

PRESENT

Members:

Councillor Adam Roberts (Chair)
Councillor Rob Turner
Adam Button
William Grubb
Jennifer Hutchison
Rebecca Olsen (Director Corporate & Organisational Services)
Ashley Grummitt (Group Manager Commercial & Business Services)
Pam Milne (Acting Glasshouse Venue Manager)

Other Attendees:

Liz Brennan (Marketing Co-Ordinator)

The meeting opened at 8.00am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apologies received from Councillor Sharon Griffiths and Moira Magrath be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Glasshouse Sub-Committee Meeting held on 1 September 2015 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM 06 - 07.07.2015 - COUNCIL CO-ORDINATION OF HAY STREET FORECOURT AND GLASSHOUSE ACTIVITIES

- Director, Corporate & Organisational Services is to refer to the Director, Community & Economic Growth for consideration on how best to manage a single point of contact for the management of Hay Street Forecourt from a community perspective.
- Group Manager, Commercial & Business Services is to progress an investigation into the partial road closure of Hay Street Port Macquarie, that currently contains the Glasshouse podium and stairs.

Both matters are ongoing. The Group Manager, Commercial & Business Services is to provide an update following an Internal Working Group Meeting. To be tabled at a future meeting.

ITEM 07 - 04.08.2015 - GLASSHOUSE ECONOMIC IMPACT ASSESSMENT

1. That the results of the Glasshouse Economic Impact Assessment be received and noted.
2. That the Economic Impact Assessment Report be circulated with the Minutes of the Meeting.
3. That the Economic Impact Assessment Report be included in the Glasshouse Quarterly Report and Update on Strategic Plan Recommendations Council Report to be tabled at the Ordinary Council Meeting on 21 October 2015.

The Group Manager of Commercial & Business Services is to provide Liesa Davies, Group Manager of Economic Development, a copy of the Report to review and consider more regular analysis on Council's REMPLAN.

All items have been completed. Please remove.

ITEM 06 - 01.09.2015 - UPDATE ON STRATEGIC PLAN RECOMMENDATIONS

That the Group Manager of Commercial & Business Services review the reporting on Glasshouse Strategic Plan 2014-2017 - Update on Progress Achieved Against Recommendations - Developing Successful Partnerships, in relation to the number of strategic partnership agreements in place.

Item tabled at the Glasshouse Sub-Committee Meeting on 06.10.2015. Please remove.

ITEM 07 - 01.09.2015 - UPDATE ON SEASON LAUNCH

That the Group Manager of Commercial & Business Services table the Membership Renewal Strategy at a future Glasshouse Sub-Committee Meeting.

Item to be tabled at a future Glasshouse Sub-Committee Meeting.

ITEM 08 - UPDATE ON VISITOR INFORMATION SERVICES REVIEW

That the Glasshouse Sub-Committee Members:

1. Review the Sandwalk Partners Report and Presentation provided at the Glasshouse Sub-Committee Meeting held on Tuesday 1 September 2015 and provide comments to Kylie Cross; or
2. Attend the Visitor Information Services Review Stakeholder Meeting to be held on 17 September 2015 at 8.00am at Port Macquarie-Hastings Council; or

Review the Sandwalk Partners Report and Presentation and provide feedback at the next Glasshouse Sub-Committee Meeting to be held on 6 October 2015.

Item tabled at Glasshouse Sub-Committee Meeting on 06.10.2015. Please remove.

06 UPDATE ON STRATEGIC PLAN RECOMMENDATIONS

CONSENSUS:

That the Glasshouse Sub-Committee note progress related to the Glasshouse Strategic Plan.

07 UPDATE ON VISITOR INFORMATION SERVICES REVIEW

CONSENSUS:

That the update on the Visitor Information Services Review be received and noted.

08 UPDATE ON TICKETING SYSTEM AND WEBSITE REDEVELOPMENT PROJECTS

CONSENSUS:

That the updates on the Ticketing System by the Group Manager, Commercial & Business Services and Website Redevelopment by the Marketing Co-Ordinator projects be received and noted.

09 FOOD AND BEVERAGE OPTIONS AT THE GLASSHOUSE

CONSENSUS:

That the Glasshouse Sub-Committee have an initial discussion regarding next steps in relation to Food and Beverage at the Glasshouse.

That further discussions take place at a future Glasshouse Sub-Committee Meeting.

10 GENERAL BUSINESS

Nil.

The meeting closed at 9.05am.