



**INTERNATIONAL
NETBALL
FEDERATION**

**Commercial Committee
Terms of Reference**

The Commercial Committee (CC) is authorised by the INF Board of Directors to conduct its business in accordance with the Terms of Reference as set out below. The Board of Directors may review these at any time and, when appropriate, revise in accordance with the changing requirements of INF. The Committee is advisory and will make recommendations to the INF Board to assist INF achieve its vision, values and strategic goals as outlined in the Strategic Plan with reference to maximising the commercial and marketing activities of the Federation.

1. Composition and Membership:

- 1.1. The Committee will consist of no fewer than four and no more than six members.
- 1.2. The Board will formally approve composition of the Committee and appoint additional members to the Committee or remove and replace members of the Committee by resolution. Members may withdraw from membership by written notification to the Board.
- 1.3. The Committee will consist of:
 - 1.3.1. at least one Director and the CEO or appointee from the INF Secretariat;
 - 1.3.2. If deemed necessary by the Board, three or more individuals, with relevant expertise to assist the Committee to fulfil its functions.
- 1.4. The Chair of the Committee shall be a Director and be appointed by the Board.
- 1.5. The Committee may seek the assistance of individuals with relevant professional expertise to assist it fulfil its responsibilities.
- 1.6. The term of office of the members of the Committee shall be 2 years, and they can be reappointed.

2. Responsibilities

- 2.1. The responsibility of the Committee is to assist the Board with the commercial development of the INF and the sport from an international perspective:
 - 2.1.1. Defining a commercial vision, mission and strategy that is consistent with the INF's strategic plan and INF Members' own commercial activities
 - 2.1.2. Reviewing and confirming the INF Commercial Rights Policy;
 - 2.1.3. Developing income generating opportunities for the INF through exploitation of the following
 - 2.1.3.1. Media rights (including digital linear and non-linear)
 - 2.1.3.2. Sponsorship of INF properties (e.g. INF Events, umpires and

communications);

2.1.3.3. Other income streams (e.g. retail)

2.1.4. Recommending developments of the INF event portfolio and calendar.

3. Operating & Reporting Procedure

- 3.1. The Committee will be required to operate according to the procedure agreed by the Committee members at the start of their term of office and approved by the Board.
- 3.2. The Committee will report to the Board at each Board meeting and as requested by the Board.
- 3.3. Discussions and decisions taken by the Committee must happen in a transparent and efficient way via the appropriate means of communication respecting any deadlines set by the Board.
- 3.4. Any decisions circulated by email require a 50% majority support from all Committee members with the Chair, where necessary, having the casting vote.
- 3.5. Any decisions at Committee meetings will require a 50% majority of all those Committee members present with the Chair, where necessary, having the casting vote.
- 3.6. Non response within the required timeframe to a request for a decision will be regarded as support for the decision.

4. Meetings

- 4.1. The Committee will hold at least two meetings a year. The Committee may hold additional meetings as it considers necessary to fulfil its duties. If appropriate these may be conducted by teleconference or by videoconference.
- 4.2. The CEO or a representative of the Secretariat will be present at any meeting.
- 4.3. Meeting agendas will be prepared by the Chair in conjunction with the CEO and circulated to all members of the Committee no later than a week before the meeting.
- 4.4. Minutes will be taken by the CEO or nominated person attending the meeting, which may include a member of the Committee.
- 4.5. Minutes of all meetings will be circulated to the Board and Committee members.
- 4.6. A quorum of a minimum of 50% of the Committee shall be required for all meetings
- 4.7. In the absence of the Chair, he/she will appoint a Deputy.

5. Budget and spending authority

- 5.1. Meeting expenses will be covered in accordance with INF's expenses policy
- 5.2. Any other expenses must be approved through the CEO in accordance with INF's financial policy and budgets.

6. Assessment and Evaluation of the Committee's Performance

- 6.1. The Committee will, at least once in each financial year:
 - 6.1.1. Have its performance assessed in the method prescribed by the Board and having regard to the requirements of these Terms of Reference; and
 - 6.1.2. Determine the goals and objectives of the Committee for the forthcoming year and review the Terms of Reference in light of any modification to the Committee's goals and objectives as may be decided by the Board