



**Government  
of South Australia**

TRS19D1075

Hon Stephen Mullighan MP  
Member for Lee  
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Dear Mr Mullighan

**APPLICATION UNDER THE *FREEDOM OF INFORMATION ACT 1991***

I refer to your application made under the *Freedom of Information Act 1991* (FOI Act), dated 8 May 2019.

Your application seeks access to:

*"All minutes, briefings and correspondence titled 'Waite Electorate Office Refurbishment' as described on the Objective document management system, between 12 July 2018 and 8 May 2019."*

The legislative prescribed timeframe to determine this application has expired and is now deemed to have refused you access to all documents relevant to your application. I refer to my letter dated 26 May 2019 where I sought additional time to make my determination.

The purpose of this letter is to advise you of my determination. An extensive search was conducted within this office. A total of 1 document was identified as answering the terms of your application.

I grant you access in full to 1 document; a copy of which is enclosed.

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.

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 8226 9769.

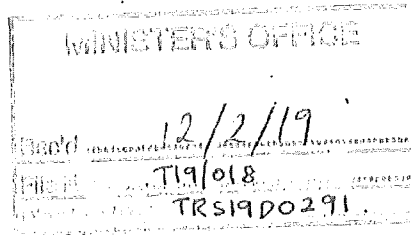
Yours sincerely



**Hon Rob Lucas MLC**  
*Principal Officer*

15 June 2019

MINUTE



MINUTES forming ENCLOSURE

File ES08/0121

Doc No ES19D0038

To The Treasurer

**WAITE ELECTORATE OFFICE REFURBISHMENT**

Timing: Urgent — For consideration

**Recommendations/Issues:** It is recommended that you:

- Approve additional funding supplementation and expenditure authority for the 2018-19 Support Services to Parliamentarians budget of \$72,000 for the refurbishment of the Waite Electorate Office to begin in the week commencing 18 February 2019.

~~Approved/Not Approved~~

- Approve additional funding supplementation and expenditure authority for the 2019-20 Support Services to Parliamentarians budget of \$76,200 for the refurbishment of the Waite Electorate Office to begin in the week commencing 2 August 2019.

~~Approved/Not Approved~~

Hon Rob Lucas MLC  
Treasurer

12 / 2 / 2019

**Key Points:**


- On 27 July 2016 the former Treasurer approved \$90,000 excluding GST for refurbishment works at the Waite Electorate Office including the installation of an accessible toilet, minor alterations and maintenance works.

- The additional funding supplementation and expenditure authority over and above the former Treasurer's approval is required as the scope of works for the refurbishment has been expanded in consultation with the Member to include the following: installation of an accessible toilet, new carpet, interior painting throughout, new kitchen facilities, creation of a large open meeting space and functional staff work area, electrical / lighting alterations, relocation of communications equipment and security equipment, air conditioning alterations and upgraded storage facilities.
- The additional funding of \$72,000 for the works to be completed in the 2018-19 year, is inclusive of additional scope items and \$7,720 for staging of the proposed works which allows the electorate office to remain open whilst renovations are undertaken.
- The additional funding of \$76,200 for the works to be completed in the 2019-20 year (August 2019), includes the costs listed above plus an additional \$4,200 being builders costs associated with the commencement date being delayed.
- The Waite Electorate Office does not have toilet facilities within the office. Waite Electorate Office staff have raised work health and safety concerns with having to access these common toilet facilities.
- When fitting out new electorate offices and refurbishing existing ones, Electorate Services is obligated to comply with requirements associated the *Disability Discrimination Act*.
- The Waite Electorate Office lease was recently extended with lease expiry now 28 January 2023 with a further four year option to renew from 1 February 2023. The lessor has committed to a reduced rent over a 2 year period to contribute to the costs of upgrading the air conditioning and the installation of the bathroom facilities.
- The Support Services to Parliamentarians Budget cannot absorb the cost of the additional scope items and costs associated with staging and delayed commencement. Proposed refurbishment works and will require additional funding supplementation and expenditure authority for \$72,000 excluding GST for a February 2019 commencement date or \$76,200 excluding GST for an August 2019 commencement date.
- It is recommended that you approve additional funding supplementation and expenditure authority for the 2018-19 Support Services to Parliamentarians budget of \$72,000 for the refurbishment of the Waite Electorate Office to commence in the week commencing 18 February 2019.



Paul Tatarelli  
MANAGER ELECTORATE SERVICES

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<b>Supported / Not Supported</b>
 <b>David Reynolds</b> <b>CHIEF EXECUTIVE</b> Department of Treasury and Finance Date... <u>18 Feb 2019</u> ...