

Ballarat Tramway Museum Inc.

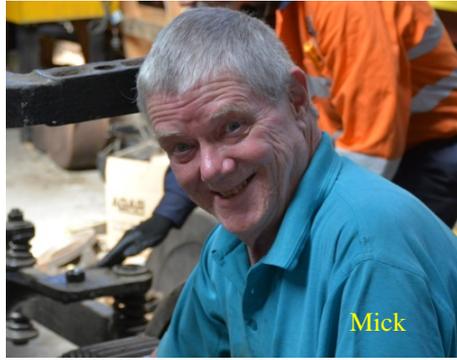


Peter Waugh 3/10/17

Annual Report 2017 - 2018



Pamela



Mick



Paul



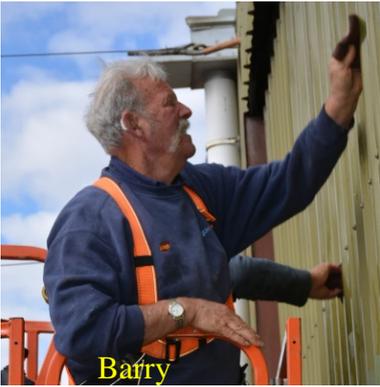
Juliana



Aaron



Alan



Barry



Len



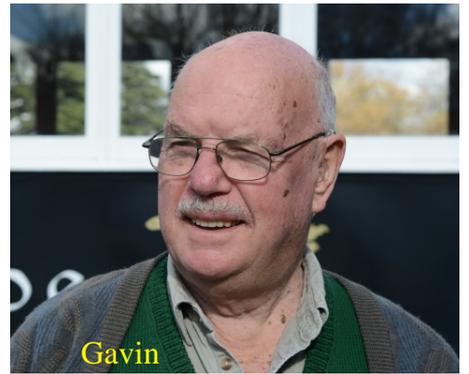
Reece



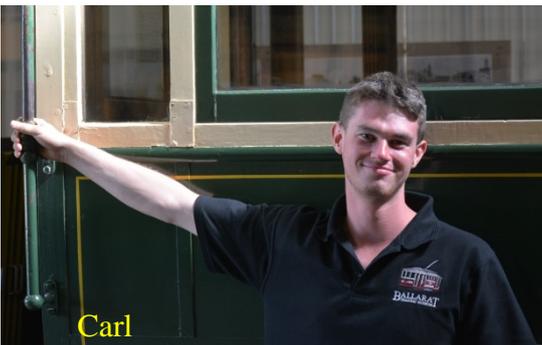
Alan



Hugh



Gavin



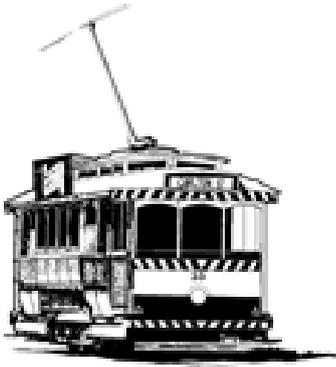
Carl



Greg



Neil



Ballarat Tramway Museum Inc.

Annual Report 2017 - 2018

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The Board

President	Paul Mong
Vice President	Greg Rodgers
Secretary	Peter Winspur
Treasurer	Carolyn Cleak

Board Members	Neville Britton
	Virginia Fenelon
	Richard Gilbert
	Len Millar
	Chris Phillips
	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

I am pleased to present the President's report for the year 2017-2018.

I would like to take this opportunity to welcome all new members to the museum and also a big thank you to our existing ones who have contributed a lot of time and effort to the organisation.

This year we welcomed long time member Chris Phillips to the board who has also taken over as roster clerk. We also thank Neville Britton who has taken on the role of Operations Manager.

One of our strengths as an organisation is our structure and support group which has really shown this year in handing over these roles.

I would like to thank Greg Rodgers for his contribution as President for the past seven years and also his ongoing support as Vice President.

The leadership of the board especially Greg, Richard Gilbert and Secretary Peter Winspur have supported my role as President which has enabled me time to help lead key projects such as track replacement and the extension of our museum that is crucial for our future.

As most of our members would know some of the track in Wendouree Parade is reaching the end of its life. The City of Ballarat is prepared to invest an initial \$250,000 to replace the first section at the south end. This is on the condition that the Museum can source an equal amount, we are currently looking at grants that could help us contribute to this.

As the organisation gets older so does our infrastructure like the track, overhead, trams and our building. The museum is very grateful to have fantastic community support who are willing to not only contribute their time but also financially.

This year we saw some very large donations from our supporters, the money has been allocated to the restoration of 12 and also the museum extension in which we are currently looking at a more cost effective design.

This year I was very honoured to accept on behalf of the museum the National Trust Greg Binns Award for Outstanding Community Contribution to Heritage. This award is a real credit to all our volunteers who have contributed thousands of hours to the museum.

One of our volunteers who has been with us from the start who this year announced his retirement from driving is Gavin Young. I would like to thank Gavin for his fantastic contribution.

Throughout the year we have undertaken many projects like track repairs, painting the shed and the continued restoration of 12 and 18. Thank you to Les Williams, Barry Richardson, Mick Duncan and Richard Gilbert for leading these projects.

Another successful project even though it has not operated yet is the flower tram. Special thanks must go out to Peter and Pam Waugh for organising this project. It is turning out to be a real community project.

Reflecting on the year it has been another busy year with the increasing number of events and charters also the introduction of extended operating times we have seen a heavy demand on our volunteers. The success of Cuthbert's 939 is still continuing. It has turned out to be a real revenue earner for the museum also the publicity has been fantastic. All this helps to maintain our existing fleet, so we can 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.

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

Mayor of Ballarat and Councillors
Local Members of Parliament both
State and Federal
Public Transport Victoria
VicTrack
Museum Victoria

Our sponsors:

Pipers by the Lake, Sovereign
Caravans, Sovereign Hill, Visit
Ballarat, Train World, Best of
Ballarat and Bendigo Bank.

I also thank our members and Volunteers as without your support our organisation would not exist so thank you.

Paul Mong



2. Secretary's Report

This year saw major changes in the administration of the Museum with Paul Mong assuming the position of president and me stepping down as Operations Manager after thirty or so years. Greg Rodgers swapped roles with Paul to become the Museum's vice president. Paul has been around for some twenty eight years and is still only in his mid thirties! Neville Britton was persuaded to take over from me as Operations Manager on the condition that I continued with looking after most of the paper warfare.

There was a time in the 1990's when we were unable to persuade Ballarat residents to participate in the running of the organisation. Now, with the key board positions which deal with the public filled by locals, (Paul, Peter Waugh and Neville) we are in a much better position to promote the Museum and its contribution to Ballarat.

The Board met nine times during the year and an enormous quantity of business was conducted in a spirit of harmony. Reece Carter stepped down at the election to enable Chris Phillips to join us. Reece continues to collect and process the mail and do most of the weekly banking. Balancing the takings has become a major exercise and I thank Reece for his continuing contribution.

Eighteen new members and three new junior supporters joined during the year. With the annual drop off which has become more pronounced in recent years the total at the end of the year was 224 (an increase of four) and 19 junior supporters. Of the twenty who did not renew eight had been members less than two years. We were not made aware of any members passing away during the year.

The Safety and Incident Management Committee met three times during the year. No major incidents were reported and the

Committee's main task was to ensure that the Museum's commitment to its Safety Management System was maintained.

As well as passing operations supervision over, another move was to find someone else prepared to create *Fares Please!* six times a year. Peter Waugh decided to give it a go and from February he had managed to produce three bumper issues by June. Of course, he is always seeking further interesting items.

I thought that giving up two major tasks would reduce my workload. How wrong. We are now going through the process of becoming an accredited Museum under the Tourist and Heritage Railways legislation. This will have great benefits as we will then have a more formal link with government. The process began with the creation of a detailed business plan tailored to the requirements of the legislation. The Museum already has a comprehensive plan, but this one required many hours of work and I thank Virginia and Paul for their input. This year we will be required to submit a marketing strategy and an asset conservation plan.

In December when publishing *Fares Please!* I overlooked noting that at the AGM it was resolved that Carolyn Cleak and I become Life Members in acknowledgement of our contribution to the Museum over a very long time. I became active in 1972 and filled a casual vacancy on the Board in January 1974.

It may be almost a lifetime ago, but I certainly feel that it has been more than worthwhile and hope I am still flexible enough to embrace all the changes which have occurred over the years.

Carolyn, a foundation member, on her return from a stint in the UK offered to take on the role of treasurer in January 1977 and has ensured that the organisation remain solvent and paid its accounts on time ever since. No mean task. As we have grown this has become a bigger and bigger job.

A folder fills with bills in one year these days instead of five. As many of you know Graeme, her partner, became ill two years ago and his recovery has been a very slow process. In all this time Carolyn has managed to keep up with the demanding role of managing our accounts.

Gavin Young made the decision to "retire" at the end of June. Everyone has to finish up some time and Gavin made the wise choice of choosing when he should do so. Another foundation member, Gavin was the roster clerk until recently. He was also the first driver qualified by the Society in December 1974. He has been a permanent fixture on most Sundays ever since (unless he was travelling interstate or in more recent years to New Zealand).

This year, the Board acknowledged Gavin's contribution by recommending to the members that he be awarded life membership at the forthcoming AGM. Gavin is still keen to continue with the task of working out our annual ticket sales based on the conductors' revenue journals.

I will offer to remain Secretary for another year as well as continuing to supervise the training of our new drivers. I intend to continue driving when I am needed and available. My thanks to all those who have helped during the past year.

Peter Winspur



Visitor

Peter Waugh 16/12/17

3. Marketing Manager's Report

The marketing team has worked hard over the year looking at ways to increase the number of visitors that come to the Museum. This has included looking at how we can raise the profile of the Museum in both the local and broader community.

Most of our volunteers who work at the depot have been provided with overalls or shirts embroidered with the BTM name, which gives a more professional look to the team. With the cold winter's we sometimes experience, we have also been able to sell BTM beanies at cost price to members.

Other new items on sale this year has included new postcards, featuring photos taken by our members and supporters. We have also added woollen tram scarves and tram socks to the shop. Member Lynne Williams has also created some unique tram bookmarks. Some new items including mugs and a tote bag were designed featuring the No. 1 Horse Tram. The closure of the Museum of Democracy at Eureka at Easter

meant we were able to acquire a range of Ballarat souvenirs from their shop.

The addition of an EFTPOS terminal at the depot means that we can now easily deal with credit card payments for all items, including tram tickets. The number of visitors who no longer carry cash is increasing, and we will need to investigate how our conductors can accept EFTPOS payments on board while still retaining our traditional tickets and bags.

With social media increasing in its role of connecting and informing people, we have continued to utilize Facebook as a way of promoting the Museum. This year we also began to seriously develop an audience on Instagram, which features photos of the trams, our volunteers, and the beautiful gardens in which we operate.

We have also maintained our relationship with the media and have had several articles and photos in the Ballarat Courier. We also featured in the Ballarat Lifestyle Magazine, which ran a lead story on Cuthberts 939. Ballarat's Voice FM has continued to feature interviews with our volunteers.



Cindy, Pam & Lynee

Photo: Peter Waugh 5/8/18

High Tea on the first Sunday of the month has been a great success.

Cindy's Bright Life Catering is the caterer.

Cuthberts 939 had a very busy year, especially during the Xmas period when we were running events on six days per week. One highlight was hosting the Mayor's Xmas party of councillors and senior council officers. In January Bright Life Catering began holding a regular monthly High Tea. These are held on the first Sunday of the month and have proved to be very popular with both locals and visitors. Cindy Bright has also taken out a liquor license for the tram and has offered her service to customers who may need to have a licensed liquor service. Most of our volunteer crew have completed the Responsible Service of Alcohol certificates.

Pipers By The Lake have continued their sponsorship of the Museum, and have been providing a tram for use by couples booking their receptions at the venue. The tram picks up the wedding party before the reception, and provides a place to sit down, have some refreshments, and enjoy a bit of quiet time before being delivered to the reception. Our volunteers have really enjoyed the leisurely evening trips in the gardens.

We were again fortunate to have the services of Santa Claus, who made two trips to Ballarat in December. Our weekday Santa tram proved to be very popular with

young families. We have continued to see patronage grow for this part of our business.

Our experimental Tram TV was popular with visitors, however the second-hand large screen failed earlier this year. We are looking for a sponsor to provide a large Smart TV so that we can show film clips and other highlights from our collection.

In January we experimented with some floor marking to help visitors find their way into some of the hidden corners of the depot and this has proved successful. New barrier chains at the entrance have helped guide visitors to the front door, which was a recommendation following the inspection by Museums Australia as part of our accreditation.

“Fares Please!” is now being printed in Ballarat thanks to Waller and Chester, who have provided a very good deal, and have been able to print copies to a high quality. Thanks to those members who have provided stories, anecdotes and photos this year.

With increasing visitor numbers, we rely on our dedicated volunteers to keep the trams running, and the depot doors open. If you have a spare couple of hours during the month that you could spend at the Museum, we would really appreciate the assistance.

Peter Waugh



Track crew

Peter Waugh 23/4/18

4. Museum Services Manager's Report

Although there are frequent diversions from Museum support activities and management of the collection, a fair bit of work was able to be done in this regard. Collection items continue to be acquired steadily, with the backlog largely now addressed.

Over the year, some 240 items were added to the catalogue. Significant donations were received from Wendy Hunt of Qld from the collection of former Ballarat driver Norm Hunt; Paul Trevenen various signs and books and a brass coin dispenser (or is it dispenser?) from John Spencer.

The Museum's website and associated pages continued to be actively maintained. Early in 2018, the Museum moved its host to Siteground following difficulties and reliability with the previous hosting service. Our unique visitor numbers per month continue to grow to about 1750 per month. The most popular downloads are our foreign language pamphlets, Fares Please!, our Annual Reports and the printable Information Guide.

Our Social Media continues to be popular. Facebook has grown to just under 2700 likes by the end of the year, up from 2070 at the same time the previous year. Pinterest, Instagram and Trip Advisor continue to be maintained by the Museum. At 30 June, we were No. 9 of 88 things to do in Ballarat.

Thanks to Peter Waugh, Roger Gosney, Hugh McKelvey and Virginia Fenelon who

add interest to these sites. Eight issues of our eNews were written and published by Peter Waugh. The number of subscribers has passed 300 (250 last year). The website and the major social media sites are regularly monitored and reported to the Board.

The Museum was successful in obtaining a grant from the Public Records Office of Victoria as part of their Local History Program to provide interpretive panel in four of the tram shelters that are provided at various locations in Wendouree Parade and on the access track. The basis of the information to be provided at each shelter has been formulated.

Depot visitors have continued to grow. During the last 12 months, some 8700 visitors were recorded, compared to about 5150 the previous year. The average per day increased from 35 to 42. Not every day is recorded.

As noted in the previous year's report, the Museum's Accreditation as a Museum was renewed. The Museum was one of the first to be Accredited in 1998.

On behalf of the Board, I wish to thank all those who have assisted during the year in continuing to enable the Museum to meet our aims and those making donations to our collection so we can continue to tell the on-going story of Ballarat's trams and its trammies. All our volunteer guides go to make this continue to happen and they are particularly thanked.

Warren Doubleday

	Annual Patronage						
	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
Patronage	19700	20167	20314	18527	16715	15840	18076
Overall	792913	773213	753046	732732	714205	697490	681650
Non Begonia	12052	11997	12637	10189	9333	10262	10153
Begonias	7648	8170	7677	8217	7382	5578	7922
Springfest	543	753	505	394	367	648	298
Easter	337	394	403	478	418	280	266
Days run	206	206	204	190	177	180	181

5. Technical Services

Manager's Report

It has been another successful year for our growing work party with many projects completed. One of our main focus for this year was completing 18. This project has seen the truck completely overhauled with new bearings and springs. The axles have been metal sprayed and turned and one armature has been replaced with both motors been re -insulated. All up we have spent around \$45,000 on this project which included the wheels being turned a few years ago. This project has been led by Mick Duncan and Geoff Gardner who have done a fantastic job with the Weekday group assisting.

With the understanding of what is required now and a list of contractors who can assist us we are currently putting together a schedule which will see the whole fleet of SEC trams overhauled, however we will need financial assistance to achieve this.

Another restoration project we have been working on is ESCO car 12 this year Garry and Steve varnished the interior saloons and started to repair the drivers ends. Thanks to a large donation we have been able to get Adam Stephenson back from Ladbrook's Joinery to make a start on the roof this will see the timber slats replaced and the roof strengthened to handle a trolley base. This project is coming along well the next step is to work out what truck to put under it currently we do not have one, so we are looking at our options.

Thanks to Dave Macartney who has been overseeing servicing and general tramcar

maintenance in which we are all up to date with. This year during a regular inspection we found that 38's axle bearings were worn so we removed it from service and are currently replacing all the axle bearings hoping to have it back in service soon.

Infrastructure projects were also a focus this year with the Depot being painted over many days. A big thanks must go out to Barry Richardson and Les Williams for the great job they did in preparing and painting the shed.

A new fire hose reel has been installed in our workshop to protect our fleet plus concreting of our museum entry and 7 road. New LED lights and general power points have been installed thanks Neil Blanchard who has been assisting me in this field.

With the ageing track that is beyond repairing we had to replace a 2-metre section of track near depot junction this was a real team effort which was completed over a couple of days.

Thanks to Ken Wilson who has started the time-consuming project of overhauling tram controllers. He is currently replacing fingers and tensioning springs. Also, a big thanks must go out to Alan Hassler and Warren Doubleday who have taken on the project of inspecting and repairing the depot fan track and installing earth bonds.

So, as you can see it has been another busy year for our maintenance team. I would like to thank everyone who has assisted us throughout the year in keeping the trams going also I would like to thank Neville Britton, Peter Waugh and Richard Gilbert for helping me lead some key projects this year.

Paul Mong



6. Operations

Manager's Report

As I prepare this, my first Report, I must say thank you to Peter Winspur for his contribution to the Museum as Operations Manager for so many years. Difficult shoes for me to fill. But Peter has not fully relinquished his roles in operations as he continues to manage most of the behind the scenes paperwork, some of which links with his continuing role as Secretary. I also extend my sincere thanks to my fellow Board Members, Roster Clerk Chris Phillips and each of the Museum volunteers who have supported operations this year.

We continue to struggle to fill conductor positions on the roster, but a couple of new members are in training. I congratulate Chris Phillips as a recently qualified motorman and three more members about to commence. I need to recognise the long service and support of Gavin Young who retired as motorman. Gavin has been involved with BTM since the beginning, a regular meal break motorman and ensuring conductors kits are adequately supplied with tickets. His planning and backroom work for our Begonia Festival and Springfest operations have been pivotal to the success of these days. Hopefully Gavin will still be about and continue to be involved with administrative duties.

Our passenger numbers for the twelve months to June 30, 2018 were 19,700 which is 467 less than the previous year. Springfest and the Begonia Festival were busy as usual and not without a couple of challenges including a broken spring in the points at the loop and a broken window in a tramcar. Both resolved quickly. The City of Ballarat continued to provide funding to allow us to operate a free service on the Labour Day weekend. The full closure of the garden's precinct of Wendouree Parade to vehicles during the Begonia Festival Parade on the Monday this year meant an earlier recommencement of service, but

also a significant increase in passengers challenging our capacity immediately following the Parade.

Several special events were conducted. The annual 'Tram Pull' was conducted as part of Springfest. A new location with a slight uphill grade tested the participants with some having difficulty in moving the tram!! This year we may reverse the direction!! The 'Santa Tram' operated over two days with a patronage of 177. The planned operation of horse tram #1 was rescheduled from January 24 owing to forecast hot weather. #1 operated instead on April 8 with 273 passengers for the day and 269 on the service car. The horses this year were provided by Sovereign Hill. Additional tramcar capacity and crews were rostered for the Ballarat Beer Festival to cater for patrons arriving at Wendouree Train Station. However, the proximity of the event (near Pipers) meant most were happy to walk and the number of passengers carried did not meet expectations.

Charters and visits to the Museum have been constant throughout the year including days with over 100 school children visiting. Depending on their age, use of the Museum displays allows the story of early Ballarat and the importance of the tramway to be understood. Our continuing relationship with Pipers sees W4 #671 used regularly (at times weekly) for wedding groups. Cuthberts #939 has an ongoing monthly high tea charter which is often fully booked. The next year or two are shaping up to be significant for the Ballarat Tramway Museum subject to funding. Our challenge is to move forward with confidence and continue to be the custodians of a significant part of the history of Ballarat that allows our valued visitors and passengers to experience Ballarat's heritage. Again, I thank all our volunteers who have supported our tramway operations during the past year and for the support I received in assuming the Operations Manager position.

Neville Britton

2017/2018 OPERATING STATISTICS

	DAYS	KILOMETRES	PASSENGERS	ROSTERED	CUTHBERTS	WEDDINGS	GROUP
	RUN	RUN	CARRIED	DAYS	939	("Pipers")	VISITS*
JULY	21	577.8	893	20	3	1	1
AUGUST	12	293.4	387	8	3		
SEPTEMBER	18	435.8	893	14	3	1	3
OCTOBER	19	431.4	1160	14		1	5
NOVEMBER	14	482.8	1549	8	3	3	5
DECEMBER	24	678.2	1411	15	10	2	2
JANUARY	28	954.6	1759	28	1	1	
FEBRUARY	11	283.4	468	8	3	2	1
MARCH	15	706.2	8415	11	6	2	5
APRIL	20	627.0	1620	20	1		1
MAY	13	274.0	518	8	4		4
JUNE	11	325.4	627	10	3		1
TOTAL	206	6070.0	19700	164	40	13	28
OVERALL	7513	294534.6	792913	Not available	65	17	Not available
PREV YEAR	206	5886.3	20167	Not available	19	4	Not available

Note: Overall Kilometre total excludes Km run in Melbourne.

* Schools, clubs, birthdays, weddings, etc. Excludes depot visits without a tram ride.

2017/2018 TRAMCAR STATISTICS

CAR	2017- 2018 TOTALS			PROGRESSIVE TOTALS		
	DAYS	HOURS	KILOMETRES	DAYS	HOURS	KM
	RUN	RUN	RUN	RUN	RUN	RUN
1	1	7:10	20.8	17	84:55	211
13	19	77:39	448.0	652	2650:35	16790.3
14	20	75:58	433.0	1483	6344:35	44344
18				950	4313:31	28431.7
26	16	42:10	271.6	826	3311:04	26662.1
27	45	194:36	1178.8	1984	8047:08	56317.7
28	53	209:23	1260.8	981	3606:09	23603.6
33	56	216:48	1313.2	1747	6840:26	45609.5
38	9	20:06	112.0	327	835:00	5551.6
40	15	31:39	179.0	549	1924:20	14317.2
661	7	35:33	180.0	519	1701:23	10915.8
671	22	53:16	238.0	724	2123:21	13423.2
939	43	90:43	374.2	133	161:58	657.4
8	15	19:20	60.6	236	223:29	809.6
Bendigo Trams *				203	947:00	6359.2
466				20	81:00	530.7
TOTALS		1074:21	6070.0		43195:54	294534.6
PREV YEAR		1113:20	5886.3			

* 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, 2018

2017	
\$	
CURRENT ASSETS	
280	Cash on Hand 280
10,248	Commonwealth Bank of Australia - Cheque Account 25,213
53,181	Commonwealth Bank of Australia - Cash Management Account 53,981
803	Bendigo & Adelaide Bank Ltd. - Cheque Account 752
150,123	Bendigo & Adelaide Bank Ltd. - Term Deposit 403,205
170	Debtors 0
1,681	GST Refundable 2,064
10,218	Prepayments 10,264
4,154	Stock on Hand (at lower of cost or sale value) 6,393
<u>230,858</u>	<u>Total Current Assets 502,152</u>
NON CURRENT ASSETS	
20,125	Land & Buildings (at cost) 20,125
101,446	Tram Depot & Trackwork (at cost) 101,446
(58,243)	Less Provision for Depreciation <u>61,349</u> 40,097
79,369	Electrical & Overhead Equipment (at cost) 79,369
(23,810)	Less Provision for Depreciation <u>27,420</u> 51,949
4,101	Trams (at cost) 4,101
(4,101)	Less Provision for Depreciation <u>4,101</u> 0
20,738	Other Equipment (at cost) 20,738
(12,545)	Less Provision for Depreciation <u>13,709</u> 7,029
8,569	Motor Vehicle (at cost) 8,569
(5,557)	Less Provision for Depreciation <u>8,569</u> 0
180,870	Trams Restoration (at cost) 197,774
(113,803)	Less Provision for Depreciation <u>120,969</u> 76,805
157,923	Museum Equipment (at cost) 157,923
(51,023)	Less Provision for Depreciation <u>58,243</u> 99,680
<u>304,059</u>	<u>Total Non Current Assets 295,685</u>
<u>\$534,917</u>	<u>TOTAL ASSETS \$797,837</u>
CURRENT LIABILITIES	
0	Creditors 0
0	Grants Received in Advance <u>7,931</u>
0	<u>Total Current Liabilities 7,931</u>
0	TOTAL LIABILITIES 7,931
<u>\$534,917</u>	<u>NET ASSETS \$789,906</u>
ACCUMULATED FUNDS	
<u>\$534,917</u>	Accumulated Funds as at 30th June, 2018 <u>\$789,906</u>

BALLARAT TRAMWAY MUSEUM INCORPORATED

Association No. A0031819K

Statement of Income & Expenditure for Year Ended 30th June, 2018

2017		
\$	INCOME	
5,830	Membership Subscriptions	5,718
21,539	Donations Received	276,535
3,057	Surplus Souvenir & Kiosk Operations	5,152
29,592	Fares	33,280
4,916	Tram 939 Income	9,491
3,091	Advertising	3,091
4,465	Interest Received	3,886
14,397	Grants Received	69
3,500	City of Ballarat Sponsorship	3,500
773	Sale of Trams & Parts	10,723
1,643	Sundry Income	2,291
<u>92,803</u>	Total Income	<u>353,736</u>
	LESS EXPENDITURE	
4,373	Advertising	4,346
503	Bank Charges	422
5,849	Bungaree House Expenses	2,863
22,149	Depreciation	25,278
2,441	Electricity	1,049
4,265	General Expenses	1,068
14,397	Grant Money Expenditure	69
11,935	Insurance	12,147
279	Land Rent	286
1,621	Medicals	1,501
4,679	Motor Vehicle Expenses	1,295
3,575	Printing & Stationery	3,288
762	Rates	793
34,201	Repairs & Maintenance	35,758
651	Security	1,616
1,254	Subscriptions	1,081
3,357	Telephone & Postage	2,649
1,635	Tram 939 Expenses	3,238
<u>117,926</u>	Total Expenditure	<u>98,747</u>
(\$25,123)	SURPLUS (DEFICIT) FOR YEAR	\$254,989
560,040	Accumulated Funds as at 30th June, 2017	534,917
<u>\$534,917</u>	Accumulated Funds as at 30th June, 2018	<u>\$789,906</u>

BALLARAT TRAMWAY MUSEUM INCORPORATED
Association No. A0031819K
Statement of Cash Flows for Year Ended 30th June, 2018

2017			
\$	Cash Flows from Operating Activities		
75,126	Revenue from Operations	359,327	
(122,511)	Payments to Suppliers and Employees	(77,513)	
4,465	Interest Received	<u>3,886</u>	
<u>(42,920)</u>	Net Cash provided by Operating Activities (see Note 7)		285,700
	Cash Flows from Investing Activities		
0	Additions to Trackwork	0	
(6,500)	Additions to Other Equipment	0	
(21,153)	Additions to Tram Restoration	(16,904)	
(10,836)	Additions to Museum Equipment	<u>0</u>	
<u>(38,489)</u>	Net Cash used in other activities		<u>(16,904)</u>
(81,409)	Net Increase (Decrease) in Cash Held		<u>268,796</u>
296,044	Cash at beginning of year		214,635
<u>\$214,635</u>	Cash at end of year (Note 6)		<u>\$483,431</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, 2018

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, 2018 (Cont'd)

2017

\$ 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
10,248	Commonwealth Bank of Australia - Cheque Account	25,213
53,181	Commonwealth Bank of Australia - Cash Management Account	53,981
803	Bendigo & Adelaide Bank Ltd. - Cheque Account	752
150,123	Bendigo & Adelaide Bank Ltd. - Term Deposit	403,205
<u>\$214,635</u>		<u>\$483,431</u>

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

(25,123)	Operating Surplus (Deficit)	254,989
22,149	Depreciation	25,278
	Changes in Assets and Liabilities	
1,186	(Increase) Decrease in Debtors	170
3,808	(Increase) Decrease in GST Refundable	(383)
(95)	(Increase) Decrease in Prepayments	(46)
42	(Increase) Decrease in Stock on Hand	(2,239)
(30,489)	Increase (Decrease) in Creditors	0
(14,398)	Increase (Decrease) in Grants Received in Advance	7,931
<u>(\$42,920)</u>		<u>\$285,700</u>

Cash Outflows shown in brackets

BALLARAT TRAMWAY MUSEUM INCORPORATED
Association No. A0031819K
Statement by the Committee
Year Ended 30th June, 2018

(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, 2018 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 30th day of September, 2018.

P. Mong
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 general purpose financial report of the Ballarat Tramway Museum Incorporated (the association), which comprises of the balance sheet as at 30 June 2018, the income statement, and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the committee's report.

The Responsibility of the Committee for the Financial Report

The committee of the association is responsible for the preparation of the financial report, and has determined that the basis of preparation described in Note 1, is appropriate to meet the requirements of the *Associations Incorporation Reform Act 2012*. The committee's responsibility also includes such internal control as the committee determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those 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 judgement, 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 of the financial report that gives a true and fair view, in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

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 2018 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

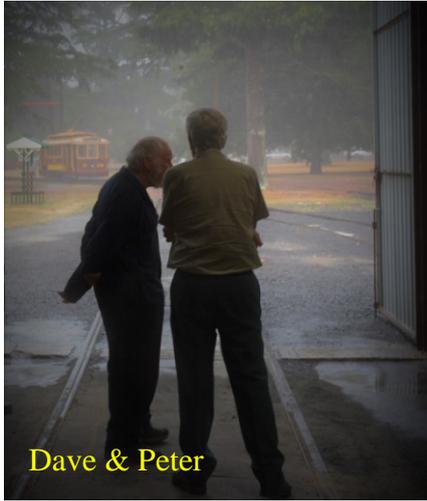
Dated in Ringwood on 24th September, 2018.

Rear Cover photos

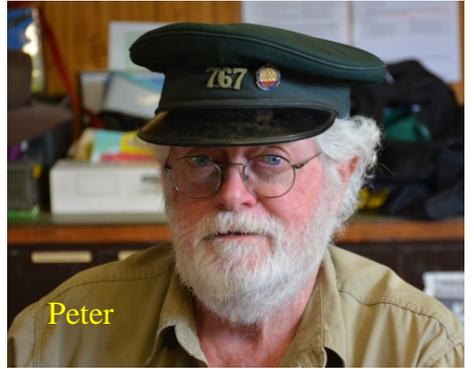
In the Mist at St Aidans Drive	<i>Roger Gosney 11/7/17</i>
Puffing Billy Social Club visit	<i>Peter Winspur 22/10/17</i>
“They may bring a fancy car, but they love a photo with a tram!”	<i>Roger Gosney 4/11/17</i>



Roger & the Donovans



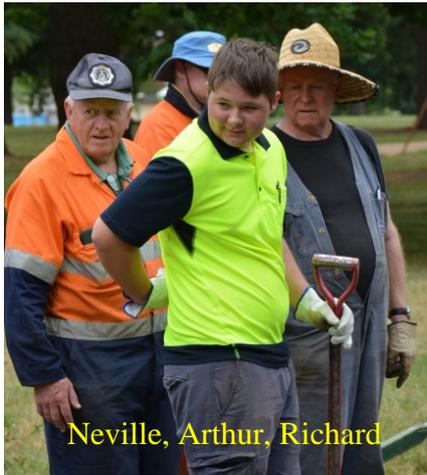
Dave & Peter



Peter



Chris



Neville, Arthur, Richard



Simon



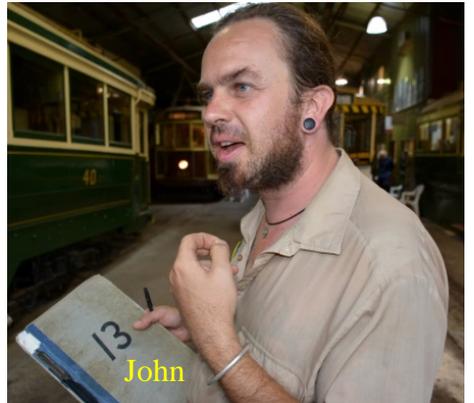
Neville

A few of our Volunteers

(Also on page 2)
Photos by Peter Waugh



Ryan



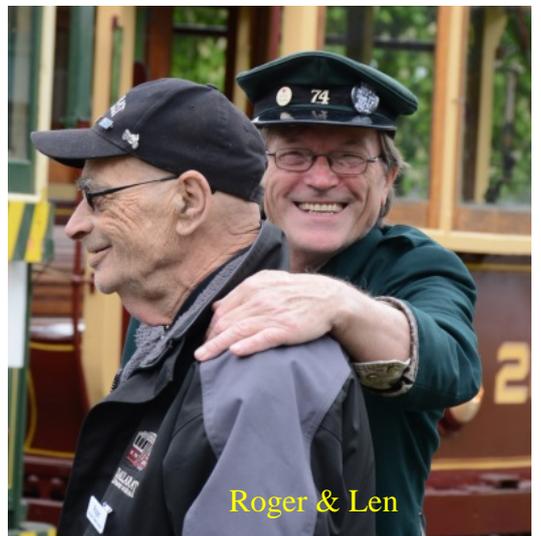
John



Dave & Deepthi



Peter



Roger & Len

