



TERMS OF REFERENCE – DEVELOPMENT COMMITTEE

1. Purpose

- 1.1 The purpose of these TOR is to define the Development Committee's role and responsibilities, its delegated authority and its membership and meeting procedures.
- 1.2 The Board is required periodically to revise the TOR as necessary and Committee members are responsible for familiarizing themselves with the most current TOR to fully understand their committee responsibilities.

2. Composition

- 2.1 The Cricket Committee Members are as follows
 - (i) Mr. Atul Rai (Chairperson)
 - (ii) Mr. Anoop Krishna
 - (iii) Ms Chelsea Douglas
 - (iv) Mr. Jignesh Desai
 - (v) Mr. Sham Chotoo

3. INTRODUCTION

- 3.1 The Development Committee (herein after referred to as the Committee), is constituted as a committee of USA Cricket in respect of all duties that may be assigned to it by the USA Board. These TOR are subject to the Board Approval and should confirm to the bye laws of the constitution.
- 3.2 The Committee is established to assist the USA Board to discharge its responsibilities on all professional and recreational junior cricket playing matters. Without limitation, the matters to be attended to by the Committee and in relation to which it has powers to make decisions or is required to make recommendations to the USA Board for approval, are listed in 12
- 3.3 The duties and responsibilities of those committee members who are also Board directors are in addition to those duties and responsibilities that they assume as directors of the USA Board. The deliberations of the committee do not reduce any individual and collective responsibilities of directors with regard to their fiduciary duties and responsibilities and they must at all times exercise due care and judgement in accordance with their legal duties arising from the Act



4. ORIENTATION

- 4.1 Development Committee members must keep up-to-date with key developments in the areas of all Junior and youth cricket playing issues necessary to enhance the skill sets required from each committee member.
- 4.2 New members shall undergo appropriate induction programs with the Chairperson (or his nominee) assisted by other committee members.

5. MEETINGS

- 5.1 There should be at least 4 scheduled committee meetings per year, which meetings should correspond with key dates in the company's financial reporting cycle.
- 5.2 There should be enough time set aside for each meeting so that the committee can fulfil its obligations and there should be a reasonable interval between committee and Board meetings to allow for the satisfactory follow up of matters and action points.
- 5.3 Meetings may be held in person, by telephone, videoconference or other form of electronic means that would prove efficient, provided that the required quorum of a simple majority is met.
- 5.4 Committee members attending the meeting by telephone, video conference, or other forms of electronic means, shall be deemed to be present at the meeting.

6. RESPONSIBILITIES AND REPORTING

- 6.1 The committee's responsibilities are determined by the Board from time to time. The committee may draft an annual work plan that will assist it to monitor its activities on a regular basis. This work plan should be reviewed each year to ensure that all items are covered.
- 6.2 In performing their duties and functions, each committee member must act in the best interest of the USA Cricket in terms of their fiduciary duties and also in accordance with their duties under the USA Cricket Code of Ethics



6.3 The Development committee should establish formal plans and budgets for the development activities and tournaments for the calendar year in coordination with the USAC staff and communicate the same to the USAC Board of directors.

7. REMUNERATION OF COMMITTEE EXPENSES

7.1 USA Cricket shall pay all expenses reasonably incurred by the Development Committee in relation to the execution of its duties and responsibilities. The same applies to committee members

8. OVERLAP AND EFFICIENCY OF ALL COMMITTEES

8.1 The committee must be cognizant of its roles and responsibilities may overlap with those of other committees. In instances where the committee needs to exercise oversight on matters handled by other committees or where there is clear overlap, the committee chairperson should discuss with the relevant committee chairperson as to which committee shall deal with the matter and report to the Board. Duplication must be avoided

9. CONFLICTS OF INTEREST

9.1 The committee shall consistently apply the provisions of the USA Cricket on the disclosure and/or avoidance of any conflicts of interest. Members of the Development Committee shall be required to declare their interests in general on an annual basis and specifically at each meeting of the Development Committee.

9.2 The Development Committee shall:

- 1) Make recommendations to the Board as to whether any such conflict should be authorized and, if so, as to the terms and conditions under which any such authorization should be given by the Board;



- 2) Review on a regular basis any authorization given by the Board in order to determine whether the authorization given should stand on the terms and conditions on which it was given or whether additional terms and conditions should be imposed or whether the authorization should be revoked (subject to giving the relevant member notice of the proposed revocation); and
- 3) In the case of a review of the interests of a member, the affected member shall not participate and must excuse him/herself in the review or in discussions or decisions of the committee relating to that member.

10. CONFIDENTIALITY

- 10.1 All matters discussed, papers prepared and materials disclosed as part of the committee's activities are strictly confidential and shall not be disclosed to any third party (other than directors of the USA Board) without the prior written consent of the Board Chairperson, unless it is required by law or such information is already within the public domain, such obligation remaining even after any relevant period of appointment has expired.
- 10.2 All information provided to committee members shall, unless otherwise agreed with the Chairperson in advance, become and remain the property of USA even after any relevant period of appointment has expired.

11. AUTHORITY

- 11.1 The Committee has authority to make decisions in so far as it is empowered to do so by the Board and as recorded in these Terms of Reference. On matters beyond its authority, the Committee makes recommendations to the Board for its approval.



- 11.2 The Development Committee, in carrying out its duties, has powers to consider and make decisions on:
- a) The need to investigate any activity within its scope of responsibilities.
 - b) Consulting with or seeking any information it requires from any employee who shall be obliged to co-operate with the Cricket Committee.
 - c) Access internal or external resources to properly carry out its duties.
 - d) Obtain independent professional advice at the company's expense if it believes this is necessary to fulfil its duties. Such advisors may attend meetings at the invitation of the Chairperson.
 - e) Access relevant company records, facilities and any other resources necessary to discharge its duties and responsibilities.
 - f) Delegate its authority and duties, in so far as it is not precluded from doing so by these TOR, to other Board Committees, working groups or other persons including employees or individual members of the Cricket Committee and make recommendations to the Board for approval by the Board.
- 11.3 The Development Committee may not perform any management functions or assume any management responsibilities and shall have no executive powers regarding its findings and recommendations

12. Specific duties of the Development Committee

- 12.1 The Development Committee shall oversee all matters pertaining to National Junior and Youth Cricket Development, Zonal and National youth cricket activities, both boys and girls, and shall ensure that the Board is aware of and manages all matters which impact on the quality, standard, performance and effectiveness of all such relevant cricket playing issues.
- 12.2 The Development Committee has delegated authority to deal with any Youth cricket matter relating to a USA Member or Franchise if such matter impacts on the quality, standard, performance and effectiveness of National youth cricket competitions in USA.



- 12.3 The development Committee has delegated authority to oversee all matters related to regional, Zonal and National umpiring related matters, including but not limited to umpire certification and training.
- 12.4 The Development Committee has delegated authority* to consider and decide on the following cricket related matters:
- 1) The structure and calendar for all youth competitions ages 11 through 17
 - 2) Appoint regional and national selectors for all USAC competitions
 - 3) Standard playing conditions for USA Youth competitions.
 - 4) All cricket development activities and programs, including the development of umpires, coaches and match officials.
 - 5) Address any complaints from members of the Hub or players on any Cricket or governance related matter