



TRS21D0820

Treasurer

Level 8

State Administration Centre

200 Victoria Square

Adelaide SA 5000

GPO Box 2264

Adelaide SA 5001

DX 56203 Victoria Square

Tel 08 8226 1866

treasurer.dtf@sa.gov.au

Hon Stephen Mullighan MP
Member for Lee
Unit 1, 62 Semaphore Road
SEMAPHORE SA 5019

lee@parliament.sa.gov.au


Dear Mr Mullighan

APPLICATION UNDER THE *FREEDOM OF INFORMATION ACT 1991*

I refer to your application made under the *Freedom of Information Act 1991* (the Act), dated 9 April, 2021.

Your application seeks access to:

"All minutes, briefings and correspondence titled 'Electorate offices affected by the 2020 review of electoral boundaries' as described on the Objective document management system." From 26 October 2020 to 9 April 2021.

The purpose of this letter is to advise you of my determination. An extensive search was conducted within this office. A total of 2 documents were identified as answering the terms of your application and I have determined to release both documents in full.

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 Act.

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://dpc.sa.gov.au/resources-and-publications/premier-and-cabinet-circulars>. Please visit the website for further information.

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 Ms Vicky Cathro, Ministerial Liaison Officer, by telephone on 8226 9769 or by email to vicky.cathro@sa.gov.au.

Yours sincerely



Hon Rob Lucas MLC
Principal Officer

25 April 2021

RELEASE

OFFICIAL



Government
of South Australia

Department of Treasury
and Finance

MINUTES forming ENCLOSURE

File ES20/0154

Doc No A 1691535

To The Treasurer

ELECTORATE OFFICES AFFECTED BY THE 2020 REVIEW OF ELECTORAL BOUNDARIES

Timing: ROUTINE — for consideration

Recommendations/Issues: It is recommended that you:

- consider approving \$1.25M budget supplementation and expenditure authority for the Support Services to Parliamentarians budget, for costs associated with establishing new electorate offices in Elder, Elizabeth, Enfield, Playford and Frome that are affected by the 2020 review of electoral boundaries.

Approved/Not Approved

- consider approving the engagement with current Members regarding retention of the existing suitable electorate offices of Reynell, Hurtle Vale and Croydon in their current locations, due to them being marginally outside the new electorate boundaries resulting from the 2020 review.

Approved/Not Approved

- consider approving an additional 2.0 FTE for 2 years to deliver electorate office relocations resulting from the 2020 review of electoral boundaries.

Approved/Not Approved

Hon Rob Lucas MLC
Treasurer

/ /

OFFICIAL



OFFICIAL

- 2 -

Key Points:

- The recent results of the 2020 review of electoral boundaries and the resultant redistribution will impact on a number of the House of Assembly Members' electorate offices. These offices include Croydon, Elizabeth, Elder, Enfield, Florey, Frome, Hurtle Vale, Playford, Reynell and the second Stuart Electorate Office, which will no longer be situated within their new electoral boundaries post the March 2022 election.
- There is some opportunity for electorate offices to be relocated into other existing electorate office locations post the March 2022 election – Florey to former Playford, and possibly Frome temporarily to ex second Stuart office at Kapunda, pending the identification of a new, larger more suitable office.
- The current Stuart office in Kapunda is too small to accommodate a fully resourced post election Frome electorate office. To maintain continuity until a new fully resourced Frome electorate office can be established, consideration would be given to retaining the current Frome electorate office in Port Pirie temporarily and the use of the Kapunda site as a location to deliver services.
- The post election electorates of Elder, Elizabeth, Enfield, Frome and Playford will need new electorate offices. Noting that you have provided prior approval to seek new electorate office accommodation for the current Enfield office due to its general level of unsuitability for use as government accommodation.
- A cost effective option to retain the existing suitable electorate offices of Reynell, Hurtle Vale and Croydon in their current locations as they are only marginally outside the new electorate boundaries resulting from the 2020 review, should be considered. Engagement with the current Members seeking their views on remaining in their existing Electorate Offices outside the new electorate boundaries would need to be undertaken.
- Open market calls for suitable properties will be conducted. Some electorates will have limited opportunities for suitable office accommodation, hence market calls should commence as soon as possible.
- The cost for the establishment of the five new electorate offices is estimated to be a total of \$1.25M (ie \$250k per office). This amount is made up of approximately \$200k for office fit out (currently averaging \$1200m² up from \$850m²) and a further \$50k to cover the costs associated with relocation, remediation of vacated sites, and payment of double rent when relinquishing leased offices.
- In the current economic environment, including the impacts of COVID-19 responses, the building costs associated with the establishment of new electorate offices has been steadily increasing. The lack of willingness of lessors to undertake base building works to their premises to meet government accommodation standards, is also contributing to the increased DTF fitout costs. Electorate Services is seeking an increase to electorate office fitout budgets from \$150k per fitout to \$200k per fitout to meet these cost increases.
- The timeframe for the delivery of a new electorate office varies from 9 to 12 months on average. The completion of lessor works and DTF fitout usually takes approximately 13 weeks each. The identification of suitable properties, negotiation of lessor proposals and eventual lease agreements are less predictable. DIT Property Services undertake this part of the process and can take up to 26 weeks, sometimes longer, and draw heavily on DTF resources.

OFFICIAL

OFFICIAL

- 3 -

- A project that establishes 5 new electorate offices being run concurrently with business as usual (including 2022 State Election and lease renewal for at least half of the 50 sites) will require an additional 2.0 FTE for the duration of the project. These resources would be engaged on a term contract basis for two years.
- Black and Lee electorate offices have been outside of their respective electorates since the March 2018 electoral boundary redistribution. Negotiations on properties at Hallett Cove and West Lakes respectively, are currently close to finalisation. These two offices will not form part of this submission, rather they will be treated separately however works are expected to commence in early 2021.
- It is recommended that you consider approving \$1.25M budget supplementation and expenditure authority for costs associated with establishing 5 new electorate offices in Elder, Elizabeth, Enfield, Playford and Frome that are affected by the 2020 review of electoral boundaries.
- It is recommended that you consider approving the engagement with current Members regarding retention of the existing suitable electorate offices of Reynell, Hurtle Vale and Croydon in their current locations, due to them being marginally outside the new electorate boundary resulting from the 2020 review.
- It is recommended that you consider approving an additional 2.0 FTE for two years to deliver electorate office relocations resulting from the 2020 review of electoral boundaries.



Paul Tatarelli
MANAGER ELECTORATE SERVICES

23 December 2020

Contact Officer:	Paul Tatarelli
Telephone:	8226 2995
Email address:	paul.tatarelli@sa.gov.au

The team can provide a presentation with maps if you wish.

<p><u>Supported</u> / Not Supported</p> <p><i>[Signature]</i></p> <p>David Reynolds CHIEF EXECUTIVE Department of Treasury and Finance Date...<i>23/12/20</i>...</p>
--

OFFICIAL

21/1/2021
T20/016
TR5200 4046.



MINUTES forming ENCLOSURE

File ES20/0154

Doc No A1713218

To The Treasurer

ELECTORATE OFFICES AFFECTED BY THE 2020 REVIEW OF ELECTORAL BOUNDARIES

Timing: ROUTINE — for consideration

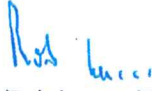
Recommendations/Issues: It is recommended that you:

- note the estimated cost of \$1.25M to establish new electorate offices in Elder, Elizabeth, Enfield, Playford and Frome that are affected by the 2020 review of electoral boundaries, and the anticipated requirement for an additional 2.0 FTE for 2 years to complete these works.

Noted
- note that the current Members for Croydon, Hurtle Vale and Reynell have been consulted and confirmed their willingness to remain in their current Electorate Offices, despite each of these tenancies falling marginally outside their electorate boundaries post the March 2022 election.

Noted
- approve proceeding to the letting of market calls for the electorates of Elder, Elizabeth, Enfield, Playford and Frome to identify new Electorate Office accommodation, while submitting estimated cost to Budget Branch for scrutiny and confirmation of calculations.

Approved/Not Approved


 Hon Rob Lucas MLC
 Treasurer
 22 / 1 / 2021

OFFICIAL



OFFICIAL

- 2 -

Key Points:

- The recent results of the 2020 review of electoral boundaries and the resultant redistribution will impact on a number of the House of Assembly Members' electorate offices. These offices include Croydon, Elizabeth, Elder, Enfield, Florey, Frome, Hurtle Vale, Playford, Reynell and the second Stuart Electorate Office, which will no longer be situated within their new electoral boundaries post the March 2022 election.
- There is some opportunity for electorate offices to be relocated into other existing electorate office locations post the March 2022 election – Florey to former Playford, and possibly Frome temporarily to ex second Stuart office at Kapunda, pending the identification of a new, larger more suitable office.
- The current Stuart office in Kapunda is too small to accommodate a fully resourced post-election Frome electorate office. To maintain continuity until a new fully resourced Frome electorate office can be established, consideration would be given to retaining the current Frome electorate office in Port Pirie temporarily and use the Kapunda site as a location to deliver services.
- Electorate Services has consulted with the current Members for Reynell, Hurtle Vale and Croydon seeking their views on remaining in their existing Electorate Offices, based on their locations only being marginally outside the new boundaries resulting from the 2020 review. All three Members confirmed that they were comfortable staying in their existing electorate offices following the 2022 State Election.
- The post 2022 election electorates of Elder, Elizabeth, Enfield, Frome and Playford will need new electorate offices, noting that you have provided prior approval to seek new electorate office accommodation for the current Enfield office due to its general level of unsuitability for use as government accommodation.
- Open market calls for suitable properties will be conducted. Some electorates will have limited opportunities for suitable office accommodation, hence market calls should commence as soon as possible.
- The cost for the establishment of the five new electorate offices is estimated to be a total of \$1.25M (ie \$250k per office). This amount is made up of approximately \$200k for office fit out (currently averaging \$1200m² up from \$850m²) and a further \$50k to cover the costs associated with relocation, remediation of vacated sites, and payment of double rent when relinquishing leased offices.
- In the current economic environment, including the impacts of COVID-19 responses, the building costs associated with the establishment of new electorate offices has been steadily increasing. The lack of willingness of lessors to undertake base building works to their premises to meet government accommodation standards, is also contributing to the increased DTF fitout costs. Electorate Services requires an increase to electorate office fitout budgets from \$150k per fitout to \$200k per fitout to meet these cost increases.
- The timeframe for the delivery of a new electorate office varies from 9 to 12 months on average. The completion of lessor works and DTF fitout usually takes approximately 13 weeks each. The identification of suitable properties, negotiation of lessor proposals and eventual lease agreements are less predictable. DIT Property Services undertake this part of the process and can take up to 26 weeks, sometimes longer, and draw heavily on DTF resources.

OFFICIAL

OFFICIAL

- 3 -


- A project that establishes 5 new electorate offices being run concurrently with business as usual (including 2022 State Election and lease renewal for at least half of the 50 sites) will require an additional 2.0 FTE for the duration of the project. These resources would be engaged on a term contract basis for two years.
- Black and Lee electorate offices have been outside of their respective electorates since the March 2018 electoral boundary redistribution. A lease has recently been signed for a property at Hallett Cove for the Black Electorate Office and negotiations are close to being finalised for a property at West Lakes for the Lee Electorate Office. These two offices will not form part of this submission, however works are expected to commence in early 2021.
- It is recommended that you note a \$1.25M budget supplementation and expenditure authority for costs associated with establishing 5 new electorate offices in Elder, Elizabeth, Enfield, Playford and Frome that are affected by the 2020 review of electoral boundaries.
- It is recommended that you note an additional 2.0 FTE for two years to deliver electorate office relocations resulting from the 2020 review of electoral boundaries will be utilised in DTF - Electorate Services.



Paul Tatarelli
MANAGER ELECTORATE SERVICES

21 January 2021

Contact Officer:	Paul Tatarelli
Telephone:	8226 2295
Email address:	paul.tatarelli@sa.gov.au

Supported / Not Supported

David Reynolds <u>CHIEF EXECUTIVE</u> Department of Treasury and Finance Date <u>21/1/21</u>

OFFICIAL