



3 December 2024

Wade Death
National Board President
Australasian Convenience and Petroleum Marketers Association
Sent via email: communications@acapma.com.au
CC: jonathan@sdja.com.au

Dear Wade Death

**Australasian Convenience and Petroleum Marketers Association
Financial Report for the year ended 30 June 2024 – (FR2024/107)**

I acknowledge receipt of the financial report for the year ended 30 June 2024 for the Australasian Convenience and Petroleum Marketers Association. The documents were lodged with the Fair Work Commission (the Commission) on 28 November 2024.

The financial report has now been filed.

The financial report was filed based on a primary review. This involved confirming that the financial reporting timelines required under sections 253, 265, 266 and 268 of the *Fair Work (Registered Organisations) Act 2009* (RO Act) have been satisfied, all documents required under section 268 of the RO Act were lodged and that various disclosure requirements under the Australian Accounting Standards, RO Act and reporting guidelines have been complied with. A primary review does not examine all disclosure requirements.

Please note that the financial report for the year ending 30 June 2025 may be subject to an advanced compliance review.

You are not required to take any further action in respect of the report lodged. I make the following comments to assist you when you next prepare a financial report. The Commission will confirm these concerns have been addressed prior to filing next year's report.

Reference to the Commissioner of the Registered Organisations Commission

The Commission has been the regulator for registered organisations since 6 March 2023. All references to the Registered Organisations Commission and Commissioner must be changed to the Fair Work Commission and General Manager of the Fair Work Commission.

I note that item (e)(iv) of the committee of management statement refers to the Commissioner instead of the General Manager of the Fair Work Commission.

Reporting Requirements

The Commission's website provides a number of factsheets in relation to the financial reporting process and associated timelines. The website also contains the section 253 reporting guidelines and a model set of financial statements.

The Commission recommends that reporting units use these model financial statements to assist in complying with the RO Act, the section 253 reporting guidelines and Australian Accounting Standards. Access to this information is available via [this link](#).

If you have any queries regarding this letter, please call 1300 341 665 or email regorgs@fwc.gov.au.

Yours sincerely


Fair Work Commission

28/11/2024

Certificate for the year ended 30 June 2024

I Wade Death being the National Board President of the Australasian Convenience and Petroleum Marketers Association certify;

- That the documents lodged herewith are copies of the full report for the Australasian Convenience and Petroleum Marketers Association for the period ended referred to in s.268 of the Fair Work (Registered Organisations) Act 2009; and
- That the full report was provided to members of the reporting unit on 30th October 2024; and
- That the full report was presented to a general meeting of members of the reporting unit on 28th November 2024 in accordance with s.266 of the Fair Work (Registered Organisations) Act 2009.

Signature of prescribed designated officer: 

Name of the prescribed designated officer:WADE DEATH.....

Title of the prescribed designated officer:NATIONAL BOARD PRESIDENT.....

Date:28/11/2024.....

ACAPMA

ANNUAL REPORT

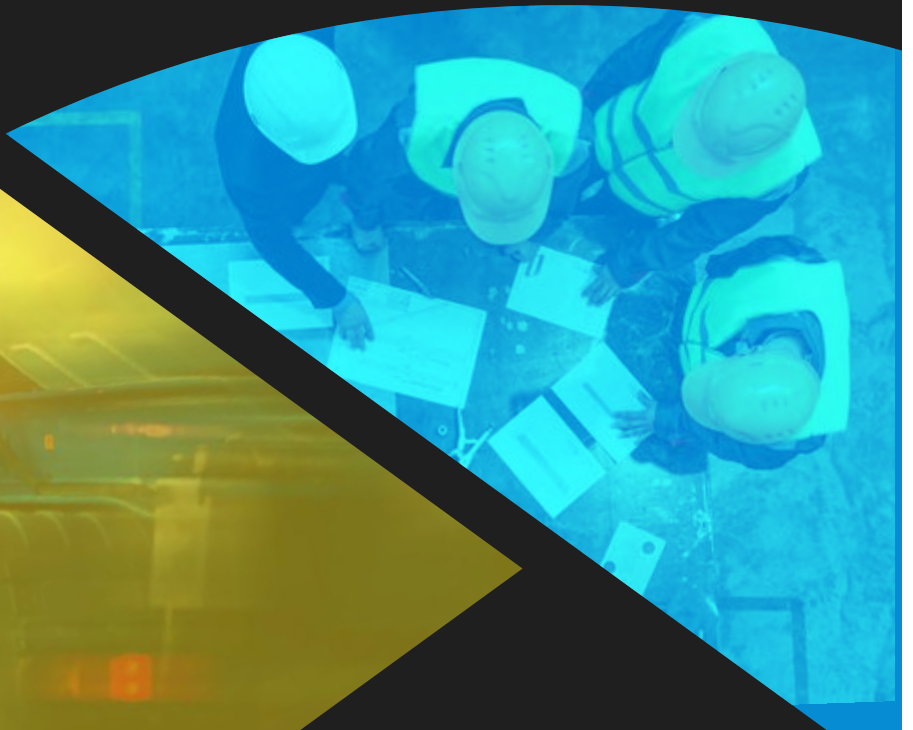
2023-24



ACAPMA'S ACTIVITY IS FOCUSED ON PROTECTING THE VITALITY OF EXISTING MEMBER BUSINESSES WHILE SIMULTANEOUSLY HELPING THEM CAPITALISE ON EMERGING BUSINESS OPPORTUNITIES

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PRESIDENT'S REPORT



"SUPPORT TO THRIVE"

Our industry is an essential service that literally drives the country. ACAPMA is the voice and the support we need to thrive.

Employing 61,000 people, paying billions in wages, managing \$40 billion in assets and a staggering amount of direct and indirect taxes – the country would miss us if we were not here.

We would be missed by governments for the tax revenue, employment and literal fuel for essential services and industry. But we would also be missed by individual customers, and business, communities, charities and sporting groups. We would be missed by the road trippers and the first time retail workers, by the late night travellers and the on road workers. Despite this importance, we are, as an industry facing pressures from government, from regulation, from customers and from the community.

The pressure on fuel businesses is nothing new and continues to evolve as the energy transition proceeds in fits and starts and politicians continue to score headlines by attacking the mostly independent (many family) businesses that make up the industry.

The recent proposal from the QLD Government to nationalise fuel retail assets, intervene in the free market and cap prices, is only the latest in a series of wildly interventionist or off base proposals that appeal to consumers but fail to appreciate the actual market operations and dynamics in the real world. In this evolving pressured context it is even more important that we have the right voice in politics and in public and the right support services in the membership to allow us to not just survive, but to thrive.

We have the assets and capability to move this country, we prove that everyday. Lets ensure our voice of reason is truly considered. We know this business better than anyone. I'll sell you fairy floss to put in your car if it will keep it moving. I couldn't care less about the technology that moves your vehicle, what I do care about is making sure that the energy we sell you tomorrow, is reliable, is better than we have now and moves our country consistently forward, like we have been doing for decades.

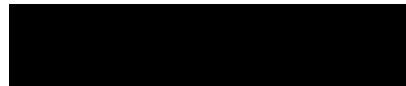
We have a right to achieve a reasonable return on our Assets and importantly we have a right to achieve a return on our risk, but above all, we have a right to be at the table in discussing energy policy and transition in the years to come. It won't be our knowledge or capability that will preclude us from those discussions, but it may be our reputation. And the only way we can turn that around is to use our voice and tell our stories and support our industry.

ACAPMA is our voice. ACAPMA is our support. ACAPMA is our association and will be here to help us do more than just survive the next year or so, but to build, develop and protect businesses that are diverse, compliant, innovative and sound in the decades to come.

On behalf of the Board, to all of the members of ACAPMA, thankyou for your contribution to your local and broader communities as well as to the industry as a whole through your ACAPMA membership. Trading has not been easy, but as we know, ACAPMA has and will continue to assist us every step of the way.

Last but not least, to the ACAPMA team, yet again you've done an outstanding job at putting the industry first. I would like to extend such warm gratitude to you all for your assistance on behalf of the industry and all of ACAPMA's members for the hard work you've undertaken again this year.

Regards,



Wade Death | President, ACAPMA

CEO'S REPORT

**"Perseverance is not a long race; it is many short races one after the other."
(Walter Elliot*)**



FY24 saw ACAPMA returned to profitability following two consecutive years of financial losses. This result is a testament to our ongoing commitment to delivering high-value services for our members, underpinned by a strong performance from our annual conference and continued growth in our Training and Compliance Services. The Association's financial turnaround was further strengthened by key partnerships, including the renewal of our relationship with Gallagher. After several years of working with an alternative provider, we were pleased to rekindle our partnership with Gallagher during the year. This renewed collaboration has already delivered positive outcomes for ACAPMA members and the Association, particularly in terms of new sponsorship opportunities and enhanced services.

In addition to these financial and operational achievements, FY24 was a landmark year for policy engagement. ACAPMA worked closely with the Albanese Government on several critical reforms, including Tranche 2 of the Industrial Relations Reforms and issues related to the electric vehicle (EV) transition.

We also played a leading role in shaping discussions around a framework for low carbon liquid fuels and providing commentary on the draft roadmap for achieving Net Zero Transport emissions by 2050. At the state level, our efforts focused on working with both the NSW and Victorian Governments to review and enhance the regulation of Underground Petroleum Storage Systems (UPSS), ensuring that current frameworks remain both practical and effective for the industry.

Looking ahead to FY25, we anticipate a renewed focus on industry compliance as the Federal Government's new wage underpayment laws come into effect. Additionally, the ongoing discussion about our industry's stewardship of UPSS will likely remain a key focus for state governments across Australia.

ACAPMA will continue to engage with governments and support members through these changes, ensuring that the interests of our industry are well-represented and understood.

I would like to take this opportunity to express my sincere thanks to the ACAPMA Board, led by President Wade Death, for their unwavering commitment to the Association. Their generous contribution of time and expertise ensures that ACAPMA remains focused on delivering value and addressing the key concerns of our members.

Finally, I want to extend my appreciation to all ACAPMA members for their continued strong support of the Association over the past year, even in the face of the more challenging trading conditions experienced in the second half of FY24.

Your support is what drives the Association's success, and I look forward to continuing to work closely with all of you in the year ahead.

[REDACTED]
[REDACTED] | CEO, ACAPMA

*Walter Elliot was a Scottish writer and politician who served in the British Parliament in the first half of the 20th Century

5 PILLARS OF ACAPMA



ADVOCACY

ACAPMA works between the industry and various Australian governments to ensure that government policy and regulation strikes a balance between the genuine needs of the Australian community and the maintenance of an economically strong industry.



EMPLOYMENT

ACAPMA is a registered employer organisation providing detailed, industry specific, professional employment services to members. Guidance, resources, advice and support is available to assist with understanding and meeting compliance requirements.

Representation in navigating employment issues is provided, including unfair dismissals and enterprise bargaining. Compliance Health Checks are available in the areas of Employment, Workplace Safety, DG, Tobacco, and Food Safety. These Assisted Compliance Audits identify gaps and provide tools to address them.



ENGAGEMENT

ACAPMA's events are designed to strengthen the downstream petroleum industry in Australia providing a rich knowledge dividend for fuel and convenience retailers, distributors, contractors and suppliers. Held annually, the Asia Pacific Fuel Industry Forum has established itself as the market leader attracting national and international audiences.



TRAINING

ACAPMA Industry Training offers a suite of industry focused, engaging online courses designed to enhance the safety and compliance of all those working within the many facets of the Fuel Industry. ACAPMA NPCRS and DQP programs combine to recognise the skills and systems of Equipment and Service providers businesses and individuals, and provide for continual professional development, driving safety and compliance outcomes industry wide.



INSURANCE

ACAPMA has partnered with leading insurance provider Gallagher Insurance to offer a suite of industry ready insurance programs. Gallagher have four key segments that support your insurance needs through insurance policies that bring protection to your business, risk management programs supporting your business in a changing world, management consulting that secures your supply and logistics chain and Return to work providing support to your team after an event occurs.

ADVOCACY

ACAPMA'S ADVOCACY ACTIVITIES ARE STRICTLY GOVERNED BY A SERIES OF PUBLIC POLICIES THAT ARE REVIEWED ANNUALLY BY THE ACAPMA BOARD AND ARE PUBLICLY AVAILABLE AT WWW.ACAPMA.COM.AU

ADVOCACY

INDUSTRIAL RELATIONS REFORMS CONTINUED TO BE CENTRAL TO ACAPMA'S ADVOCACY ACTIVITY IN FY24 - CLOSELY FOLLOWED BY NATIONAL DISCUSSION ABOUT THE TRANSITION TO LOW CARBON MOBILITY IN AUSTRALIA

ACAPMA's advocacy activities are governed by a strategic framework that is regularly reviewed by the ACAPMA Board, with a view to the Association championing the interests of Australia fuel businesses. The framework is premised on the achievement of two key objectives, namely:

1. **Protecting Business Viability:** By actively minimizing the potential negative impacts of public policy and regulation, ACAPMA ensures that its members can operate in a stable and fair business environment, and
2. **Capitalizing on Emerging Opportunities:** ACAPMA not only safeguards existing operations but also facilitates growth by connecting its members with new stakeholders and embracing innovative solutions that meet the changing demands of the market.

ACAPMA's advocacy positions are developed based on five key public policy principles:

- **National Fuel Supply** - Securing a competitive and diverse fuel supply chain that is both affordable and accessible to all Australians.
- **Safe Industry Operation** - Ensuring all safety measures are rigorously followed throughout the wholesale, distribution, storage and retail of fuel.
- **Industry Social Responsibility** - Advocating for the broader interests of the Australian community, emphasizing responsible employment, environmental practices, public health and local engagement.
- **Costs of Doing Business** - Prioritizing policies that help keep fuel costs low for consumers by reducing regulatory burdens, statutory approval delays, and other business expenses.
- **Alternative Fuels** - Supporting the transition to alternative fuels, guided by market demand and broad societal benefits.

ACAPMA adopts a **proactive stance** in monitoring government policy and regulation, ensuring continuous dialogue with Australian governments and regulators.

Rather than responding reactively to new legislation, ACAPMA seeks early engagement in the policy development process to ensure the interests of its members are well-represented. This includes direct conversations with policymakers and regulators rather than relying heavily on media campaigns.

During FY24, ACAPMA's advocacy focused heavily on several key areas, including:

INDUSTRIAL RELATIONS REFORMS

- The Albanese Government's changes to Australia's industrial relations system remained a central issue in FY24, as the Government ratified Tranche 2 of its industrial relations reforms and the Tranche 1 changes took effect.

THE TRANSITION TO LOW CARBON MOBILITY

- ACAPMA engaged deeply in discussions about the design of Electric Vehicle (EV) policies and infrastructure grant programs, emphasizing practicality and industry readiness. The Association's advocacy in FY24 was expanded to take account of the opportunities to reduce GHG emissions from Australia's transport sector via the increased market adoption of low carbon liquid fuels such as advanced biofuels, renewable diesel and synthetic diesel. Comprehensive submissions were also made to Australian Government Inquiries into the EV Transition and the Net Zero Transport Roadmap to 2050

LABOUR SHORTAGES AND IMMIGRATION REFORM

- The Association continued to push for solutions to national labour shortages, particularly with a view to managing the strategic risks associated with the ageing of Australia's national transport and logistics workforce.

RISING COST OF DOING BUSINESS

- The Association joined with a number of other industry organisations to raise concerns about the rising costs of doing business in Australia and the falling rates of national productivity. Key areas of focus included rising energy costs, the growing compliance burden and the need for greater transparency in the levying of merchant fees on Australian retail businesses.

On the media front, ACAPMA continued to advocate for sensible fuel pricing policies in the wake of an increasingly populist agenda being pursued by some Australian Governments. The Association remained engaged with both the government and the media, seeking to ensure accurate understanding of the factors influencing fuel prices.

ACAPMA's proactive engagement, coupled with its unwavering focus on the interests of its members, remains central to the Association's approach as it continues to navigate a complex and evolving regulatory environment. A copy of ACAPMA's Public Policies and Advocacy Framework can be found at: [Our Public Policies – ACAPMA](#)

EMPLOYMENT

MEMBERS HAVE DIRECT ACCESS TO RESOURCES, ADVICE, SUPPORT AND REPRESENTATION IN ALL EMPLOYMENT, SAFETY AND COMPLIANCE MATTERS

EMPLOYMENT

ACAPMA's employment department is staffed by workplace relations professionals with extensive experience in the industry ready to provide members with a range of best practice advice, assistance, support and information that they need to safely, productively and compliantly engage with their staff.

RESOURCES

Members have access to resources including jurisdiction relevant templates, quick reference guides and model documents. Members can also access assistance in applying these generic resources within their own unique business structure to achieve their own business goals.

INFORMATION

ACAPMA's employment department provides a host of written information on topics from legislative interpretation and best practice employment, to safety and compliance news.

These updates are provided to members through direct email and articles published at www.acapmag.com.au and other industry publications.

CONSULTATION

The employment department also offers members the option of engaging the Association's full professional consultation service at heavily discounted rates. ACAPMA's employment department can help with the following areas:

- Strategic review
- Gap analysis
- Compliance mapping to the provision of business policies
- Employment process documents
- Recruitment and induction processes
- Learning and development plans
- Performance management systems
- Standard operating procedures
- Safety management systems
- Contractor management systems
- Strategic business planning

COMPLIANCE PROGRAMS

In addition to these consultative services the employment department continues to provide targeted support to retail member businesses in the form of the ACAPMA Assisted Compliance Audits offered as part of the ACAPMA Compliance Partner Program.

The ACAPMA Compliance Partner Program and the Assisted Compliance Audits combine to allow businesses the opportunity to undertake desktop audits with the ACAPMA employment department, where gaps in compliance can be identified and support, resources and advice can be provided to close those gaps identified.

The ACAPMA Assisted Compliance Audits provide a vital service to the industry, identifying common issues and providing the support necessary to address these issues, providing operators and partners satisfaction that the business is undertaking all reasonable measures to ensure compliance at a site level.

REPRESENTATION

As a 'Registered Industrial Organisation' ACAPMA also offers members representation at the Fair Work Commission Australia in industrial disputes all the way up to Conference stage.

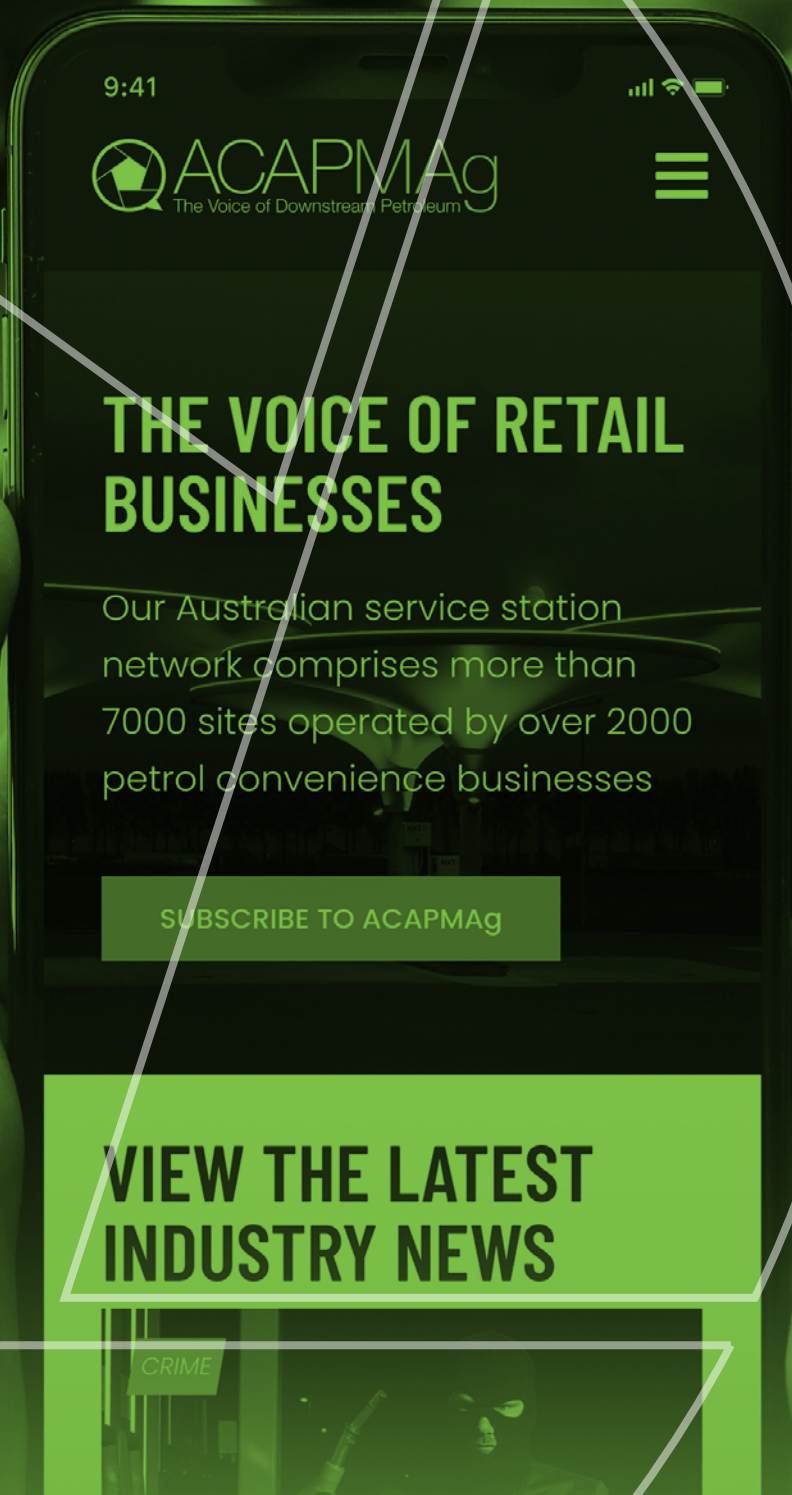
This representation role includes acting as industrial advocate in unfair dismissal proceedings through the initial submission stage and the mediation Conference stages as part of the membership.

SUPPORT

Managing staff, particularly in the downstream petroleum industry, which is categorised by remote management, a workforce that primarily works alone, extensive and often overlapping legislation and the level of regulatory and community scrutiny that comes with handling dangerous goods, is a challenge.

With information, understanding, systems, support and representation provided by ACAPMA, members have the help they need to face this challenge and grow successful, safe, compliant and harmonious workplaces and businesses.

ENGAGEMENT



ACAPMag IS THE GO-TO SOURCE FOR THE MOST RELEVANT AND TRUSTED INDUSTRY INFORMATION, REACHING A LARGE AUDIENCE ACROSS MULTIPLE PLATFORMS

ENGAGEMENT

ACAPMA is committed to providing the most relevant and current news, information, and commentary to the downstream petroleum industry.

One of ACAPMA's integral offerings is the recently revamped news website www.acapmag.com.au and its associated weekly electronic newsletter, the ACAPMA eNews.

ACAPMAG

The first article was uploaded to ACAPMA's dedicated news site in March 2015 and, as at September 2021, it contains over 8,000 news items.

Updated daily, ACAPMAG provides readers with up-to-date information affecting the downstream petroleum industry.

Articles are sourced from all local and international news sources, ensuring that all the important news reaches the membership.

In addition to sourced news stories, ACAPMA also produces its own editorials which cover some of the most important issues relevant to its membership. This includes the regular HR Highlight, advocacy updates, employment advice and succinct articles explaining difficult issues in easy-to-understand essays.

The website also doubles as an 'electronic library' that allows users to review past articles about developments in the fuel industry.

With both a search engine and a tag function, ACAPMAG allows users to search articles relating to a specific topic of interest to the user.

The news site serves its greatest purpose during times of policy debate by allowing readers to stay informed about the progress of new legislation and regulation that is likely to affect their business.

To ensure that ACAPMAG remains relevant to subscribers, the website incorporates a back-end function that allows ACAPMA to determine which articles are most often accessed.

This information assists the Association in targeting future advocacy actions and in designing industry

education programmes that will be of most interest to industry participants.

In short, ACAPMAG is a convenient and comprehensive news website that contains externally sourced news articles alongside those prepared by ACAPMA on a wide variety of key issues of importance to the downstream petroleum industry.

ACAPMA E-NEWS

ACAPMA also prepares a weekly electronic newsletter. This newsletter is emailed to around 3,400 industry stakeholders each week.

Recipients include ACAPMA members, associates, fuel wholesale, distribution and retail businesses, E&S suppliers, and service providers.

Raising awareness of the key issues that are likely to impact our industry positively or negatively, the weekly e-newsletter is also distributed to politicians (Federal, State and Local) and media outlets.

This provides an effective mechanism for supporting ACAPMA's advocacy activities on issues that are of vital importance to the future viability of all the businesses that comprise the downstream petroleum industry in Australia.

The current level of engagement with subscribers to the weekly electronic newsletter is significantly higher than the industry standard.

This success is attributed to the use of strict publishing guidelines that seek to ensure that all articles are relevant, informative, and topical.

ACAPMA's electronic newsletter is fast developing a reputation for being one of the most forthcoming information sources for the downstream fuel industry.

Anyone wishing to stay informed about industry developments or about ACAPMA's advocacy activities is encouraged to visit the news website regularly and subscribe to the weekly e-newsletter.

Subscription to this newsletter is free and open to all via www.acapmag.com.au.

ENGAGEMENT

EVENTS

ACAPMA's events are designed to strengthen the downstream petroleum industry in Australia through the delivery of information, education, and fellowship. The Association hosts several events for all levels within the industry, focusing on current issues affecting the different sectors within ACAPMA's membership.

THE ASIA PACIFIC FUEL INDUSTRY FORUM


The Asia Pacific Fuel Industry (APFI) Forum is the Association's flagship event for the fuel retail, distribution and contracting industry across ANZ and the Asia Pacific. Developed from ACAPMA's previous annual national conference and expo that had run for 40 years.

The Forum has a focus on sharing knowledge and expertise across the region, as well as creating the opportunity for the supply of products and services. Information, quality speakers and thought leadership are the key deliverables of the event, wrapped in social and networking events that foster the renewal of bonds and facilitate the deepening of networks.

The next APFI Forum will be held in Brisbane during September 2025.

OTHER EVENTS

From Brand and Network Group Information Days, through to Townhalls and dedicated Regulator Sessions, ACAPMA delivers events throughout the year to inform and engage.



THE ASSOCIATION HOSTS A NUMBER OF FORUMS AND WEBINARS THROUGHOUT THE YEAR, FOCUSING ON CONTEMPORARY ISSUES AFFECTING THE INDUSTRY

TRAINING

ACAPMA DELIVERS INDUSTRY TRAINING SOLUTIONS DRIVING SAFETY AND COMPLIANCE IN THE RETAIL, WHOLESALE, TRANSPORT AND CONTRACTOR SPACE

TRAINING

Effectively communicating safety and compliance requirements to staff is essential to the safe, compliant and successful operation of any business.

In the downstream petroleum industry, where work locations are geographically distant, where managers are often remotely located and where staff work primarily alone, the communication of the 'correct' way to do things is critical.

Ensuring that retail, wholesale and transport staff understand what the business and industry community expects of them in discharging their duties is imperative to the businesses overall success.

Not just for protection of the business when regulators and inspectors visit, but also to ensure that they are ensuring a consistent and controlled customer experience.

Increasing the competence and skill level of workers in the downstream petroleum industry is a core focus for ACAPMA. ACAPMA's Training Department delivers custom, industry specific courses to develop staff in two streams; industry recognised and nationally accredited training.

INDUSTRY TRAINING

ACAPMA's industry learning solutions are exclusive, specially designed, compliance focused courses for the fuel wholesale and retail industry.

ACAPMA's training programs are delivered online, accessible at any time on all devices, and supported by ACAPMA's in-house training specialists.

The ACAPMA team is constantly reviewing, enhancing and expanding the learning solutions, including working with operators to develop bespoke and customised online and face-to-face courses and materials.

For **FUEL RETAIL STAFF** ACAPMA developed the Petroleum Convenience Compliance (PCC) course which addresses the safety and compliance requirements that are faced by console operators arming staff with the essential instructions they require to play their role in keeping the customers, business and the community safe.

Delivered to over 20,000 users annually in Australia and now New Zealand, Singapore and Myanmar the PCC, focuses on the common safety and compliance elements that apply on all sites delivering a transferable industry recognised certificate.

In 2024-2025 the PCC is evolving and expanding. The new Fuel Convenience Compliance (FCC) encompasses front line staff training at FCC 1, but expands to deliver onsite manager training at FCC 2 and senior manager training at FCC 3.

ACAPMA also offers the Accredited Food Safety Supervisor course through partnership.

For **FUEL WHOLESALE STAFF** ACAPMA developed the Delivering Fuel to Fuel Retail Sites course delivered as part of the NPCRS.

For **FUEL CONTRACTORS** ACAPMA developed the Intro to Working on Fuel Sites course delivered as part of the NPCRS.

CONTRACTORS

NPCRS

2022 ACAPMA National Petroleum
Contractors Recognition Scheme

THE NPCRS PROVIDES PREQUALIFICATION AND RECOGNITION OF CONTRACTORS AND MAINTENANCE PROVIDERS SO THAT WHOLESALE AND RETAIL SITE OPERATORS HAVE SOME COMFORT THAT THE BUSINESSES THAT THEY ARE ENGAGING HAVE THE NECESSARY SKILLS, QUALIFICATIONS, TRAINING, EXPERIENCE AND INSURANCES TO COMPLETE THE JOB SAFELY

CONTRACTORS

Petroleum contractors and service providers are a vital part of industry success, operation and compliance.

CONTRACTOR ADVISORY COUNCIL

Recognising the importance of strong and cooperative relationships ACAPMA engages with contractors and service providers in the form of the ACAPMA Equipment & Suppliers (E&S) Council.

The E&S Council is a strong voice for the increased safety, standardisation, compliance and effectiveness of the petroleum contractors' interaction with regulators and clients within the industry.

NATIONAL PETROLEUM CONTRACTOR RECOGNITION SCHEME (NPCRS)

To facilitate fuel and supplier businesses meeting the requirement to ensure safe operations and consultation on risk and controls, ACAPMA developed the ACAPMA National Petroleum Contractor Recognition Scheme (NPCRS).

The NPCRS provides prequalification and recognition of contractors and maintenance providers so that wholesale and retail site operators have some comfort that the businesses that they are engaging have the necessary skills, qualifications, training, experience and insurances to complete the job safely.

Key to the value of this program is the provision of contractor specific fuel site safety induction training.

Fuel Retail and Wholesale businesses can search for NPCRS registered businesses in the NPCRS Registry at www.acapma.com.au, and find prequalified and site inducted contractors who are committed to compliance and safety.

DULY QUALIFIED PERSON (DQP) PROGRAM

While the NPCRS is a business level recognition program the DQP Program is targeted at individuals, providing a recognition, ongoing professional development opportunities and a public communication platform for the many skills that fuel wholesale, retail, install, maintenance and calibration workers possess.

The DQP Program provides individuals with a card and certificate recognising current demonstrated skills and qualifications, as well as providing a framework for annual professional development.

The DQP Program allows businesses to scan and verify the listed skills and qualifications of the individual participating in the DQP.

ACAPMA BEST PRACTICE GUIDELINES (BPG)

The focus on engaging contractors with practical workshops and a drive towards development of Best Practice Guidelines has continued exploring the issues faced in working with fuel retail and distribution businesses.

ACAPMA being well placed to act as a mediator between all groups, including retailers, contractors and regulators, to reach a greater understanding of the issue and a workable Best Practice outcome.

Best Practice Guidelines on UPSS Maintenance, Vapor Recovery, Biofuels Storage and Stormwater Management are currently live and available at www.acapma.com.au.

REGISTER OF MEMBERS



REGISTER OF MEMBERS

DISTRIBUTOR RETAILER (VOTING) MEMBERS

- 4S Cluster Pty Ltd
- 7-Eleven Stores
- A&S Sai Pty Ltd
- AA Holdings Pty Ltd
- ABT NT Pty Ltd
- Access Fuels
- Active Fuel Services
- Adelaide Fuel Distributors
- Agostino Management Services P/L
- Alemnesch Pty Ltd
- AMBBT Pty Ltd
- Ampol Australia Petroleum Pty Ltd
- Andrash Management
- AP & MT Mavin Petroleum Pty Ltd
- APCO Service Stations
- Apollo fuels Pty Ltd T/A Shell Henty
- Australian Star Group Pty Ltd
- Barnham Roadhouse Unit Trust
- Belgrave Petroleum Pty Ltd
- Bennetts Petroleum Supplies Pty Ltd
- Blue Robe Petroleum Group
- Bonney Energy Pty Ltd
- Boss (Aust) Consulting Pty Ltd
- BP Australia
- BP Blanchetown Roadhouse
- BP Bridge & Mary Pty Ltd
- BP Glenquarie
- BP Loftus
- BP Matraville
- BP North Rocks
- BP North Urunga
- BP Sans Souci NSW Pty Ltd (and BP Mays Hill)
- Brams Pty Ltd
- Broad Petroleum T/A Broad Fuels
- Caltas Pty Ltd
- Camperdown Roadhouse Pty Ltd
- Castlyn Pty Ltd T/A Inland Petroleum
- Central Queensland Petroleum
- Chevron Australia Downstream
- City & Regional Fuels
- Cohuna Servo Pty Ltd T/A Caltex Cohuna
- Coly Fuels Pty Ltd T/A BP Colleambally
- Coochin Creek Fruitgrowers' Co-Operative Association Limited
- Coolahs Top Service Station
- Coomealla Fuel Station Pty Ltd
- Costco Wholesale Australia Pty Ltd
- Crokers Fuel & Oils Pty Ltd
- Daygold Pty Ltd
- Dharti Business Pty Ltd
- Dib Group Pty Ltd
- Doomadgee Roadhouse Pty Ltd
- Dun Direct Pty Ltd
- Ecco Fuels Pty Ltd ATF Ecco Fuels Unit trust
- EG Fuelco (Australia) limited
- EL Weinert & Co
- Endeavour Stores Pty Ltd
- Epic Fuel Group Pty Ltd
- Evans Petroleum Gippsland Pty Ltd
- F & RN McNabb Pty Ltd
- Fifty Five Trading Pty Ltd
- Fraser Coast Fuel
- Freedom Fuels Australia Pty Ltd
- Fresh Trading Co. Pty Ltd
- Fuel Distributors of WA
- Fuelxpress Pty Ltd
- G & L Tierney TA Vantage Fuels
- Glen Fuels Pty Ltd ATF Glen Fuels Unit Trust
- Golden Harvest Roadhouse
- Gourmet Garage & Co Pty Ltd
- Greanacre Pty Ltd T/A Jasbe Petroleum
- Horizon Retail Pty Ltd
- Hunts Fuel
- I & M Simpson & Son Pty Ltd
- IIP Aust
- Indur Petroleum Pty Ltd ATF Indur Petroleum Unit Trust
- IOR Petroleum Pty Ltd
- Ish Associates Pty Ltd
- Jack & Co Food Stores Pty Ltd
- Jainan Enterprises P/L ATF DiLeshia Family Trust
- John Duff & Co Pty Ltd
- John H Jones
- JW Bouchier & Son
- Kashan Pty Ltd
- Kel Campbell Pty Ltd
- Kookaburra's Store
- Lammermoor Convenience Centre
- Launching Fuels Pty Ltd
- LH Perry & Son Pty Ltd
- Liberty Retail

REGISTER OF MEMBERS

- Lidocole T/A Hopes Fuels Supplies BP
- Liquid Fuel Pty Ltd
- Liquid Lakes Pty Ltd
- Lowes Petroleum Service
- M & HJ Webb Pty Ltd
- Main Trading Pty Ltd
- MAKC investments Pty Ltd
- Matthews Family Trust No. 1 - TA Shell Currumbin
- Matthews Petroleum Pty Ltd
- Megaplay Amusements Pty Ltd
- Milton Holdings Petroleum Pty Ltd
- Milton Petroleum Pty Ltd
- Mini Tankers Australia Pty Ltd
- Mobil Cobram
- Mooloolah Pines Service Centre
- N&K Business Pty Ltd
- NAFTA Pty Ltd
- Neffer
- Nightowl Fuel Distributors Pty Ltd
- Niral Trading Co Pty Ltd
- Noi Services P/L ATF Noi Services Unit Trust ATF BP Grange
- North Coast Petroleum - McKinlay Enterprises Pty Ltd
- NPG Retail (Nader Petroleum Group)
- NUV Altona Pty Ltd
- NUV Langwarrin Pty Ltd
- NUV Mitcham Pty Ltd
- NUV Mulgrave Pty Ltd
- NUV Rowville Pty Ltd
- NUV Warragul Pty Ltd
- Nuvpetroleum Group
- OTR - On The Run - Reliable Petroleum Pty Ltd
- Pacific Petroleum Products
- Passions Petroleum Pty Ltd
- Pavan Fuels Pty Ltd ATF Pavan Fuels
- Petro Canada Pty Ltd
- Petro National Pty Ltd
- Petro Ten Pty Ltd
- Pinnacle Oil Pty Ltd ATF Pinnacle Oil Trust
- Pinnacle Petroleum Pty Ltd T/A Caltex Mildura
- Pinnacle Petroleum QLD Pty Ltd
- Princes Taj Pty Ltd
- Pump Group
- Purtill Petroleum
- Quality Fuels Pty Ltd ATF Quality Fuels Trust
- Rama Sai Fuels Pty Ltd
- Rampage Retail Pty Ltd
- Refuel Australia
- Rehill Brothers Pty Ltd
- Rennic Pty Ltd
- Riordan Fuels
- Rivergum Fuels Pty Ltd
- SA Petroleum Pty Ltd
- Sanzone Nominees Pty Ltd
- Sap Petroleum Pty Ltd
- Sarina Beach Store
- Serova Pty Ltd
- Shell Penola
- Shirdi Sainath Pty Ltd
- Shivashakti Pty Ltd
- SKME Trading Pty Ltd
- SL Satya Pty Ltd
- South East Petroleum
- Speedy Fuel Pty Ltd ATF The Speedy Fuel Unit Trust
- Sri Sai Fuels Pty Ltd T/A BP Edithvale
- Sri Shuban Pty Ltd
- srijay Investments Unit Trust
- Srijaya Group
- Stat Enterprises ATF Cross Business Unit Trust
- Sugartown Nominees Pty Ltd
- Summer Tides Pty Ltd
- Tasco Inland
- The Dunn Group
- Thiru Fuels Pty Ltd T/A Shell Cohuna
- Thirumala fuels Pty Ltd ATF Thirumalal Fuels Unit trust
- Trumba Pty Ltd
- Turnham Nominees
- Tysons Fueling Service Pty Ltd
- Ultra Manly
- Vibe Petroleum
- Viva Energy Australia
- Wessel Petroleum
- Westeast Petroleum Pty Ltd ATF WD Investment Trust
- Whale Auto Wash Pty Ltd
- Woodham Petroleum Services Pty Ltd
- World Fuel Services (Australia) Pty Ltd

REGISTER OF MEMBERS

TRADE PARTNERS AND ASSOCIATES

- Advanced Lighting Technologies Australia Inc
- Creditorwatch
- EMS - Environmental Monitoring Solutions
- Energy Australia
- Envirotank
- FLNT
- Franklin Fueling Systems
- Gilbarco Australia Pty Ltd
- Independent Solutions
- Informed Sources
- Leighton O'Brien Field Services
- New Sunrise
- Octane Systems Proprietary Ltd
- PDI Software
- PEC LTD (previously Gallaghers)
- HFK Lawyers (previously RCR)
- SGS Australia Pty Ltd
- Shipman King
- ATLAN (was SPEL Environmental)
- Switchco Australia Pty Ltd
- The Distributors
- United Convenience Buyers (UCB Stores)
- Wayne Fuel Retail Systems
- WEX Australia
- Australian Lottery & Newsagents Association

NPCRS MEMBERS

- 4D Group
- AAA Fuel Installations
- Above Expectations Lawn Maintenance
- Adverto Pty Ltd
- AHSS - Australian Height Safety Services Pty Ltd
- Aircon Rentals Pty Ltd
- Akumyn Pty Ltd
- Alchimie Electrical Pty Ltd
- All Fuel Works Pty Ltd
- All Fuels Australia
- Amtek Corporation Pty Ltd
- ANC Foster Pty Ltd
- APOD Soil Testing Pty Ltd
- AUS PETROLEUM SERVICES PTY LTD
- Banana Boy Pty Ltd ta Espressonics
- Bernie's Fuel Services Pty Ltd
- Black Duck Developments (Fuelsuite Pty Ltd)
- Brasco Refrigeration Pty Ltd
- BTC Communications
- Calgraphics Australasia
- Campbelltown Coolrooms (Saxona P/L)
- Canberra Communications
- Chatfield Ozcool
- Circon Constructions Pty Ltd
- City West Plumbing NSW
- Colin Mongta Inspection Services Pty Ltd
- Companion Software
- Comms Engineering and Installs
- Contract Environmental Solutions
- CW (Coast Wide) Petroleum Services Pty Ltd
- DCJ Enterprises Pty Ltd
- Dciola Developments Pty Ltd
- Dutt Transport Pty Ltd
- Enviro 3
- Enviro Waste Services Group Pty Ltd
- Environmental Advisors
- Environmental Monitoring Solutions Pty Ltd
- Envirotank Pty Ltd

REGISTER OF MEMBERS

- Evocom Australia Pty Ltd
- Fluid Installations (QLD)
- Fuelcal Engineering
- Fuelsuite Pty Ltd
- Fuelworx Pty Ltd
- Gallagher Fuel Systems
- Galt Environmental
- Gasweld Industries (Aust) Pty Ltd
- Gilbarco Australia Pty Ltd
- Go Graphics
- G-Tech Holdings Pty Ltd
- H & H Consulting Engineers Pty Ltd
- Hazkem Pty Ltd
- Hoskins Investments (AE Hoskin Building Services)
- Impact Petroelum
- Integrated Technology Services
- Intotum Pty Ltd
- JBS&G Australia
- JCC Suntech
- Killeaton Investments Pty Ltd (Proactive Contracting)
- Leighton O'Brien Field Services
- Lovegrove Electrical
- LRM Global Pty Ltd
- Masterwize Pty Ltd
- MIB Facilities Pty Ltd
- Monaghan Electrical Pty Ltd
- MPE Group Pty Ltd
- Nqpetro Pty Ltd
- Orkin Australia
- OZZBUILD
- Pacific Environmental Australia Pty Ltd
- Parcor (Brydan Industries)
- Pauls Petroleum Services Pty Ltd
- PEC
- Petrol Services Australia Group (PSA)
- Phillip Turner Cleaning
- PR Tek Refrigeration
- Premium Fuel Installations Australia Pty Ltd
- Prensa Pty Ltd
- Proflo
- Rain City Industries Pty Ltd
- Ram Security Locksmiths
- Refrigeration Solutions
- ROLO Design and Project Management
- Safe Logistics Pty Ltd
- SE Security Pty Ltd
- SGS Australia Pty Ltd
- SPEL Stormwater
- Spick & Span Commercial Property Maintenance Pty Ltd
- Switchco Australia
- Tanknology Australia
- The Inflatable Event Company Victoria
- Tony Winn Electrical
- Town and Country Electrical and LPG Services
- Turner and Townsend Thinc Pty Ltd
- Visual Culture Pty Ltd
- VOS Construction and Joinery Pty Ltd
- William Fuel Systems
- WPI Consulting
- WSP Australia Pty Ltd (formerly Parsons Brinckerhoff Australia)

LIFE MEMBERS

- Ray Jackson
- Grahame Andrewartha
- Bill Hitchen
- Grant Stillman
- Marg Taylor (in memorium)



FINANCIAL STATEMENTS



TREASURER'S REPORT



The FY24 financial results for ACAPMA reflect a strong recovery, with the Association returning to a modest profit after two challenging years. A net profit of \$56,937 was reported, reversing the losses of previous years, largely supported by a \$74,909 gain in the value of the Association's investment portfolio. This gain offset the underlying operational loss of \$17,972.

This turnaround is significant when compared to FY23, which saw an overall loss of \$50,422, with an underlying loss of \$120,325. In contrast, FY24 saw a 21% increase in total annual revenue (excluding investment returns), rising to \$1,965,765, up from \$1,626,757 in the previous year. Key drivers for this growth included the scaling up of the annual conference, growth in Training & Compliance revenues, and increased sponsorship income, notably through the Association's insurance partnership with Gallagher.

On the expenditure side, total annual costs rose by 14% to \$1,983,737, mainly due to the expanded annual conference. However, wage and salary costs decreased by 1.9%, despite a rise in the Superannuation Guarantee, due to the outsourcing of the Marketing and Events function.

The Board noted a healthy 6.9% increase in member equity, with the closing valuation of the investment fund reaching \$866,902 as of 30 June 2024.

Despite a challenging second half of FY24, the financial outlook remains positive, with the Board expressing confidence in the Association's financial health heading into the next fiscal year.



Trevor Bayliss | Treasurer, ACAPMA



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W: www.sdja.com.au

**Australasian Convenience and Petroleum Marketers Association
Independent Audit Report to the Members of Australasian Convenience and Petroleum Marketers
Association
For the Financial Year Ended 30 June 2024
Report on the Audit of the Financial Report**

Opinion

We have audited the financial report of Australasian Convenience and Petroleum Marketers Association (the Reporting Unit), which comprises the statement of financial position as at 30 June 2024, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year ended 30 June 2024, and the notes to the financial statements, including a summary of material accounting policy information; the Committee of Management Statement and the subsection 255(2A) report.

In our opinion, the accompanying financial report presents fairly, in all material aspects, the financial position of Australasian Convenience and Petroleum Marketers Association as at 30 June 2024, and its financial performance and its cash flows for the year ended on that date in accordance with:

- a) the Australian Accounting Standards; and
- b) any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

We declare that management's use of the going concern basis in the preparation of the financial statements of the Reporting Unit is appropriate.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Reporting Unit in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Information Other than the Financial Report and Auditor's Report Thereon

The Committee of Management is responsible for the other information. The other information obtained at the date of this auditor's report is in the Operating Report accompanying the financial report.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

**Australasian Convenience and Petroleum Marketers Association
Independent Auditor's Report to the Members of Australasian Convenience and Petroleum Marketers
Association
For the Year Ended 30 June 2024**

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Committee of Management for the Financial Report

The Committee of Management of the Reporting Unit is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the RO Act, and for such internal control as the Committee of Management determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Committee of Management is responsible for assessing the Reporting Unit's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Committee of Management either intend to liquidate the Reporting Unit or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objective is to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Reporting Unit's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Committee of Management.
- Conclude on the appropriateness of the Committee of Management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Reporting Unit's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Reporting Unit to cease to continue as a going concern.

**Australasian Convenience and Petroleum Marketers Association
Independent Auditor's Report to the Members of Australasian Convenience and Petroleum Marketers
Association
For the Year Ended 30 June 2024**

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Reporting Unit to express an opinion on the financial report. We are responsible for the direction, supervision and performance of the Reporting Unit audit. We remain solely responsible for our audit opinion.

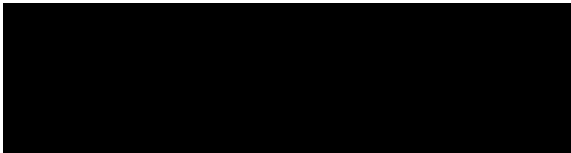
We communicate with the Committee of Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We declare that we are an audit firm where at least one member is a registered auditor and are an auditor registered under the RO Act.

Registration number (as registered by the General Manager under the RO Act): AA2023/5.



SDJA



Jonathan Rudman

Director

28 August 2024

Sydney, New South Wales

**Report Required Under Subsection 255(2A)**

For the year ended 30/06/2024

The Committee of Management presents the expenditure report as required under subsection 255(2A) on the Reporting Unit for the year ended 30/06/2024.

Categories of Expenditures	2024 \$	2023 \$
Remuneration and other employment - related costs and expenses - employees	985,077	1,003,736
Advertising	0	0
Operating costs	998,660	742,846
Donations to political parties	0	0
Legal costs	0	500

Signature of designated officer:



Name and title of designated officer: Trevor Baylis, National Board Treasurer

Dated: 27/08/2024



Committee of Management Statement

For the year ended 30/06/2024

On 27/08/2024, the Committee of Management of the Australasian Convenience and Petroleum Marketers Association passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30/06/2024.

The Committee of Management declares that in its opinion:

- a. the financial statements and notes comply with Australian Accounting Standards;
- b. the financial statements and notes comply with any other requirements imposed by Reporting Guidelines or Part 3 Chapter 8 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act);
- c. the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- d. there are reasonable grounds to believe that the reporting unit will be able to pay its debts when they become due and payable;
- e. during the financial year to which the GPFR relates, and since the end of the year:
 - i. meetings of the Committee of Management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - ii. the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - iii. the financial records of the reporting unit have been kept and maintained in accordance with the RO Act; and
 - iv. where information has been sought in any request by a member of the reporting unit of Commissioner duly made under section 272 of the RO Act has been provided to the member or Commissioner; and
 - v. where any order for inspection of financial records has been made by the Fair Work Commission under section 273 of the RO Act, there has been compliance.

This declaration is made in accordance with a resolution of the Committee of Management.

For Committee of Management: Wade Death
Title of Office held: National President
Signature:



Date: 27/08/2024

**Australasian Convenience and Petroleum Marketers Association
Statement of Profit or Loss and Other Comprehensive Income
For the Financial Year Ended 30 June 2024**

	Notes	2024 \$	2023 \$
Revenue from contracts with customers			
Membership subscriptions	3A	369,013	340,116
Capitation fees and other revenue from another reporting unit	3B	-	-
Levies	3C	-	-
Revenue from recovery of wages activity	3G	-	-
Other revenue	3E	1,584,445	1,274,257
Total revenue from contracts with customers	3	1,953,458	1,614,373
Income for furthering objectives			
Grants and/or donations	3F	-	-
Income recognised from volunteer services		-	-
Total income for furthering objectives		-	-
Other income			
Interest and dividend revenue	3D	12,307	12,384
Total other income		12,307	12,384
Total income		1,965,765	1,626,757
Expenses			
Employee expenses	4A	985,077	1,003,736
Capitation fees and other expense to another reporting unit	4B	-	-
Affiliation fees	4C	-	-
Administration expenses	4D	939,345	695,958
Grants or donations	4E	-	-
Depreciation and amortisation	4F	42,094	32,357
Finance costs		3,821	3,031
Legal costs	4G	-	500
Audit fees	15	13,400	11,500
Other expenses	4H	-	-
Total expenses		1,983,737	1,747,082
Deficit for the year		(17,972)	(120,325)
Other comprehensive income			
Items that will not be subsequently reclassified to profit or loss:			
- Net gain on revaluation of financial assets at fair value through other comprehensive income		74,909	69,903
Total comprehensive income/(loss) for the year		56,937	(50,422)

The accompanying notes form part of these financial statements.

Australasian Convenience and Petroleum Marketers Association
Statement of Financial Position
As at 30 June 2024

	Notes	2024 \$	2023 \$
Assets			
Current			
Cash and cash equivalents	5A	212,767	232,926
Trade and other receivables	5B	123,617	237,371
Other financial assets	5C	866,902	789,219
Other current assets	5D	100,743	160,017
Total current assets		1,304,029	1,419,533
Non-current			
Plant and equipment	6A	-	-
Right-of-use asset	6B	33,106	56,475
Intangibles	6C	-	18,725
Total non-current assets		33,106	75,200
Total assets		1,337,135	1,494,733
Liabilities			
Current			
Trade payables	7A	55,236	39,244
Other payables	7B	189,547	365,188
Lease liabilities	8A	25,789	22,786
Employee provisions	9A	99,733	141,824
Total current liabilities		370,305	569,042
Non-current			
Lease liabilities	8A	11,563	37,352
Employee provisions	9A	68,358	58,367
Total non-current liabilities		79,921	95,719
Total liabilities		450,226	664,761
Net assets		886,909	829,972
Equity			
Financial asset reserve	10A	168,394	93,485
Accumulated funds	10A	718,515	736,487
Total equity		886,909	829,972

The accompanying notes form part of these financial statements.

Australasian Convenience and Petroleum Marketers Association
Statement of Changes in Equity
For the Financial Year Ended 30 June 2024

	Notes	Financial Asset Reserve \$	Accumulated Funds \$	Total Equity \$
Balance at 1 July 2022	10A	23,582	856,812	880,394
Deficit for the year	10A	-	(120,325)	(120,325)
Other comprehensive income:				
Net gain on financial assets at fair value through other comprehensive income	10A	69,903	-	69,903
Total comprehensive income/(loss)	10A	69,903	(120,325)	(50,422)
Balance at 30 June 2023	10A	93,485	736,487	829,972
Balance at 1 July 2023	10A	93,485	736,487	829,972
Deficit for the year	10A	-	(17,972)	(17,972)
Other comprehensive income:				
Net gain on financial assets at fair value through other comprehensive income	10A	74,909	-	74,909
Total comprehensive income/(loss)	10A	74,909	(17,972)	56,937
Balance at 30 June 2024	10A	168,394	718,515	886,909

The accompanying notes form part of these financial statements.

Australasian Convenience and Petroleum Marketers Association
Statement of Cash Flows
For the Financial Year Ended 30 June 2024

	Notes	2024 \$	2023 \$
OPERATING ACTIVITIES			
Cash received			
Receipts from customers and others		2,093,422	1,796,779
Grants received		-	-
Interest, dividends and distributions received		12,307	12,384
Receipt from other reporting units/controlled entities	11B	-	-
Cash used			
Payments to suppliers and employees		(2,113,712)	(1,906,040)
Payments to other reporting units/controlled entities	11B	-	-
Net cash used in operating activities	11A	(7,983)	(96,877)
INVESTING ACTIVITIES			
Cash received			
Withdrawal from financial assets at fair value through other comprehensive income		-	180,000
Cash used			
Interest, dividends and distributions re-invested		(12,176)	(12,250)
Payments for intangibles		-	-
Payments for property, plant and equipment		-	-
Net cash (used in)/provided by investing activities		(12,176)	167,750
FINANCING ACTIVITIES			
Net cash provided by financing activities		-	-
Net movement in cash and cash equivalents		(20,159)	70,873
Cash and cash equivalents at beginning of financial year		232,926	162,053
Cash and cash equivalents at end of financial year	5A	212,767	232,926

The accompanying notes form part of these financial statements.

**Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Year Ended 30 June 2024**

Note 1 Summary of material accounting policies

1.1 Basis of preparation of the financial statements

The financial statements are general purpose financial statements and have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period, and the *Fair Work (Registered Organisation) Act 2009*. For the purpose of preparing the general purpose financial statements, the Australasian Convenience and Petroleum Marketers Association is a not-for-profit reporting unit.

The financial statements are presented in Australian dollars.

1.2 Material accounting judgements and estimates

When preparing the financial statements, assumptions or estimates are made and provided where applicable.

1.3 New Australian Accounting Standards

Adoption of New Australian Accounting Standard requirements

Any new and revised standards that became effective for the first time in the current financial year have been adopted. No accounting standard has been adopted earlier than the application date stated in the standard.

The accounting policies adopted are consistent with those of the previous financial year except for the following standards and amendments, which have been adopted for the first time this financial year:

- AASB 2021-2 *Amendments to Australian Accounting Standards – Disclosure of Accounting Policies and Definition of Accounting Estimates*. Application of these amendments are discussed further below.

Impact on application of AASB 2021–2 Amendments to Australian Accounting Standards – Disclosure of Accounting Policies and Definition of Accounting Estimates

This standard amends:

- AASB 7 *Financial Instruments: Disclosures*, to clarify that information about measurement bases for financial instruments is expected to be material to an entity's financial statements;
- AASB 101 *Presentation of Financial Statements*, to require entities to disclose their material accounting policy information rather than their significant accounting policies;
- AASB 108 *Accounting Policies, Changes in Accounting Estimates and Errors*, to clarify how entities should distinguish changes in accounting policies and changes in accounting estimates;
- AASB 134 *Interim Financial Reporting* to identify material accounting policy information as a component of a complete set of financial statements; and
- AASB Practice Statement 2, to provide guidance on how to apply the concept of materiality to accounting policy disclosures.

**Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Year Ended 30 June 2024**

Disclosure of Accounting Policies

Effective for annual periods starting on or after 1 January 2023, AASB 101 *Presentation of Financial Statements* (AASB 101) has been amended to replace the requirement for entities to disclose their 'significant accounting policies' with a requirement to disclose 'material accounting policy information' (AASB 101.117). The explicit requirement to disclose measurement bases has also been removed.

The amendments to AASB 101 have had an impact on the reporting unit's disclosures of accounting policies, but not on the measurement, recognition or presentation of any items in the reporting unit's financial statements.

No other amendments are expected to have a material impact on the financial statements of the Reporting Unit.

Future Australian Accounting Standards Requirements

New standards, amendments to standards or interpretations that were issued prior to the sign-off date and are applicable to future reporting periods that are expected to have a future financial impact on reporting unit include:

AASB 2020-1 – Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current

This Standard amends AASB 101 *Presentation of Financial Statements* to clarify requirements for the presentation of liabilities in the statement of financial position as current or non-current. For example, the amendments clarify that a liability is classified as non-current if an entity has the right at the end of the reporting period to defer settlement of the liability for at least 12 months after the reporting period. This Standard applies to annual reporting periods beginning on or after 1 January 2024. Earlier application is permitted.

During the financial year ended 30 June 2024, the reporting unit performed a preliminary assessment of AASB 2020-1. The Committee of Management is currently assessing the impact such standards will have on the reporting unit and will not be early adopting AASB 2020-1 for the financial year ended 30 June 2024.

1.4 Revenue

Revenue from contracts with customers

Revenue is recognised on a basis that reflects the transfer of promised goods or services to customers at an amount that reflects the consideration the entity expects to receive in exchange for those goods or services.

Revenue is recognised by applying a five-step model as follows:

1. Identify the contract with the customer
2. Identify the performance obligations
3. Determine the transaction price
4. Allocate the transaction price to the performance obligations
5. Recognise revenue as and when control of the performance obligations is transferred

**Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Year Ended 30 June 2024**

1.5 Leases

Right-of-use assets

Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease term and the estimated useful lives of the assets.

	2024	2023
Buildings	3 years	3 years

1.6 Taxation

The entity is exempt from income tax under section 50.1 of the Income Tax Assessment Act 1997 however still has obligations for Fringe Benefits Tax (FBT) and the Goods and Services Tax (GST).

1.7 Fair value measurement

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

- Level 1—Quoted (unadjusted) market prices in active markets for identical assets or liabilities
- Level 2—Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable
- Level 3—Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable

1.8 Acquisition of assets and or liabilities that do not constitute a business combination

The reporting unit did not acquire an asset or liability due to an amalgamation under Part 2 of Chapter 3 of the RO Act, a restructure of the branches of the organisation, a determination or revocation by the General Manager of the Fair Work Commission under subsections 245(1) or 249(1) of the RO Act.

Note 2 Going concern

The reporting unit is not reliant on the agreed financial support of another reporting unit to continue on a going concern basis.

The reporting unit has not agreed to provide financial support to another reporting unit to ensure they can continue on a going concern basis.

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

Note 3 Income

Disaggregation of revenue from contracts with customers

A disaggregation of the reporting unit's revenue by type of arrangement is provided on the face of the Statement of Profit or Loss and Other Comprehensive Income. The table below also sets out a disaggregation of revenue by type of customer:

	2024	2023
	\$	\$
Type of customer		
Members	1,753,162	1,404,589
Other reporting units	-	-
Government	-	-
Other parties	200,296	209,784
Total revenue from contracts with customers	1,953,458	1,614,373
3A. Member subscriptions		
Distributor retail member	328,788	300,491
Trade member	40,225	39,625
Total member subscriptions	369,013	340,116
3B. Capitation fees and other revenue from another reporting unit		
Capitation fees	-	-
Other revenue from another reporting unit	-	-
Total capitation fees and other revenue from another reporting unit	-	-
3C. Levies		
Compulsory or voluntary levies or appeals	-	-
Total levies	-	-
3D. Interest and dividend revenue		
Deposits and investment accounts	12,307	12,384
Total interest and dividend revenue	12,307	12,384
3E. Other revenue		
Conference income	599,619	382,004
Training and registration fees	784,530	682,469
Insurance commission revenue	9,342	141,088
Association sponsorship	190,000	68,000
Credit card surcharge	954	671
Miscellaneous income	-	25
Total other revenue	1,584,445	1,274,257

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

	2024	2023
	\$	\$
3F. Grants or donations		
Grants	-	-
Donations	-	-
Total grants or donations	<u>-</u>	<u>-</u>
3G. Revenue from recovery of wages activity		
Amounts recovered from employers in respect of wages	-	-
Interest received on recovered money	-	-
Total revenue from recovery of wages activity	<u>-</u>	<u>-</u>
Note 4 Expenses		
4A. Employee expenses		
Holders of office		
Holders of office - wages and salaries	-	-
Holders of office - superannuation	-	-
Holders of office - leave and other entitlements	-	-
Holders of office - separation and redundancies	-	-
Holders of office - other expenses	5,000	5,000
Subtotal employee expenses holders of office	<u>5,000</u>	<u>5,000</u>
Employees other than office holders		
Employees - wages and salaries	913,214	905,908
Employees - superannuation	98,964	92,696
Employees - leave and other entitlements	(32,101)	132
Employees - separation and redundancies	-	-
Employees - other expenses	-	-
Subtotal employee expenses employees other than office holders	<u>980,077</u>	<u>998,736</u>
Total employee expenses	<u>985,077</u>	<u>1,003,736</u>
4B. Capitation fees and other expense to another reporting unit		
Capitation fees	-	-
Other expenses from another reporting unit	-	-
Total capitation fees and other expense to another reporting unit	<u>-</u>	<u>-</u>
4C. Affiliation fees		
Affiliation fees/subscriptions	-	-
Total affiliation fees/subscriptions	<u>-</u>	<u>-</u>

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

	2024	2023
	\$	\$
4D. Administration expenses		
Total paid to employers for payroll deductions of membership subscriptions	-	-
Compulsory levies	-	-
Fees/allowances - meeting and conferences	-	-
Conference and meeting expenses	548,775	353,257
Office expenses	27,488	35,739
Information communications technology	109,984	79,649
Other	251,709	200,164
Subtotal administration expense	937,956	668,809
Operating lease rentals:		
Minimum lease payments	1,389	27,149
Total administration expenses	939,345	695,958
4E. Grants or donations		
Grants:		
Total expensed that were \$1,000 or less	-	-
Total expensed that exceeded \$1,000	-	-
Donations:		
Total expensed that were \$1,000 or less	-	-
Total expensed that exceeded \$1,000	-	-
Total grants or donations expense	-	-
4F. Depreciation and amortisation		
Depreciation		
Right-of-use asset	23,369	13,632
Total depreciation	23,369	13,632
Amortisation		
Intangibles	18,725	18,725
Total amortisation	18,725	18,725
Total depreciation and amortisation	42,094	32,357
4G. Legal costs		
Litigation	-	-
Other legal costs	-	500
Total legal costs	-	500

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

	2024 \$	2023 \$
4H. Other expenses		
Penalties - via RO Act or the Fair Work Act 2009	-	-
Total other expenses	<u>-</u>	<u>-</u>
Note 5 Current Assets		
5A. Cash and cash equivalents		
Cash at bank	202,767	222,926
Short-term deposits	10,000	10,000
Total cash and cash equivalents	<u>212,767</u>	<u>232,926</u>
5B. Trade and other receivables		
Current		
Receivables from other reporting units	-	-
Less allowance for expected credit losses	-	-
Receivable from other reporting units	<u>-</u>	<u>-</u>
Other receivables		
Other trade receivables	123,617	237,371
Total other receivables	<u>123,617</u>	<u>237,371</u>
Total trade and other receivables (net)	<u>123,617</u>	<u>237,371</u>
5C. Other financial assets		
Financial assets at fair value through other comprehensive income	866,902	789,219
Total other financial assets	<u>866,902</u>	<u>789,219</u>
5D. Other current assets		
Prepayments	100,743	160,017
Total other financial assets	<u>100,743</u>	<u>160,017</u>
Note 6 Non-current Assets		
6A. Plant and equipment		
Office equipment at cost	18,760	18,760
Office equipment accumulated depreciation	(18,760)	(18,760)
Total plant and equipment	<u>-</u>	<u>-</u>

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

6A. Plant and equipment (continued)

	Office Equipment \$	Total \$
Net carrying amount 1 July 2022	-	-
Additions	-	-
Disposals	-	-
Depreciation	-	-
Net carrying amount 30 June 2023	-	-
Net carrying amount 1 July 2023	-	-
Additions	-	-
Disposals	-	-
Depreciation	-	-
Net carrying amount 30 June 2024	-	-

	2024 \$	2023 \$
6B. Right-of-use asset		
Right-of-use asset at cost	70,107	70,107
Right-of-use asset accumulated depreciation	(37,001)	(13,632)
Total plant and equipment	33,106	56,475

	Right-of-Use Asset \$	Total \$
Net carrying amount 1 July 2022	-	-
Additions	70,107	70,107
Disposals	-	-
Depreciation	(13,632)	(13,632)
Net carrying amount 30 June 2023	56,475	56,475
Net carrying amount 1 July 2023	56,475	56,475
Additions	-	-
Disposals	-	-
Depreciation	(23,369)	(23,369)
Net carrying amount 30 June 2024	33,106	33,106

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

	2024	2023
	\$	\$
6C. Intangibles		
Training course materials at cost	90,000	90,000
Training course materials accumulated amortisation	(90,000)	(90,000)
	<u>-</u>	<u>-</u>
Website design at cost	73,066	73,066
Website design accumulated amortisation	(73,066)	(54,341)
	<u>-</u>	<u>18,725</u>
Total intangibles	<u>-</u>	<u>18,725</u>

	Training Course Materials	Website Design	Total Intangibles
	\$	\$	\$
Net carrying amount 1 July 2022	-	37,450	37,450
Additions	-	-	-
Disposals	-	-	-
Amortisation	-	(18,725)	(18,725)
Net carrying amount 30 June 2023	<u>-</u>	<u>18,725</u>	<u>18,725</u>
Net carrying amount 1 July 2023	-	18,725	18,725
Additions	-	-	-
Disposals	-	-	-
Amortisation	-	(18,725)	(18,725)
Net carrying amount 30 June 2024	<u>-</u>	<u>-</u>	<u>-</u>

	2024	2023
	\$	\$
Note 7 Current Liabilities		
7A. Trade payables		
Trade creditors and accruals	55,236	39,244
Payables to other reporting units	-	-
Total trade payables	<u>55,236</u>	<u>39,244</u>

Settlement is usually made within 30 days.

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

	2024	2023
	\$	\$
7B. Other payables		
Payable to employers for making payroll deductions of membership subscriptions	-	-
Net GST payable	19,379	25,884
Legal costs	-	-
Prepayments received/unearned revenue	170,168	339,304
Total other payables	189,547	365,188

Total other payables are expected to be settled in:

No more than 12 months	189,547	365,188
More than 12 months	-	-
Total other payables	189,547	365,188

Note 8 Lease liabilities

8A Lease liabilities

Current lease liabilities	25,789	22,786
Non current lease liabilities	11,563	37,352
	37,352	60,138

Future lease payments in relation to lease liabilities as at period end are as follows:

Within one year	27,671	26,607
Later than one year but not later than five years	11,717	39,388
Later than five years	-	-
	39,388	65,995

The entity leases office premises at Suite 14, 19-21 Central Road, Miranda, NSW, 2228. Lease term is for a period of 2 years ending 11 December 2024 with an option to extend until 11 December 2025. It is reasonably certain that the lease will be extended. Payments are made monthly and are subject to annual increase of 4%.

The following are the amounts recognised in profit or loss:

Depreciation expense of right-of-use assets	23,369	13,632
Interest expense on lease liabilities	3,821	3,031
Expense relating to leases of short-term/low-value assets (included in administrative expenses)	1,389	27,149
Total amount recognised in profit or loss	28,579	43,812

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

	2024	2023
	\$	\$
Note 9 Provisions		
9A. Employee provisions		
Office Holders:		
Annual leave	-	-
Long service leave	-	-
Separations and redundancies	-	-
Other	-	-
Subtotal employee provisions - office holders	<u>-</u>	<u>-</u>
Employees other than office holders:		
Annual leave	67,889	114,119
Long service leave	100,202	86,072
Separations and redundancies	-	-
Other	-	-
Subtotal employee provisions - employees other than office holders	<u>168,091</u>	<u>200,191</u>
Total employee provisions - office holders and employees	<u><u>168,091</u></u>	<u><u>200,191</u></u>
Current employee provisions	99,733	141,824
Non current employee provisions	68,358	58,367
Total employee provisions - office holders and employees	<u><u>168,091</u></u>	<u><u>200,191</u></u>
Note 10 Equity		
10A. General funds		
Financial asset reserve		
Balance as at start of year	93,485	23,582
Transferred to reserve	-	-
Transferred out of reserve	-	-
Other comprehensive income	74,909	69,903
Financial asset reserve as at end of year	<u><u>168,394</u></u>	<u><u>93,485</u></u>

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

	2024	2023
	\$	\$
10A. General funds (continued)		
Retained earnings		
Balance as at start of year	736,487	856,812
Transferred to reserve	-	-
Transferred out of reserve	-	-
Deficit for the year	(17,972)	(120,325)
Retained earnings as at end of year	718,515	736,487
10B. Equity - other specific disclosures - funds		
Compulsory levy/voluntary contribution fund – if invested in assets	-	-
Other funds required by rules		
Balance as at start of year	-	-
Transferred to reserve	-	-
Transferred out of reserve	-	-
Balance as at end of year	-	-
Note 11 Cash Flow		
11A. Cash Flow Reconciliation		
Reconciliation of cash and cash equivalents as per Balance Sheet to Cash Flow Statement:		
Cash and cash equivalents as per:		
Cash flow statement	212,767	232,926
Balance sheet	212,767	232,926
<i>Difference</i>	-	-
Reconciliation of surplus to net cash from operating activities:		
Deficit for the year	(17,972)	(120,325)
Adjustments for non-cash items		
Depreciation/amortisation	42,094	32,357
Addition of right-of-use asset	-	(70,107)
Expenses in investment account	9,402	10,274

**Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024**

	2024	2023
	\$	\$
11A. Cash Flow Reconciliation (continued)		
Changes in assets/liabilities		
Decrease/(increase) in net receivables	113,754	(117,442)
Decrease/(increase) in other assets	59,274	(63,689)
Increase in supplier payables	15,992	6,633
(Decrease)/increase in other payables	(175,641)	165,153
(Decrease)/increase in lease liabilities	(22,786)	60,138
(Decrease)/increase in employee provisions	(32,100)	131
Net cash used in operating activities	(7,983)	(96,877)

11B. Cash Flow Information

Receipts from/payments to other reporting units/controlled entities

Cash inflows:	-	-
Total cash inflows from other reporting units/controlled entities	-	-
Cash outflows:	-	-
Total cash outflows to other reporting units/controlled entities	-	-

Note 12 Related Party Disclosures

12A. Related party transactions for the reporting period

The following table provides the total amount of transactions that have been entered into with related parties for the relevant year.

	2024	2023
	\$	\$
Amounts received from related parties includes the following:	-	-
Expenses paid to related parties include the following:	-	-
Amounts owed by related parties include the following:	-	-
Amounts owed to related parties include the following:	-	-
Loans from/to related parties include the following:	-	-
Assets transferred from/to related parties include the following:	-	-

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

	2024	2023
	\$	\$
12B. Key Management Personnel Remuneration for the Reporting Period		
Short-term employee benefits		
Salary (including annual leave taken)	332,721	298,494
Annual leave accrued	(29,826)	8,038
Performance bonus	-	-
Total short-term employee benefits	302,895	306,532
Post-employment benefits:		
Superannuation	36,599	31,342
Total post-employment benefits	36,599	31,342
Other long-term benefits:		
Long-service leave	8,048	6,872
Total other long-term benefits	8,048	6,872
Termination benefits	-	-
Total termination benefits	-	-

Note 12C: Transactions with key management personnel and their close family members

Loans to/from key management personnel	-	-
Other transactions with key management personnel	-	-

Note 13 Financial Instruments

13A. Categories of Financial Instruments

Financial Assets

Cash and bank balances:

Cash at bank	202,767	222,926
Short term deposits	10,000	10,000
Total cash and bank balances	212,767	232,926

At amortised cost:

Trade receivables	123,617	237,371
Total amortised cost	123,617	237,371

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

	2024 \$	2023 \$
13A. Categories of Financial Instruments (continued)		
Fair value through other comprehensive income:		
Financial assets at fair value through other comprehensive income	866,902	789,219
Total fair value through other comprehensive income	866,902	789,219
Carrying amount of financial assets	1,203,286	1,259,516
Financial Liabilities		
Other financial liabilities:		
Trade creditors and accruals	55,236	39,244
Net GST payable	19,379	25,884
Employee provisions	168,091	200,191
Lease liabilities	37,352	60,138
Total other financial liabilities	280,058	325,457
Carrying amount of financial liabilities	280,058	325,457
13B. Net Income and Expense from Financial Assets		
Cash and bank balances:		
Interest revenue	131	134
Net gain from cash and bank balances	131	134
Financial assets at fair value through other comprehensive income		
Interest and dividend revenue	12,176	12,250
Investment expenses	(9,402)	(10,274)
Gain/(loss) recognised in equity	74,909	69,903
Net gain from financial assets at fair value through other comprehensive income	77,683	71,879
Net gain from financial assets	77,814	72,013

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

13C. Credit Risk

The following table illustrates the entity's gross exposure to credit risk, excluding any collateral or credit enhancements.

	2024	2023
	\$	\$
Financial assets		
Cash and cash equivalents	212,767	232,926
Financial assets at amortised cost	123,617	237,371
Financial assets at fair value through other comprehensive income	866,902	789,219
Total financial assets	1,203,286	1,259,516
Financial liabilities		
Trade payables	55,236	39,244
Net GST payable	19,379	25,884
Employee provisions	168,091	200,191
Lease liabilities	37,352	60,138
Total financial liabilities	280,058	325,457

In relation to the entity's gross credit risk the following collateral is held: nil.

Credit quality of financial instruments not past due or individually determined as impaired

No financial asset, individually, was past its due date and there were no other recoverability issues identified. Therefore, no financial asset was assessed as being impaired.

13D. Liquidity Risk

The entity does not have any financial liabilities that are subject to contractual maturities.

13E. Market Risk

Interest rate risk

The entity earns interest on the cash transaction accounts as well as short-term deposits. Interest rates on the transactions accounts are minimal, while the interest rate on short-term deposits was 1.3%. Accounts receivable and accounts payable do not attract any interest.

Price risk

The entity holds a BT Wrap account, which is an investment product allowing access to ASX-listed securities and managed funds. This financial asset has been designated as a financial asset at fair value through other comprehensive income. Its value is dependent on market prices.

13F. Asset pledged/or held as collateral

The entity does not have any assets pledged nor held as collateral.

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

13G. Changes in liabilities arising from financing activities

The entity does not have any liabilities arising from financing activities.

14 Fair Value Measurement

14A. Financial Assets and Liabilities

The committee of management of the entity assessed that cash, trade receivables, trade payables, and other current liabilities approximate their carrying amounts largely due to the short term maturities of these instruments. See Note 13A for a list of these financial assets and liabilities.

14B. Financial and Non-financial Assets and Liabilities Fair Value Hierarchy

The following tables provide an analysis of financial and non-financial assets and liabilities that are measured at fair value, by fair value hierarchy.

Fair value hierarchy – 30 June 2024

	Date of valuation	Level 1	Level 2	Level 3
Assets measured at fair value		\$	\$	\$
Other financial assets	30-Jun-24	866,902	-	-
Total assets measured at fair value		866,902	-	-
Liabilities measured at fair value		-	-	-
Total liabilities measured at fair value		-	-	-

Fair value hierarchy – 30 June 2023

	Date of valuation	Level 1	Level 2	Level 3
Assets measured at fair value		\$	\$	\$
Other financial assets	30-Jun-23	789,219	-	-
Total assets measured at fair value		789,219	-	-
Liabilities measured at fair value		-	-	-
Total liabilities measured at fair value		-	-	-

Australasian Convenience and Petroleum Marketers Association
Notes to the Financial Statements
For the Financial Year Ended 30 June 2024

Note 15 Remuneration of Auditor	2024	2023
	\$	\$
Value of the services provided		
Financial statement audit services	10,650	8,900
Assistance with financial statement preparation	2,750	2,600
Other services	-	-
Total remuneration of auditor	13,400	11,500

No other services were provided by the auditor of the financial statements.

Note 16 Contingent liabilities, assets and commitments

The reporting unit had no material contingent liabilities, assets nor capital commitments as at 30 June 2024 (2023: None).

Note 17 Administration of financial affairs by a third party

The reporting unit did not have another entity administer the financial affairs of the reporting unit for the year ended 30 June 2024 (2023: None).

Note 18 Payments to former related parties

The reporting unit did not make a payment to a former related party of the reporting unit during the year ended 30 June 2024 (2023: None).

Note 19 Events after the reporting period

There were no events that occurred after 30 June 2024, and/or prior to the signing of the financial statements, that would affect the ongoing structure and financial activities of the reporting unit.

Note 20 Section 272 Fair Work (Registered Organisations) Act 2009

In accordance with the requirements of the *Fair Work (Registered Organisations) Act 2009*, the attention of members is drawn to the provisions of subsections (1) to (3) of section 272, which reads as follows:

Information to be provided to members or General Manager:

- (1) A member of a reporting unit, or the General Manager, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under subsection (1).

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Operating Report For year ended 30/06/2024

The Committee of Management presents its Operating Report on the Reporting Unit for the year ended 30/06/2024.

Review of Activities;

- Workplace relations support: (on-going & diverse) and includes:
 - Monitoring and disseminating effect of Award Modernisation and Fair Work Commission legislation/regulations in order to provide members with current information.
 - Conducting workplace training for members and their employees.
 - General advice relating to workplace relations issues, including discrimination and occupational health and safety.
 - Advocacy before federal/state tribunals on behalf of members.
 - Negotiating with unions as appropriate.
- Representing Distributor sector on the numerous State & Federal Government Inquiry working groups:
 - Submissions to and face-to-face discussions with the Federal Government & ACCC on industry issues, particularly in relation to competition in the petroleum distribution and convenience retail marketplace, tobacco legislation, alternative fuels taxation, infrastructure, employment and planning.
 - On-going discussions with the Australian Government Treasury on Tax Reform and Federal Price Board Legislation.
 - On-going advocacy in the areas of biofuels mandating, competition and government regulation at a State and Federal level.
- Contact with the media, predominately on the concern for small business in regional & rural Australia, as well as the normal discussions on the general issue of fuel pricing and fluctuations.
- Provision of advice on industry matters to media & government.
- On-going information exchange with like associations.
- On-going development of the ACAPMA website.
- Continued Growth and development of the ACAPMA Industry Learning Solutions including Workplace Relations, Risk management and Petroleum Convenience Compliance.
- Active involvement in various State and Federal Safety and Police Armed Robbery Forums.
- Development and conduct of the Asia Pacific Fuel Industry Forum.
- Ongoing development of the National Petroleum Contractor Recognition Scheme.

Financial Affairs

There have been no significant changes to the financial affairs of the Reporting Unit. Full details of the financial affairs of the Reporting Unit can be located within the General Purpose Financial Report that forms part of the Annual Financial Report.

- The final position of ACAPMA for the financial year is a profit of \$56,937. For the previous financial year the Reporting Unit observed a LOSS of \$ 50,422
- Financial position sound for the coming year – 2024/2025 period

Right of members to resign (s 143 of the Constitution, as required by s254 of ROA);

- Any members may resign his membership by notice in writing addressed to the General Manager of the Association, and shall be delivered to him personally or by leaving it in an envelope addressed to the General Manger at the registered office of the Association, or by posting it to the General Manager at the registered office of the Association.

Superannuation Fund Declaration;

There are no Officers who are superannuation funds trustees or directors of companies that are superannuation fund trustees where being a member or Officer of a registered organisation is a criterion for them holding such a position.

ACAPMA Membership at 30/06/2024;

183	Voting Distributor Retailer Members
27	Partners
97	NPCRS
4	Life Members

311	

ACAPMA Staff as at 30/06/2024;

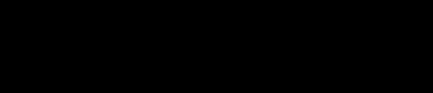
- General Manager and CEO(Full Time Employee)
- Executive Manager: Employment & Compliance (Full Time Employee)
- Financial Controller (Part Time Employee)
- National Manager, Training (Full Time Employee)
- HR Assistant (Full Time Employee)

ACAPMA Committee of Management as at 30/06/2024;

- NSW Board Member – 1 of 1 – Office Held: Representative Member & NATIONAL PRESIDENT – Wade Death
- WA & Board Member – 1 of 1 – Office Held: Representative Member & NATIONAL VICE PRESIDENT – Craig Burrows
- SA & TAS Board Member – 1 of 1 – Office Held: Representative Member & TREASURER – Trevor Bayliss

ACAPMA Board as at 30/06/2024;

- NSW Board Member – 1 of 1 – Office Held: Representative Member & NATIONAL PRESIDENT - Wade Death
- WA & Board Member – 1 of 1 – Office Held: Representative Member & NATIONAL VICE PRESIDENT – Craig Burrows
- SA & TAS Board Member – 1 of 1 – Office Held: Representative Member & TREASURER – Trevor Bayliss
- QLD Board Member – 1 of 1 – Office Held: Representative Member – Paul Wessel
- VIC Board Member – 1 of 1 – Office Held: Representative Member– Mark Tramacchi
- NATIONAL REGION Board Member – 1 of 1 – Office Held: Representative Member – Cara Williams



Signed by: Wade Death
National President
Dated this 27/08/2024

Australasian Convenience and Petroleum Marketers Association (ACAPMA)

ABN: 71 506 540 351

19-21 Central Road

Miranda NSW 2228

Phone: 1300 160 270

Fax: 02 8078 0629

Email: communications@acapma.com.au

Web: www.acapma.com.au



The Board submit the financial report of ACAPMA for the financial year ended 30/06/2024.

1. GENERAL INFORMATION

Directors

The names of the members of the Board of Management throughout the year and at the date of this report are;

- > Mark Tramacchi – Victoria
- > Cara Williams – National Region
- > Trevor Bayliss – South Australia and Tasmania
- > Paul Wessel – Queensland
- > Craig Burrows – Western Australia
- > Wade Death – New South Wales

Principle Activities

The principle activities of the association during the financial year were;

- > to represent the interests of its members with the oil companies, state and federal governments, the various regulatory authorities, the unions and the media.

Significant Changes

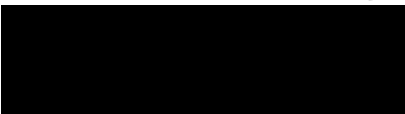
- > o significant change in the nature of these activities occurred during this year.

2. OPERATING RESULTS AND REVIEW OF OPERATIONS FOR THE YEAR

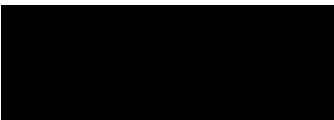
Operating Result

The profit/(loss) of ACAPMA for the financial year after providing for income tax amounted to \$56,937.

Signed in accordance with a resolution of the Members of the Board



Wade Death, National President



Trevor Baylis, National Board Treasurer

Dated: 27/08/2024



BOARD OF MANagements REPORT

The Board of Management for the year 2022-2023 presents the Annual Report

1. BOARD MEMBERS

- > Wade Death, Board President and Board Representative for New South Wales
- > Craig Burrows, Board Vice President and Board Representative for Western Australia
- > Trevor Bayliss, Board Treasurer and Board Representative for South Australia and Tasmania
- > Mark Tramacchi, Board Representative for Victoria
- > Cara Williams, Board Representative for National Region
- > Paul Wessels, Board Representative for Queensland

2. BOARD RESPONSIBILITIES

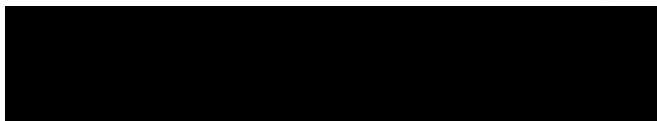
- > Drive and direct the activity of the Association
- > Oversee the report on the financial position of the Association
- > Identify and respond to industry opportunities, threats and trends that may impact members
- > Strengthen the Association to ensure ongoing service to the industry in the future

3. BOARD MEETINGS

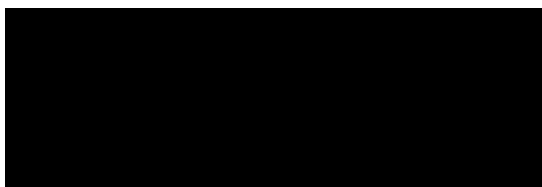
Throughout 2023-2024 the Board met;

- > August 2023 – via Videoconference including Committee of Management Meeting
- > November 2023 – in Sydney
- > March 2024 – in Adelaide
- > June 2023 – via Videoconference

Signed in accordance with a resolution of the Members of the Board



Wade Death, National President



Trevor Bayliss, National Board Treasurer

Dated: 27/08/2024



27/08/2024
Scott Carey
SDJA Audit Specialists
PO BOX 324
West Pennant Hills NSW 2125

Dear Scott,

This representation letter is provided in connection with your audit of the financial report of Australasian Convenience and Petroleum Marketers Association ("ACAPMA") for the year ended 30/06/2024 for the purpose of expressing an opinion as to whether the financial report is presented fairly, in all material respects, in accordance with the Australian Accounting Standards and the *Fair Work (Registered Organisations) Act 2009*.

We confirm that to the best of our knowledge and belief, having made such enquiries as we considered necessary for the purpose of appropriately informing ourselves:

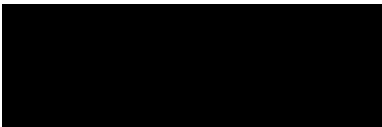
Financial Report

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement for the preparation of the financial report in accordance with Australian Accounting Standards and the *Fair Work (Registered Organisations) Act 2009*; in particular the financial report gives a true and fair view in accordance therewith.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Australian Accounting Standards.
- All events subsequent to the date of the financial report which Australian Accounting Standards require adjustment or disclosure have been adjusted or disclosed.
- The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial report as a whole.

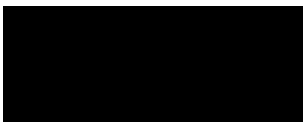
Information Provided

- We have provided you with:
 - Access to all information of which we are aware that is relevant to the preparation of the financial report such as records, documentation and other matters;
 - Additional information that you have requested from us for the purpose of the audit; and
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- All transactions have been recorded in the accounting records and are reflected in the financial report.
- We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud.
- We have disclosed to you the results of our assessment of the risk that the financial report may be materially misstated as a result of fraud.

- We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others where the fraud could have a material effect on the financial report.
 - We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial report communicated by employees, former employees, analysts, regulators or others.
 - We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial report.
 - We have disclosed to you all known actual or possible litigation and claims whose effects should be considered when preparing the financial report; and accounted for and disclosed in accordance with Australian Accounting Standards and the Fair Work (Registered Organisations) Act 2009
 - We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
- In respect of other information:
 - We have informed you of all the documents that we expect to issue that may comprise other information; and
 - The financial report and any other information obtained by you prior to the date of your auditor's report is consistent with one another, and the other information does not contain any material misstatements.



Mr Wade Death – National Board President



Mr Trevor Baylis - Treasurer

Date: 27/08/2024

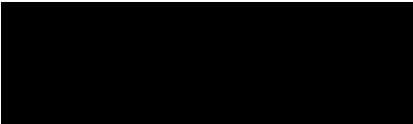


BOARD DECLARATION

In the opinion of the Board the financial report as set out on pages 26 to 70;

1. Presents a true and fair view of the financial position of Australasian Convenience and Petroleum Marketers Association as at 30/06/2024 and its performance for the year ended on that date in accordance with Australian Standards (including Australian Accounting Interpretations) of the Australian Accounting Standards Board.
2. At the date of this statement, there are reasonable grounds to believe that Australasian Convenience and Petroleum Marketers Association will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Board and is signed for and on behalf of the Board by;



Wade Death, National President

Dated: 27/08/2024

ACAPMA

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