



Secretary Report - (31 August 2025)

ACA (Access Consultants Association)

Annual General Meeting (AGM) 24 November 2025

This report covers the period from the last AGM held on the 18 November 2024 to the date of this report 31 August 2025.

In my role as secretary, I prepared the minutes for the 2025 Annual General Meeting and Forum Meeting, held by webinar (only).

The Committee of Management has met monthly (excluding January 2025) since the preparation of the last Secretary report, with meetings held on the following dates:

8 August 2024 7 participants

12 September 2024 6 participants

10 October 2024 6 participants

14 November 2024 6 participants

12 December 2024 7 participants

11 February 2025 7 participants

11 March 2025 5 participants

08 April 2025 6 participants

13 May 2025 7 participants

10 June 2025 6 participants

08 July 2025 8 participants

All meetings for the year have been held via Zoom, with attendees participating from Queensland, Victoria and New South Wales.

The Association's Strategic Plan has been rolled over into 2025 and serves as an organic document that continues to be developed and addressed at each Committee of Management meeting.

The focus of the Committee of Management into 2025 has been:

- Providing CPD, collegial support and mentoring of ACA members
- Ongoing delivery of the webinar based CPD programme, which supports members and provides nation-wide access to the programme

- Supporting ACA membership to progress from Affiliate to Associate and Accredited members
- Bedding in and implementation of the new ACA website
- Reinstatement of ACA State Networks
- Delivery of the two-day ACA Conference held on 13 and 14 October 2025.

The eAccess Insight Newsletter has continued in 2025 with contributions from ACA members and authors seeking to support access and inclusion in the built environment. The latest edition contains topics such as Active Transport Strategies for people with a disability, Easier exploration on holiday for people with a disability and Designing with Dignity for Mental Health Support.

Our association undertakes important work in promoting accessibility of the built environment throughout Australia, and, in support of access consultants in working towards this goal.

I would encourage all members to support and contribute the activities of ACA, whether it be through upgrading of the membership category, participation in CPD and mentoring programs, volunteering with the management committee, state networks, assistance with organising our conferences or events, or contribution to the Access Insight Magazine.

Lynda Wilem

Secretary, ACA Committee of Management