

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
SUPPLEMENTARY BUDGET ESTIMATES 2013-2014

Prime Minister and Cabinet Portfolio

Department/Agency: Australian National Audit Office

Outcome/Program:

Topic: Meeting Costs

Senator: Ludwig

Question reference number: 174

Type of question: Written

Date set by the committee for the return of answer: 17 January 2014

Number of pages: 2

Question:

- 1) What is the Department/Agency's meeting spend from 7 September 2013 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.
- 2) For each Minister and Parliamentary Secretary office, please detail total meeting spend from 7 September 2013 to date. Detail date, location, purpose and cost of each event including any catering and drinks costs.
- 3) What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
- 4) For each Minister and Parliamentary Secretary office, what meeting spend is currently being planned for? Detail date, location, purpose and cost of each event including any catering and drinks costs.

Answer:

Q1. The ANAO does not record information in a way that would enable the questions to be answered to the level of detail requested. However, a review of financial transactions has identified \$1,156.72 associated with ANAO meetings for the period 7 September 2013 to 30 November 2013:

Date	Location	Purpose	Amount
28/9/2013	ANAO office	International Delegates visit	38.18
28/9/2013	ANAO office	International Delegates visit	67.82
17/10/2013	ANAO office	International Delegates visit	327.82
1/11/2013	ANAO office	International Delegates visit	99.77
7/11/2013	ANAO office	International Delegates visit	400.81
15/11/2013	ANAO office	SES Meeting	18.00
15/11/2013	ANAO office	SES Meeting	7.50
19/11/2013	ANAO office	International Delegates visit	196.82
		Total	1,156.72

Q2. The ANAO incurred no meeting costs for Ministers or the Parliamentary Secretary office.

Q3. The ANAO conducts many meetings during the financial year and does not record information in a way that would enable the question to be answered to the level of detail requested. The provision of catering and/or venue hire is determined on a case by case basis after considering circumstances such as whether:

- there is a demonstrable advantage or critical business need in holding the meeting during meal periods;
- the meeting is of an extended duration; and/or
- there are available and suitable internal facilities to conduct the meeting.

Q4. No meeting spend is planned for Ministers or the Parliamentary Secretary office.