



**Government
of South Australia**


TRS19D0629

Mr Blair Boyer MP
Member for Wright
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GOLDEN GROVE VILLAGE SA 5125

wright@parliament.sa.gov.au

Treasurer

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State Administration Centre
200 Victoria Square
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Dear Mr Boyer

APPLICATION UNDER THE FREEDOM OF INFORMATION ACT 1991

I refer to your application made under the *Freedom of Information Act 1991* (FOI Act), received in this office on 19 March 2019.

Your application seeks access to:

"All files, reports, notes, emails, briefings, ministerial minutes and documents held by the office of the Hon Rob Lucas MLC (Treasurer, Minister for Finance) Ministerial Office relating to the Wright Electorate Office, from 1 August 2018 to date."

The purpose of this letter is to advise you of my determination. An extensive search was conducted within this office. A total of 5 documents were identified as answering the terms of your application

I grant you access in full to 1 document; a copy of which is enclosed.
I grant you access in part to 2 documents, copies of which are enclosed.
I refuse you access to 2 documents.

Documents released in full

Document 1

Documents released in part

Documents 3 and 4

Document 3 is a table showing the current status of electorate office relocation and works. All other information not pertaining to the Wright electorate office has been redacted as being out of scope.

Document 4 is a briefing prepared by DTF about funding supplementation and expenditure authority for the relocation of certain electorate offices. All other information not pertaining to the Wright electorate office has been redacted as being out of scope.

Documents refused in full

Document 2 is a Parliamentary Briefing Notes which was prepared specifically for use in Parliament, the disclosure of which would infringe the privilege of Parliament. I have therefore determined exempt this document in full pursuant to clause 17(c) of Schedule 1 to the FOI Act.

Document 5 is a copy of my determination letter, dated 9 September 2018, to your FOI request seeking access to all files, reports, emails and documents held by the office of the Hon Rob Lucas MLC (Treasurer, Minister for Finance) Ministerial Office relating to the Wright Electorate Office, from 17 March 2018 to date. I determine this document exempt in full, as it's publicly available on the DTF website.

Exemptions

Clause 17 – Documents subject to contempt etc

A document is an exempt document if it contains matter the public disclosure of which would, but for any immunity of the Crown—

(c) infringe the privilege of Parliament

Please note, in compliance with Premier and Cabinet Circular PC045 - *Disclosure Logs for Non-Personal Information Released through Freedom of Information* (PC045), The Department of Treasury and Finance is now required to publish a log of all non-personal information released under the *Freedom of Information Act 1991*.

In accordance with this Circular, any non-personal information determined for release as part of this application, may be published on the DTF website. A copy of PC045 can be found at the following address: <http://dpc.sa.gov.au/what-we-do/services-for-government/premier-and-cabinet-circulars>. Please visit the website for further information.

No fees and charges are payable for this application.

As I am determining this application as Principal Officer, Section 29(6) of the Act does not provide for an internal review. If you are dissatisfied with my determination you are entitled to exercise your rights of external review with the Ombudsman.

Alternatively, you can apply to the South Australian Civil and Administrative Tribunal. If you wish to seek a review, Section 39(3) of the Act states you must do so within 30 calendar days of receiving the determination.

If you require any further information, please contact Vicky Cathro on (08) 8226 9769.

Yours sincerely



Hon Rob Lucas MLC
Principal Officer

18 April 2019

Att.

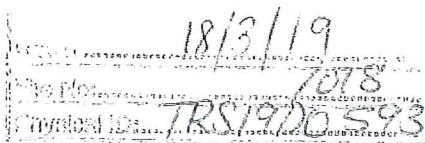
Schedule of Documents

TRS19D0629

| Doc. No. | Date | Description of Document | # of pages | Determination Recommendation | Exemption Clause | Reason |
|----------|------------|--|------------|------------------------------|---|-----------------------------------|
| 1 | 15/03/2019 | Briefing from DTF to Treasurer | 2 | Released in full | | |
| 2 | 13/03/2019 | PBN | 2 | Refused in full | 17(c) - Disclosure would infringe the privilege of Parliament | |
| 3 | 13/03/2019 | Current Status of Electorate Office Relocation and Works | 8 | Released in part | | Out of scope information redacted |
| 4 | 10/10/2018 | Briefing from DTF to Treasurer | 3 | Released in part | | Out of scope information redacted |
| 5 | 9/09/2018 | Letter to Mr Blair Boyer MP, Member for Wright | 100 | Refused in full | | Publicly available |

RELEASE

MINUTE



Government
of South Australia
Department of Treasury
and Finance

MINUTES forming ENCLOSURE

File ES18/0010

Doc No ES19D0070

To The Treasurer

ESTABLISHING NEW WRIGHT ELECTORATE OFFICE UPDATE

Timing: ROUTINE — For consideration

Recommendations/Issues: It is recommended that you:

- note the current status of the establishment of the new Wright Electorate Office, at Manor Farm Shopping Centre, 53 Northbri Avenue, Salisbury East and the progress with the temporary co-location of the Wright EO in the Ramsay EO.

Noted

Hon Rob Lucas MLC
Treasurer


23/3/2019

Key Points:

- The Manor Farm Shopping Centre in Salisbury East was identified as a potential office option by the Department of Planning, Transport and Infrastructure (DPTI) through a physical search of the Wright Electorate, following several market calls pre and post State Election 2018 for both short and long term office accommodation that failed to deliver any suitable options.
- Lease negotiations between the Lessor of Manor Farm Shopping Centre and DPTI were productive in the early stages with a lease proposal received on 3 July 2018. DTF signed a Memorandum of Administrative Arrangement (MoAA) on 1 August 2018 with DPTI agreeing to the basic lease proposal terms and conditions.
- The lessor as part of the four year lease proposal has committed to undertaking the following works: extending shop front of the tenancy by an additional 30 square metres, installation of new ducted reverse cycle air conditioning, internal disability accessible bathroom facilities, lighting to specification, new floor coverings, a dedicated car park and multiple signage opportunities.



- The Lessor initially advised his works would be completed by 1 October 2018, therefore DTF expected to have the new office fit out completed prior to an extended lease expiry date at the existing Wright Electorate Office, Virginia of 4 May 2019. The lessor will not be handing over the tenancy to DTF before 4 May 2019.
- The lessor communicates progress with his works via an emailed weekly update forwarded to DPTI Development Division – Property group. The Lessor has confirmed that the Salisbury Council have provided Development Approval with conditions to the plans submitted and that internal Lessor works at the site have commenced. The Lessor air conditioning design continues with final technical elements currently being finalised. The project schedule for the construction of the front office extension is being developed by the Lessors builder with a completion date yet to be advised. The Lessor handover date to DTF is currently unknown.
- DTF has continued to progress fit out tender documentation and is now at the stage where the documents are ready to be released once the final approval by the Lessor / Member is available to DTF.
- Further to your discussions with the Leader of the Opposition, the option of a temporary co-location of Wright Electorate Office at the Ramsay Electorate Office has been progressed. An additional ADSL line and data / power cabling to accommodate the Member for Wright and his staff in the Ramsay EO was installed in the Ramsay EO on 14 and 15 March 2019 respectively. Additional furniture has been ordered, signage is being reviewed and telecommunications / ICT arrangements are being finalised.
- Should third party suppliers meet scheduled timeframes, the temporary co-location of Wright EO to the Ramsay EO is expected to occur in early April 2019. A separate briefing is being forwarded to you outlining the expected costs associated with the temporary co-location of Wright EO at the Ramsay EO and also to provide details of the resources / support requested by the Members in relation to the co-location, for your consideration.
- Electorate Services continues to work closely with both the affected Members to facilitate a timely resolution to the establishment of the new Wright EO at Manor Farm and the temporary co-location of Wright EO at the Ramsay EO.



Paul Tatarelli
MANAGER ELECTORATE SERVICES

15 March 2019

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| Contact Officer: | Paul Tatarelli |
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| Email address: | paul.tatarelli@sa.gov.au |

Supported / Not Supported



David Reynolds
CHIEF EXECUTIVE

Department of Treasury and Finance

Date: 15.3.19



RELEASE IN PART

| Electorate | Member | Current Office location | Current Office Lease end | Relocation Office Location | Current Stage | Current stage estimated due date | Current status | Comment |
|--------------|--------|-------------------------|--------------------------|----------------------------|---------------|----------------------------------|----------------|---------|
| OUT OF SCOPE | | | | | | | | |

CURRENT STATUS OF ELECTORATE OFFICE RELOCATION AND WORKS.

UPDATED: 13 March 2019

| | | | | | | | | |
|--------|-------------|---|----------|---|---|--|---|--|
| Wright | Blair Boyer | Current Temp EO in Virginia, temporary co-location in Ramsay EO estimated early April 19 | May 2019 | Manor Farm Shopping Centre, Northbri Ave, Salisbury East, proposed lease period to September 2022 | MoAA signed by DPTI and DTF based on 130 square metres in August 2018. Lessor received Development Approval with conditions from Council in March 2019. Conditions unknown as yet. Signing of lease currently being progressed by DPTI | DTF finalising fit out documentation for tender release. | Lessor works have commenced on internal works, technical meetings regarding air conditioning continues, DTF architect continues to work cooperatively with lessor, lessors builder formulating building schedule for front office extension, no schedule received to date. | EO completion date not expected by May 2019 as previously considered possible. |
|--------|-------------|---|----------|---|---|--|---|--|

OUT OF SCOPE

OUT OF SCOPE

OUT OF SCOPE

OUT OF SCOPE

UPDATED: 13 March 2019

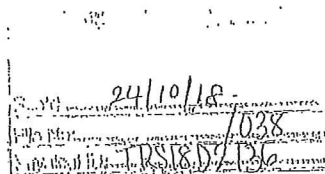
CURRENT STATUS OF ELECTORATE OFFICE RELOCATION AND WORKS.

OUT OF SCOPE

Indicative Office Relocation Timeframe

OUT OF SCOPE

MINUTE



MINUTES forming ENCLOSURE

File ES18/0010

Doc No ES18D0352

To The Treasurer

Through: A/Executive Director, Organisation and Governance

B 18/10

FUNDING SUPPLEMENTATION AND EXPENDITURE AUTHORITY FOR THE
RELOCATION OF THE [REDACTED] AND WRIGHT
ELECTORATE OFFICES

Timing: ROUTINE — For consideration

Recommendations/Issues: It is recommended that you:

- approve funding supplementation and expenditure authority for the 2018-19 Support Services to Parliamentarians budget of [REDACTED] for office fitout costs as a result of the relocation of the [REDACTED] Wright electorate offices.

Approved / Not-Approved

- approve funding supplementation and expenditure authority for the 2018-19 Support Services to Parliamentarians budget of \$62,000 and \$100,000 ongoing for rental increases as a result of the relocation of the [REDACTED] and Wright electorate offices.

Approved / Not-Approved

Rob Lucas
Hon Rob Lucas MLC
Treasurer

24/10/18

Key Points:

- Further to the briefing that you noted on 30 June 2018 detailing the electorate office accommodation requirements emanating from the electoral boundary redistribution implemented at the March 2018 election, preferred options have been identified and lease terms agreed for the following office relocations:


OUT OF SCOPE

- o Wright to Tenancy 2, 53 Northbri Avenue, Salisbury

Lease commencement date : 1 October 2018 (or completion of lessor works)
Commencing rental per annum : \$36,000 (increase of \$360 p.a.)
Estimated fitout budget : \$150,000 (\$120,000 capital, \$30,000 operating)

- You have previously provided in principle approval for these office relocations, and the Chief Executive has authorised the Memorandum of Administrative Arrangement (MOAA) between DTF and DPTI, accepting the negotiated lease terms and conditions.
- Preliminary planning and documentation is currently underway for each of these projects.
- Electorate Services can now provide accurate cost impacts, and this submission is seeking funding supplementation and expenditure authority for the Support Services to Parliamentarians budget to enable these projects to proceed. It is not possible for these costs to be absorbed within the existing budget.
- The standard electorate office fitout costs approximately \$150,000 (dependent upon the existing condition of the premises and the works the building owner is prepared to undertake).
- The relocation of these offices will also result in increased rental charges at each of the new locations. Funding supplementation of \$62,000 for the 2018-19 financial year and \$100,000 ongoing is sought.

- DTF, Budget and Performance Branch has been consulted in relation to this proposal and should you approve this request, will make the necessary budget adjustments.
- It is recommended that you approve the funding supplementation and expenditure authority for the Support Services to Parliamentarians budget for the 2018-19 financial year and ongoing, to appropriately fund these electorate office relocations.



Paul Tatarelli
MANAGER, ELECTORATE SERVICES

10 October 2018

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