



T&F23/1294
A3217790

25 October 2023

Mr Matt Cowdrey OAM MP
130 Valetta Road
FULHAM GARDENS SA 5024

Sent via email: colton@parliament.sa.gov.au

State Administration Centre
200 Victoria Square
Adelaide SA 5000
GPO Box 1045
Adelaide SA 5001
DX56205
Tel 08 8226 9500
Fax 08 8226 3819
<http://www.treasury.sa.gov.au>
ABN 19 040 349 865

Dear Mr Cowdrey

Freedom of Information – Documents between Board Members of Super SA and the Department of Treasury and Finance

I refer to your application under the *Freedom of Information Act 1991* (FOI Act), received by the Department of Treasury and Finance (DTF) on 27 September 2023.

Your application specifically requested:

'A copy of all documents (including but not limited to hard copy or electronic briefings, minutes, reports, emails, letters, text messages, WhatsApp messages, meeting agendas, diary entries and any other correspondence) between any Board Members of Super SA and the Department of Treasury and Finance.' [Date Range: 21/03/2022 - 26/09/2023]

The purpose of this letter is to advise you of my determination.

A total of 6 documents were identified as answering the terms of your application and I have determined as follows:

- I grant you access in full to 1 document, copy of which is enclosed, and
- I grant you access in part to 5 documents, copies of which are enclosed.

Please refer to the attached schedule that describes each document and sets out my determination and reasons in summary form.

Documents released in full

Document 2.

Documents released in part

Documents 1 and 3-6.

- Contains personal email addresses, mobile phone numbers, remuneration and contractual details of public sector staff.

This information falls within the definition of personal affairs under the FOI Act and is therefore exempt from release pursuant to Clause 6(1) of Schedule 1.

Exemptions

Clause 6—Documents affecting personal affairs

- (1) *A document is an exempt document if it contains matter the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*

Please note, in compliance with Premier and Cabinet Circular PC045 - *Disclosure Logs for Non-Personal Information Released through Freedom of Information* (PC045), DTF is 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: <https://www.dpc.sa.gov.au/resources-and-publications/premier-and-cabinet-circulars>. Please visit the website for further information.

Appeal rights

If you are aggrieved with this determination, you have a right to apply for internal review under subsection 29(1) of the FOI Act. Pursuant to subsection 29(2), your application must:

- be in writing
- be accompanied by the application fee of \$40.75 (unless fee waiver applicable) – payment options available on request
- be addressed to the Principal Officer
- be mailed to GPO Box 1045, Adelaide SA 5001, or emailed to freedomofinformation2@sa.gov.au, within 30 days after the day on which you receive this letter or within such further time as the Principal Officer may allow.

If you require any further information, please contact Kate Tonkin on (08) 7133 8080 or by email at freedomofInformation2@sa.gov.au.



Deanna Fleming
ACCREDITED FREEDOM OF INFORMATION OFFICER

OFFICIAL
Schedule of Documents

T&F23/1294 - Mr Matt Cowdrey OAM MP - 'A copy of all documents (including but not limited to hard copy or electronic briefings, minutes, reports, emails, letters, text messages, WhatsApp messages, meeting agendas, diary entries and any other correspondence) between any Board Members of Super SA and the Department of Treasury and Finance.' [Date Range: 21/03/2022 - 26/09/2023]

Doc. No.	Date	Description of Document	# of pages	Determination	Exemption Clause
1	10/08/2023	Email	2	Released in part	6(1) - Unreasonable disclosure of personal affairs
2		Attachment to Doc 1	4	Released in full	
3	10/08/2023	Email	2	Released in part	6(1) - Unreasonable disclosure of personal affairs
4	16/08/2023	Email - Calendar Request	1	Released in part	6(1) - Unreasonable disclosure of personal affairs
5	25/09/2023	Email	2	Released in part	6(1) - Unreasonable disclosure of personal affairs
6		Attachment to Doc 5	1	Released in part	6(1) - Unreasonable disclosure of personal affairs

Tonkin, Kate (DTF)

From: June Roache **Clause 6(1)**
Sent: Thursday, 10 August 2023 7:52 AM
To: Persse, Rick (DTF)
Cc: Bayliss, Scott (DTF)
Subject: Re: Welcome and congratulations

Thank you for your email Rick and I appreciate your congratulatory message.

I also look forward to meeting with you and will be in touch with Jen re setting up an appropriate time to meet.

As you would expect, I have a 'listen and learn' focus at the moment besides the annual financial statements for each of the Funds that Super SA is responsible for. One of my significant learnings has been that Super SA staff are DTF staff providing a service to Super SA.

We can discuss participants in the selection process.

Looking forward to meeting you soon.

Kind regards
June

Sent from my iPhone

On 10 Aug 2023, at 7:32 am, Persse, Rick (DTF) <Rick.Persse@sa.gov.au> wrote:

OFFICIAL

Hi June,

Congratulations on your appointment to the Super SA Board.

I look forward to meeting with you and understand Jen has made contact to arrange a time for a meeting.

One key matter I wish to discuss is the recruitment of a new Chief Executive. The team have recently reviewed the role description (as attached) and we are currently engaging a recruitment firm with expertise in the financial and superannuation industry to support the search.

I would welcome your participation in the selection process.

I look forward to hearing from you and meeting with you soon.

Regards,
Rick

Rick Persse

Under Treasurer

Department of Treasury and Finance

State Administration Centre, Level 8, 200 Victoria Square ADELAIDE SA 5000

t 822 64217 | **e** rick.persse@sa.gov.au | **w** treasury@sa.gov.au

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<Chief Executive Super SA_August 2023.docx>



Executive Role Statement

Role title	Chief Executive, Super SA	Classification	SAES2
Branch	Super SA	Type of Appointment	
Section		Position Number	
Approved by		Date	

Department of Treasury and Finance

The Department of Treasury and Finance plays a vital role in providing financial services to the community and economic and fiscal policy advice to the Government of South Australia.






The Department of Treasury and Finance actively promotes flexible working arrangements and values diversity in the workplace.

Our Purpose

We work to ensure *South Australia is a thriving, prosperous State now and in the future.*

We are *the Government's trusted fiscal, economic and policy advisor and provider of quality financial services.*

Who we are

 <p>Talented, Clear Eyed and Curious</p> <p>We are analytical, evidence based, innovative and creative.</p>	 <p>High Performing</p> <p>We are known for achieving successful and timely outcomes.</p>	 <p>Trusted Partner</p> <p>We work better together. We lead, partner, and collaborate to help solve the big challenges.</p>	 <p>Agile</p> <p>We organise around opportunities critical to our state and are flexible in responding to challenges.</p>	 <p>Fulfilled and Fun</p> <p>We take the work seriously and ourselves less so - we support each other in the pursuit of excellence and make Treasury a great place to work.</p>
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What we are known for

*A world class Treasury and Finance.
A high performing agency that seizes opportunities, addresses the big challenges,
and is a destination employer providing rewarding careers.*

Branch/Section

Super SA is a dedicated super fund for all South Australian public sector workers. With nearly 120 years of experience, we know our members and we build on this knowledge to deliver the best member outcomes.

Super SA's vision is to be the most respected superannuation Fund. With a purpose to champion the financial well-being of South Australians, and to help our members lead their best lives in retirement.

What this role is responsible for

1. Lead the Super SA Office and the administration of the South Australian Public Sector Superannuation Schemes on behalf of the relevant boards responsible for those schemes, in an ethical, cost effective, and efficient manner.
2. Actively work with Commonwealth Treasury and other relevant superannuation industry agencies to represent the interests of Super SA members, and participate and influence the setting of legislative and reporting requirements at a federal level.
3. Drive business excellence through the use of tangible benchmarks and targets that measure and improve performance and embed a culture of innovation, quality, continuous improvement and performance management, including:
 - I. Providing services that achieve or exceed industry standards (service level standards)
 - II. Ensuring costs per member are benchmarked and reported against Super SA's peers, with the aim of providing a competitive service
 - III. Ensuring year on year improvement in member surveys like net promoter scoring.
4. Ensure that the Super SA Board (and other superannuation boards within the remit of the Super SA Office) complies with its enabling legislation and the State Government's obligations under its Heads of Government Agreement with the Commonwealth, including the principles of the Commonwealth's superannuation legislation and APRA reporting.
5. Collaborate with the Department of Treasury and Finance in ensuring the corporate support provided by DTF meets the requirements for Super SA to adequately deliver their services.
6. Develop and promote Super SA's culture in line with the values communicated by the Department of Treasury and Finance, the South Australian Superannuation Board and the Southern Select Super Corporation Board.
7. Lead consultation and negotiation with key stakeholders (Government Agencies, Unions and Associations, Superannuation Industry bodies) on issues of scheme planning and administration to provide an industry standard service.
8. Ensure the superannuation Boards comply with their charters and develop, implement and embed a Strategic Plan that delivers and meets the needs of stakeholders, whilst also aligning to the broader DTF Strategic Plan.
9. Provide leadership for the Super SA Office by leading by example and leading high performance standards, professionalism, innovation and continuous improvement.
10. Maintain strong working relationships with the Under Treasurer, Deputy Under Treasurer, Chief Services Officer, the Treasurer to ensure they have accurate and timely information and advice on matters relating to commonwealth directions, superannuation policy, legislative amendments, scheme planning and administration.

Who this role reports to

- Chief Services Officer, Department of Treasury and Finance
- The position requires regular and frequent contact with the presiding member of the South Australian Superannuation Board and the Southern Select Super Corporation Board and the Chief Executive and other Executives of the Department.

The key challenges of this role

- Leadership of a financial service delivery organisation
- Managing complex dual reporting relationships (i.e. the Department of Treasury and Finance and the boards responsible for the respective superannuation schemes)
- Management of a self-administered Superannuation fund, including defined benefit schemes, accumulation schemes, post retirement products and insurance
- Drive investment performance via close collaboration with Funds SA, the Statutory entity responsible for the investment of the funds
- Development and delivery of a range of Superannuation products
- Implementation and maintenance of key underlying systems to ensure industry standard service.
- Managing key outsourced contractual relationships (including administration platform provision, and Financial Planning).
- Ongoing review of the Government's unfunded liability.
- Administering exempt public sector superannuation schemes governed by a suite of state legislation in a competitive choice of fund environment.

Special Conditions

- Some out of hours work may be required. Intrastate and interstate travel may be required.
- The incumbent will be required to participate in the Departmental Performance Management Program.
- The incumbent may be required to be assigned to other positions at the same remuneration level across the department.

Essential Expertise

- Tertiary qualifications (degree level) in Accounting, Economics and Finance or other appropriate disciplines essential.
- Proven high level experience in managing a large and complex organisation
- Extensive experience in the Superannuation Industry
- Awareness of the legislative compliance framework and whole of government policies governing the operations of public sector administrative units and the responsibilities of the Chief Executive, DTF.
- Demonstrated experience in the application of the relevant legislation, policies and procedures, including Code of Ethics, EEO and cultural inclusion.
- An understanding of the legislative requirements of the *Work Health and Safety Act 2012*.
- An understanding of and ability to manage to the spirit and principles of AS ISO 31000:2018 Risk management – Guidelines.

Acknowledged by
occupant

_____ / / _____

OFFICIAL

Acknowledged by
line manager

(Print name)

(Signature)

(Date)

(Print name)

(Signature & title)

/ /
(Date)

Tonkin, Kate (DTF)

From: Oates, Jennifer (DTF)
Sent: Thursday, 10 August 2023 11:46 AM
To: June Roache
Subject: RE: Meeting with Under Treasurer, Rick Perse

OFFICIAL

Hi June,

Wednesday 16 August at 9.30am works for Rick and Scott.

I will send you a calendar request for a meeting in our office on Level 8 of the State Administration Centre.

Kind Regards,
Jennifer

Jennifer Oates
Principal Executive Officer to the Under Treasurer
Department of Treasury and Finance

State Administration Centre, Level 8, 200 Victoria Square ADELAIDE SA 5000
t 08 8226 4217 | m **Clause 6(1)** | e jennifer.oates@sa.gov.au | w treasury.sa.gov.au



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From: June Roache **Clause 6(1)**
Sent: Thursday, August 10, 2023 8:50 AM
To: Oates, Jennifer (DTF) <Jennifer.Oates@sa.gov.au>
Subject: Re: Meeting with Under Treasurer, Rick Perse

Hi Jennifer

From my perspective, the following are options for a meeting with Rick and Scott:

Wednesday 16 August,
Friday 18 August or
Friday 25 August.

I am available each of those mornings from 9.30-11.30 am.

Regards
June Roache

Sent from my iPad

On 9 Aug 2023, at 5:36 pm, Oates, Jennifer (DTF) <Jennifer.Oates@sa.gov.au> wrote:

OFFICIAL

Hello June,

The Under Treasurer, Mr Rick Persse has asked me to arrange a time to meet with you as the new Chair of the SuperSA Board. Rick will be accompanied by our Chief Services Officer, Mr Scott Bayliss.

We are happy to accommodate a time when you are in the city for other meetings, or another time convenient to you.

If a face-to-face meeting is not suitable I am also happy to arrange a meeting via MS Teams.

Please feel free to email me some options or call me to discuss further.

Kind Regards,
Jennifer

Jennifer Oates

Principal Executive Officer to the Under Treasurer
Department of Treasury and Finance

State Administration Centre, Level 8, 200 Victoria Square ADELAIDE SA 5000

t 08 8226 4217 | **m** **Clause 6(1)** | **e** jennifer.oates@sa.gov.au | **w** treasury.sa.gov.au

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Tonkin, Kate (DTF)

Subject: Rick Persse | June Roache - Introductory meeting
Location: Under Treasurer's Office, Level 8, State Administration Centre, 200 Victoria Square, Adelaide

Start: Wed 16/08/2023 9:30 AM
End: Wed 16/08/2023 10:00 AM
Show Time As: Tentative

Recurrence: (none)

Organizer: Persse, Rick (DTF)
Required Attendees June Roache **Clause 6(1)** ; Bayliss, Scott (DTF)

Hello June,

Confirming this time for you to meet with Rick and Scott on Wednesday 16 August.

Please bring photo id to show at the security desk when signing in as a visitor.

You are welcome to call me if you have any questions.

With thanks,
Jennifer

Tonkin, Kate (DTF)

From: June Roache **Clause 6(1)**
Sent: Monday, 25 September 2023 5:08 PM
To: Oates, Jennifer (DTF)
Subject: Re: Super SA Executive Information

Thank you Jen.
Appreciate it.
Have a good evening.

Sent from my iPhone

On 25 Sep 2023, at 5:06 pm, Oates, Jennifer (DTF) <Jennifer.Oates@sa.gov.au> wrote:

OFFICIAL: Sensitive//Personal privacy

Hello June,

I have gone back to our HR team and can advise:
The yellow highlighting is just a working mark and of no significance.
The previous CE's TRPV was **Clause 6(1)**.

Regards,
Jen

From: June Roache **Clause 6(1)**
Sent: Monday, September 25, 2023 4:12 PM
To: Oates, Jennifer (DTF) <Jennifer.Oates@sa.gov.au>
Subject: Re: Super SA Executive Information

Thank you Jen.

Two questions:

What does 'yellow' mean under the car park heading?
Do you also have the TRPV that the previous CE was being paid?

Kindest regards
June Roache

Sent from my iPad

On 25 Sep 2023, at 3:53 pm, Oates, Jennifer (DTF) <Jennifer.Oates@sa.gov.au> wrote:

OFFICIAL: Sensitive//Personal privacy

Good afternoon June,

Please find attached information regarding Super SA Executives as discussed with Rick this morning.

You may wish to note the upcoming 6 month notification date for Adrian De Silva (due date 18/10/2023).

Kind Regards,

Jennifer Oates

Principal Executive Officer to the Under Treasurer

Department of Treasury and Finance

State Administration Centre, Level 8, 200 Victoria Square ADELAIDE SA 5000

t 08 8226 4217 | **m** **Clause 6(1)** | **e** jennifer.oates@sa.gov.au | **w** treasury.sa.gov.au

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<Super SA - Executive salaries.xlsx>

Clause 6(1)

Last, First Name	Title Branch	Grade	TRPV	Contract Start Date	Contract Expiry date	Critical End date (6 months prior to contract end)	FTE	Comments
De Silva, Adrian	Director Strategy, People, Product & Transformation, Super SA							
Gulliver, Michael	Director, Technology & Information Security Super SA							
Harrison, Lorna	Director Operations Super SA							
Hordacre, Mark	Director, Finance Super SA							
Loipersberger, Julia	Associate Director, Insurance Super SA							
McAvaney, Patrick	Director Policy and Governance Super SA							Clause 6(1)
Pepicelli, Adrian	Associate Director, Project Management Office Super SA							
Raffen, Karen	Director, Brand & Member Engagement Super SA							

Note: Patrick currently acting CE, Clause 6(1)

Note: Patrick's nominal role of Director, Policy and Governance has not been filled with a SAES Contract as yet. Alannah Pearce is acting in this role, Clause 6(1)