



The Business of Architecture

Association of Consulting Architects Australia

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Governance

The Association of Consulting Architects Australia (ACA) has strict governance policies and structure in place to ensure that the organisation conducts its business lawfully and ethically at all times, and to protect the integrity of the organisation's funds.

The ACA adheres to the highest financial management standards and the accounts are formally audited by an independent accounting firm.

The ACA is a registered organisation under the Fair Work (Registered Organisations) Act 2009.

Structure

The ACA is a federally structured employer organisation, comprising five Branches and a National Office.

The Branches are essentially based on state boundaries.

The ACA Branches are:

- ACA-QLD/NT
- ACA-NSW/ACT
- ACA-VIC/TAS
- ACA-SA
- ACA-WA

The National Office is the head office of the ACA.

The decision-making body of each Branch is its Branch Executive, which is responsible for most of the day to day operational decisions. In turn, the Branch Executives are subject to the over-riding authority of the National Executive.

The National Executive, which is the peak decision-making body of the ACA, is made up of the 5 Branch Presidents.

Rules

The ACA is structured and governed by its Rules, which are akin to its Constitution. The Rules of the ACA and its Branches determine the capacity and authority of the organisation's decision-making bodies and of the individuals within the ACA, and for the basis for how the ACA acts. The Rules of the organisation are subject to the provisions of the relevant legislation.

Financial Management

The ACA's finances are managed in accordance with its Constitution Rule 28 – Finances and Rule 29 – National Fund, together with the oversight of the organisation's National Executive which is responsible for:

Reviewing the expenditure and financial performance of the National Office and each Branch before each meeting of the National Executive; reviewing the financial management of the organisation by the National Treasurer; and monitoring the performance of the National Office in relation to the Budget.



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Elections

The ACA is a democratically run organisation. Elections for all officer positions Branch President, Branch Vice President, Branch Secretary and Branch Treasurer are held every two years.

The National Executive is comprised of the Branch Presidents and collegiate elections for the positions of National President, National Vice President, National Secretary and National Treasurer are held every two years.

The National Office and each Branch employ contract salaried staff who perform specialist, administrative and advisory roles.

Remuneration

The officers of the National Office and Branch Executives are honorary.

Wages and conditions of salaried administrative staff are determined by the relevant ACA Branch or National Offices to which they belong.