



**Subject** Business Plan and Priorities 2017-2018  
**Purpose** For Note  
**From** Registrar and Chief Executive

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## 1. Summary

- To note the updated 2017 Business Plan, which has been extended to July 2018 ([Annex A](#)).
- To note within the revised Plan the identification of the actions put forward for deferral, additional actions required in relation to the periodic review outcomes, and new areas of work ([Annex A](#)).
- To note [Annex B](#), which illustrates a draft activity plan until the end of July 2018.
- To provide the Registrar with feedback on Annex A and B, taking in to consideration the Board's Statement of Priorities ([Annex C](#)).

## 2. Open

Open Session

## 3. Contribution to the Board's Purpose and Objectives

In delivering the Act, ARB's objectives are to protect the users and potential users of architects' services and support architects through regulation. These objectives are then reflected within the priorities and Business Plan set for each year. The Business Plan sets the programme of work for the year in order to achieve ARB's objectives and the review of performance against the Business Plan enables the Board to provide effective oversight.

## 4. Key Points

- i. As part of the Board development day and May 2017 meeting, the Registrar was asked to identify any items within the 2017 Business Plan that could be deferred to 2018 or beyond. She was also asked to bring back an extended Business Plan covering July 2017-2018, identifying any additional work needed to be undertaken by the organisation.

In making this request the Board wanted to ensure that ARB would have sufficient time and human resources to effectively deal with the challenges brought by the publication of the Periodic Review, introduction of apprenticeships, and the implications of the UK's departure from the European Union, alongside the delivery of the 2017 Business Plan and core statutory functions.

At [Annex A](#) is the current 2017 Business Plan. The plan identifies those items proposed for deferral, areas of additional work, and highlights new business plan items for

inclusion in an amended Business Plan for 2017/2018.

**Annex B** illustrates a draft work activity plan for the remainder of 2017, up to the end of July 2018. It incorporates all the actions specified within the 2017 Business Plan, additional work and the recommendations in the Periodic Review Report, and items under consideration for inclusion in the 2017/2018 Business Plan.

- ii. The Board is reminded that the annual Business Plan for 2017 was agreed in conjunction with the Board's 2017- 2020 priorities, attached as **Annex C**. The Registrar has taken those priorities into account when making suggestions as to what actions should be deferred or suggested for inclusion in the extended 2017/2018 Business Plan.

In addition to the Board's requests made for a revised and extended Business Plan, covering July 2017 to July 2018, the Board asked the Registrar to consider the human resources required to deliver the current and forthcoming workload.

A separate item on the resources required to deliver the organisation's core business, periodic review recommendations and areas of new work can be found at Item 10 (ii).

- iii. Next Steps

The Board is asked to provide the Registrar with feedback on the revised and extended 2017/2018 Business Plan and the activity plan covering the same timeline.

The Board's feedback will be factored into the preparation of the 2018 budget, which will take place over the coming months, leading to the signing off of the budget, business plan and retention fee level at the September Board meeting.

The Board's Statement of Priorities will also be reviewed in the light of feedback received, if appropriate.

## 5. Resource Implications

A need for additional staff resource has been identified. Further details of this additional requirement are detailed at agenda item 10 of the Board papers.

## 6. Risk Implications

A failure to deliver the organisation's statutory functions, Business Plan and the additional expectations ARB is currently faced with, could adversely impact its stakeholders and ARB's reputation.

## 7. Communication

ARB establishes an annual business plan, which outlines the work needed during the year to support and deliver ARB's objectives, and underpin its priorities. Undertaking regular reviews of ARB's Business Plan, core work and additional expectations, ensures it is able to deliver effectively, utilising its resources appropriately.

**8. Equality and Diversity Implications**

None identified over and above the relevant section of the Business Plan.

**9. Further Actions**

The Registrar will take into account the feedback received from the Board on the revised and extended 2017/2018 Business Plan and time line for delivery and will bring back for agreement, a costed Business Plan and amended Statement of Priorities, if appropriate.