



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

Assurance Review 2023/013

Desirable Destination – Parliamentarian travel to  
Melbourne – Australian Grand Prix  
30 March to 3 April 2023

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## Executive summary

1. The Independent Parliamentary Expenses Authority (IPEA) conducted an Assurance Review of parliamentarian travel to Melbourne during the period 30 March to 3 April 2023, the time of the Australian Grand Prix. The Assurance Review forms part of IPEA's 3 Year Assurance Plan. The purpose of the Assurance Review was to determine whether the use of parliamentary business resources was consistent with the legislative framework.

## Assurance Review Findings

2. The Assurance Review assessed whether the use of parliamentary business resources was for the dominant purpose of parliamentary business. IPEA identified six parliamentarians as having used parliamentary business resources for travel to, from and within Melbourne during the period in scope.
3. Having considered the available information, including the responses provided, IPEA is satisfied the travel identified was consistent with the legislative framework.

## Scope and Purpose

4. The scope of this Assurance Review is travel to, from and within Melbourne at the time of the Australian Grand Prix between 30 March and 3 April 2023. IPEA contacted six parliamentarians about the dominant purpose of the travel and the parliamentary business undertaken.

## Engagement with parliamentarians

5. On 9 August 2023, IPEA wrote to six parliamentarians in relation to their travel to, from and within Melbourne during the period in scope. Three parliamentarians were asked to confirm the dominant purpose of their travel to Melbourne and provide detail of their parliamentary business. Two parliamentarians were also asked whether the travel to Melbourne by family members met the three-part test for family travel.

## Parliamentarians Response

6. IPEA received responses from two parliamentarians on 10 August 2023, one parliamentarian responded on 11 August 2023 and two responded on 24 August 2023. One parliamentarian did not provide a response by the due date of 28 August 2023 and a reminder letter was sent seeking a response by 13 September 2023. The final response was received on 13 September 2023

## Audit and Assurance function

### IPEA's statutory audit function

8. IPEA audits parliamentarians' work expenses and the travel expenses of their staff under section 12 of the *Independent Parliamentary Expenses Authority Act 2017* (IPEA Act). Assurance Reviews determine if there has been a misuse of a parliamentary business resources. IPEA assesses the use of parliamentary business resources against the legislative framework to determine whether there was misuse.
9. Potential outcomes of an Assurance Review include:
  - no further action in circumstances where the review has concluded the use of parliamentary business resources was not inconsistent with the legislative framework, or
  - administrative remedial action, including penalty where the review has concluded there is evidence the use of parliamentary business resources was not consistent with the legislative framework, or
  - an IPEA initiated Ruling or Audit, where there is evidence of systemic or substantial misuse of parliamentary business resources, or
  - referral to the Australian Federal Police where compelling prima facie evidence of fraud or other criminal conduct is identified.

## Legislative framework

10. The legislation relevant to this Assurance Review is:
  - *Parliamentary Business Resources Act 2017* (PBR Act)
  - Parliamentary Business Resource Regulations 2017 (the Regulations)
  - Parliamentary Business Resources (Parliamentary Business) Determination 2017 (the Determination)
11. The PBR Act and the PBR Regulations establish a framework for providing resources to parliamentarians in respect of their parliamentary business. Parliamentarians are eligible to claim public resources under the framework in respect of their parliamentary business.
12. Section 6 of the PBR Act provides the meaning of **parliamentary business**:
  - (1) The **parliamentary business** of a member means any of the following:
    - (a) the **parliamentary duties** of a member, being activities of the member that:
      - (i) relate directly the member's role as a member; and
      - (ii) are determined for the purposes of paragraph (4)(a);
    - (b) the **electorate duties** of the member, being activities of the member that:
      - (i) support or serve the member's constituents; and
      - (ii) are determined for the purposes of paragraph (4)(b);
    - (c) the **party political duties** of the member, being activities determined for the purposes of paragraph (4)(c);

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Independent Parliamentary Expenses Authority  
*Parliamentarian travel to Melbourne – Australian Grand Prix*

- (d) for a member who is an office holder or a Minister of State—the **official duties** of the member being activities that:
  - (i) relate to the member’s role as an office holder or Minister of State; and
  - (ii) are determined for the purposes of paragraph (4)(d).

13. Subsection 6(4) of the PBR Act provides the Minister must determine activities of a member that are **parliamentary duties** of the member, or **electorate duties** of the member, or **party political duties** of the member, or **official duties** of the member. The Parliamentary Business Resources (Parliamentary Business) Determination 2017 determines the activities which fall within the four duty streams set out in section 6 of the PBR Act.

14. Subsection 6(2) of the PBR Act further provides in part:

However, an activity is not the **parliamentary business** of a member if:

- (a) the member carries it out for the dominant purpose of either or both the following:
  - (i) providing a personal benefit to the member or another person;
  - (ii) pursuing commercial purposes of the member or another person;...

15. Subsection 9(1) of the PBR Act details expenses that may be incurred with travel as:

For the purposes of this Act, the following are examples of expenses incurred in connection with travel:

- (a) the cost of fares;
- (b) the cost of taxis and other local transport in connection with travel;
- (c) the costs of the provision of charter services;
- (d) the cost of accommodation;
- (e) the cost of meals;
- (f) the cost of incidentals.

16. The Parliamentary Business Resources (Commonwealth Transport) Determination provides that COMCAR services are to be made available for the purposes of subsection 8(2) of the PBR Regulations. There are limits and conditions on member’s use of COMCAR within Australia. Subsection 8(2) of the Commonwealth Transport Determination provides:

COMCAR is not available for the purpose of subsection 8(2) of the Regulations if the member could reasonably use the member’s private plated vehicle in the circumstances, assuming the member had a private plated vehicle.

Note: A member who chooses an allowance instead of a private plated vehicle could reasonably be expected to use the allowance instead of claiming COMCAR transport costs in circumstances where a private plated vehicle could otherwise reasonably be used.

17. Section 6 of the Regulation provides the meaning of **family reunion purposes** as:

A family member of a member travels for **family reunion purposes** if:

- (a) the member is travelling within Australia for the dominant purpose of conducting the member’s parliamentary business; and
- (b) the family member travels to accompany or join the member; and
- (c) the travel by the family member is for the dominant purpose of facilitating the family life of the member’s family.

18. As an overarching matter, the public resources prescribed in Parts 2, 3 and 4 of the PBR Regulations are subject to a specific accountability regime established in the PBR Act for that purpose. Parliamentarians' access to and use of public resources are subject to the following obligations:
- Parliamentarians must be personally responsible and accountable for their use of public resources, and to act ethically and in good faith using and accounting for their use of those resources (see section 25)
  - A parliamentarian must not claim or use public resources unless it is for the dominant purpose of conducting their parliamentary business (dominant purpose test, see section 26)
  - A parliamentarian must ensure value for money for the Commonwealth in incurring expenses or claiming public resources, taking into account the need to conduct the parliamentary business (value for money test, see section 27), and
  - A parliamentarian must not claim resources or incur expenses if any conditions for accessing the resources have not been met (section 28)
19. In accordance with sections 30 and 31 of the PBR Act, the Commonwealth must pay the travel expenses and travel allowances as prescribed by the Regulations. Division 1 of Part 2 of the PBR Regulations prescribes travel expenses and travel allowances for travel within Australia for the purposes of sections 30 and 31 of the PBR Act.

## Assurance Review methodology

### Background

20. Review of travel by parliamentarians forms part of IPEA's 3 Year Assurance Plan. On 1 August 2023 in accordance with IPEA's Statutory Audit Function Sheet, IPEA commenced a Preliminary Assessment in relation to parliamentarian travel to, from and within Melbourne during the period 30 March to 3 April 2023, the period in which the Australian Grand Prix was held in Melbourne.
21. On 1 August 2023, IPEA Audit and Assurance obtained data on all parliamentarian travel to, from and within Melbourne during the period in scope. The data included travel and travel-related expenses processed via the Parliamentary Expenses Management System (PEMS) and data provided by COMCAR.
22. The Preliminary Assessment found that parliamentary business resources were used by parliamentarians for travel to, from and within Melbourne during the period in scope. On 7 August 2023, it was decided to proceed to an Assurance Review.

### Scope of Assurance Review

23. The scope of this Assurance Review is travel to, from and within Melbourne at the time of the Australian Grand Prix held at Albert Park Melbourne on 31 March and 1 and 2 April 2023.

### Method

24. The data confirmed parliamentarians travelled, to from or within Melbourne during the period in scope. Analysis of the data identified 6 parliamentarians who had used parliamentary business resources for travel to, from or within Melbourne during the period in scope.

25. Travel expenses incurred include:
- domestic air travel;
  - taxis;
  - COMCAR; and
  - domestic travel allowance.

## Assessment of work expenses

### Summary of findings

#### Analysis

26. IPEA considered the legislative framework and applied the following questions to the travel to, from or within Melbourne during the period in scope:
- What was the parliamentarians' dominant purpose for the travel?
  - What was the nature of the parliamentary business in Melbourne?
  - Did the travel by family members meet the three-part test?
27. IPEA conducted the Assurance Review by examining and assessing:
- Information obtained from the Audit and Assurance Dashboard
  - Publicly available information
  - Travel bookings and other records contained in PEMS
  - Responses and additional information provided by parliamentarians.
28. Individual analysis of the travel for each parliamentarian, and their responses, are detailed in the following paragraphs.

#### Mr Garth Hamilton MP, Member for Groom QLD

29. The available information confirms Mr Hamilton flew from Brisbane to Melbourne on 31 March 2023. Mr Hamilton used Cabcharge for travel within Melbourne on 1 April 2023 and then to Melbourne Airport for a return flight to Brisbane. There is no evidence to indicate Mr Hamilton attended the Australian Grand Prix and there was no further use of parliamentary business resources in Melbourne during the period in scope.
30. On 9 August 2023, IPEA wrote to Mr Hamilton providing details of the Commonwealth-funded travel within the period in scope. Mr Hamilton was asked to confirm the dominant purpose of his travel to Melbourne and advise the nature of his parliamentary business. On 24 August 2023, Mr Hamilton confirmed the dominant purpose of his travel to Melbourne was Parliamentary business and confirmed he undertook parliamentary duties in his role as Deputy Chair of the Economics Committee.

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Independent Parliamentary Expenses Authority  
*Parliamentarian travel to Melbourne – Australian Grand Prix*

31. Having regard to the information available, including the response provided by Mr Hamilton, IPEA is satisfied his use of Parliamentary business resources to travel to Melbourne was for the dominant purpose of Parliamentary business and was consistent with the legislative framework. Correspondence between IPEA and Mr Hamilton is at **attachment A**.

The Hon Andrew Hastie MP, Member for Canning WA

32. The available information indicates Mr Hastie travelled from Canberra to Melbourne on 30 March 2023, however parliamentary business resources were not used to fund this travel. Mr Hastie used COMCAR to travel from Melbourne Airport to accommodation on 30 March 2023 and then to Melbourne Airport on 3 April 2023 for a flight from Melbourne to Canberra.
33. On 9 August 2023, IPEA wrote to Mr Hastie providing details of the Commonwealth-funded travel in Melbourne during the period in scope. Mr Hastie was asked to confirm the dominant purpose of his travel to Melbourne and to advise the nature of his parliamentary business.
34. On 24 August 2023, Mr Hastie responded to IPEA, detailing the circumstances of his travel to Melbourne. Mr Hastie requested an invoice to repay the cost of COMCAR from Melbourne Airport on 31 March 2023 which was not in accordance with the legislative framework. An invoice was raised and sent to Mr Hastie on 29 August 2023.
35. Having regard to the available information, including the response provided by Mr Hastie and the repayment of the COMCAR expense, IPEA is satisfied the remainder of Mr Hastie's travel was for the dominant purpose of parliamentary business and was consistent with the legislative framework. Correspondence between IPEA and Mr Hastie is at **attachment B**.

The Hon Luke Howarth MP, Member for Petrie QLD

36. The information indicates Mr Howarth flew from Canberra to Melbourne on 30 March 2023 and used COMCAR to travel from Melbourne Airport to accommodation and then for travel within Melbourne. Mr Howarth received Domestic Travel Allowance in Melbourne. Mr Howarth's family member flew from Brisbane to Melbourne on 31 March. COMCAR was used within Melbourne on 31 March 2023.
37. Mr Howarth used COMCAR for travel to Melbourne Airport on 3 April 2023. There was also a taxi used for travel to Melbourne Airport on 3 April 2023. Both Mr Howarth and his family member flew from Melbourne to Brisbane on 3 April 2023.
38. On 9 August 2023, IPEA wrote to Mr Howarth providing details of his and his family member's Commonwealth-funded travel in Melbourne during the period in scope. Mr Howarth was asked to confirm the dominant purpose of his travel to Melbourne, advise the nature of his parliamentary business and advise whether his family member's travel expenses meet the three-part test in section 6 of the Parliamentary Business Resources Regulations 2017.
39. On 10 August 2023, Mr Howarth's office responded advising the dominant purpose of travel to Melbourne was official duties in his capacity as Shadow Minister for Defence Industry. Mr Howarth met with Defence Industry Stakeholders and attending a networking function. Mr Howarth's family member joined him in Melbourne which met the three part test in section 6 of the Regulations.
40. Having regard to the available information, including the response provided by Mr Howarth's office, IPEA is satisfied Mr Howarth's use of Parliamentary business resources for travel to Melbourne was for the dominant purpose of parliamentary business and was not inconsistent with the legislative framework. Correspondence between IPEA and Mr Howarth is at **attachment C**.



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Independent Parliamentary Expenses Authority  
*Parliamentarian travel to Melbourne – Australian Grand Prix*

The Hon David Littleproud, Leader of the Nationals, Member for Maranoa QLD

41. The available information indicates Mr Littleproud and his family member flew from Sydney to Melbourne on 1 April 2023, used COMCAR for travel from Melbourne Airport to Melbourne and received Domestic Travel Allowance in Melbourne. COMCAR was then used for travel within Melbourne. On 2 April 2023, Mr Littleproud used COMCAR for travel from to Melbourne Airport where both he and his family member flew from Melbourne to Brisbane
42. On 9 August 2023, IPEA wrote to Mr Littleproud providing details of his and his family member's Commonwealth-funded travel in Melbourne during the period in scope. Mr Littleproud was asked to confirm the dominant purpose of his travel to Melbourne, advise the nature of his parliamentary business and advise whether his family member's travel expenses meet the three-part test in section 6 of the Parliamentary Business Resources Regulations 2017.
43. As no response had been received from Mr Littleproud, on 30 August 2023, IPEA again wrote to him seeking a response by 13 September 2023. Mr Littleproud was advised if a response was not received by this date IPEA may consider other options for progressing the matter.
44. On 13 September 2023, Mr Littleproud's office responded to IPEA advising that the dominant purpose of the travel was Parliamentary Business in his role as Shadow Minister for Agriculture. Mr Littleproud attended the Melbourne Royal Show's 175<sup>th</sup> Celebration Gala Dinner held at the Melbourne Showgrounds. Mr Littleproud's family member travelled with him, allowing them to reunite following two sitting weeks.
45. Having regard to the available information, including the response provided by Mr Littleproud's office, IPEA is satisfied Mr Littleproud's use of Parliamentary business resources for travel to Melbourne was for the dominant purpose of parliamentary business and was not inconsistent with the legislative framework. IPEA is also satisfied the travel by Mr Littleproud's family member met the three-part test in section 6 of the Parliamentary Business Resources Regulations 2017. Correspondence between IPEA and Mr Littleproud is at **attachment D**.

Mr Bert van Manen, Chief Opposition Whip, Member for Forde QLD

46. The available information indicates Mr van Manen received Domestic Travel Allowance to use his Private Plated Vehicle for travel from Canberra to Melbourne on 31 March 2023 and return to Canberra on 3 April 2023. Mr van Manen was in receipt of tickets to attend the Australian Grand Prix.
47. On 9 August 2023, IPEA wrote to Mr van Manen providing details of the Commonwealth-funded travel in Melbourne during the period in scope. Mr van Manen was asked to confirm the dominant purpose of his travel to Melbourne and to advise the nature of his parliamentary business.
48. On 10 August 2023, Mr van Manen advised the dominant purpose of his travel was parliamentary duties in his capacity as a member of the Parliament and co-Chair of the Parliamentary Friends of Motorsport.
49. Having regard to the available information, including the response provided by Mr van Manen, IPEA is satisfied Mr van Manen's use of Parliamentary business resources for travel to Melbourne was for the dominant purpose of parliamentary business and was not inconsistent with the legislative framework. Correspondence between IPEA and Mr van Manen is at **attachment E**.

Dr Anne Webster MP, Member for Mallee VIC

50. The available information indicates Dr Webster flew from Canberra to Melbourne on 31 March 2023, used COMCAR for travel from Melbourne Airport into Melbourne and stayed one night in Melbourne. Dr Webster then used COMCAR for travel within Melbourne on 31 March. On 1 April 2023, Dr Webster used COMCAR for travel within Melbourne and then to Melbourne Airport for a flight to Mildura.
51. On 9 August 2023, IPEA wrote to Dr Webster providing details of her Commonwealth-funded travel in Melbourne during the period in scope. Dr Webster was asked to confirm the dominant purpose of her travel to Melbourne and to advise the nature of her parliamentary business.
52. On 11 August 2023, Dr Webster's office advised the dominant purpose of the travel within Melbourne was for Party Political Duties.
53. Having regard to the available information, including the response from Dr Webster's office, IPEA is satisfied Dr Webster's use of Parliamentary business resources for travel to Melbourne was for the dominant purpose of Parliamentary business and was consistent with the legislative framework. Correspondence between IPEA and Dr Webster is at **attachment F**.

**Conclusion**

54. After analysis of the information available to IPEA, including the responses provided, IPEA is satisfied that the travel-related resources used for travel to, from and within Melbourne during the Australian Grand Prix do not require further consideration by IPEA.

[REDACTED]

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**From:** Assurance  
**Sent:** Wednesday, 9 August 2023 3:57 PM  
**To:** [REDACTED]  
**Subject:** Assurance Review of travel and travel-related expenses [SEC=OFFICIAL]  
**Attachments:** IPEA letter to Mr Garth Hamilton - 9 August 2023.pdf

**OFFICIAL**

**Mr Garth Hamilton MP**  
Member for Groom

Good afternoon Mr Hamilton

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review of parliamentarian travel to, from and within Melbourne during the period 30 March to 3 April 2023.

Should you wish to discuss this matter, please do not hesitate to contact me.

Yours sincerely

---

**Nicole Pearson**  
Branch Manager, Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603

**E:** [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au)

**W:** [www.ipea.gov.au](http://www.ipea.gov.au) & [www.ipea.gov.au/ed](http://www.ipea.gov.au/ed)

**Classification:** OFFICIAL

**Classified by:** assurance@ipea.gov.au on: 9/08/2023 3:56:59 PM

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**Independent Parliamentary**  
**Expenses Authority**

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Ref: IPEA23/1/08 IDOC/232682

9 August 2023

Mr Garth Hamilton MP  
Member for Groom  
PO Box 777  
TOOWOOMBA QLD 4350

Email: [REDACTED]

Dear Mr Hamilton

**Assurance Review of travel and travel-related expenses**

The Independent Parliamentary Expenses Authority (IPEA) has responsibility under the *Independent Parliamentary Expenses Authority Act 2017* to review work expenses accessed by parliamentarians.

IPEA's assurance activities include reviewing the use of work expenses to travel to desirable destinations (e.g. sporting events), family reunion travel and travel adjacent to public or school holidays.

IPEA is undertaking an Assurance Review of travel and travel-related expenses incurred in relation to travel to, from and within Melbourne during the period 30 March to 3 April 2023. Please note IPEA publishes completed Assurance Reviews on the website [www.ipea.gov.au](http://www.ipea.gov.au).

Division 2 of Part 3 of the *Parliamentary Business Resources Act 2017* (the PBR Act) sets out the principles parliamentarians are to apply when utilising public resources.

As you would be aware, under the principles-based scheme parliamentarians have an obligation to be prepared to publicly justify their use of public resources for conducting their parliamentary business (subsection 25(3) of the PBR Act). Parliamentarians also have an obligation to ensure that expenses that are incurred, or allowances or other public resources that are claimed, in relation to the conduct of the member's parliamentary business provide value for money, taking into account the need to conduct the member's parliamentary business (section 27 of the PBR Act).

'Parliamentary business' has meaning given by section 6 of the PBR Act. Activities that fall within the four duty streams of parliamentary business are set out in the *Parliamentary Business Resources (Parliamentary Business) Determination 2017* (the Determination – **Attachment A**).

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Section 6 of the PBR Act also states:

*However, an activity is not the parliamentary business of a member if:*

- (a) the member carries it out for the dominant purpose of either or both of the following:
  - (i) providing a personal benefit to the member or another person;*
  - (ii) pursuing commercial purposes of the member or another person; or**
- (b) the activity is determined under subsection (3) for the purposes of this paragraph.*

**Attachment B** contains details of your Commonwealth-funded travel within the relevant period and questions for your response to assist with the Assurance review. Please examine the attached list of expenses and provide a written response to the questions via email to [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au), by close of business on **Friday 25 August 2023**, or advise us prior to the date if you require additional time.

Should you wish to discuss this matter, please contact [REDACTED]

Yours sincerely

[REDACTED]

---

**Nicole Pearson**  
Branch Manager  
Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603  
[REDACTED]

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**Attachment B**

Mr Garth Hamilton, Member for Groom  
Assurance Review of travel and travel related expenses

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
Travel Fares – Virgin Australia	Brisbane	31/03/2023	4:55 PM	Melbourne	31/03/2023	8:20 PM	\$446.36
Travel Allowance Parliamentary Duties				Melbourne	31/03/2023		\$402.00
Cabcharge	Melbourne CBD	01/04/2023		Bayswater	01/04/2023	9:09 AM	\$88.93
Cabcharge	Bayswater	01/04/2023		Melbourne Airport	01/04/2023	3:31 PM	\$109.25
Travel Fares – Qantas Airways	Melbourne	01/04/2023	5:20 PM	Brisbane	01/04/2023	6:30 PM	\$1,300.81

1. What was the dominant purpose of your travel to Melbourne between 31 March and 1 April 2023?
2. With reference to the Determination at **Attachment A**, what was the nature of your parliamentary business in Melbourne between 31 March and 1 April 2023?

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** Friday, 25 August 2023 3:33 PM  
**To:** Assurance  
**Cc:** [REDACTED]  
**Subject:** Travel 30 March - 3 April 2023  
**Attachments:** 20230825 Nicole Pearson IPEA.pdf

**Categories:** [REDACTED]

Good Afternoon Ms Pearson,

Please find **attached** correspondence from Mr Hamilton dated 24 August 2023. This is in relation to travel undertaken between 30 March to 3 April 2023.

Kind Regards,

[REDACTED]  
Office of Garth Hamilton MP - Federal Member for Groom

Ground Floor, 516 Ruthven Street, Toowoomba QLD 4350  
P: (07) 4632 4144  
[REDACTED]



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**Garth HAMILTON** MP

Federal Member for **Groom**

*Listening. Working for you!*



24 August 2023

Ms Nicole Pearson  
Branch Manager  
Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
By email: [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au)

Dear Ms Pearson

I write in response to your letter dated 9 August 2023.

1. I confirm that the dominant purpose of travel undertaken by me during the period 30 March to 3 April 2023 was Parliamentary business as defined in the *Parliamentarians Business Resources (Parliamentary Business) Determination 2017*.
2. I confirm that I undertook Parliamentary duties during the above period, specifically in relation to my role as Deputy Chair of the Economics Committee, and I travelled to Melbourne for discussions relevant to a current Committee Inquiry.

Yours sincerely



**GARTH HAMILTON MP**  
Federal Member for Groom



[REDACTED]

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**From:** Assurance  
**Sent:** Wednesday, 9 August 2023 4:06 PM  
**To:** [REDACTED]  
**Subject:** Assurance Review of travel and travel-related expenses [SEC=OFFICIAL]  
**Attachments:** IPEA letter to the Hon Andrew Hastie - 9 August 2023.pdf

**OFFICIAL**

**The Hon Andrew Hastie MP**  
Member for Canning

Good afternoon Mr Hastie

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review of parliamentarian travel to, from and within Melbourne during the period 30 March to 3 April 2023.

Should you wish to discuss this matter, please do not hesitate to contact me.

Yours sincerely

---

**Nicole Pearson**  
Branch Manager, Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603

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**W:** [www.ipea.gov.au](http://www.ipea.gov.au) & [www.ipea.gov.au/ed](http://www.ipea.gov.au/ed)

**Classification:** OFFICIAL

**Classified by:** assurance@ipea.gov.au on: 9/08/2023 4:06:10 PM

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**Independent Parliamentary**  
**Expenses Authority**

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Ref: IPEA23/1/08 IDOC/232689

9 August 2023

The Hon Andrew Hastie MP  
Member for Canning  
PO Box 968  
MANDURAH WA 6210

Email: [REDACTED]

Dear Mr Hastie

**Assurance Review of travel and travel-related expenses**

The Independent Parliamentary Expenses Authority (IPEA) has responsibility under the *Independent Parliamentary Expenses Authority Act 2017* to review work expenses accessed by parliamentarians.

IPEA's assurance activities include reviewing the use of work expenses to travel to desirable destinations (e.g. sporting events), family reunion travel and travel adjacent to public or school holidays.

IPEA is undertaking an Assurance Review of travel and travel-related expenses incurred in relation to travel to, from and within Melbourne during the period 30 March to 3 April 2023. Please note IPEA publishes completed Assurance Reviews on the website [www.ipea.gov.au](http://www.ipea.gov.au).

Division 2 of Part 3 of the *Parliamentary Business Resources Act 2017* (the PBR Act) sets out the principles parliamentarians are to apply when utilising public resources.

As you would be aware, under the principles-based scheme parliamentarians have an obligation to be prepared to publicly justify their use of public resources for conducting their parliamentary business (subsection 25(3) of the PBR Act). Parliamentarians also have an obligation to ensure that expenses that are incurred, or allowances or other public resources that are claimed, in relation to the conduct of the member's parliamentary business provide value for money, taking into account the need to conduct the member's parliamentary business (section 27 of the PBR Act).

'Parliamentary business' has meaning given by section 6 of the PBR Act. Activities that fall within the four duty streams of parliamentary business are set out in the *Parliamentary Business Resources (Parliamentary Business) Determination 2017* (the Determination – **Attachment A**).

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Section 6 of the PBR Act also states:

*However, an activity is not the parliamentary business of a member if:*

- (a) the member carries it out for the dominant purpose of either or both of the following:
  - (i) providing a personal benefit to the member or another person;*
  - (ii) pursuing commercial purposes of the member or another person; or**
- (b) the activity is determined under subsection (3) for the purposes of this paragraph.*

**Attachment B** contains details of your Commonwealth-funded travel within the relevant period and questions for your response to assist with the Assurance review. Please examine the attached list of expenses and provide a written response to the questions via email to [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au), by close of business on **Friday 25 August 2023**, or advise us prior to the date if you require additional time.

Should you wish to discuss this matter, please contact [REDACTED]

Yours sincerely

[REDACTED]

---

**Nicole Pearson**  
Branch Manager  
Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603  
[REDACTED]

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**Attachment B**

The Hon Andrew Hastie MP, Member for Canning  
Assurance Review of travel and travel related expenses

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
COMCAR	Melbourne Airport	30/03/2023	9:20 PM	Briar Hill	30/03/2023	9:58 PM	\$74.40
COMCAR	Briar Hill	03/04/2023	10:10 AM	Melbourne Airport	03/04/2023	10:42 AM	\$65.28
Travel Fares – Qantas Airways	Melbourne	03/04/2023		Canberra	03/04/2023		\$856.62

1. What was the dominant purpose of your travel to Melbourne between 30 March and 3 April 2023?
2. With reference to the Determination at **Attachment A**, what was the nature of your parliamentary business in Melbourne between 30 March and 3 April 2023?

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Wednesday, 16 August 2023 4:20 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Response to Request for Written Advice - Assurance Review [SEC=OFFICIAL]

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**OFFICIAL**

Good afternoon [REDACTED]

Thank you for your email requesting information in relation to the Assurance Review of travel and travel related expenses for Mr Hastie's travel to Melbourne between 30 March and 3 April 2023. IPEA notes that personal advice was provided on 30 March 2023 in relation to this travel.

Having regard to the information provided below, it would appear Mr Hastie's use of COMCAR for travel from Melbourne Airport to his accommodation was not for the dominant purpose of parliamentary business as his flight from Canberra to Melbourne was personal travel to attend the Australian Grand Prix.

The use of COMCAR from Mr Hastie's accommodation to Melbourne Airport and subsequent flight from Melbourne to Canberra were for the purpose of parliamentary business and are in accordance with the legislative framework.

Please do not hesitate to contact me if you would like to discuss further.

Many thanks for your ongoing engagement with this Assurance Review.

Kind regards

---

[REDACTED]  
Assistant Director  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603

[REDACTED]  
[www.ipea.gov.au](http://www.ipea.gov.au) & [www.ipea.gov.au/ed](http://www.ipea.gov.au/ed)

**Classification:** OFFICIAL

**Classified by:** [REDACTED] on: 16/08/2023 4:20:02 PM

---

**From:** [REDACTED]  
**Sent:** Monday, August 14, 2023 3:18 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Request for Written Advice - Assurance Review

[REDACTED]

Thank you for your time on the phone this morning.

As discussed, I am seeking written advice regarding an Assurance Review of travel and travel related expenses relating to Andrew Hastie's travel to Melbourne between 30 March and 3 April 2023.

Please find below a timeline of Mr Hastie's travel and activity between the above dates.

**30/3/23:**

- Flight: CBR – MEL (QF1531)
  - Privately paid by Mr Hastie.
- COMCAR: Melbourne Airport T1 – 1 Aminya Place, Briar Hill

**31/3/23:**

- Advised of Shadow Cabinet meeting for 5/4/23 in Canberra
  - Flight QF1516 (MEL – CBR) booked

**31/3/23 – 2/4/23:**

- Attended F1 fundraiser (dominant purpose for personal travel)
- Attended polling booth for Aston by-election (1/4/23)

**3/4/23:**

- Flight: MEL – CBR (QF1516)
- COMCAR: Canberra Airport – Parliament House

As outlined above, Mr Hastie travelled to Melbourne for personal engagements, which he paid for privately. While in Melbourne, Mr Hastie was notified that he was required to return to Canberra for parliamentary business (Shadow Cabinet) on 5/4/23.

It was Mr Hastie's understanding that the COMCAR and flight on 3/4/23 was considered under entitlement due to the nature of the required travel.

Grateful for any guidance on this matter prior to Mr Hastie providing a written response by 25/8/23.

Kind regards,

[REDACTED]  
The Hon. Andrew Hastie MP  
Shadow Minister for Defence  
[REDACTED]



**ANDREW HASTIE MP**  
Federal Member for Canning

[REDACTED]

TELEPHONE (08) 9534 8044  
MAIL PO BOX 968 MANDURAH WA 6210  
ADDRESS 2/61 SUTTON ST MANDURAH WA 6210  
WEBSITE [WWW.ANDREWHASTIE.COM.AU](http://WWW.ANDREWHASTIE.COM.AU)

**Be careful with this message**

External email. Do not click links or open attachments unless you recognise the sender and know the content is safe.

[Redacted]

**From:** [Redacted]  
**Sent:** Thursday, 24 August 2023 1:20 PM  
**To:** Assurance  
**Cc:** [Redacted]  
**Subject:** IPEA Assurance Review  
**Attachments:** 230824 IPEA Assurance Review.pdf

**Categories:** [Redacted]

Dear Ms Pearson

Please find correspondence from the Hon. Andrew Hastie MP attached.

Kind regards

[Redacted]  
The Hon. Andrew Hastie MP  
Shadow Minister for Defence  
[Redacted]



The contact card for Andrew Hastie MP, Federal Member for Canning. It features the Australian coat of arms on the left and a portrait of Andrew Hastie on the right. The text in the center provides his name, title, and contact information.

**ANDREW HASTIE MP**  
Federal Member for Canning

[Redacted]

TELEPHONE (08) 9534 8044  
MAIL PO BOX 968 MANDURAH WA 6210  
ADDRESS 2/61 SUTTON ST MANDURAH WA 6210  
WEBSITE [WWW.ANDREWHASTIE.COM.AU](http://WWW.ANDREWHASTIE.COM.AU)

**Be careful with this message**  
External email. Do not click links or open attachments unless you recognise the sender and know the content is safe.





## **The Hon Andrew Hastie MP**

SHADOW MINISTER FOR DEFENCE  
FEDERAL MEMBER FOR CANNING

24 August 2023

Ms Nicole Pearson  
Independent Parliamentary Expenses Authority  
One Canberra Avenue  
FORREST ACT 2603

Email: [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au)

Dear Ms Pearson,

### **ASSURANCE REVIEW INTO TRAVEL AND TRAVEL RELATED EXPENSES**

Thank you for your letter on 9 August 2023 regarding the Independent Parliamentary Expense Authority's (IPEA) Assurance Review into travel and travel related expenses relating to my travel to Melbourne between 30 March and 3 April 2023. I appreciate you bringing the matter to my attention.

Please be advised, on Thursday 31 March 2023, I travelled from Canberra to Melbourne for the dominant purpose of attending the Australian Grand Prix. While I personally paid for my flight, a COMCAR was booked for travel between the airport and my accommodation.

While in Melbourne, I was notified that I would be required to attend a Shadow Cabinet meeting in Canberra the following week.

On Monday 3 April 2023, I travelled from my accommodation to the airport in a COMCAR before flying from Melbourne to Canberra for parliamentary business.

After reviewing my travel and seeking advice from IPEA, I understand that I was ineligible to use COMCAR on 31 March 2023, however, the remainder of my travel was in accordance with the legislative framework.

I apologise for any inconvenience caused and offer to repay \$74.40 for the use of COMCAR on 31 March 2023.

Again, thank you for bringing this to my attention and for your assistance with this matter.

Yours sincerely,



**The Hon Andrew Hastie MP**  
**Shadow Minister for Defence**

[REDACTED]

---

**From:** Assurance  
**Sent:** Tuesday, 29 August 2023 3:16 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** IPEA Assurance Review - COMCAR Invoice [SEC=OFFICIAL]  
**Attachments:** The Hon Andrew Hastie MP Invoice August 2023.pdf

**OFFICIAL**

**The Hon Andrew Hastie MP**  
Member for Canning  
Shadow Minister for Defence

Good afternoon Mr Hastie

Thank you for your correspondence of 28 August 2023 in relation to the Assurance Review of travel to, from and within Melbourne during the period 30 March to 3 April 2023.

In circumstances where the use of COMCAR is not for the dominant purpose of parliamentary business, IPEA is obliged to recover the expenses. Section 38 of the *Parliamentary Business Resources Act 2017* (PBR Act) provides that if the Commonwealth provides public resources to a member, the member contravenes section 26, 27 or 28 of the PBR Act (which deal with parliamentarians' obligations around the use of public resources) and does not repay the amount within 28 days of the date of incurring the expense, the member is liable to pay the Commonwealth a non-discretionary penalty equal to 25% of the amount which is in contravention of the legislative framework.

In your letter of 28 August 2023, you requested an invoice by issued for the use of COMCAR in Melbourne. As the request to raise an invoice was more than 28 days after the travel the 25% loading has been applied. Please find attached the Invoice to recover the cost of COMCAR as requested.

Please do not hesitate to contact IPEA if you require any further information or if you would like to discuss this matter.

Sincerely

[REDACTED]  
A/g Assistant Secretary  
Transparency, Assurance and Legal Branch  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603  
T: +61 2 6215 3000  
[Assurance@ipea.gov.au](mailto:Assurance@ipea.gov.au)  
W: [www.ipea.gov.au](http://www.ipea.gov.au) & [www.ipea.gov.au/ed](http://www.ipea.gov.au/ed)

**Classification:** OFFICIAL  
**Classified by:** assurance@ipea.gov.au on: 29/08/2023 3:16:14 PM



**TAX INVOICE**

**Invoice To:**  
The Hon. Andrew Hastie MP  
  
MANDURAH WA 6210

**Document Date:** 25.08.2023  
**Contact officer:** Accounts Receivable  
  
**Phone number:** 1800 680 103  
**Fax number:** (02) 6123 5379  
**Payment Reference:** 2800058184  
**Customer No:** 10014540  
**Payment Due Date:** 14.09.2023  
  
On any correspondence,  
please quote: 2800058184

Payment is required by the due date above, otherwise interest may be charged on any overdue amounts. If this invoice is not paid by the due date it may be referred to a debt collection agency.

Item Description	Net Amount	GST Amount	Total Amount
001 COMCARTrip 190535 30.03.2023	\$74.40	\$7.44	\$81.84
002 25% loading penalty	\$20.46		\$20.46

**Total Supply:** **\$94.86** **\$7.44** **\$102.30**

**1. Payment by Direct Debit**

Please send remittance to [accountsreceivable@sdo.gov.au](mailto:accountsreceivable@sdo.gov.au)  
M&PS ADMIN RECEIPTS A/C  
BSB: 092009 Account No: 122629

**2. Mailing your payment**

All cheques and money orders should be made payable to the Department of Finance.  
Mail payment together with this stub to:  
Department of Finance  
1 Canberra Avenue FORREST, ACT, 2603

**3. Payment by Credit Card**

Complete the following and return by mail or fax to (02) 6123 5379  
Card Type:  Mastercard  Visa  American Express

Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Name of Card Holder: \_\_\_\_\_ Signature: \_\_\_\_\_

Pmnt Amt: \_\_\_\_\_ Date: \_\_\_\_\_ Cust Ref: 2800058184

[REDACTED]

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**From:** Assurance  
**Sent:** Wednesday, 9 August 2023 4:09 PM  
**To:** [REDACTED]  
**Subject:** Assurance Review of travel and travel-related expenses [SEC=OFFICIAL]  
**Attachments:** IPEA letter to the Hon Luke Howarth - 9 August 2023.pdf

**OFFICIAL**

**The Hon Luke Howarth MP**  
Shadow Minister for Defence Industry  
Member for Petrie

Good afternoon Mr Howarth

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review of parliamentary travel to, from and within Melbourne during the period 30 March to 3 April 2023.

Should you wish to discuss this matter, please do not hesitate to contact me.

Yours sincerely

---

**Nicole Pearson**  
Branch Manager, Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603

**E:** [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au)

**W:** [www.ipea.gov.au](http://www.ipea.gov.au) & [www.ipea.gov.au/ed](http://www.ipea.gov.au/ed)

**Classification:** OFFICIAL

**Classified by:** assurance@ipea.gov.au on: 9/08/2023 4:09:11 PM

OFFICIAL



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

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Ref: IPEA23/1/08 IDOC/232692

9 August 2023

The Hon Luke Howarth  
Shadow Minister for Defence Industry  
Member for Petrie  
PO Box 321  
CLONTARF QLD 4019

Email: [REDACTED]

Dear Mr Howarth

**Assurance Review of travel and travel-related expenses**

The Independent Parliamentary Expenses Authority (IPEA) has responsibility under the *Independent Parliamentary Expenses Authority Act 2017* to review work expenses accessed by parliamentarians.

IPEA's assurance activities include reviewing the use of work expenses to travel to desirable destinations (e.g. sporting events), family reunion travel and travel adjacent to public or school holidays.

IPEA is undertaking an Assurance Review of travel and travel-related expenses incurred in relation to travel to, from and within Melbourne during the period 30 March to 3 April 2023. Please note IPEA publishes completed Assurance Reviews on the website [www.ipea.gov.au](http://www.ipea.gov.au).

Division 2 of Part 3 of the *Parliamentary Business Resources Act 2017* (the PBR Act) sets out the principles parliamentarians are to apply when utilising public resources.

As you would be aware, under the principles-based scheme parliamentarians have an obligation to be prepared to publicly justify their use of public resources for conducting their parliamentary business (subsection 25(3) of the PBR Act). Parliamentarians also have an obligation to ensure that expenses that are incurred, or allowances or other public resources that are claimed, in relation to the conduct of the member's parliamentary business provide value for money, taking into account the need to conduct the member's parliamentary business (section 27 of the PBR Act).

'Parliamentary business' has meaning given by section 6 of the PBR Act. Activities that fall within the four duty streams of parliamentary business are set out in the *Parliamentary Business Resources (Parliamentary Business) Determination 2017* (the Determination – **Attachment A**).

OFFICIAL

**OFFICIAL**

Section 6 of the PBR Act also states:

*However, an activity is not the parliamentary business of a member if:*

- (a) the member carries it out for the dominant purpose of either or both of the following:
  - (i) providing a personal benefit to the member or another person;*
  - (ii) pursuing commercial purposes of the member or another person; or**
- (b) the activity is determined under subsection (3) for the purposes of this paragraph.*

**Attachment B** contains details of your Commonwealth-funded travel within the relevant period and questions for your response to assist with the Assurance review. Please examine the attached list of expenses and provide a written response to the questions via email to [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au), by close of business on **Friday 25 August 2023**, or advise us prior to the date if you require additional time.

Should you wish to discuss this matter, please contact [REDACTED]

Yours sincerely

[REDACTED]

---

**Nicole Pearson**  
Branch Manager  
Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603  
[REDACTED]

**OFFICIAL****Attachment B**

Mr Luke Howarth MP, Member for Petrie  
Assurance Review of travel and travel related expenses

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
Travel Fares – Qantas Airways	Canberra	30/03/2023	2:55 PM	Melbourne	30/03/2023	4:05 PM	\$914.87
Domestic Travel Allowance	Southbank	30/03/2023					\$1,206.00
COMCAR	Melbourne Airport	30/03/2023	4:05 PM	Southbank	30/03/2023	5:03 PM	\$111.30
COMCAR	Southbank	30/03/2023	5:20 PM	Melbourne	30/03/2023	5:43 PM	\$856.62
COMCAR	Southbank	31/03/2023	8:14 AM	Southbank	31/03/2023	3:41 PM	\$927.50
COMCAR	Southbank	03/04/2023	10:26 AM	Melbourne Airport	03/04/2023	11:02 AM	\$67.50
Domestic Travel Allowance – Taxi	Southbank	03/04/2023		Melbourne Airport	03/04/2023		\$69.13
Travel Fares – Qantas Airways	Melbourne	03/04/2023	12:20 PM	Brisbane	03/04/2023	2:30 PM	\$798.36

Travel for [REDACTED]

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
Travel Fares – Qantas Airways	Brisbane	31/03/2023	7:15 PM	Melbourne	31/03/2023	10:40 PM	\$274.95
Travel Fares – Qantas Airways	Melbourne	03/04/2023	12:20 PM	Brisbane	03/04/2023	2:30 PM	\$274.95

**OFFICIAL**

1. What was the dominant purpose of your travel to Melbourne between 30 March and 3 April 2023?
2. With reference to the Determination at **Attachment A**, what was the nature of your parliamentary business in Melbourne between 30 March and 3 April 2023?
3. Please advise whether your family member's travel expenses meet the three part test in section 6 of the Parliamentary Business Resources Regulations 2017:
  - a. You were travelling for the dominant purpose of conducting your parliamentary business; and
  - b. Your family member was travelling to accompany or join you; and
  - c. Your family member's travel was for the dominant purpose of facilitating family life.



[REDACTED]

**From:**

**Sent:**

Thursday, 10 August 2023 11:18 AM

**To:**

Assurance

**Subject:**

RE: Assurance Review of travel and travel-related expenses [SEC=OFFICIAL]

**Categories:**

Hi Nicole

1. Mr Howarth dominant purpose for traveling to Melbourne was official duties in his capacity as Shadow Minister for Defence Industry
2. Mr Howarth met with Defence Industry Stakeholders, attended an AIDN Networking function and met with Victorian Liberal Senator Van.
3. Can confirm that Mr Howarth's family members travel expenses meet the three-part test in section 6

Please don't hesitate to contact Mr Howarth should you need further information.

Kind Regards

[REDACTED]  
Office of Hon. Luke Howarth MP | Federal Member for Petrie  
Shadow Minister for Defence Industry | Shadow Minister for Defence Personnel  
Office: 40 Hornibrook Esplanade, Clontarf QLD 4019  
T 07 3284 8008 | Post PO Box 321, Clontarf QLD 4019  
W [www.LukeHowarth.com.au](http://www.LukeHowarth.com.au) |   



---

**From:** Assurance <Assurance@ipea.gov.au>

**Sent:** Wednesday, August 9, 2023 4:09 PM

**To:** Howarth, Luke (MP) [REDACTED]

**Subject:** Assurance Review of travel and travel-related expenses [SEC=OFFICIAL]

**OFFICIAL**

The Hon Luke Howarth MP

Shadow Minister for Defence Industry  
Member for Petrie

Good afternoon Mr Howarth

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review of parliamentarian travel to, from and within Melbourne during the period 30 March to 3 April 2023.

Should you wish to discuss this matter, please do not hesitate to contact me.

Yours sincerely

---

Nicole Pearson  
Branch Manager, Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603  
[REDACTED]

E: [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au)

W: [www.ipea.gov.au](http://www.ipea.gov.au) & [www.ipea.gov.au/ed](http://www.ipea.gov.au/ed)

Classification: OFFICIAL

Classified by: [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au) on: 9/08/2023 4:09:11 PM

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External email. Do not click links or open attachments unless you recognise the sender and know the content is safe.

[REDACTED]

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**From:** Assurance  
**Sent:** Wednesday, 9 August 2023 4:14 PM  
**To:** [REDACTED]  
**Subject:** Assurance Review of travel and travel-related expenses [SEC=OFFICIAL]  
**Attachments:** IPEA letter to the Hon David Littleproud - 9 August 2023.pdf; Attachment A - Parliamentary Business Determination.pdf

**OFFICIAL**

**The Hon David Littleproud**

Leader of the Nationals

Member for Maranoa

Good afternoon Mr Littleproud

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review of parliamentarian travel to, from and within Melbourne during the period 30 March to 3 April 2023.

Should you wish to discuss this matter, please do not hesitate to contact me.

Yours sincerely

---

**Nicole Pearson**

Branch Manager, Transparency, Assurance and Legal

Independent Parliamentary Expenses Authority

One Canberra Avenue, FORREST ACT 2603

[REDACTED]

**E:** [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au)

**W:** [www.ipea.gov.au](http://www.ipea.gov.au) & [www.ipea.gov.au/ed](http://www.ipea.gov.au/ed)

**Classification:** OFFICIAL

**Classified by:** assurance@ipea.gov.au on: 9/08/2023 4:14:02 PM

OFFICIAL



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

---

Ref: IPEA23/1/08 IDOC/232694

9 August 2023

The Hon David Littleproud  
Leader of the Nationals  
Member for Maranoa  
PO Box 641  
DALBY QLD 4404

Email: [REDACTED]

Dear Mr Littleproud

**Assurance Review of travel and travel-related expenses**

The Independent Parliamentary Expenses Authority (IPEA) has responsibility under the *Independent Parliamentary Expenses Authority Act 2017* to review work expenses accessed by parliamentarians.

IPEA's assurance activities include reviewing the use of work expenses to travel to desirable destinations (e.g. sporting events), family reunion travel and travel adjacent to public or school holidays.

IPEA is undertaking an Assurance Review of travel and travel-related expenses incurred in relation to travel to, from and within Melbourne during the period 30 March to 3 April 2023. Please note IPEA publishes completed Assurance Reviews on the website [www.ipea.gov.au](http://www.ipea.gov.au).

Division 2 of Part 3 of the *Parliamentary Business Resources Act 2017* (the PBR Act) sets out the principles parliamentarians are to apply when utilising public resources.

As you would be aware, under the principles-based scheme parliamentarians have an obligation to be prepared to publicly justify their use of public resources for conducting their parliamentary business (subsection 25(3) of the PBR Act). Parliamentarians also have an obligation to ensure that expenses that are incurred, or allowances or other public resources that are claimed, in relation to the conduct of the member's parliamentary business provide value for money, taking into account the need to conduct the member's parliamentary business (section 27 of the PBR Act).

'Parliamentary business' has meaning given by section 6 of the PBR Act. Activities that fall within the four duty streams of parliamentary business are set out in the *Parliamentary Business Resources (Parliamentary Business) Determination 2017* (the Determination – **Attachment A**).

OFFICIAL

**OFFICIAL**

Section 6 of the PBR Act also states:

*However, an activity is not the parliamentary business of a member if:*

- (a) the member carries it out for the dominant purpose of either or both of the following:
  - (i) providing a personal benefit to the member or another person;*
  - (ii) pursuing commercial purposes of the member or another person; or**
- (b) the activity is determined under subsection (3) for the purposes of this paragraph.*

**Attachment B** contains details of your Commonwealth-funded travel within the relevant period and questions for your response to assist with the Assurance review. Please examine the attached list of expenses and provide a written response to the questions via email to [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au), by close of business on **Friday 25 August 2023**, or advise us prior to the date if you require additional time.

Should you wish to discuss this matter, please contact [REDACTED]

Yours sincerely

[REDACTED]

---

**Nicole Pearson**  
Branch Manager  
Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603

[REDACTED]

**OFFICIAL**

**Attachment B**

The Hon David Littleproud, Leader of the Nationals  
Assurance Review of travel and travel related expenses

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
Travel Fares – Virgin Australia	Sydney	01/04/2023	9:00 AM	Melbourne	01/04/2023	10:35 AM	\$387.57
Domestic Travel Allowance	Melbourne	01/04/2023					\$402.00
COMCAR	Melbourne Airport	01/04/2023	10:35 AM	Melbourne	01/04/2023	11:59 AM	\$128.70
COMCAR	Melbourne	01/04/2023	6:10 PM	Ascot Vale	01/04/2023	6:39 PM	\$128.70
COMCAR	Ascot Vale	01/04/2023	10:00 PM	Melbourne	01/04/2023	10:39 PM	\$128.70
COMCAR	Melbourne	02/04/2023	8:55 AM	Melbourne Airport	02/04/2023	9:20 AM	\$128.70
Travel Fares – Qantas Airways	Melbourne	02/04/2023	11:20 AM	Brisbane	02/04/2023	1:30 PM	\$976.78

Travel for [REDACTED]

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
Travel Fares – Virgin Australia	Sydney	01/04/2023	9:00 AM	Melbourne	01/04/2023	10:35 AM	\$387.57
Travel Fares – Qantas Airways	Melbourne	02/04/2023	11:20 AM	Brisbane	02/04/2023	1:30 PM	\$976.78

**OFFICIAL**

1. What was the dominant purpose of your travel to Melbourne between 1 and 2 April 2023?
2. With reference to the Determination at **Attachment A**, what was the nature of your parliamentary business in Melbourne between 1 and 2 April 2023?
3. Please advise whether your family member's travel expenses meet the three part test in section 6 of the Parliamentary Business Resources Regulations 2017:
  - a. You were travelling for the dominant purpose of conducting your parliamentary business; and
  - b. Your family member was travelling to accompany or join you; and
  - c. Your family member's travel was for the dominant purpose of facilitating family life.



# **Parliamentary Business Resources (Parliamentary Business) Determination 2017**

---

I, Mathias Cormann, Minister for Finance, make the following determination.

Dated 14 December 2017

Mathias Cormann  
Minister for Finance

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## Contents

1 Name.....	1
2 Commencement .....	1
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<b>Schedule 2—Electorate duties</b>	<b>4</b>
<b>Schedule 3—Party political duties</b>	<b>4</b>
<b>Schedule 4—Official duties</b>	<b>5</b>

---

## 1 Name

This instrument is the *Parliamentary Business Resources (Parliamentary Business) Determination 2017*.

## 2 Commencement

This instrument commences at the same time as the *Parliamentary Business Resources Act 2017*.

## 3 Authority

This instrument is made under section 6 of the *Parliamentary Business Resources Act 2017*.

## 4 Interpretation

(1) In this instrument:

*Act* means the *Parliamentary Business Resources Act 2017*.

Note: A number of expressions used in this instrument are defined in the definitions section of the Act, including the following:

- (a) *constituent*;
- (b) *member*;
- (c) *office holder*, and
- (d) *vice regal function*.

(2) For the avoidance of doubt, an activity specified in a Schedule to this determination is specified whether it takes place within Australia or overseas.

---

## 5 Parliamentary business of members

- (1) For the purposes of paragraph 6(4)(a) of the Act, the *parliamentary duties* of a member are the activities specified in Schedule 1 for that member.
- (2) For the purposes of paragraph 6(4)(b) of the Act, the *electorate duties* of a member are the activities specified in Schedule 2 for that member.
- (3) For the purposes of paragraph 6(4)(c) of the Act, the *party political duties* of a member are the activities specified in Schedule 3 for that member.
- (4) For the purposes of paragraph 6(4)(d) of the Act, the *official duties* of a member are the activities specified in Schedule 4 for that member.

---

## Schedule 1—Parliamentary duties

(Act s 6(4)(a))

Column 1 Member (or class)	Column 2 Parliamentary duties
All members who are a senator or member of the House of Representatives	<p>In the member's capacity as a member of the Parliament:</p> <ol style="list-style-type: none"><li>a) Preparing for, participating in and attending to business arising from proceedings of the Parliament, whether by committee of the whole or otherwise;</li><li>b) Developing, reviewing or amending legislation or proposed legislation, and activities engaged in for that purpose;</li><li>c) Undertaking research, communication (including with stakeholders) or administration connected with the business of the Parliament, the member's policy portfolio, or their role as a member;</li><li>d) Preparing for, participating in, or attending to matters arising from an official government, parliamentary or vice regal meeting, event or function;</li><li>e) Preparing for, participating in and attending to matters arising from a meeting (including with stakeholders), event or function for the purposes of their role as a member, including in relation to the member's policy portfolio;</li><li>f) Preparing for, participating in, or attending to business arising from a non-Parliamentary committee, taskforce or other formal group in which the member participates;</li><li>g) Representing the Parliament, in accordance with an approval of the Parliament or a House of the Parliament, and engaging in associated activities for that purpose;</li><li>h) Representing a Minister or office holder in their official capacity, at the request of that Minister or office holder, at a meeting, event or function;</li><li>i) Representing the Government or Australia, with the approval of the Prime Minister.</li></ol> <p><i>Note: For Ministers representing the Government or Australia in their capacity as a Minister, this would be part of the member's official duties (see Schedule 4).</i></p>

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## Schedule 2—Electorate duties

(Act s 6(4)(b))

<b>Column 1</b>	<b>Column 2</b>
<b>Member (or class)</b>	<b>Electorate duties</b>
All members who are a senator or member of the House of Representatives	In the member's capacity as their constituent's elected representative: a) Facilitating and participating in debate, discussion, a meeting, event or function, or undertaking research or administrative functions relating to matters of importance or interest to constituents (including matters that do not relate exclusively to constituents, such as matters of national importance); b) Otherwise communicating with constituents; c) Representing the views and interests of constituents.

## Schedule 3—Party political duties

(Act s 6(4)(c))

<b>Column 1</b>	<b>Column 2</b>
<b>Member (or class)</b>	<b>Party political duties</b>
All members who are a senator or member of the House of Representatives	In respect of the political party to which the member belongs, participating in any of the following in their capacity as an elected Senator or member of the House of Representatives: a) a formal meeting of the political party (including a meeting of the party executive, a committee or a subcommittee); b) a national, state or territory conference.

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## Schedule 4—Official duties

(Act s 6(4)(d))

<b>Column 1</b>	<b>Column 2</b>
<b>Member (or class)</b>	<b>Official duties</b>
All office holders and Ministers of State	In the member's official capacity (being their capacity as a Minister or office holder, as the case may be): <ol style="list-style-type: none"><li>a) Exercising the powers or functions, or performing the duties, of the member's office, or activities engaged in for the purposes of doing so;</li><li>b) Attending an event to which the member has been invited in their official capacity;</li><li>c) Other activities directly related to, and engaged in for the purposes of, performing the member's official role.</li></ol>

---

[REDACTED]

---

**From:** Assurance  
**Sent:** Wednesday, 30 August 2023 3:56 PM  
**To:** [REDACTED]  
**Subject:** Assurance Review of Travel and Travel related expenses [SEC=OFFICIAL]  
**Attachments:** IPEA letter to the Hon David Littleproud - 30 August 2023.pdf

**OFFICIAL**

**The Hon David Littleproud**  
Leader of the Nationals  
Member for Maranoa

Good afternoon Mr Littleproud

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review of parliamentarian travel to, from and within Melbourne during the period 30 March to 3 April 2023.

Should you wish to discuss this matter, please do not hesitate to contact me.

Yours sincerely

[REDACTED]

---

Acting Branch Manager, Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603

[REDACTED]

**E:** [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au)

**W:** [www.ipea.gov.au](http://www.ipea.gov.au) & [www.ipea.gov.au/ed](http://www.ipea.gov.au/ed)

**Classification:** OFFICIAL

**Classified by:** assurance@ipea.gov.au on: 30/08/2023 3:56:05 PM

OFFICIAL



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

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IPEA23/1/08 IDOC/233641

30 August 2023

The Hon David Littleproud MP  
Leader of the Nationals  
Member for Maranoa  
PO Box 641  
DALBY QLD 4404

Email: [REDACTED]

Dear Mr Littleproud

**Assurance Review of travel and travel-related expenses**

The Independent Parliamentary Expenses Authority (IPEA) has responsibility under the *Independent Parliamentary Expenses Authority Act 2017* to review work expenses accessed by parliamentarians.

On 9 August 2023, IPEA wrote to you about an Assurance Review of travel expenses incurred by you for travel to Melbourne on 1 and 2 April 2023.

A response was requested from you by Friday 25 August 2023. There was a provision in the letter for you to request an extension if you required more time to prepare a written response. An extension has not been requested and your response to this matter is now overdue.

Please provide a written response via email to [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au), by close of business on **Wednesday 13 September 2023**. If a response is not received by this date, IPEA may consider other options for progressing this matter.

Should you wish to discuss this matter, please contact [REDACTED]

Yours sincerely

[REDACTED]

---

[REDACTED]  
Acting Branch Manager, Transparency Audit and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603  
T: 02 6215 3000

OFFICIAL



[REDACTED]

---

**From:** [REDACTED]  
**Sent:** Wednesday, 13 September 2023 3:04 PM  
**To:** Assurance  
**Cc:** [REDACTED]  
**Subject:** Formal response: IPEA23/1/08 IODC/233641 | Assurance Review of Travel and Travel related expenses  
**Attachments:** Invitation - Melbourne Royal 175th Celebration Gala Dinner, 1 April 2023.pdf; Ticket - [REDACTED].pdf; Ticket - LITTLEPROUD David.pdf  
**Categories:** [REDACTED]

**OFFICIAL**

**RE: IPEA23/1/08 IODC/233641 – Assurance Review of Travel and Travel related expenses**

Dear [REDACTED],

I am writing on behalf of the Hon. David Littleproud MP in response to your letter dated 30<sup>th</sup> August 2023 seeking assurance in relation to travel conducted on the 1<sup>st</sup> and 2<sup>nd</sup> April 2023 (outlined in Attachment B).

As requested, the responses to the questions for travel in Attachment B are as follows:

1. The dominant purpose for travel to Melbourne over the 1<sup>st</sup> and 2<sup>nd</sup> April 2023 was to undertake parliamentary business in Mr Littleproud's role as Shadow Minister for Agriculture in attending the Melbourne Royal Show's 175<sup>th</sup> Celebration Gala dinner, held at the Melbourne Showgrounds in Ascot Vale at the invite of the Royal Agricultural Society of Victoria.
2. Mr and Mrs Littleproud were formally invited by the Royal Agricultural Society of Victoria to attend the Melbourne Royal Show's 175<sup>th</sup> Celebration Gala dinner, held at the Melbourne Showgrounds in Ascot Vale. This invitation was issued to Mr Littleproud in his official capacity as Shadow Minister for Agriculture, with the invite also extended to his [REDACTED]. Mr Littleproud represented the Opposition in his portfolio capacity at this important agricultural event that was attended by industry stakeholders. The Celebration Gala Dinner took place on Saturday 1 April 2023 and, in order to attend, appropriate travel was undertaken, including flights to Melbourne from Sydney, overnight commercial accommodation in Melbourne, return flight to Brisbane and on the ground use of COMCAR for a return trip to the airport and a return trip to the event in Ascot Vale from the hotel (as outlined in Attachment B).
3. [REDACTED] was officially accompanying Mr Littleproud while he undertook the dominant purpose of conducting his parliamentary business as shadow minister (outlined above). The travel was conducted at the weekend following a sitting fortnight and enabled [REDACTED] to reunite as he conducted his parliamentary business in Melbourne.

The following attachments have been provided to support [REDACTED] travel:

- Official Invitation from 'Melbourne Royal'
- Official Tickets for 'Melbourne Royal Show's 175<sup>th</sup> Celebration Gala dinner'

I hope the information provided assists. Please do not hesitate to contact me for further information.

Kind regards,

[REDACTED]



Office of the Leader of The Nationals  
Shadow Minister for Agriculture

*Suite RG 108  
Parliament House  
Canberra ACT 2600*

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External email. Do not click links or open attachments unless you recognise the sender and know the content is safe.



**MELBOURNE  
ROYAL**

**CELEBRATING  
175 YEARS  
1848 – 2023**

It is with great pleasure that the  
President and Board of Directors of Melbourne Royal  
invites you and a guest to

**MELBOURNE ROYAL'S  
175<sup>TH</sup> CELEBRATION  
GALA DINNER**

to be held on Saturday, 1 April 2023 at 6:30pm,  
Victoria Pavilion, Melbourne Showgrounds

**DRESS** Black Tie  
Please note that this invitation is personal  
and therefore not transferable.

**RSVP** by Friday 3 March 2023  
to [events@melbourneroyal.com.au](mailto:events@melbourneroyal.com.au)  
or phone (03) 9281 7444 and  
advise any dietary requirements.



# MELBOURNE ROYAL

175 YEARS  
1848 - 2023

## TICKET

Please ensure you retain a copy of your ticket, either printed or on your mobile phone, for scanning on entry.

### EVENT DETAILS

**Date & Time:** Saturday 1 April 2023, 6.30pm

**Venue:** Victoria Pavilion, Melbourne Showgrounds, Epsom Road, Ascot Vale

**Dress:** Black Tie

### GETTING THERE

**Gate Entry:** Gate 1 (Vehicles), Gate 1A (Pedestrians), Epsom Road, Ascot Vale

### TERMS AND CONDITIONS

The Royal Agricultural Society of Victoria ABN 66 006 728 785 trading as Melbourne Royal®

By purchasing this ticket through Melbourne Royal or its authorised agents you are acknowledging and agreeing to be bound by terms and conditions specified by Melbourne Royal's website, [www.melbourneroyal.com.au](http://www.melbourneroyal.com.au).

This INDIVIDUAL ticket valid for one (1) single entry to Melbourne Royal's 175th Celebration Gala Dinner on 1 April 2023. This ticket is not for resale. Melbourne Royal is not liable for any lost, stolen or damaged ticket.

Entry by any person into the Melbourne Showgrounds is subject to these terms and conditions:

[melbourneshowgrounds.com/terms](http://melbourneshowgrounds.com/terms) and [privacy/terms and privacy](http://melbourneshowgrounds.com/privacy).

Melbourne Royal 175th Gala Celebration - Ticket

Date: 21 March 2023, 4:36 AM

For: [REDACTED]

Request ID #: I#217



1-00458



# MELBOURNE ROYAL

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175 YEARS  
1848 - 2023

## TICKET

Please ensure you retain a copy of your ticket, either printed or on your mobile phone, for scanning on entry.

### EVENT DETAILS

**Date & Time:** Saturday 1 April 2023, 6.30pm

**Venue:** Victoria Pavilion, Melbourne Showgrounds, Epsom Road, Ascot Vale

**Dress:** Black Tie

### GETTING THERE

**Gate Entry:** Gate 1 (Vehicles), Gate 1A (Pedestrians), Epsom Road, Ascot Vale

### TERMS AND CONDITIONS

The Royal Agricultural Society of Victoria ABN 66 006 728 785 trading as Melbourne Royal®

By purchasing this ticket through Melbourne Royal or its authorised agents you are acknowledging and agreeing to be bound by terms and conditions specified by Melbourne Royal's website, [www.melbourneroyal.com.au](http://www.melbourneroyal.com.au).

This INDIVIDUAL ticket valid for one (1) single entry to Melbourne Royal's 175th Celebration Gala Dinner on 1 April 2023. This ticket is not for resale. Melbourne Royal is not liable for any lost, stolen or damaged ticket.

Entry by any person into the Melbourne Showgrounds is subject to these terms and conditions:

[melbourneshowgrounds.com/terms](http://melbourneshowgrounds.com/terms) and [privacy/terms and privacy](http://melbourneshowgrounds.com/privacy).

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Melbourne Royal 175th Gala Celebration - Ticket

Date: 21 March 2023, 4:03 AM

For: The Hon David Littleproud MP

Request ID #: I#202



1-00443

[REDACTED]

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**From:** Assurance  
**Sent:** Wednesday, 9 August 2023 4:17 PM  
**To:** [REDACTED]  
**Subject:** Assurance Review of travel and travel-related expenses [SEC=OFFICIAL]  
**Attachments:** IPEA letter to Mr Bert van Manen - 9 August 2023.pdf; Attachment A - Parliamentary Business Determination.pdf

**OFFICIAL**

**Mr Bert van Manen**  
Chief Opposition Whip  
Member for Forde

Good afternoon Mr van Manen

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review of parliamentary travel to, from and within Melbourne during the period 30 March to 3 April 2023.

Should you wish to discuss this matter, please do not hesitate to contact me.

Yours sincerely

---

**Nicole Pearson**  
Branch Manager, Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603

**E:** [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au)

**W:** [www.ipea.gov.au](http://www.ipea.gov.au) & [www.ipea.gov.au/ed](http://www.ipea.gov.au/ed)

**Classification:** OFFICIAL

**Classified by:** assurance@ipea.gov.au on: 9/08/2023 4:16:45 PM

OFFICIAL



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

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Ref: IPEA23/1/08 IDOC/232695

9 August 2023

Mr Bert van Manen  
Chief Opposition Whip  
Member for Forde  
PO Box 884  
BEENLEIGH QLD 4207

Email: [REDACTED]

Dear Mr van Manen

**Assurance Review of travel and travel-related expenses**

The Independent Parliamentary Expenses Authority (IPEA) has responsibility under the *Independent Parliamentary Expenses Authority Act 2017* to review work expenses accessed by parliamentarians.

IPEA's assurance activities include reviewing the use of work expenses to travel to desirable destinations (e.g. sporting events), family reunion travel and travel adjacent to public or school holidays.

IPEA is undertaking an Assurance Review of travel and travel-related expenses incurred in relation to travel to, from and within Melbourne during the period 30 March to 3 April 2023. Please note IPEA publishes completed Assurance Reviews on the website [www.ipea.gov.au](http://www.ipea.gov.au).

Division 2 of Part 3 of the *Parliamentary Business Resources Act 2017* (the PBR Act) sets out the principles parliamentarians are to apply when utilising public resources.

As you would be aware, under the principles-based scheme parliamentarians have an obligation to be prepared to publicly justify their use of public resources for conducting their parliamentary business (subsection 25(3) of the PBR Act). Parliamentarians also have an obligation to ensure that expenses that are incurred, or allowances or other public resources that are claimed, in relation to the conduct of the member's parliamentary business provide value for money, taking into account the need to conduct the member's parliamentary business (section 27 of the PBR Act).

'Parliamentary business' has meaning given by section 6 of the PBR Act. Activities that fall within the four duty streams of parliamentary business are set out in the *Parliamentary Business Resources (Parliamentary Business) Determination 2017* (the Determination – **Attachment A**).

OFFICIAL

**OFFICIAL**

Section 6 of the PBR Act also states:

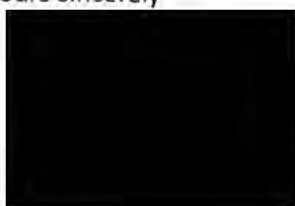
*However, an activity is not the parliamentary business of a member if:*

- (a) the member carries it out for the dominant purpose of either or both of the following:
  - (i) providing a personal benefit to the member or another person;*
  - (ii) pursuing commercial purposes of the member or another person; or**
- (b) the activity is determined under subsection (3) for the purposes of this paragraph.*

**Attachment B** contains details of your Commonwealth-funded travel within the relevant period and questions for your response to assist with the Assurance review. Please examine the attached list of expenses and provide a written response to the questions via email to [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au), by close of business on **Friday 25 August 2023**, or advise us prior to the date if you require additional time.

Should you wish to discuss this matter, please contact [REDACTED]

Yours sincerely



---

**Nicole Pearson**  
Branch Manager  
Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603  
[REDACTED]



**OFFICIAL**

**Attachment B**

Mr Bert van Manen, Member for Forde  
Assurance Review of travel and travel related expenses

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
Domestic Travel Allowance – Private Plated Vehicle	Canberra	31/03/2023		Melbourne			\$928.00

1. What was the dominant purpose of your travel to Melbourne on 31 March 2023?
2. With reference to the Determination at **Attachment A**, what was the nature of your parliamentary business in Melbourne on 31 March 2023?



## **Parliamentary Business Resources (Parliamentary Business) Determination 2017**

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I, Mathias Cormann, Minister for Finance, make the following determination.

Dated 14 December 2017

Mathias Cormann  
Minister for Finance

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1 Name.....	1
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<b>Schedule 2—Electorate duties</b>	<b>4</b>
<b>Schedule 3—Party political duties</b>	<b>4</b>
<b>Schedule 4—Official duties</b>	<b>5</b>

---

## 1 Name

This instrument is the *Parliamentary Business Resources (Parliamentary Business) Determination 2017*.

## 2 Commencement

This instrument commences at the same time as the *Parliamentary Business Resources Act 2017*.

## 3 Authority

This instrument is made under section 6 of the *Parliamentary Business Resources Act 2017*.

## 4 Interpretation

(1) In this instrument:

*Act* means the *Parliamentary Business Resources Act 2017*.

Note: A number of expressions used in this instrument are defined in the definitions section of the Act, including the following:

- (a) *constituent*;
- (b) *member*;
- (c) *office holder*, and
- (d) *vice regal function*.

(2) For the avoidance of doubt, an activity specified in a Schedule to this determination is specified whether it takes place within Australia or overseas.

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## 5 Parliamentary business of members

- (1) For the purposes of paragraph 6(4)(a) of the Act, the *parliamentary duties* of a member are the activities specified in Schedule 1 for that member.
- (2) For the purposes of paragraph 6(4)(b) of the Act, the *electorate duties* of a member are the activities specified in Schedule 2 for that member.
- (3) For the purposes of paragraph 6(4)(c) of the Act, the *party political duties* of a member are the activities specified in Schedule 3 for that member.
- (4) For the purposes of paragraph 6(4)(d) of the Act, the *official duties* of a member are the activities specified in Schedule 4 for that member.

---

## Schedule 1—Parliamentary duties

(Act s 6(4)(a))

Column 1 Member (or class)	Column 2 Parliamentary duties
All members who are a senator or member of the House of Representatives	<p>In the member's capacity as a member of the Parliament:</p> <ol style="list-style-type: none"><li>a) Preparing for, participating in and attending to business arising from proceedings of the Parliament, whether by committee of the whole or otherwise;</li><li>b) Developing, reviewing or amending legislation or proposed legislation, and activities engaged in for that purpose;</li><li>c) Undertaking research, communication (including with stakeholders) or administration connected with the business of the Parliament, the member's policy portfolio, or their role as a member;</li><li>d) Preparing for, participating in, or attending to matters arising from an official government, parliamentary or vice regal meeting, event or function;</li><li>e) Preparing for, participating in and attending to matters arising from a meeting (including with stakeholders), event or function for the purposes of their role as a member, including in relation to the member's policy portfolio;</li><li>f) Preparing for, participating in, or attending to business arising from a non-Parliamentary committee, taskforce or other formal group in which the member participates;</li><li>g) Representing the Parliament, in accordance with an approval of the Parliament or a House of the Parliament, and engaging in associated activities for that purpose;</li><li>h) Representing a Minister or office holder in their official capacity, at the request of that Minister or office holder, at a meeting, event or function;</li><li>i) Representing the Government or Australia, with the approval of the Prime Minister.</li></ol> <p><i>Note: For Ministers representing the Government or Australia in their capacity as a Minister, this would be part of the member's official duties (see Schedule 4).</i></p>

---

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## Schedule 2—Electorate duties

(Act s 6(4)(b))

<b>Column 1</b>	<b>Column 2</b>
<b>Member (or class)</b>	<b>Electorate duties</b>
All members who are a senator or member of the House of Representatives	In the member's capacity as their constituent's elected representative: a) Facilitating and participating in debate, discussion, a meeting, event or function, or undertaking research or administrative functions relating to matters of importance or interest to constituents (including matters that do not relate exclusively to constituents, such as matters of national importance); b) Otherwise communicating with constituents; c) Representing the views and interests of constituents.

## Schedule 3—Party political duties

(Act s 6(4)(c))

<b>Column 1</b>	<b>Column 2</b>
<b>Member (or class)</b>	<b>Party political duties</b>
All members who are a senator or member of the House of Representatives	In respect of the political party to which the member belongs, participating in any of the following in their capacity as an elected Senator or member of the House of Representatives: a) a formal meeting of the political party (including a meeting of the party executive, a committee or a subcommittee); b) a national, state or territory conference.

---

## Schedule 4—Official duties

(Act s 6(4)(d))

<b>Column 1</b>	<b>Column 2</b>
<b>Member (or class)</b>	<b>Official duties</b>
All office holders and Ministers of State	In the member's official capacity (being their capacity as a Minister or office holder, as the case may be): <ol style="list-style-type: none"><li>a) Exercising the powers or functions, or performing the duties, of the member's office, or activities engaged in for the purposes of doing so;</li><li>b) Attending an event to which the member has been invited in their official capacity;</li><li>c) Other activities directly related to, and engaged in for the purposes of, performing the member's official role.</li></ol>

---



[REDACTED]

---

**From:** [REDACTED]  
**Sent:** Thursday, 10 August 2023 3:30 PM  
**To:** Assurance  
**Cc:** [REDACTED]  
**Subject:** Assurance Review of travel and travel-related expenses  
**Attachments:** IPEA letter to Mr Bert van Manen - 9 August 2023.pdf  
**Categories:** [REDACTED]

Good afternoon Nicole

I write to respond to the correspondence received regarding the Independent Parliamentary Expenses Authority in relation to an Assurance Review of parliamentarian travel to, from and within Melbourne during the period 30 March to 3 April 2023.

Please find below, my responses to the questions raised.

1. What was the dominant purpose of you travel?

I can advise that through my role as co-Chair of the Parliamentary Friends of Motorsport, I was invited to attend the Formula 1 Grand Prix in Melbourne, by Motorsports Australia.

I can confirm that I attended the race days on Saturday, 1 April 2023 and Sunday, 2 April 2023.

2. With reference to the Determination at Attachment A, what was the nature of your parliamentary business in Melbourne on 31 March 2023?

The nature of my attendance falls under Schedule 1, part (c) of the Determination.

The Grand Prix attracts a critical mass of stakeholders, both domestically and internationally, from the motorsports community.

In my capacity as a member of the Parliament and co-Chair of the Parliamentary Friends of Motorsport, my attendance at this event facilitated communication with these stakeholders, who cover the broad spectrum of motorsports in Australia.

I was able to undertake research on best practices for developing and supporting all facets of motorsport within Australia.

This research and communication will act as a guide for me when determining the nature of future parliamentary events - which act as mechanisms to promulgate and further advance support the sport within the parliament, policy development, while also assisting me in supporting local community motorsport organisations within my electorate of Forde.

Please do not hesitate to contact me if you require any additional information.

Kind regards

**Bert van Manen MP**  
**Chief Opposition Whip**

Federal Member for Forde | Liberal National Party  
Beenleigh, QLD  
T:07 3807 6340 | E: [REDACTED]  
[Website](#) | [Facebook](#) | [twitter.com/BertVanManen](https://twitter.com/BertVanManen) | [Twitter](#)

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[REDACTED]

---

**From:** Assurance  
**Sent:** Wednesday, 9 August 2023 4:22 PM  
**To:** [REDACTED]  
**Subject:** Assurance Review of travel and travel-related expenses [SEC=OFFICIAL]  
**Attachments:** IPEA letter to Dr Anne Webster - 9 August 2023.pdf; Attachment A - Parliamentary Business Determination.pdf

**OFFICIAL**

**Dr Anne Webster**  
Member for Mallee

Good afternoon Dr Webster

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review of parliamentarian travel to, from and within Melbourne during the period 30 March to 3 April 2023.

Should you wish to discuss this matter, please do not hesitate to contact me.

Yours sincerely

---

**Nicole Pearson**  
Branch Manager, Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603

**E:** [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au)

**W:** [www.ipea.gov.au](http://www.ipea.gov.au) & [www.ipea.gov.au/ed](http://www.ipea.gov.au/ed)

**Classification:** OFFICIAL

**Classified by:** assurance@ipea.gov.au on: 9/08/2023 4:22:18 PM

OFFICIAL



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

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Ref: IPEA23/1/08 IDOC/232703

9 August 2023

Dr Anne Webster  
Member for Mallee  
PO Box 1133  
MILDURA VIC 3502

Email: [REDACTED]

Dear Dr Webster

**Assurance Review of travel and travel-related expenses**

The Independent Parliamentary Expenses Authority (IPEA) has responsibility under the *Independent Parliamentary Expenses Authority Act 2017* to review work expenses accessed by parliamentarians.

IPEA's assurance activities include reviewing the use of work expenses to travel to desirable destinations (e.g. sporting events), family reunion travel and travel adjacent to public or school holidays.

IPEA is undertaking an Assurance Review of travel and travel-related expenses incurred in relation to travel to, from and within Melbourne during the period 30 March to 3 April 2023. Please note IPEA publishes completed Assurance Reviews on the website [www.ipea.gov.au](http://www.ipea.gov.au).

Division 2 of Part 3 of the *Parliamentary Business Resources Act 2017* (the PBR Act) sets out the principles parliamentarians are to apply when utilising public resources.

As you would be aware, under the principles-based scheme parliamentarians have an obligation to be prepared to publicly justify their use of public resources for conducting their parliamentary business (subsection 25(3) of the PBR Act). Parliamentarians also have an obligation to ensure that expenses that are incurred, or allowances or other public resources that are claimed, in relation to the conduct of the member's parliamentary business provide value for money, taking into account the need to conduct the member's parliamentary business (section 27 of the PBR Act).

'Parliamentary business' has meaning given by section 6 of the PBR Act. Activities that fall within the four duty streams of parliamentary business are set out in the *Parliamentary Business Resources (Parliamentary Business) Determination 2017* (the Determination – **Attachment A**).

OFFICIAL

**OFFICIAL**

Section 6 of the PBR Act also states:

*However, an activity is not the parliamentary business of a member if:*

- (a) the member carries it out for the dominant purpose of either or both of the following:
  - (i) providing a personal benefit to the member or another person;*
  - (ii) pursuing commercial purposes of the member or another person; or**
- (b) the activity is determined under subsection (3) for the purposes of this paragraph.*

**Attachment B** contains details of your Commonwealth-funded travel within the relevant period and questions for your response to assist with the Assurance review. Please examine the attached list of expenses and provide a written response to the questions via email to [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au), by close of business on **Friday 25 August 2023**, or advise us prior to the date if you require additional time.

Should you wish to discuss this matter, please contact [REDACTED]

Yours sincerely

[REDACTED]

---

**Nicole Pearson**  
Branch Manager  
Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603  
[REDACTED]

**OFFICIAL**

**Attachment B**

Dr Anne Webster MP, Member for Mallee  
Assurance Review of travel and travel related expenses

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
Travel Fares – Qantas Airways	Canberra	31/03/2023	9:50 AM	Melbourne	31/03/2023	11:00 AM	\$721.16
Domestic Travel Allowance		31/03/2023		Melbourne			\$134.00
COMCAR	Melbourne Airport	31/03/2023	10:55 AM	Melbourne	31/03/2023	12:33 PM	\$207.18
COMCAR	Docklands	31/03/2023	2:04 PM	Northcote	31/03/2023	2:39 PM	\$69.36
COMCAR	Northcote	31/03/2023	5:26 PM	Melbourne	31/03/2023	6:06 PM	\$81.60
COMCAR	Melbourne	31/03/2023	7:45 PM	Northcote	31/03/2023	8:05 PM	\$61.20
COMCAR	Northcote	01/04/2023	9:38 AM	Melbourne	01/04/2023	10:13 AM	\$122.40
COMCAR	Melbourne	01/04/2023	1:30 PM	Melbourne Airport	01/04/2023	2:02 PM	\$125.70
Travel Fares – Qantas Airways	Melbourne	01/04/2023	3:25 PM	Mildura	01/04/2023	4:50 PM	\$721.16

1. What was the dominant purpose of your travel to Melbourne between 31 March and 1 April 2023?
2. With reference to the Determination at **Attachment A**, what was the nature of your parliamentary business in Melbourne between 31 March and 1 April 2023?



# **Parliamentary Business Resources (Parliamentary Business) Determination 2017**

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I, Mathias Cormann, Minister for Finance, make the following determination.

Dated 14 December 2017

Mathias Cormann  
Minister for Finance

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## 1 Name

This instrument is the *Parliamentary Business Resources (Parliamentary Business) Determination 2017*.

## 2 Commencement

This instrument commences at the same time as the *Parliamentary Business Resources Act 2017*.

## 3 Authority

This instrument is made under section 6 of the *Parliamentary Business Resources Act 2017*.

## 4 Interpretation

(1) In this instrument:

*Act* means the *Parliamentary Business Resources Act 2017*.

Note: A number of expressions used in this instrument are defined in the definitions section of the Act, including the following:

- (a) *constituent*;
- (b) *member*;
- (c) *office holder*, and
- (d) *vice regal function*.

(2) For the avoidance of doubt, an activity specified in a Schedule to this determination is specified whether it takes place within Australia or overseas.

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## 5 Parliamentary business of members

- (1) For the purposes of paragraph 6(4)(a) of the Act, the *parliamentary duties* of a member are the activities specified in Schedule 1 for that member.
- (2) For the purposes of paragraph 6(4)(b) of the Act, the *electorate duties* of a member are the activities specified in Schedule 2 for that member.
- (3) For the purposes of paragraph 6(4)(c) of the Act, the *party political duties* of a member are the activities specified in Schedule 3 for that member.
- (4) For the purposes of paragraph 6(4)(d) of the Act, the *official duties* of a member are the activities specified in Schedule 4 for that member.

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## Schedule 1—Parliamentary duties

(Act s 6(4)(a))

Column 1 Member (or class)	Column 2 Parliamentary duties
All members who are a senator or member of the House of Representatives	<p>In the member's capacity as a member of the Parliament:</p> <ol style="list-style-type: none"><li>a) Preparing for, participating in and attending to business arising from proceedings of the Parliament, whether by committee of the whole or otherwise;</li><li>b) Developing, reviewing or amending legislation or proposed legislation, and activities engaged in for that purpose;</li><li>c) Undertaking research, communication (including with stakeholders) or administration connected with the business of the Parliament, the member's policy portfolio, or their role as a member;</li><li>d) Preparing for, participating in, or attending to matters arising from an official government, parliamentary or vice regal meeting, event or function;</li><li>e) Preparing for, participating in and attending to matters arising from a meeting (including with stakeholders), event or function for the purposes of their role as a member, including in relation to the member's policy portfolio;</li><li>f) Preparing for, participating in, or attending to business arising from a non-Parliamentary committee, taskforce or other formal group in which the member participates;</li><li>g) Representing the Parliament, in accordance with an approval of the Parliament or a House of the Parliament, and engaging in associated activities for that purpose;</li><li>h) Representing a Minister or office holder in their official capacity, at the request of that Minister or office holder, at a meeting, event or function;</li><li>i) Representing the Government or Australia, with the approval of the Prime Minister.</li></ol> <p><i>Note: For Ministers representing the Government or Australia in their capacity as a Minister, this would be part of the member's official duties (see Schedule 4).</i></p>

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## Schedule 2—Electorate duties

(Act s 6(4)(b))

<b>Column 1</b>	<b>Column 2</b>
<b>Member (or class)</b>	<b>Electorate duties</b>
All members who are a senator or member of the House of Representatives	In the member's capacity as their constituent's elected representative: a) Facilitating and participating in debate, discussion, a meeting, event or function, or undertaking research or administrative functions relating to matters of importance or interest to constituents (including matters that do not relate exclusively to constituents, such as matters of national importance); b) Otherwise communicating with constituents; c) Representing the views and interests of constituents.

## Schedule 3—Party political duties

(Act s 6(4)(c))

<b>Column 1</b>	<b>Column 2</b>
<b>Member (or class)</b>	<b>Party political duties</b>
All members who are a senator or member of the House of Representatives	In respect of the political party to which the member belongs, participating in any of the following in their capacity as an elected Senator or member of the House of Representatives: a) a formal meeting of the political party (including a meeting of the party executive, a committee or a subcommittee); b) a national, state or territory conference.

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## Schedule 4—Official duties

(Act s 6(4)(d))

<b>Column 1</b>	<b>Column 2</b>
<b>Member (or class)</b>	<b>Official duties</b>
All office holders and Ministers of State	In the member's official capacity (being their capacity as a Minister or office holder, as the case may be): <ol style="list-style-type: none"><li>a) Exercising the powers or functions, or performing the duties, of the member's office, or activities engaged in for the purposes of doing so;</li><li>b) Attending an event to which the member has been invited in their official capacity;</li><li>c) Other activities directly related to, and engaged in for the purposes of, performing the member's official role.</li></ol>

---

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Friday, 11 August 2023 11:02 AM  
**To:** Assurance  
**Cc:** [REDACTED]  
**Subject:** FW: Assurance Review of travel and travel-related expenses [SEC=OFFICIAL]  
**Attachments:** IPEA letter to Dr Anne Webster - 9 August 2023.pdf; Attachment A - Parliamentary Business Determination.pdf

**Categories:** [REDACTED]

[REDACTED],

As per our conversation dominant purpose for Dr Webster travel during the period 30<sup>th</sup> March to 1 April within Melbourne was for Political Party Duties.

Please don't hesitate to contact me if you have any further questions.

Current Status: Paid ( 0008143347 )  
Claimant: Dr. Anne WEBSTER  
Position: Shadow Parliamentar  
Homebase: Cabarita  
Claimed km in this claim: 0      Claimed km

#### Itinerary Details (4)

Date	Leg Number	Time	Mode Of Transport	Departure Location	Arrival Loca
19/03/2023	1	15:00	Flight	Cabarita (VIC)	Melbourne /
19/03/2023	2	16:55	Flight	Melbourne Airport (Melbourne)	Canberra
31/03/2023	3	10:55	Flight	Canberra	Melbourne
01/04/2023	4	16:50	Flight	Melbourne	Mildura

Kind regards,

[REDACTED]  
Office of Dr Anne Webster MP  
Federal Member for Mallee  
**Shadow Assistant Minister for Regional Health**  
[REDACTED]



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**From:** Assurance <[Assurance@ipea.gov.au](mailto:Assurance@ipea.gov.au)>  
**Sent:** Wednesday, August 9, 2023 4:22 PM  
**To:** Webster, Anne (MP) [REDACTED]  
**Subject:** Assurance Review of travel and travel-related expenses [SEC=OFFICIAL]

**OFFICIAL**

**Dr Anne Webster**  
Member for Mallee

Good afternoon Dr Webster

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review of parliamentarian travel to, from and within Melbourne during the period 30 March to 3 April 2023.

Should you wish to discuss this matter, please do not hesitate to contact me.

Yours sincerely

---

**Nicole Pearson**  
Branch Manager, Transparency, Assurance and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603

**E:** [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au)  
**W:** [www.ipea.gov.au](http://www.ipea.gov.au) & [www.ipea.gov.au/ed](http://www.ipea.gov.au/ed)

**Classification:** OFFICIAL  
**Classified by:** [assurance@ipea.gov.au](mailto:assurance@ipea.gov.au) on: 9/08/2023 4:22:18 PM

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