

OFFICIAL



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

REF: IPEA25/1/34 IDOC/282747

15 April 2025

**Ms Cassandra Fernando MP**  
Member for Holt  
Shop7, 1060 Thompson Road  
CRANBOURNE WEST VIC 3977

Email: [Cassandra.Fernando.MP@aph.gov.au](mailto:Cassandra.Fernando.MP@aph.gov.au)

Dear Ms Fernando

**Assurance Review of travel resources**

The Independent Parliamentary Expenses Authority (IPEA) has responsibility under the *Independent Parliamentary Expenses Authority Act 2017* to review work resources accessed by parliamentarians. IPEA's assurance activities include reviewing the use of work resources 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 resources incurred by you for travel to Sydney during the period 3 to 4 October 2024. 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* (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 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**).

OFFICIAL

OFFICIAL

Section 6 of the PBR Act also states:

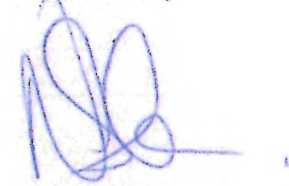
*However, an activity is not the parliamentary business of a member if:*

- (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 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.

Please provide your response via email to [Assurance@ipea.gov.au](mailto:Assurance@ipea.gov.au) by close of business on **Wednesday 30 April 2025**. If you require additional time to provide a response or if you would like to discuss this matter, please contact Josephine de Costa on (02) 6215 1364.

Yours sincerely



---

**Nicole Pearson**  
Chief, Transparency, Integrity and Legal  
Independent Parliamentary Expenses Authority  
One Canberra Avenue, FORREST ACT 2603  
T 02 6215 3000

OFFICIAL



## **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

---

---

## Contents

1 Name.....	1
2 Commencement .....	1
3 Authority.....	1
4 Interpretation.....	1
5 Parliamentary business of members .....	2
<b>Schedule 1—Parliamentary duties</b>	<b>3</b>
<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	Column 2
Member (or class)	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> <ul 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></ul> <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>

---

---

## Schedule 2—Electorate duties

(Act s 6(4)(b))

Column 1	Column 2
Member (or class)	Electorate duties
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))

Column 1	Column 2
Member (or class)	Party political duties
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))

Column 1	Column 2
Member (or class)	Official duties
All office holders and Ministers of State	<p>In the member's official capacity (being their capacity as a Minister or office holder, as the case may be):</p> <ul 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></ul>

---

## Ms Cassandra Fernando – travel and travel-related expenses

Work Expense	Departure Location	Departure Date	Departure Time	Arrival Location	Arrival Date	Arrival Time	Amount
Airfare – Virgin Australia	Melbourne	03/10/2024	04:00 PM	Sydney	03/10/2024	05:25 PM	\$711.64
COMCAR	Mascot	03/10/2024	05:13 PM	Darling Harbour	03/10/2024	07:14 PM	\$279.27
COMCAR	Darling Harbour	03/10/2024	10:00 PM	Ryde	03/10/2024	10:52 PM	\$112.84
COMCAR	North Ryde	04/10/2024	11:40 AM	Mascot	04/10/2024	02:14 PM	\$345.71
Airfare – Virgin Australia	Sydney	04/10/2024	03:00 PM	Melbourne	04/10/2024	04:35 PM	\$711.64
COMCAR	Melbourne airport	04/10/2024	04:35 PM	Dandenong North	04/10/2024	06:28 PM	\$172.63

Q1. What was the dominant purpose of your travel to Sydney between 3 and 4 October 2024?

Q2. With reference to the Determination at Attachment A, what was the nature of your parliamentary business in Sydney between 3 and 4 October 2024?  
Please provide copies of documentation to support your response.