

FOUNDED 1860 INCORPORATED BY ROYAL CHARTER 1910

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THE ROYAL INSTITUTION OF NAVAL ARCHITECTS

Chief Executive: Trevor Blakeley CEng FRINA FIMarEST FIMechE



Sec/Board05Mar2019

15 Mar 2019

The Chairman and members of the Board of Trustees

Dear Trustees,

BOARD OF TRUSTEES MEETING – 5 Mar 2019

The draft minutes of the Board meeting held on 5 Mar 2019 are enclosed.

Since the meeting was not quorate, Trustees who were unable to attend the meeting are requested to endorse the final decisions taken on all WG Recommendations

Yours sincerely

Trevor Blakeley
Chief Executive

Enclosure:

Minutes of Board meeting held on 5 Mar 2019

Copy:

Council

Minutes of Board of Trustees meeting held on 5 Mar 2019

Present:

R Birmingham
P Wrobel
C Savage
H F Spencer
M D'Amico (Telelink)
T Blakeley (Chief Executive)

1. The Chairman opened the meeting by reminding members that the purpose of the meeting was to discuss the Final Reports and Recommendations of the Strategic Review Working Groups, and to update the Board' decisions. It was noted that the meeting was not quorate and therefore decisions made at the meeting would require to be ratified by the full Board.
2. The Board's decisions on each Recommendation are shown in the Enclosure to the minutes.
3. It was agreed that the minutes of the meeting and the Final Reports of the WGs would be forwarded to Council, for their information.

Enclosure:

Final Decisions on Working Group Recommendations

Final Decisions on WG Recommendations

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Accepted:	May be implemented without further consideration
Accepted in Principle:	Requiring further information from Chief Executive
Clarification required:	Requiring clarification from Working Group
Deferred:	To be considered at future date
Remove:	Duplicated recommendation
Already in place	Current policy/practice
Not Accepted:	Rejected

Strategic Direction / Recommendation	* Decision	WG Ref.
A: Review the structure of the Institution – Board, Council, Divisions and Branches/Sections – to ensure it reflects the membership and best meets the professional needs of the members.		
The feasibility of creating Regions - UK, Europe, Middle East, North Africa, Far East , China etc. - to assist in attracting more membership should be investigated	Accepted	WG2-13
That the composition of the Council of the Institution be amended to become more representative of the world wide membership by reflecting geographic location as well as membership category and experience in the election of its members	Accepted	WG4-1
<p>That there shall be Vice Presidents and Honorary Vice President, and that their role and selection should be amended as follows:</p> <ul style="list-style-type: none"> The number of Vice Presidents shall be determined by the Board of Trustees, subject to there being at least one Vice President appointed to Council from each Region. Vice Presidents shall be selected by Council on a regional basis to a common criterion from those members elected to Council from each Region The role of Vice Presidents is to represent the views of their regional members to Council Vice Presidents serve for a period of three years, or for their remaining term of office on Council should this be less. Thereafter, if still elected to Council, they may be selected for a further term of three years as a Vice President. The number and term of office of Honorary Vice Presidents shall be determined by the Board of Trustees. Appointments as Honorary Vice Presidents shall be conferred by Council in consultation with the Board. Honorary Vice Presidents may be nominated by any Corporate/Non-Corporate member of the Institution in recognition of exceptional service to the Institution or the maritime Profession Honorary Vice Presidents do not have an allocated seat on Council 	Accepted	WG4-2
That the selection procedure for the election of the President be amended to read as follows;	Accepted	WG4-3

<p>Nominations Committee:</p> <ul style="list-style-type: none"> All nominations will be considered by the Nominations Committee which will be chaired by the President. The Nominations Committee will comprise of the two immediate Past Presidents and nine Voting Members of the Institution selected by the President. Such members will be representative of the global membership. In the event that the President is standing for re-election or being unavailable the Council will invite a past President or other senior member of the Institution to chair the Committee. The Nominations Committee will ascertain if their preferred candidate is willing to serve and if so, will recommend the candidate for approval by Council. Should Council not agree with the recommendation, the Nominations Committee will repeat the process with the second candidate on the shortlist. The candidate finally selected by Council will, after endorsement by the Board, be nominated for election at the Annual General Meeting in accordance with the By Laws. 		
That an allowance to cover the travel requirements of the President be included in the Annual Budget	Accepted	WG4-4
B: Improve RINA's engagement and profile with the Maritime Community through an open, welcoming and outward looking face to all possible stakeholders.		
Acquire larger London premises that are welcoming and outward looking, with an open access area, general meeting places, reading room, public engagement spaces, etc	Deferred	WG1-7
Consider what would be the criteria for setting up other International hubs outside of the UK	Deferred	WG1-8
Appoint a Business Development Director to be responsible international engagement and accountable to the Board for the delivery of the first steps in RINA's Strategy	Accepted Consider with WG1-21	WG1-17
Review how RINA "brands" itself externally	Accepted	WG1-18
Ensure clear rules of engagement and communication with the International Maritime Community	Accepted	WG1-19
Work with RINA's Divisions and Branches to ensure the appropriate delivery internationally	Remove	WG1-20
Review the structure and operation of RINA's secretariat and recommend changes & additions as appropriate	Accepted	WG1-21
Ensure that there is a lead Executive for each RINA Committee (one person can cover more than one Committee)	Already in place	WG1-22

Consider other new senior appointments e.g. (International) Education & Development	Accepted Consider with WG1-21	WG1-23
C: Make RINA's activities more valuable to members' current and prospective employers in order to improve recognition and increase in support for members' fees.		
Survey what employers want	Accepted Consider with WG2-2	WG1-9
Provide Register of members' qualifications	Accepted Consider with WG1-24	WG1-10
Provide on-line CPD resources, e-platforms for learning, on line portal to record professional development	Accepted Consider with WG1-24	WG1-11
Provide Block membership for Companies - the more you buy the cheaper the marginal cost	Not accepted	WG1-12
Provide a comparable route to UK Engineering Council registration in other countries e.g. Engineers Australia?	Accepted	WG1-13
Utilise RINA's Divisions and Branches to provide a tailored process and guidance for members	Accepted	WG1-14
Encourage secondments from Industry into RINA	Deferred	WG1-25
RINA website should be used to provide assistance to job seekers	Not Accepted	WG2-8
Students should be made aware of the benefits of membership, and free membership offered to them	Accepted	WG2-10
Action should be taken to attract more Corporate Members, eg by promoting their products, listing their job requirements, publishing their press release, newsletters etc. in a separate part of the website, etc	Not accepted	WG2-14
D: Improve equality, inclusivity and diversity of the membership to reflect the future demographics		
Create a Diversity Committee, charged with setting specific objectives and their achievement internationally	Already in place	WG2-1
Work should be undertaken to determine whether there is a lack of female engineers in the maritime industry or a lack of female engineers in the maritime industry who	Accepted	WG2-2

are eligible but not members of the Institution? If it is the latter, then it is an Institution problem and action should be taken to encourage more female members	Consider with WG1-9	
Branches should take action to increase the number of women members in the Committee. There should be at least one woman office bearer in the Branch Committee.	Accepted Consider with WG2-20	WG2-3
Branches should take the initiative to increase membership. Branches should collaborate with local authorities/ classification societies and carry out promotion of RINA. (Example: RINA should tie up with LR, ABS or BV and RINA local branches and participate during their annual technical committee and seminars with a small stand.)	Accepted Consider with WG2-6	WG2-4
A membership drive should be conducted by local Branches to attract new members, particularly from major shipyards and marine related companies.	Accepted Consider with WG2-4	WG2-6
Investigation should be carried out into what additional benefit RINA can offer, compared with other professional societies	Accepted	WG2-7
Further interaction with other organisations (such as "Women in Science and Engineering (WISE)" in the UK) to inform and encourage young people at school into the maritime sector	Accepted	WG2-16
Action should be taken to ensure that Professional Interview Panels are diverse.	Accepted Consider with WG2-20	WG2-17
Action should be taken to stimulate greater numbers of technical papers and conference attendance from diverse groups (e.g. through sponsorships).	Accepted Consider with WG2-20	WG2-18
Diverse groups should be encouraged to apply for Fellow	Accepted Consider with WG2-20	WG2-19
Diversity in Executive, Divisions and Branch organisations should be encouraged	Accepted	WG2-20
The feasibility and value of seeking advice of other engineering institutions on their experience should be considered? There has been so much progress elsewhere that we can use to fast track decisions and direction.	Accepted	WG2-21
a. An external review of the Institutions activities and positioning of diversity, focus groups to seek the views of women members at all levels, b. to include how the Annual Dinner can be made more inclusive, particularly for	Accepted Consider with WG2-20	WG2-22

women members.		
A policy for post maternity return to work should be developed.	Already in place	WG2-23
E: Make full and effective use of current and developing IT and digital media		
Register of members qualifications	Remove	WG1-15
Retention of members through on-line CPD resources, e-platforms for learning, on line portal to record professional development	Remove	WG1-16
Adopt new and developing means of digital communication to provide the Membership with efficient information dissemination	Accepted	WG1-24
RINA should provide a mobile app to improve interaction with members	Accepted Consider with WG1-24	WG2-9
Investigation should be carried out into how best to interact with students in a digital age.	Accepted Consider with WG1-24	WG2-11
RINA Website should have a knowledge/technology Archive, providing access to information that is useful, interesting, innovative with cutting edge technologies etc	Accepted Consider with WG1-24	WG2-12
Investigation should be carried out into how communication with branches can be improved to provide better interaction, such as greater use of social media, particularly with younger members	Accepted	WG2-15
This the Objective should continue to be achieved through the Transactions/journals and its magazines, conferences and Branch & Section activities, with strenuous efforts to exploit the diverse and dynamically changing nature of modern media channels	Accepted Consider with WG1-24	WG3-2
The delivery format of the should continue to evolve to match the changing expectations of the readers, e.g. the balance between printed and available electronic formats, shorter reports, such as provided by the eNewsletters	Accepted Consider with WG1-24	WG3-11
The progress in extending the availability eNewsletters and journals (e.g. via: PC, email, App, etc.) should be continued, and future appropriate media outlets exploited	Accepted Consider with WG1-24	WG3-12
The Institution should continue to organise conferences, seminars, workshops, Branch meetings, etc., on topics related to the design, construction and maintenance of marine vessels and structures, and that such topics should look both at recent and	Already in place	WG3-14

futures developments		
F: Address the future challenges for the sector with a wider range of events, improve the accessibility of conferences to members and encourage high quality of papers		
There should be some barter agreement with these or similar establishments with RINA HQ. RINA Headquarters should form the agreement and inform the local branches. Local branches should inform the technical seminars/committee meeting which it would be good to participate in.	Already in place.	WG2-5
It should remain a Strategic Objective of the Institution to maintain (and strengthen) its learned society role in providing ready access (to its members and to a lesser degree to the wider world-wide maritime community) to up-to-date information on relevant technical developments.	Accepted	WG3-1
The Institution should continue to provide such access through its Transactions (IJME and IJSCT), its technical magazines and its conferences, while continuing to exploit developments in modern media.	Already in place	WG3-3
The Transactions should continue to publish high quality peer reviewed papers relating to the design, construction and maintenance of marine vessels and structures, along with the opportunity for members (and the wider public) to continue to provide written submissions to the Editor discussing any paper's content	Already in place	WG3-4
The Transactions should continue to publish high quality peer reviewed papers relating to the design, construction and maintenance of marine vessels and structures, along with the opportunity for members (and the wider public) to continue to provide written submissions to the Editor discussing any paper's content	Already in place	WG3-5
Consideration be given to absorbing the IJSCT into the IJME	Deferred	WG3-6
That the Institution urgently reviews the publishing arrangements to ensure that it meets this requirement and continues to attract high quality technical papers for publication in the Transactions.	Accepted Consider with WG3-17	WG3-7
The magazines (The Naval Architect, etc.) should continue to provide independent and up to date and relevant reportage on technical developments in those sectors covered by the current range of magazines	Already in place	WG3-8
Greater input should be invited from the membership on the content of the magazines to ensure that they remain up to date	Accepted	WG3-9
The Transactions should continue to publish high quality peer reviewed papers relating to the design, construction and maintenance of marine vessels and structures, along with the opportunity for members (and the wider public) to continue to provide written submissions to the Editor discussing any paper's content	Already in place	WG3-10
The Institution should continue to organise conferences, seminars, workshops, Branch meetings, etc., on topics related to the design, construction and maintenance of marine vessels and structures, and that such topics should look both at recent and futures developments	Already in place	WG3-13

The Institution should continue to publish conference proceedings in both printed and electronic format	Already in place	WG3-15
The Branches and Sections should seek to make the presentations at their technical meetings more widely available to both that Branch and Section meeting attendees and to the wider local membership,	Accepted	WG3-16
The remit of the Publications Committee should be clarified or the committee's title made more explicit with its current apparent role	Accepted	WG3-17
G: Maintain and extend the Institution's standing as a leading maritime Professional Institution.		
Capture the lessons from those involved in the previous IMarEST merger process	Accepted	WG1-1
Assess what issues are likely to be different in any future process both today and over the next 20 years?	Accepted	WG1-2
Conduct a SWOT assessment including what would be the implications e.g. membership, employers, financials, Divisions and Branches outside UK?	Accepted	WG1-3
Consider and recommend whether to engage and (if so) the core principles and timeframe.	Removed Combine with WG1-6	WG1-4
Ask Bruce Rosenblatt (past President of both RINA and SNAME) to write a confidential view on SWOT for the two institutions going forwards.	Accepted	WG1-5
Consider and recommend whether to engage and (if so) the core principles and timeframe	Deferred	WG1-6