

**PRESENT**

**Members:**

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

**Other Attendees:**

Councillor Sharon Griffiths  
Belinda Gibson, Program Manager - Performing Arts of Glasshouse  
Stewart Todd (Acting Director Commercial Services & Industry Engagement)

---

The meeting opened at 8.00am

---

**01 ACKNOWLEDGEMENT OF COUNTRY**

---

The Acknowledgement of Country was delivered.

---

**02 APOLOGIES**

---

**CONSENSUS:**

That the apologies received from Moira Magrath and Rebecca Olsen (Acting Director Commercial Services & Industry Engagement) be accepted.

---

**03 CONFIRMATION OF MINUTES**

---

**CONSENSUS:**

That the Minutes of the Glasshouse Sub-Committee Meeting held on 4 November 2014 be confirmed.

---

---

**04 DISCLOSURES OF INTEREST**

---

There were no disclosures of interest presented.

---

**05 BUSINESS ARISING FROM PREVIOUS MINUTES**

---

**ITEM 09 - 02.09.2014 - HERITAGE ARTS AND CULTURE PRIORITIES ADVISORY GROUP**

Councillor Adam Roberts confirmed that he is available to attend any future HACPAG Meetings if requested. Item to be removed.

**ITEM 06 - 07.10.2014 - UPDATE ON GLASSHOUSE STRATEGIC PLAN**

Covered under Agenda Item 06 on 02.12.2014. Item to be removed.

**ITEM 07 - 04.11.2014 - UPDATE ON STRATEGIC PLAN ACTION - PROMOTE OPERATIONAL FLEXIBILITY IN THE GLASSHOUSE FOOTPRINT**

Covered under Agenda Item 08 on 02.12.2014. Item to be removed.

**ITEM 08 - 04.11.2014 - 2014 AUSTRALIAN REGIONAL TOURISM CONVENTION**

Covered under Agenda Item 07 on 02.12.2014. Item to be removed.

---

**06 UPDATE ON STRATEGIC PLAN OUTCOMES**

---

The Glasshouse Sub-Committee noted progress related to the Glasshouse Strategic Plan.

**CONSENSUS:**

1. That the Director of Commercial Services & Industry Engagement present the Five (5) Year Profit and Loss Forecast to the next Glasshouse Sub-Committee meeting scheduled for Tuesday, 3 February 2015.
  2. That the Five (5) Year Profit and Loss Forecast to be included in the Glasshouse Quarterly Financial Report and update on Strategic Plan Recommendations to go to Council scheduled for Wednesday, 18 February 2015.
-

---

**07 UPDATE ON VISITOR INFORMATION SERVICE REVIEW**

---

CONSENSUS:

That the update on the Visitor Information Services Review be received noting the engagement of Sandwalk Partners and the visitor information stakeholder workshop to be held following the Glasshouse Sub-Committee meeting.

---

**08 UPDATE ON STRATEGIC PLAN ACTION - PROMOTE OPERATIONAL FLEXIBILITY IN THE GLASSHOUSE FOOTPRINT**

---

CONSENSUS:

1. That progress related to the Glasshouse Strategic Plan Action - Promote Operational Flexibility in the Glasshouse Footprint be noted.
  2. That the Glasshouse Sub-Committee Members email Kylie Cross with any operational flexibility issues/opportunities.
  3. That it be noted that capital items will be addressed by Sandwalk Partners.
- 

**09 GLASSHOUSE 2015 SEASON UPDATE**

---

Belinda Gibson, Program Manager - Performing Arts of Glasshouse presented an update on the Glasshouse 2015 Season and Education Program Launch.

CONSENSUS:

That Councillor Adam Roberts further investigate issue of bus subsidy and alternative options for the Education Program via the Glasshouse Portfolio.

---

---

**10 GENERAL BUSINESS**

---

10.01 Thanks:

Councillor Adam Roberts thanked the Committee members for their efforts throughout 2014.

10.02 Draft Visitor Information Services Review Report:

**CONSENSUS:**

That the draft Visitor Information Services Review Report be circulated to the Glasshouse Sub-Committee Members prior to the next Glasshouse Sub-Committee Meeting which is scheduled for Tuesday, 3 February 2015.

---

The meeting closed at 9.00am.