

ACTIONS TABLE

ARB Board

Open Session

Item	Action	Responsibility	Deadline	Meeting arisen	Update	Status
9.	<p>Performance Monitoring Update for Q1</p> <p>Consideration to be given to the inclusion of further information on predictions and future trends within the report, particularly around the Professional Standards area.</p>	SLG	Next quarterly report	17 May 2023	SLG have been developing a new Balanced Scorecard approach to performance monitoring and an update will be provided to the Board at its May meeting.	<i>Open</i>
September 2023						
11.	<p>Professional Conduct Committee Report:</p> <p>Consider the lessons learnt from the outcomes and issue further guidance to architects based on these.</p> <p>Remind architects about any key issues that had arisen at PCC hearings annually, using illustrated examples and perhaps using the trade press to highlight these with advice on good practice.</p> <p>Consider using the new CPD system as a means of encouraging architects to take any recurring issues and themes into account.</p>	SH SH SH	June 2024	6 September 2023	Paper is on the agenda for the Board to consider at its May 2024 meeting. We will feed the learnings into the development of the new Code and accompanying guidance	<i>Open</i>

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	December 2023					
7.	<p>Business Plan 2024 The Chief Executive and Registrar to reflect further about capacity issues and report back to the Board at its next meeting.</p>	HS	June 2024	6 December 2023	<p>Further consideration will be given once we have made decisions on the timing of phase 2 of the CRM which is still ongoing.</p>	<i>Open</i>
	<p>The Chief Executive & Registrar to take the relevant feedback points into account and make any necessary changes to the Business Plan 2024 before it is published.</p>	HS/SLG	May 2024			<p>Relevant feedback points have been taken into account, minor adjustments have been made and the Business Plan 2024 has been published on our website.</p>
9.	<p>Scheme of Delegation Give further consideration to the wording of line 53 – Appointment and removal of Senior Leadership Group Members and consult with the People Committee regarding proposed adjustments to this part of the Scheme.</p>	HS	June 2024	6 December 2023	<p>This will be dealt with at the People Committee meeting on 9 May 2024.</p>	Completed

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12.	<p>Performance Monitoring Review Process for Q3</p> <p>Develop KPIs for ARB's accreditation process and to discuss these at a Board Workshop in early 2024,</p>	HS/BJ		6 December 2023	The initial work to develop and agree the KPIs has started, based on the anticipated receipt of applications. Systems for automated collection and reporting is dependent on Phase 2 of CRM, timescale to be confirmed – likely in latter part of 2024.	<i>Open</i>
February 2024						
7.	<p>Reappointment of Temporary Lay Board Member</p> <p>Extend Ms Peters' appointment as Temporary Lay Board member from 1 April 2024 to 30 September 2024, subject to section 11.1 of the Board's General Rules, including publishing updates on ARB's website and notifying the Department for Levelling Up, Housing and Communities.</p>	EM/AP	End of March 2024	28 February 2024	All of the relevant documentation has been completed and relevant updates have been provided on ARB's website as well as to the Department.	<i>Completed</i>

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8.	<p>Plagiarism Policy</p> <p>Update the plagiarism policy with small amendments following the consultation, along with accompanying changes to the Prescribed Examination Procedures and UK Adaptation Assessment Procedures.</p>	RRH	Mid 2024	28 February 2024	The Policy has been published online. The Registration Team are now implementing the Policy, including training examiners/assessors.	<i>Completed</i>
10.	<p>Performance Monitoring Review for 2023, Q4</p> <p>The KPIs relating to the complaints and investigations work would need to be revisited, taking into consideration the stages of the investigations and PCC processes; further information would be provided to the Board later in the year.</p> <p>Provide the Board Effectiveness Review Report, including recommendations and an action plan to the Board at its meeting in May 2024.</p>	SH EM	End of 2024 20 May 2024	28 February 2024 28 February 2024	<p>We are carrying out a six-month pilot of the new KPIs, proposals will be brought to the Board in Q4</p> <p>This has been included on the agenda for the Board's meeting taking place on 20 May 2024.</p>	<i>Open</i> <i>Completed.</i>