

# Ballarat Tramway Museum Inc.



*Photo: Peter Winspur 20/5/2017*

## Annual Report 2016 - 2017

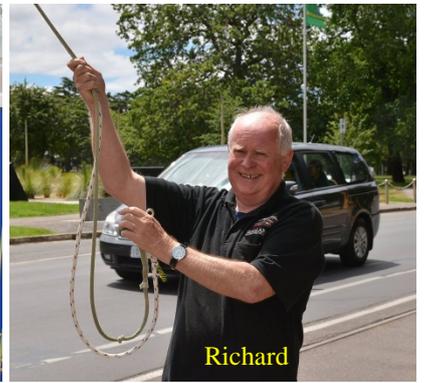
*Ballarat Trams are Ballarat History*



Roger Salen & friend



Arthur & Roger



Richard



Len



Carolyn



Ken



Neville



Greg



Juliana



Simon

### A Few of our Volunteers

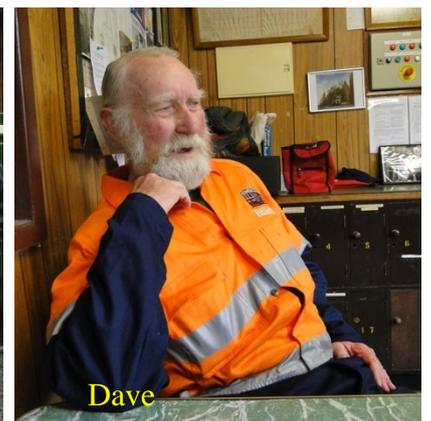
Photos: Peter Waugh, Roger Gosney, Virginia Fenelon, Terrilee Marmo



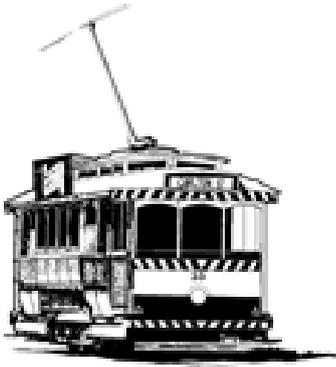
Hugh & Greg



Peter, Pam, Roger, Paul, Chris, Arthur



Dave



# Ballarat Tramway Museum Inc.

## Annual Report 2016 - 2017

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### The Board

President	Greg Rodgers
Vice President	Paul Mong
Secretary	Peter Winspur
Treasurer	Carolyn Cleak
Board Members	Neville Britton
	Reece Carter
	Virginia Fenelon
	Richard Gilbert
	Len Millar
	Peter Waugh

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### 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.”*

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# 1. President's Report

I am pleased to present the President's Report for the year 2016-2017.

As the Museum is in its fourth decade of existence there are a number of important issues facing us which will need to be addressed if we are to continue to fulfil our mission to keep the memory of the operation of SEC Trams in Ballarat alive.

## Rolling Stock

The Board has been very mindful of the need to take every possible action to safeguard our valuable assets, our trams. To this end we are currently exploring the concept of a long term programme to progressively overhaul and refurbish our single truck trams which are the public face of the Museum. The refurbishment of Number 18, which is nearing completion has been a useful exercise in determining exactly what will be involved in setting up such a programme.

## People

The lifeblood of any volunteer organisation is its people. Attracting new volunteers and keeping them involved is important.

Currently we are seeing a steady flow of new volunteers coming on board. I would like to take this opportunity to welcome everyone who has joined us in the last year. Your involvement is appreciated and is important to the continued success of the Museum.

"Tram Tuesday" has become an institution with a group of workers coming in on a non-operational day working around the shed.

## Infrastructure

As I stated in last year's report the most challenging area we face is the state of our track in Wendouree Parade. While the track itself is actually owned by the City of Ballarat we need to ensure it is in good order for us to run trams safely. We have currently identified areas which need attention and we have been able to acquire new rails. Because of the costs involved in replacing tracks the Museum cannot undertake such a project without substantial help from external bodies.

We recently had a meeting with the officers of the City of Ballarat who are responsible for this area with the object of having track works in Wendouree Parade as a formal part of the ongoing capital works budget for the Council. We are waiting for a formal response but the meeting was positive in nature so we remain hopeful the issue will be resolved in our favour.

I mentioned in last year's report that the Museum had formed a relationship with the Ballarat Sub-Branch of the RSL to further the interpretative centre project which the Board has been progressing for a number of years. The Ballarat City Council had set an advisory committee to report on recommendations for the future strategy for development in the Gardens and Lake precinct. That Committee has reported and as part of the recommendations they supported the concept of an interpretive centre for transport they did not support the concept of a combined military and transport display. As a result the board has determined we will continue to work towards the establishment of the interpretive centre without the involvement of the RSL.

## Operations

The last year has seen the continuation of our core activity of running in Wendouree Parade. We have also trained a number of new drivers and conductors.

We have been able to gain a reliable supply of horse power to run horse tram Number 1. This will be a regular occurrence in January. This year's operating day was a success.

## Begonia Festival

This year saw the continuation of our arrangement with the City of Ballarat to provide free tram rides for the three days of the festival.

There were added difficulties this year with the unavailability of our secretary and operations manager Peter Winspur through illness.

Peter had to have a totally unexpected quadruple heart bypass and was not able to be

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with us for the Begonias. This year did not seem “right” without his commanding presence at the Loop keeping everything running safely and efficiently. Yours truly, with the help of Reece Carter had to step into the breach. Luckily everything went well and we had a very successful event.

Peter is back in harness as both operations manager and Secretary.

### **Cuthberts 939**

Peter Waugh and his “crew” are going from strength to strength. Bookings for *Cuthberts 939* have been strong and has complimented the experience we can provide as part of our operations.

We also had a setback with *Cuthberts 939* stalwart driver Roger Gosney suffering heart issues and being unavailable for a period of time. Luckily Roger is back available again.

### **Thankyous**

I would like to take this opportunity to express our congratulations to David Lamb for being appointed to the position of Registrar for Heritage Rail.

We recently met with David and we look forward to a long and fruitful working relationship.

I would like to take this opportunity to formally thank all the following organisations and individuals for their support and help over the last year.

City of Ballarat Councillors and Officers

Local Members of Parliament both State & Federal

Public Transport Victoria

Our Sponsors, “Pipers on the Parade” and Sovereign Caravans.

Our members and volunteers who are the reason we are here.

I would also like to personally thank the members of the Board for their tireless support of the Museum. Carolyn, in particular, has continued the arduous task of treasurer in spite of the demands of being a full time carer at home.

*Greg Rodgers*

## **2. Secretary’s Report**

Another busy year. Throughout the year personal circumstances kept me away from the Museum more than I would have wished, but apart from attending meetings, most of the Secretary’s work can now be done remotely and I spent much of the year at my desk.

Reporting starts each year with an application to Transport Safety Victoria for exemption from fees. This is followed by a report to the Safety Director. Then there is the Annual Report, reporting to Consumer Affairs and later to the Australian Charities and Not-for-profits Commission. During this time there are the membership renewals to send out, the follow up reminders and then the final notices.

I have been tasked with maintaining the Museum’s Management System and this can be very time consuming. I am not always sure which hat I am wearing as I ensure that traffic staff medicals are up to date and now we are also requiring Working With Children checks.

Seventeen new members and seven Junior Supporters joined during the year. Again there was a considerable drop off, particularly of newer members (thirteen had joined since 2015), saw the total number dropped by one to 220. In addition there were 21 Junior Supporters, a loss of three.

Two members were reported as having passed away during the year. These were Trevor Kruger and Robert Aspinall. Trevor volunteered briefly in the early days. For many years two \$50 notes would arrive in the mail with Trevor’s renewal form. Robert worked for the M&MTB in various positions including scrubber car driver. He moved to Sydney and at one stage was the ‘driver’ of the swing bridge at Darling Harbour. It is operated by a tramcar controller! He later moved to Innisfail. Neither had been in good health.

The Board met ten times during the year and meetings continued to be harmonious and

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productive. I thank Len Millar for continuing to take the minutes of the meetings. This allows my aging brain to concentrate more fully on the business at hand. Managers are continuing to submit reports before each meeting and these have assisted greatly.

Warren Doubleday decided that it was time to attempt to reduce his workload and did not stand for re-election. In January 1974 I was co-opted to fill the vacancy when Warren left for South Africa for work. On his return, Warren became Engineering Manager and began to attend meetings in this capacity. A vacancy in 1990 saw him return as a Board member. His major contribution in so many fields saw a recommendation for him to become the third Life Member at the 2016 Annual General Meeting.

Warren's deep interest in conserving Ballarat's tramway history has seen him retain the position of Museum Services Manager. His efforts saw us as one of the first accredited Museums in Victoria and during this year he ensured that our accreditation was renewed.

Virginia Fenelon has replaced Warren on the Board. Virginia was one of the team the Museum employed to create a business plan. She was impressed enough with what we are trying to achieve that she later joined as a volunteer. Virginia's skills are in areas such as grant writing and networking. She also agreed to become the Museum's internal safety auditor.

The Safety and Incident Management Committee met three times during the year. It continues to investigate any incidents with safety implications and to ensure that the Museum's safety management system remains current. This is a vital task, illustrated by the closing in recent years of two operating rail based volunteer organisations partly due to a compliance failure. Auditors from Transport Safety Victoria visited in late June and found one minor non-compliance. Their formal report had not been received by the end of the reporting year.

The Business Development Committee met six times. It continues to be the "think tank" for the Museum where there is time to thrash out new ideas. Virginia Fenelon took over the chairing of meetings and minute taking during the year.

During the year I managed to create another six editions of *Fares Please!* Peter Waugh and Alan Bradley were the main source of articles and Peter and Roger Gosney for current photos. The method I use is quite primitive, but practice has made it straight forward and I continue to be happy with the end product. Members prepared to receive the electronic version have allowed us to reduce the print run dramatically. Not only does this reduce costs, but also the laborious task of 'the mailout'. This year we have recognised the reduced costs by offering a discount.

I will be offering my services again this year. I still find most of what I am required to do interesting and at times challenging in many different ways. One of the major benefits for me is that it all helps to keep my brain alive.

*Peter Winspur*

### **3. Marketing Manager's Report**

The major focus of the Marketing team for 2016-2017 has been to expand the range of opportunities for visitors, and to attract new audiences to the Museum.

To engage the community with our role in the preservation of the Ballarat Tramway, we have extensively used social media: Facebook, Pinterest, TripAdvisor and Instagram. We regularly feature images from our huge collection of historic Ballarat photos. Some of these images have been viewed by over 13,000 people across the world. This increased the number of people contacting the Museum to offer photos and other items for our collection. For example, after contacting us through Facebook, former Motorman Norm Hunt's family donated his cap, and his unique and invaluable notebooks.

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Our new function tram, *Cuthberts 939*, has been a major drawcard especially in attracting local Ballarat people to the Museum. We have now completed over twenty charters, from elaborate four course dinners, high teas, bridal showers, Xmas parties and simple family birthdays. Our guests this year have included Catherine King MHR, PROBUS clubs, the Mayor, and BTM members. We now have thirteen trained volunteers to run events on the tram, including two husband/wife teams: Peter and Pamela Waugh, and Chris and Glenda Phillips, with Roger Gosney, Len Millar, Neville Britton, Hugh McKelvey, Lynne Williams, Andrew Mitchell, Arthur Adams, Ryan Vanderzweep and Lynda Russell.

Our school contacts have increased with many successful visits, from child care centres, preschools, Botanikids, primary and secondary schools. We are also developing a working relationship with the staff at Mount Clear PS, who have an intact SW6 class tram in the school yard, to create a new range of school activities.

Richard Gilbert and Peter Waugh have been busy speaking to community organizations, including the Ballarat Historical Society, PROBUS, Rotary, U3A, nursing homes, and community radio. Juliana Durovic and Peter Waugh were involved in the National Trust Heritage Festival this year, creating a display at the Museum of historic postcards from 1890 to 1990.

The shop has been successfully selling souvenirs and books, and now having an EFTPOS facility, we are able to sell tram tickets as well. A new range of postcards has also been created, featuring photos by both Peter Waugh and Peter Bruce. These postcards are only available in limited numbers, so call in and buy some before they sell out.

*Pipers by the Lake*, our major sponsor, trialled a wedding tram service earlier this year, and it was so successful that they are now using the tram as part of their wedding reception package. The bridal parties are picked up in No. 671, where they spend a

relaxing 30 minutes with drinks and nibbles, before being delivered in style to their reception. Pipers have already booked wedding trams for 2019!

In March this year, using donated equipment, we launched Ballarat Tram TV in the depot. A large screen TV plays short tram related videos, interspersed with old advertisements from the 1960s. The program repeats every ninety minutes, and has become a favourite with visitors, including a PROBUS club who wanted to see one particular ad. On the down side, Museum guide Greg Fitzgerald says he never wants to hear the decimal currency song again!

Peter Waugh was appointed by the City of Ballarat to be a community member representing the BTM on its Lake Wendouree and Gardens Advisory Committee. With a massive increase in the number of events being held at the lake, it is important that BTM's needs, concerns and interests are considered. The committee is chaired by the Mayor, and includes the Manager of Infrastructure, the heads of the Botanical Gardens, and Lake Wendouree, the Friends of the Gardens, Fish Hatchery, Aquatic User's Group, Robert Clark Centre Tenants, and several community members. We now have a voice in the highest levels of local government.

It has been an exciting and busy year for everyone involved at the BTM, and next year will be even better! We have some great new initiatives planned, and we look forward to your continued support and encouragement.

*Peter Waugh*



Peter & Richard talk to members of the Levison family, previous owners of No 1. 22/1/17

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## 4. Museum Services Manager's Report

The 2016 to 2017 period, has seen my return from undertaking tramcar maintenance and *Cuthberts939* Rail Safety Accreditation to Museum support activities and management of the collection.

A backlog in the cataloguing of the collection was addressed, though there is further work to do. Some 400 items were added to the collection, mostly photographs from the collections of Chris Phillips, Lil Butler, John Theodore, Campbell Duncan, George Coop and Charles Craig. Significant donations were a painting of the horse tram by Edna Stephens, Ruth Nelson and Wendy Hunt from former SEC Driver Norm Hunt's collection of his Ballarat trammie days.

The website was actively maintained during the year, with a new page featuring items from our collection being added during the year. The tram fleet page was also re-structured as well. The number of unique visitors each month continues to grow, though the increase was smaller compared to previous years, from 1600 to about 1650 each month. The most popular downloads are our printable Information Guide, foreign language pamphlets and *Fares Please!*

The Museum's Social Media sites continue to be popular. Facebook has grown to 2070 likes at the end of the year, up from 1275 at the same time last year. Our other Social Media sites are Pinterest, Trip Advisor and Instagram. Thanks to Peter Waugh, Roger Gosney, Virginia Fenelon and Hugh McKelvey and others for maintaining these. The website and the major social media sites are regularly monitored and reported to the Board. Peter Waugh also publishes a regular *eNews*, which is free to subscribers. The number of subscribers has remained steady about 250 during the year.

Two interpretation panels on the history of power supply to Ballarat and its trams were completed during the first half of the year.

These were funded by a grant from the Public Records Office of Victoria through their Local History Grants Program. The Museum has applied for a further grant from this Program for interpretation panels to be fitted to the two "tram stop shelters" in front of the depot. The display cabinet in the display tram No. 39 was changed over to feature many of the postcards in the Museum's collection. Thank to Juliana Durovic for undertaking this work and for assisting myself in many other ways.

The position of Depot Guide established a few years ago is now filled more often than not on weekends. The Guide enables visitors to be formally welcomed to the depot, introduces them to the depot displays and assist in their interpretation. During the year, the average number of visitors during each day was 35, with the Begonia Festival period being over 250 on one day. It is not unusual to record more visitors to the depot than those who actually ride the trams.

The Museum was awarded formal Museum Accreditation by Museums Australia, Victoria Branch in 1998. Since then every five years or so, we are required to submit documents to show that the Museum maintains and/or improves upon the expected Standards and then be formally assessed by an on-site visit. The necessary documentation was submitted during April and the assessment undertaken during mid-June. The Museum was advised during August 2017 that it will be Re-accredited. We are one of about 75 Accredited Victorian Museums.

Last year we reported on the new General Purpose room which is used for Museum collection management activities, meeting room and library. The further fitout of this room continues to be undertaken by our team and the Collection store is now being re-arranged. Some further storage drawers to enable the proper storage of large flat items were obtained from the Ballarat Gold Museum, who we thank again for their assistance.

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Thanks again to all those who have assisted during the year in continuing to enable us to meet the aims of the Museum and those making donations to our collection. It all goes to the part of telling the story of Ballarat's tramways and its trammies. All these volunteers who undertake the Museum guide activities are particularly thanked as well.

*Warren Doubleday*

## **5. Technical Services Manager's Report**

It was another busy year for our volunteers and one which has seen our workshop group grow, we now run Tuesday and Wednesday undergoing many tasks. Special thanks to Neville Britton and Peter Waugh for assisting me to manage these work parties. The main focus for this year was to continue to tidy up the workshop, service trams and the restoration of Tram 12 and 18. I would also like to thank Dave Macartney the Depot Services Manager who is the most devoted volunteer. Dave makes sure that the trams are ready for operation which involves being at the depot every single day.

### **Tram 18**

The truck has been overhauled this year and the further we pull it apart the more problems we find. The first issue was one of the armatures was down in insulation and it had to be replaced. Then we found that the journals had uneven wear in which we had to get them Thermal Sprayed. This task involved a special machine spraying metal on to the journal to build it up then using a lathe to turned it down to make it even. Once all this was completed we then had to get new bearings made. We also got the coil and leaf springs re-tensioned. By the end of the year we are planning to have this tram operating again.

### **Tram 12**

Work has continued which has seen this year the doors and all the seats made in which we

are currently varnishing them and painting the panels. Next year we will plan to repair the roof and install the front driver's panels.

### **Trams**

Once Tram 18 is completed we will be setting up maintenance program that will see our 100 year old trams overhauled. This will include wheel re-profiling, new bearings, armatures repaired, springs tensioned, re-wiring and any structural repairs. As you will be aware this will not be a cheap program so any financial assistance would be greatly appreciated to preserve our historic trams.

### **Overhead**

This year we completed inspections of the poles and overhead which highlighted areas that needed work. In May we used contractors with help from our volunteers to install new span wires and the re-alignment of overhead wire at the loop. While this work was being carrying out we also had another work party installing lightning arrestors and a depot feeder cable.

### **Track**

Over the past twelve months there has been a focus on repairing track joints around the depot fan also work has begun in preparation for further sleeper replacement on 6 and 7 road this will happen in November. We are also still working with the City of Ballarat in trying to get part of the Wendouree Pde track replaced.

Trams 1,8,13,14,26,27,33,38,40,661,671,and 939 are in service and receiving routine maintenance.

*Paul Mong*



Paul at work

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## 6. Operations

### Manager's Report

The Museum did not quite meet the patronage of the previous year, but it still managed to top 20,000 and allow 2016/17 to become the seventh busiest in forty-two years of operation. "Springfest" and the Begonia Festival were particularly successful. The total number of days the tram ran increased. One reason is quite new – availability of staff. There was a large increase in operating days in 2015-16 as we experimented with running extra days. This included the period of the Archibalds and during the eight weekdays from Labour Day to Easter. The results were mixed. Every day a tram carries passengers in Wendouree Parade is classified as a "day run". This year the increased number was for a different reason.

With the success of "Tram Tuesdays" work parties we are often able to offer a ride to walk up visitors on these days. The PR is excellent and a few more dollars are made. More recently we have been able to do this at times on "Workshop Wednesdays". There has also been a healthy increase in group visits on weekdays. With the availability of more local staff we are now able to cater quite easily for small groups of local children from

the nearby Kinders and day care centres. The 'littlies' always have a ball.

I was not able to be present for "Springfest" and so I missed a very successful day which commenced with another "Tram Pull" and continued with a very busy afternoon. The number of passengers carried was the third highest on record. As usual most were one way journeys. This day is the closest we experience to being a 'real' operating tramway. The new date in late November appears to have paid off.

Another *Ironman 70.3* event closed the gardens on a beautiful sunny Sunday in December again reducing the Museum's income dramatically. Trams could not run and virtually no one visited the Museum. Total revenue for the day was \$10. We were heartened by the news that Council will not to support the event in 2017 and it will not be going ahead. Meanwhile the number of programmed events in the precinct is increasing dramatically and we face a continual challenge in ensuring that their impact on the Museum is minimalised.

Santa (aka Roger Salen) visited on Saturday 10<sup>th</sup> December and squeezed in another visit on the following Tuesday. The weekday event, supported by excellent promotion through social media was particularly successful.



Some of the Begonia Team - Ryan, Greg, Reece & Richard

Photo: Peter Bruce 13/3/2017

Geoff Gardner again gave up his Christmas afternoon to run the tram. Unfortunately, our patronage is always unpredictable and there were fewer people around than we would have liked. By the end of the week the story had changed and Neville Britton sold 169 tickets on the last Friday of the year.

The decision in 2016 to start January running days earlier continued for the first fortnight in 2017. It was again successful. It is dependent on the availability of two drivers each day. We have also been able to find Depot Guides which allows the Museum to be open. This has made a big difference to what we can offer visitors. The usual small band of volunteers worked multiple days to ensure that this could happen.

On Sunday 22<sup>nd</sup> January Horse Tram No 1 ventured out in excellent weather. 300 rode during the day with a further 223 journeys on No 26. Our thanks to Mat Thompson and his two lovely horses. This was a record and close to the maximum we can carry on the horse tram in one day.

I was up from Melbourne every week in January and often twice in the week. I had experienced some chest pain which I attributed to what appeared to me to be a chest infection. On Friday 27<sup>th</sup> I visited my doctor. On Saturday 28<sup>th</sup> I had a quadruple bypass! It was three months before I was allowed to drive a tram again and two before I was able to come to the Museum. I was very lucky and have since made a full recovery.

One result was that others would need to 'run' the Begonia Festival. I had been doing this every year since the free rides commenced in 2004. Our President, Greg Rodgers, has extensive experience in overseeing much larger events for Yarra Trams (the Grand Prix and the Australian Open tennis, for example) and he filled the breach. With great support from all the other volunteers we performed admirably. No one is indispensable!

Peter Waugh has described the impact *Cuthberts 939* has had on lifting our profile. The detailed knowledge the drivers need to run the car and the need for teamwork has led us at this stage to limit the number of drivers to four or five.

During the year Greg Fitzgerald and Roger Salen decided to retire from driving. At 78 Roger felt it was time to stop and Greg is now a regular depot guide. I thank them both for giving us their time over many years. Hugh McKelvey qualified as a driver and John Whiting, a Melbourne and Bendigo driver, undertook the familiarisation course. Ryan Van Der Zweep has commenced driver training. Greg King, a former M&MTB and Adelaide driver, has also recently joined us.

I thank all the small band of drivers, conductors and depot guides who have given the Museum so much time during the year and especially those who 'held the fort' during my absence.

*Peter Winspur*

	Annual Patronage					
	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
<b>Patronage</b>	<b>20167</b>	<b>20314</b>	<b>18527</b>	<b>16715</b>	<b>15840</b>	<b>18076</b>
<b>Overall</b>	<b>773213</b>	<b>753046</b>	<b>732732</b>	<b>714205</b>	<b>697490</b>	<b>681650</b>
<b>Non Begonia</b>	<b>11997</b>	<b>12637</b>	<b>10189</b>	<b>9333</b>	<b>10262</b>	<b>10153</b>
<b>Begonias</b>	<b>8170</b>	<b>7677</b>	<b>8217</b>	<b>7382</b>	<b>5578</b>	<b>7922</b>
<b>Springfest</b>	<b>753</b>	<b>505</b>	<b>394</b>	<b>367</b>	<b>648</b>	<b>298</b>
<b>Easter</b>	<b>394</b>	<b>403</b>	<b>478</b>	<b>418</b>	<b>280</b>	<b>266</b>
<b>Days run</b>	<b>206</b>	<b>204</b>	<b>190</b>	<b>177</b>	<b>180</b>	<b>181</b>

## 2016/2017 OPERATING STATISTICS

	DAYS RUN	KILOMETRES RUN	PASSENGERS CARRIED	AV PASS PER KM	AV KM PER DAY	AV PASS PER DAY
JULY	18	468.4	651	1.39	26.02	36.2
AUGUST	11	290.4	436	1.50	26.40	39.6
SEPTEMBER	19	559.2	1206	2.16	29.43	63.5
OCTOBER	21	450.9	1005	2.23	21.47	47.9
NOVEMBER	15	428.8	1388	3.24	28.59	92.5
DECEMBER	19	519.8	1279	2.46	27.36	67.3
JANUARY	29	981.6	2293	2.34	33.85	79.1
FEBRUARY	12	320.6	501	1.56	26.72	41.8
MARCH	14	578.6	8729	15.09	41.33	623.5
APRIL	23	646.6	1528	2.36	28.11	66.4
MAY	11	306.6	536	1.75	27.87	48.7
JUNE	14	327.0	615	1.88	23.36	43.9
<b>TOTAL</b>	<b>206</b>	<b>5878.5</b>	<b>20167</b>	<b>3.43</b>	<b>28.54</b>	<b>97.9</b>
<b>OVERALL</b>	<b>7307</b>	<b>288456.8</b>	<b>773213</b>	<b>2.68</b>	<b>39.48</b>	<b>105.8</b>
2015/16	7101					
PREV YEAR	204	6613.7	20314	3.07	32.42	99.6

Note: Overall Kilometre total excludes Km run in Melbourne.

## 2016/2017 TRAMCAR STATISTICS

CAR	2016- 2017 TOTALS			PROGRESSIVE TOTALS		
	DAYS RUN	HOURS RUN	KILOMETRES RUN	DAYS RUN	HOURS RUN	KM RUN
1	1	7:00	15.0	16	77:45	190.2
13	21	78:42	488.1	614	2572:56	16342.3
14	25	106:22	603.8	1443	6268:57	43911
18				950	4313:31	28431.7
26	13	43:57	291.6	794	3268:54	26390.5
27	73	276:57	1722.8	1894	7852:32	55138.9
28	20	76:26	438.4	875	3396:46	22342.8
33	48	201:08	1147.4	1635	6623:38	44296.3
38	15	33:21	198.8	318	814:54	5439.6
40	12	20:17	134.4	534	1872:24	14138.2
661	7	41:20	252.4	512	1665:20	10735.8
671	24	59:05	332.8	702	2070:05	13185.2
939	26	50:33	214.0	47	71:15	283.2
8	17	14:28	46.8	206	204:09	749
Bendigo Trams *				203	947:00	6359.2
466				20	81:00	530.7
<b>TOTALS</b>		<b>1009:36</b>	<b>5886.3</b>		<b>42101:06</b>	<b>288464.6</b>
PREV YEAR		<b>1113:20</b>	<b>6613.7</b>			

\* 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, 2017

2016	
\$	
<b>CURRENT ASSETS</b>	
280	Cash on Hand 280
26,589	Commonwealth Bank of Australia - Cheque Account 10,248
121,997	Commonwealth Bank of Australia - Cash Management Account 53,181
326	Bendigo & Adelaide Bank Ltd. - Cheque Account 803
146,852	Bendigo & Adelaide Bank Ltd. - Term Deposit 150,123
1,356	Debtors 170
5,489	GST Refundable 1,681
10,123	Prepayments 10,218
4,196	Stock on Hand (at lower of cost or sale value) 4,154
<u>317,208</u>	Total Current Assets 230,858
<b>NON CURRENT ASSETS</b>	
20,125	Land & Buildings (at cost) 20,125
101,446	Tram Depot & Trackwork (at cost) 101,446
(55,137)	Less Provision for Depreciation <u>58,243</u> 43,203
79,369	Electrical & Overhead Equipment (at cost) 79,369
(20,200)	Less Provision for Depreciation <u>23,810</u> 55,559
4,101	Trams (at cost) 4,101
(4,101)	Less Provision for Depreciation <u>4,101</u> 0
14,238	Other Equipment (at cost) 20,738
(11,450)	Less Provision for Depreciation <u>12,545</u> 8,193
8,569	Motor Vehicle (at cost) 8,569
(4,683)	Less Provision for Depreciation <u>5,557</u> 3,012
159,717	Trams Restoration (at cost) 180,870
(107,482)	Less Provision for Depreciation <u>113,803</u> 67,067
147,087	Museum Equipment (at cost) 157,923
(43,880)	Less Provision for Depreciation <u>51,023</u> 106,900
<u>287,719</u>	Total Non Current Assets 304,059
<u>\$604,927</u>	<b>TOTAL ASSETS</b> <u>\$534,917</u>
<b>CURRENT LIABILITIES</b>	
30,489	Creditors 0
14,398	Grants Received in Advance <u>0</u>
<u>44,887</u>	Total Current Liabilities <u>0</u>
<u>44,887</u>	<b>TOTAL LIABILITIES</b> <u>0</u>
<u>\$560,040</u>	<b>NET ASSETS</b> <u>\$534,917</u>
<b>ACCUMULATED FUNDS</b>	
<u>\$560,040</u>	Accumulated Funds as at 30th June, 2017 <u>\$534,917</u>

# BALLARAT TRAMWAY MUSEUM INCORPORATED

Association No. A0031819K

## Statement of Income & Expenditure for Year Ended 30th June, 2017

2016		
\$	INCOME	
6,007	Membership Subscriptions	5,830
16,982	Donations Received	21,539
2,304	Surplus Souvenir & Kiosk Operations	3,057
27,547	Fares	29,592
0	Tram 939 Income	4,916
10,660	Advertising	3,091
5,896	Interest Received	4,465
24,985	Grants Received	14,397
3,500	City of Ballarat Sponsorship	3,500
22,762	Legacy	0
21,425	Sale of Trams & Parts	773
2,315	Sundry Income	1,643
<u>144,383</u>	<b>Total Income</b>	<u>92,803</u>
	<b>LESS EXPENDITURE</b>	
9,756	Advertising	4,373
342	Bank Charges	503
6,673	Bungaree House Expenses	5,849
17,820	Depreciation	22,149
1,869	Electricity	2,441
3,595	General Expenses	4,265
24,985	Grant Money Expenditure	14,397
9,981	Insurance	11,935
276	Land Rent	279
878	Medicals	1,621
6,865	Motor Vehicle Expenses	4,679
2,709	Printing & Stationery	3,575
770	Rates	762
46,812	Repairs & Maintenance	34,201
0	Security	651
896	Subscriptions	1,254
2,847	Telephone & Postage	3,357
0	Tram 939 Expenses	1,635
<u>137,074</u>	<b>Total Expenditure</b>	<u>117,926</u>
<b>\$7,309</b>	<b>SURPLUS (DEFICIT) FOR YEAR</b>	<b>(\$25,123)</b>
552,731	Accumulated Funds as at 30th June, 2016	560,040
<u><b>\$560,040</b></u>	<b>Accumulated Funds as at 30th June, 2017</b>	<u><b>\$534,917</b></u>

**BALLARAT TRAMWAY MUSEUM INCORPORATED**  
**Association No. A0031819K**  
**Statement of Cash Flows for Year Ended 30th June, 2017**

<b>2016</b>			
\$	<b>Cash Flows from Operating Activities</b>		
112,147	Revenue from Operations	75,126	
(94,364)	Payments to Suppliers and Employees	(122,511)	
5,896	Interest Received	4,465	
<u>23,679</u>	Net Cash provided by Operating Activities (see Note 7)	<u>          </u>	(42,920)
	<b>Cash Flows from Investing Activities</b>		
(14,365)	Additions to Trackwork	0	
0	Additions to Other Equipment	(6,500)	
(26,301)	Additions to Tram Restoration	(21,153)	
(54,868)	Additions to Museum Equipment	(10,836)	
<u>(95,534)</u>	Net Cash used in other activities	<u>          </u>	(38,489)
(71,855)	Net Increase (Decrease) in Cash Held		<u>(81,409)</u>
367,899	Cash at beginning of year		296,044
<u><u>\$296,044</u></u>	<b>Cash at end of year (Note 6)</b>		<u><u>\$214,635</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, 2017**

### **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, 2017 (Cont'd)**

**2016**

**\$**

**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
26,589	Commonwealth Bank of Australia - Cheque Account	10,248
121,997	Commonwealth Bank of Australia - Cash Management Account	53,181
326	Bendigo & Adelaide Bank Ltd. - Cheque Account	803
146,852	Bendigo & Adelaide Bank Ltd. - Term Deposit	150,123
<u>\$296,044</u>		<u>\$214,635</u>

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

7,309	Operating Surplus (Deficit)	(25,123)
17,820	Depreciation	22,149
	<b>Changes in Assets and Liabilities</b>	
(1,356)	(Increase) Decrease in Debtors	1,186
(4,816)	(Increase) Decrease in GST Refundable	3,808
(419)	(Increase) Decrease in Prepayments	(95)
(364)	(Increase) Decrease in Stock on Hand	42
30,489	Increase (Decrease) in Creditors	(30,489)
(24,984)	Increase (Decrease) in Grants Received in Advance	(14,398)
<u>\$23,679</u>		<u>(\$42,920)</u>

Cash Outflows shown in brackets

**BALLARAT TRAMWAY MUSEUM INCORPORATED**  
**Association No. A0031819K**  
**Statement by the Committee**  
**Year Ended 30th June, 2017**

(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, 2017 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, 2017.

**G. Rodgers**  
**President**

**C. Cleak**  
**Treasurer**

**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 2017, 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 ethical pronouncements.

**Auditor's Opinion**

In our opinion the financial report of the association has been prepared in accordance with the *Association Incorporation Reform Act 2012* including:

- a) giving a true and fair view of the entity's financial position as at 30 June 2017 and of its performance for the year ended on that date; and
- b) complying with Australian Accounting Standards as referred to in Note 1 to the financial statements.

**Basis of accounting and restriction on distribution**

Without modifying our opinion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Ballarat Tramway Museum Incorporated to meet the requirements of the *Associations Incorporation Reform Act 2012*. As a result the report may not be suitable for another purpose.

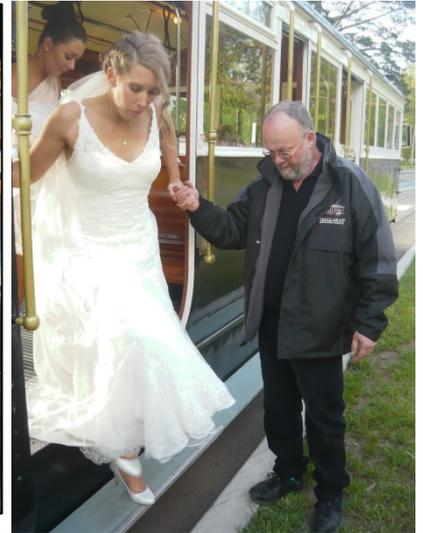
Paroissien Accountants Pty. Ltd.

A.R. Paroissien FIPA

Dated in Ringwood on 26<sup>nd</sup> September, 2017.

**Rear Cover photos**

After the rains	31/10/2016	Peter Bruce
"Trams at Night"	20/5/2017	Terrilee Marmo
After the Parade	13/3/2017	Peter Bruce



### A Few Highlights

Remembering the last night of SEC operation

*Pipers by the Lake* charter - Our helpful crew

*Cuthberts 939* ready for High Tea

Santa's visit

Visit by Forest Street Primary School

*Photos: Peter Waugh, Roger Gosney*



