

Minutes
Retail Forum Working Group
Future of Retail – Town Centre First/Night-Time Economy
29 NOVEMBER 2022
CHATHAM HOUSE RULES APPLY

Attendees: Appendix A

Minutes: The minutes from this meeting are to be agreed under Silence Procedure and will be available on www.enterprise.gov.ie

The following specific actions for the Town Centre First/Night-Time Economy Working Group in the Retail Forum Work Programme 2022/2023 are now complete but will continue to be monitored.

- **Action 22** *Retail Sector and locally traded sector to work with the National TCF Office*
Ms Mairéad Hunt, National Co-ordinator, Town Centre First Office, presented to the Working Group meeting on 19 September and her contact details were provided to working group members for direct engagement.
- **Action 23** *NTE Strategy – Encourage members to submit proposals to the Night-Time Economy Implementation Group (Action 15 Report of the Night-Time Economy Taskforce)*
Ms Sinead Copeland, Department of Tourism, Culture, Arts, Gaeltacht, Sports, and Media, presented to the Working Group on the 29 November and provided her contact details to working group members for direct engagement.

Comments arising under the remaining actions:

- **Action 20** *Retail Sector to engage with the National TCF Office to contribute to the development of TCF Plans and any skills programme/capacity building programmes for Town Teams under TCF. (Action 15 Town Centre First A Policy Approach for Irish Towns)*
Comments Arising
 - *Details of the recruitment process and subsequent training of TCF Regeneration Officer sought.*
- **Action 21** *Input into the development of the TCF toolkit to guide implementation of the TCF (Action 6 Town Centre First A Policy Approach for Irish Towns)*
- **Action 24** *Identify data needs of the retail sector in relation to Town Centre First and explore how to obtain required data in conjunctions with National TCF office TCF (Action 15 Town Centre First A Policy Approach for Irish Towns)*
Comments Arising
 - *Importance of communication – how can cultural events be communicated to retailers in towns? what are the best channels?*
 - *How can retail sector support shifting public perception of safety in towns.*
 - *If the Night safety Initiative is successful in pilot areas, it could be rolled out across the country but important to monitor retailers' behaviour and whether they are opening longer in light of the initiative.*

Actions:

DETE secretariat to request update from TCF co-ordinator (recruitment/training TCF Regeneration Officers)

DETE Secretariat to collaborate on communication of NTE pilot initiatives in the short term

Date of next meeting to be forwarded to the Working Group in early 2023

Appendix A
Retail Forum Working Group
Future of Retail – Town Centre First/Night-Time Economy

Attendees

Organisation	First Name	Surname
Department of Enterprise, Trade and Employment (DETE) (Chair)	Deborah	Dignam
DETE	Mary	Cullen
Dublin Town	Damon	Blake
HABIC/ISME/Image Skillnet	Margaret	O'Rourke Doherty
ISME	Finbarr	Filan
LGMA	Michael	Quinn
Retail Excellence	Duncan	Graham
Retail Ireland	Samira	Nicolo
RGDATA	Tara	Buckley
TU Dublin	Damian	O'Reilly
UCD Centre for Irish Towns	Philip	Crowe

Presenter

Organisation	First Name	Surname
Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media (D/TCAGSM)	Sinéad	Copeland