

Cultural Programme Management Group (CPMG)

South Tipperary CDB

**DRAFT Meeting Notes of Cultural Programme Management Group (CPMG)
held on Thursday 25 November 2010 @ 11.00am Museum, Clonmel**

Present: Cllr Jimmy O'Brien (Chair), Valerie Connolly, John Devane, Kathleen Finn, Eileen Horgan, Martin Maher, Labhaoise McKenna, Marie McMahon,

Apologies: Mary Alice O'Connor, Sally O'Leary, Mary Sarsfield, Helen Shanahan,

1. Welcome, Meeting Notes from 18 February 2010 and Matters Arising

Cllr Jimmy O'Brien welcomed everyone to the meeting. Meeting notes from 18 February 2010 were agreed. Proposed: Marie McMahon; seconded: John Devane.

Matters arising:

Item 1. Re: The Chair, Cllr Jimmy O'Brien's presentation to the CDB. The focus points for the CPMG were agreed to by the CDB and will form the basis for identifying priority actions for the rest of the strategy period.

Item 3. Joint Cultural Initiative. This idea has not been taken up.

2. Sign off on 2010 action template

Action: Valerie and Martin to send Eileen the re-wording for their sections. Then the 2010 update is completed and signed off.

3. Agree 2011 actions

Action: Items included in the 2011 template have been agreed with the lead partners. Eileen will complete the actions and indicators as discussed at the meeting and the actions will be signed off at the next meeting.

4. Public Consultations for 2011

Three consultations have been identified around the table so far for 2011.

- The public consultation on Arts Strategy & Public Art Policy (Arts officer)
- Heritage Plan (Heritage Officer)
- Ongoing consultation around the Waterways Forward project (Heritage Officer)

Action: Both officers are requested to incorporate the consultation items/steps identified by the CPMG at its last meeting.

5. Meetings Protocol document

Eileen gave a short overview on the origins of the document. It arose from difficulties being experienced by the representatives that the Community & Voluntary Forum

nominates onto over thirty committees and boards in the county. In general the items are simply good practice and good manners. The document is being piloted with a number of SPCs and other committees and the impact of it will be evaluated. Following the evaluation, the CVF intends to negotiate the use of the protocol with any board or committee requesting a community representative. The aim is to improve the participation by all the board/committee members as well as reminding everyone of their responsibilities. CPMG members are encouraged to consider taking up as much of the good practice as suits their circumstances.

6. Short input by Kathleen Finn, Sports Inclusion Disability Officer (SIDO)

Kathleen was welcomed and introduced to everybody around the table. Kathleen works in both North and South Tipperary, is funded through Pobal and works with a wide range of age groups from pre-school age to adults. Kathleen's input has been well received by many groups throughout the county. They are finding that with new ideas and some outside the box thinking, their existing community facilities can be used to significantly increase participation and community usage. However, as a very large county, many communities have not had the benefit of Kathleen's input yet. The funding will run out for the position in May 2011 and the meeting felt that many communities will miss out on the input.

Action: Valerie and Kathleen will meet with their counterparts in North Tipperary to discuss the possibility of preparing an Action Research Proposal. It would consider a programme to actively research methods to broaden the understanding and scope of how existing community venues can be further utilised to increase participation in all activities. An application to LEADER will be considered. As a technical assistance proposal up to 90% could be grant-aided.

7. Update on WHAT'SON guide

This guide is produced through the Cultural Providers Group. Some of the resources for the production of this guide have been withdrawn and the group is looking at ways to evaluate the product and find a way to market cultural activities in the most effective way.

Action: Marie and Cultural Providers group to

1. Draw up a draft terms of reference for an evaluation which would include an action plan for the future.
2. Ask the Community & Voluntary Forum if they would lead up an application to LEADER for the evaluation (10% of the cost would have to be found if they lead up the application). (The Tourism Company has agreed in principle that an application could go through them, however as they are seen as an enterprise, 25% of the cost would have to be found). Link with Eileen if the Tourism route is being pursued.
3. Items to be considered in the terms of reference:

- Evaluation of the guide and website; its preparation, distribution, perceived usefulness by users and those advertising in it.
- Look at a method of putting a website on a commercial/semi-commercial footing see what is there already. Perhaps find a way to work with eg www.tippon.ie
- To avoid duplication, we need to consider how existing sites can be fully utilised to suit the need eg. Fáilte Ireland festivals calendar [http://www.discoverireland.ie/Festivals & Events tab/Search – Tipperary](http://www.discoverireland.ie/Festivals%20&%20Events/tab/Search%20-%20Tipperary) (or www.discoverireland.ie/Search-Results/List.aspx?Search=4&CategoryID=992&LocationID=2445&FromDate=25/11/2010&ToDate=25/11/2011)
- That the activities of the whole of Tipperary be covered in whatever approach to marketing cultural activities that emerges from the evaluation. Find equivalent parties to participate in both north and south.
- Look at facebook/social networking approach and the resources that would be required to implement such an approach.
- A link with the Volunteer Centre to provide volunteers might be considered. If so a training element would need to be included to develop the relevant skills.
- Application to LEADER could be made on an inter-territorial basis.

8. AOB

None.

9. Set meeting dates for 2011

Thursday 24 March 2011

Thursday 20 October 2011

@ Museum, Clonmel 11.00am.