 2012 to 31 October 2012, total travel expenses incurred were as follows:

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Type	Amount
Domestic	
Domestic Airfares	\$7,486
Domestic Allowances	\$11,426
International	
International Airfares	\$56,362
International Allowances	\$16,818
Total Travel Expenses FY2012-13 YTD	\$92,092

Allowances figures are inclusive of accommodation, meals and incidentals. Alcohol, gifts and entertainment are not paid to staff and are not included in these figures. Our reporting system is not able to break down classes of travel - it is assumed that all international travel is business class.

1237. All the AOFM's travel services are provided by the Department of Treasury. The Best Fare of the Day guidelines are followed and monitored by the Department of Treasury.
1238. The AOFM does not provide lounge memberships to employees.
1239. No support or administrative staff travelled with SES employee for the financial year to date (from 1 July 2012 to 31 October 2012).
1240. Not applicable.
1241. For the period from 1 July 2011 to 30 June 2012, total travel expenses incurred year to date were as follows:

Type	Amount
Domestic	
Domestic Airfares	\$37,742
Domestic Allowances	\$37,551
International	
International Airfares	\$112,385
International Allowances	\$42,544
Total Travel Expenses FY2012-13 YTD	\$230,222

Allowances figures are inclusive of accommodation, meals and incidentals. Alcohol, gifts and entertainment are not paid to staff and are not included in these figures. Our reporting system is not able to break down classes of travel - it should be assumed that all international travel is business class.