



**Australian Government**  
**Independent Parliamentary**  
**Expenses Authority**

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September 2018

Senator Sarah Hanson Young  
Level 7, 147 Pirie Street  
Adelaide SA 5000

Dear Senator Hanson-Young

The Independent Parliamentary Expenses Authority (IPEA) has a mandate to oversee the use of parliamentary work resources. This mandate is given effect by the *Independent Parliamentary Expenses Authority Act 2017* (the Act) and the functions conferred by section 12 of the Act. These include monitoring, auditing and reporting the use of work resources and, on behalf of the Commonwealth, recovery of overpayments and repayments relating to MP travel resources.

On 8 September 2016, you undertook charter travel from Ceduna, South Australia. In relation to this charter travel, there is a discrepancy between the *Electorate Charter Certification* form you submitted and the invoice provided by the charter company. The Certification form, signed by you, lists a single charter flight. The invoice provided by the Charter provider, Chinta Air, details two flights, and the passengers on each flight. The Certification form requests that all legs of travel be detailed and certified. I have attached the form and the invoice for your reference.

If your travel was undertaken as per the details of the invoice, please resubmit the *Electorate Charter Certification* form with both flights, and all passengers, detailed and certified. However, if your charter travel differed from the details on the invoice provided by Chinta Air, please provide IPEA details of how it differed.

Part 7 of *Remuneration Tribunal Determination 2012-04* provides that a senator or member may be accompanied on charter transport by dependent children under 25. Clause 7.7 of the Determination permits their travel *provided that a more expensive charter aircraft/vehicle would not be required*. The invoice provided by Chinta Air indicates that the cost of each charter flight was calculated per person.

If you would like to discuss this matter I can be contacted on Section 47F

Yours sincerely

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**Annwyn Godwin**  
Chief Executive Officer  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603



Australian Government  
Independent Parliamentary  
Expenses Authority

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19 September 2018

Senator Sarah Hanson-Young  
Level 7, 147 Pirie Street  
Adelaide SA 5000

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If you would like to discuss this matter please contact Mr Greg Miles on Section 47F or email [Greg.Miles@ipea.gov.au](mailto:Greg.Miles@ipea.gov.au).

Yours sincerely

Section 47F

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**Aniwyn Godwin**  
Chief Executive Officer  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603



Australian Government  
Independent Parliamentary  
Expenses Authority

## Assurance Review: Matter 2017/9

### Issue

On 8 September 2016, South Australian Senator Sarah Hanson-Young took, at Commonwealth expense, two 'scenic flights' in Coorabie, South Australia. Senator Hanson-Young was accompanied by three members of her staff and Section 47F Section 47F

**IPEA Note:**  
Senator Hanson-Young repaid the full amount of the second charter flight (\$487.50) on 15 November 2018.

IPEA has identified a discrepancy between the Senator's certification of this travel and the invoice provided by the charter company. IPEA has also found that the cost of the charter travel by the Senator's Section 47F Section 47F was not permitted by the relevant Determination.

### Assessment

**3 July 2017:** Reports by media outlets detailed a 2016 trip to and from Coorabie by Senator Hanson-Young. The reports characterised the travel as a 'whale watching trip' for Senator Hanson-Young and Section 47F Section 47F at a reported cost of \$3874.24 ([Attachment K](#)). The article—and other subsequent media reports—questioned the purpose of the trip, in particular whether whale watching could be considered 'electorate business', and also that Section 47F accompanied her at Commonwealth expense.

### Communication with Ministerial and Parliamentary Services (M&PS)

**5 September 2016:** Section 47F Senator Hanson-Young's electorate staffer, called the M&PS entitlements help desk to seek advice on booking charter travel. The record of this conversation ([Attachment I](#)) notes that Section 47F described the Senator as wanting to *charter a scenic flight over the Bight for whale viewing and asking is this OK under electorate charter?*

The advice provided was that

*(c)harter is available where scheduled services are not available for the service of the electorate and the Senator needs to be comfortable that it is in service of the electorate and look at (the) risk matrix.*

Section 47F contacted travel agent 'FCm Travel' on 6 September and booked the charter flight.

- The charter flight booking was initially a single 45-minute flight at a cost of \$825 (incl. GST).
- Later that day, Section 47F requested to add to this flight Section 47F and staff member Section 47F
- FCm advised 'due to load restrictions' they were 'not able to fit'.

**7 September:** In the morning, Section 47F enquired with FCm about charter travel for Section 47F. Later that day Section 47F changed the booking from one flight to two separate charter flights at a new cost of \$1072.50 (incl. GST). A record of this booking and changes is at [Attachment J](#).

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**Travel**

**7-8 September 2016:** Senator Hanson-Young, three members of her staff <sup>Section 47F</sup> travelled from Adelaide to Coorabie, South Australia - returning to Adelaide the following day. The total cost of travel associated with this trip was \$7,421.59 (excl. GST). The table below includes the cost per traveller and the work expenses accessed.

Entitlement	Travel-Related Work Expense 7-8 September 2016	Total Cost (Excl. GST)
Senator Hanson-Young	- Travelling Allowance - Commercial flights - COMCAR - Self-drive hire car - Two charter flights (6 passengers)	\$2618.82
<sup>Section 47F</sup>	- Commercial flights	\$937.90
	- Commercial flights - Travelling Allowance - Cabcharge	\$1420.90
	- Commercial flights - Travelling Allowance - Cabcharge	\$1223.15
	- Commercial flights	\$937.90

An itemised report of all travel expenses and the schedule of travel is available at Attachment A.

**8 September 2016,** Senator Hanson-Young, her staff <sup>Section 47F</sup> travelled on two charter flights. The invoice issued by the charter company, Chinta Air, describes them as 'scenic flights'. Each flight was 30 minutes long and departed from the 'Nullarbor Roadhouse' in Coorabie (SA). Senator Hanson-Young was on both flights, each flight carrying three passengers. Chinta Air included the following passenger details in their invoice (Attachment D).

Flight one passengers

1. Senator Hanson-Young

<sup>Section 47F</sup>

Flight two passengers

1. Senator Hanson-Young

<sup>Section 47F</sup>

The invoice provided by Chinta Air indicates that the cost of the charter flights was based on the number of passengers. The cost per person was \$195 per adult and \$97.50 per child. The total cost was \$1072.50 (incl. GST).

- The cost of the first flight was \$585 (incl. GST), with three adult passengers.
- The cost of the second flight was \$487.50 - two adults at a cost of \$390 and \$97.50 for <sup>Section 47F</sup>

**IPEA Note: Senator Hanson-Young repaid the full amount of the second charter flight (\$487.50) on 15 November 2018.**

## Staff travel

Electorate staff are provided travel at Government expense when directed by their employing member for official purposes. As with their own travel, parliamentarians use their judgement in deciding the purpose of the staff's travel and if it constitutes official purposes.

Section 47F submitted certified Travelling Allowance claims ([Attachment C](#)) for one night of Travelling Allowance in Coorabie. The form also details the flights between Adelaide and Ceduna during this trip. The two staff members certified that they were *directed to travel by the most efficient/ direct route on official business by (their) employing Senator*. The Senator has signed the form, certifying the travel detailed in the claim was *directed by (the Senator) for official purposes*. As the Travelling Allowance form details the staff member's flights, and has been certified by the Senator, there is confidence that the associated Cabcharge travel to and from the airport was for appropriate purposes.

Section 47F did not claim Travelling Allowance during this trip and therefore her travel has not been certified in the same manner as the other two staff members. Section 47F however, was listed as an 'entitled passenger' on the Senator's certified Electorate charter form relating to travel on the charter flight. This provides IPEA confidence that the Senator was aware of and approved Section 47F travel.

## Background

### Administrative Issues

Payment for the self-drive hire car used in Ceduna for two days was processed twice by Finance. On 19 September 2016, the Senator was correctly paid a minor-reimbursement of \$349.27 for the cost of rental. Ceduna Auswide Rentals had been incorrectly paid the same amount three days prior. IPEA's Travel Advice and Administration team has recovered this incorrect payment from Ceduna Auswide Rentals.

### Assessment Process

Section 12(i) and section 12(g) of the *Independent Parliamentary Expenses Authority Act 2017 (Cth)* provide IPEA the ability to audit and report on MP work expenses and MOP(S) Act staff travel expenses. Section 12 (o) of the Act provides IPEA, on behalf of the Commonwealth, the ability to recover overpayments, repayments and cost recovery payments from MP's and MOP(S) Act staff in relation to travel expenditure matters.

The work expenses framework, at the time of the assessed travel, did not provide a definition of 'electorate business' nor 'parliamentary business'. It has been the practice of both IPEA and the Department of Finance to accept a broad view of what constitutes 'electorate business' and 'parliamentary business' as members of parliament engage in a wide range of activities in their business as parliamentarians and in the service of their electorates.

This interpretation and application of the term is supported by the comments of Justice Burns in the matter of *Slipper v Turner (2015) ACTSC*.

*...the terms of the Determination, suggests an intention that the term is to be given a broad interpretation, consistent with the significant latitude to act, based on their own judgment, that must be given to an elected member of the legislature.*

A summary of the elements of the work expense framework relevant to this assessment are provided at [Attachment M](#).

### Charter Transport – ‘Scenic Flights’

Part 7 of *Remuneration Tribunal Determination 2012/04 (Attachment F)* provided the Senator *the use of charter transport when travelling within and for the service of (her) electorate*. The Senator’s staff accompanied her on two charter flights, as permitted by the Determination. The Determination also provided that <sup>Section 47F</sup> could accompany the Senator, provided that a more expensive charter aircraft/vehicle would not be required.

The Senator certified and submitted an *Electorate Charter Certification* form for this charter travel (Attachment D). The form required the Senator certify that the charter travel *was used within and for the service of my electorate/State’ and ‘inclusion of the passengers listed above did not result in the need for a more expensive charter aircraft/vehicle.*

The record of conversation between the Senator’s office and M&PS indicates an enquiry was made to accommodate the <sup>Section 47F</sup> and <sup>Section 47F</sup> on the initial charter flight booked for the Senator and her other staff. After this was determined to not be possible, the Senator’s charter booking was amended to two flights, enabling both <sup>Section 47F</sup> to travel on the second charter flight. The Senator has detailed and certified only one charter flight on the certification form, whereas the attached invoice lists two flights.

Part 7 of *Remuneration Tribunal Determination 2012-04* provides that a senator or member may be accompanied on charter transport by dependent children under 25. Clause 7.7 of the Determination permits their travel *provided that a more expensive charter aircraft/vehicle would not be required*. The invoice provided by Chinta Air indicates that the cost of each charter flight was calculated per person. According to the invoice, <sup>Section 47F</sup> travel created an additional cost of \$97.50 to the second charter flight, in contravention of clause 7.7. **IPEA Note: Senator Hanson—Young repaid the full amount of the second charter flight (\$487.50) on 15 November 2018.**

### Family Travel

<sup>Section 47F</sup> travel by commercial flights meets the tests for intrastate family reunion travel within Australia as provided for in *Determination 2012/04*; namely; that

- the Senator has informed IPEA that <sup>Section 47F</sup> <sup>Section 47F</sup>
- <sup>Section 47F</sup> accompanied the Senator—to the final destination—on travel within Australia, at Commonwealth expense, on electorate business; and
- <sup>Section 47F</sup> travelled for non-commercial purposes by scheduled commercial services by the most direct route, within the Senator’s Canberra/Intra-State Family Reunion Travel Budget.

<sup>Section 47F</sup> flights were consistent with the guidance provided by the Department of Finance in the *Senators and Members Entitlements Handbook* that, *family reunion travel entitlement is provided to allow Senators and Members to balance their work and family responsibilities.*

The Senator has made public statements that that was the purpose of her use of that entitlement.

Media commentary around <sup>Section 47F</sup> travel focussed on a statement made by the Senator that the decision for <sup>Section 47F</sup> to accompany her was made on the afternoon of 6 September 2016 because <sup>Section 47F</sup> (Attachment K). As detailed above, information held by IPEA is consistent with this statement: <sup>Section 47F</sup> scheduled flights were booked through FCM at 6:50PM 6 September 2016, the night before the trip (Attachment J).

IPEA used its own records and those of the Department of Finance to conduct this assessment. To provide additional context, publicly available information from sources such as social media, commercial media and public statements were also considered.

## History

### Senator's Parliamentary service and party positions

Senator Hanson-Young was elected to the Senate for South Australia in 2007, 2013 and 2016.

During the period of the assessed travel she served on several committees:

- Environment and Communications References (substitute member)
- Education and Employment Legislation
- Education and Employment References; and
- Treaties.

Within the Australian Greens, the Senator held the following portfolios during the period of the assessed travel: Lifelong learning, Finance and trade, Water and Murray Darling Basin; Arts and Youth.

Section 22

### Staff

Three members of the Senator's Electorate staff travelled to Coorabie:

- Section 47F
- 
- 

IPEA notes that in communication with travel service provider FCM referred to Section 47F as 'the nanny'. IPEA's function, as provided by the IPEA Act, to audit and report does not include the employment arrangements of MOP(S) Act staff. This matter is the responsibility of the employing member and the Department of Finance.

### Recommended Action

The *Electorate Charter Certification form* submitted by the Senator details a single charter flight and the invoice provided by the charter company lists two charter flights. The form requests that *all individual legs are listed*.

It is recommended IPEA ask Senator Hanson-Young to clarify this discrepancy, and if necessary resubmit an *Electorate Charter Certification form* for this travel.

Section 22

Investigator

September 2018

IPEA Note - This is incorrect - the member of staff referred to here was not Senator Hanson-Young's nanny.

## Attachments

- Attachment A: Travel Expense Reports
- Attachment B: Senator Hanson-Young's Parliamentarians Travel Declaration
- Attachment C: Section 47F Travelling Allowance claims
- Attachment D: Electorate Charter Certification form with attached invoice from Chinta Air
- Attachment E: *Remuneration Tribunal Determination 2016/08*
- Attachment F: *Remuneration Tribunal Determination 2012/04* compilation 8
- Attachment G: *Ministerial Determination 2015/20*
- Attachment H: MOP(S) Act Employee Enterprise Agreement 2012-2015 (62.1)
- Attachment I: VSM record 1028835 – 5 September 2016
- Attachment J: Email from FCm travel with annotations from TAA Branch Manager Michael Frost
- Attachment K: The Australian 3 July 2017 - Section 47F *went with senator on whale trip*
- Attachment L: Senator Hanson-Young's speech in Parliament – 14 September 2016
- Attachment M: Framework Reference Summary



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 Senator Sarah Hanson-Young  
 Ceduna (SA) 7-8 September 2016

Entitlee	Entitlement Name	Work / Home Base	Date	Departure Location	Arrival Location	Departure Time	Arrival Time	Leg / # Nights	Amount (GST Exclusive + Cabcharge Service Fee)	Supplier	Description/Reason for Travel
HANSON-YOUNG, Sarah Coral	COMCAR	Adelaide, SA	7/09/2016	Belair	Adelaide Airport		6:28 AM		\$78.60		
HANSON-YOUNG, Sarah Coral	Fares - Parliamentarians	Adelaide, SA	7/09/2016	Adelaide	Ceduna	7:10 AM	8:40 AM	1	\$468.95	REGIONAL EXPRESS AIRLINES	AIR
HANSON-YOUNG, Sarah Coral	TA - Electorate Business	Adelaide, SA	7/09/2016		Coorabie			1	\$268.00		Electorate Business
HANSON-YOUNG, Sarah Coral	Car Transport - Parliamentarians	Adelaide, SA	7/09/2016						\$317.52	Sarah Hanson-Young	Hire car between 7 Sep and 8 Sep 16
HANSON-YOUNG, Sarah Coral	Charter - Electorate	Adelaide, SA	8/09/2016	Nullarbor	Nullarbor	1:00 PM	1:45 PM	1	\$750.00	CHINTA AIR	CHA
HANSON-YOUNG, Sarah Coral	Charter - Electorate	Adelaide, SA	8/09/2016	Nullarbor	Nullarbor	1:00 PM	1:45 PM	1	\$225.00	CHINTA AIR	CHA
HANSON-YOUNG, Sarah Coral	Fares - Parliamentarians	Adelaide, SA	8/09/2016	Ceduna	Adelaide	7:25 PM	8:50 PM	1	\$468.95	REGIONAL EXPRESS AIRLINES	AIR
HANSON-YOUNG, Sarah Coral	COMCAR	Adelaide, SA	8/09/2016	Adelaide Airport	Belair		9:59 PM		\$41.80		

\$2,618.82

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Section 47F

Ceduna (SA) 6-8 September 2016

Entitlee	EMS Module	Work / Home Base	Role	Entitlement Date	Departure Location	Arrival Location	Departure Time	Arrival Time	Leg / # Nights	Amount (GST Exclusive + Cabcharge Service Fee)	Notes
Section 47F	Car Transport	Canberra, ACT	Electorate Staff	6/09/2016	Hospital	Hospital		7:30 AM		\$61.86	
	Travel Provider	Canberra, ACT	Electorate Staff	6/09/2016	Melbourne	Sydney	8:00 AM	9:25 AM	1	\$441.26	AIR
	Car Transport	Canberra, ACT	Electorate Staff	6/09/2016	SYD DOM ARPT	MARTIN PLACE		9:59 AM		\$46.52	
	Travel Provider	Canberra, ACT	Electorate Staff	6/09/2016	Sydney	Adelaide	12:55 PM	2:35 PM	2		AIR
	Staff Travelling Allowance	Canberra, ACT	Electorate Staff		Sydney	Adelaide	12:55 PM	2:35 PM	1	\$258.00	Commercial
	Travel Provider	Canberra, ACT	Electorate Staff	7/09/2016	Adelaide	Ceduna	7:10 AM	8:40 AM	1	\$468.95	AIR
	Staff Travelling Allowance	Canberra, ACT	Electorate Staff		Ceduna	Coorabie	9:00 AM	10:00 AM	1	\$225.00	Commercial - AOR
	Travel Provider	Canberra, ACT	Electorate Staff	8/09/2016	Ceduna	Adelaide	7:25 PM	8:50 PM	1	\$468.95	AIR
	Staff Travelling Allowance	Canberra, ACT	Electorate Staff		Ceduna	Adelaide	7:25 PM	8:50 PM	1	\$258.00	Commercial - AOR
	Car Transport	Canberra, ACT	Electorate Staff	8/09/2016	BROOKLYN PARK	GLENELG		9:41 PM		\$24.92	
	Car Transport	Canberra, ACT	Electorate Staff	9/09/2016	GLENELG	ADELAIDE ARPRT		6:20 AM		\$19.88	
	Travel Provider	Canberra, ACT	Electorate Staff	9/09/2016	Adelaide	Sydney	7:00 AM	9:20 AM	1	\$290.85	AIR
	Car Transport	Canberra, ACT	Electorate Staff	9/09/2016	SYD DOM ARPT	SYDNEY GPOO		10:35 AM		\$53.52	
	Car Transport	Canberra, ACT	Electorate Staff	9/09/2016	CITY	SYD DOM ARPT		12:01 PM		\$42.20	
	Travel Provider	Canberra, ACT	Electorate Staff	9/09/2016	Sydney	Canberra	1:05 PM	2:05 PM	1	\$121.30	AIR

\$1,420.90

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Section 47F

Ceduna (SA) 7-8 September 2016

Entitlee	Work / Home Base	Role	Entitlement Date	Departure Time	Departure Location	Arrival Time	Arrival Location	Leg / # Nights	Amount (GST Exclusive + Cabcharge Service Fee)	Entitlement Name
Section 47F	Adelaide, SA	Electorate Staff	7/09/2016	7:10 AM	Adelaide	8:40 AM	Ceduna	1	\$468.95	IPEA - Fares - Electorate employees (ETFA21)
	Adelaide, SA	Electorate Staff	8/09/2016	7:25 PM	Ceduna	8:50 PM	Adelaide	1	\$468.95	IPEA - Fares - Electorate employees (ETFA21)

\$937.90

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Section 47F

## Ceduna (SA) 7-8 September 2016

Entitlee	Office	Entitlement Name	Role	Departure Date	Departure Time	Arrival Time	Departure Location	Arrival Location	Amount (GST Exclusive + Cabcharge Service Fee)
Section 47F	HANSON-YOUNG, Sarah Coral	IPEA - Fares - Nominee - Pooled family travel	Nominee	7/09/2016	7:10 AM	8:40 AM	Adelaide	Ceduna	\$468.95
	HANSON-YOUNG, Sarah Coral	IPEA - Fares - Nominee - Pooled family travel	Nominee	8/09/2016	7:25 PM	8:50 PM	Ceduna	Adelaide	\$468.95

\$937.90



## PARLIAMENTARIAN'S TRAVEL DECLARATION

- Use this form to claim travelling allowance
- This form must be lodged within 60 days of travel
- Please ensure all relevant fields are completed
- Privacy statement – see over

### Options for returning your completed form

Scan and Email to: [MPServicecentre@finance.gov.au](mailto:MPServicecentre@finance.gov.au)  
or Post to: Ministerial and Parliamentary Services  
Department of Finance  
One Canberra Avenue  
FORREST ACT 2603

Enquiries: Entitlements Management Branch  
Email: [emb@finance.gov.au](mailto:emb@finance.gov.au)  
Phone: (02) 6215 3542

Last name

First name

Home base / principal place of residence

TRAVEL DETAILS				TRAVELLING ALLOWANCE					
<ul style="list-style-type: none"> <li>• Clearly identify each 'leg' of travel including those where TA is not being claimed</li> <li>• Non-consecutive nights must be identified by a separate line for each night/group of nights</li> </ul>				<b>ACCOMMODATION TYPES:</b> COMMERCIAL C NON-COMMERCIAL NC NOT REQUIRED (CANBERRA) NR			<b>DOCUMENTARY EVIDENCE OF COMMERCIAL STAY</b> Either: ATTACHED ATT AVAILABLE ON REQUEST AOR NOT REQUIRED (CANBERRA) NR		
TRAVEL DATE	TRAVEL FROM	TRAVEL TO	SPECIFIC LOCATION STAYED I.E. SUBURB/TOWN	TYPE OF ACCOM.	TRAVELLING ALLOWANCE STARTING DATE	NO. OF CONSECUTIVE NIGHTS	T.A. CLAUSE (SEE OVER)	NAME OF MEETING/COMMITTEE AND/OR REASON FOR CLAIM	ACCOM. RECEIPT
7/9/16	ADELAIDE	CEDUNA	COORABIE	C	7/9/16	1	3-14	ELECTORATE BUSINESS	AOR
8/9/16	CEDUNA	ADELAIDE							

- I declare that this travel was undertaken in my capacity as an elected representative and I acknowledge that a financial loading will be applied if subsequent adjustment to this travel claim is required.
- I declare that the information I have given is true and accurate. I certify that I have fulfilled all the requirements of the particular Remuneration Tribunal Determination clauses I have identified on this form.
- I understand that knowingly giving false or misleading information is a serious offence under the *Criminal Code Act 1995*.

Section 47F

Date  
9/9/16



Australian Government  
Department of Finance

## TRAVELLING and/or MOTOR VEHICLE ALLOWANCE CLAIM

Staff employed under the *Members of Parliament (Staff) Act 1984*

**Note:** • This form must be completed for all Travelling Allowance and Motor Vehicle Allowance claims.

- Travelling Allowance and/or MVA claims must be authorised within 60 days of the completion of the travel. **Claims authorised on or after the last day of travel will not be advanced.**
- Travelling Allowance and/or MVA advances should be acquitted as soon as possible. No further claims will be paid if acquittals are outstanding beyond 28 days.

Employee name  
Section 47F

Employer

Work base

State/Territory

CANBERRA

ACT

### Options for returning your completed form

Scan and Email to: [staffta@finance.gov.au](mailto:staffta@finance.gov.au)

Fax to: (02) 6267 3584

or Post to: Ministerial and Parliamentary Services  
Department of Finance  
John Gorton Building  
King Edward Terrace  
PARKES ACT 2600

Enquiries: Staff Help Desk

Email: [mpshelp@finance.gov.au](mailto:mpshelp@finance.gov.au)

Phone: (02) 6215 3333

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All fields must be completed to ensure timely payment of claims (incomplete forms may cause delay to payment). For an example of how to complete this form – see over

TRAVEL DETAILS							TRAVELLING ALLOWANCE							
Departure details				Arrival details			Accommodation arrangements							
Date	From (Town/Suburb)	Time	Mode of transport (include flight number if flown)	To (Town/Suburb)	Time	MVA kms per leg if applicable	No. of consecutive nights	Specific location stayed (Town/Suburb)	Commercial	Noncommercial	Canberra	Receipts for commercial (other than in Canberra)	Adjustment to commercial rate necessary (directed to stay with Senator/Member) – if 'Yes' attach receipts	
												On request	Attached	
6/9/16	SYDNEY	12:55	VA422	ADELAIDE	2:35		1	ADELAIDE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
7/9/16	ADELAIDE	7:10	Flight	CEDUNA	8:40		1	COORABIE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
8/9/16	CEDUNA	7:25pm	Flight (ZLA137)	ADELAIDE	8:50pm		1	GLENELG	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
9/9/16	ADELAIDE	7am	VA407	SYDNEY/ CANBERRA	9:20am				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
									<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
									<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
									<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

### MOTOR VEHICLE ALLOWANCE (MVA) DETAILS

Vehicle registration	Vehicle make	Vehicle model	Engine capacity
			CC

- MVA cannot be claimed for the purpose of travel between accommodation and the workplace.
- MVA is taxable but is not taxed at time of payment if less than 5,000 kms are paid per financial year.
- MVA can only be claimed if the vehicle is owned by the employee or privately hired by the employee.

### CERTIFICATION BY EMPLOYEE

- I certify that I have been directed to travel by the most efficient/direct route on official business by my employing Senator or Member.
- I certify that the above details are correct.
- I understand that knowingly giving false or misleading information is a serious offence under the Criminal Code Act 1995.

### CERTIFICATION BY SENATOR OR MEMBER OR AUTHORISED PERSON

- I certify that the above travel by the most efficient/direct route is/was directed by me for official purposes.
- I certify that where accommodation adjustments are claimed above, the employee was directed to stay at the same commercial accommodation as the employing Senator or Member.
- I understand that knowingly giving false or misleading information is a serious offence under the Criminal Code Act 1995.

Section 47F

13/9/16

1/1

Printed name SARAH HANSON-YOUNG

FOI DOCUMENT 1

FOI PAGE 14

**Hotel Voucher**

Please present either an electronic or paper copy of your hotel voucher upon check-in.



Booking ID :	<b>105379881</b>	Number of Rooms :	<b>1</b>
Booking Reference No :		Number of Extra Beds :	<b>0</b>
Client :	Section 47F	Max Occupancy :	<b>2</b>
Member ID :	<b>5647484</b>	Breakfast :	<b>Not Included</b>
Country of Residence :	<b>Australia</b>	Room Type :	<b>Double</b>
Hotel :	<b>Adelaide Backpackers and Travellers Inn</b>	Promotion :	
Address :	<b>262 Hindley Street, Central Business District, Adelaide, Australia, 5000</b>	For Full Promotion details and conditions see confirmation email	
Hotel Contact Number :	<b>+0882319524</b>		

Cancellation Policy: Any cancellation received within 3 days prior to arrival date will incur the first night charge. Failure to arrive at your hotel will be treated as a No-Show and will incur the first night charge (Hotel policy).

Benefits Included: -

**Arrival :** September 6, 2016      **Departure :** September 7, 2016

**Payment Details :**Payment Method : **American Express**

Section 22

**Booked And Payable By :**

Agoda Company Pte, Ltd.  
30 Cecil Street, Prudential Tower #19-08,  
Singapore 049712



Authorized Stamp & Signature

**Remarks :****All special requests are subject to availability upon arrival****Call our Customer Service Center 24/7 :**

Customer Support : +61 2 8066 2868, +1 866 656 8207  
(Long distance charge may apply)

**Notes**

- IMPORTANT:** At check-in, you must present the credit card used to make this booking and a valid photo ID with the same name. Failure to do so may result in the hotel requesting additional payment or your reservation not being honored. If you have submitted additional documentation for a third party booking or paid via a different payment method, please disregard the note above.
- All rooms are guaranteed on the day of arrival. In the case of a no-show, your room(s) will be released and you will be subject to the terms and conditions of the Cancellation/No-Show Policy specified at the time you made the booking as well as noted in the Confirmation Email.
- The total price for this booking does not include mini-bar items, telephone usage, laundry service, etc. The hotel will bill you directly.
- In cases where Breakfast is included with the room rate, please note that certain hotels may charge extra for children travelling with their parents. If applicable, the hotel will bill you directly. Upon arrival, if you have any questions, please verify with the hotel.

# Hotel Voucher

Please present either an electronic or paper copy of your hotel voucher upon check-in.

Booking ID : **105629969**

Booking Reference No :

Client :

Section 47F

Member ID :

**5647484**

Country of Residence :

**Australia**

Hotel :

**Atlantic Tower Motor Inn**

Address :

**760 Anzac Highway, Glenelg,  
Adelaide, Australia, 5045**

Hotel Contact Number :

**+0061882941011**

Number of Rooms :

**1**

Number of Extra Beds :

**0**

Max Occupancy :

**2**

Breakfast :

**Not Included**

Room Type :

**Tower Room**

Promotion :

For Full Promotion details and conditions see confirmation email

Cancellation Policy: This booking is Non-Refundable and cannot be amended or modified. Failure to arrive at your hotel will be treated as a No-Show and no refund will be given (Hotel policy).

Benefits Included: -

Arrival : **September 8, 2016**

Departure : **September 9, 2016**

### Payment Details :

Payment Method : **American Express**

Section 22

### Booked And Payable By :

Agoda Company Pte, Ltd.  
30 Cecil Street, Prudential Tower #19-08,  
Singapore 049712



Authorized Stamp & Signature

### Remarks :

**All special requests are subject to availability upon arrival**

**Call our Customer Service Center 24/7 :**  
Customer Support : +61 2 8066 2868  
(Long distance charge may apply)

### Notes

- IMPORTANT:** At check-in, you must present the credit card used to make this booking and a valid photo ID with the same name. Failure to do so may result in the hotel requesting additional payment or your reservation not being honored. If you have submitted additional documentation for a third party booking or paid via a different payment method, please disregard the note above.
- All rooms are guaranteed on the day of arrival. In the case of a no-show, your room(s) will be released and you will be subject to the terms and conditions of the Cancellation/No-Show Policy specified at the time you made the booking as well as noted in the Confirmation Email.
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- In cases where Breakfast is included with the room rate, please note that certain hotels may charge extra for children travelling with their parents. If applicable, the hotel will bill you directly. Upon arrival, if you have any questions, please verify with the hotel.





**Australian Government**  
**Department of Finance**

### TRAVELLING and/or MOTOR VEHICLE ALLOWANCE CLAIM

Staff employed under the *Members of Parliament (Staff) Act 1984*

**Note:** • This form must be completed for all Travelling Allowance and Motor Vehicle Allowance claims.

- Travelling Allowance and/or MVA claims must be authorised within 60 days of the completion of the travel. **Claims authorised on or after the last day of travel will not be advanced.**
- Travelling Allowance and/or MVA advances should be acquitted as soon as possible. No further claims will be paid if acquittals are outstanding beyond 28 days.

Employee name  
Section 47F  
[Redacted]

Employer  
Sarah Hanson-Young

Work base  
Adelaide

State/Territory  
SA

**Options for returning your completed form**  
Scan and Email to: [staffta@finance.gov.au](mailto:staffta@finance.gov.au)  
Fax to: (02) 6267 3584  
or Post to: Ministerial and Parliamentary Services  
Department of Finance  
John Gorton Building  
King Edward Terrace  
PARKES ACT 2600

**Enquiries:** Staff Help Desk  
Email: [mpshelp@finance.gov.au](mailto:mpshelp@finance.gov.au)  
Phone: (02) 6215 3333

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All fields must be completed to ensure timely payment of claims (incomplete forms may cause delay to payment). For an example of how to complete this form – see over

TRAVEL DETAILS				TRAVELLING ALLOWANCE																																																																																			
<ul style="list-style-type: none"> <li>Clearly identify each 'leg' of travel including those where TA is not being claimed.</li> <li>Nonconsecutive nights must be identified by a separate line for each night/group of nights.</li> </ul> <p><b>Note:</b> If kilometres claimed are not supplied, MVA will be paid for kms on the most direct route(s) calculated by Ministerial and Parliamentary Services.</p>				<p><b>Accommodation arrangements</b></p> <table border="1"> <thead> <tr> <th rowspan="2">No. of consecutive nights</th> <th rowspan="2">Specific location stayed (Town/Suburb)</th> <th colspan="3">Accommodation type</th> <th colspan="2">Receipts for commercial (other than in Canberra)</th> <th colspan="2" rowspan="2">Adjustment to commercial rate necessary (directed to stay with Senator/Member) – if 'Yes' attach receipts</th> </tr> <tr> <th>Commercial</th> <th>Noncommercial</th> <th>Canberra</th> <th>On request</th> <th>Attached</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Coorabie</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Yes <input type="checkbox"/></td> <td>No <input checked="" type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> </tbody> </table>							No. of consecutive nights	Specific location stayed (Town/Suburb)	Accommodation type			Receipts for commercial (other than in Canberra)		Adjustment to commercial rate necessary (directed to stay with Senator/Member) – if 'Yes' attach receipts		Commercial	Noncommercial	Canberra	On request	Attached	1	Coorabie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Departure details		Arrival details																																																																																					
Date	From (Town/Suburb)	Time	Mode of transport (include flight number if flown)	To (Town/Suburb)	Time	MVA kms per leg if applicable																																																																																	
07/09/2016	Adelaide	7:10am	ZL4126	Ceduna	8:40am																																																																																		
08/09/2016	Ceduna	7:25pm	ZL4137	Adelaide	8:50pm																																																																																		

MOTOR VEHICLE ALLOWANCE (MVA) DETAILS				<ul style="list-style-type: none"> <li>MVA cannot be claimed for the purpose of travel between accommodation and the workplace.</li> <li>MVA is taxable but is not taxed at time of payment if less than 5,000 kms are paid per financial year.</li> <li>MVA can only be claimed if the vehicle is owned by the employee or privately hired by the employee.</li> </ul>
Vehicle registration	Vehicle make	Vehicle model	Engine capacity cc	

**CERTIFICATION BY EMPLOYEE**

• I certify that I have been directed to travel by the most efficient/direct route on official business by my employing Senator or Member.  
 • I certify that the above details are correct.  
 • I understand that knowingly giving false or misleading information is a serious offence under the Criminal Code Act 1995.

**CERTIFICATION BY SENATOR OR MEMBER OR AUTHORISED PERSON**

• I certify that the above travel by the most efficient/direct route is/was directed by me for official purposes.  
 • I certify that where accommodation adjustments are claimed above, the employee was directed to stay at the same commercial accommodation as the employing Senator or Member.  
 • I understand that knowingly giving false or misleading information is a serious offence under the Criminal Code Act 1995.

Section 47F  
[Redacted]  
23/9/16  
Printed name SARAH HANSON-YOUNG

NO. 4111 P. 1

23. SEP. 2016 16:05



**SENATORS AND MEMBERS**

**ELECTORATE CHARTER CERTIFICATION**

Please complete all relevant sections.

A separate Charter Certification should be completed for each vehicle hired, i.e. if a charter aircraft is hired to get you to a location and then a hire car is required, two Charter Certifications should be completed.

The itinerary should only contain those legs which were travelled in the chartered vehicle. Please ensure that all individual legs are listed.

Please forward the completed form to Ministerial and Parliamentary Services.

<b>Send to</b>	Ministerial and Parliamentary Services Department of Finance John Gorton Building King Edward Terrace PARKES ACT 2600
<b>Contacts</b>	Entitlements Management Branch Phone: (02) 6215 3542 Fax: (02) 6267 3337

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**SENATOR/MEMBER**

▶ Name: SARAH HANSON YOUNG

▶ State/Electorate: SOUTH AUSTRALIA

**CHARTER DETAILS**

▶ Mode of transport: Aircraft  Motor vehicle  Other

▶ Travel booked through travel services provider? Yes  No  ▶ Attach a copy of the charter invoice

Date	From	To
8/9/16	NULLARBOR ROADHOUSE	NULLARBOR ROADHOUSE

**ENTITLED PASSENGERS**

▶ Accompanied by: Spouse

Members of your staff  ▶ Give names Section 47F

Other Senators and Members  ▶ Give names

CONTINUED OVERLEAF ▶

**OTHER PASSENGERS**

Details of passengers for whom cost recovery should occur

**NOTE:**

- Additional passengers may only accompany a Senator or Member if no additional cost is involved.
- It is the Senator or Member's responsibility to advise accompanying passengers that recovery arrangements will apply for their portion of travel.
- The Senator or Member will be responsible for the cost of travel by accompanying passengers, where the Senator or Member does not obtain prior consent of accompanying passengers to paying their own travel costs.
- The amount to be recovered from non-entitled accompanying passengers will be the equivalent scheduled commercial airfare, or where there are no scheduled services, the actual cost of the charter, pro rated for each passenger.

Name	Address	Legs of charter undertaken

Details of passengers for whom cost recovery should be waived and justification

Name	Justification			
	a) relevant to the purpose of the travel	b) compassionate reasons	c) public interest reasons	d) dependent child under 25
Section 47F	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**CERTIFICATION**

I certify that:

- this charter was used within and for the service of my electorate/State or Territory;
- I personally travelled on the service described above;
- the charter was NOT used for taxis or hire car transport in the metropolitan areas of capital cities;
- the inclusion of the passengers listed above did not result in the need for a more expensive charter aircraft/vehicle; and
- where I have indicated that cost recovery should be waived, the justification is for the reasons indicated.

I understand that:

- knowingly giving false or misleading information is a serious offence under the Criminal Code Act 1995.

I accept that:

- payment will only be made to the limit of my entitlement and that any accounts in excess of entitlements will be my personal responsibility.

Signature of Senator/Member

Section 47F

[Redacted Signature]

Date

16/9/16



Po Box 11  
 Ceduna SA 5690  
 Phone (08) 8625 9051 Fax (08) 8650 7113

## TAX INVOICE

DATE:  
 6 September, 2016

INVOICE #  
 CA - HOB060916

## Bill To:

FMC Travel  
 N271 Parliament House  
 Canberra 2600

DESCRIPTION	AMOUNT
3 Adults, 45 minute Scenic Flight departing Nullarbor Roadhouse, 1 pm Thursday, 8 September 2016 @\$275.00 per person	\$750.00
<b>Pay by direct deposit:</b>	SUBTOTAL \$ 750.00
Chinta Air Section 22	GST 10.00%
	Total GST 75.00
<b>Pay by Cheque:</b>	TOTAL \$ 825.00
Send Cheque with invoice number to: Chinta Air Po Box 11 Ceduna SA 5690	

THANK YOU FOR YOUR BUSINESS!



Po Box 11  
Ceduna SA 5690  
Phone (08) 8625 9051 Fax (08) 8650 7113

## TAX INVOICE

DATE:  
13 September, 2016

INVOICE #  
CA - HOB120916

Bill To:  
FMC Travel  
N271 Parliament House  
Canberra 2600

DESCRIPTION	AMOUNT
2 x 30minute Scenic Flights departing Nullarbor Roadhouse 1pm Thursday, 8 September 2016	
Flight 1 passengers	
Sarah Hanson-Young	
Section 47F	
Flight 2 passengers	
Sarah Hanson-Young	
Section 47F	
5 adults @ \$195.00 GST inc	\$975.00
1 Child @ \$97.50 GST inc	\$97.50
Less amount pre paid	-\$825.00
<b>Pay by direct deposit:</b>	
Chinta Air	
Section 22	
<b>Pay by Cheque:</b>	
Send Cheque with invoice number to:	
Chinta Air	
Po Box 11	
Ceduna SA 5690	
	<b>SUBTOTAL</b>
	\$ 247.50
	<b>GST</b>
	10.00%
	<b>Total GST</b>
	24.75
	<b>TOTAL OUTSTANDING</b>
	\$ 247.50

THANK YOU FOR YOUR BUSINESS!



## REMUNERATION TRIBUNAL

### Determination 2016/08: Members of Parliament – Travelling Allowance

This Determination sets out the amounts of travelling allowance payable within Australia to members of the Parliament and Ministers of State, and the conditions of payment of the allowance. Other provisions relating to the approval of travel, including car use, are contained in the Members of Parliament – Entitlements Determination.

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SCHEDULE A – TRAVEL ALLOWANCE RATES .....	11

#### PART 1 – LEGAL MATTERS AND EXPLANATION OF TERMS

- 1.1 Authority:** This Determination is issued pursuant to sub-sections 7(1), 7(2) and 7(4) of the *Remuneration Tribunal Act 1973*.
- 1.2 Effective Date:** This Determination takes effect on and from 28 August 2016.
- 1.3 Effect on Earlier Determinations:** This Determination supersedes and revokes in full Determination 2015/12 – *Members of Parliament – Travelling Allowance*.
- 1.4 Definitions:** The following definitions apply in this Determination:
- 1.4.1 'commercial accommodation'** means accommodation in a commercial establishment such as a hotel, motel or serviced apartment;
  - 1.4.2 'home base'** means the member's principal place of residence. The home base shall be nominated to the Special Minister of State. In the case of a Minister or office-holder required to spend continuous periods in Canberra on official business, the home base shall be the place of residence which the Minister or office-holder maintains and to which he or she would ordinarily return if the Minister or office holder was not required to spend the continuous periods in Canberra on official business;
  - 1.4.3 'member'** means a member of either House of the Parliament unless otherwise specified;
  - 1.4.4 'office holder'** includes the President of the Senate, the Speaker of the House of Representatives, the Leader and the Deputy Leader of the Opposition, the Leader and the Deputy Leader of the Opposition in the

Senate, the Deputy President and Chairman of Committees in the Senate, the Deputy Speaker in the House of Representatives and the Leader of a recognised party of at least five members in the Parliament;

- 1.4.5 'Parliamentary Committee'** includes committees concerned with public affairs and committees concerned with the domestic affairs of Parliament;
- 1.4.6 'spouse'** has the same meaning as in the *Parliamentary Entitlements Act 1990*;
- 1.4.7 'vice-regal function'** means a function hosted by the Governor-General (or Administrator on his/her behalf), or a function hosted by a State Governor (or Administrator on his/her behalf);
- 1.4.8 'year'** means a period commencing on 1 July and ending on the following 30 June.
- 1.5 Scope of references to cities:** Where there is a reference to the following named cities, it is intended that:
- 1.5.1 Adelaide, Brisbane, Melbourne, Perth or Sydney** means locations within a 10 kilometre radius from the General Post Office or five kilometres from the major airport servicing the city;
- 1.5.2 Darwin or Hobart** means locations within a five kilometre radius from the General Post Office or five kilometres from the major airport servicing the city; and
- 1.5.3 Canberra** means locations within a 30 kilometre radius of Parliament House.
- 1.6 Scope of other references:** Where the following terms are used in this Determination, it is intended that:
- 1.6.1** a reference to the size of an electorate is a reference to the land area of the electorate only, unless the contrary intention appears;
- 1.6.2** a reference to a meeting of a parliamentary political party, of its executive, or one of its committees, and the national conference of a political party, is a reference only to meetings or conferences which are properly constituted, having been convened by an office holder of the parliamentary political party or by a person designated by the party as a person who may nominate the venue for such meetings.

## PART 2 – RATES

- 2.1 General:** The rates in Schedule A shall apply in respect of each overnight stay, as specified in Part 3 of this Determination, in commercial accommodation with effect on and from 28 August 2016 (for stays in non-commercial accommodation see clause 3.5). A member will receive the amount in Column 3 unless another clause in this Determination applies to him or her.
- 2.2 Prime Minister:** Schedule A does not apply to the Prime Minister. Rather the Prime Minister shall be provided with accommodation and sustenance up to a limit of \$565 for each overnight stay in a place other than an official establishment or the Prime Minister's home base. Accommodation and sustenance at official establishments shall be provided at government expense.

**2.3 Office holders subject to Column 2 of Schedule A:** The rates in Column 2 apply to the following:

- Deputy Prime Minister;
- Treasurer;
- Leader of the House, and Leader of the Government in the Senate;
- Other Ministers and Parliamentary Secretaries;
- Leader and Deputy Leader of the Opposition in each House;
- Speaker and Deputy Speaker in the House of Representatives;
- President and Deputy President and Chairman of Committees in the Senate;
- Chief Government Whip, and Chief Opposition Whip, in each House; and
- Leader of a non-government party of at least five members of Parliament, who is not covered by one of the preceding categories.

### PART 3 – CONDITIONS OF PAYMENT

#### General

- 3.1 Need to claim:** Travelling allowance, other than as provided for in clause 3.4, must be the subject of a claim by members. A member must submit a claim for travelling allowance for an overnight stay or overnight stays under a provision of this determination, or a request for an extension to submit a claim, within 60 days from the date the travel is completed. Payment will not be made on a claim submitted after the 60 day period has elapsed, unless the Special Minister of State, or his or her nominee, has approved an extension of time. Consideration of whether such an approval will be granted is made upon receipt of a written request for an extension of time from a member – if the claim is not then submitted within the agreed extended time, payment will not be made.
- 3.2 No double payment:** Where a claim for travelling allowance for an overnight stay or overnight stays is made or received under a provision of this determination, a person is not entitled to claim or receive travelling allowance or reimbursement of travelling expenses under any other source of entitlement for the same overnight stay or overnight stays.
- 3.3 Procedural Rules:** Procedural rules to give full effect to this Determination shall be such as may be made from time to time by the Special Minister of State. Procedural rules made in respect of a travel Determination, including those previously made in respect of past Determinations, shall continue to apply to succeeding Determinations until amended or repealed by the Special Minister of State.
- 3.4 Canberra documentation:** The Canberra rate in Schedule A is payable subject to documentary evidence of arrival in or departure from Canberra (in accordance with guidelines issued by the Special Minister of State) being produced on request. If such evidence is not produced within 60 days of it being requested, any travelling allowance paid in respect of the undocumented period must be repaid. Clauses 3.5 and 3.6 do not apply to stays in Canberra.
- 3.5 Not staying in commercial accommodation:** Where a member is accommodated in private, non-commercial accommodation such as the home of a family member or friend, a rate of one third of the rate in Schedule A is payable, rounded upwards to the nearest dollar.
- 3.6 Staying in commercial accommodation:** In order to be paid the commercial accommodation rate (the full rate in Schedule A), a receipt for the commercial accommodation must be produced or certification must be made that a receipt for



the commercial accommodation can be produced, and will be produced upon request. If a receipt for the commercial accommodation, or other satisfactory validation of the expense, is not produced within 60 days of it being requested any travelling allowance paid in respect of the un-receipted accommodation must be repaid. Where the mode of transport includes an en route accommodation component no travelling allowance will be paid.

**3.7 Prime Minister – variations to clause 2.2:** If no receipt is produced or certification made that a receipt can be produced on request, the Prime Minister is entitled to \$189 (one-third of \$565) for each overnight stay in a place other than an official establishment or his/her home base.

**3.7.1** In exceptional circumstances, the Commonwealth may pay the accommodation and sustenance costs incurred by the Prime Minister where those costs exceed \$565 where:

- (i) those costs are incurred in respect of overnight stays in a place other than an official establishment or the Prime Minister's home base; and
- (ii) the overnight stay is occasioned by official business as the Prime Minister.

#### **Stays for which claims can be made**

**3.8 Ministers of State (other than the Prime Minister) and Office Holders:** Travelling allowance shall be payable to a Minister (other than the Prime Minister) or an office holder for each overnight stay in a place other than his or her home base when that stay is occasioned primarily by:

- (a) sittings of the House of Parliament or direct travel to or from such sittings; or
- (b) official business as a Minister or as an office holder; or
- (c) meetings of, or the formal business of, parliamentary committees of which he or she is a member or direct travel to or from such meetings; or
- (d) meetings in Canberra of his or her parliamentary political party, of its executive or of its committees (see clause 1.6.2) or direct travel to or from such meetings; or
- (e) meetings of his or her parliamentary political party executive (see clause 1.6.2) outside Canberra or direct travel to or from such meetings; or
- (f) meetings, other than in Canberra, of a parliamentary political party, or of its executive, or of its committees, and attendance at the national and state conferences of a political party, to which he or she belongs (see clause 1.6.2), and meetings outside the electorate on electorate business up to a maximum of ten overnight stays per annum in total, and direct travel to or from such meetings or conferences.

**3.8.1** In exceptional circumstances the Commonwealth may pay the accommodation costs incurred by a Minister where those costs are incurred in respect of overnight stays in a place other than his or her home base or Canberra when that stay is occasioned primarily by the sittings, official business and meetings specified in clauses 3.8(a) to 3.8(f) above.

- 3.8.2** Where the costs of accommodation are met in accordance with clause 3.8.1, travelling allowance may be paid for meals and incidental costs only up to a limit of \$177 per day, except where the mode of transport includes an en route accommodation component in which case no travelling allowance on account of meals and incidental costs will be paid. Any claim for travelling allowance shall be subject to provision of receipts and made on a reimbursement basis.
- 3.9** A Minister, when acting as Prime Minister, is entitled to travelling allowance in accordance with clauses 2.2 and 3.7.
- 3.10** In addition to the provisions in clause 3.8, a Minister or an office holder travelling between Western Australia or the Northern Territory and Canberra on parliamentary business who is required to break a journey may be paid travelling allowance in accordance with the rates in Schedule A, only where the Minister or office holder certifies that the break in journey was caused by there being no same-day connecting flight reasonably available.
- 3.11 Members:** Travelling allowance shall be payable to a member for each overnight stay in a place other than his or her home base when that stay is occasioned primarily by:
- (a) sittings of the House of Parliament or direct travel to or from such sittings; or
  - (b) meetings of or the formal business of parliamentary committees to which he or she is appointed or direct travel to or from such meetings; or
  - (c) attendance at functions representing a Minister or a Presiding Officer on official business as a Minister or Presiding Officer, or direct travel to or from such functions, provided the Minister or Presiding Officer nominates the function in advance in a written request to the member to represent him or her; or
  - (d) meetings in Canberra of his or her parliamentary political party, of its executive or of its committees (see clause 1.6.2) or direct travel to or from such meetings; or
  - (e) meetings of his or her parliamentary political party executive (see clause 1.6.2) outside Canberra or direct travel to or from such meetings; or
  - (f) meetings, other than in Canberra, of a parliamentary political party, or of its executive, or of its committees, attendance at the national and state conferences of a political party, to which he or she belongs (see clause 1.6.2), and meetings outside the electorate on electorate business up to a maximum of ten overnight stays per annum in total, and direct travel to or from such meetings or conferences; or
  - (g) attendance at official government, parliamentary or vice-regal functions; or
  - (h) meetings of a non-statutory body which a member has been nominated to attend by resolution of either House, where the member performs duties principally as a representative or alternate representative, of the Parliament; or
  - (i) attendance at properly constituted meetings of a Government advisory committee or task force provided that the member is appointed to the committee or task force.

- 3.12** In addition to the provisions in clause 3.11, a member travelling between Western Australia or the Northern Territory and Canberra on parliamentary business who is required to break a journey may be paid travelling allowance in accordance with the rates in Schedule A, only where the member certifies that the break in journey was caused by there being no same-day connecting flight reasonably available.
- 3.13** Other than as provided in clauses 3.14, 3.15, 3.16 and 3.17 travelling allowance is not payable to a member for an overnight stay within the electoral division of the House of Representatives which contains the home base of the member - except that a member whose home base is in a House of Representatives electorate that is over 100,000 km<sup>2</sup> will also be eligible for travelling allowance for overnight stays within that electorate for travel under clauses 3.11(b),(c) and (i). For the sake of clarity, member in this clause has the meaning defined in clause 1.4.3.
- 3.14 In electorate travel:** In addition to the entitlement in clause 3.11, a Member of the House of Representatives whose electorate is 10,000 km<sup>2</sup> or more in area, or a Senator, who:
- (a) travels in his or her electorate (State or Territory for a Senator) on parliamentary or electorate business; and
  - (b) stays overnight in a place other than his or her home base; and
  - (c) makes a claim identifying the places and nights of absence,
- may be paid travelling allowance at the relevant rate in Schedule A for each overnight stay, subject to the limits in the table below:

**TABLE 1 – MAXIMUM NUMBER OF OVERNIGHT STAYS FOR CLAUSE 3.14**

Chamber	State or Territory/Electorate	Overnight stays a year
Senators	Except from the Northern Territory	30
	From the Northern Territory	66
Members	Electorate of 10,000 to 19,999 km <sup>2</sup>	16
	Electorate of 20,000 to 99,999 km <sup>2</sup>	25
	Electorate of 100,000 to 999,999 km <sup>2</sup>	75
	Electorate of 1,000,000 km <sup>2</sup> and over	90

- 3.14.1** A member representing an electorate of 300,000 km<sup>2</sup> or more shall be entitled to use up to 30 of the nights per annum in Table 1 for overnight transit stops at the nearest major transport centre, where they are not able to access their electorate through direct flights from within their electorate.
- 3.14.2** A member representing an electorate of less than 10,000 km<sup>2</sup> in area, whose electorate includes islands, other than external territories, or separate regional areas located outside the boundary of, and which are at least 100 kms from, the main body of his or her electorate, may access up to a maximum of six overnight stays per annum, for electorate business on those islands or in the separate regional areas.
- 3.14.3** The Member for Bowman may access up to a maximum of six overnight stays per annum for electorate business on North Stradbroke Island.

**3.14.4** If in the previous year a Senator or Member received a supplement under Regulation 3EA of the *Parliamentary Entitlements Regulations 1997*, the number of nights in Table 1 of this Determination in the following year is reduced by the number of nights travelling allowance paid using the supplement. However, the Minister may, having regard to the particular circumstances of the Senator or Member, waive this requirement.

**3.15 Members for ACT and surrounds:** A Senator or Member of the House of Representatives from the Australian Capital Territory or a Member of the House of Representatives representing an electorate adjacent to the Australian Capital Territory and whose principal place of residence is within a 30 kilometre radius of Parliament House shall be paid a daily expense allowance of \$87 for each day that he or she attends in Canberra:

- (a) sittings of his or her House of Parliament; or
- (b) meetings of his or her parliamentary political party, of its executive or of one of its committees (see clause 1.6.2); or
- (c) meetings of a Parliamentary Committee of which he or she is a member; or
- (d) in respect of official business as a Minister or as an office holder.

A claim for this daily expense allowance should be made on the same basis as set out in clause 3.1, with the 60 days being calculated from the date the attendance in Canberra occurred.

### Travel to External Territories

**3.16** A Senator for the Northern Territory or the Member for Lingiari who visits the Cocos (Keeling) Islands and/or Christmas Island, and a Senator for the Australian Capital Territory or the Member for Canberra who visits Norfolk Island for electorate business shall be paid travelling allowance, additional to any other provision, up to a maximum of:

- (a) 18 overnight stays per annum in the case of a Senator for the Northern Territory or the Member for Lingiari; and
- (b) 11 overnight stays per annum in the case of a Senator for the Australian Capital Territory or the Member for Canberra,

unless prevailing airline schedules prevent the Senator or Member from completing his or her journey within that maximum number of overnight stays.

**3.17** A Senator for the Northern Territory or the Member for Lingiari who is required to break his or her journey when travelling to or from the Cocos (Keeling) Islands or Christmas Island on electorate business may be paid travelling allowance for that overnight stay in accordance with the rates in Schedule A.

**3.18** A member who visits an external territory (other than Antarctica) on parliamentary business shall be paid a travelling allowance as specified.

**3.19** A member who visits an external territory other than in accordance with clause 3.16, shall be paid travelling allowance provided that, prior to embarking on the visit, he or she submits to the Special Minister of State a statement in writing setting out fully:

- (a) that the purpose or purposes of the journey was for Parliamentary Committee business as formally authorised by the Parliamentary Committee; and
- (b) the period of the visit and proposed itinerary.

### **Party leader travel**

**3.20** The Leader of a recognised party of at least five members in the Parliament shall be paid travelling allowance for each overnight stay when travelling in the performance of duties or functions connected with the office of leader providing:

- (a) in the case of a Senator, the travel is outside the electoral division of the House of Representatives which contains his or her home base; or
- (b) in the case of a Member of the House of Representatives, the travel is outside his or her electorate;

and further providing that travelling allowance payable during visits to the Cocos (Keeling) Islands, Christmas Island, and Norfolk Island shall be limited to a maximum of 11 overnight stays per annum, unless prevailing airline schedules prevent him or her from completing the journey within that maximum number of days.

**3.21** The Deputy Leader of a recognised party of at least five members in the Parliament may be paid travelling allowance in respect of not more than 55 overnight stays per annum when travelling outside his or her electorate in the performance of duties or functions connected with the office of Deputy Leader providing:

- (a) in the case of a Senator, the travel is outside the electoral division of the House of Representatives which contains his or her home base; or
- (b) in the case of a Member of the House of Representatives, the travel is outside his or her electorate.

### **Chief/Primary Whips**

**3.22** The Chief/Primary Whip of each party in either the Senate or the House of Representatives when travelling to Canberra on duties or functions connected with their offices, other than when the Parliament is sitting, shall be entitled to be paid travelling allowance in respect of each overnight stay in Canberra occasioned by such duties or functions.

**3.22.1** The Chief Whips of the Government and Opposition in the House of Representatives, when travelling outside their home base and outside Canberra on duties and functions connected with their office, shall be entitled to travelling allowance in respect of each overnight stay occasioned by such duties and functions, to a maximum of 20 nights in each year.

**3.22.2** The Chief Whips of the Government and Opposition in the Senate, when travelling outside their home base and outside Canberra on duties and functions connected with their office, shall be entitled to travelling allowance in respect of each overnight stay occasioned by such duties and functions, to a maximum of 10 nights in each year.

## Whips

**3.23** Whips of all parties in either the Senate or the House of Representatives when travelling to Canberra on duties or functions connected with their offices at the request of the Chief Whip, or when travelling to Canberra in place of the Chief Whip, other than when the Parliament is sitting, shall be entitled to be paid travelling allowance in respect of each overnight stay in Canberra occasioned by such duties or functions.

## Chairs of Parliamentary Committees

**3.24** The chair of a parliamentary committee shall be paid travelling allowance in respect of each overnight stay in a place other than his or her home base when travelling on Parliamentary Committee business.

## Shadow Ministers

**3.25** Subject to clauses 3.25.1, 3.25.2 and 3.25.3, a member who is a Shadow Minister may be paid travelling allowance in respect of not more than 55 overnight stays per annum when travelling in the performance of duties or functions connected with the office of Shadow Minister providing:

- (a) in the case of a Senator, the travel is outside the electoral division of the House of Representatives which contains his or her home base;
- (b) in the case of a Member of the House of Representatives, the travel is outside his or her electorate; and
- (c) in the case of the Shadow Minister with responsibility for the external

territories, the travel is to the Cocos (Keeling) Islands, Christmas Island and

Norfolk Island, in the performance of duties or functions connected with the office of Shadow Minister.

**3.25.1** In the case of the relevant Shadow Minister with responsibility for the external territories, that Shadow Minister may use a maximum of seven overnight stays per annum, within the maximum of 55 overnight stays per annum available to each Shadow Minister, for travel as outlined in clause 3.25.3, provided that, with reasonable notice prior to departure, he or she submits to the Opposition Leader and the Special Minister of State a statement in writing setting out:

- (a) his or her intention to travel to the external territory or territories;
- (b) an overview of the purpose or purposes of the visit; and
- (c) the period of the visit and proposed itinerary.

**3.25.2** The provisions outlined in 3.25.1 shall apply to only one Shadow Minister at any point in time.

(b) If during the course of a financial year:

(i) a general election occurs; and

(ii) there is a change of government,

the relevant Shadow Minister following the change of government shall be entitled to a proportionate amount of the benefit referred to in clause 3.25.1 worked out by the formula set out in sub-section 6(1) of the *Parliamentary Entitlements Act 1990*. An amount so worked out must be rounded to the nearest whole number that is greater than zero.

**3.26** The number of Shadow Ministers qualifying for this entitlement shall at no stage exceed the number of Ministers. For the purpose of calculating the number of Shadow Ministers, all Opposition office holders as defined in clause 1.4.4 shall be counted.

**3.27** The Opposition may 'pool' this entitlement, other than the entitlement referred to in clause 3.25.1, into a block of nights travelling allowance per annum to be allocated at the discretion of the Leader.

Signed this 2nd day of August 2016

John C Conde AO  
PRESIDENT

Ewen G W Crouch AM  
MEMBER



## REMUNERATION TRIBUNAL

### **Determination 2012/04: Members of Parliament – Entitlements**

As amended,

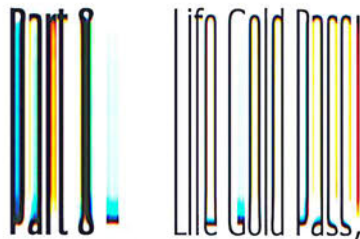
Made under sub-sections 7(1), 7(2) and 7(4) of the Remuneration Tribunal Act 1973

Consolidated as at 22 June 2012 and incorporates amending determinations up to and including 2012/15 – Members of Parliament – Base Salary, Entitlements and Related Matters

This Determination sets out various entitlements and other related matters for members of parliament.

It comprises:

- Part 1** – General;
- Part 2** – Electorate Allowance;
- Part 3** – Travel Entitlements;
- Part 4** – Car Transport;
- Part 5** – Private Vehicle Allowance;
- Part 6** – Provision of Vehicle;
- Part 7** – Charter Aircraft/Drive Yourself Vehicles;



- Part 9** – Severance Benefits;
- Part 10** – Overseas Travel – Transitional Arrangements;
- Part 11** – Office Facilities;
- Part 12** – Frequent Flyer Points.

#### **PART 1 – GENERAL**

- 1.1 Authority:** This Determination is issued in accordance with subsections 7(1), 7(2) and 7(4) of the *Remuneration Tribunal Act 1973* (the Act).
- 1.2 Effective Date:** This Determination takes effect on and from 15 March 2012.
- 1.3 Effect on Earlier Determinations:** This Determination supersedes and revokes Determination 2006/18 – *Members of Parliament – Entitlements* (as amended) and also supersedes and revokes the following Determinations (that amended 2006/18): 2006/20; 2006/23; 2007/03; 2007/18; 2009/01; 2009/04; 2009/06; 2009/08; 2009/09; 2009/19; 2009/23; 2010/21; 2011/12; 2011/20.



**'accompany'** means to travel with a senator or member to the final destination of a trip he or she is undertaking.

**'base salary'** means parliamentary base salary as defined in the Act and refers to the amount determined by the Remuneration Tribunal in Determination 2012/02 or any Determination that supersedes Determination 2012/02.

**'commercial purpose'** means a purpose relating to the derivation of financial gain or reward, whether as a board member, an office-holder, an employee, a self-employed person or otherwise.

**'dependent child'** means:

- (a) a person under the age of 16 who:
  - (i) is in the custody, care and control of the senator or member, or is a person to whom the senator or member has access; or
  - (ii) where no other person has the custody, care and control of the person – is wholly or substantially in the care and control of the senator or member; or
- (b) a person who is aged at least 16 but is under 25 and is wholly or substantially dependent on the senator or member; and
- (c) is not a person who is otherwise receiving the entitlements of a nominee.

**'designated person'** means a person or persons (not being a dependent child, spouse or nominee or a member of the staff of the senator or member) nominated by the senator or member who:

- (a) is substantially dependent on the senator or member; or
- (b) has significant caring responsibilities for:
  - (i) a person substantially dependent on the senator or member; or
  - (ii) the senator's or member's spouse, nominee, or dependent child; or
- (c) is any other member of the senator's or member's family.

**'home base'** means the principal place of residence of a senator or member as nominated from time to time to the Special Minister of State.

**'inter-state trip'** means a trip:

- (a) from one state to another state or territory; or
- (b) from a territory to a state or territory; or
- (c) from a territory or state to an external territory when travel is to accompany or join a senator or member travelling under clauses 3.5(c),

- (a) for travel to which a senator or member (or eligible family member, nominee or designated person) is otherwise entitled by the provisions of this Determination, (such as under clauses 3.1, 3.8, 4.1, 4.10, 4.11, 4.14 to 4.16) the other entitlements are voided; and
  - (b) likewise no private vehicle allowance is payable.
- 6.9** Where a senator or member elects not to be provided with any private plated vehicle under clauses 6.1, 6.2 or 6.4 he or she will be entitled to an additional \$19,500 per annum of electorate allowance in lieu of the private plated vehicle to meet the costs of transport within and for the service of the electorate.
- 6.10** For the purposes of clause 6.9, transport within and for the service of the electorate includes transport provided by commercial providers such as taxis, hire cars and public transport (for example buses, trains, trams and ferries).
- 6.11** For the purposes of clause 6.9, a member or senator may elect to vary his or her entitlement from, or to, a private plated vehicle or additional electorate allowance in lieu of the private plated vehicle once per annum, provided that no additional administrative or other expenses (e.g. lease cancellation fees) are incurred by the Commonwealth as a result of the election to so vary these entitlements.

**PART 7 - CHARTER AIRCRAFT/DRIVE YOURSELF VEHICLES**

- 7.1** **'Charter transport'** includes the hire of charter aircraft and such other modes of transport as may be reasonable in the circumstances within and for the service of the electorate. It includes the hire of an accredited driver to provide relief driving services for a senator or member independent of car hire arrangements. Family members and personal or electoral staff are not permitted to provide accredited driver services. The entitlement does not extend to the use of taxis or hire cars in the metropolitan areas of capital cities.
- 7.2** Subject to clause 7.3,
- (a) a senator to whom one of the following criteria applies shall be entitled to the cost of charter transport, at Commonwealth expense, within and for the service of his or her State or Territory to the limits specified; or
  - (b) a member of an electorate to whom one of the following criteria applies shall be entitled to the cost of charter transport, at Commonwealth expense, within and for the service of his or her electorate to the limits specified:

<b>Chamber</b>	<b>State or Territory/ Electorate</b>	<b>Maximum Allowance Per Annum</b>
Senators	Northern Territory	\$65,760
	Queensland or Western Australia	\$26,490
	New South Wales, Victoria, South Australia or Tasmania	\$14,860
Members	300,000 km <sup>2</sup> or more	\$87,580
	100,000 to 299,999 km <sup>2</sup>	\$38,190
	25,000 to 99,999 km <sup>2</sup>	\$21,160
	10,000 to 24,999 km <sup>2</sup>	\$10,420

- 7.3** Senators or members entitled by this Determination to the cost of charter transport within and for the service of their electorate, State or Territory shall be entitled to engage or dismiss the charter transport at a place outside their electorate, State or Territory provided that the purpose of the charter is for the service of the electorate within the electorate.
- 7.4** A senator or member may carry forward from one year to the next year up to 20 per cent of charter allowance for the first year, if unused.
- 7.5** A senator or member entitled by this Determination to the cost of charter transport within and for the service of his or her electorate may be accompanied by:
- (a) his or her spouse; and/or
  - (b) a member or members of his or her staff; and/or
  - (c) a senator or member, or senators or members.
- 7.6** Where a person accompanies a senator or member in accordance with clause 7.5, he or she may travel unaccompanied on charter positioning and re-positioning legs where this does not incur any additional cost.
- 7.7** In addition to clause 7.5, a senator or member may be accompanied by another person or other persons provided that a more expensive charter aircraft/vehicle would not be required.
- 7.8** Where a senator or member is accompanied by another person or other persons in accordance with clause 7.7, cost recovery for the fare equivalent will be obtained from any other passengers (or their employing organisation).
- 7.9** Where a senator or member is accompanied by another person or other persons in accordance with clause 7.7, cost recovery for the fare equivalent in accordance with clause 7.8 will not be required where he or she certifies that the passenger's travel was:
- (a) relevant to the purposes of the travel, or

- (b) for compassionate reasons, or
- (c) for public interest reasons, and/or
- (d) to enable a senator or member to be accompanied by a dependent child or dependent children under 25.

**7.10** Subject to clause 7.11, if in the previous year, a senator or member received a supplement under Regulation 3EA of the *Parliamentary Entitlements Regulations 1997*, the amount in clause 7.2 of this Determination is reduced by the amount of the supplement used for charter transport.

**7.11** If the Minister has approved, under subregulation 3EA (7A) of the *Parliamentary Entitlements Regulations 1997*, the expenditure, in the 2011-2012 financial year, of a supplement for the 2010-2011 financial year, the amount in clause 7.2 of this Determination is reduced in the 2012-2013 financial year by the amount of the supplement spent by the senator or member on charter transport in the 2010-2011 and 2011-2012 financial years.

**7.12** However, the Minister may, having regard to the particular circumstances of the senator or member, waive the requirement in clauses 7.10 and 7.11 in relation to the senator or member.

## **PART 8 - LIFE GOLD PASS**

**8.1** Subject to the *Members of Parliament (Life Gold Pass) Act 2002*, a senator or member who, on retirement from the Parliament, has completed the qualifying periods set out in 8.2 shall be issued with a Life Gold Pass<sup>1</sup>.

**8.2** For the purposes of s 30(2) of the *Members of Parliament (Life Gold Pass) Act 2002*, the following qualifying periods shall apply to eligibility for the issue of a Life Gold Pass:

(a)

<b>Office</b>	<b>Qualifying Period</b>
Prime Minister	One year
Ministers (other than Parliamentary Secretaries)	Six years
President of the Senate	Six years
Speaker of the House of Representatives	Six years
Leader of the Opposition	Six years
Parliamentary Secretaries and Senators and Members	Twenty years or the life of seven Parliaments

- (b) a person who has served as Prime Minister for less than one year, or a Minister, presiding officer or Leader of the Opposition who has held office for less than six years, shall have that period trebled in determining their

<sup>1</sup> Section 4A of the *Members of Parliament (Life Gold Pass) Act 2002* closes the Life Gold Pass scheme to certain senators and members.

eligibility for a Life Gold Pass by way of 20 years service as a senator or member;

- (c) periods of broken service may be accumulated;
- (d) for the purpose of this entitlement the life of six parliaments plus a further period of three years service, none of which is part of the life of those six parliaments, may be taken as the equivalent of the 'life of seven parliaments'.

**8.3** A Life Gold Pass shall not be issued to a qualifying senator or member until he or she retires from the Parliament.

**8.4** Frequent flyer points accrued as a result of travel at Commonwealth expense should be used to reduce the cost of future travel under the provisions of the *Members of Parliament (Life Gold Pass) Act 2002* by the person who accrued the points. Wherever possible and practicable, a person should ensure that frequent flyer points accrued by him or her are used to cover the cost of life gold pass entitlements. Points may, however, be redeemed for a donation to charity, in accordance with the provisions of the relevant reward program, provided that no financial or taxation benefit accrues to the person who accrued the points.

**8.5** Details of the usage of frequent flyer points accrued as a result of travel at Commonwealth expense and used under the *Members of Parliament (Life Gold Pass) Act 2002* must be reported to the Special Minister of State in accordance with guidelines developed by the Special Minister of State.

## **PART 9 - SEVERANCE BENEFITS**

### **POST RETIREMENT TRAVEL**

**9.1** Subject to clause 9.5, a former senator or member, not qualifying for a Life Gold Pass, shall be entitled to travel at government expense for a maximum of five return trips within the first six months after his or her retirement from the Parliament.

**9.2** Travel in accordance with clause 9.1 shall be between the former senator's or member's home base and either Canberra or a location or locations where the senator or member had a publicly funded electorate office.

**9.3** Travel in accordance with clause 9.1 shall be at the class of travel determined from time to time for a sitting senator or member.

**9.4** Travel in accordance with clause 9.1 shall not be utilised by any person other than the former senator or member.

**9.5** A former senator or member who retired from the Parliament on or before the date of effect of this Determination shall remain entitled to travel in accordance with clauses 8.1 to 8.5 of Determination 2006/18, as in effect immediately prior to its revocation.

DETERMINATION 2015/20

***Members of Parliament (Staff) Act 1984***

**STAFF TRAVEL AND RELIEF STAFF ARRANGEMENTS**

I, MALCOLM THOMAS BROUGH, Special Minister of State, for and on behalf of the Prime Minister, determine under subsection 13(2) and subsection 20(2) of the *Members of Parliament (Staff) Act 1984* (the Act) that, with effect on and from 1 July 2015:

- Determination 2015/10 made on 26 June 2015 is revoked; and
- the travel arrangements set out in Schedule A of this determination apply to the staff of Senators and Members employed under Part III and Part IV of the Act; and
- the relief staff arrangements set out in Schedule B of this determination apply; and;
- the Electorate Support Budget is calculated as set out in Schedule C of this determination.

Dated this 17<sup>th</sup> day of

December

2015



**MAL BROUGH**  
Special Minister of State

**SCHEDULE A****Domestic Travel**

1. Employees may only travel by the most efficient direct route available.
2. Subject to item 17, it is an employee's responsibility (and hence the employee's cost) to transport him or herself to and from work for his or her normal hours of duty. This responsibility includes travel to and from accommodation and the office when travelling on parliamentary or electorate business away from his or her work base. This also includes travel to attend work when the employee's work base is distant from the employee's home.
3. All personal employees may travel as directed anywhere within Australia on official business.
4. Subject to available funds in the Electorate Support Budget (where applicable), electorate employees may travel as directed anywhere within Australia on official business.
5. The Electorate Support Budget is not debited where an electorate employee travels on Airline Loyalty points.
6. One nominated electorate employee working for a Minister, a Parliamentary Secretary, an Opposition Office Holder, a Leader or Deputy Leader of a Minority Party, or a Chair of a Parliamentary Committee may travel as directed anywhere within Australia on official business without debit from the Electorate Support Budget.
  - (a) The nomination of an electorate employee is to be a settled arrangement, that is, the expectation is that the nomination would not change within 12 months. The name of the nominated employee must be notified to Ministerial and Parliamentary Services (M&PS) in writing<sup>1</sup>. All travel under this Schedule by the nominated employee that was undertaken prior to the date that the nomination took effect will be debited against the Electorate Support Budget.
  - (b) A Senator or Member may nominate only one electorate employee who may travel as directed anywhere within Australia on official business without debit from the Electorate Support Budget at any one time, irrespective of the number of office holder positions (as specified in this item) held by the Senator or Member.
  - (c) The general travel conditions set out in this Schedule continue to apply, where appropriate, to the nominated employee.
  - (d) All travel by the electorate employees of the Senator or Member, other than the nominated employee, will be debited against the Electorate Support Budget.
7. A Presiding Officer, Whip or a Shadow Minister, other than an Opposition Office Holder, may nominate a personal employee whose travel will be debited against the Electorate Support Budget, in place of an electorate employee, whose travel will not be debited against the Electorate Support Budget.

<sup>1</sup> Using the *Nomination of Electorate Employee Travel Entitlement* form on the M&PS website.

- (a) The nomination of an electorate employee is to be a settled arrangement, that is, the expectation is that the nomination would not change within 12 months. The name of the nominated electorate employee must be notified to M&PS in writing<sup>2</sup>. All entitled travel by the nominated electorate employee that was undertaken prior to the date that the nomination took effect will be debited against the Electorate Support Budget.
8. Official travel is restricted to Australia (excluding the external territories), unless the employing Senator or Member has a specific entitlement to travel to an Australian external territory.
9. Travel may not be undertaken at Commonwealth expense for the personal benefit of an employee.
10. With the approval of the employing Senator or Member, an employee is permitted to make a stopover for personal reasons in the course of travel on official business by the most efficient direct route available, provided:
- (a) the stopover is for a maximum of two nights only;
  - (b) no annual leave is taken by an employee as part of the stopover; and
  - (c) any additional costs for fares or costs related to the stopover are paid by the employee at the time of booking the travel.
11. Travelling allowance is not payable during a personal stopover. A personal stopover is defined as personal time spent at a destination where an employee has been directed to travel on official business<sup>3</sup> or a break in travel at a usual point en route to the final travel destination<sup>4</sup>.
12. An employee may only use charter services when accompanying their employing Senator or Member under the Senator's or Member's charter entitlement or where scheduled transport services (including air, rail, sea and bus) are not available.
- (a) If the charter service also carries other passengers, the Commonwealth will only pay the pro rata cost of the travel of the employee.
  - (b) Charter services may not be used for the sole reason that scheduled services are fully booked, or are not available at the most convenient time.
  - (c) Some regions of Australia have infrequent scheduled services and/or no scheduled air services. Employees travelling to these locations should plan their travel with regard to these constraints.
13. Employees are required to travel within entitlement and therefore all reasonable steps are to be taken to ensure, where applicable, that departure and destination travel arrangements are compatible with scheduled transport services.

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<sup>2</sup> Using the *Nomination of Electorate Employee Travel Entitlement* form on the M&PS website.

<sup>3</sup> For example, a Canberra-based employee travels to Brisbane on official business on Friday. The employee stays in Brisbane on Saturday and Sunday nights and returns on Monday. In this case, the Saturday and Sunday are counted as a personal stopover and return airfare will be covered by the Electorate Support Budget. However, if the employee returns on Tuesday or later, it is at their own expense.

<sup>4</sup> For example, travel from Hobart to Canberra may have a usual stop in Melbourne en route.



**Class of Travel**

14. Senior staff (employees above the level of Adviser) who are required by the employing Senator or Member to travel on official business by air, rail, road or sea are entitled to a fare which shall not exceed the cost of a business class airfare for the most reasonable and usual route between the departure and destination points. Where a business class airfare is not published for the destination point, the cost to the Commonwealth of travel by air, rail, road or sea must not exceed the economy class airfare for the most reasonable and usual route, between the departure and destination points.
15. Employees, other than senior staff, who are required by the employing Senator or Member to travel on official business by air, rail, road or sea are entitled to a fare which shall not exceed the cost of an economy class airfare for the most reasonable and usual route between the departure and destination points, unless otherwise determined by the Special Minister of State.
16. A Minister, Parliamentary Secretary or Opposition Office Holder may direct a member of his or her staff who is on the same aircraft to travel at the same class as him or her, where there is a working need to do so. It is expected that no more than one employee will do so on any particular trip.

**Car Transport**

17. As set out in item 2 of this Schedule, it is an employee's responsibility (and hence the employee's cost) to transport him or herself to and from work for his or her normal hours of duty. Exceptions to this rule apply to the use of car transport in the following circumstances:
  - (a) the trip is approved for personal safety reasons (for example, where the risk to personal safety is significantly increased due to the requirement to work late); or
  - (b) the employee is travelling on official business and scheduled public transport services are not readily available; or
  - (c) the employee is travelling on official business and is carrying luggage to and/or from the office for the purpose of the trip.
18. Employees, when travelling as directed on official business, subject to the restrictions at items 1 to 10, may use:
  - (a) taxis;
  - (b) regulated ridesharing services;
  - (c) hire cars; and
  - (d) short-term self-drive cars hired through the travel services provider, or with any car hire company, provided that:
    - (i) the hire is of no more than 10 days duration;
    - (ii) the vehicle is not used for journeys within Canberra;

- (iii) the vehicle is not used for journeys within a city/town where the employer's electorate or other office is located, except by employees of the Prime Minister, the Leader of the Opposition, or the leader of a minority party; and
  - (iv) for the purposes of short-term self-drive car hire under this determination, a capital city, other than Canberra, is defined by the boundaries of the electorates identified as urban on the Federal Electoral Boundaries map published from time to time by the Australian Electoral Commission. Canberra includes locations within a 30km radius of Parliament House.
19. Car transport costs are debited against the Electorate Support Budget for all electorate employees other than the nominated electorate employee of a Minister, a Parliamentary Secretary, an Opposition Office Holder, a Leader or Deputy Leader of a Minority Party, or a Chair of a Parliamentary Committee. Self-drive hire vehicles should be used on weekdays only unless exceptional circumstances apply and the Senator or Member has approved the use. Employees are not entitled to use taxis, regulated ridesharing services, hire cars or short-term self-drive hire cars at Commonwealth expense for private use.
20. Where an employee is provided with a private-plated vehicle (PPV) or cash in lieu of a PPV, other Commonwealth Government funded car transport (including, but not limited to, taxis and motor vehicle allowance) may not be used within the employee's nominated work base except for transport to and from the airport when travelling on official business. This exclusion does not apply where an employee who is provided with a PPV has a work base other than Canberra, but garages the PPV in Canberra and the PPV is made available for the use of other staff.

#### **Tolls and Parking Costs**

21. Employees authorised by the employing Senator or Member to travel on official business may be reimbursed their toll and parking costs. Such costs must be reasonable to be eligible for full reimbursement<sup>5</sup>.
22. Toll and parking costs will not be reimbursed where incurred during a personal stopover or a period of leave.
23. Toll and parking costs associated with official business travel of electorate employees, other than a nominated electorate employee, will be debited against the Electorate Support Budget.
24. Employees are not entitled to be reimbursed for valet parking costs.

#### **Travel for Training**

25. The electorate employees of Senators and Members whose electorate offices are outside the greater metropolitan area of capital cities (including satellite cities) have access to three trips per year (four trips per year where the Member has a second official electorate office) to travel to the nearest capital city to attend training under the Professional Development Program or approved ad hoc training and professional development opportunities.

---

<sup>5</sup> For example, it is generally expected that long-stay parking will be used at an airport.

26. Electorate employees based in the Northern Territory may use the trip entitlement in item 25 for travel to Adelaide or Brisbane to attend training under the Professional Development Program or approved ad hoc training and professional development opportunities.
27. The Senators and Members whose employees are eligible for the trips in items 25 and 26 will be listed on the M&PS website.

**COMCAR Services for Employees of the Prime Minister**

28. All employees of the Prime Minister may use a COMCAR to travel to or from RAAF Base Fairbairn when embarking or returning from travel with or on behalf of the Prime Minister.
29. With prior notification to the COMCAR Client Liaison Manager, the Prime Minister's employees may also travel in a COMCAR, when the car would otherwise be travelling without passengers, in the following circumstances:
  - (a) if a COMCAR is travelling out of zone to meet the Prime Minister<sup>6</sup>, and employees need to travel along the same route to meet the Prime Minister; or
  - (b) if a COMCAR is travelling as part of the Prime Minister's advance party and employees need to travel along the same route.
30. In using COMCAR for these purposes, the COMCAR booking will be based solely on the Prime Minister's requirements. Employees must make their own way to and from any pick up/drop off point that COMCAR advise, which will be on the direct intended route. The COMCAR schedule cannot be altered to incur waiting time on behalf of an employee.

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<sup>6</sup> For example, from Canberra to Merimbula.

## SCHEDULE B

### Relief Staff Arrangements

31. Each Senator and Member may engage relief staff as electorate employees with a work base of the electorate office, Parliament House office, or office holder's office as described at item 32, in accordance with the *Commonwealth Members of Parliament Staff Enterprise Agreement 2012-2015* (the Enterprise Agreement) or successor agreements, up to the limit of his or her Electorate Support Budget. The Special Minister of State may approve an alternative work base for a person employed against the Electorate Support Budget in special circumstances.
32. For the purpose of item 31, an office holder's office is an office, other than the electorate office/s and Parliament House office, provided at Commonwealth expense to the employing Senator or Member within the state or territory of their electorate and who is:
  - (a) a Minister;
  - (b) an Opposition Office Holder;
  - (c) a Leader of a Minority Party; or
  - (d) a Presiding Officer.
33. The employment of electorate staff against an established position will not be a debit from the Electorate Support Budget under the following circumstances:
  - (a) filling of positions that are vacant due to resignation, retirement or termination;
  - (b) absences of one week<sup>7</sup> or more on personal leave<sup>8</sup>;
  - (c) all absences on the following types of leave:
    - (i) unpaid carer's leave;
    - (ii) compassionate leave;
    - (iii) community service leave;
    - (iv) miscellaneous leave paid in accordance with the Enterprise Agreement or successor agreements (including Defence Force service, participation in major international sporting events, war service sick leave, political exchange leave, and other special purposes, but not including study leave);
    - (v) long service leave;
    - (vi) maternity leave<sup>9</sup>;
    - (vii) adoption leave;

<sup>7</sup> The term 'one week' means an absence of 37 hours and 30 minutes regardless of whether the employee is full-time or part-time.

<sup>8</sup> Where an employee who is absent due to personal illness injury or carers duties has exhausted their paid personal leave and therefore uses annual or long service leave, they may be replaced without debit from the Electorate Support Budget.

<sup>9</sup> Where other forms of paid leave are used within the 52 week maternity leave period, the Electorate Support Budget provisions that apply to maternity leave take precedence over the Electorate Support Budget provisions that apply to the type of leave used.

- (viii) supporting partner leave;
- (ix) unpaid parental leave; and
- (x) leave without pay.

34. Where an electorate employee is partially incapacitated (i.e. working fewer than their usual weekly hours on the basis of medical advice), working up to but not exceeding 20 hours per week, that employee will be treated as totally incapacitated and full-time relief arrangements will apply (to the maximum of the usual weekly hours of the employee) for a maximum period of six months without debit from the Electorate Support Budget. After six months, or when the affected employee's work hours exceed 20 hours per week (but are less than their usual weekly hours), relief staff may be engaged part-time in order to fully staff the position without debit from the Electorate Support Budget.
35. Senators and Members who hold a 'relevant office', as defined under section 3 of the Act, engage relief staff as electorate employees against the Electorate Support Budget under Part III of the Act. Senators and Members who do not hold a 'relevant office' engage relief staff as electorate employees against the Electorate Support Budget under Part IV of the Act.

**SCHEDULE C**

**Calculation of the Electorate Support Budget**

36. Subject to items 37 to 40, the Electorate Support Budget is calculated at the commencement of each financial year as the sum of:
  - (a) the electorate staff travel component; and
  - (b) the relief staff component.
37. The Electorate Support Budget is calculated pro rata, on the basis of the number of calendar days remaining, for the financial year in which a Senator or Member commences his or her term.
38. The relief staff component will be adjusted in line with changes to the base salary point of the Electorate Officer B classification.
39. The relief staff component will be adjusted pro rata where a Member becomes or ceases to be eligible for a second official electorate office.
40. The Special Minister of State may approve changes to the Electorate Support Budget for any Senator or Member.
41. If the Electorate Support Budget for a year is exhausted, a Senator or Member may not draw from the Electorate Support Budget for the following year. The costs beyond the Electorate Support Budget are a debt owed to the Commonwealth and must be repaid by the Senator or Member. Unused funds may not be carried over to the following year.

**Electorate staff travel component**

42. Except as provided at items 43 and 44, the electorate staff travel component is calculated on the basis of:
  - (a) 20 return economy airfares (fully flexible) between the primary electorate office and Canberra;
  - (b) 110 nights of travelling allowance at the rate applicable to Canberra;
  - (c) taxi fares and/or motor vehicle allowance to and from the relevant airports for the 20 flights above; and
  - (d) an amount for other travel as follows:

Senator/Member	Electorate Size	\$
Member	0-199 km <sup>2</sup>	\$300
Member	200-999 km <sup>2</sup>	\$500
Member	1,000-9,999 km <sup>2</sup>	\$700
Member	10,000-99,999 km <sup>2</sup>	\$1,000
Member	100,000-199,999 km <sup>2</sup>	\$8,132
Member	200,000-499,999 km <sup>2</sup>	\$10,132
Member	500,000 km <sup>2</sup> or greater	\$12,132
Senators for the NT	—	\$9,000
All other Senators	—	\$500

43. Where a Senator or Member's primary electorate office is located within 150km of Canberra by road, the electorate staff travel component is calculated at the commencement of each financial year on the basis of:
- the value of motor vehicle allowance payable for 20 return motor vehicle trips between the primary electorate office and Canberra;
  - 110 nights of travelling allowance at the rate applicable to Canberra; and
  - an amount for other travel as set out at item 42(d).
44. The electorate staff travel component for each financial year for the following Senators and Members is as follows (instead of the calculations at items 42 and 43):

Senator or Member	\$
Member for Fraser	\$2,000
Member for Canberra	\$6,000
Member for Eden-Monaro	\$5,000
Senators for the ACT	\$6,000

#### Relief staff component

45. The relief staff component is calculated on the basis of:
- 150 days' salary at the base salary point of the Electorate Officer B classification; and
  - an additional 50 days' salary at the base salary point of the Electorate Officer B classification where a Member is allocated an additional position for a second official electorate office<sup>10</sup>.

#### Terms and Definitions

46. In this determination, terms have the meaning set out in the *Commonwealth Members of Parliament Staff Enterprise Agreement 2012-2015* and its successor agreements. In addition, the terms below have the following meanings:

**Opposition Office Holder** means:

- the Leader or Deputy Leader of the Opposition in the House of Representatives; or
- the Leader or Deputy Leader of the Opposition in the Senate.

**Professional Development Program** means a scheduled program of training courses for MOP(S) Act employees, administered by M&PS.

**Regulated ridesharing services** means a ridesharing service, such as Uber X, operating under regulation in the State or Territory in which the travel occurs<sup>11</sup>.

<sup>10</sup> The calculation of the relief staff component is affected by items 38 and 39.

<sup>11</sup> For example, the ACT has regulated ridesharing services since 30 October 2015.

**COMMONWEALTH  
MEMBERS OF PARLIAMENT STAFF  
ENTERPRISE AGREEMENT  
2012-2015**

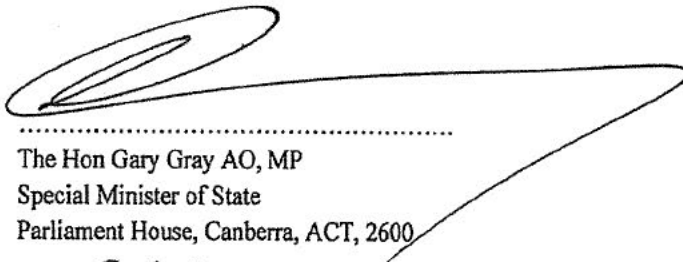
Effective from 19 June 2012



## Formal Acceptance of this Enterprise Agreement

The *Commonwealth Members of Parliament Staff Enterprise Agreement 2012-2015* is made under section 172 of the *Fair Work Act 2009*. By signing below, the parties signify their agreement to its terms:

For, and on behalf of, the Commonwealth



.....  
The Hon Gary Gray AO, MP  
Special Minister of State  
Parliament House, Canberra, ACT, 2600

Dated: 5.6.12

On behalf of the Community and Public Sector Union

Section 47F



Alistair Waters  
Deputy National President  
Address:

Level 1, 40 Brisbane Ave  
Barton  
ACT 2600

Dated: 4/6/12

On behalf of the Media, Entertainment and Arts Alliance

Section 47F



.....  
Michael White  
ACT Branch Secretary  
Address:

Level 2, 40 Brisbane Ave  
Barton  
ACT 2600

Dated: 4/6/12

On behalf of the Australian Services Union

Section 47F

Greg McLean  
Assistant National Secretary  
Address:  
8/321 P. H ST  
SYDNEY  
NSW 2000  
Dated: 4th June 2012

On behalf of Employee Bargaining Representatives

Section 47F

Amy Ramm  
Address:  
MCIS1  
Parliament House  
Canberra ACT 2600  
Dated: 4/6/12

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## **G TRAVEL**

### **61 Travel**

- 61.1 Employees may be directed by the employing Member to travel on official business either domestically or overseas. Further information on the travel entitlement, conditions and associated costs that will be met by the Commonwealth can be found in the relevant Guidelines 'Domestic travel', 'Overseas travel', 'Travelling allowance' and 'Motor vehicle allowance'.
- 61.2 Employees may be entitled to allowances, payments and reimbursements in relation to travel overseas on official business. Further information can be found in the relevant Guideline 'Overseas travel'.
- 61.3 Excess (Canberra) travel leave is to compensate employees, whose work base is located in a remote and/or rural location as approved by the Minister or listed in clause 61.4, and who are required to travel from the employee's work base to Canberra on a Sunday or a day which is a public holiday in their work base, for a Parliamentary sitting on the following day. In this circumstance, employees may claim and receive one additional day of annual leave for each two Sundays and/or public holidays spent travelling up to a limit of eight additional days of annual leave per calendar year.
- 61.4 Excess (Canberra) travel leave under clause 61.3 will be available to employees whose work base is in Western Australia, the Northern Territory and the present Federal electorates of Capricornia, Dawson, Kennedy, Herbert or Leichhardt (or such other Federal electorates as determined by the Minister from time to time).
- 61.5 Employees may be entitled to travel for approved learning and professional development activities, within budgetary and policy constraints.

### **62 Travelling allowance – domestic travel**

- 62.1 A single flat rate of travelling allowance (TA) incorporating accommodation, meals and incidental expenses will be paid to an employee directed to travel within Australia on official business by his or her employing Member, where the travel requires an overnight stay away from the employee's work base.
- 62.2 TA is only payable for travel that involves an overnight stay. TA is not payable for travel where there is no overnight stay involved.
- 62.3 A single flat rate of TA is payable for each overnight stay up to a maximum continuous period of 35 nights in one location.
- 62.4 Subject to clause 62.5, the rates of TA will be set by the Minister in accordance with rates determined from time to time by an

independent organisation, as determined by the Minister, based on current market data.

- 62.5 For overnight stays in Canberra:
- (a) the rate for senior staff will be the Canberra rate of TA for Members, as determined from time to time by the Remuneration Tribunal; and
  - (b) the rate for employees who are not senior staff will be \$10 less than the Canberra rate of TA for Members, as determined from time to time by the Remuneration Tribunal.
- 62.6 For overnight stays outside of Canberra, the single flat rate of TA will be based on the type of accommodation used:
- (a) *commercial accommodation*: the full (commercial) rate of TA will be paid where a receipt for the commercial accommodation is produced, or where a certification is made that a receipt for the commercial accommodation can be produced. Where neither a receipt is produced, nor a certification made; or where a certification is made but a receipt is not produced upon request by the Department, a rate of one third of the commercial rate is payable, rounded upwards to the nearest dollar; or
  - (b) *private non-commercial accommodation*: where an employee is accommodated in private, non-commercial accommodation, a rate of one third of the commercial rate is payable, rounded upwards to the nearest dollar.
- 62.7 If an employee resides in one location away from their work base for a continuous period of longer than 35 nights, a review rate of TA based on actual expenses, up to a maximum of the TA rate for the location, will be paid for subsequent nights.
- 62.8 The payment of TA in Canberra is limited to a maximum of 120 overnight stays per financial year for:
- (a) personal employees; and
  - (b) any electorate employee not subject to the Electorate Staff Travel Budget,
- whose work base is not Canberra.
- 62.9 If:
- (a) the work base of a personal employee, or an electorate employee not subject to the Electorate Staff Travel Budget, is neither Canberra nor an office of the employing Member provided at Commonwealth expense; and

- (b) the employee has already received TA during the same financial year for overnight stays in Canberra or the location of an office of the employing Member provided at Commonwealth expense that, when aggregated, total 120 overnight stays,

the employee will not be entitled to receive TA for any additional overnight stays in these locations for the rest of the financial year.

62.10 Further information can be found in the relevant Guideline 'Travelling allowance'.

### **63 Airline loyalty points**

63.1 Airline loyalty points are no longer accrued by employees for work related travel at Commonwealth expense. Airline loyalty points accrued by employees during work related travel prior to 1 July 2010 may only be used by the employee for further work related travel as follows:

- (a) to pay for additional work related flights;
- (b) to pay for airline lounge membership or renewal; or
- (c) to upgrade tickets to business class for work related travel for flights with an expected flight time of more than three hours duration.

### **64 Excess baggage reimbursement**

64.1 Where an employee has a working requirement to carry additional luggage when travelling on official business within Australia, the employee may be reimbursed any excess baggage cost incurred up to an amount of \$200 per return journey. In exceptional circumstances, the Department may approve the reimbursement of more than \$200 per return journey.

64.2 Further information can be found in the relevant Guideline 'Domestic travel'.

### **65 Motor vehicle allowance**

65.1 An employee may be authorised (by the employing Member, in advance of the proposed use) to use his or her privately owned vehicle or a self-drive hire vehicle, at his or her own expense, for the purpose of official business where the employing Member considers that it will result in greater efficiency or involves less expense.

65.2 An employee authorised, under clause 65.1, to use his or her privately owned vehicle or self-drive hire vehicle will be entitled to be paid motor vehicle allowance (MVA).

65.3 Further information can be found in the relevant Guideline 'Motor vehicle allowance'.

Frost, Michael

From: [Section 22] @fcmtravel.com.au on behalf of MAPS Statements  
<mapsstatements@fcmtravel.com.au>  
Sent: Wednesday, 5 July 2017 9:44 AM  
To: Frost, Michael  
Subject: Re: URGENT: Travel details required [SEC=UNCLASSIFIED]

Good Morning Michael,

Please see attached the 3 itinerary's we have for the Senator and [Section 47F] for the 7-8th of September

Booking 10076123 for the Senator's booking was made on the 2nd of September with a change to the Car hire on the 6th. Total cost incl of GST - \$1031.70

Booking 10087272 for [Section 47F] was booked on the evening of the 6th (1850ish), this booking was not changed at all. Total cost incl of GST - \$1031.70

Booking 10087962 which is the charter for the Senator was booked on the 6th of September, originally they have requested that [Section 47F] where to also take part but due to load restrictions they where not able to fit. Total cost incl of GST - \$1072.50

\$825.00 + \$247.50

Booking 10087350 is for [Section 47F] this booking was made on the 6th of September at about 2030 and not changed. Total cost incl of GST - \$1031.70

All our dealings where with [Section 47F]

Please let me know if you need any further information.

Kind Regards

[Section 47F]

[Section 22]

On 5 July 2017 at 09:23, [Section 22] > wrote:

6/9/17 10.55 AM - ORIGINAL CHARTER BOUND  
7/9/17 07.55 AM - ASKED ABOUT [Section 47F]

UNCLASSIFIED

Hi FCM,

6/9/17 18.45 PM - REQUEST [Section 47F]

Can I please urgently request for all travel booking information you have on record, including booking histories, for Sarah Hanson-Young and [Section 47F] for 7-8 September 2016? If there is any travel on the 6<sup>th</sup> or 9<sup>th</sup>, can we also have that provided to us?

7/9/17 \* 12.04 PM - DIVIDED INTO 2 HOURS - ADDITIONAL COSTS.

I appreciate your assistance in actioning this urgent request. Please contact me should you require any further information.



Kind regards,

Section 22

Travel Advice and Administration  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603

T: Section 22

E:

UNCLASSIFIED

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Finance Australian Business Number (ABN): 61 970 632 495  
Finance Web Site: [www.finance.gov.au](http://www.finance.gov.au)

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Section 22

1300 762 027

CHARGE

FCM 54943056  
FCM 55187997

\$ 825.00 / \$ 750.00

\$ 247.50 / \$ 225.00

Section 47F

(1)

[Redacted]

SCHOOL

} FLIGHT 1

(2)

SCHOOL

Section 47F

[Redacted]

} FLIGHT 2

(3) CAR Hire - 7-8/9/16



03 Jul 2017

The Australian, Australia

Author: Michael Owen • Section: General News • Article type : News Item  
 Classification : National • Audience : 96,602 • Page: 1 • Printed Size: 346.00cm²  
 Market: National • Country: Australia • ASR: AUD 6,992 • Words: 722  
 Item ID: 803685225

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Page 1 of 2

▲  
Back

## Senator's \$4k bill for whale trip

### EXCLUSIVE

MICHAEL OWEN

Taxpayers have forked out almost \$4000 for Greens senator Sarah Hanson-Young and her daughter to go whale watching in the Great Australian Bight.

The South Australian senator, who wants a ban on oil and gas exploration in the Bight, took

the overnight trip last September at a cost to taxpayers of \$3874.24.

At the time of Senator Hanson-Young's trip, the Bight was already included in Australia's federal marine reserve network, with the government having concluded it was a "globally important seasonal calving habitat for the threatened southern right whale".

FULL REPORT P7

# Daughter went with senator on whale trip

### EXCLUSIVE

MICHAEL OWEN

Taxpayers have forked out almost \$4000 for Greens senator Sarah Hanson-Young and her daughter to go whale watching in the Great Australian Bight.

The South Australian senator,

who wants a ban on oil and gas exploration in the Bight, took the overnight trip last September at a cost to taxpayers of \$3874.24.

This came after veteran environmentalist and former Greens leader Bob Brown had just returned from the area.

At the time of Senator Hanson-Young's trip, the Bight

was already included in Australia's federal marine reserve network, with the government having concluded it was a "globally important seasonal calving habitat for the threatened southern right whale".

Senator Hanson-Young yesterday said the "whole point" of the trip, charged to the public



03 Jul 2017

The Australian, Australia

Author: Michael Owen • Section: General News • Article type : News Item  
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Page 2 of 2

back

purse as "electorate business", was to "see the whales".

"Of course I went to see the whales, that was the whole point," she said. "These whales were at threat from BP and those that want to drill for oil, and want to damage their whale sanctuary."

In the days after the trip, Senator Hanson-Young posted photos on her Facebook page at the Head of Bight whale centre, along with plates of fresh oysters, relaxed selfies and photos of her 10-year-old daughter admiring sunsets and whales. One of her Facebook friends posted a comment that said: "How relaxed are you, stunning selfie..."

Senator Hanson-Young said she took her daughter along because she was sick on September 7, and "I didn't have anyone that could look after her at home".

Return flights for mother and daughter from Adelaide to Ceduna cost \$1875.

Finance Department records showed Senator Hanson-Young claimed \$268 in travelling allowance in the small settlement of Coorabie, 945km west of Adelaide, where construction of helicopter landing facilities began in 2015 to serve a now-shelved BP oil exploration project.

Hire car costs were \$317.52, while taxpayers covered the \$1292.52 cost of a charter. Comcar expenses of \$120 were also claimed.

Parliamentary travel rules allow a senator to claim "the hire of charter aircraft and other vehicles for travel within and for the service of the electorate". The rules also allow for a senator to be accompanied by his or her spouse, staff, and other senators and MPs, and others if a larger aircraft/vehicle is not required.

Senator Hanson-Young is entitled to claim \$14,860 a year in such costs.

A dependent child of a senator is allowed to travel at taxpayers' expense on trips within the senator's home state and travel "may be at any class".

"The point is I went all for work. Yes my daughter accompanied me, because she was sick that

day," Senator Hanson-Young said yesterday.

"There is an entitlement for it, and it was all for work. I was absolutely not in breach of any rules."

She took the trip to "consult with the community about BP's plans to drill for oil".

"My days were full of meetings with constituents and business owners, local councils."

At the time of the trip she was pushing to restart Senate committee hearings that had lapsed during the election, to investigate BP's plans.

A month later BP announced it would not proceed, despite having spent \$1 billion on a purpose-built rig, the Ocean Great White.

Last month Statoil, Norway's national oil company and the junior partner in BP's failed bid, revived the plan, revealing that it had taken 100 per cent of the project in an asset swap.

## WHAT IT COST

SARAH HANSON-YOUNG'S WHALE WATCHING TRIP  
 SEPTEMBER 7-8, 2016



- **Parliamentary Travelling Allowance \$268** in the settlement of Coorabie for electorate business
- **Domestic airfares \$937.90** for Adelaide-Ceduna return
- **Charter \$1292.52** in charter costs, including \$317.52 in Ceduna on September 7 and \$975 in the Nullarbor on September 8
- **Comcar \$78.60** in Adelaide on September 7; \$41.80 in Adelaide on September 8.
- **Hire car \$317.52**
- **Family travel costs \$937.90** for daughter's return flights from Adelaide to Ceduna

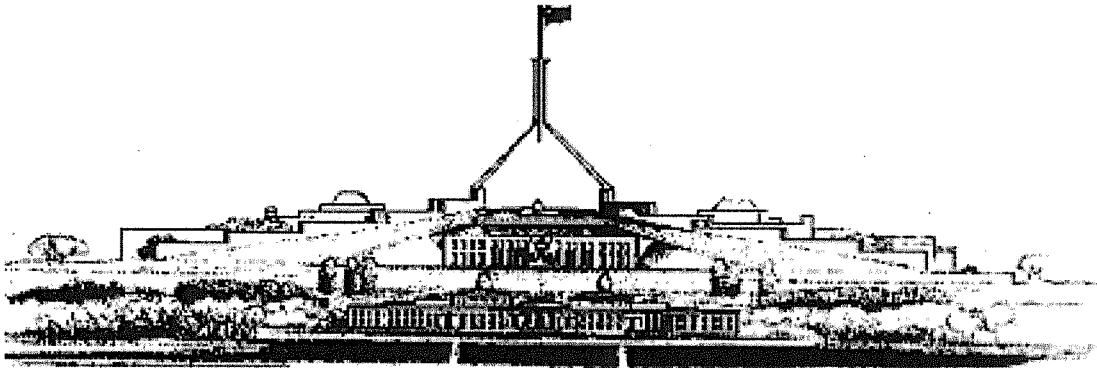
**Total: \$3874.24**

Source: Department of Finance



COMMONWEALTH OF AUSTRALIA

PARLIAMENTARY DEBATES



**THE SENATE**  
**STATEMENTS BY SENATORS**

**Oil Exploration**

**SPEECH**

**Wednesday, 14 September 2016**

BY AUTHORITY OF THE SENATE

## SPEECH

<p><b>Date</b> Wednesday, 14 September 2016</p> <p><b>Page</b> 867</p> <p><b>Questioner</b></p> <p><b>Speaker</b> Hanson-Young, Sen Sarah</p>	<p><b>Source</b> Senate</p> <p><b>Proof No</b></p> <p><b>Responder</b></p> <p><b>Question No.</b></p>
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**Senator HANSON-YOUNG** (South Australia) (13:06): I rise today to speak about a very special and precious place in my home state of South Australia. Last week, I was lucky enough to spend two days on the west coast in my home state, from Ceduna to the beginning of the Nullarbor region—a very, very precious and special spot, indeed. I was on a fact-finding mission, talking to local environment groups, traditional owners and industry representatives about the very real threat of BP's plans to drill for oil in the Great Australian Bight.

The concerns of the community that I heard were serious and widespread. The people and organisations I spoke to charged me with the job to come back here to Canberra and make sure people know just what is at risk if BP get the opportunity to drill for oil in what has already been earmarked, agreed and legislated to be a marine park, a protected area.

From primary industry groups to ecotourism operators, traditional owners and environmental activists, there was one clear message coming from all of them: the Great Australian Bight is a national environmental treasure that is too precious to put at risk. The parliament has to step up here because at the moment there is no opportunity for the people of South Australia or indeed for the rest of the Australian community to stop this devastating project from going ahead. The parliament must step up and step in to make sure that this national treasure is protected for generations to come.

I will be introducing a bill later this week to ensure that we have the laws to ban this type of operation from happening, to protect this very special and spectacular marine park that BP wants to put at risk. If BP is given approval, it will not just be BP—and I think this is really important to understand—but it will be Chevron and it will be Santos. There will be a long line of oil-drilling companies that want to get into that marine park and drill for profit, putting at risk the local fishing industries, putting at risk the protected marine life and indeed putting at risk the very important tourism industry which is a key aspect of South Australia's economy. Seriously, what is the point of having a marine park if it is not actually protected? What is the point of it? We have a marine park where we have a whale calving sanctuary, with whales that were endangered finally starting to reproduce in numbers that can be sustained, and we could have an oil company able to just go in and start drilling for oil.

Of course BP has not a very good record on keeping things like this safe. This is the very same company that is responsible for the Gulf of Mexico spill which, billions and billions of dollars and many years later, still has not been cleaned up. An entire fishing industry and the marine life in the Gulf of Mexico have been decimated because of the inability of BP to keep its drilling safe. Now we hear that BP wants to put at risk the Great Australian Bight, including the whales, the dolphins, the fishing industry, the oyster growers, the tuna industry. All of those will be put at risk if this company gets a foothold inside the Great Australian Bight.

The regulating body, NOPSEMA, is due to report back on one of BP's applications on Monday, 19 September. That is less than a week away yet still in this place we have not heard enough. We have not seen enough of a fight from either my fellow South Australians senators or indeed from the Minister for the Environment and Energy or from the shadow minister for the environment to make sure that this operation is put to a halt. The Greens are calling for the decision to be delayed because it is important that everybody understands what is really being put at risk and for there to be greater scrutiny on the proposal.

This precious marine ecosystem and the numerous local industries, including fisheries and ecotourism operators, deserve the right to know what is going on, what is at risk. They deserve the right to protect their precious environment and to keep their own industries afloat. The bight is an essential sanctuary for the southern right whales. It is a feeding ground for threatened sea lions, sharks, tuna and migratory sperm whales. We cannot afford to put any of that at risk yet here we have BP knocking at the door, demanding that it gets its slippery operations, its oily operations right in the middle of what is already meant to be a protected marine park.

It was said recently that oil rigs poised to be used in BP's operations in the bight could potentially use faulty equipment that even the US regulators say is very likely to cause yet another catastrophic incident. This revelation in itself should be enough to put the brakes on approving this disastrous project from going ahead. NOPSEMA must delay its decision. We must know exactly what is going on with the use of these dodgy bolts. You would not get on a roller-coaster if you knew the bolts were dodgy yet that is what BP is asking us to do.

I tell you what, South Australians are not going to stand for it. South Australians right across our state are terrified of the idea of our fishing industries being destroyed if indeed there is a catastrophic incident. Our tourism industry is terrified of what will happen if BP and the rest of the oil companies get approval to start drilling in this very precious area.

The Greens, along with Senator Xenophon and some others, are trying to re-establish a Senate inquiry which would be able to get some of this information out into the public arena. But actually it is essential that NOPSEMA delays its decision this coming Monday before it risks the environment, our marine life, the fisheries and our tourism industry by just ticking off on this approval without giving South Australians and the rest of the country all of the facts and information.

This essential ecosystem must be protected. The extremely vulnerable southern right whale population is only just starting to rebuild. While I was on the Nullarbor last week, I was lucky enough to see the whales with their babies in the calving sanctuary, a very special place on the head of the bight where you can see from land many of these whales playing and swimming in the water. This is an incredibly special place. There is nowhere else in the world where from land you can count 98 of these magnificent creatures with the naked eye and be proud of our country's environment. Our state should not be exposed to a Gulf of Mexico style disaster, and the Greens will continue to stand with environmental groups, local communities and industry organisations and groups to stand up against BP drilling in the bight and in our state.

A lot of the locals in this area are frustrated that they have not been consulted or given all the information. I met a lot of great people in Ceduna and along the west coast. I want to make special mention, though, of Deb and Leon Kloock, who operate Coorabie Farm Stay. It is a sheep farm, but they have now had to diversify and they allow tourists to stay on the farm with them. It is a wonderful initiative and a gorgeous place in South Australia. They are both fourth-generation farmers, and they are worried that they do not have all the information and that people have not been totally up-front about the risk that BP wants to put their community and their environment under. It is important that these local communities and all other South Australians are not left in the dark. That is why I call on NOPSEMA today to delay the decision and start being straight with the South Australian community.

Members Travel Work Expense	Travel Details	Relevant Framework
Car Transport COMCAR & Cabcharge		<p>Remuneration Tribunal Determination 2012/04 – Members of Parliament – Entitlements<sup>1</sup> Part 4 – Car Transport</p> <p><i>(4.1) “A senator or member shall be provided with car transport at government expense when travelling on parliamentary business, but not including party business”</i></p> <p><i>(a) “for direct travel between his or her home base, electorate office or place of business and the nearest airport or railway station”</i></p> <p><i>(c) “in other capital cities and regional centres”</i></p>
Commercial Flights		<p>Remuneration Tribunal Determination 2012/04 – Members of Parliament – Entitlements Part 3 – Scheduled Transport</p> <p><i>(3.1) “A senator or member when travelling within Australia, excluding the external territories, on parliamentary, electorate or official business but not including party business....shall be entitled to travel at government expense”</i></p> <p><i>(3.6) “When a senator or member is travelling by air, rail or sea at government expense, the fare shall not exceed the cost of a business class air fare for the most reasonable and usual route, between the departure and destination points.”</i></p>

<sup>1</sup> Remuneration Tribunal Determination 2012/04 compilation 8 (start: 01/07/2016 - end: 23/02/2017)



Members Travel Work Expense	Travel Details	Relevant Framework
Self-Drive Hire Car		<p>Remuneration Tribunal Determination 2012/04 – Members of Parliament – Entitlements Part 4 – Car Transport (4.1) <i>“A senator or member shall be provided with car transport at government expense when travelling on parliamentary business, but not including party business”</i></p> <p>(c)<i>“in other capital cities and regional centres, except within the city/centre in which a senator or member resides or has an electorate office, and between capital cities and regional centres”</i></p>
Travelling Allowance		<p>Remuneration Tribunal Determination 2016/08: Members of Parliament Travelling Allowance<sup>2</sup> Part 3 – Conditions of Payment</p> <p>(3.12) <i>“Travelling allowance shall be payable to a member for each overnight stay in a place other than his or her home base when that stay is occasioned primarily by:</i></p> <p style="padding-left: 40px;"><i>(f) ...meetings outside the electorate on electorate business up to a maximum of ten overnight stays per annum in total, and direct travel to or from such meetings or conferences”</i></p>
Charter Flights		<p>Remuneration Tribunal Determination 2012/04 – Members of Parliament – Entitlements Part 7 – Charter Aircraft/Drive yourself vehicles</p> <p>(7.1) <i>“‘Charter Transport’ includes the hire of charter aircraft...as may be reasonable in the circumstances within and for the service of the electorate.”</i></p> <p>(7.5) <i>“A senator or member entitled by this Determination to the cost of charter transport...may be accompanied by (b)....his or her staff;”</i></p>

<sup>2</sup> Remuneration Tribunal Determination 2015/12: Members of Parliament Travelling Allowance registered 20/08/2015 repealed 9/9/2016

		<p>(7.7) "In addition to clause 7.5, a senator or member may be accompanied by another person or other persons provided that a more expensive charter aircraft/vehicle would not be required."</p> <p>(7.8) "Where a senator or member is accompanied by another person or other persons in accordance with clause 7.7, cost recovery for the fare equivalent will be obtained from any other passengers..."</p> <p>(7.9) "Where a senator or member is accompanied by another person or other persons in accordance with clause 7.7, cost recovery for the fare equivalent in accordance with clause 7.8 will not be required where he or she certifies that the passenger's travel was:</p> <p style="padding-left: 40px;">(d) to enable a senator or member to be accompanied by a dependent child or dependent children under 25."</p>
--	--	--

Staff Travel Work Expense	Travel Details	Relevant Framework
Flights	21 July 2016 ADL – SYD – OOL  25 July 2016 OOL – SYD – ADL	Ministerial Determination 2015/20 <sup>3</sup> (4) <i>“Subject to available funds in the Electorate Support Budget (where applicable), electorate employees may travel as directed anywhere within Australia on official business”</i>  MOP(S) Act Employee Enterprise Agreement 2012-2015 (61.1) <i>“Employees may be directed by the employing Member to travel on official business either domestically or overseas.”</i>
Cabcharge	21 July 2016 Kent Town to ADL Airport	Ministerial Determination 2015/20 (18) <i>“Employees, when travelling as directed on official business, subject to the restrictions at items 1 to 10, may use: (a) taxis”</i>
Travelling Allowance	21 - 25 July 2016 Four nights in Coolangatta  <i>Commercial rate            Receipt – ‘Available on request’</i>	MOP(S) Act Employee Enterprise Agreement 2012-2015 (62.1) <i>“A single flat rate of travelling allowance (TA) incorporating accommodation, meals and incidental expenses will be paid to an employee directed to travel within Australia on official business by his or her employing Member, where the travel requires an overnight stay away from the employee’s work base.”</i>

<sup>3</sup> Ministerial Determination 2015/20 starts: 17/12/2015 revoked: 5/10/2016



**Australian Government**  
**Independent Parliamentary  
Expenses Authority**

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Assessment Report  
**Senator Hanson-Young - Byron Bay July 2016**

**Assessment Summary**

Senator Hanson Young and a staff member, <sup>Section 47F</sup> [redacted] travelled to the Byron Bay 'Splendour in the Grass' festival from 21-25 July 2016.

The Senator's schedule of activities and pattern of travel was consistent with her certified purpose for travelling.

An Authorised Officer has certified travel by <sup>Section 47F</sup> [redacted] was at the direction of the Senator for official purposes in accordance with the work expenses framework.

**Recommendation: No Further Action**

<sup>Section 22</sup> [redacted]

A/g Assurance Director: <sup>Section 22</sup> [redacted]

Date: 19.1.18

**AGREED / NOT AGREED**

## Issue

23 June 2017, a news article (copy at [Attachment A](#)) reported that South Australian Green's Senator Sarah Hanson-Young travelled at Commonwealth expense to the 2016 'Splendour in the Grass' festival in Byron Bay. IPEA held records indicate the Senator and one of her staff accessed travel work expenses in travelling to Byron Bay for five days from 21 to 25 July 2016.

## Summary

***The Senator's schedule of activities and pattern of travel was consistent with her certified purpose for travelling. There are no substantial or credible grounds to support a concern of misuse of work expenses.***

Senator Hanson-Young flew to Byron Bay 21 July 2016, stayed four nights and departed 25 July 2016. The Senator accessed three forms of 'Car transport' during her five-day trip – COMCAR, self-drive hire car and Cabcharge. The Senator's Electorate staffer <sup>Section 47F</sup> [REDACTED] also travelled and accessed travel work expenses.

Senator Hanson-Young claimed four nights of Travelling Allowance in Byron Bay, certifying a 'Parliamentarians Travel Declaration' (copy at [Attachment B](#)). The Senator identified clause 3.12(f) of Determination 2015/12, which permits Travelling Allowance claims for stays primarily occasioned by *meetings outside the electorate on electorate business*.

Social media (copy at [Attachment C](#)) and news articles show the Senator attended, or intended to attend, at least two events during the festival.

- Thursday 21 July 4:30pm: arrive Coolangatta Airport
- Friday 22 July 12:00pm - 2:00pm: film screening
- Sunday 24 July 2:30pm - 4:00pm: webcast episode of the ABC program 'Q&A'
- Monday 25 July 1:05pm: depart Coolangatta Airport

The two events do not appear to be for personal or commercial purposes. The film, being about immigration policy, has clear parliamentary business purposes for Senator Hanson-Young, as she was at the time the Green Party's immigration spokesperson. The political nature of 'Q&A' discussions has clear and relevant purpose for a parliamentarian to attend.

**The duration of the Senator's travel, five days, is reasonable given the scheduling of the two known events.** The Senator arrived the day prior to the first event and departed the day after the last event. There was also plausible opportunity for the Senator to conduct additional parliamentary business during this trip and no reports she did not.

An Authorised officer certified <sup>Section 47F</sup> [REDACTED] Travelling Allowance claim (copy at [Attachment D](#)). The claim certified that <sup>Section 47F</sup> [REDACTED] travelled at the direction of the Senator, or Authorised Officer, for official purposes in accordance with the work expenses framework and MOP(S) Act Enterprise Agreement.

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## Greens senator claimed over \$2,400 in taxpayer funds for trip to Byron Bay at same time as Splendour in the Grass music festival

- Greens senator Sarah Hanson-Young claimed over \$2400 in taxpayer expenses
- Trip to Byron Bay fell on weekend of last year's Splendour in the Grass festival
- Claimed \$65.50 Comcar, \$646 flight, \$135 in car rental, and another \$545 flight
- She was booked to debate in the festival but the event was cancelled last minute

By AUSTRALIAN ASSOCIATED PRESS

PUBLISHED: 18:54 +10:00, 24 June 2017 | UPDATED: 22:38 +10:00, 24 June 2017

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Greens senator Sarah Hanson-Young claimed over \$2400 in taxpayer expenses to travel to Byron Bay on the weekend of last year's Splendour in the Grass festival.

The senator claimed a \$65.50 Comcar to the Adelaide airport, a \$646 flight from Adelaide Coolangatta on July 21, car costs of \$135, and a \$545 flight from Coolangatta to Sydney on July 25.

A total of \$1032 in 'electorate business' travel allowance from July 21-24 was revealed in a new Finance Department report on entitlements claimed over the period from July to December 2016.

Senator Hanson-Young was booked for a debate inside the festival with Deputy Prime Minister Barnaby Joyce, but the event was cancelled last minute, according to TheMusic.

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Business as usual!



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From strutting the catwalks in Milan and Paris to run-ins with the law and waving goodbye to the industry forever



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Continuous to care for son Lucas, 7, with Cystic Fibrosis



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Magazine makes claims that 'actor has been seeing the actress for several months'



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'They're in it for the long haul this time'





Greens senator Sarah Hanson-Young claimed over \$2400 in taxpayer expenses to travel to Byron Bay on the weekend of last year's Splendour in the Grass festival

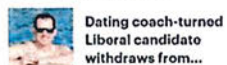
Comment has been sought from Senator Hanson-Young, who did not immediately respond.

However a check of the senator's Twitter feed showed she spoke at a forum about the film Chasing Asylum alongside the film's director Eva Orner.

She also took part in an ABC Q&A program which was webcast.

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Neither Labor MP Terri Butler nor Liberal MP Andrew Laming who were also on the program, but hail from Queensland, claimed expenses.

But Ms Butler said it was not uncommon for MPs to claim Q&A attendance as 'electorate business'.

Under the rules, members of parliament can legitimately claim taxpayer-funded allowances - up to a maximum of 10 overnight stays - for travel outside their electorates on 'electorate business' such as meetings and conferences.

Chris Hemsworth's daughter India Rose, 5, displays superhuman strength as she climbs play equipment while mum Elsa Pataky chats with family Just like dad!



Wardrobe malfunction! Swimwear designer Bianca Elouise almost flashes her breasts when her bikini top snaps during sizzling trip to Miami Beach Not designed to do that!



Actor Patrick Wilson shows off his VERY muscular physique while jogging in the Gold Coast as filming for comic blockbuster Aquaman continues Sun's out, guns out!



Elle Macpherson spotted 'on an intimate DATE' in Hollywood with Brad Pitt amidst reports the supermodel has 'split' from husband Jeffrey Soffer 'A lot of flirting going on'



Stella McCartney is 'embarrassed' she used supermodels Kate Moss and Naomi Campbell in her graduate fashion show 'I was so naive'



'I've been using the same shampoo every day for 20 years': Natural blonde Sofia Vergara reveals the \$12 secret to her silky smooth locks SPONSORED



Elsa Pataky, 40, takes a bag of rice cakes on-the-go as she heads out with her children for a play date in Byron Bay Is that the secret to her incredible figure?



Roxy Jacenko spruiks Gucci, Burberry and her daughter's hair line in photo of her children just before their reunion with Oliver Curtis. There's no such thing as bad publicity!



Jessica Mauboy says marriage with long time beau Themi Magripitis is still not on the cards... despite their nine year relationship No wedding bells yet!



'House Rules' Andrew and Jono shed their nice-guy attitude as twins go head-to-head with married couple Aaron and Daniella 'We're very competitive people'



'Flashing my a\*\*' on the red carpet almost ruined my career': Former Voice host Darren McMullen reveals he lost work after CHEEKY faux pas Hitting a bum note



Kris Jenner 'not thrilled' about daughters spending Father's Day with Caitlyn 'Very complicated situation'



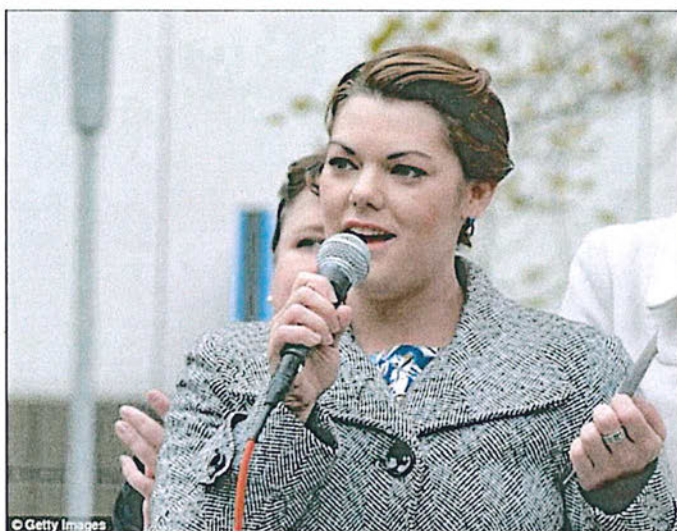
Married At First Sight star Cheryl Matildand reveals exciting news as she prepare to move in with ex-felon Dean Gibbs Baby on the way?





© Getty Images/EyeEm

The senator claimed thousands in flights and cars related to the trip



© Getty Images

Senator Hanson-Young was booked for a debate inside the festival with Deputy Prime Minister Barnaby Joyce hosted by Tony Jones, but the event was cancelled last minute

Senator Hanson-Young also claimed 'electorate business' travel allowance for visits to Sydney and Perth, totalling \$1593.

A review of entitlements, which led to a new system being put in place, questioned the inconsistency of the term 'electorate business'.

'There is no consistent eligibility test (or terminology within those tests) applying to all work expenses,' the report concluded, recommending a new system of 'work expenses' and an independent body to monitor it.

Read more:

An Unlikely Splendour Act Has Just Cancelled Their Appearance This Weekend | theMusic.com.au | Australia's Premier Music News & Reviews Website

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Hyperactivz

PICTURE EXCLUSIVE: Emily Ratajkowski shows off her enviably toned figure and famous derriere in raunchy backless swimsuit Topping up her tan at sea in Italy



Vin Diesel and Gal Gadot relax with their families in Hollywood Hills 'When we aren't playing superheroes'



Kourtney Kardashian takes a photo with frightened niece Dream 'She's not into selfies yet'



Australian fashion designer Bianca Elouise leaves little to the imagination as she puts on a VERY daring display in Miami Making a splash!



Meghan Markle sets pulses racing by going braless in a lazer and wearing short skirts in sultry modelling session All set for summer!



Sonia Kruger, 51, is grateful for daughter Maggie, two, but admits she won't 'push her luck' trying for another baby 'I feel really lucky to have her'



Blac Chyna and Rob Kardashian are 'not officially back together' but 'getting along' as they co-parent baby daughter Dream Still a work in progress!



Sahara Ray flaunts her busty assets in ocean almost one year after THAT naked Hawaiian romp with Bieber So that's what Justin sees in her!



The Bachelorette's Sam Frost spends quiet weekend with 'new boyfriend' Dave Bashford... as ex Sasha Mielczarek holidays in New Zealand Things are getting cosy!



Kyle And Jackie O's 'Intern' Pete reveals hostile reactions from 'serious' journalists at Cooma Prison before Oliver Curtis' release 'Are you going to ruin it for everybody else?'



Nina Agdal shows Leo DiCaprio what he's missing as she sets pulses racing with outdoor shower snaps before going topless 'They're real'



Jeremy Clarkson, 57, takes girlfriend Lisa Hogan, 46, for a spin in his Bugatti super car during French getaway Romantic getaway



Keith Urban sends gushing tribute to wife Nicole Kidman as couple celebrate their 11 year wedding anniversary 'You still feel like my girlfriend'



Proof Today could survive without Karl: Ratings stay strong as







# PARLIAMENTARIAN'S TRAVEL DECLARATION

- Use this form to claim travelling allowance
- This form must be lodged within 60 days of travel
- Please ensure all relevant fields are completed
- Privacy statement – see over

### Options for returning your completed form

Scan and Email to: [parita@finance.gov.au](mailto:parita@finance.gov.au)  
 Fax to: (02) 6267 3253  
 or Post to: Ministerial and Parliamentary Services  
 Department of Finance  
 John Gorton Building  
 King Edward Terrace  
 PARKES ACT 2600

Enquiries: Entitlements Management Branch  
 Email: [emb@finance.gov.au](mailto:emb@finance.gov.au)  
 Phone: (02) 6215 3542

Last name: Hanson-Young  
 First name: Sarah  
 Home base / principal place of residence: South Australia

TRAVEL DETAILS					TRAVELLING ALLOWANCE						
<ul style="list-style-type: none"> <li>• Clearly identify each 'leg' of travel including those where TA is not being claimed</li> <li>• Non-consecutive nights must be identified by a separate line for each night/group of nights</li> </ul>					ACCOMMODATION TYPES: COMMERCIAL C NON-COMMERCIAL NC NOT REQUIRED (CANBERRA) NR			DOCUMENTARY EVIDENCE OF COMMERCIAL STAY Either: ATTACHED A/T AVAILABLE ON REQUEST AOR NOT REQUIRED (CANBERRA) NR			MINISTER/OFFICE HOLDER ONLY
TRAVEL DATE	TRAVEL FROM	TRAVEL TO	SPECIFIC LOCATION STAYED I.E. SUBURB/TOWN	TYPE OF ACCOM.	TRAVELLING ALLOWANCE STARTING DATE	NO. OF CONSECUTIVE NIGHTS	T.A. CLAUSE (SEE OVER)	NAME OF MEETING/COMMITTEE AND/OR REASON FOR CLAIM	ACCOM. RECEIPT	SPOUSE NIGHTS (NOT WHIPS)	
21/7/2016	Adelaide	Gold Coast	Byron Bay	C	21/7/2016	4	312(f)	Electoral business	AOR		
25/7/2016	Gold Coast	Sydney	sydney								


- I declare that this travel was undertaken in my capacity as an elected representative and I acknowledge that a financial loading will be applied if subsequent adjustment to this travel claim is required.
- I declare that the information I have given is true and accurate. I certify that I have fulfilled all the requirements of the particular Remuneration Tribunal Determination clauses I have identified on this form.
- I understand that knowingly giving false or misleading information is a serious offence under the *Criminal Code Act 1995*.

Section 47F

Date: 25/7/16

 ABC PolIPics and 45 others follow



**Sarah Hanson-Young**  @sarahinthesen8 · 23 Jul 2016 

Heading into @SITG for Q&A with Tony Jones. If you're around its on at TheForum at 2pm #SplendourFest



1



2



28



**Sarah Hanson-Young**  @sarahinthesen8 · 15 Jul 2016 

Looking forward to chatting @ChasingAsylum with @doctormcdougall and @evaorner at Splendour in the Grass next week splendourinthegrass.com/other-areas/sp...-



6



17



39





# TRAVELLING and/or MOTOR VEHICLE ALLOWANCE CLAIM

Staff employed under the *Members of Parliament (Staff) Act 1984*

**Note:** This form must be completed for all **Travelling Allowance** and **Motor Vehicle Allowance** claims.

- Travelling Allowance and/or MVA claims must be authorised within 60 days of the completion of the travel. **Claims authorised on or after the last day of travel will not be advanced.**
- Travelling Allowance and/or MVA advances should be acquitted as soon as possible. No further claims will be paid if acquittals are outstanding beyond 28 days.

Employee name  
Section 47F

Employer  
Sarah Hanson-Young

Work base  
Adelaide

State/Territory  
SA

**Options for returning your completed form**  
Scan and Email to: [staffta@finance.gov.au](mailto:staffta@finance.gov.au)  
Fax to: (02) 6267 3584  
or Post to: Ministerial and Parliamentary Services  
Department of Finance  
John Gorton Building  
King Edward Terrace  
PARKES ACT 2600

Enquiries: Staff Help Desk  
Email: [mpshelp@finance.gov.au](mailto:mpshelp@finance.gov.au)  
Phone: (02) 6215 3333

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All fields must be completed to ensure timely payment of claims (incomplete forms may cause delay to payment). For an example of how to complete this form – see over

TRAVEL DETAILS				TRAVELLING ALLOWANCE											
Departure details				Arrival details		Accommodation arrangements									
Date	From (Town/Suburb)	Time	Mode of transport (include flight number if flown)	To (Town/Suburb)	Time	MVA kms per leg if applicable	No. of consecutive nights	Specific location stayed (Town/Suburb)	Accommodation type	Receipts for commercial (other than in Canberra)	Adjustment to commercial rate necessary (directed to stay with Senator/Member) – if 'Yes' attach receipts				
									Commercial	Non-commercial	Canberra	On request	Attached	Yes	No
21/07/2016	Adelaide	11:00am	VA417	Sydney	1:20pm				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No
21/07/2016	Sydney	3:10pm	VA527	Coolangatta	4:30pm		4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yes	No
25/07/2016	Coolangatta	1:05pm	VA524	Sydney	2:35pm				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No
25/07/2016	Sydney	4:10pm	VA428	Adelaide	5:50pm				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No
									<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No
									<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No
									<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No
									<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	No

MOTOR VEHICLE ALLOWANCE (MVA) DETAILS			
Vehicle registration	Vehicle make	Vehicle model	Engine capacity
			CC

• MVA cannot be claimed for the purpose of travel between accommodation and the workplace.  
 • MVA is taxable but is not taxed at time of payment if less than 5,000 kms are paid per financial year.  
 • MVA can only be claimed if the vehicle is owned by the employee or privately hired by the employee.

**CERTIFICATION BY EMPLOYEE**

I certify that I have been directed to travel by the most efficient/direct route on official business by my employing Senator or Member.  
 I certify that the above details are correct.  
 I understand that knowingly giving false or misleading information is a serious offence under the Criminal Code Act 1995.

Signature: [Redacted] 15/8/16

**CERTIFICATION BY SENATOR OR MEMBER OR AUTHORISED PERSON**

I certify that the above travel by the most efficient/direct route is/was directed by me for official purposes.  
 I certify that where accommodation adjustments are claimed above, the employee was directed to stay at the same commercial accommodation as the employing Senator or Member.  
 I understand that knowingly giving false or misleading information is a serious offence under the Criminal Code Act 1995.

Signature: [Redacted] 15/8/16  
 Printed name: [Redacted]