
PRESENT

Members:

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

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 Sharon Griffiths and Adam Button be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Glasshouse Sub-Committee Meeting held on 2 February 2016 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

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 07 - 02.02.2016 - UPDATE ON VISITOR INFORMATION SERVICES REVIEW

In general the feedback received from stakeholders has been positive. The Tourism Ambassadors are also happy with the improvements.

Adam Button is to provide feedback from the Greater Port Macquarie Tourism Association.

To be tabled at a future meeting.

ITEM 08 - 02.02.2016 - FOOD AND BEVERAGE OPTIONS AT THE GLASSHOUSE

Food and Beverage options at the Glasshouse are to be workshopped at the next Glasshouse Sub-Committee Meeting to be held on 1 March 2016 from 8.00am to 9.30am. Benchmarking of similar venues is to be considered.

Item tabled at the Glasshouse Sub-Committee Meeting on 01 March 2016. Completed.
Item to be removed.

ITEM 09 - 02.02.2016 - QUESTION ON NOTICE - GLASSHOUSE LOCAL PRODUCTIONS

Staff are to present an example of a local production as part of a season program for discussion, with a local theatre group suggested as a possibility.

Item tabled at the Glasshouse Sub-Committee Meeting on 01 March 2016. Completed.
Item to be removed.

ITEM 10 - 02.02.2016 - GENERAL BUSINESS

10.01 School of Hard Knocks Port Macquarie Hastings (SOHK PMH):

That the School of Hard Knocks Port Macquarie Hastings be requested to provide a written application to the General Manager of Port Macquarie-Hastings Council detailing the level of support that they are seeking.

SOHK have withdrawn their request for rehearsal space. SOHK intend on using the Conservatorium Mid North Coast for rehearsals. There may be discussions in the future regarding the utilisation of the Glasshouse Venue for performances.

Item to be removed.

06 UPDATE ON STRATEGIC PLAN RECOMMENDATIONS

CONSENSUS:

That the progress related to the Glasshouse Strategic Plan be noted.

07 QUESTION ON NOTICE - GLASSHOUSE LOCAL PRODUCTIONS

CONSENSUS:

That Council staff investigate providing clarity on Glasshouse access for community groups through the website, consistent with current matrix, cost benefit analysis and a potential tiered approach considering:

- Venue Hire;
- Community discount; and
- Broader Council support, or other Council support for inclusion in the Glasshouse Performing Arts Season.

08 FOOD AND BEVERAGE OPTIONS AT THE GLASSHOUSE

CONSENSUS:

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

09 GENERAL BUSINESS

Nil.

The meeting closed at 9.45am.