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**Background**

This paper sets out a Scope and Terms of Reference for a Steering Group which will support [insert Local Authority] (the Council) to lead and facilitate the development of a Local Sports Plan for the County.

There is a recognition that whilst Ireland and its citizens have a significant interest in sports and physical activity, we still fall short of our national targets for regular and sustained engagement in sports and physical activity. Current data confirms that:

* 37% or Irish adults classified as ‘Highly Active’ - this is the lowest level since 2019
* 21% of Irish adults classified as ‘inactive’ – this is broadly similar to 2019 levels
* 44% of Irish adults are regularly playing sport – a key aim of the National Sports Policy in Ireland is that 60% of adults regularly play sport by 2027
* 12% of post primary and 23% of primary aged children met the National Physical Activity guidelines

Each Local Authority is now mandated in the National Sports Policy to develop a Local Sports Plan.

The Local Sports Plan will be a high-level countywide framework which establishes priorities for [insert County] which in turn promotes greater levels of participation in sports and physical activity.

Central to the development of a Local Sports Plan for the County is the meaningful engagement of and input from all stakeholders across the County; this means its citizens, sports clubs and community organisations.

**Terms of Reference**

The Council is establishing a Steering Group for the duration of the process of developing and adopting the Local Sports Plan.

The Steering Group is made up of representatives of the thematic, sectoral and target groups reflecting the make-up of [insert County] urban and rural population. It will support the Council to develop a meaningful Local Sports Plan through the following roles:

**Membership**

Membership will include Director of Service, representatives from a number of Council departments including Community, Regeneration, Future Planning, Active Travel, Water, PPN, Local Sports Partnership and other representatives as seen appropriate by the Local Authority.

**Inclusion**

* Providing direction on how to engage ‘hard to reach’ groups across the County to ensure that their voice is heard in the development of the Local Sports Plan for the County
* Ensuring that the language and communication approaches are relevant

**Communication**

* Identifying the most effective means of communicating the process across the County and to specific groups and communities across the County
* Providing access to communication channels to target groups, communities and groups across the County to promote opportunities to get involved in the process

**Reviewing**

Reviewing and refining consultation processes and events to support the development of the Plan i.e. surveys, workshops to ensure that they are effective and inclusive

**Duration**

The Steering Group will remain in place until the final draft of the Local Sports Plan has been agreed on and submitted to the full Council for approval.

**Conclusion**

These templates were created by Sport Ireland with the support of 8 Local Authorities (Carlow, Cavan, Clare, Dun Laoghaoire Rathdown, Dublin City, Fingal, South Dublin) and S3 Solutions in 2024.

Contact participation@sportireland.ie with any queries.

