

Ballarat Tramway Museum Inc.



Wendouree Parade, 29 September 2013 Photo: Peter Winspur

Annual Report 2013 - 2014

Ballarat Trams are Ballarat History



Peter, Greg & Peter



Deepthi



Paul & Robert

A few of our Volunteers

Photos: Roger Gosney, Peter Winspur, Alastair Reither, BTM collection



Alastair & Rabbit



Andrew, Peter & Gavin



Tony



Geoff



Peter



Richard & Reece



Greg



Roger



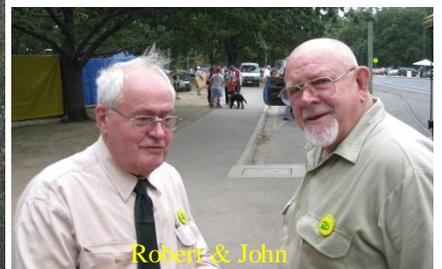
Stephen



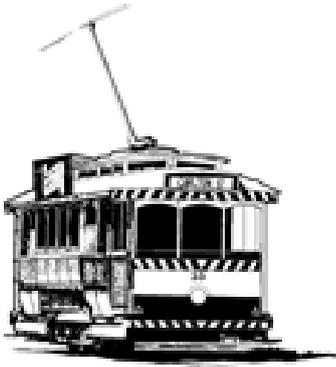
Simon, Reece & Graeme



Peter & Ryan



Robert & John



Ballarat Tramway Museum Inc.

Annual Report 2013 - 2014

Contents

| | |
|--|---------|
| 1. President's Report | 4 |
| 2. Secretary's Report | 5 |
| 3. Marketing Manager's Report | 7 |
| 4. Museum Services Manager's Report | 7 |
| 5. Technical Services Manager's Report | 8 |
| 6. Operations Manager's Report | 9 |
| 7. 2013 – 2014 Operating Statistics | 12 |
| 8. Financial Statement and Statutory Reports | 13 – 18 |

The Board

| | |
|----------------|------------------|
| President | Greg Rodgers |
| Vice President | Paul Mong |
| Secretary | Peter Winspur |
| Treasurer | Carolyn Cleak |
| Board Members | Reece Carter |
| | Warren Doubleday |
| | Richard Gilbert |
| | Len Millar |
| | Alastair Reither |
| | Peter Waugh |

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)
P O Box 632 Ballarat Vic 3353 Tel/Fax 61 3 5334 1580
Email: secretary@btm.org.au Web: <http://www.btm.org.au>

1. President's Report

Welcome to the 2013-2014 Annual Report for the Ballarat Tramway Museum.

2013-14 has been another eventful year and the Museum continues to provide what we believe is the most authentic vintage street tramway experience in Australia.

When you read the reports from the various managers in the Museum you will see that the last year has been a very busy one with a number of projects completed and others beginning.

I would like to take this opportunity to acknowledge and thank governments both State and Federal and the Ballarat City Council for the support given through various grant programmes. These grants help us to continue the work of conserving and restoring our tram fleet and thus enabling us to enhance the experience we provide to our customers.

Trams 18 & 12 have benefitted this year.

I would also like acknowledge the support and help of Adrian Ponton, Registrar – Tourist & Heritage, over the last year.

The City of Ballarat has continued to partner the Museum during the Begonia Festival.

2014 was the eleventh time we have provided free transport to and from the festival and it was one of the busiest yet. The Festival gives us the opportunity to show that trams can move large numbers of people and also provide a special experience. The museum was also involved in the “Tram Pull” run by the *Ballarat Rotary – Young Ambition*. I would like to acknowledge the financial contribution we received from Rotary as

the result of our involvement.

In the last year the museum has been the recipient of a significant bequest from the deceased estate of member Bill Kingsley. Details are in the accompanying financial report. The Board has deliberated very seriously over how this money is to be utilised and has set a clear policy in this regard. It has been determined to set aside a sum which will be treated as a “future fund”. The rest will be allocated towards projects which the Board determines to be special. The first project to benefit will be Number 12.

Near the end of the current year the Board determined to start a process which would result in the development of a comprehensive Business Plan. This plan when it is finalised will set the path for our future development. It will give us a structure to enable the board to plan for the future. It will also assist the museum when we apply for grants from government organisations. Vice President and Project Manager Paul Mong has been the driving force behind this project.

The last Annual General Meeting approved and adopted a new set of rules for the governance of the Museum. This was due to a number of changes made to the Act of parliament which covers incorporated associations. Generally there has been no change to how we operate on a day to day basis but there has been one significant change. Past practice has seen the membership rates set by the Board in time for the new membership year beginning July 1st. The new rules require the membership rate to be set by the annual general meeting. As a result this year there will be a recommendation from the Board regarding the rate for next year.

The last year has seen a number of new members join the museum and we have continued to train new drivers and conductors. We have also welcomed new volunteers in the maintenance areas.

Finally I would like to thank rest of the board for all the hard work they have put in over the last year. As I have said before it is only because such people are willing to freely give their time that organisations like ours can grow and prosper.

Greg Rodgers

2. Secretary's Report

Running a voluntary organisation (which one usually joins as a hobby) always ends up 80% routine work and 20% hobby. The BTM is no exception. To ensure that it functions smoothly and legally, achieves its aims and provides evidence in the future of what has occurred, requires hours of work. If what you are doing is also helping to preserve something you believe is integral to the history of where it is, this can be very rewarding. At same time, perhaps the community where the organisation belongs is blissfully unaware of this contribution of which is the beneficiary.

An extensive review of the Museum's Business Plan identified areas where we could do better in getting out our message and the means by which this could be achieved. Of course, this rests on finding more resources, both human and financial. The human resources most lacking at the Museum are people who are able to step up and manage the various projects necessary to see meaningful growth in patronage and revenue. Until this happens, the few will continue to provide all those services

necessary for the organisation to survive. In July 2013 the Museum held a another successful strategic planning day where members were brought up to date on current and projected projects and were given the opportunity to provide input. Later the Board held a special meeting to consider outcomes and prioritise projects based on this meeting. This provided an excellent base for our consultants when we reviewed our Business Plan.

Membership increased from 199 to 204, the highest for many years. There are also 14 junior supporters. Sixteen new members and three juniors joined. Three members passed away – Austin Brehaut, Eric Sibly and Ian Wall. I noted Austin's passing last year. He is greatly missed after spending many hours of his retirement conducting and later guiding. Austin was also a foundation member and Eric had joined in July 1971 only a few weeks after the Ballarat Tramway Preservation Society was founded.

The Board met ten times during the year and, as is the custom, business was conducted in a harmonious manner. The new Rules saw the membership of the Board reduced by one vice president to a total of ten. This better reflects the number of people who have been putting up their hands in recent years. Paul Mong was elected Vice President, a very suitable position considering the networking he has achieved in Ballarat in recent times.

An almost retired Len Millar rejoined the Board after an absence of about twenty years along with Peter Waugh and Reece Carter. Peter has brought a new perspective to us and Reece, at less than a third the age of the Secretary/Operations Manager, is proving to be a great support in ensuring that many of the boring routine tasks are carried

out. During the year Len took on the task of minute taker at board meetings. His offer has materially reduced my workload. It has also enabled me to be more focussed at meetings.

With the new *Associations Incorporation Reform Act* requiring a major revamp of the Museum's Rules a draft of the proposed Rules was circulated to members before the 2013 AGM and approved by that meeting. The new Rules were later approved by Consumer Affairs Victoria.

The Safety & Incident Management Committee met three times during the year. This committee is entrusted with the task of mitigating risk and ensuring that the Museum carries out all tasks in a safe manner. It must investigate all incidents which may impact on safety and consider ways to ensure that they are less likely to occur in the future.

Two internal audits of the Safety Management System were performed. As with most of these audits, some minor issues were identified. Auditors from Transport Safety Victoria visited during the year to carry out audits on two specific areas of the Safety System. One area was what is now called Safety Interface Agreements. The Museum is obliged to have formal agreements with any body with which its assets come into contact. In our case these are the City of Ballarat and Powercor, the company which maintains the 'poles and wires'. Warren Doubleday spent many hours drafting them and negotiating to come up with agreements satisfactory to all parties. By the time of writing they had both been formally signed off.

I continued to enjoy the task of editor of *Fares Please!* All editions featured colour and one extended to sixteen pages. Four were twelve pages. Alan

Bradley continued to supply fascinating articles and I thank him for this.

The electronic circulation of "*Fares Please!*" has continued successfully. About eighty members are on the list and about forty of these have chosen to only receive it this way. With the rise in postage and printing costs this is helping to keep membership rates down. Most kindred groups are also now circulating their newsletters electronically and this has helped all of them to both reduce costs and increase circulation.

Reece Carter undertook to create and maintain a Facebook page for the Museum. As most would be aware this is a very effective and inexpensive means of promotion and keeping friends and visitors up to date with current happenings. It can be found at:

<https://www.facebook.com/btm.org.au>

The page has proved to be very successful.

During the year Peter Waugh also suggested trying a purely electronic newsletter to be aimed at friends of the Museum. It would be short and contain brief items with plenty of links to larger items elsewhere. The main aim was to increase our profile in the community at negligible cost. After much discussion it was simply called *Ballarat Tramway eNews*. The newsletter was launched late in the reporting year and promoted with the current year's membership renewals. Nearly 100 are now on the circulation list.

Some time ago, I arranged to list the Museum on *TripAdvisor* which I have just learned has 2,623,871 followers on Google! With links on both the web site and our Facebook page it is a way potential visitors can determine whether to visit. *TripAdvisor* has become one of the most popular means to praise (or

pan!) a business. So far most comments have been very favourable.

Every year I single out Dave Macartney and thank him. He has continued to maintain his record by showing up for 365 days. In addition to ensuring there are always serviceable trams available, Dave is our main conduit between the day to day affairs at the depot and the officers of the association.

Peter Winspur

3. Marketing Manager's Report

With the introduction of the marketing committee we have seen some fantastic results during the year. The museum display area has been popular with over 4,000 recorded visitors with an increase in sales and donations. Our website has had record amounts of hits and we have also introduced a Facebook page and Ballarat Tramway eNews to assist with improving our communication.

The ongoing support from our members and sponsors Pipers by the Lake, Sovereign Caravans, McDonalds and the City of Ballarat has allowed us to improve our display area by introducing more displays and children's activities and increasing our range of sale items for example the new activity book and badges.

It was also another busy year with community events. This year the Begonia Festival saw near record crowds travelling on the tram and also visiting our display area.

Spring Fest tram pull was popular again and also we were involved in having a stall at the Clunes Book town and Ballarat Heritage Festival. The stall at the Ballarat Heritage Festival saw thousands of visitors view our display

and provided the opportunity to enjoy and experience the history of the Ballarat Tramways, special thanks to Peter and Pam Waugh also to Peter Fitzgerald for running this stall.

Other events the BTM was involved in were the biggest morning tea and the visit of Tony Robinson from the history channel to the POW. This year we also saw the hard efforts of Dave Macartney pay off again who decorated another Christmas tram which was very popular. Due to all of these events we gained very good media publicity from The Courier and Win News which in turn assisted us with raising our profile.

Without the support from our fantastic volunteers all this would not be able to be achieved so thank you. Also special thanks to the marketing team who consist of Richard Gilbert, Roger Gosney, Geoff Gardner, Reece Carter and Peter Waugh for their efforts through the year.

Paul Mong

4. Museum Services Manager's Report

Significant additions to the collection have been:

- A raffle ticket for "Ballarat Tramway's Patriotic Fair – Most popular Conductress Competition"
- Ballarat Destination rolls – white on black; from Bob Wilson
- Scrap book of newspaper cuttings and photographs prepared by Ellen Butland, a Conductor in Melbourne at Kew Depot at the time of closure of Ballarat system.
- A number of ESCo weekly tickets, for both the morning and afternoon trips and your trip at lunch time. They enabled you to go home for lunch!

At the end of the year, our collection had extended past 6,050 catalogued items, with some 12,300 images taking up just over 6.25GB of storage space on a hard drive. The digitisation of our archive collection enables photographs and materials to be quickly searched and accessed for use in articles and illustrations.

The Museum was successful in obtaining a grant for \$5,000 from the Public Records Office of Victoria for the provision of interpretation panels on Ballarat horse power and electric power. The electric power panels will be attached to the revamped sub-station walls.

The website continues to be popular with over 1,000 unique visitors each month. Although we did not add any significant items to the website this year, it continues to be well used for information such as our location and when we are running, but also for viewing past *Fares Please!*, our last Annual Report, the Begonia Festival article; and our Collection and Conservation Policies. The layout of the front page in particular and the other internal pages is being reviewed; and it is planned to have a new look by the end of this year.

Peter Waugh continues on the project of cross matching our employee lists with other records held by the Museum and those available from the web, such as *Trove*. This continues to turn up some interesting material. Peter is looking after the Wikipedia page and has also prepared some excellent articles for *Fares Please!* from stories told by visitors to the Museum.

Alan Bradley continues his excellent research and article work for *Fares Please!* and *Trolley Wire* – the magazine for Australian Tramway Museums. In particular articles for the celebration of

100 years of service for trams 18 and 40. The provision of a Museum guide continues to be very popular with visitors, sometimes the visitor numbers exceed the riders on the trams themselves. A “kiddie play area” has been installed in the display tram No. 39 and again this has been popular with our younger visitors. To provide a learning experience for the next group of younger visitors, a sheet with a number of “find this item” questions within the depot has been made up.

Upon completion of the scanning of the back issues of *Fares Please!* as noted in the last report, an opportunity was taken to scan the Museum’s tramcar record books to ensure that these survive any accidental spill of coffee over them when being written up for the day’s running. This will be an occasional ongoing task.

My thanks to all those who have assisted during the year in continuing to enable us to meet the aims of the Museum; and extend our catalogued collection which allows us to present the story of the Ballarat Tramways and its trammies.

Warren Doubleday

5. Technical Services Report

The Technical service department’s desire to have the full fleet of trams available at one time finally came to fruition during November, with the return to service of No. 671 from a truck overhaul on 13th October and No.13 from a repaint on 3rd November, just in time for the Tram Pull and Springfest.

For the past several decades there has always been at least one tram awaiting some major work, which has provided a convenient place to store various bits and pieces which have to be kept secure from

the rough and tumble of the workshops environment. It was soon decided that No. 38 could use a holiday, so No. 12's new windows and various other valuable items were stored within until such time as they were required, though 38 can be made available on 24 hours' notice if needed.

All of the operational fleet saw revenue service during the year with the exception of Horse Tram No. 1, which was scheduled to run on Australia Day, but had to be cancelled due to the sudden unavailability of horses.

No. 18 achieved its centenary on 2nd of November, joining No. 40 in this exclusive club. It is shortly to be given a comprehensive overhaul, due to a \$10,000 grant through the Federal Government.

ESCo car No. 12 has received a \$5,000 grant from the City of Ballarat to move its restoration forward. The Museum has acquired the services of Adam Stephenson, a young joiner with a local firm, which has seen a spectacular amount of woodwork carried out on the frame of this historic vehicle.

It's fellow ESCo survivor, Sebastopol car No. 22, has made slower progress, with the stripping and repainting of the ceiling finally completed, a very time consuming task, and a new section of upright on the "good" side grafted in.

Melbourne Restaurant car No. 939 arrived on 21st January, and is stored at Bungaree until such time as it can be accommodated at the depot and its condition assessed.

There were two work parties in Wendouree Parade during the year to address track issues. A couple of joints at Windmill Drive were welded during October and a two metre length of rail opposite the playground was renewed in

June.

During February the floor around roads 4 and 5 was concreted from the rear wall to the small pit, with the front half of the shed to be similarly dealt with in the near future. This has been a great help for the workshop staff, as the old asphalt floor was anything but level.

During June some major work was carried out in the substation, in preparation for the eventual provision of solar panels on the roof. A new concrete floor was laid to raise the equipment above any possible flood level, the room was fully plastered throughout and some new electrical units installed, allowing the last of the original gear to be retired.

As always, the numerically small workshop staff rose to each challenge thrown at them, and their contribution, as always, is greatly appreciated.

Dave Macartney
Depot Services Manager

Tramcar Status:

Trams: 1, 8, 13, 14, 18, 26, 27, 28, 33, 38, 40, 661 and 671 available and in service with routine servicing as required.

Number 1 – top deck seats repainted

Number 13 – returned to service in November 2013 after an external repaint.

Number 18 – To be overhauled during 2014-15 year.

Number 671 – damaged bogie repaired and back in service.

Trams: 11, 21, 32, 865, 924, 939, 955 and 998 remain stored at Bungaree.

6. Operations

Manager's Report

Although total patronage rose for the year, the increase can only be attributed to a wonderfully successful Begonia

Festival. For the remainder there was actually a fall in the number of riders 'off the street'. In spite of this, patronage was within the usual parameters of recent years. As usual, weather appears to be the main determinant of how many people travel.

The number of local people who bring their kids for a ride continues to be rewarding. Many of them are repeat visitors. Our other visitors are from all over Australia and some even venture from overseas. I often wonder what they think when they see such amazing vehicles as our four wheelers trundling along the side of the road.

Some twenty-eight groups visited the Museum during the year. Not all involved riding the tram. Now that our contingent of crews based in Ballarat and available on weekdays has increased, one of the best means of swelling our visitor numbers is to pursue group visits, particularly Probus Clubs.

On Saturday 2nd November 2013, the Museum celebrated Tram No 18's 100th birthday by rostering it for duty. After lunch, the tram was joined by our other centenarian, Tram No 40. The sun has taken its toll on the 1980's paintwork on No 18 and repainting was delayed until after the event. The delay proved fortuitous as a grant from the federal government announced as part of the 2013 election campaign will now go some way to rehabilitating this tram.

Disappointing weather for the annual *Springfest* market on Sunday 3rd November saw a smaller attendance than in 2012, but the Museum had a good day with some 364 passengers travelling. Tram No 671 returned to service after major work on both bogies.

Another "Tram Pull" was organised by *Rotary – Young Ambition* for the day and

this year's event was the most successful ever. All proceeds for the event go to various Ballarat charities and *Rotary* again donated a considerable sum to the Museum.

Thanks to the enthusiasm of Geoff Gardner, the Museum operated on Christmas Day. A day when it is even difficult to find a coffee, the tram was again most welcome to visitors to the Gardens. Trams then ran every day until the long weekend at the end of January.

January's patronage was disappointing at only eighteen more than in 2013. A very hot spell in the middle of the month did not help. With the help of Peter Waugh, Roger Gosney, Reece Carter and Geoff Gardner, the depot was open every day during the summer holidays. Visitation was encouraging.

Operating the Horse Tram on Mother's Day as part of Ballarat Heritage Weekend in 2012 and in 2013 proved to be a disaster due to atrocious weather and the Board agreed to try the Sunday of the 2014 Australia Day weekend rather than during Heritage Weekend. Our horse man, Bruce Hill, was lined up and ready to go. Publicity was arranged. On the Thursday before, I received a phone call from Bruce's wife. Tragically, she informed me that he had just died unexpectedly. We have yet to finalise another outing for this tram.

As mentioned last year, the Museum is now starting new volunteers as assistant conductors to see if they enjoy working on the trams before going down the track of fully qualified conductors and drivers which requires expensive medical examinations. During the summer three were trained and one of these dropped out. Verena McGowan and Peter Fitzgerald then progressed to full conductors after medical testing. Peter is

an ex Melbourne tram and bus driver and at the end of the reporting period was half way through re-training as a driver. Both are locals.

The *Ballarat Cycle Classic* saw another total closure of Wendouree Parade until 1:30pm on Sunday 16th February. Approximately 2,000 people took part in the ride and thousands of dollars were raised. Unfortunately, for the second year in a row the Museum was unable to operate for two hours costing us perhaps a much needed \$100. The Museum has the view that events such as this should be programmed in a way that does not prevent locals and visitors from accessing the very popular gardens on Sunday afternoons and particularly in summer.

The weather was superb over the Labour Day weekend. This saw one of the most successful Begonia Festivals for some years. The Museum was again contracted by Council to provide a free service and our crews worked very hard and professionally, some for up to three days, to allow this to happen. 7,382 people travelled and this was the third best result on record. The social needs of our workers were met by dinner together at a local hotel on the Saturday night and a barbecue at the depot on the Sunday night. The whole weekend passed without a hitch.

In April, Roger Gosney completed his driver training and joined the completely multi skilled. He is particularly valuable as he is keen, local, usually available, trained and willing to perform any task from guide to conductor, driver and OIC.

In May, Australia's Biggest Morning Tea was held at the Museum. Pamela and Peter Waugh hosted two morning teas on tram No 671, as part of the Australian Cancer Council's most

successful fundraiser.

This year was the 21st anniversary of the event. Following the morning tea, guests visited the museum, and then went for a short tram ride. Some had even come from Melbourne and Geelong. For many of the locals, it was their first visit to the museum. Donations collected raised \$517 for the Cancer Council and \$200 for the Museum. It is hoped to make this an annual event.

We have always kept accurate records of the number of tram passengers but it is only in recent times that we have been keeping a record of the number of visitors to the Museum. The presence on most days of a 'depot guide' has made this possible. The number has surprised us. On some days there have actually been more through the Museum than have ridden on the tram. We also seem to be seeing a good number of repeat visitors. As Dave Macartney has attended every afternoon for more years than we can remember, the Museum is always open from about 3:30 pm and on some non-operating days a good number of people have called in.

I must thank all the traffic staff for their help over the year. Without you there would not be an operating museum. Dave Macartney's usual contribution was noted earlier so here I must note instead the contribution of Reece Carter, in particular. He has been around on most Sundays and is willing and able to back up me and Gavin Young in ensuring that the banking is done, the ticket outfits are restocked, the sales sheet is written off and the monthly roster is compiled. All routine work necessary for the tramway to function.

Peter Winspur

2013/2014 OPERATING STATISTICS

| | DAYS RUN | KILOMETRES RUN | PASSENGERS CARRIED | AV PASS PER KM | AV KM PER DAY | AV PASS PER DAY |
|----------------|-------------|-------------------|-----------------------|-------------------|------------------|--------------------|
| JULY | 18 | 507.2 | 705 | 1.39 | 28.18 | 39.2 |
| AUGUST | 10 | 287.8 | 342 | 1.19 | 28.78 | 34.2 |
| SEPTEMBER | 18 | 476.4 | 998 | 2.09 | 26.47 | 55.4 |
| OCTOBER | 12 | 367.8 | 663 | 1.80 | 30.65 | 55.3 |
| NOVEMBER | 10 | 402.6 | 828 | 2.06 | 40.26 | 82.8 |
| DECEMBER | 14 | 466.4 | 886 | 1.90 | 33.31 | 63.3 |
| JANUARY | 27 | 858.6 | 1607 | 1.87 | 31.80 | 59.5 |
| FEBRUARY | 8 | 264.8 | 332 | 1.25 | 33.10 | 41.5 |
| MARCH | 16 | 701.4 | 8022 | 11.44 | 43.84 | 501.4 |
| APRIL | 22 | 612.2 | 1338 | 2.19 | 27.83 | 60.8 |
| MAY | 10 | 295.1 | 491 | 1.66 | 29.51 | 49.1 |
| JUNE | 12 | 310.6 | 503 | 1.62 | 25.88 | 41.9 |
| TOTAL | 177 | 5550.9 | 16715 | 3.01 | 31.36 | 94.4 |
| OVERALL | 6707 | 270554.3 | 713702 | 2.64 | 40.34 | 106.4 |
| PREV YEAR | 180 | 5520.5 | 15840 | 2.87 | 30.67 | 88.0 |

Note: Overall Kilometre total excludes Km run in Melbourne.

2013/2014 TRAMCAR STATISTICS

| CAR | 2013- 2014 TOTALS | | | PROGRESSIVE TOTALS | | |
|-----------------|-------------------|---------------|-------------------|--------------------|-----------------|-----------------|
| | DAYS RUN | HOURS RUN | KILOMETRES RUN | DAYS RUN | HOURS RUN | KM RUN |
| 1 | | | | 13 | 57:05 | 145.2 |
| 13 | 26 | 84:47 | 497.0 | 512 | 2251:35 | 14440.3 |
| 14 | 14 | 62:23 | 398.6 | 1310 | 5917:14 | 41870.8 |
| 18 | 20 | 84:51 | 522.8 | 941 | 4273:04 | 28187.5 |
| 26 | 9 | 42:52 | 319.6 | 718 | 3096:22 | 25284.7 |
| 27 | 48 | 223:21 | 1309.7 | 1651 | 7182:39 | 51102.8 |
| 28 | 28 | 107:34 | 662.0 | 816 | 3190:40 | 21117.2 |
| 33 | 28 | 136:16 | 842.2 | 1396 | 5938:06 | 40197.1 |
| 38 | 2 | 6:29 | 40.4 | 283 | 739:55 | 4981.6 |
| 40 | 8 | 24:44 | 157.0 | 482 | 1816:17 | 13628.6 |
| 661 | 10 | 50:09 | 306.4 | 474 | 1538:14 | 9954.8 |
| 671 | 20 | 81:41 | 486.4 | 619 | 1883:21 | 12106.4 |
| 8 | 4 | 7:11 | 8.8 | 162 | 166:07 | 647.4 |
| Bendigo Trams * | | | | 203 | 947:00 | 6359.2 |
| 466 | | | | 20 | 81:00 | 530.7 |
| TOTALS | | 912:18 | 5550.9 | | 39078:39 | 270554.3 |
| PREV YEAR | | 911:59 | 5520.5 | | | |

* Tram No 18 (BTM No 45) 2000/1-2004/5 Tram No 17 2005/6

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

BALLARAT TRAMWAY MUSEUM INCORPORATED

Association No. A0031819K

Balance Sheet as at 30th June, 2014

| 2013 | |
|----------------------------|--|
| \$ | |
| CURRENT ASSETS | |
| 280 | Cash on Hand 280 |
| 9,023 | Commonwealth Bank of Australia - Cheque Account 25,023 |
| 7,357 | Commonwealth Bank of Australia - Cash Management Account 200,334 |
| 62,560 | Bendigo & Adelaide Bank Ltd. - Term Deposit 139,111 |
| 123 | Debtors 109 |
| 1,431 | GST Refundable 2,062 |
| 8,884 | Prepayments 8,930 |
| 6,791 | Stock on Hand (at lower of cost or sale value) 4,523 |
| <u>96,449</u> | <u>Total Current Assets 380,372</u> |
| NON CURRENT ASSETS | |
| 20,125 | Land & Buildings (at cost) 20,125 |
| 87,081 | Tram Depot & Trackwork (at cost) 87,081 |
| (47,942) | Less Provision for Depreciation <u>50,330</u> 36,751 |
| 35,851 | Electrical & Overhead Equipment (at cost) 47,950 |
| (12,183) | Less Provision for Depreciation <u>13,648</u> 34,302 |
| 4,101 | Trams (at cost) 4,101 |
| (4,101) | Less Provision for Depreciation <u>4,101</u> 0 |
| 14,238 | Other Equipment (at cost) 14,238 |
| (8,509) | Less Provision for Depreciation <u>9,722</u> 4,516 |
| 8,569 | Motor Vehicle (at cost) 8,569 |
| (221) | Less Provision for Depreciation <u>2,099</u> 6,470 |
| 118,180 | Trams Restoration (at cost) 129,000 |
| (94,568) | Less Provision for Depreciation <u>98,270</u> 30,730 |
| 82,271 | Museum Equipment (at cost) 88,451 |
| (30,522) | Less Provision for Depreciation <u>34,794</u> 53,657 |
| <u>172,370</u> | <u>Total Non Current Assets 186,551</u> |
| <u>\$268,819</u> | <u>TOTAL ASSETS \$566,923</u> |
| CURRENT LIABILITIES | |
| 2,118 | Creditors 5,000 |
| 5,802 | Grants Received in Advance 15,000 |
| <u>7,920</u> | <u>Total Current Liabilities 20,000</u> |
| <u>7,920</u> | <u>TOTAL LIABILITIES 20,000</u> |
| <u>\$260,899</u> | <u>NET ASSETS \$546,923</u> |
| ACCUMULATED FUNDS | |
| <u>\$260,899</u> | <u>Accumulated Funds as at 30th June, 2014 \$546,923</u> |

BALLARAT TRAMWAY MUSEUM INCORPORATED

Association No. A0031819K

Statement of Income & Expenditure for Year Ended 30th June, 2014

| 2013 | | |
|-------------------------|---|-------------------------|
| \$ | INCOME | |
| 4,859 | Membership Subscriptions | 4,708 |
| 19,539 | Donations Received | 23,894 |
| 1,261 | Surplus Souvenir & Kiosk Operations | 949 |
| 27,225 | Fares | 24,698 |
| 1,977 | Advertising | 1,982 |
| 3,892 | Interest Received | 3,567 |
| | Grants Received - Australian Government Grants to Voluntary | |
| 2,000 | Environment, Sustainability & Heritage Organisations (GVESHO) program | 2,000 |
| 9,610 | Grants Received - Other | 5,801 |
| 3,500 | City of Ballarat Sponsorship | 3,500 |
| 20,000 | Legacy | 298,562 |
| 4,003 | Sundry Income | 1,880 |
| <u>97,866</u> | Total Income | <u>371,541</u> |
| | LESS EXPENDITURE | |
| 1,071 | Advertising | 439 |
| 297 | Bank Charges | 257 |
| 3,778 | Bungaree House Expenses | 5,325 |
| 0 | Business Plan | 15,000 |
| 12,468 | Depreciation | 14,918 |
| 3,344 | Electricity | 3,959 |
| 2,790 | General Expenses | 2,450 |
| 11,611 | Grant Money Expenditure | 7,801 |
| 0 | Hertiage Victoria Permit | 1,760 |
| 9,610 | Insurance | 10,685 |
| 257 | Land Rent | 264 |
| 1,280 | Medicals | 1,828 |
| 1,429 | Motor Vehicle Expenses | 2,486 |
| 3,501 | Printing & Stationery | 4,926 |
| 709 | Rates | 507 |
| 22,721 | Repairs & Maintenance | 9,002 |
| 709 | Subscriptions | 668 |
| 2,222 | Telephone & Postage | 3,242 |
| <u>77,797</u> | Total Expenditure | <u>85,517</u> |
| \$20,069 | SURPLUS (DEFICIT) FOR YEAR | \$286,024 |
| 240,830 | Accumulated Funds as at 30th June, 2013 | 260,899 |
| <u>\$260,899</u> | Accumulated Funds as at 30th June, 2014 | <u>\$546,923</u> |

BALLARAT TRAMWAY MUSEUM INCORPORATED
Association No. A0031819K
Statement of Cash Flows for Year Ended 30th June, 2014

| | | | |
|------------------------|---|----------------|-------------------------|
| 2013 | | | |
| \$ | Cash Flows from Operating Activities | | |
| 88,640 | Revenue from Operations | 377,186 | |
| (74,610) | Payments to Suppliers and Employees | (66,126) | |
| 3,892 | Interest Received | 3,567 | |
| <u>17,922</u> | Net Cash provided by Operating Activities (see Note 7) | <u>314,627</u> | 314,627 |
| | Cash Flows from Investing Activities | | |
| (28,419) | Additions to Tram Depot & Trackwork | 0 | |
| 0 | Additions to Electrical & Overhead Equipment | (12,099) | |
| 0 | Additions to Tram Restoration | (10,820) | |
| (8,369) | Additions to Motor Vehicles | 0 | |
| <u>0</u> | Additions to Museum Equipment | <u>(6,180)</u> | |
| (36,788) | Net Cash used in other activities | (29,099) | (29,099) |
| <u>(18,866)</u> | Net Increase (Decrease) in Cash Held | | <u>285,528</u> |
| 98,086 | Cash at beginning of year | | 79,220 |
| <u><u>\$79,220</u></u> | Cash at end of year (Note 6) | | <u><u>\$364,748</u></u> |

Cash Outflows shown in brackets

BALLARAT TRAMWAY MUSEUM INCORPORATED

Association No. A0031819K

Notes to and Forming Part of the Financial Statements

Year Ended 30th June, 2014

1. Summary of Significant Accounting Policies

The Association'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 |
| Electrical Equipment | 25 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.

3. Goods & Service Tax (GST)

Revenues, expenses and assets are recognised net of the amount associated GST, unless the GST incurred is not recoverable from the Australian Taxation Office (ATO). In this case it is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable and payable. The net amount of GST recoverable from, or payable to, the ATO is included in BAS receivable or BAS payable in the balance sheet.

4. Income Tax

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

5. 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
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
YEAR ENDED 30TH JUNE, 2014 (Cont'd)

2013

\$

6. 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:

| | | |
|-----------------|--|------------------|
| 280 | Cash on Hand | 280 |
| 9,023 | Commonwealth Bank of Australia - Cheque Account | 25,023 |
| 7,357 | Commonwealth Bank of Australia - Cash Management Account | 200,334 |
| 62,560 | Bendigo & Adelaide Bank Ltd. - Term Deposit | 139,111 |
| <u>\$79,220</u> | | <u>\$364,748</u> |

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

| | | |
|-----------------|---|------------------|
| 20,069 | Operating Surplus (Deficit) | 286,024 |
| 12,468 | Depreciation | 14,918 |
| | Changes in Assets and Liabilities | |
| 2,040 | (Increase) Decrease in Debtors | 14 |
| (1,431) | (Increase) Decrease in GST Refundable | (631) |
| (8,884) | (Increase) Decrease in Prepayments | (46) |
| 2,730 | (Increase) Decrease in Stock on Hand | 2,268 |
| 2,118 | Increase (Decrease) in Creditors | 2,882 |
| (1,578) | Increase (Decrease) in GST Payable | 0 |
| (9,610) | Increase (Decrease) in Grants Received in Advance | 9,198 |
| <u>\$17,922</u> | | <u>\$314,627</u> |

Cash Outflows shown in brackets

BALLARAT TRAMWAY MUSEUM INCORPORATED
Association No. A0031819K
Statement by the Committee
Year Ended 30th June, 2014

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

(a) the financial statements and notes, set out on pages 13 to 17 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, 2014 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 26th day of September, 2014.

G. Rodgers
President

C. Cleak
Treasurer

Paroissien Accountants Pty Ltd

A.B.N. 39 144 478 026

Incorporating K. L. Paroissien & Associates

Business and Taxation Advisors

A. R. Paroissien FIPA Director

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BALLARAT TRAMWAY MUSEUM INCORPORATED

Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of Ballarat Tramway Museum Incorporated, which comprises the balance sheet as at 30th June 2014, and the income statement, statement of changes in equity and cash flow statement for the year then ended, a summary of significant accounting policies, other explanatory notes and the Statement by Committee of Association declaration.

The Responsibility of the Committee for the Financial Report

The committee of the association are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements which form part of the financial report are appropriate to meet the financial reporting requirements of the incorporations act and are appropriate to meet the needs of the members. The committee responsibility also includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation and fair presentation of the financial report 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 association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by committee, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members for the purpose of fulfilling the committee financial reporting under the incorporations act. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

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

Independence

In conducting our audit, we have complied with the independence requirements of Australian professional accounting bodies.

Auditor's Opinion

In our opinion, the financial report presents fairly, in all material respects, (or 'gives a true and fair view of') the financial position of Ballarat Tramway Museum Incorporated as of 30th June 2014 and of its financial performance and its cash flows for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

Paroissien Accountants Pty. Ltd.


A.R. Paroissien FIPA

Dated in Ringwood on 26th September, 2014.

*Level 1, 154 Maroondah Highway, (P.O. Box 377) Ringwood 3134
Telephone 9847 0300 Fax 9847 0277 Mobile 0413 604 799
email: andrew@paro.com.au*



Our People at Work



Top: A new part for No 12.
Another broken joint repair,
Track cleaning

Above: Mind that back!
A huge hammer for a small job,
What next!

Left: Finishing touches

Right: TV star

Below: Our 'new' bucket
truck
Re-framing No 12
New seat backs for No 12



*Photos:
Alastair Reither, Roger Gosney
Peter Waugh*





A busy year in the Gardens

Clockwise from the top left:

No 28 enjoying the late afternoon sun, 15/4/14

No 18's 100th birthday, 2/11/13

Next car please! 10/3/14

One of our two centenarians, 2/11/13

Roger supervises even more travellers, 9/3/14

A tonne or more for each one! 3/11/14

*Photos: Peter Winspur, Peter Waugh
Alastair Reither*

