



Architects Registration Board  
eBulletin : February 2015

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## Chair's Message

Welcome to the first eBulletin of 2015. At the most recent Board meeting we reflected on the progress made by the organisation during 2014 and discussed the programme of work for the year ahead.

2014 was a busy year for the organisation with nearly 2000 new admissions to the Register and an increase in demand for our services. Searches of the Register averaged almost 1000 a day and visitors to the separate ARB website domain reached a quarter of a million for the first time. You can read more about these and other statistics in the [Report to the Board on Statistics and Trends](#). We also discussed the [Annual Report from the Remuneration Committee](#) and the [Annual Report on Third Party Review](#), both of which evaluated progress during last year and noted

solid organisational performance. 2014 also saw the commencement of the periodic review, conducted by the Department for Communities and Local Government (DCLG), this is an independent review into the regulation of the profession. We have a section on our website where we post [updates relating to the periodic review](#).

As a Board Team, and as part of our commitment to good governance principles, for the third year running we conducted a self-evaluation exercise. We collected together views on how we have delivered on our regulatory remit. We reflected on the contributions made and set a list of actions to further strengthen our ability to operate in line with the five principles of regulatory best practice – proportionality, accountability, consistency, transparency and targeting. [View the ebulletin story about the Board Effectiveness Review](#).

During 2015, we anticipate the findings of the periodic review and remain committed to delivering our [2015 Business Plan](#).



## Prescribed Exam – Extension of Transitional Arrangements

The Board agreed at its meeting of 11 February 2015 to extend transitional arrangements for Prescribed Examination candidates who commenced a course of study before October 2013, and where graduates from the same cohort (or earlier cohorts from the same programme) had made an application for Prescribed Examination which was accepted by the Board. [Find out more information about transitional arrangements now.](#)



## Strengthening regulation

In line with our commitment to best practice in Board governance, the Board discussed the findings of the 2014 Board self-evaluation exercise at its most recent meeting. This review incorporated the Board’s perspectives on the role of the Board; the Board’s ethos and approach; risk management; performance

management; Board effectiveness; relationships with stakeholders; Board composition and corporate reporting. The following [paper](#) sets out the context for this exercise. Questionnaires were completed by the [Board](#); the [Audit Committee](#); the [Investigation Oversight Committee](#); the [Prescription Committee](#); the [Remuneration Committee](#) and the [Operational Management Group](#). The Board agreed a number of actions arising from this self-appraisal exercise, you can read more about these here.



## Working in Europe – Your chance to contribute to the debate

The Department for Business Innovation and Skills (BIS) are working with the European Commission to support the development of Single Market policy. BIS are looking for architect stakeholders who would be willing to provide their views on this subject. Those with experience (positive or otherwise) of delivering services in Europe are particularly encouraged to contribute. ARB has been asked to collate a list of contacts who would like to contribute to a consultation exercise so if this is of interest to you please email us at [emmam@arb.org.uk](mailto:emmam@arb.org.uk) and we will ensure you receive the details or any surveys or discussions which BIS organise.



## Prescription of Qualifications

At the last Board meeting on 11 February 2015, the Board considered an application from a Higher Education institution seeking to renew prescription of its qualifications under the Architects Act 1997.

The Board decided that prescription of the following qualifications should continue until September 2020:

- University of Bath
- BSc (Hons) Architecture – Part 1
- Master of Architecture – Part 2
- Postgraduate Certificate in Professional Practice – Part 3

For further details, please see the [‘Qualifications’ section](#) of ARB’s website.

**Check an architect is registered**



**Visit our online register.**



## £10,000 record fine & costs for misuse of title

In January, a company called The Market Design & Build Ltd, based in Middlesex, was ordered to pay a record £10,000 in fines and costs for misusing the title architect. The business did not employ an architect but, despite numerous warnings, it continued to refer to itself as ‘Architects’ and use the ARB logo on its correspondence, website and advertising – including signage on company vehicles. You can [read the press release containing further details about this case](#).



## eBulletin sign up open to all

We have had interest from a number of stakeholders who want to sign up to the eBulletin so, following the example of other regulators, we’ve created a sign up section for this information to be available to all. [Tell your friends and colleagues to sign up now and fill in their details](#).



## Periodic review

In November 2014, the Department for Communities and Local Government (DCLG) reported on the outcome of phase one of the periodic review, concluding that there remains a need for continued statutory regulation. Phase two of the review is underway with a detailed focus on two key regulatory functions. These are setting the standards of entry to the profession (what is often referred to as the prescription process) and the remit of the professional standards function (which deals with setting the Code of Conduct and the complaints process). [We post updates about the periodic review on our website.](#)



## Staff fundraising

The staff team are committed to fundraising for a variety of causes and recently showed their support for Save the Children and British Heart Foundation fundraising campaigns; you can look out for what we are doing on this on social media.



## Dear Architect – a new information column from the Professional Standards Team

In this eBulletin we want to draw your attention to two new pieces of guidance produced by the Professional Standards Team.

ARB has recently issued guidance on the new [Construction \(Design and Management\) Regulations](#) which will come into force on the 6 April 2015. One of the main changes which will be brought in under the Regulations is for “Principal Designers” to replace the role currently undertaken by CDM co-ordinators. The ARB guidance note summarises the areas for which architects will be responsible, if they are acting as Principal Designer.

Additionally, ARB’s guidance on professional indemnity insurance has been re-issued. All architects should be aware of the importance of holding adequate and appropriate insurance and this useful document covers areas such as the minimum levels of insurance, run-off cover and notification of any potential claims. [Read the PII guidance.](#)



## Calendar of dates

### March

3 March is the deadline to apply to take prescribed examinations in mid April

27 – 29 March – National Homebuilding & Renovating Show – NEC Birmingham

### May

15 May – Board Meeting

26 May is the deadline to apply to take prescribed examinations at beginning of July

### July

16 July – Board Meeting

### August

25 August is the deadline to apply to take prescribed examinations at beginning of October

### September

17 September – Board meeting

### November

19 November – Board meeting

### December

31 December – 2016 Retention Fee deadline