**Royal Brighton Yacht Club**

**RBYC Marina and Attenuator Advisory Panel**

**TERMS OF REFERENCE**

**Purpose**

RBYC’s Marina and Attenuator Advisory Panel is a group of volunteers with maritime and engineering backgrounds, established to provide consulting services and expertise to RBYC through the process of developing a long-term plan for the marina and attenuator, in acknowledgement of the limited lifespan of the current assets.

**Alignment with Strategy**

The Marina and Hardstand comprises one of the key pillars of RBYC’s Strategic Plan. RBYC aims to be the destination of choice for boat owners across the Bay and an integral part of the harbour precinct plan, meeting the needs of our member base with an appealing offering supported by an active program of activities, leading to full utilization.

**Outcomes**

The outcomes required by the General Committee are that RBYC has;

* a long term plan for replacement of the attenuator and updating of the marina to meet demand to 2044 (the end of the next lease period).
* a process for maintaining and amending the long-term plan which will survive changes to personnel and committees.
* access to robust and up-to-date advice and research related to the ongoing maintenance and development of the marina and attenuator, to ensure alignment with the long term plan.

**Scope and Approach**

1. The Panel will develop and maintain an understanding of the current environment, specifically;
* The status of the Seabed Lease (which expires in 2023)
* The condition of the current assets and projected lifespan
* Discussions which have been held so far regarding potential future development
* The key internal and external stakeholders with an interest in the marina and associated infrastructure.
1. The Panel will develop a list of alternatives for consideration by the General Committee, including comparisons of benefits and costs. This will require conducting a market scan and investigation of potential options.
2. The Panel will leverage the work of past committees and consultants.
3. While the Panel will not be involved in day-to-day operational matters, they may advise on short term approaches to supporting the longer term plan. There will be a standing agenda item for current maintenance items and approaches to addressing them, to ensure the panel can provide input and is aware of ongoing works.
4. The panel will operate on the basis that any option to suit RBYC’s long term requirements will be considered (rather than assuming replacement for what is currently in place).
5. The Panel will build a repository of “Lessons Learnt” to ensure future decisions are informed by the experiences of the past.

**Roles**

* The Chair of the Panel is appointed by the Commodore.
* The Chair of the Panel appoints Panel members in consultation with the Commodore and General Committee.
* A third-party advisor may be invited to join the panel.
* The Panel acts in a consulting and advisory capacity to the General Committee and has no governance role. However, the General Committee is obliged to consider submissions from the Panel and report back to the Panel on the outcome.
* The Chair of the Panel will liaise closely with the General Manager to share information and ensure plans and work programs are aligned.

**Meetings**

* Meetings of the Panel will take place approximately every two months or as required (depending on the work in progress)
* Actions from Meetings will be documented.