



# Retail Forum Working Group Minutes: Future of Retail – Digitalisation and Skills

**31 May 2023**

## Meeting 6

### 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](http://www.enterprise.gov.ie)

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#### **Item 1: Welcome**

The new Chair, Ms. Marian Cassidy, Department of Enterprise, Trade and Employment (DETE) gave an introduction and welcomed working group members to the meeting.

#### **Item 2: Presentation by Retail Ireland Skillnet**

Ms. Theresa Gallagher, Retail Ireland Skillnet provided an update on the Apprenticeship in Retail Supervision programme and the Degree in Retail Management Practice.

#### **Item 3: Working Group Actions**

The Chair updated members on the Working Group Actions. A lot of progress has been made and all 9 Actions related to the Digitalisation and Skills working group have been dealt with. A new work Programme will be developed by September, and the Secretariat will be in contact with Working Group members bilaterally in relation to the new Work Programme. Some Actions from the current Work Programme will be carried forward. The new Actions will be streamlined and will encompass the monitoring of training needs, and raising awareness of Government supports available. The Chair emphasised that the Work Programme for 2023/24 is an opportunity to prioritise actions that are important for the Retail sector and invited/urged members to input into its development {by contacting the Secretariat}

Members were reminded of the Retail Sector in Ireland webpage available on the Department's website, and advised that any feedback on the webpage is welcome.

#### **Item 4: Update from the Digital Economy Policy and Data Access Unit, Department of Enterprise, Trade and Employment**

Mr. Marc McEntegart provided an update on the progress of the Digital Portal, and that work is ongoing across the Department in relation to the Digital Voucher Scheme.

**Item 5: AOB**

Ms. Niamh Martin, DETE and Secretary to the Working Group provided an update on the Online Retail Scheme. Applications made under the current call which closed on 3 May 2023, are currently being assessed by Enterprise Ireland.

**Actions:**

- Copy of the presentation made by the Digital Economy Policy and Data Access Unit, DETE, at the Retail Forum meeting on 22 March 2023 to be circulated to the Digitalisation and Skills Working Group members.
- Copy of presentation made by Retail Ireland Skillnet to be circulated to Working Group members.

**Retail Section**  
**Department of Enterprise, Trade and Employment**  
**14 June 2023**

## Appendix A

### Retail Forum Working Group: Future of Retail – Digitalisation and Skills

#### Attendees

<b>Organisation</b>	<b>First Name</b>	<b>Surname</b>
Department of Enterprise, Trade and Employment (Chair)	Marian	Cassidy
Department of Enterprise, Trade and Employment (Secretary)	Niamh	Martin
Digital Policy Unit, DETE	Marc	McEntegart
Chambers Ireland	Shane	Hughes
Eason	Lisa	O'Brien
Digital Business Ireland	Emma	Cunningham
Independent / Retail Ireland Skillnet	Cathy	Kearney

#### Apologies

<b>Organisation</b>	<b>First Name</b>	<b>Surname</b>
Retail Excellence	Duncan	Graham
Kilkenny Group	Brian	Howe
.IE	David	Curtin
CSNA	Vincent	Jennings
ICTU	Gerry	Light

#### Presenter

<b>Organisation</b>	<b>First Name</b>	<b>Surname</b>
Retail Ireland Skillnet	Theresa	Gallagher