

Glossary of terms

administration	The Registrar can appoint an administrator to govern and manage the affairs of a corporation. They offer an alternative to winding up, and aim to achieve turnaround for a struggling corporation.
capacity building	ORAC’s approach is to support individuals, groups and organisations to build on their strengths and assets. Staff use participative methodologies and access to information and training to enhance self reliance.
case management	This is about ORAC providing one staff person who draws all ORAC’s services together to assist a corporation. This means corporations receive a more personal service, and ORAC can be more informed in the way it assists corporations.
compliance	Corporations must comply with the ACA Act which sets out some rules for how Indigenous corporations must be run, and also requires some reports to be forwarded to ORAC every year.
corporate governance	Corporate governance is how people lead and run their organisations.
corporate governance training	ORAC runs training on good corporate governance for Indigenous boards, members, key staff and others.
corporations’ rules	These are the rules for how a corporation is run. Some are set down in the Act and some are created by the corporation itself. Sometimes they are called the corporation’s ‘constitution’.
deregistration	Deregistration is the cancellation of a corporation’s registration, so that it ceases to exist as a corporation. Corporations which are not operating and no longer needed will be deregistered.
incorporation	Incorporation means becoming a legal body under Australian law. This gives groups which incorporate some extra rights, and also brings extra responsibilities.

incorporation support	ORAC provides information and advice to groups before incorporating, and to corporations after they have incorporated.
registered corporations	These are corporations which have incorporated under the ACA Act and are listed on the Public Register of Indigenous Corporations maintained by ORAC
place planning	This is developing a plan for an area that looks at all its corporate governance needs—so, if there are several corporations in a particular area, then they would be looked at together. ORAC can also respond better to any big issues that affect the whole area.
plain English	ORAC tries to make sure that its publications and information are written as plainly and clearly as possible.
Public Register	Key information about corporations registered under the ACA and CATSI Acts is held on the Public Register of Aboriginal and Torres Strait Islander Corporations, which is maintained by ORAC. It includes information about directors, the corporation's rules, and reports such as financial statements etc. This free public register can be searched through ORAC's website.
regulation	The Registrar has a number of regulatory powers under the ACA Act to intervene to solve problems within corporations, such as the power to examine the records and documents of a corporation, and to appoint an administrator.
size	Under the CATSI Act, corporations will be classed as small, medium or large, depending on their income, assets and number of employees. Most small corporations will have less reporting requirements than they do under the ACA Act. Analysis by ORAC indicates that most corporations under the ACA Act will be small or medium.

Abbreviations

ACA Act	<i>Aboriginal Councils and Associations Act 1976</i>
ACCC	Australian Competition and Consumer Commission
ASIC	Australian Securities and Investment Commission
ATSIC	Aboriginal and Torres Strait Islander Commission
the Bill	Corporations (Aboriginal and Torres Strait Islander) Bill 2005
CATSI Act	<i>Corporations (Aboriginal and Torres Strait Islander) Act 2006</i>
CDEP	Community Development Employment Projects
COAG	Council of Australian Governments
DEST	Department of Education, Science and Training
DEWR	Department of Employment and Workplace Relations
DIMIA	Department of Immigration and Multicultural and Indigenous Affairs
ERIC	Electronic Register of Indigenous Corporations
FACSIA	Department of Families, Community Services and Indigenous Affairs
FOI Act	<i>Freedom of Information Act 1982</i>
ICCs	Indigenous Coordination Centres
ICN	Indigenous Corporation Number
MOU	Memorandum of understanding
OATSIH	Office of Aboriginal and Torres Strait Islander Health
OEA	Office of Evaluation and Audit
OIPC	Office of Indigenous Policy Coordination
ORAC	Office of the Registrar of Aboriginal Corporations
the Registrar	the Registrar of Aboriginal Corporations
the Public Register	the Public Register of Aboriginal Corporations

ORAC publication order

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ORAC publications

General information

Who we are, what we do

ORAC corporate plan

ORAC service charter

Meeting mean business—a guide to conducting a successful board meeting (video)

Managing in Two Worlds—a snapshot of ORAC and some of our corporations (DVD)

Report—Forum on risk issues for programs funding Indigenous corporations

Information about the new Corporations (Aboriginal and Torres Strait Islander) Act

Get in on the Act

The Oracle newsletter (4 issues)

Fact sheet—The CATSI Act and the Corporations Act

Fact sheet—Native Title

Fact sheet—Duties of directors and other officers

Fact sheet—What the Bill means for funding bodies

Fact sheet—Arrangements to move to the new CATSI Act

Fact sheet—What's in the corporation's rule book?

Fact sheet—Meetings

Steps to the CATSI Act (poster)

Good governance brochures

These are currently being re-written to align with the new CATSI Act.

Training

ORAC offers three types of targeted training:

- information sessions with corporations, particularly board members and managers
- three-day workshops on corporate governance
- the Certificate IV Business (Governance)

Forms

These are currently being re-written to align with the new CATSI Act.

