

SECTION 9(2)(a) – STRUCTURE AND FUNCTIONS

Adelaide Venue Management Corporation was established by the Public Corporations (Adelaide Venue Management Corporation) Regulations 2013, pursuant to the *Public Corporations Act 1993*, on 4 February 1999 to manage the Corporation as an agency of the Minister for Tourism. The Corporation is governed by a Board of Directors and operates under a Charter approved pursuant to the provisions of the *Public Corporations (Adelaide Venue Management Corporation) Regulations 2013*.

SECTION 9(2)(b) – SUMMARY FUNCTION

AVM's functions are limited to the following:

- To manage and operate AVM sites;
- To manage, promote and sponsor events at AVM sites or elsewhere;
- To foster and assist the commercial development of AVM sites in order to complement and enhance the commercial potential of the sites; and,
- To carry out other functions conferred on AVM by the Minister.

AVM's sites include:

- Adelaide Convention Centre site;
- Adelaide Entertainment Centre site; and,
- Any other site the management and operation of which is conferred on AVM by the Minister.

SECTION 9(2)(c) - PUBLIC PARTICIPATION IN AGENCY POLICY DEVELOPMENT

The success of the Corporation is dependent on input from the events and functions industries, and stakeholders. The Corporation welcomes feedback on agency policy development from patrons, government, community organisations and relevant industries through market research, forum groups, online feedback, and group consultations.

SECTION 9(2)(d) – DOCUMENTS HELD

- Adelaide Venue Management Annual Report
- Policies and procedures
- Other miscellaneous documents
- Various promotional brochures

SECTION 9(2)(e) & (f) – ACCESS TO DOCUMENTS

Requests under the FOI Act for access to documents in the possession of the Corporation should be accompanied by a \$42 application fee to be paid by direct transfer via the details listed below. Should more than two hours be required to accommodate the FOI request, additional charges may apply, as listed in the government's current *Freedom of Information (Fees) Notice 2024* at the time of the request.

Applications should be sent via email to foi@avmc.com.au or directed in writing to:

Chief Executive Officer
Adelaide Venue Management
GPO Box 2669
ADELAIDE, SOUTH AUSTRALIA 5001

Application payment fees are to be transferred to the below account and include reference 'FOI'.
BSB: 015101 | Account Number: 838603649

All enquiries will receive an acknowledgment within one business day, which may precede a full response.

Access to documents listed under section 9(2)(d) can be arranged between 9am and 4.30pm, Monday to Friday, at the AVM Administration Office, which is based at Adelaide Convention Centre, North Terrace, Adelaide South Australia 5000, by contacting the Chief Executive Officer at telephone (08) 8212 4099. Other publications are available on request but may incur a fee.