

Senate Economics Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Treasury Portfolio

Supplementary Budget Estimates

2015 - 2016

Department/Agency: IGT

Question: SBT 2212 - 2217

Topic: Travel

Reference: written - 30 October 2015

Senator: Wong, Penny

Question:

Since 1 January 2015:

2212. 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?
2213. List all occurrences of travel that this has occurred under 1. Detail the process.
2214. When is the minister notified, when is approval provided?
2215. 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).
2216. 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 notified of the travel?
 - b) What date did the minister or their office approve the travel?
2217. What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.

Answer:

2212. **From 1 January to 9 February 2015 the approval of overseas travel was made in accordance with guidance issued by the Department of Finance. The policy required ministerial approval for international travel greater than \$20,000. From 9 February 2015 ministerial approval was no longer required. The relevant Inspector-General of Taxation delegate approved international travel from this time. Refer to <http://www.finance.gov.au/procurement/travel-and-related-services/> for the appropriate policy that guides Treasury's international travel.**

2213. **One.**

2214. **The Minister was notified. No approval was necessary as the cost was under \$20,000.**

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2215. **Not applicable.**

2216. **The agency has national responsibility and operates out of a single office location. In conducting reviews, fieldwork involves meeting with taxpayers and Australian Taxation Office (ATO) staff throughout Australia. Total domestic flight expenditure for the period 1 January to 30 October 2015 is \$27,505 and total travel allowance expenditure is \$9,847. Total international flight expenditure for the period 1 January to 30 October 2015 is \$8,021 and total travel allowance expenditure is \$6,591. The agency's travel is arranged by the Department of Treasury under a service level agreement. The Treasury has advised that its reporting system is unable to break down classes of travel. Whole-of-Australian-Government (WoAG) and Travel Management charges for the period between 1 January to 30 October 2015 is \$610.**

a) **Not applicable.**

b) **Not applicable.**

2217. **The agency has national responsibility and operates out of a single office location. In conducting reviews, fieldwork involves meeting with taxpayers and ATO staff throughout Australia. Travel to effect these duties is therefore expected and conducted as required.**