



Architects Registration Board eBulletin : May 2016

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Chair's Message

Dear Reader,

Welcome to the May ebulletin.

At our recent Board Meeting on 13 May 2016, we welcomed our newly elected and appointed Board Members who bring fresh perspectives and new experience to our team. Over recent weeks, a Board Induction process has been taking place, with Members attending sessions introducing them to their governance role and ARB's regulatory remit and statutory mandate. You can read more about our new Board Members in this ebulletin.

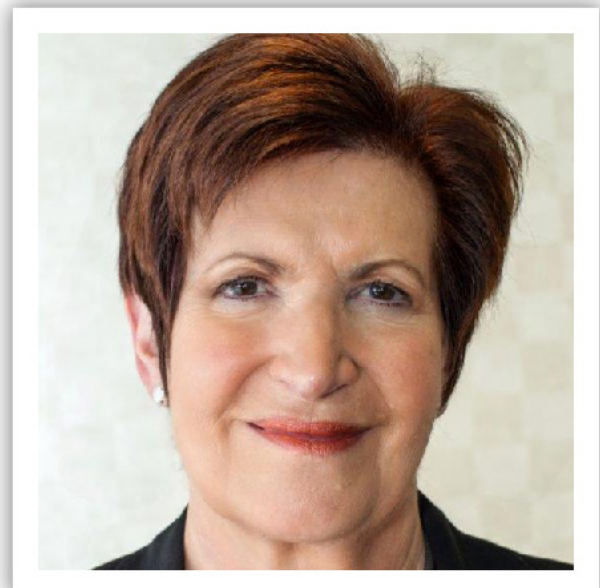
The Board is assisted by a number of committees that carry out work on its behalf, and at its May meeting the Board agreed the proposed [Committee Membership](#) which capitalises on the skills, expertise and experience of new and existing Members.

Prudent financial management is a key element of the Board's oversight role and, in this regard, we agreed the 2015 audited accounts. We acknowledged that the financial outturn was due to a range of factors including a significant increase in the number of new admissions to the Register and exam applications, as well as an underspend on staffing costs. The Board will continue to monitor these factors to ensure planning incorporates future resource requirements. The Board also noted the Annual Report from the Audit Committee which detailed the Committee's work. This report included a positive finding from the internal auditors in relation to those of

ARB's processes which were reviewed during the previous 12 months. The Audit Committee plays an important role in monitoring risk and ensuring processes, procedures and systems of internal control remain robust and resilient.

The Board also welcomed the attendance of Julian Weinberg, the Chair of the Professional Conduct Committee (PCC), at its May meeting. Mr Weinberg presented the 2015 annual report of the PCC and answered questions on the Committee's work.

Looking forward, we await the outcome of the [government's periodic review](#) into the regulation of architects, which we anticipate will be published in the coming weeks. In the meantime, we continue to deliver business as usual providing, and



improving, our services to the growing Register and our wider stakeholders.

Please take a few minutes to read through this ebulletin which introduces you to our new Board Members and updates you on our recent work.



Dear Architect

Professional Indemnity Insurance – some things to remember.....

The need for professional indemnity insurance is set out under Standard 8 of the Architects Code of Conduct and the associated guidance that sits alongside it. We've had a number of queries recently concerning insurance and we've therefore included some important points below:

When is PII necessary?

PII is necessary for any professional work carried out. This includes design work that an architect might undertake, even if only at the planning stage. This work can still carry liability and so should be suitably insured. It also includes any work you might carry out outside of your regular employment.

What level of cover should I carry?

You should carry adequate cover to meet a likely potential claim. While ARB recommends that this should never be less than £250,000 (for each and every claim), in practice you will want to consider the scale of your project, your potential exposure to loss in the event of a negligence claim (including legal costs), your clients' expectations, and the advice of your insurance broker.

When should I notify of a potential claim?

To avoid the danger of your insurer refusing to cover a claim, it is vital that you notify them at the earliest opportunity of any circumstance that might

lead to a claim. Always pay particular attention when completing renewal of policy declaration forms.

What is run-off cover?

PII is provided on a claims-made basis so you need 'run-off' insurance cover for at least six years after work has been completed. It is possible for claims to be made for work carried out a number of years ago. Run-off cover ensures that any such claim remains insured; if no policy is in place at the time a claim is made, you (or your estate) may remain liable for a significant period after completion.

The above are just some important points about insurance. Further details can be found under the [professional indemnity insurance](#) section on the website.



New ARB Board Members

We are delighted to welcome our new Board Members who bring fresh perspectives and new skills and experiences to the Board.

At the recent architects' election, Jason Bill, Guy Maxwell, Sue Roaf and Danna Walker were all elected and Richard Parnaby, Susan Ware and Alex Wright were re-elected. Their terms commenced on 1 April 2016.

Three new lay members have also been appointed by the Privy Council. They are Carol Bernstein, Suzanne McCarthy and Jagtar Singh. Ms McCarthy and Mr Singh joined the Board on the 1 April and Ms Bernstein will join on the 1 August.

They join five existing lay members, who have not yet completed their tenures. These are Beatrice Fraenkel (who is currently the Chair), Peter Coe, Alan Jago, Ros Levenson, Neil Watts and Nabila Zulfiqar.

To read more about our new Board Members please [click here](#).



Prescription of Qualifications

At the last Board meeting on 13 May 2016, the Board considered applications from institutions seeking to renew prescription of their qualifications under the Architects Act 1997.

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

University of Brighton

BA (Hons) Architecture
Master of Architecture (MArch)

University of Huddersfield

BA(Hons)Architecture/Architecture (International)
Master of Architecture/Architecture (International)
Postgraduate Certificate in Professional Practice and Management in Architecture

RIBA North West Region

RIBA Advanced Diploma in Professional Practice in Architecture

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

September 2021:

University of Portsmouth

BA (Hons) Architecture
Master of Architecture
The Final Examination in Professional Practice
International Professional Practice

Leeds Beckett University

BA (Hons) Architecture
Master of Architecture (March)
Postgraduate Diploma in Architectural
Professional Practice

Queens University Belfast

BSc (Hons) Architecture
Master of Architecture
Postgraduate Certificate in Professional Practice in Architecture

For further details, please see the 'Qualifications' section of ARB's website, www.arb.org.uk/infomation-prescription-of-qualifications



Homebuilding and Renovating Show

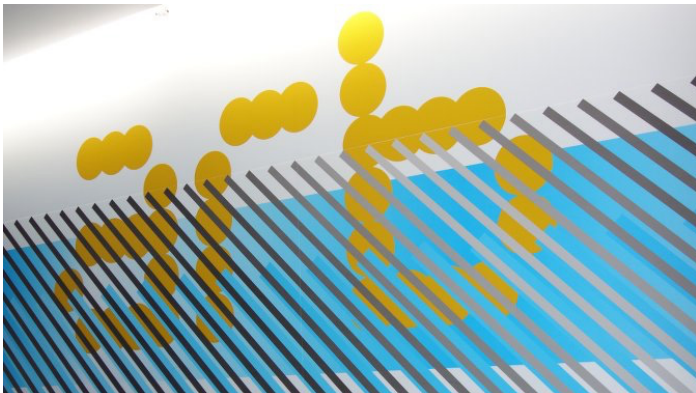
We exhibited at the Homebuilding and Renovating Show which took place at the NEC, in Birmingham in March 2016.

Attending consumer property shows, such as this, forms a key element of our stakeholder engagement work. These exhibitions provide us with a unique opportunity to reach out directly to a captive audience of consumers who are considering domestic, construction projects and

enable us to raise the profile of the Register. We had in the region of 1000 visitors to our stand over the course of the show and we advised them about the Register of Architects and ARB's regulatory role. Our practical 'Meeting your Architect' form was once again well received with around 800 copies handed out to visitors.

We also accepted an invitation from the show's organisers to present a master class outlining ARB's work and encouraging consumers to check the Register to make informed decisions. This was well attended.

Additionally, we used our new spot survey tool for the first time, it allows visitors to answer questions by placing tokens in voting tubes to select a response. We will build up a pool of data over the course of the year which we can use to inform our future communication messages and activities. Initial findings highlight the importance consumers attribute to recommendation, reputation and registered status when selecting a professional.



Annual Report Coming Soon

We are currently working on the 2015 Annual Report online. This will follow the format of previous years, including comprehensive reporting information about our work during 2015. It will set out how we delivered against the business plan, as well as providing the usual popular statistics about the Register including the breakdown of male and female registrants. The Report will also contain a joint message from the Chair and the Registrar, reflecting on the achievements and challenges of 2015.

If you have not already signed up to receive the Annual Report you can do so via online services by amending your communication preferences. To sign up please [click here](#).



Fraudulent attempt to Register as an architect thwarted

On Thursday 24 March 2016 Westminster Magistrates, in London, found Ms Gurjeet Khela guilty of intentionally attempting to register as an architect with the Architects Registration Board by fraudulently creating and falsifying documents.

ARB carefully scrutinises all applications, undertaking a number of checks to verify the submissions it receives. This case demonstrates both ARB's commitment to undertaking all possible steps, within its power, to authenticate the applications it receives, as well as the robustness of ARB's processes in identifying those which appear irregular.

To read the full news release about this case please [click here](#).



Return to Sender

We are currently attempting to locate architects who can no longer be found at the address at which they are registered. The Architects Act 1997 requires that all architects provide us with their current address so that this can be listed on the Register.

When post is returned to us, we take steps to contact the architect, including writing to the registrant via his or her bank if a direct debit is in place, this is a time consuming process. If after our best endeavours, the architects in question are not located, they are removed under section 11 of the Act for not providing up-to-date contact details.

Please help us to ensure we can keep in touch with you. Please provide us with a current business address. You can do this via online services, to change your address please [click here](#).

**Check an architect
is registered**



**Visit our online
register.**