

Senate Standing Committee on Economics

ANSWERS TO QUESTIONS ON NOTICE

Treasury Portfolio

Supplementary Budget Estimates

20-21 November 2013

Question: SBT 360-367

Topic: Travel Costs

Written: 25 November 2013

Senators LUDWIG and WONG asked:

360. For the financial year to date, 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).
361. For the financial year to date, 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). Also provide a reason and brief explanation for the travel.
362. What travel is planned for the rest of the financial year from 7 September 2013? Also provide a reason and brief explanation for the travel.
363. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.
364. What is the policy for business class airfare tickets?
365. 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.
366. 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.
367. Does the department/agency elect to offset emissions for employees work related travel? If yes, what is the cost?

Answer:

360. Nil.

361. Travel Expenditure from 1 July 2013 to 30 November 2013

Airfare Costs	2013-14 FYTD (\$)
Domestic Economy	449,318
Domestic Business Class	174,376
International Economy	68,731
International Business Class	90,985
Total Airfares	783,410

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Other travel costs	2013-14 FYTD (\$)
Accommodation - Domestic	395,109
Travel Allowance - Domestic	267,069
Travel Allowance – Overseas (includes food and accommodation)	33,987
Total other travel costs	696,165

The reason for travel is the transportation of ACCC officers, management and staff to business meetings and events.

362. Travel planned from 7 September 2013 to 30 June 2014.

Travel type	Cost (\$)
Domestic Airfares	1,172,513
International Airfares	379,645
Domestic Accommodation	441,655
Travel Allowance – Domestic (includes meals and incidentals)	560,702
Travel Allowance – Overseas (includes meals, incidentals and accommodation)	126,816
Total travel costs	2,681,331

Estimates of the travel costs from 7 September 2013 to 30 June 2014 are based on the budgeted travel costs for the financial year less expenditure incurred to 6 September 2013. Irrespective of the budgeted figures, the ACCC is working to reduce travel expenditure.

The reason for travel is the transportation of ACCC officers, management and staff to business meetings and events.

363. Travel planned from 1 December 2013 to 31 December 2013.

Travel type	Cost (\$)
Domestic Airfares	121,125
International Airfares	42,555
Domestic Accommodation	45,153
Travel Allowance – Domestic (includes meals and incidentals)	57,852
Travel Allowance – Overseas (includes meals, incidentals and accommodation)	14,331
Total travel costs	281,016

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The reason for travel is the transportation of ACCC officers, management and staff to business meetings and events.

364. The ACCC's operational guidelines for travel designate economy class as the standard class of travel within Australia. SES may travel business class, as per entitlement, but are encouraged to consider travelling in economy on flights between Sydney and Canberra or other short single leg flights. There has been a reduction in business flights.

This is in line with the Finance circular No. 2012/04 in the use of the Lowest Practical Fare (LPF) for Official Domestic Air Travel.

365. Yes. The ACCC pays the lounge membership for 10 SES employees and 7 non SES employees. Membership has been provided where staff are required to undertake significant travel. Memberships are with the Qantas Club. Total annual cost is \$4,930.

Membership to the Virgin lounge is offered free of charge under the Gold Accelerator Program. The ACCC has 25 employees utilising this program.

366. No.

367. No.