

Terms of reference

Overview

The Women's Football Review Implementation Group will bring together stakeholders across industry and Government departments who have a responsibility for driving forward recommendations from the Review of Women's Football with the overarching objective of creating a sustainable future for women's football.

The group will provide an opportunity for stakeholders to update where progress has been made, and understand any challenges which stakeholders are facing and provide collective support.

Membership

- The DCMS Secretary of State or Minister for Sport will Chair each meeting of the Women's Football Review Implementation Group.
- The Implementation Group should comprise of CEO level or equivalent representatives from all organisations who have a recommendation they are responsible for the delivery of. The following organisations will be represented:
 - Football Association (FA)
 - NewCo
 - Professional Footballers Association (PFA)
 - Sports Grounds Safety Authority (SGSA)
 - Football Foundation
 - Sport England
 - Department for Culture, Media and Sport
 - Department for Education
 - Premier League
 - English Football League
- Four independent members will attend each Implementation Group meeting. These individuals are impartial and do not have any responsibility to deliver the Review's recommendations. These individuals have a wealth of experience in the industry and will provide valuable insight and support to the Implementation Group. The independent members are:
 - Karen Carney MBE, Former professional footballer and Chair of the Women's Football Review
 - Jane Purdon, Director and Consultant in Football and Rugby
 - Kelly Simmons OBE, Sport Consultant and Board Advisor
 - Deborah Dilworth, Head of Women's Football, Football Supporters Association
- Additional guests may be invited to join future implementation group meetings if appropriate.

Expectations of members

- DCMS will have regular stakeholder meetings in advance of all Women's Football Review Implementation Group meetings.
- Organisations will be expected to share progress updates at regular intervals and are encouraged to proactively share information as progress is made.
- DCMS will request written progress updates for all recommendations in advance of the Implementation Group.
- If necessary, DCMS will request progress updates in between the formal Implementation Group meetings.

Arrangement for meetings

- The Women's Sport Team in DCMS will provide a Secretariat function for the Implementation Group. They will be responsible for all stakeholder engagement in the margins of the meetings, collating progress updates in advance of the meeting, circulating agendas, providing logistical information and management of the meeting.
- The meetings will take place in person and likely at the DCMS offices at 100 Parliament Street. Locations will be confirmed in advance of the meetings.
- Minutes of the meeting will be shared with all members following each meeting. DCMS will publish high level minutes on GOV.UK after the meetings, these minutes will share the areas of discussion and not go into details of any sensitive or commercial discussions.
- The Implementation Group will meet initially in March and July 2024. The frequency of future Implementation Group meetings will continue to be assessed as progress is made.

Meeting content

- The first Women's Football Review Implementation Group meeting in March 2024 was an opportunity for organisations to come together and cover all ten recommendations detailed in the Review of Women's Football
- Subsequent meetings may focus on specific recommendations and, where appropriate, break out groups will be arranged.
- DCMS will circulate detailed agendas in the advance of all meetings.