



Subject Committee Membership 2020-2021
Purpose For Decision
From Acting Chair
Acting Chief Executive and Registrar
Director of Professional Education

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1. Summary

To review the membership of the Board's committees and to populate the committees for 2020-2021.

2. Recommendations

It is recommended that the Board agrees the Committee membership as set out in **Annex A** for the next two years subject to any adjustments to the Board's membership and/or the cessation of any of the independent external Committee members/chairs' current contracts.

3. Open Session

4. Contribution to the Board's Purpose and Objectives

In delivering the Architects Act 1997, ARB's objectives are to protect the users and potential users of architects' services and to support architects through regulation. Under the Act, the Board may appoint committees to assist in delivering relevant functions. The Board populates the committees taking into account the skills and experience of Board members, equality, inclusion and diversity considerations and the terms of reference of each committee.

5. Key Points

i. Proposed Committee Membership 2020-2021

The Board has a number of committees which support it in delivering its work. Following a governance review, a revised committee structure was agreed in July 2019. In September 2019, proposals as to which Board members should sit on which committee were agreed. Board members were appointed to one of the committees with immediate effect in September 2019. It was agreed that committee membership should be reviewed on a regular basis thereafter. The Board has traditionally reviewed its committee membership during the Autumn each year. It is however suggested that the next review, subject to any adjustments in relation to the membership of the Board and/or the ceasing of any

of the independent external Committee members/chairs' current contracts, takes place in the Autumn of 2022. This would enable Committee members to fully develop their understanding of the relevant committee's work and enable them to reach their full potential in terms of contributing to that committee.

In addition to the appointment of Board members to each Committee, the Board had also agreed that committees should also include independent external members. In September 2019, a series of vacancies still needed to be filled by independent committee members. Recruitment to these vacancies was completed in early 2020.

It is recommended that the Board agrees that both Board members and independent external committee members continue in their roles as outlined in **Annex A** until the Autumn 2022, subject to their continued membership of the Board and/or the cessation of their current contracts.

The Board is asked to note that in particular, two new members of the Board are likely to be joining in the Spring 2021. The contract for the Chair of the Prescription Committee, who is an independent Chair, is due to expire on 30 September 2021. These instances may necessitate a review of the membership of its committees.

ii. **Next Steps**

The Board is asked to consider the information set out in this paper and agree the recommendations set out in section 2 above.

6. Resource implications

All committee level expenditure is accounted for in the Board's budgets for 2020 and 2021.

7. Risk Implications

ARB's committees should be properly resourced with membership selected from those who have appropriate skills, expertise and experience to ensure that the committees meet their terms of reference. All those who sit on ARB's committees are subject to annual performance and development reviews.

8. Communication

The Board has reviewed its Committee membership. It has considered the skills of current Board members, the management of any potential conflicts of interest, along with the discharge of its statutory functions. Recruitment exercises were undertaken in late 2019/early 2020 fill the independent external roles on the committees.

9. Equality and Diversity Implications

When populating the Board's committees, consideration is given to equality, inclusion and diversity implications.

10. Further Actions

Subject to the Board's agreement of the recommendations outlined in Section 2 of this paper, membership of the committees will continue with immediate effect for two years, subject to any adjustments to the Board's membership and/or the cessation of any of the independent external Committee members' current contracts. As noted above the Board may need to review the membership of its committees in the Spring and late Summer 2021 for the reasons identified above.