

ACTIONS TABLE

ARB Board

Open Session, 28 February 2024

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	This will be done in the next report.	<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 will go to the Board at its February meeting. We will feed the learnings into the development of the new Code and accompanying guidance	<i>Open</i>
December 2023						

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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	Feb 2024 report	6 December 2023	Further consideration will be given once we have made decisions on the timing of phase 2 of the CRM.	<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	End of January 2024		A proposal to delay the refresh of the People Strategy has been put to the People Committee for consideration given capacity challenges.	<i>Open</i>
8.	<p>CPD Scheme Taking on board relevant points raised at the meeting, the Executive should roll out and operationalise the new CPD Scheme as outlined, including publishing CPD guidance on mandatory CPD topics for 2024.</p>	SH	SH to update	6 December 2023	Completed	<i>Closed</i>

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9.	Scheme of Delegation To make adjustments to the wording of the Scheme as agreed by the Board.	EM		6 December 2023	The Board approved changes have been incorporated into the revised Scheme of Delegation, and the revised Scheme has been circulated internally to relevant members of the Staff team.	<i>Complete</i>
	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.	HS	June 2024		This will be dealt with at one of the upcoming People Committee meetings.	<i>Open</i>
9.						
10.	Professional Practical Experience Commission – Terms of Reference To make minor adjustments to the wording of the Terms of Reference and publish the	RRH		6 December 2023	Adjustments made and Terms of References are published.	<i>Complete.</i>

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Item	Action	Responsibility	Deadline	Meeting arisen	Update	Status
	updated Terms of Reference on ARB's website.					
12.	Performance Monitoring Review Process for Q3 Develop KPIs for ARB's accreditation process and to discuss these at a Board Workshop in early 2024,	HS/BJ	HS/BJ to update	6 December 2023	The work to develop and agree the KPIs will be completed in Q1 2024, and automated collection and reporting is dependent on Phase 2 of CRM, timescale to be confirmed in latter part of 2024.	<i>Open</i>