

**PRESENT**

**Members:**

Councillor Adam Roberts (Chair)  
Councillor Rob Turner  
Adam Button  
Maira Magrath  
William Grubb  
Jennifer Hutchison  
Craig Swift-McNair (Director Commercial Services & Industry Engagement)  
Rebecca Olsen (Group Manager Commercial & Business Services)  
Craig Smith (Glasshouse Venue Manager)

**Other Attendees:**

Nil

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The meeting opened at 2.00pm.

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**01 ACKNOWLEDGEMENT OF COUNTRY**

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The Acknowledgement of Country was delivered.

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**02 APOLOGIES**

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Nil.

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**03 CONFIRMATION OF MINUTES**

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Nil.

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**04 DISCLOSURES OF INTEREST**

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There were no disclosures of interest presented.

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**05 BUSINESS ARISING FROM PREVIOUS MINUTES**

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Nil.

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**06 GLASSHOUSE SUB-COMMITTEE PURPOSE & OVERVIEW**

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There was a general discussion about the purpose of the Glasshouse Sub-Committee and the Glasshouse Sub-Committee Charter was discussed briefly. The key objectives of the Glasshouse Sub-Committee were discussed in particular the fact that the charter states that a strategic business plan will be drafted within three (3) months of the first Glasshouse Sub-Committee meeting. It was considered that this would not be possible, meeting just monthly.

**CONSENSUS:**

Agreement was reached on holding a few evening workshops so the Committee Members have an opportunity to brainstorm on issues relating to the Glasshouse, which will assist in developing the business plan.

It was agreed that the committee would receive a copy of the draft business plan developed in late 2013 as a reference point for future discussions.

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**07 COUNCIL'S CODE OF CONDUCT**

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An overview of the Code of Conduct was provided.

**CONSENSUS:**

The Committee Members are to review the Code of Conduct and the Division of Local Government Guidelines.

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**08 STRATEGIC DIRECTION OF THE GLASSHOUSE**

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There was general discussion around the strategic direction of the Glasshouse as resolved by Council.

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**09 PREVIOUS GLASSHOUSE REPORTS & DEVELOPMENTS**

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A general discussion was held ensuring all committee members have received the documentation provided some time ago i.e. previous Glasshouse Council reports etc.

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**10 GLASSHOUSE FINANCIAL POSITION**

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The Group Manager of Commercial & Business Services provided a brief overview of the Glasshouse budgets. This will be discussed in more detail in future meetings of the Committee.

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**11 DEVELOPMENT OF THE GLASSHOUSE STRATEGIC BUSINESS PLAN**

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The Chair requested that Committee Members briefly describe some of the issues / questions they would like to see addressed in the business plan. Comments were as follows:

What is the balance of the economic versus artistic / cultural aspects?

Space utilisation of the Glasshouse - how is it valued i.e. the VIC / foyer / gallery / all spaces?

What is the economic multiplier effect of the GH and how is this measured? Need to give this some consideration....i.e. overall economic impact.

Consider undertaking an economic impact assessment of the GH, noting that this is not currently budgeted for.

Need to consider what are the outcomes we want from the Glasshouse. What are the obstacles, threats etc ...use the draft business plan as the basis.

**CONSENSUS:**

The Glasshouse Sub-Committee agreed to undertake some workshops so we can document thoughts, ideas, threats, weaknesses etc of the Glasshouse. The first workshop will be held on Monday, 10<sup>th</sup> February from 5:30 - 8:00pm at the Function Room at Council.

The Glasshouse Sub-Committee needs to review the previously drafted cultural plan.

The Glasshouse Sub-Committee needs to consider the Glasshouse in the context of social impact etc.

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**12 CONFIDENTIALITY AGREEMENTS**

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The Members of the Glasshouse Sub-Committee signed the Confidentiality Agreements as required by Council.

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**13 GENERAL BUSINESS**

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Nil.

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The meeting closed at 3.24pm.