



8 September 2026

Kirby Roper  
Branch Secretary  
Association of Consulting Architects - Australia - Victoria/Tasmania Branch  
Sent via email: victas@aca.org.au

cc: Association of Consulting Architects - Australia, national@aca.org.au

Dear Kirby Roper

**The Association of Consulting Architects - Australia - Victoria/Tasmania Branch's Officer and Related Party Disclosure Statement (ORP Statement)**

Thank you for providing your ORP Statement. Your ORP Statement includes information required to be provided to your members and lodged under subsection 293J of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

**Summary of your ORP Statement and Review Outcome**

Financial year ending 30 June 2026

Matter number ORP2026/216

Date lodged 26 August 2026

Result FILED

**Your assessment**

Your ORP Statement has been assessed. The review confirmed that the officer and related party disclosure obligations set out in the RO Act have been satisfied and that the ORP Statement was lodged within the required timeframe. The ORP Statement has now been filed.

**Do you have any questions?**

Information and education materials are available on our website. These materials are regularly updated. We recommend you subscribe to the Commission's subscription service.

If you have any queries we can be contacted on 1300 341 665 or by email [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au).

Yours sincerely

**Fair Work Commission**

## OFFICER AND RELATED PARTY DISCLOSURE STATEMENT in accordance with Section 293J *Fair Work (Registered Organisations) Act 2009*

I, MATTHEW TENCE, being the Branch Treasurer of the Association of Consulting Architects – VIC/TAS (ACA-VIC/TAS), declare the following Officer and Related Party (ORP) Disclosure Statement.

(\*\*\* The details required in brackets above MUST BE COMPLETED. It is part of the declaration being made on behalf of the organisation/branch \*\*\*)

|                                  |                                                          |                                    |                                                              |
|----------------------------------|----------------------------------------------------------|------------------------------------|--------------------------------------------------------------|
| <b>Organisation name</b>         | Association of Consulting Architects – Australia (ACA-A) | <b>Branch name (if applicable)</b> | Association of Consulting Architects – VIC/TAS (ACA-VIC/TAS) |
| <b>Financial year start date</b> | 1 July 2025                                              | <b>Financial year end date</b>     | 30 June 2026                                                 |

**INSTRUCTIONS FOR COMPLETING THIS STATEMENT**

- This statement must be signed by an elected officer** of the organisation or branch to which it relates
- Answer the question about how many officers receive remuneration**, this includes wages and salary, superannuation, fees, allowances, benefits and other entitlements paid by the organisation, AND payments from external board positions, even if not retained by the officer
- Enter information into the tables below.** Add extra lines if needed (e.g. if more than one officer receives the same remuneration)
- If you leave an item blank, you are declaring that there is nothing to disclose for that item.

# Top five rankings of officers – relevant remuneration and non-cash benefits

|                                                         |               |     |     |     |     |     |     |      |
|---------------------------------------------------------|---------------|-----|-----|-----|-----|-----|-----|------|
| How many officers do you have who receive remuneration? | Please circle | Nil | Nil | Nil | Nil | Nil | Nil | Nil+ |
|---------------------------------------------------------|---------------|-----|-----|-----|-----|-----|-----|------|

Remuneration includes wages and salary (including superannuation), fees, allowances, benefits and other entitlements paid by the organisation AND payments from external board positions (even if not retained by the officer).

When all officers are ranked by relevant remuneration for the financial year, the following officers are ranked no lower than fifth:

| Full Name | Office<br>(e.g. Secretary) | Actual amount of relevant remuneration | Value of relevant non-cash benefits | Form of relevant non-cash benefits (e.g. car) |
|-----------|----------------------------|----------------------------------------|-------------------------------------|-----------------------------------------------|
| 1. Nil    | Nil                        | \$ Nil                                 | \$ Nil                              | Nil                                           |
| 2. Nil    | Nil                        | \$ Nil                                 | \$ Nil                              | Nil                                           |
| 3. Nil    | Nil                        | \$ Nil                                 | \$ Nil                              | Nil                                           |
| 4. Nil    | Nil                        | \$ Nil                                 | \$ Nil                              | Nil                                           |
| 5. Nil    | Nil                        | \$ Nil                                 | \$ Nil                              | Nil                                           |

# Payments to related parties and declared persons or bodies

During the financial year, the following payments were made to related parties or declared persons or bodies. The details of these payments are included below. (This list does not include payments that are exempted from disclosure under section 293G).

| Date | Name | Nature of relationship<br>(e.g. company owned by Secretary) | Purpose of payment<br>(e.g. catering) | Amount | Other relevant details |
|------|------|-------------------------------------------------------------|---------------------------------------|--------|------------------------|
| Nil  | Nil  | Nil                                                         | Nil                                   | \$ Nil | Nil                    |
| Nil  | Nil  | Nil                                                         | Nil                                   | \$ Nil | Nil                    |

| Date | Name | Nature of relationship<br>(e.g. company owned by Secretary) | Purpose of payment<br>(e.g. catering) | Amount | Other relevant details |
|------|------|-------------------------------------------------------------|---------------------------------------|--------|------------------------|
| Nil  | Nil  | Nil                                                         | Nil                                   | \$ Nil | Nil                    |
| Nil  | Nil  | Nil                                                         | Nil                                   | \$ Nil | Nil                    |
| Nil  | Nil  | Nil                                                         | Nil                                   | \$ Nil | Nil                    |

I declare that:

- the officers listed in this ORP Disclosure Statement are those whose relevant remuneration places them in the top five rankings of officers;
- where fewer (or no) officers are listed, this is because only those listed officers received relevant remuneration;
- the only officers in the top five rankings who received non-cash benefits are those for whom an amount is listed in the non-cash benefits column;
- the persons and entities listed under 'payments to related parties' are the only related parties or declared persons or bodies that are required to be disclosed under section.293G, where none are listed this is because there were no disclosable payments;
- where an entry in any of the above tables is blank, it indicates that there is nothing to disclose for that item;
- a copy of this ORP Disclosure Statement has been provided to the members of the organisation/branch within six months from the financial year ending;
- this is a true and correct statement.

**Signed by the officer making the declaration:**

Matthew Tence  
Branch Treasurer  
ACA-VIC/TAS



Dated: 23 August 2026

**PLEASE NOTE: The ORP Disclosure Statement must be provided to all members and a copy lodged with the Fair Work Commission (the Commission) within six months from the end of the financial year.** It can be lodged with the Commission by emailing to [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au). ALL BRANCHES are required to lodge an ORP Disclosure Statement. It is then published on the Commission website.