

# **THE ROYAL INSTITUTION OF NAVAL ARCHITECTS**

## **SMALL CRAFT COMMITTEE**

### **A Standing Committee of the Institution**

#### **TERMS OF REFERENCE**

#### **MEMBERSHIP**

1. The membership of the Committee shall be constituted from representatives of small craft designers, builders/repairers, operators, equipment suppliers, regulators, researchers and others with a specific interest in small craft. Membership of the Small Craft Committee shall be representative of the membership of the Institution.
2. The Committee shall consist of not more than sixteen members, who will normally be members of RINA, and of whom four who may be appointed by the Council and the remainder by the Chairman.
3. In addition, up to eight corresponding members, who should be members of RINA, but who would not normally be expected to attend meetings, may be appointed by the Chairman. When present at meetings, corresponding members will be voting members. Up to ten ex-officio members, who need not be members of the Institution, may also be co-opted to provide additional expertise and guidance, as required. Ex-officio members will not be voting members at meetings.
4. The Chairman and Vice- Chairman shall be appointed by Council, on the recommendation of the Committee, and will be included in the sixteen specified in paragraph 2. Membership of the Committee shall be confirmed annually by the Council.
5. In the absence of the Chairman or Vice-Chairman, meetings may be chaired by a voting member elected by those attending the meeting. A quorum at a meeting shall be five voting members of the Committee who are members of the Institution.
6. The Chairman will be an ex officio member of the Executive Committee and Council. The Chairman may be represented at Executive Committee meetings by the Vice-Chairman.

#### **TERMS OF REFERENCE**

7. To provide a forum for the exchange of technical information on matters relating to the design, construction, survey and operation of commercial, recreational, service and replica small craft, including, but not exclusively, Yachts and pleasure craft ;motor and sail; All forms of workboats - eg tugs, OSV, crew boats, dredgers, research vessels; Fishing vessels; Pilot, patrol, surveillance and rescue craft - military and non-military; Passenger vessels under 24m or 450 passengers; Historical replica and restored, including cross fertilisation between disciplines and bodies representing related areas of technology.

8. To ensure the dissemination of such information, and to seek the views of the members.
9. To maintain a watching brief on matters affecting small craft and to make recommendations to Council when new Institution policy is considered desirable, and to advise on its formulation.
10. To speak on behalf of Council, when called upon to do so, on matters arising out of Council policy relating to small craft.
11. To provide guidance to Council, other committees and members on matters relating to small craft.
12. To propose subjects for conferences concerning small craft, and to assist in their organisation.
13. To identify and encourage research, development or design work which is likely to contribute to improvements in small craft.
14. To provide RINA representation on external bodies.
15. To meet at least three times per year.

Rev 2009