

**PERFORMANCE AGREEMENT between
THE MINISTER FOR BUILDING AND CONSTRUCTION and
THE NEW ZEALAND REGISTERED ARCHITECTS BOARD**

1. PURPOSE AND SCOPE

1.1. The objective of this Agreement is to set out:

- expectations and performance indicators that apply to the work of the New Zealand Registered Architects Board (Board)
- other matters relevant to the relationship between the Minister, Ministry of Business, Innovation & Employment (Ministry), and the Board.

2. POLICY FRAMEWORK FOR OCCUPATIONAL REGULATION

2.1. The policy framework for occupational regulation aims to protect the public from the risks of an occupation being carried out incompetently or recklessly, by providing assurance that practitioners meet approved standards, and that effective action is taken against those that do not meet those standards.

2.2. In carrying out its statutory functions, the Board will take into account the Crown's broader objectives in regulating architects in New Zealand. These objectives include maintaining a regime that the public and the sector consider to be effective and balanced i.e. maintains standards without imposing anti-competitive entry barriers and conduct regulation.

2.3. The Board recognises that it does not operate under the Registered Architects Act 2005 (Act) in isolation, but instead operates within a building industry framework. The Ministry's work on effective regulatory systems is also relevant to the Board.

3. ROLE OF THE BOARD

3.1. The Board:

- registers architects who have been assessed by their peers as competent
- confirms every five years that architects continue to be competent
- maintains an online New Zealand Architects Register
- investigates complaints and, if need be, disciplines architects
- provides the public with information about the registration system.

3.2. The Board is the primary monitor of its performance and agrees to provide the Minister with high-quality analysis regarding performance against plans, implications for future performance, and risks and opportunities facing the Board. The Board reports annually to Parliament, through the Minister for Building and Construction, on the performance and effectiveness of the regulatory regime for architects.

4. ROLE OF THE MINISTRY

4.1. The Ministry advises the Minister on issues arising from the Minister's responsibilities in relation to the Board. In carrying out this role, the Ministry will:

- provide the Board with the opportunity to comment on policy and legislative proposals that materially impact on the Board. This may also include informing the Board of proposals outside of the Ministry's direct influence or authority, where possible
- provide the Board with the opportunity to comment on relevant papers prepared in its role as the Minister's adviser that affect the Board and its functions
- provide advice to the Board on standard government procedures and requirements for statutory entities, as appropriate.

4.2. The Board may invite Ministry officials to attend Board meetings as appropriate.

5. TERM & ALTERATION

5.1. This Agreement commences when both parties have signed and remains in place until amended. The Board and the Minister will revise the performance indicators to reflect any changes to the role and functions of the Board specified by the Minister and/or Parliament.

5.2. The Ministry and Board will review the terms of the agreement every three years to ensure they are relevant.

6. REVENUES, RESERVES, AND COST MANAGEMENT

6.1. The Board's operational revenue is derived from fees collected under the authority of the Act. There is no general taxpayer contribution to any of its operations. Any financial reserves held by the Board are to be used in ways that contribute to its goals and are consistent with its statutory functions.

6.2. The Government wants to maximise system-wide effectiveness and efficiency. The Board agrees to maintain a thorough understanding of its business and its cost drivers, and to look for service improvements in its work and for opportunities to reduce costs. Where possible, the Board will work with other agencies on joint approaches, procurement, and shared services.

7. ACCOUNTABILITY FOR PERFORMANCE

7.1. The performance measures for the Board are set out in Schedule One of this Agreement. If the Board becomes aware that it will not be able to meet any of the performance measures in this agreement, the Board will advise the Minister and the Ministry, as soon as is practicable.

8. PROVISION OF INFORMATION

- 8.1. The Board will promptly notify the Minister of any potentially contentious issues of public interest that may have a significant impact on the Board and the sector (no surprises). No surprises also means that the Board will:
- ensure it considers implications of its decisions and actions for wider policy issues
 - inform the Minister in advance about implications of major initiatives it is considering
 - advise the Minister as soon as possible of issues that may be discussed in the public arena or that may require a ministerial response.
- 8.2. The Board will provide the Ministry with information required by the Minister, or other information as is needed to enable the Ministry to effectively carry out its advisory role.
- 8.3. The Government wants statutory agencies to operate transparently, and publish non-sensitive performance information throughout the year on their websites. The Board agrees to support this objective, following discussion with the Ministry regarding appropriate disclosure.

SIGNED



Hon Dr Nick Smith
Minister for Building and Construction

Date: 5/7/17.



Warwick Bell
Chair
New Zealand Registered Architects Board

Date: 27 | 7 | 17

SCHEDULE ONE: PERFORMANCE MEASURES

Expectations	Measure
Registration system	
Ensure the registration of architects is efficient and fair.	Survey of registration applicants after their applications have been completed show 90% of respondents perceive the Board's initial registration procedures are efficient and fair.
	Any reviews of registration assessment procedures find all assessments were carried out in accordance with the procedures set out in the Registered Architects Act or the Registered Architect Rules.
Competency of architects	
Registered architects maintain the skills and knowledge to be competent.	Recognised qualifications are regularly reviewed to ensure graduates have the required skills and knowledge to progress to registration.
	Every five years, the Board quality assures all architects to make sure they meet the minimum standard for continued registration.
Consumer accessibility and confidence	
The public are able to reliably ascertain whether or not a person is a Registered Architect.	An accurate online register of architects is available for the public to access for at least 95% of the year.
Protection of Title	
The titles 'Registered Architect' and 'Architect' are protected in terms of the Registered Architects Act.	The Board investigates all cases where persons knowingly misrepresent themselves as architects.
Complaints and discipline	
Ensure complaints regarding architects are resolved in accordance with the requirements of the Registered Architects Act and Registered Architects Rules.	No decisions are overturned on appeal due to a failure to follow the requirements of the Registered Architects Act and/or the Registered Architects Rules.

Governance	
The Board has robust strategic planning processes that identify strategies for improving the registration and licensing system.	The Board annually reviews its Strategic Plan and identifies risks and opportunities and strategies for achieving its goals.
	The Annual Report reports on the implementation of the Board's Strategic Plan.
Undertake an annual self-appraisal of the Board's performance as a board and provide a summary to MBIE.	The self-appraisal identifies areas which are working well and areas for improvement, and is discussed by the Board.
Provide MBIE with advice on Board membership and succession.	The Chair's advice shows the current skills and experience of Board members and identifies any gaps and proposals, for the Minister to consider in future appointment rounds.
Meet all obligations under relevant legislation, including reporting under the Registered Architects Act.	All legislative obligations are met.