

Update on Actions agreed at last meeting, 19 July 2018 (and those carried forward from previous meetings), if not appearing on September 2018 Agenda

| Action | Update |
|--|--|
| <p>Report to the Board: Review the organisation's Key Performance Indicator bandings – to include benchmarking against other organisations and input from Internal Auditors.</p> | <p>The Operational Management Group is currently collating information from other organisations.</p> <p>There will also be an Internal Audit on Management Information taking place in October 2018.</p> |
| <p>Communications Annual report to the Board: 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'.</p> | <p>This will be reviewed by the staff team and the format revised as appropriate. A Communications Report for 2018 will be presented to the Board in due course.</p> |
| <p>Pass list project: Once the pass list project is complete, interrogate data and report on how many individuals might be eligible for registration but don't apply.</p> | <p>Work on the pass list portal continues and an update is provided in the operational activities report.</p> |
| <p>Consultation list: Circulate ARB's consultation list following and Board members to provide suggestions of groups for ARB to contact, and to potentially be added to the consultee list.</p> | <p>This has not yet been done.</p> |
| <p>Changes to the Act – Power to Charge: 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 regulatory bodies and other Government Departments in case a vehicle for making the changes arose and could be used to secure such changes.</p> | <p>The Registrar wrote again to the MHCLG in relation to the power to charge at the beginning of August 2018.</p> |
| <p>Section 14 Review: In relation to the recommendation that no in-house lawyer should be employed to prepare and/or present Professional Conduct Committee reports, the Executive should give further consideration as to whether an in-house lawyer should be employed in a wider role. That consideration should be undertaken in conjunction with the Investigations Oversight Committee and the Audit Committee and brought back to the Board.</p> | <p>Work on a scoping exercise has yet to begin, but is planned for 2019, in advance of legal service tenders.</p> |
| <p>Scheme of Decision Making: Audit Committee should discuss the sign off requirements for the</p> | <p>This will be discussed at the October 2018 Audit</p> |

Update on Actions agreed at last meeting, 19 July 2018 (and those carried forward from previous meetings), if not appearing on September 2018 Agenda

| Action | Update |
|---|--|
| Registrar and Chair's expenses with input from Grant Thornton. | Committee meeting. |
| <p>Board member, Committee member, Panel member and Adviser Attendance Allowance and Travel and Subsistence Policy: Remuneration Committee should consider the policy in respect of carers allowance at its next meeting. Recommendations should be brought back to the Board in February 2019.</p> | This will be discussed at the December 2018 Remuneration Committee meeting. |
| <p>Report to the Board on Statistics, Trends and Performance Indicators: consideration should be given to the following:</p> <ul style="list-style-type: none"> • The threshold at which title regulation cases are prosecuted • Whether a benchmarking exercise could be undertaken to find more effective ways of moving cases through the disciplinary process • Consider whether a report to track the nature of complaints should be prepared and provided to the Board every two years (had been envisaged to provide this every five years). | Work on creating a biennial report on the nature of complaints has begun, and will be reported to the Investigations Oversight Committee and then the Board. |
| <p>ARB's 2019 Business Plan: the Executive should consider the following suggestions:</p> <ul style="list-style-type: none"> • Remove the word 'smaller' from the first Strategic Objective • Consider adding reference to protection of title under the 'Access to the Register' objective • The phrase 'market research' should be amended to just 'research' • With regards to the recruitment of Board members, the staff team should work closely with MHCLG to publicise Board member vacancies in order to assist in attracting as diverse a range of candidates as possible. | The proposed 3 year strategic aims and 2019 Business Plan is at item 5 on the agenda. |

Update on Actions agreed at last meeting, 19 July 2018 (and those carried forward from previous meetings), if not appearing on September 2018 Agenda

| Action | Update |
|---|--|
| <p>Hackitt Review Report Recommendations – The three areas set out in the paper should be taken forward to the Board meeting in September to help develop ARB’s strategy in relation to the competence of architects. Namely to:</p> <ul style="list-style-type: none"> • Provide the Board with a report on the work of WG7 • Provide the Board with a paper on the ARB-specific Hackitt proposal relating to competence • Consider what research we may need to inform discussions on the Board’s strategic approach to the maintenance of competence | <p>Work has commenced on the actions identified. A full report will be provided at the next Board meeting in November.</p> |
| <p>Board Effectiveness Survey: Consider testing future Board Effectiveness survey questions to ensure compliance with equality and diversity legislation.</p> | <p>This will be considered for future effectiveness surveys.</p> |