

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

Prime Minister and Cabinet Portfolio

Department/Agency: Australian National Audit Office

Outcome/Program:

Topic: Meeting Costs

Senator: Ryan

Question reference number: 78

Type of question: Written

Date set by the committee for the return of answer: 12 July 2013

Number of pages: 2

Question:

1. What is the Department/Agency's meeting spend for this financial year to date?
Detail date, location, purpose and cost of each event including any catering and drinks costs.
2. For each Minister and Parliamentary Secretary office, please detail total meeting spend for this financial year 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 \$19,747 associated with ANAO meetings for April YTD:

Date	Location	Purpose	Amount
5/7/2012	ANAO	Catering for in-house meeting	318.18
6/7/2012	ANAO	Catering for the Auditor-General's Awards	953.64
11/7/2012	ANAO	Catering for in-house meeting	41.50
24/7/2012	ANAO	Catering for in-house Occasional Seminar	228.64
26/7/2012	ANAO	Catering for in-house meeting	242.73
27/8/2012	ANAO	Catering for in-house meeting	90.91
19/9/2012	ANAO	Catering for in-house meeting	52.73
24/9/2012	ANAO	Catering for in-house meeting	88.91
10/10/2012	ANAO	Catering for in-house meeting	227.09
24/10/2012	ANAO	Catering for in-house meeting	90.91
26/10/2012	ANAO	Catering for in-house meeting	186.36
6/11/2012	Hotel Realm, ACT	venue hire and catering for audit planning session	565.45
9/11/2012	ANAO	Catering for in-house meeting	319.86
21/11/2012	ANAO	Catering for in-house meeting	301.36
23/11/2012	Rydges, ACT	Catering, equipment and venue hire for conference	2,052.95
27/11/2012	Rydges, ACT	Venue hire and catering for audit planning session	1,390.00
11/12/2012	ANAO	Catering for all staff meeting	368.18
11/12/2012	The Brassey , ACT	Catering and venue hire for audit planning session	906.82
11/12/2012	ANAO	Catering for in-house meeting	28.36
22/1/2013	ANAO	Catering for in-house meeting	221.27
23/1/2013	ANAO	Catering for in-house meeting	262.50
30/1/2013	National Botanic Gardens, ACT	Venue hire and catering for audit planning session	363.64
31/1/2013	ANAO	Catering for in-house meeting	301.36
7/2/2013	Hellenic Club, ACT	Venue hire and catering for audit planning session	567.27
12/2/2013	The Boat House, ACT	Venue hire and catering for audit planning session	1,159.09
13/2/2013	Hellenic Club, ACT	Venue hire and catering for audit planning session	572.73
14/2/2013	The Boat House, ACT	Venue hire and catering for audit planning session	1,354.55
15/2/2013	National Press Club, ACT	Venue hire and catering for staff meeting	553.63
20/2/2013	ANAO	Catering for in-house meeting	186.36
27/2/2013	The Boat House, ACT	Venue hire and catering for audit planning session	1,159.09
27/2/2013	ANU, ACT	Venue hire and catering for audit planning session	599.32
22/3/2013	Brassey Hotel, ACT	Venue hire and catering for audit planning session	784.09
25/3/2013	National Press Club, ACT	Venue hire and catering for staff meeting	471.82
3/4/2013	National Portrait Gallery, ACT	Venue hire, catering and equipment for conference	2,250.00
4/4/2013	ANAO	Catering for in-house meeting	330.00
19/4/2013	ANAO	Catering for in-house meeting	156.36
			\$ 19,747.66

Q2. Nil. 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.