

Update on Actions agreed at last meeting, 11 May 2018 (and those carried forward from previous meetings), if not appearing on July 2018 Agenda

Action	Update
Review the organisation's Key Performance Indicator bandings – to include benchmarking against other organisations and input from Internal Auditors.	The Operational Management Group is currently collating information from other organisations. There will also be an Internal Audit on Management Information taking place in October 2018.
Consider ways to improve and develop the annual Communications Report to the Board; as part of this, consider ARB's strategy and approach when communicating with Professional Bodies and how to better define the 'users of architectural services'.	This will be reviewed by the staff team with an update reported as part of the Operational Activities report in due course.
Once the pass list project is complete, interrogate data and report on how many individuals might be eligible for registration but don't apply.	Work on the passlist portal continues and an update is provided in the operational activities report.
Audit Committee to provide feedback to the Board on the delivery of the Equality & Diversity Performance Plan.	This was discussed by the Audit Committee at its June meeting and it was agreed that the Performance Plan would be further considered at the Committee's January meeting, and a report brought to the Board thereafter.
<p>With reference to the Report to the Board, it was requested that in future reports:</p> <ul style="list-style-type: none"> • the figures for the short and long term sickness should be reported separately; • future reports should contain actual numbers rather than percentages where appropriate; • with regard to prescription information, future reports should include information on the total number of UK institutions prescribing qualifications; • Include more analysis about how the information contained in the report could inform ARB's future strategic and policy decision. 	Mid-year report contained at item 10i. The requests will continue to be borne in mind for the end of year report which is presented to the Board at its February meeting.
The Registrar should continue to find opportunities to pursue changes to the Architects Act 1997 in respect of including a power to charge for certain activities; to make wider changes in relation to the complaints process etc. Board members agreed that the Registrar should monitor developments in other	The Registrar is Continuing to seek opportunities as requested.

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regulatory bodies and other Government Departments in case a vehicle for making the changes arose and could be used to secure such changes.	
Should the statutory instrument amending Schedule 1 of the Architects Act 1997 (dealing with Board membership) not be progressed in a timely way, the Registrar should write to the MHCLG to express the Board’s concerns regarding the delays and the impact that this was having on the Board’s work	The Registrar has raised with MHCLG the Boards concerns regarding the delays.