



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

Assurance Review 2023/029

Senator Ross Cadell, Senator for New South Wales –  
review of travel and travel-related expenses for Senator  
Cadell and MOP(S) Act staff employed in his office.

1 April to 30 June 2023

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## Executive summary

1. The Independent Parliamentary Expenses Authority (IPEA) conducted an Assurance Review of travel and travel-related expenses incurred by Senator Ross Cadell and MOP(S) Act Staff in his office during the period 1 April to 30 June 2023. The Assurance Review forms part of IPEA's 3 Year Assurance Plan.

### Assurance Review Findings

2. The Assurance Review assessed whether the use of parliamentary business resources by Senator Cadell was for the dominant purpose of parliamentary business. IPEA identified Senator Cadell as having used parliamentary business resources for travel to:
  - a. Bathurst between 8 and 10 April 2023
  - b. Tamworth between 16 and 18 April 2023
  - c. The Gold Coast between 18 and 19 April 2023
  - d. Darwin between 26 and 30 June 2023
3. The Assurance Review also assessed whether the use of public resources by two of Senator Cadell's staff for unaccompanied travel to:
  - a. Melbourne between 23 and 24 April 2023
  - b. Brisbane and return on 8 May 2023was in accordance with the legislative framework.
4. Having considered the available information, including the detailed response provided by Senator Cadell, IPEA is satisfied that his travel to Bathurst, the Gold Coast and Darwin was for the dominant purpose of parliamentary business and was consistent with the legislative framework. IPEA is also satisfied the staff travel was directed by Senator Cadell for official duties and was in accordance with the legislative framework.

### Scope and Purpose

5. The scope of this Assurance Review is travel and travel-related expenses incurred by Senator Cadell and two MOP(S) Act staff during the period 1 April to 30 June 2023. The purpose of the Assurance Review was to determine whether the use of public resources was consistent with the legislative framework.

### Engagement with Senator Cadell

6. On 22 November 2023, IPEA wrote to Senator Cadell in relation to travel expenses incurred by him and two of his MOP(S) Act staff during the period in scope. In relation to his travel, Senator Cadell was asked to confirm the dominant purpose of his travel to Bathurst, the Gold Coast and Darwin. Senator Cadell was also asked to provide details of the nature of his parliamentary business in Bathurst, the Gold Coast and Darwin and provide copies of documentation in support of his claim.
7. IPEA noted Senator Cadell's travel to Tamworth to attend the NSW Nationals State Conference fell within the period in scope of this Assurance Review. IPEA is satisfied this travel was for the dominant purpose of parliamentary business and was in accordance with the legislative framework.

Independent Parliamentary Expenses Authority  
*Senator Ross Cadell – travel and travel-related expenses*  
*1 April to 30 June 2023*

8. In relation to the unaccompanied staff travel, Senator Cadell was asked to confirm the travel undertaken by the MOP(S) Act staff was authorised by the Senator or an authorised person in his office. Senator Cadell was also asked to advise the official business which required the MOP(S) staff to travel to Melbourne and Brisbane unaccompanied.
9. As no response had been received, on 8 January 2024, IPEA again wrote to Senator Cadell seeking a response by 23 January 2024. Senator Cadell was advised that IPEA may consider other options to progress the review if a response was not received. On 10 January 2024, Senator Cadell sought an extension of time to provide a response. An extension was granted to the first week in February.
10. Senator Cadell provided a comprehensive response on 6 February 2024, confirming the dominant purpose of his travel to Bathurst, the Gold Coast and Darwin was for parliamentary business. Senator Cadell also confirmed the unaccompanied staff travel was undertaken as directed by him for the purpose of representing the Senator at various meetings.

## Audit and Assurance function

### IPEA's statutory audit function

11. 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). IPEA conducts Assurance Reviews to assess the use of parliamentary business resources against the legislative framework to determine if there has been misuse.
12. Potential outcomes of an Assurance Review include:
  - a. no further action in circumstances where the review has concluded the use of parliamentary business resources was not inconsistent with the legislative framework, or
  - b. 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
  - c. an IPEA initiated Ruling or Audit, where there is evidence of systemic or substantial misuse of parliamentary business resources, or
  - d. referral to the Australian Federal Police where compelling prima facie evidence of fraud or other criminal conduct is identified.

## Legislative framework

13. The legislation relevant to this Assurance Review is:
  - a. *Parliamentary Business Resources Act 2017* (PBR Act)
  - b. *Parliamentary Business Resource Regulations 2017* (the Regulations)
  - c. *Parliamentary Business Resources (Parliamentary Business) Determination 2017* (Parliamentary Business Determination)
  - d. *Parliamentary Business Resources (Commonwealth Transport) Determination 2017* (Commonwealth Transport Determination)
  - e. *Members of Parliament (Staff) Act 1984* (MOP(S) Act)
  - f. *MOP(S) Act Determination 2020/15 – Staff Travel and Relief Staff Arrangements* (now *Determination 2023/10*) (Staff Travel Determination)
  - g. *Commonwealth Members of Parliament Staff Enterprise Agreement 2020-23*
  - h. *Ministerial and Parliamentary Services – Domestic Travel Guideline*
14. The PBR Act and the Regulations established 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.

15. 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 to 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);
  - (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).

16. 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 Determination prescribes the activities which fall within the four duty streams set out in section 6 of the PBR Act.

17. 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; ...

18. Subsection 9(1) of the PBR Act details expenses that may be incurred for travel:

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.

19. The Commonwealth Transport Determination provides that COMCAR services are to be made available for the purposes of subsection 8(2) of the Regulations. There are limits and conditions on member's use of COMCAR within Australia. Subsection 9(1) 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.

20. As an overarching matter, the public resources prescribed in Parts 2, 3 and 4 of the 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)
21. 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 Regulations prescribes travel expenses and travel allowances for travel within Australia for the purposes of sections 30 and 31 of the PBR Act.
22. The Staff Travel Determination provides that electorate employees may travel as directed anywhere within Australia on official business. However, item 8 of the Staff Travel Determination states that travel may not be undertaken at Commonwealth expense for the personal benefit of an employee.

## Assurance Review methodology

### Background

23. Review of travel and travel-related expenses by new parliamentarians forms part of IPEA's 3 Year Assurance Plan. On 2 November 2023, in accordance with IPEA's Statutory Audit Function Sheet, IPEA commenced a Preliminary Assessment in relation to the use of travel and travel-related expenses incurred during the period 1 April and 30 June by Senator Cadell, his family members and MOP(S) Act staff employed by the Senator.
24. On 3 November 2023, data was obtained from the Audit and Assurance Dashboard for all travel undertaken by Senator Cadell, his family members and MOP(S) Act staff for the period in scope. The Preliminary Assessment found that parliamentary business resources were used by Senator Cadell and two MOP(S) Act Staff during the period in scope.
25. On 8 November 2023, IPEA decided to conduct an Assurance Review on travel and travel-related expenses incurred by Senator Cadell and two MOP(S) Act staff.

### Scope of Assurance Review

26. The scope of this Assurance Review is travel and travel-related expenses incurred by Senator Cadell and two MOP(S) Act staff during the period 1 April to 30 June 2023

## Assessment of work expenses

### Summary of findings

#### Analysis

27. IPEA considered the legislative framework and applied the following questions:
  - a. What was the dominant purpose for Senator Cadell's travel to:
    - i. Bathurst between 8 and 10 April 2023;
    - ii. The Gold Coast between 18 and 19 May 2023; and
    - iii. Darwin between 26 and 30 June 2023?
  - b. For each trip identified, where the dominant purpose was parliamentary business, what was the nature of Senator Cadell's parliamentary business?
28. For the unaccompanied staff travel, the following questions were applied:
  - a. Was the travel directed by Senator Cadell or an authorised person?
  - b. What was the official business which required the MOP(S) Act staff to travel unaccompanied?
29. IPEA conducted the Assurance Review by examining and assessing:
  - a. information obtained from the Audit and Assurance Dashboard
  - b. travel bookings and other records held by IPEA in the Parliamentary Expenses Management System
  - c. the relevant legislation and supporting policies
  - d. publicly available information in relation to Senate inquiries and social media for Senator Cadell
  - e. information and documents provided by Senator Cadell

#### Senator Ross Cadell – travel and travel-related expenses

30. Senator Cadell travelled from Newcastle to Bathurst by Private Plated Vehicle (PPV) on 8 April 2023, stayed two nights in Bathurst and returned to Newcastle on 10 April 2023. In his response of 6 February 2024, Senator Cadell advised the purpose of his travel to Bathurst was to discuss funding avenues for a proposed multilevel carpark at Bathurst hospital and an extension to the existing racetrack. Senator Cadell confirmed he met with Council staff and stakeholders and presented a trophy at the six-hour event which was held while he was in Bathurst.
31. Having considered the available information, including the response provided by Senator Cadell, IPEA is satisfied the dominant purpose of the travel to Bathurst was parliamentary business and the use of parliamentary business resources was consistent with the legislative framework.
32. Senator Cadell travelled from Newcastle to the Gold Coast on 18 May 2023 where he stayed for one night and hired a self-drive car for two days. Senator Cadell used Cabcharge while on the Gold Coast and claimed travel expenses for fuel and parking. Senator Cadell travelled from the Gold Coast to Sydney on 19 May 2023.



33. In his response of 6 February 2024, Senator Cadell advised the purpose of his travel to the Gold Coast was for a site visit of a recycling facility relating to the recycling modernisation fund for the Environment and Communications Committee. Senator Cadell confirmed he also met with waste industry consultants gaining an insight into the industry.
34. Having regard to the available information, including the response provided by Senator Cadell, IPEA is satisfied the dominant purpose of his travel to the Gold Coast was parliamentary business and the use of parliamentary business resources was consistent with the legislative framework.
35. Senator Cadell travelled from Newcastle to Darwin via Brisbane on 28 June 2023, departing Newcastle at 8:00 AM. Senator Cadell stayed in Darwin for two nights, hired a self-drive hire car for two days and claimed travel expenses for fuel while in Darwin. On 30 June 2023, Senator Cadell travelled from Darwin to Sydney, departing Darwin at 1:20 PM, where he used Cabcharge for travel from the airport and stayed one night.
36. In his response of 6 February 2024, Senator Cadell advised that the purpose of his initial travel arrangements to Darwin was to attend public hearings for the Senate Environment and Communications Committee and the Joint Standing Committee on Electoral matters. In addition, Senator Cadell advised that he also arranged to meet with local tourism and hospitality stakeholders while in Darwin. When the public hearings for the Environment and Communications Committee were cancelled, Senator Cadell altered his travel arrangements to be in Darwin for the Joint Standing Committee on Electoral matters hearings and to meet with stakeholders.
37. Having considered the available information, including the response and additional documents provided by Senator Cadell, IPEA is satisfied the dominant purpose of his travel to Darwin was parliamentary business and the use of parliamentary business resources was consistent with the legislative framework.

#### **Senator Ross Cadell – staff travel expenses**

38. One of Senator Cadell's MOP(S) Act staff travelled from Newcastle to Melbourne on 23 April 2023, departing Newcastle at 2:40 PM and stayed in Melbourne for one night. The MOP(S) Act staff returned to Newcastle on 24 April 2023, departing Melbourne at 12:30 PM. The MOP(S) Act staff use Cabcharge for transport to and from Newcastle and Melbourne airports.
39. The second of Senator Cadell's MOP(S) Act staff travelled from Newcastle to Brisbane on 8 May 2023, departing Newcastle at 7:50 AM with a return flight to Newcastle the same day, departing Brisbane at 2:20 PM.
40. For both MOP(S) Act staff, Senator Cadell was asked to confirm the travel undertaken was directed by the Senator or an authorised person in his office. Senator Cadell was also asked to confirm that official business which required his MOP(S) Act staff to travel to Melbourne and Brisbane.
41. In his response of 6 February 2024, Senator Cadell confirmed that the travel undertaken to Melbourne by the MOP(S) Act staff was directed by him. Senator Cadell confirmed he was to travel to Melbourne to attend an Environment and Communications References Committee hearing. The Committee hearing was cancelled, and Senator Cadell cancelled his travel arrangements. The MOP(S) Act staff reorganised meetings relating to research for the hearing and represented Senator Cadell at those meetings prior to returning to Newcastle.
42. Having considered the available information, including the response provided by Senator Cadell, IPEA is satisfied the MOP(S) Act staff travel to Melbourne was directed by the Senator and was for the purpose of official duties.

43. Senator Cadell confirmed the travel undertaken to Brisbane by the MOP(S) Act staff was directed by him. Senator Cadell advised the MOP(S) Act staff travelled to Brisbane at his request to undertake stakeholder engagement and a site visit to a waste facility operation to prepare a report relating to the recycling modernisation fund for the Environment and Communications Committee.
44. Having considered the available information, including the response provided by Senator Cadell, IPEA is satisfied the MOP(S) Act staff unaccompanied travel to Brisbane was directed by Senator Cadell and was for the purpose of official duties.

## Conclusion

45. IPEA has concluded that parliamentary business was the dominant purpose for all travel undertaken by Senator Cadell during the period in scope. IPEA has also concluded that the unaccompanied staff travel was directed by Senator Cadell for the purpose of official duties. No further action is required for this Assurance Review.

[REDACTED]

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**From:** Assurance  
**Sent:** Thursday, 23 November 2023 7:17 AM  
**To:** [REDACTED]  
**Subject:** Assurance Review - travel and travel related resources [SEC=OFFICIAL]  
**Attachments:** 3000 - IPEA letter to Senator Ross Cadell - November 2023.pdf; Attachment A - Parliamentary Business Determination.pdf

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**Senator Ross Cadell**  
Senator for New South Wales

Good morning Senator

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review into travel and travel-related expenses incurred by you and two of your staff members during the period 1 April to 30 June 2023.

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

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)



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REF: IPEA23/1/21 IDOC/241338

22 November 2023

**Senator Ross Cadell**  
Senator for New South Wales  
Ground Floor  
28-30 Bolton Street  
NEWCASTLE NSW 2300

Email: [REDACTED]

Dear Senator

**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 and travel resources accessed by staff employed under the *Members of Parliament (Staff) Act 1984* (MOP(S) Act).

IPEA's assurance activities include reviewing the use of work expenses for travel to desirable destinations, family reunion travel, travel adjacent to public or school holidays and unaccompanied staff travel.

IPEA is undertaking an Assurance Review of travel and travel-related expenses incurred by you and two of your staff during the period 1 April to 30 June 2023. Please note IPEA publishes completed Assurance Reviews on the website [www.ipea.gov.au](http://www.ipea.gov.au).

**Senator Ross Cadell – travel and travel-related expenses**

Division 2 of Part 3 of the *Parliamentary Business Resources Act 2017* (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).

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'Parliamentary business' has the 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**).

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 Australia in the relevant period and questions for your response to assist with the Assurance review. Where we have asked about the nature of your parliamentary business, please refer to the Determination and consider the examples outlined and provide copies of documentation to support your response, such as diary notes, invitations, or media reporting.

IPEA notes your travel to Tamworth to attend the NSW Nationals State Conference falls within the period in scope of this Assurance Review. Having reviewed the available information, IPEA is satisfied this travel was for the dominant purpose of parliamentary business and was in accordance with the legislative framework.

### **Senator Ross Cadell – staff travel expenses**

Determination 2023/010 – Staff Travel and Relief Staff Arrangements (Previously Determination 2020/015) provides that electorate employees may travel as directed anywhere within Australia on official business. However, item 8 of the Determination states that travel may not be undertaken at Commonwealth expense for the personal benefit of an employee.

**Attachment C** contains details of the Commonwealth-funded travel undertaken by [REDACTED] and [REDACTED] during the period in scope, and questions for your response to assist with the Assurance Review. Where we have asked the nature of official business for this travel, please provide copies of documentation to support your response.

If you would like to discuss this matter, please contact [REDACTED]

Yours sincerely

[REDACTED]

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

**T:** 02 6215 3000

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**Attachment B**

**Senator Ross Cadell – 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	Redhead	08/04/2023		Bathurst – 2 nights	08/04/2023		\$630.00
Travel Fares – Virgin Australia	Sydney	18/05/2023	10:20 AM	Gold Coast	18/05/2023	11:40 AM	\$643.30
Car Hire – SIXT Auto	Gold Coast	18/05/2023	11:30 AM	Gold Coast	19/05/2023	09:00 AM	\$166.14
Domestic Travel Allowance	Gold Coast	18/05/2023		Gold Coast – 1 night			\$383.00
Cabcharge	Broadbeach	18/05/2023		Main Beach	18/05/2023	07:17 PM	\$38.69
Cabcharge	Main Beach	18/05/2023		Broadbeach	18/05/2023	09:31 PM	\$44.42
Domestic Travel Expenses – Hotel Parking	Broadbeach	19/05/2023					\$20.00
Domestic Travel Expenses – Fuel	Tugun	19/05/2023					\$26.25
Travel Fares – Virgin Australia	Gold Coast	19/05/2023	11:20 AM	Sydney	19/05/2023	12:50 PM	\$459.24
Domestic Travel Expenses – PPV Parking Sydney Airport	Sydney						\$106.75

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Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
COMCAR	Redhead	28/06/2023	06:00 AM	Williamstown	28/06/2023	06:40 AM	\$158.76
Travel Fares – Qantas Airways	Newcastle	28/06/2023	08:00 AM	Brisbane	28/06/2023	09:30 AM	\$439.25
Travel Fares – Qantas Airways	Brisbane	28/06/2023	10:10 AM	Darwin	28/06/2023	01:55 PM	\$1,027.19
Car Hire – Budget Rent A Car	Darwin	28/06/2023	02:00 PM	Darwin	30/06/2023	01:00 PM	\$367.39
Domestic Travel Allowance		28/06/2023		Darwin – 2 nights	30/06/2023		\$934.00
Domestic Travel Expenses – Fuel	Jingili	30/06/2023					\$32.86
Travel Fares – Qantas Airways	Darwin	30/06/2023	01:20 PM	Sydney	30/06/2023	06:05 PM	\$607.66
Cabcharge	Mascot	30/06/2023		Chippendale	30/06/2023	08:21 PM	\$73.86
Domestic Travel Allowance		30/06/2023		Sydney – 1 night	01/07/2023		\$438.00

- Q1. What was the dominant purpose of your travel to Bathurst between 8 and 10 April 2023?
- Q2. With reference to the Determination at **Attachment A**, what was the nature of your parliamentary business in Bathurst between 8 and 10 April 2023? Please provide copies of documentation to support your response.
- Q3. What was the dominant purpose of your travel to the Gold Coast between 18 and 19 May 2023?
- Q4. With reference to the Determination at **Attachment A**, what was the nature of your parliamentary business in the Gold Coast between 18 and 19 April 2023? Please provide copies of documentation to support your response.

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- Q5. What was the dominant purpose of your travel to Darwin between 26 and 30 June 2023?
- Q6. With reference to the Determination at **Attachment A**, what was the nature of your parliamentary business in Darwin between 26 and 30 June 2023?  
Please provide copies of documentation to support your response.



**Attachment C**  
**Senator Ross Cadell – staff travel expenses**

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
Travel Fares – Virgin Australia	Newcastle	23/04/2023	02:40 PM	Melbourne	23/04/2023	04:15 PM	\$232.71
Cabcharge	Melbourne Airport	23/04/2023		Docklands	23/04/2023	05:20 PM	\$85.45
Domestic Travel Allowance	Melbourne	23/04/2023		Melbourne – 1 Night	23/04/2023		\$290.00
Cabcharge	Melbourne CBD	24/04/2023		Melbourne Airport	24/04/2023	11:08 AM	\$70.73
Travel Fares – Virgin Australia	Melbourne	24/04/2023	12:30 PM	Newcastle	24/04/2023	02:00 PM	\$232.71

Q1. Was the travel undertaken by [REDACTED] directed by you or an authorised person in your office?

Q2. What was the official business which required [REDACTED] to travel to Melbourne between 23 and 24 April 2023? Please provide copies of documentation to support your response.

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
Travel Fares – Qantas Airways	Newcastle	08/05/2023	07:50 AM	Brisbane	08/05/2023	09:00 AM	\$316.30
Travel Fares – Qantas Airways	Brisbane	08/05/2023	02:20 PM	Newcastle	08/05/2023	03:50 PM	\$397.01

Q1. Was the travel undertaken by [REDACTED] directed by you or an authorised person in your office?

Q2. What was the official business which required [REDACTED] to travel to Brisbane on 8 May 2023? Please provide copies of documentation to support your response.



## **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>

---



**From:** Assurance  
**Sent:** Friday, 15 December 2023 8:09 AM  
**To:** [REDACTED]  
**Subject:** FW: HPE CM: Assurance Review - travel and travel related resources [SEC=OFFICIAL]  
**Attachments:** 3000 - IPEA letter to Senator Ross Cadell - November 2023.pdf; Attachment A - Parliamentary Business Determination.pdf

**OFFICIAL**

**Senator Ross Cadell**  
Senator for New South Wales

Good morning Senator

I refer to the attached correspondence from the Independent Parliamentary Expenses Authority (IPEA) in relation to an Assurance Review into travel and travel-related expenses incurred by you and two of your staff.

IPEA does not appear to have received a response from you. In order to allow IPEA to progress this Assurance Review, please provide your written response to [Assurance@ipea.gov.au](mailto:Assurance@ipea.gov.au) by close of business on **Friday 5 January 2024**.

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

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



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**From:** Assurance  
**Sent:** Thursday, November 23, 2023 7:17 AM  
**To:** [REDACTED]  
**Subject:** HPE CM: Assurance Review - travel and travel related resources [SEC=OFFICIAL]

**OFFICIAL**

**Senator Ross Cadell**  
Senator for New South Wales

Good morning Senator

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review into travel and travel-related expenses incurred by you and two of your staff members during the period 1 April to 30 June 2023.

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

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

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

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[Redacted]

**From:** Assurance  
**Sent:** Tuesday, 9 January 2024 10:59 AM  
**To:** [Redacted]  
**Subject:** IPEA Assurance Review - travel and travel related resources [SEC=OFFICIAL]  
**Attachments:** IPEA letter to Senator Cadell - 9 Jan 2024.pdf

**OFFICIAL**

**Senator Ross Cadell**  
Senator for New South Wales

Good morning Senator

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review into travel and travel-related expenses incurred by you and two of your staff members during the period 1 April to 30 June 2023.

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

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)



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**From:** Assurance  
**Sent:** Friday, December 15, 2023 8:09 AM  
**To:** [Redacted]  
**Subject:** HPE CM: FW: HPE CM: Assurance Review - travel and travel related resources [SEC=OFFICIAL]

**OFFICIAL**

**Senator Ross Cadell**  
Senator for New South Wales

Good morning Senator

I refer to the attached correspondence from the Independent Parliamentary Expenses Authority (IPEA) in relation to an Assurance Review into travel and travel-related expenses incurred by you and two of your staff.

IPEA does not appear to have received a response from you. In order to allow IPEA to progress this Assurance Review, please provide your written response to [Assurance@ipea.gov.au](mailto:Assurance@ipea.gov.au) by close of business on **Friday 5 January 2024**.

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

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  
E: [Assurance@ipea.gov.au](mailto:Assurance@ipea.gov.au)  
W: [www.ipea.gov.au](http://www.ipea.gov.au)



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**From:** Assurance  
**Sent:** Thursday, November 23, 2023 7:17 AM  
[REDACTED]  
**Subject:** HPE CM: Assurance Review - travel and travel related resources [SEC=OFFICIAL]

**OFFICIAL**

**Senator Ross Cadell**  
Senator for New South Wales

Good morning Senator

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review into travel and travel-related expenses incurred by you and two of your staff members during the period 1 April to 30 June 2023.

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

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

---

REF: IPEA23/1/21 IDOC/243533

January 2024

**Senator Ross Cadell**  
Senator for New South Wales  
Ground Floor  
28-30 Bolton Street  
NEWCASTLE NSW 2300

Email: [REDACTED]

Dear Senator

**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 and their staff.

On 22 November 2023 IPEA wrote to you about an Assurance Review of travel and travel-related expenses incurred by you and two of your staff during the period 1 April to 30 June 2023. As IPEA had not received a response, on 15 December 2023, a reminder email was sent to you requesting your response by 5 January 2024.

Please provide a written response via email to [Assurance@ipea.gov.au](mailto:Assurance@ipea.gov.au) by close of business on **Tuesday 23 January 2024**. If a response is not received by this date, IPEA may consider other options for progressing this matter.

If you would like further information, 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

[REDACTED]

---

**From:** Cadell, Ross (Senator) [REDACTED]  
**Sent:** Tuesday, 6 February 2024 5:03 PM  
**To:** Assurance  
**Subject:** RE: IPEA Assurance Review - travel and travel related resources [SEC=OFFICIAL]  
**Attachments:** RE: Environment and Communications References Committee - Climate-related Marine Invasive Species - Public hearing, Melbourne; E&C Committees-private meetings cancelled-22 June, 1.15 pm-items for agreement via email; 3000 - IPEA letter to Senator Ross Cadell - November 2023.pdf

**Categories:** [REDACTED]

Dear Nicole

In relation to communication from [REDACTED] on 22 November 2023 Ref IPEA23/1/21 IDOC/241338 please find below answers to the questions asked

For Ross Cadell

Q1. The purpose of travel to Bathurst between 8 and 10 April 2023 was to meet with the Bathurst Mayor and GM to discuss federal funding avenues for a proposed multilevel carpark at the Bathurst hospital and an extension to the existing race track for a potential second track layout. While in Bathurst I attended a lunch with Council staff and stakeholders and presented a trophy at the 6 Hour race event that occurred on the Sunday.

Q2. See above

Q3. The purpose of travel to the Gold Coast between 18 and 19 May 2023 was for a site visit of JJ's Waste & Recycling in Molendinar through the day relating to the recycling modernisation fund for the Environment & Communications Committee, and dinner with waste industry consultants in the evening getting an insight into their industry.

Q4. See above

Q5. The Environment & Communications committee booked a Nature Repair Enquiry hearing date for 27<sup>th</sup> July in Darwin to tie in with a Joint Standing Committee on Electoral matters hearing on 28<sup>th</sup> and 29<sup>th</sup> June also in Darwin. I also booked meetings with local tourism and hospitality stakeholders around the committee hearings. Flights into Darwin on Monday 26<sup>th</sup> of July, returning on Friday 30<sup>th</sup> June were booked for the 2 hearings through CTM and 4 nights accommodation costing \$1,536.55 were booked and paid for privately on Airbnb on 28<sup>th</sup> April.

At 5.18pm on Wednesday 21<sup>st</sup> June, almost 2 months after booking and only 2 working days before flying out to the Darwin hearing [REDACTED], Committee Secretary for the Senate Environment & Communications Committee sent an email postponing one of the hearings because the Chair of the hearing was no longer available. That email is attached. I changed my flight to Darwin by 2 days on CTM from Monday 26<sup>th</sup> to Wednesday 28<sup>th</sup> so I wasn't wasting unnecessary days in Darwin and sought a refund from IPEA for 2 of the 4 days accommodation paid by me to be at the cancelled hearing. Please note your request asks for information on travel to Darwin between 26 and 30 June 2023, but travel to Darwin was only undertaken between 28 and 30 June 2023.

Q6. See above

For [REDACTED]

Q1. Yes the Travel undertaken by [REDACTED] was directed by me

Q2. [REDACTED] was supposed to be traveling with me on this occasion to attend an Environment & Communications References Committee hearing in Melbourne on Monday 24<sup>th</sup> April however the Committee hearing was cancelled in the days before the meeting, (email is attached) My flights were then cancelled, and you will see that a reimbursement for the accommodation I had paid for but cancelled was lodged to IPEA for reimbursement. I had [REDACTED] reorganise meetings relating to research he was doing for the hearing for Monday AM in Melbourne and he represented me at those meetings before returning to Newcastle.

For [REDACTED]

Q1. Yes the Travel undertaken by [REDACTED] was directed by me

Q2. [REDACTED] travelled to Brisbane at my request to undertake stakeholder engagement and a site visit to Cleanaway's Brisbane operation to prepare a report relating to the recycling modernisation fund for the Environment & Communications Committee.

Regards

Ross

---

**From:** Assurance <Assurance@ipea.gov.au>  
**Sent:** Tuesday, January 9, 2024 10:59 AM  
**To:** Cadell, Ross (Senator) [REDACTED]  
**Subject:** IPEA Assurance Review - travel and travel related resources [SEC=OFFICIAL]

**OFFICIAL**

**Senator Ross Cadell**  
Senator for New South Wales

Good morning Senator

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review into travel and travel-related expenses incurred by you and two of your staff members during the period 1 April to 30 June 2023.

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

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)



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**From:** Assurance  
**Sent:** Friday, December 15, 2023 8:09 AM  
[REDACTED]  
**Subject:** HPE CM: FW: HPE CM: Assurance Review - travel and travel related resources [SEC=OFFICIAL]

**OFFICIAL**

**Senator Ross Cadell**  
Senator for New South Wales

Good morning Senator



I refer to the attached correspondence from the Independent Parliamentary Expenses Authority (IPEA) in relation to an Assurance Review into travel and travel-related expenses incurred by you and two of your staff.

IPEA does not appear to have received a response from you. In order to allow IPEA to progress this Assurance Review, please provide your written response to [Assurance@ipea.gov.au](mailto:Assurance@ipea.gov.au) by close of business on **Friday 5 January 2024**.

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

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  
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**From:** Assurance  
**Sent:** Thursday, November 23, 2023 7:17 AM  
**To:** [REDACTED]  
**Subject:** HPE CM: Assurance Review - travel and travel related resources [SEC=OFFICIAL]

**OFFICIAL**

**Senator Ross Cadell**  
Senator for New South Wales

Good morning Senator

Please find attached correspondence from the Independent Parliamentary Expenses Authority in relation to an Assurance Review into travel and travel-related expenses incurred by you and two of your staff members during the period 1 April to 30 June 2023.

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

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)

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### 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:**

Wednesday, 21 June 2023 5:18 PM

**To:**

Bilyk, Catryna (Senator); Cadell, Ross (Senator Office); Duniam, Jonathon (Senator); Grogan, Karen (Private); Grogan, Karen (Senator); Hanson-Young, Sarah (Senator); Hughes, Hollie (Senator); Lambie, Jacqui (Senator); Liddle, Kerryne (Senator Office); Payman, Fatima (Senator Office); Pocock, David (Senator Office); Rice, Janet (Senator); Sheldon, Tony (Senator); White, Linda (Senator Office); Thorpe, Lidia (Senator)

**Cc:**

[Redacted]

**Subject:**

E&C Committees-private meetings cancelled-22 June, 1.15 pm-items for agreement via email

**Attachments:**

DCCEEW extension request for Hume AQONs.pdf; DRAFT Program 3 JUL 23 PT ADL National Cultural Policy.pdf

**Importance:**

High

Dear committee members

**Environment and Communication Committees—private meetings cancelled—22 June, 1.15 pm—items for agreement via email**

The Chairs of the Environment and Communication Committees have asked that the regular private meetings scheduled for Thursday 22 June at 1.15pm be cancelled.

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

Senate Environment and Communications Committee  
Department of the Senate, Parliament House, Canberra

[www.aph.gov.au/senate\\_ec](http://www.aph.gov.au/senate_ec)



*I acknowledge the traditional Custodians of Country throughout Australia and pay my respect to the elders, past and present of all Australia's Indigenous peoples.*

[Redacted]

**From:** Committee, EC (SEN) <ec.sen@aph.gov.au>  
**Sent:** Thursday, 13 April 2023 10:25 AM  
**To:** [Redacted]  
**Cc:** [Redacted]  
**Subject:** RE: Environment and Communications References Committee - Climate-related Marine Invasive Species - Public hearing, Melbourne

**HEARING POSTPONED**

Meeting details are:

**Date:** Monday, 24 April 2023  
**Time:** 9:00am-5:00pm AEST  
**Venue:** Melbourne, venue yet to be determined

Good morning,  
Due to the lack of availability of witnesses the Melbourne hearing planned for 24 April will be postponed to a later date.  
The secretariat will be contacting Senators' offices to find a new hearing date.

If you have any question, please feel free to contact the secretariat [Redacted].

Warm regards,

[Redacted]

[Redacted] | Administrative Officer  
Senate Standing Committees on the Environment and Communications

Department of the Senate, Parliament House, Canberra  
[Redacted]  
[www.aph.gov.au/senate\\_ec](http://www.aph.gov.au/senate_ec)



*I acknowledge the traditional Custodians of Country throughout Australia and pay my respect to the elders, past and present of all Australia's Indigenous peoples.*

---

**From:** [Redacted]  
**Sent:** Thursday, 16 March 2023 12:01 PM  
**To:** [Redacted]  
**Cc:** [Redacted]  
**Subject:** Environment and Communications References Committee - Climate-related Marine Invasive Species - Public hearing, Melbourne

Good morning,

The Environment and Communications References Committee will be holding a public hearing for the inquiry into **climate-related marine invasive species in Melbourne.**

Meeting details are:

Date: **Monday, 24 April 2023**

Time: **9:00am-5:00pm AEST**

Venue: **Melbourne, venue yet to be determined**

Could you please email through any time constraints that your Senator may have on the day, the secretariat will attempt to accommodate timing requests in the programming.

Thank you.

Kind regards,

[Redacted]

[Redacted] | Administrative Officer  
Senate Standing Committees on the Environment and Communications

Department of the Senate, Parliament House, Canberra

[Redacted]

[www.aph.gov.au/senate\\_ec](http://www.aph.gov.au/senate_ec)



*I acknowledge the traditional Custodians of Country throughout Australia and pay my respect to the elders, past and present of all Australia's Indigenous peoples.*

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

REF: IPEA23/1/21 IDOC/241338

22 November 2023

**Senator Ross Cadell**  
Senator for New South Wales  
Ground Floor  
28-30 Bolton Street  
NEWCASTLE NSW 2300

Email: [REDACTED]

Dear Senator

**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 and travel resources accessed by staff employed under the *Members of Parliament (Staff) Act 1984* (MOP(S) Act).

IPEA's assurance activities include reviewing the use of work expenses for travel to desirable destinations, family reunion travel, travel adjacent to public or school holidays and unaccompanied staff travel.

IPEA is undertaking an Assurance Review of travel and travel-related expenses incurred by you and two of your staff during the period 1 April to 30 June 2023. Please note IPEA publishes completed Assurance Reviews on the website [www.ipea.gov.au](http://www.ipea.gov.au).

**Senator Ross Cadell – travel and travel-related expenses**

Division 2 of Part 3 of the *Parliamentary Business Resources Act 2017* (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).

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'Parliamentary business' has the 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**).

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 Australia in the relevant period and questions for your response to assist with the Assurance review. Where we have asked about the nature of your parliamentary business, please refer to the Determination and consider the examples outlined and provide copies of documentation to support your response, such as diary notes, invitations, or media reporting.

IPEA notes your travel to Tamworth to attend the NSW Nationals State Conference falls within the period in scope of this Assurance Review. Having reviewed the available information, IPEA is satisfied this travel was for the dominant purpose of parliamentary business and was in accordance with the legislative framework.

**Senator Ross Cadell – staff travel expenses**

Determination 2023/010 – Staff Travel and Relief Staff Arrangements (Previously Determination 2020/015) provides that electorate employees may travel as directed anywhere within Australia on official business. However, item 8 of the Determination states that travel may not be undertaken at Commonwealth expense for the personal benefit of an employee.

**Attachment C** contains details of the Commonwealth-funded travel undertaken by [REDACTED] and [REDACTED] during the period in scope, and questions for your response to assist with the Assurance Review. Where we have asked the nature of official business for this travel, please provide copies of documentation to support your response.

If you would like to discuss this matter, please contact [REDACTED]

Yours sincerely

[REDACTED]

[REDACTED]

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



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Attachment B

Senator Ross Cadell – 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	Redhead	08/04/2023		Bathurst – 2 nights	08/04/2023		\$630.00
Travel Fares – Virgin Australia	Sydney	18/05/2023	10:20 AM	Gold Coast	18/05/2023	11:40 AM	\$643.30
Car Hire – SIXT Auto	Gold Coast	18/05/2023	11:30 AM	Gold Coast	19/05/2023	09:00 AM	\$166.14
Domestic Travel Allowance	Gold Coast	18/05/2023		Gold Coast – 1 night			\$383.00
Cabcharge	Broadbeach	18/05/2023		Main Beach	18/05/2023	07:17 PM	\$38.69
Cabcharge	Main Beach	18/05/2023		Broadbeach	18/05/2023	09:31 PM	\$44.42
Domestic Travel Expenses – Hotel Parking	Broadbeach	19/05/2023					\$20.00
Domestic Travel Expenses – Fuel	Tugun	19/05/2023					\$26.25
Travel Fares – Virgin Australia	Gold Coast	19/05/2023	11:20 AM	Sydney	19/05/2023	12:50 PM	\$459.24
Domestic Travel Expenses – PPV Parking Sydney Airport	Sydney						\$106.75

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Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
COMCAR	Redhead	28/06/2023	06:00 AM	Williamstown	28/06/2023	06:40 AM	\$158.76
Travel Fares – Qantas Airways	Newcastle	28/06/2023	08:00 AM	Brisbane	28/06/2023	09:30 AM	\$439.25
Travel Fares – Qantas Airways	Brisbane	28/06/2023	10:10 AM	Darwin	28/06/2023	01:55 PM	\$1,027.19
Car Hire – Budget Rent A Car	Darwin	28/06/2023	02:00 PM	Darwin	30/06/2023	01:00 PM	\$367.39
Domestic Travel Allowance		28/06/2023		Darwin – 2 nights	30/06/2023		\$934.00
Domestic Travel Expenses – Fuel	Jingili	30/06/2023					\$32.86
Travel Fares – Qantas Airways	Darwin	30/06/2023	01:20 PM	Sydney	30/06/2023	06:05 PM	\$607.66
Cabcharge	Mascot	30/06/2023		Chippendale	30/06/2023	08:21 PM	\$73.86
Domestic Travel Allowance		30/06/2023		Sydney – 1 night	01/07/2023		\$438.00

- Q1. What was the dominant purpose of your travel to Bathurst between 8 and 10 April 2023?
- Q2. With reference to the Determination at **Attachment A**, what was the nature of your parliamentary business in Bathurst between 8 and 10 April 2023? Please provide copies of documentation to support your response.
- Q3. What was the dominant purpose of your travel to the Gold Coast between 18 and 19 May 2023?
- Q4. With reference to the Determination at **Attachment A**, what was the nature of your parliamentary business in the Gold Coast between 18 and 19 April 2023? Please provide copies of documentation to support your response.

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- Q5. What was the dominant purpose of your travel to Darwin between 26 and 30 June 2023?
- Q6. With reference to the Determination at **Attachment A**, what was the nature of your parliamentary business in Darwin between 26 and 30 June 2023?  
Please provide copies of documentation to support your response.

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
Travel Fares – Virgin Australia	Newcastle	23/04/2023	02:40 PM	Melbourne	23/04/2023	04:15 PM	\$232.71
Cabcharge	Melbourne Airport	23/04/2023		Docklands	23/04/2023	05:20 PM	\$85.45
Domestic Travel Allowance	Melbourne	23/04/2023		Melbourne – 1 Night	23/04/2023		\$290.00
Cabcharge	Melbourne CBD	24/04/2023		Melbourne Airport	24/04/2023	11:08 AM	\$70.73
Travel Fares – Virgin Australia	Melbourne	24/04/2023	12:30 PM	Newcastle	24/04/2023	02:00 PM	\$232.71

Q1. Was the travel undertaken by [REDACTED] directed by you or an authorised person in your office?

Q2. What was the official business which required [REDACTED] to travel to Melbourne between 23 and 24 April 2023? Please provide copies of documentation to support your response.

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount (GST excl.)
Travel Fares – Qantas Airways	Newcastle	08/05/2023	07:50 AM	Brisbane	08/05/2023	09:00 AM	\$316.30
Travel Fares – Qantas Airways	Brisbane	08/05/2023	02:20 PM	Newcastle	08/05/2023	03:50 PM	\$397.01

Q1. Was the travel undertaken by [REDACTED] directed by you or an authorised person in your office?

Q2. What was the official business which required [REDACTED] to travel to Brisbane on 8 May 2023? Please provide copies of documentation to support your response.