



Adelaide Central Market Authority (ACMA)

## Minutes

of the

## Annual General Meeting

held Thursday 26 October 2023 at 11:00am

in the Adelaide Central Market Meeting Room

Level 1, 44-60 Gouger Street, Adelaide SA 5000

### ACMA Board present

T Maras (ACMA Chair), C Locher (Deputy Chair), C Noon, G Roussos, J Pearce, N Haack, S Marafiote

### ACMA Administration present

F Reilly (ACMA General Manager), A Papas, B Steggall, L Jones (Minutes)

### ACMA Traders present

B Knoll, C Bound, C Frank, C Tam, M Gleeson

### CoA Administration present

A Spartalis, T Blaze, T McCready

### Apologies

#### 1 Welcome

The ACMA Chairman opened the meeting at 11:06am by welcoming everyone and acknowledged the ACMA Board Members and traders present.

ACMA GM stated:

The Adelaide Central Market Authority acknowledges that we are meeting on the traditional country of the Kaurna people of the Adelaide Plains and pays respect to elder's past and present. We recognise and respect their cultural heritage, beliefs, and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today. We also extend that respect to other Aboriginal language groups and other First Nations who are present today.

#### Confirmation of Minutes

That the Minutes of the Annual General Meeting held on 6 October 2022 be taken as read and be confirmed as accurate record of proceedings.

*Moved by: C Locher*

*Seconded by: N Haack*

#### 2 ACMA Chair's Report – Theo Maras AO

The ACMA Chair provided the following written report which was distributed.

During 2022-23, we continued to focus on achieving the outcomes of the strategic plan and supporting the business plan for 2022-23.

Our new strategic plan was developed with considerable stakeholder consultation and endorsed by City of Adelaide in March 2023. This strategic plan encompasses the strategic actions of next five years and will guide the Management team through to 2028 with the vision for the future of the market:

**“To be a world leading food and produce market that shares enduring connection with our community.”**

The ACMA Board as of 30 June 2023 included the following members:

Christine Locher (Deputy Chair), Councillor Carmel Noon, Nicole Haack, Steve Marafiotte, John Pearce, George Roussos. Chair noted that the ACMA Board is the most efficient and productive Board that he has ever worked with.

During 2022-23 we continued to achieve many positive outcomes for the Market, key outcomes of note as of 30 June 2023 are:

1. The financial result for 2022/23 was surplus of \$83,000 which was in part due to a steady leasing environment and closer monitoring of expenditure.
2. The look and feel of the trading environment and safety of the market continues to be improved with:
  - Stall upgrades, additional lighting, market sculpture on Grote Street, external signage, unisex toilet facilities, a touch-free water re-fill station, new furniture and additional seating
  - ACMA also commissioned local aboriginal artist, Pat Caruso, to produce a new artwork installation at the southwest entrance from Gouger Street
3. Guided by the Community Engagement plan, the Market continued to be inclusive and welcoming to all members of our community.
  - We celebrated a number of significant cultural days within our community including:
    - National reconciliation and NAIDOC weeks, Bastille Day, Greek Oxi Day, Lunar New year, and the return of Sauce Day
  - ACMA partnered with Oz Harvest to rescue over 32,000 meals and we continued to support Catherine House to help women experiencing homelessness
  - Our free resource kit for teachers, “Brain Food”, was relaunched to help guide the estimated 10,000 school students who visit per year
4. We established a sustainability strategy to guide our sustainability actions for the next two years.
5. We continued to support our community of traders with proactive PR activities and generate positive media coverage to the value of over \$1.2 million dollars.
6. We attracted two new shops: Mr Cheese and Smiley’s Tuckshop to the Eastern roadway, renewed 10 leases and welcomed over 20 food businesses to the producer in residence and casual leasing.

With the strategic vacancy at stall 12, which is now occupied by Fair Seafood, the Market achieved 100% occupancy as at July 2023.

7. Adelaide Central Market online surpassed \$2 million dollars in sales and additional revenue for participating Market traders. The service continues to evolve to meet customer expectations of those who can't visit the Market.

With the expansion of the Market the separation of the market and the arcade building was achieved without disruption, and the demolition works have been completed with very minimal impact on Market visitation.

ACMA continues to work closely with City of Adelaide and Multiplex to maintain business as usual and minimise interruption to traders and customers. For over 150 years the Market has been a place that people can enjoy with their families and friends, shop but also connect with each other. It is our vision that the expanded Market maintains that same unique spirit.

I would like to thank our community of traders for their commitment to the Market and for their continued confidence in the ACMA Board and Management team. We acknowledge the essential role our traders play in making our Market unique and creating enduring customer connections.

On behalf of the Authority, I acknowledge the performance and commitment of the ACMA Management team in delivering the Market operations. We said goodbye and thanked former General Manager Jodie Kannane for her unwavering commitment to the Market over the past 5 years, and welcome new General Manager Fabienne Reilly.

I also acknowledge the high level of support, cooperation and goodwill from the Lord Mayor, Councillors, and the Administration of Council. Finally, thank you to my fellow directors for their ongoing wise, support and expertise.

### 3 ACMA General Manager's Report – Fabienne Reilly

The ACMA General Manager (GM) provided the following verbal report in conjunction with a presentation.

#### **Objectives and Purpose**

The primary objects and purpose as outlined in ACMA Charter are:

- Oversee the management and operation of the Market;
- To be responsible for maintaining and enhancing the iconic standing of the Market for the benefit of all stakeholders;
- To be responsible for encouraging the use of the Market by South Australian residents, visitors and the community in general and for the Market being recognised locally and internationally as a leading, vibrant, diverse and unique fresh produce market community that is commercially sustainable for Market sub-lessees and/or licensees and the Corporation of the City of Adelaide;
- Contribute to the development of the wider Market district; and
- Be financially self-sufficient in terms of its operations.

#### **Our Customers**

##### Initiatives

- ✓ Water Refill Station
- ✓ Live Music
- ✓ Market Mural
- ✓ Customer Experience Surveys
- ✓ Customer Experience Program

### Major Campaigns

- ✓ Christmas
- ✓ Easter
- ✓ Market Expansion

### Events

- ✓ Bastille Day
- ✓ Winter Weekends
- ✓ Sustainable September
- ✓ Flower Day
- ✓ Greek Oxi Day
- ✓ Seafood + Sounds
- ✓ Adelaide Italian Festival
- ✓ Lunar New year
- ✓ Sauce Day
- ✓ Adelaide Fringe
- ✓ Tasting Australia
- ✓ History Festival
- ✓ Tunes in June
- ✓ School Holidays Program

### **Our Traders**

#### Leasing

- ✓ Maintained 98% Occupancy

#### Trader Engagement

- ✓ 106 Market Talk e-newsletters were issued to Traders and 8 e-newsletters to online home delivery traders
- ✓ 3 Trader Advisory Group (TAG) meetings
- ✓ 6 Trader Representative Committee (TRC) meetings
- ✓ One 'All Trader' Meeting
- ✓ 2 Market Square and Market expansion Trader briefings by City of Adelaide

#### Pop Up opportunities

- ✓ 17 businesses occupied the Producer in Residence
- ✓ Casual Leasing of Eastern Roadway & Stall 12

## **Our Business**

### Operations

- ✓ \$833,000 spent in Capital Expenditure
- ✓ Structural Stall Upgrades
- ✓ Automatic Sprinkler System Valves and line renewal
- ✓ Sewer infrastructure update to code
- ✓ Distribution Boards replacement
- ✓ New Unisex toilet facilities
- ✓ Market Signage, Street Sculpture & Kaurna Mural
- ✓ New Furniture & Additional Seating
- ✓ Online Delivery

## **Our Community**

### City and Market District Collaboration

- ✓ Industry association meetings and workshops
- ✓ District meetings and Lord Mayor Precinct Association forums
- ✓ Support and collaboration with precinct associations' activations
- ✓ South Australia Tourism Commission for events and filming opportunities
- ✓ AEDA across citywide events and campaigns

### Community Partnerships

- ✓ Oz Harvest: donated over 13,000kg of surplus food
- ✓ Catherine House

### Education and Sustainability

- ✓ Inaugural 2022-2024 Sustainability Strategy
- ✓ Free educational resource "Brain Food"

## **Our Market**

ACMA worked closely with the City of Adelaide and project stakeholders on the Market expansion:

- ✓ Separation of the Arcade and Market buildings
- ✓ Car park modification: 750 onsite car park bays were retained and supported by UPark Andrew and UPark Grote
- ✓ Demolition of the Arcade building

The extensive communication plan and operational work undertaken by ACMA resulted in minimal disruption to the customer experience and traders, to date.

#### **4 Audited Financial Statements 2022 – 2023**

The ACMA GM presented the 2022 - 2023 ACMA Audited Statements. It was noted the final financial position was a surplus of \$83K in 2022 - 2023 due to a change in a favourable and steady leasing environment and controlling expenses.

The ACMA GM presented the 2022 - 2023 CMMF Audited Statements with a \$83K surplus which will be a carry forward to 2023 - 2024.

#### **5 Annual Business Plan & Budget for 2023-2024**

The ACMA General Manager presented the 2023 - 2024 Business Plan and Statutory Budget as approved by the City of Adelaide.

The GM thanked the Adelaide Central Market traders and the ACMA Board for their leadership.

#### **6 Other Business**

The ACMA Chair offered the opportunity to accept any questions from the attendees.

A discussion was held on:

- The potential increase of visitations due to future redevelopment in the city
- ACMA will call for Trader Representative Committee (TRC) nominations and encourage traders to be involved
- The ACMA Chair commented on positive customer experience and thanked the traders
- Market trading hours were raised as a question and this will be further discussed with the newly formed TRC
- The ACMA Management team were thanked for the success of the Market Trail

#### **Confirmation of ACMA Annual General Meeting Report Presentation**

The ACMA Board formally adopt the Adelaide Central Market Authority Annual Report Presentation, presented at the AGM on 26 October 2023.

***Moved by: C Noon Seconded by: C Locher***

The ACMA Chair thanked Board, staff, Council and most importantly traders for attending and declared the meeting closed 11.45am.