



## Swim Ireland Commercial Committee Terms of Reference

This document describes how the Swim Ireland Commercial Committee is constituted within Swim Ireland and the roles and responsibilities of the Committee. It also details some operational procedures as to how the Committee should conduct its business and will be reviewed on an annual basis.

Review Dates: September 2016 December 2020 February 2022 Next review date: February 2023
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The following terms of reference may be subject to alteration or amendment at any time by resolution of the Swim Ireland Board.

### **1. Composition of the Committee**

The Committee shall consist of a maximum of 6 persons comprising the following:

- A minimum of one Board member,
- the CEO,
- three or more individuals who shall have the appropriate commercial skill set (at least one of whom is external to the Company)

Director of Finance (and/or appointed staff member(s) as designated by the CEO) shall be ex-Ufficio members of the Committee

The Committee shall maintain a minimum gender balance of 70/30.

### **2. Quorum**

The quorum for the transaction of the business of the Committee shall be the number of members present in person (or online) and entitled to vote which equals 50% plus one of the total number of appointed Committee members. Accordingly, for a Committee of six appointed persons the quorum is four.

### **3. Communication and authority structure**

The Committee is a sub-committee of Swim Ireland. The Committee reports directly to the Board of Swim Ireland through reports prepared/collated for the Board by the Company Secretary on Committee operations and/or through the CEO, Committee Chairperson, or the Board member as appropriate. Matters discussed at meetings will remain confidential unless otherwise agreed.

### **4. Role**

The role of the Committee is to develop commercial strategy and policy for the organisation and oversee the implementation of the commercial and sponsorship goals of the organisation.

### **5. Specific responsibilities**

- To develop the commercial pillar of the new Strategic Plan (2022 to 2025) for the organisation and to oversee its implementation
- To review, consider and develop the revenue generation activities of the organisation, both day to day and exceptional
- To review, oversee and support the implementation of the sponsorship model for the Company
- To identify, develop and implement commercial partnerships

**End.**

February 2022