

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
ADDITIONAL BUDGET ESTIMATES 2011-2012

Prime Minister and Cabinet Portfolio

Department/Agency: Office of the Inspector-General of Intelligence and Security
Outcome/Program: Outcome 1
Topic: Travel Costs

Senator: Ryan

Question reference number: 102

Type of question: Written

Date set by the committee for the return of answer: Friday, 30 March 2012

Number of pages: 3

Question:

For the financial year to date, please detail all travel (itemised separately,) undertaken by your portfolio Minister and Parliamentary Secretaries. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.

For the financial year to date, please provide the same information (itemised separately) for any Minister and Parliamentary staff that accompanied the Minister and Parliamentary Secretary on their travel and include a similar breakdown of the costs incurred by or on behalf of those staff.

For the financial year to date, please provide the same information (itemised separately) for Departmental officers that accompanied the Minister and Parliamentary Secretary on their travel and include a similar breakdown of the costs incurred by or on behalf of those staff.

For the financial year to date, please detail all travel (itemised separately) undertaken by employees of each department and agency within each portfolio. Include details of what the travel was for, what cost was spent on travel (including travel type – i.e. business airfare), accommodation, security, food, beverages (alcohol listed separately), gifts, entertainment, and all other expenses.

Are employees taking the most direct route when travelling? If not, please explain why.

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 cost per employee.

When SES employees travel, do any support or administrative staff (such as their 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.

Answer:

Travel undertaken by portfolio Minister and Parliamentary Secretaries – not applicable.

Travel undertaken by Minister and Parliamentary staff that accompanied the Minister and Parliamentary Secretary on their travel – not applicable.

Travel undertaken by Departmental officers that accompanied the Minister and Parliamentary Secretary on their travel – not applicable.

All travel undertaken by OIGIS employees as invoiced at 29 February 2012:

Date	Purpose	Cost of travel (ex GST)	Type of travel eg Economy	Travel Allowance ¹	Mileage	Food
8 Jun 11	Inquiry					43.09 ²
14 Jul 11	Inquiry	589.66	Economy	311.35		
14 Jul 11	Inquiry	589.66	Economy	311.35		
14 Jul 11	Inquiry	1,224.44	Business	391.00		
11 Aug 11	Inspection	179.64	Economy	293.35		
11 Aug 11	Inspection	179.64	Economy	293.35		
22 Aug 11	Visit	2,106.96	Business	345.00		
13 Aug 11	Learning group		Own vehicle	840.00	418.50	
13 Oct 11	Inspection	303.66	Economy	113.10		
13 Oct 11	Inspection	303.66	Economy	286.10		
24 Nov 11	Visit	307.74	Economy			
24 Nov 11	Visit	304.62	Economy			
5 Oct 11	Visit	966.34	Business	25.00		
31 Oct 11	Visit	303.66 ³	Economy			
31 Oct 11	Visit	303.66 ³	Economy			
25 Oct 11	Learning group	605.31	Business	848.00		
9 Feb 12	Learning group		Own vehicle	349.00	247.50	
6 Feb 12	Visit			424.00 ⁴		
29 Feb 12	Inspection			226.20 ⁴		
29 Feb 12	Inspection			226.20 ⁴		

¹ travel allowance includes components for accommodation, meals and incidentals

² travel billed in June 2011 (meal reimbursed this FY)

³ awaiting credit (billed twice for same trip)

⁴ travel not yet billed (as at 29 Feb 2012)

There was no expenditure on security, beverages, alcohol, gifts, entertainment or other expenses.

All employees take the most direct route when travelling.

Lounge membership may be provided to employees at the discretion of the Inspector-General of Intelligence and Security based on the business requirement for frequent interstate travel. There is currently one EL2 employee who has been provided with lounge membership in 2011/12 at no financial cost to the agency (65,000 Frequent Flyer points were used to renew membership).