

Ballarat Tramway Museum Inc.

Annual Report 2003 - 2004



The 2004 Begonia Festival was sponsored by Alstom. This enabled free tram rides to be provided to festival patrons. Heavy patronage resulted and four tramcars were needed at times. Wendouree Parade – Gardens Loop – 7 March 2004 *Photo Warren Doubleday.*



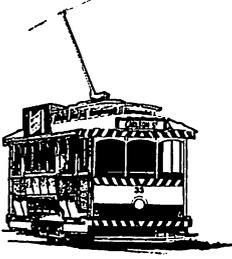
Ballarat Trams are Ballarat History



Although travel on the trams was free during the Alstom sponsored Begonia Festival, we still issued tickets to ascertain our passenger numbers. Sam Boon undertaking this task on tram No. 27, 7 March 2004. *Photo Warren Doubleday.*



The City of Ballarat reconstructed the pavement surface over which the Museum operates following the 2004 Begonia Festival. On a wet 20 May 2004, a machine prepares the surface for the next layer of asphalt. *Photo Carolyn Dean*



Ballarat Tramway Museum Inc.

Annual Report 2003 - 2004

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The Board

President	Richard Gilbert
Vice Presidents	Stephen Butler Garry Wood
Secretary	Peter Winspur
Treasurer	Carolyn Dean
Board Members	Warren Doubleday Clayton Giles Simon Green John Phillips Alastair Reither Greg Rodgers

Mission Statement

The Museum's Mission Statement for its activities is:

"Continue the development of a working museum to preserve the style of Ballarat's former street tramways and trams for the public benefit in a safe environment."

The Ballarat Tramway Museum Inc. (Association No: A0031819K)
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1. President's Report

The year in revue has been one again where new ground has been broken and the routine of our usual activities has kept us hard at work in the running of our museum.

The greatest continuing issue is that of Public Risk Insurance and the cost of the premium. Although it is a high premium, we are indebted to the Victorian State Government for making this insurance arrangement where we can at least continue to run our museum for the public.

During the year the Department of Infrastructure introduced a Code of Practice for Rail Safety Workers, which has affected our arrangements for medical certification of our members. This issue was debated at our Board meetings and representatives attended the D.O.I briefings and we made representations to our peak body, the Association of Tourist Railways. The system is now in place and we have further had to be inventive on informing our members of the system and develop a workable arrangement for our members to accommodate the new system.

Whilst these regulatory arrangements have to be contended with, there were some developments that brought great interest and enthusiasm from the members.

The Begonia Festival operation was sponsored by Alstom, the operators of the Ballarat Railway Workshops, and this was hailed as a great achievement for our museum.

The festival gives us great prominence and to obtain full sponsorship during this time was hailed as an achievement for our museum. We had become sizeable enough to be recognised as a body worth sponsoring and this has encouraged us greatly. We carried over 10,000 passengers over the 5 day period and this was a remarkable achievement.

The opening of the Prisoners of War Memorial at our Carlton Street terminus has been a drawcard to the Gardens and even to us. A spin off to this was that the City Council Engineering Department decided to renew the bitumen surface over the length of our tramway, for better road conditions and public safety. This has greatly improved our roadway appearance.

A planning day was held at the Moorabool Reservoir, an ideal small conference venue, near Ballarat, where a lot of discussion, presentations and feed back was welcomed by the Board from our membership on directions for our future. These outcomes have been collated and a report back will take place after our Annual General Meeting at the same venue. It is most important we all talk together on the future strategies of our museum to gain the valuable thoughts and contributions from a good cross section of our membership.

The museum was well represented in New Zealand at the Conference of Tramway Museums of Australasia in June and the fraternal greetings and friendships between all the Australasian museums were further developed.

We continue to host the shipping container for the Tramway Historical Society, Christchurch, on our property at Bungaree. This is a repository of mainly former Melbourne tramway surplus items eventually bound for New Zealand.

The museum has made a momentous decision to seek an extension of the tramline in Wendouree Parade and a submission is being prepared for all parties to the matter to be fully informed of our application. This will be a highlight of our activities in the coming year.

The year 2005 will see us celebrate 100 years of electric tram operation in Ballarat and planning is underway. To coincide with this major event will be the launch of the book on Ballarat tramway history, written by long time member Alan Bradley.

It will be a good time to foster the bond between our members and to promote our museum to all those around us.

We have had a good year and look forward to another where we will go forward in our development. We have a proud history as a successful tramway museum that we all love to be involved with and contribute to. We individually gain in different ways from the experience in being involved in our museum. It enriches our lives to volunteer and to offer the community our enthusiasm for them to enjoy and take home great memories of their visit to Ballarat.

All this success would not be possible if it was not for the cohesive support from all the members.

The position of being President of the museum is one where I have had much pleasure in being there because it really is a positive group, making strides ahead each year. I wish to thank all the Board members who attend each month and contribute their talents in a positive way.

I thank those in Local and State Government for their assistance in various matters pertaining to our business.

Those Members leading the areas of responsibility, being Secretary, Treasurer, Engineering, Traffic, Marketing, Membership and Safety Incidence Management have done an admirable job. The dedication and support from the membership truly shows the success of this museum and it is most enjoyable to be part of a wonderful team.

I thank all the members for their contribution and look forward to another successful and enjoyable year.

Richard Gilbert



Our W3 earning its keep.
Begonia Festival 2004.
Photo: Warren Doubleday

2. Secretary's Report

As both Secretary and Traffic Manager I never seem to be without work. Much of it is rewarding and some is just routine. When we first met in Melbourne in May 1971 with the simple hope of saving some of the Ballarat trams and tracks to operate as a tourist attraction I am sure we had no idea of where the Museum would be come the new millennium. We certainly had no idea that thirty years later some of us would be spending more time administering the organisation than actually operating the trams.

The volume of paper correspondence passing through the post box has continued to fall in recent years as it is replaced by e-mail. This year only 673 items were registered, nearly 110 less than two years ago. The dissemination of minutes and other information among board members has become a much easier and more efficient task. Spam is still a great scourge and is now arriving at the rate of between 50 and 100 a day.

The Board met eleven times during the year and meetings continued to be very productive. Alastair Reither returned to the Board replacing Andrew Cox. Andrew continues to be active in maintaining our web site.

Carolyn Dean moved to Ballarat in March and increased the Board representation in the Ballarat area to four. This is a great improvement on only a few years ago when not one board member lived in Ballarat. Carolyn's proximity has streamlined the system of paying in monies and has reduced the workload on Dave Macartney who until now has collected and processed all the mail. Carolyn is also trying to improve the

Museum's networking within the community, an area in which we have been sadly deficient.

At the end of the year Membership was 191. Three new members and two Junior Supporters joined during the year. Two Junior Supporters became full members. Long time member, Ida Kingsley, mother of Bill, passed away on Christmas Day. Greg Rodgers was again Membership Officer. Fees were maintained at \$20 and the Museum was very heartened at the number and size of the donations which accompanied many renewals. Every donation increased the federal government's support of our Museum.

The Safety and Incident Management Committee continued to meet as required during the year. It is completely revamping our Risk Analysis and this has included using GPS equipment and stopwatches to study the operation of trams in Wendouree Parade. Internal audits of our Safety Management System were carried out and the Department of Infrastructure Safety Branch's auditor paid her the annual visit. Good compliance with the Museum's safety management system was found. Despite representations from many heritage groups the new and totally inappropriate medical standards for "rail safety workers" have become law. Further, they will apply federally (with a few minor amendments) from 1 July 2004. The Committee waited for the federal standard to be finalised and will now amend our system to comply.

I attended the bimonthly meetings of the Tramway Heritage Forum at the Department of Infrastructure. This forum

has proved invaluable in developing a strong link for all the heritage tramways with the appropriate arm of government. Mike Ryan, Heritage Coordinator for the Department, has continued to do a wonderful job in ensuring not only that Melbourne's tramway heritage is preserved and displayed but that the whole state's collection is seen as important no matter where it is housed.

Andrew Cox completely rebuilt our web site during the year. Our new host enables us to introduce e-mail addresses based on our own name and info@btm.org.au is the first. This will mean that in the future the Museum will no longer be tied to the same Internet provider.

Peter Winspur

3. Marketing Manager's Report

With limited resources available to promote itself, the Museum has continued to avail itself of any free publicity or marketing initiative. It remains a member of the Ballarat Tourist Association and, wherever possible, is involved with initiatives of Ballarat Tourism. It is hard to maintain a high level profile when our operating and opening hours are limited. It is the continuing belief of the Board that most of our visitors are "off-the-street" and our advertising budget, such that it is, is targeted at the local visitor market. There has been no specific marketing undertaken this year.

With the generous assistance of one our members the "Welcome Aboard" brochure continues to be given to each group of passengers. It provides information about the Museum and a brief history of trams in Ballarat.

Our revamped web site continues to provide a world wide exposure. The Museum actively pursued any opportunity for free listings or links at other tourist and museum sites.

On tram sales continue at lower levels than previous years. The Museum has continued to stock a range of items aimed

at the tourist market as well as a small selection of books, videos, calendars, etc for the enthusiast or more interested member of the public. Careful management saw a small surplus of \$2300.

The negotiations for our participation in the Begonia Festival this year were carried out by Stephen Butler and a very successful result was obtained, as mentioned in the Traffic Manager's report. Also a post Festival meeting was attended by Stephen Butler and Peter Winspur and hopefully next year will see us operating under a similar situation.

Distribution of our brochures around local motels and other accommodation providers has continued throughout the year and the brochure is also available at the tourist information centre located at Federation Square, Melbourne.

After our planning meeting and workshop there have been several ideas put forward to enhance our profile and marketing strategies. Some have already been followed up and I would anticipate that more will be investigated, and hopefully acted upon, over the next 12 months.

Stephen Butler

4. Technical Services Manager's Report

The past year has been one of steady progress in the areas of tramcar and infrastructure maintenance. While no significant milestones were recorded a large number of ongoing items have progressed towards completion thanks to the efforts of our dedicated group of members.

The changes to the Begonia Festival and major events such as the opening of the Ex P.O.W memorial have provided additional challenges for the technical services team this year with the former taking up the time of most active members for the duration and the latter requiring substantial changes to our overhead wiring near Carlton St.

Following the return to service of No 27 work commenced on removing the trucks from No 40 as part of our ongoing program of motor reconditioning. While out of service the opportunity will be taken to do some long overdue work on the body of this tram which forms such an important part of the story of the Ballarat trams.

Safety remains a strong focus of the museum and is highlighted by the now almost continuous program of mechanical overhauls which seek to not only provide a better and safer operational tram fleet, but to also correct past mistakes and shortcuts and thereby ensure the continuing future of our museum and collection.

Tramcar Status

Nos 1, 13, 18, 26, 28, 33, 45, 661 and 671 - in service and receiving regular maintenance on a scheduled basis. No 45 has seen considerably less use this year compared to the almost weekly running of the previous years.

No 14 - remains in storage with no use in the past year while awaiting workshop time for a major mechanical overhaul.

No 27 - after being recommissioned in September 2003, the tram has remained in active service and has received regular scheduled maintenance along with minor repairs.

No 38 - was removed from storage and made operational again prior to the Begonia Festival. It was in the end decided not to return this tram to active service, however it has been kept operational and is displayed regularly on the depot fan.

No 40 - work is under way on preparing the body for repairs and painting while work is nearing completion on the reconditioning of the number 2 end motor and armature.

No 8 (Scrubber) - work continues on repainting with both cabs now virtually completed. Use of this tram has remained limited due to ongoing water restrictions in Ballarat.

No 12 - slow progress has continued on the body and roof framing of this tram as permitted by the limited time available. We remain optimistic of securing funding to produce the mechanical components that are essential to completing this project.

Thanks to both the regulars and the new members who have contributed time during the year and helped us to progress just a little further towards our goals.

Garry Wood

5. Traffic Manager's Report

The past year proved to be a mixed one. Patronage continues to be very unpredictable. The Museum is very dependent on the visitation levels to the Gardens precinct and this is affected by many factors over which there is little control.

Another successful "Springfest" saw 602 passengers carried. Our W Class trams did what they were designed for - carry people. This is now the biggest event for the Lake Precinct after the Begonia Festival. The Museum again participated in "CopsnKids" an initiative of the Victoria Police to give some pleasure to young kids suffering from cancer.

Santa (aka Roger Salen) paid his annual visit to drive the tram on the Sunday before Christmas ably assisted by Conductor Sam Boon. Frank Puls also gave up his Christmas afternoon to ensure that we could give pleasure to those who chose to visit the Gardens.

Trams ran every day from Christmas Day to Australia Day and good weather saw the best patronage since 1998.

The highlight of the year without doubt was the Begonia Festival. Barbara Chalkeley, Director of the Festival, approached the Museum with the proposal that if she could obtain sponsorship the Museum would provide free transport to and from the carparks.

Thanks to the efforts of Stephen Butler an agreement was formally signed. Alstom (Ballarat Railway Service Centre) came on board as the sponsor and our trams and crews were suitably adorned with corporate clothes. The Museum committed to providing at least two trams at all times for the revamped and shortened festival.

A herculean effort by our staff resulted in 10,248 people being carried in only five days. With up to four trams operating at any one time, the whole operation proceeded without a hitch. At no time were the trams unable to pick up all the people who wished to travel. Some six hundred hours were worked by our staff of twenty-five. Six people worked every day, one for fifty-seven hours. The best ever one day total of 1731 set in 1997 was nearly doubled to 3234. Congratulations to everyone concerned.

Twenty-two charters operated during the year for a great variety of groups. Thanks to the efforts of Richard Gilbert, Midland Tours have included a visit to the Museum on many of their tours.

The Museum suffers from the different dates the various states set for school holidays with Victoria almost always ahead of the other states. We see many interstate visitors during the holidays but not enough to operate after Victoria has returned to school.

Rotary – Young Ambition worked hard again this year to promote and run another “tram pull”. It was a great success with all proceeds going towards a new dialysis unit for Ballarat Health Services. The Museum was more than willing to provide the trams but is yet to find sufficient strong and willing volunteers to make up a team and participate as a competitor. The event has now become part of Ballarat’s annual calendar and should prove to be an even bigger event in 2005.

For the first time I established a database of the work done by our individual drivers. This was due to the risk analysis that is being undertaken of operating trams in Wendouree Parade. The results were surprising. Four drivers drove

49.1% of the kilometres run. Ten drove 86.1%. The top seven drivers are all over sixty years of age.

Although the Museum has a good range of ages among its drivers most of the work is being performed by the oldest ones. Combined with the difficulty of finding new people who are able to commit to the required training and then actually drive once a month or so, the Museum could find itself unable to meet its commitments in a few years. The new medical regime which is very expensive, intrusive and inconvenient for our volunteers has also been forced on the Museum and can only be a further deterrence to volunteering.

No new drivers were trained during the year but Sam Boon progressed to a full conductor and Merle Clowes, wife of John, joined and was trained as a conductor.

The award for the person who spent the most time on the road goes to Conductor Austin Brehaut who was rostered for about 45 days during the year and assisted with almost all our charters. I know he gets more than a little enjoyment out of the job.

Again I thank all our drivers and conductors and in particular those who are prepared to show up so regularly and so often. Our trams are an integral part of the Gardens precinct and it is our crews who ensure that this remains so.

My usual thanks also to Alan Snowball who is always there to tend to mechanical and infrastructure problems and to Dave Macartney who continued to be present at the Museum every day of the year.

Peter Winspur

Drivers for 2003 - 2004

Name	Days	Hours	Km
Frank Puls	39	144:27	972.4
Roger Salen	26	126:10	759.2
John Clowes	25	112:20	751.4
Dave O'Neil	20	99:43	676.0
Len Millar	15	76:26	574.6
Gavin Young	24	70:04	509.6
Peter Winspur	23	55:48	353.6
Richard Gilbert	11	43:57	319.8
Stephen Butler	11	44:01	301.6
John Phillips	10	41:59	283.4
Bill Kingsley	9	37:05	223.6
Andrew Mitchell	4	21:28	132.6
Simon Green	8	15:27	114.4
Alastair Reither	6	15:44	111.8
Robert Paroissien	4	13:54	98.8
Mark McKay	3	11:13	88.4
Clayton Giles	2	4:50	33.8
Phillip Bertram	1	2:35	23.4
Darren Hutchesson	1	3:15	20.8
Carolyn Dean	5	2:37	18.2
Anita Hutchesson	1	2:50	15.6
Simon Jenkins	1	2:05	7.8
Warren Doubleday	1	0:30	2.6
Totals	250	948:28	6393.4

6. Museum Services Manager's Report

The major task undertaken during the year was the cataloguing of the extensive collection of Travis Jeffery's estate that was donated to the Museum during the previous year. Although at year's end, the task was yet to be completed, the majority of the photos have been catalogued.

Some 293 Registered items were added to the collection, giving us just on 2700 Registered items. The number of images has increased from about 3350 to just under 3900. The handling of this data, keeping it up to date is ongoing.

Our secondhand PC that replaced the former Archives Room computer failed during the last quarter of the year. A new PC was purchased and it has improved our ability to catalogue the collection. Further improvement to our collection management equipment is being planned.

Donations continue to be received, though at a reduced pace compared to other years. This has enabled a little bit of the backlog to be caught up. The Museum has acquired a number of Ballarat postcards, mainly of Sturt St. showing trams around the time of the opening of the electric tramway.

Assistance continues to be provided to a small number of people who make enquiries about former employees – mainly of the ESCo era.

On 18 October 2003, about 25 Museums Australia members visited the Museum as part of a tour of Ballarat Museums. They had a good look at our "large object"

collections and the problems of storing them and keeping them going. A number also had a look at the way we have prepared our disaster kit and the way we meet our Museum Accreditation requirements.

As part of our strategic planning, a workshop to consider future directions of the Museum was undertaken at the Moorabool Lodge on 3 April 2004. One of the documents considered was the 2003 Museum Accreditation report, with many of the relevant aspects being taken up in the future planning for our development, in particular our relationship with the Community.

Our active involvement with Museums Australia, the Council of Tramway Museums of Australasia (COTMA) and other umbrella groups often involves requests to provide advice or input into seminars, forums, papers etc and is appreciated by them.

Warren Doubleday

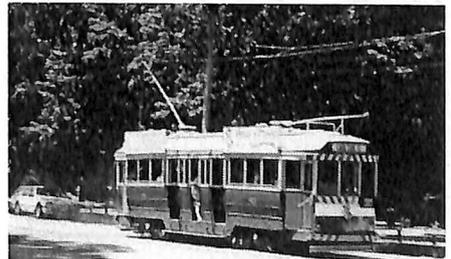


Photo: Ray Marsh

2003/2004 OPERATING STATISTICS

	DAYS RUN	KILOMETRES RUN	PASSENGERS CARRIED	AV PASS PER KM	AV KM PER DAY	AV PASS PER DAY
JULY	17	585.0	869	1.49	34.41	51.1
AUGUST	11	293.8	306	1.04	26.71	27.8
SEPTEMBER	16	527.8	688	1.30	32.99	43.0
OCTOBER	14	392.6	584	1.49	28.04	41.7
NOVEMBER	13	475.8	1153	2.42	36.60	88.7
DECEMBER	13	555.8	1008	1.81	42.75	77.5
JANUARY	27	1024.4	2223	2.17	37.94	82.3
FEBRUARY	11	384.8	745	1.94	34.98	67.7
MARCH	14	964.6	10864	11.26	68.90	776.0
APRIL	18	649.4	1568	2.41	36.08	87.1
MAY	13	353.0	555	1.57	27.15	42.7
JUNE	11	317.2	286	0.90	28.84	26.0
TOTAL	178	6524.2	20849	3.20	36.65	117.1
OVERALL	5313	210796.8	552275	2.62	39.68	103.9
PREV YEAR	180	6534.2	14250	2.18	36.3	79.2

Note: Overall Kilometre total excludes Km run in Melbourne.

2003/2004 TRAMCAR STATISTICS

CAR	2003 - 2004 TOTALS			PROGRESSIVE TOTALS		
	DAYS RUN	HOURS RUN	KILOMETRES RUN	DAYS RUN	HOURS RUN	KM RUN
1	0	0:00	0.0	4	6:50	22.7
13	13	62:03	377.0	332	1613:13	10251.8
14	0	0:00	0.0	1138	5411:51	38721.8
18	30	132:21	881.4	706	3347:38	22235.2
26	19	100:34	746.2	548	2540:40	21421.4
27	37	167:52	1136.2	1214	5453:37	39694.2
28	21	79:47	475.8	461	2019:07	13759.2
33	23	96:53	600.6	973	4358:03	29855.8
38	0	0:00	0.0	220	608:50	4188.6
40	1	4:43	33.8	374	1492:48	11411.4
45	23	107:45	743.6	193	909:09	6115.2
661	23	100:35	715.0	301	880:02	5662.8
671	30	114:08	780.0	334	1106:44	7204.6
8	8	6:24	34.6	58	63:46	252.1
TOTALS		973:05	6524.2		29812:18	210796.8
PREV YEAR		1039:31	6534.2			

Kilometres run are calculated by the number of trips multiplied by 2.6

BALLARAT TRAMWAY MUSEUM INCORPORATED

Association No. A0031819K

Statement of Financial Performance for Year Ended 30th June, 2004

2003		
\$	INCOME	
3,162	Membership Subscriptions	3,132
44	Donations Received - General	56
12,632	- Museum	14,046
(1,206)	Surplus Souvenir & Kiosk Operations	2,304
19,288	Fares	14,299
310	Advertising	310
8	Bungaree House Rent	0
1,229	Interest Received	1,373
1,500	Grants Received	0
0	Begonia Festival Sponsorship	5,000
243	Sundry Income	1,919
<u>37,210</u>	Total Income	<u>42,439</u>
	LESS EXPENDITURE	
57	Advertising	685
303	Bank Charges & Duties	287
1,156	Bungaree House Expenses	2,895
6,813	Depreciation	6,809
2,047	Electricity	1,730
512	General Expenses	344
7,806	Insurance	12,697
140	Land Rent	140
283	Motor Vehicle Expenses	286
1,440	Printing & Stationery	1,057
138	Rates	155
8,190	Repairs & Maintenance	8,737
210	Subscriptions	385
2,413	Telephone & Postage	2,532
<u>31,508</u>	Total Expenditure	<u>38,739</u>
\$5,702	SURPLUS FOR YEAR	\$3,700
120,043	Accumulated Funds as at 30th June, 2003	125,745
<u>\$125,745</u>	Accumulated Funds as at 30th June, 2004	<u>\$129,445</u>

BALLARAT TRAMWAY MUSEUM INCORPORATED

Association No. A0031819K

Statement of Financial Position as at 30th June, 2004

2003			
\$	CURRENT ASSETS		
100	Cash on Hand		100
3,825	Commonwealth Bank of Australia		7,196
32,000	Commonwealth Financial Services		32,000
1,008	Debtors & Prepayments		793
5,011	Stock on Hand (at lower of cost or sale value)		5,857
<u>41,944</u>	Total Current Assets		<u>45,946</u>
	NON CURRENT ASSETS		
20,125	Land & Buildings (at cost)		20,125
53,516	Tram Depot & Trackwork (at cost)	53,516	
(44,572)	Less Provision for Depreciation	<u>45,082</u>	8,434
3,201	Electrical & Overhead Equipment (at cost)	3,201	
(3,201)	Less Provision for Depreciation	<u>3,201</u>	0
4,101	Trams (at cost)	4,101	
(3,993)	Less Provision for Depreciation	<u>4,098</u>	3
4,497	Other Equipment (at cost)	5,950	
(4,382)	Less Provision for Depreciation	<u>4,301</u>	1,649
200	Motor Vehicle (at cost)	200	
(200)	Less Provision for Depreciation	<u>200</u>	0
96,924	Trams Restoration (at cost)	99,110	
(48,343)	Less Provision for Depreciation	<u>53,297</u>	45,813
23,329	Museum Equipment (at cost)	21,721	
(11,471)	Less Provision for Depreciation	<u>10,042</u>	11,679
<u>89,731</u>	Total Non Current Assets		<u>87,703</u>
<u>\$131,675</u>	TOTAL ASSETS		<u>\$133,649</u>
5,930	Creditors		4,204
<u>5,930</u>			<u>4,204</u>
5,930			4,204
<u>\$125,745</u>			<u>\$129,445</u>
<u>\$125,745</u>	Accumulated Funds as at 30th June, 2004		<u>\$129,445</u>

BALLARAT TRAMWAY MUSEUM INCORPORATED

Association No. A0031819K

Statement of Cash Flows for Year Ended 30th June. 2004

2003			
\$	Cash Flows from Operating Activities		
39,728	Revenue from Operations	40,435	
(24,190)	Payments to Suppliers and Employees	(33,656)	
1,229	Interest Received	1,373	
<u>16,767</u>	Net Cash provided by Operating Activities		8,152
	(see Note 2)		
Cash Flows from Investing Activities			
(9,283)	Additions to Tram Depot & Trackwork	0	
(9,584)	Additions to Tram Restoration	(2,186)	
0	Additions to Other Equipment	(1,818)	
0	Additions to Museum Equipment	(777)	
<u>(18,867)</u>	Net Cash used in other activities		<u>(4,781)</u>
(2,100)	Net Increase (Decrease) in Cash Held		3,371
38,025	Cash at beginning of year		35,925
<u>\$35,925</u>	Cash at end of year		<u>\$39,296</u>

NOTES TO THE STATEMENT OF CASH FLOWS

1. Reconciliation of Cash

For the purpose of the Statement of Cash Flows, cash includes cash on hand and in banks and investments in money market instruments. Cash at the end of the year as shown in the Statement of Cash Flows is reconciled to the related items in the financial statements as follows:

100	Cash on Hand	100
3,825	Commonwealth Bank of Australia	7,196
<u>32,000</u>	Commonwealth Financial Services	<u>32,000</u>
<u>\$35,925</u>		<u>\$39,296</u>

2. Reconciliation of Net Cash provided by Operating Activities to Operating Profit after Income Tax

5,702	Operating Surplus	3,700
6,813	Depreciation	6,809
	Changes in Assets and Liabilities	
(750)	(Increase) Decrease in Debtors	215
3,881	(Increase) Decrease in Stock on Hand	(846)
1,336	Increase (Decrease) in Creditors	(1,726)
<u>(215)</u>	Increase (Decrease) in Income Received in Advance	<u>0</u>
<u>\$16,767</u>		<u>\$8,152</u>

BALLARAT TRAMWAY MUSEUM INCORPORATED

Association No. A0031819K

Notes to and Forming Part of the Financial Statements Year Ended 30th June, 2004

1. Summary of Significant Accounting Policies

The Society's financial statements have been drawn up in accordance with the accounting standards of the Australian Accounting Bodies approved accounting standards. They have been prepared in accordance with the historical cost convention except for certain assets which are at valuation. The accounting policies adopted are consistent with those of the previous year.

2. Depreciation

Depreciation is provided on a straight line basis on all tangible fixed assets, other than freehold land, at rates calculated to allocate their cost or valuation less estimated residual value, against revenue over their estimated useful lives.

Where it has been impossible to determine the cost of an asset, the Directors' valuation has been used as the basis for calculating depreciation.

Major depreciation periods are:-

Trams	20 years
Motor Vehicles	7 years
Museum Site Improvements	20 years
Plant & Equipment	20 years

Additions and disposals are depreciated for a pro rata period in the year of acquisition or disposal.

2. Income Tax

The Museum is exempt from Income Tax under Section 50.45 of the Income Tax Assessment Act 1997.

4. Inventories

Inventories are valued at lower of cost and net realisable value, and include all costs incurred in bringing it to the society's store.

BALLARAT TRAMWAY MUSEUM INCORPORATED
Association No. A0031819K
Statement by the Committee
Year Ended 30th June, 2004

(1) In the opinion of the committee of Ballarat Tramway Museum Inc.

(a) the financial statements and notes, set out on pages 13 to 16 are in accordance with the Incorporated Association's Law, including:

- i) giving a true and fair view of the financial position of the association as at 30th June, 2004 and of its performance, as represented by the results of its operations and its cash flows for the year ended on that date; and
- ii) complying with the Accounting Standards and the Constitution of the Association;

(b) there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due and payable.

In accordance with a resolution of the committee dated at Ballarat in the State of Victoria this 25th day of August, 2004.

R. Gilbert
President

C. Dean
Treasurer

**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF
BALLARAT TRAMWAY MUSEUM INCORPORATED
Association No. A0031819K**

Scope

We have audited the financial report of the Ballarat Tramway Museum Incorporation for the year ended 30th June, 2004 as set on pages 13 to 16. The Committee is responsible for the financial report. We have conducted an independent audit of the financial report in order to express an opinion it to the members.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements so as to present a view which is consistent with our understanding of the association's financial position and the results of their operations and its cash flows.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In our opinion, the financial report presents fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements the financial position of Ballarat Tramway Museum Incorporated, as at 30th June, 2004 and the results of its operations and its cash flows for the year then ended.

K.L. Paroissien & Associates
Certified Practising Accountants

R.G. Paroissien
Partner

Hawthorn, 25th August, 2004



Sturt St - Saturday 14 August 1971 - at the intersection with Doveton St sees No. 26 inbound to the city terminus. By about 2pm, the time shown on the Town Hall clock, Sturt St. was quiet. Today, it is full of traffic, with plenty of traffic calming devices to cater for our motorcar culture. *Both photos David Endacott, BTM Collection.*





The new Australian Prisoners of War Memorial at the Carlton St. end of the Gardens precinct has been a significant addition to the Gardens area, attracting many visitors. Tram No. 27 is seen arriving at Carlton St on 7 March 2004. *Photo Warren Doubleday.*



School visits enable the Museum to provide both an educational and physical experience to young students. The Haddon Primary School visited the Museum on August 4, 2003. *Photo Austin Brehaut.*