

**Senate Economics Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

**Treasury Portfolio**

Supplementary Budget Estimates

2014 - 2015

**Department/Agency: Treasury**

**Question: SBT 345-350**

**Topic: Travel Costs - Department**

**Reference: Written - 30 October 2014**

**Senator: Ludwig, Joe**

**Question:**

Since Budget Estimates in June, 2014:

345. Is the minister or their office or their delegate required to approve all departmental and agency international travel?
  - a) If so, under what policy?
  - b) Provide a copy of that policy.
  - c) When was this policy implemented?
346. List all occurrences of travel that this has occurred under 1. Detail the process.
347. When is the minister notified, when is approved provided?
348. Detail all travel (domestic and international) 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).
349. 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.
  - a) What date was the minister or their office was notified of the travel?
  - b) What date did the minister or their office approve the travel?
350. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.

**Answer:**

345. International travel is approved in accordance with Department of Finance, Whole of Government Policy as set out in Resource Management Guide No. 405 - Official International Travel – Approval and Use of Best Fare of the Day, dated July 2014, copy attached.

Approval requirements relate to the approval of the need for International travel. Approval for the expenditure of International Travel in is accordance with Treasury's Accountable Authority Instructions.

RMG 405 attached.

**Senate Economics Legislation Committee**

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**Treasury Portfolio**

Supplementary Budget Estimates

2014 - 2015

346. The department does not record travel data in a way that would readily allow an answer to be provided in relation to when the request was lodged and approval received. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.
347. The Minister is only notified when International travel is greater than \$20K. At present the department does not track this level of detail at present.

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	<b>Meeting</b>	<b>Date</b>	<b>Location</b>	<b>Minister</b>	<b>Treasury Officials</b>
1	Financial Services Delegation	17 - 18 Jun	Seoul, Republic of Korea	Parliamentary Secretary to the Treasurer, the Hon Steven Ciobo MP	x 1
2	Strategic Economic Dialogue	23 - 25 Jun	Beijing, China	Treasurer, the Hon Joe Hockey MP	x 4
3	Bilateral Meetings	26-Jun	Hong Kong, China	Treasurer, the Hon Joe Hockey MP	x 3
4	Bilateral Meetings	21 - 23 July	Christchurch and Wellington, New Zealand	Treasurer, the Hon Joe Hockey MP	x 1
5	Bilateral Meetings	2-Sep	Singapore	Minsiter for Small Business, the Hon Bruce Billson MP	x 1

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**Treasury Portfolio**

Supplementary Budget Estimates

2014 - 2015

6	Bilateral Meetings	3-Sep	Shanghai, China	Minsiter for Small Business, the Hon Bruce Billson MP	x 1
7	APEC Small and Medium Enterprises Ministeral Meetings	4 - 5 Sep	Nanjing, China	Minsiter for Small Business, the Hon Bruce Billson MP	x 2
8	Asia-Europe Finance Ministers' Meeting	12-Sep	Milan, Italy	Parliamentary Secretary to the Treasurer, the Hon Steven Ciobo MP	x 1
9	Bilateral Meetings	6 - 7 Oct	New York, USA	Treasurer, the Hon Joe Hockey MP	x 3
10	G20 Finance Minsiters and Central Bank Governors Meeting	8 - 10 Oct	Washington, USA	Treasurer, the Hon Joe Hockey MP	x 28
11	International Monetary Fund / World Bank Annual Meetings	10 - 11 Oct	Washington, USA	Treasurer, the Hon Joe Hockey MP	x 6

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**Treasury Portfolio**

Supplementary Budget Estimates

2014 - 2015

12	Bilateral Meetings	12 - 15 Oct	London, United Kingdom / Dubai, United Arab Emirates	Treasurer, the Hon Joe Hockey MP	x 2
13	Bilateral Meetings	20-Oct	Tokyo, Japan	Treasurer, the Hon Joe Hockey MP	x 2
14	APEC Finance Ministers Meeting	21 - 22 Oct	Beijing, China	Deputy Prime Minister and Treasurer, The Hon. Wayne Swan MP	x 6
15	Bilateral Meetings	23-Oct	Hong Kong, China	Treasurer, the Hon Joe Hockey MP	x 2

**Senate Economics Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

**Treasury Portfolio**

Supplementary Budget Estimates

2014 - 2015

349.

The department 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 this level of detail would involve an unreasonable diversion of departmental resources.

Travel was undertaken to meet business operational requirements, including the G20 events held both in Australia and internationally as part of Australian G20 presidency.

349. a) The minister is only notified in relation to International Travel greater than 20K as per the WoAG Travel policy

b) Please see response to Q 347

350. Travel will be undertaken to meet operational business requirements for the remainder of the calendar year.