

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 must be accompanied by the prescribed application fee as detailed on the [South Australian Government website](#) at the time of request. Payment can be made by electronic funds transfer or credit card. For payment via electronic funds transfer, application payment fees are to be transferred to the following account and include reference 'FOI' - BSB: 015101 | Account Number: 838603649

Where a request requires more than two hours to process, additional charges may apply in accordance with the *Freedom of Information (Fees) Notice* in force at the time the request is made

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

AVM will respond to all FOI requests in accordance with applicable government legislation and guidelines.

Requests to inspect documents listed under section 9(2)(d) may be made by contacting the Chief Executive Officer on (08) 8212 4099. Access can be arranged by appointment between 9.00am and 4.30pm, Monday to Friday, at the AVM Administration Office, Adelaide Convention Centre, North Terrace, Adelaide SA 5000. Other publications are available on request and may incur a fee.