

PRESENT

Members:

Councillor Adam Roberts (Chair)
Adam Button
William Grubb
Rebecca Olsen (Director Corporate and Organisational Services)
Ashley Grummitt (Group Manager Commercial & Business Services)

Other Attendees:

Bec Washington (Venue Sales and 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 Rob Turner, Moira Magrath, Jennifer Hutchison and Pam Milne be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Glasshouse Sub-Committee Meeting held on 3 May 2016 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING

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

1. 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.
2. 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.

Council resolved at the Ordinary Council Meeting held on 17 February 2016 to make application to the Department of Primary Industries - Lands to proceed with the road closure process being part of Hay Street that comprises the Glasshouse podium and stairs.

To be tabled at a future meeting.

ITEM 08 - 01.03.2016 - FOOD AND BEVERAGE OPTIONS AT THE GLASSHOUSE

That Council Staff work with Council's Business Analyst to analyse possible future models for delivery of food and beverage services at the Glasshouse.

Item to be tabled at a future meeting.

ITEM 08 - 05.04.2016 - GLASSHOUSE PARTNERSHIPS

An update report to be brought back at a later date.

Item to be tabled at a future meeting.

ITEM 07 - 03.05.2016 - GLASSHOUSE LOCAL PRODUCTIONS

Council staff are to review/finalise information for the Glasshouse website to provide clarity on the various opportunities for Community Groups to access the Glasshouse.

Glasshouse Sub-Committee Members are to provide any further feedback at the next meeting scheduled for 7 June 2016.

Changes made to Website. Item tabled at meeting held on 5 July 2016. Completed. Please remove.

ITEM 08 - 03.05.2016 - REFLECTION ON PROGRESS DURING COMMITTEE TERM

That Council staff prepare a draft "Report Card" to be presented at the next Glasshouse Sub-Committee Meeting scheduled for 7 June 2016.

That the draft "Report Card" be discussed further at the next Glasshouse Sub-Committee Meeting scheduled for 7 June 2016 with a view to finalising by July 2016.

Item tabled at meeting held on 5 July 2016. Completed. Please remove.

06 UPDATE ON STRATEGIC PLAN RECOMMENDATIONS

CONSENSUS:

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

07 GLASSHOUSE DATA AND KPI'S DURING COMMITTEE TERM

CONSENSUS:

That the Glasshouse Sub-Committee Members note the feedback received on Glasshouse data and KPI's.

Selected information is to be incorporated into the Glasshouse Quarterly Report and End of Term Report to be reported to Ordinary Council Meeting.

08 GENERAL BUSINESS

Nil.

The meeting closed at 9:00am.