

# Ballarat Tramway Museum Inc.



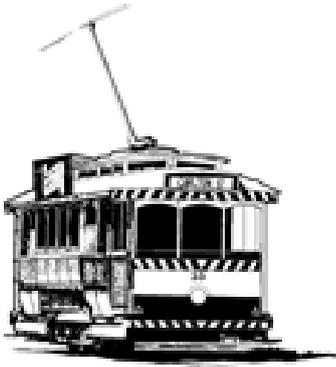
*Clayton Giles 24/2/19*

## Annual Report 2018 - 2019



Some of the year's activities





# Ballarat Tramway Museum Inc.

## Annual Report 2018 - 2019

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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
	Chris Phillips
	Peter Waugh
	John Whiting

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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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The Ballarat Tramway Museum Inc.	(Association No: A0031819K)
P O Box 632 Ballarat Vic 3353	Tel/Fax 61 3 5334 1580
Email: <a href="mailto:secretary@btm.org.au">secretary@btm.org.au</a>	Web: <a href="http://www.btm.org.au">http://www.btm.org.au</a>

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# 1. President's Report

I am pleased to present the President's report for the year 2018-2019. I would like to take this opportunity to welcome all new members to the museum and also thank you to our existing ones for their ongoing support.

I would like to welcome John Whiting to the board this year who is replacing Len Millar. I would like to thank Len for all his contributions to the board over many years.

In 1971 the museum was built by a group of enthusiasts wanting to preserve Ballarat's history. As the museum evolved, we became an important part in tourism for Ballarat and the community. This year we saw over 100 volunteers and numerous community groups assist the museum in undertaking one of the biggest projects since forming our museum the re-creation of the Floral Tram. A big thank you must go out to all the volunteers that assisted us in this project and also to the project leader Pam Waugh. Tram 661 looked fantastic and it is a real credit to everyone, unfortunately it was involved in an accident and could not be used for the rest of the Begonia Festival, however we are working on getting the tram repaired and operating again.

Another successful community outcome for the museum was winning the State Government Pick My Project grant for the Ballarat region which saw \$200,000 allocated to track replacement. I would like to welcome and thank the newly elected Member for Wendouree Juliana Addison for her support. With the support of the City of Ballarat funding the rest of the project we will see 300 metres of track replaced from Carlton St to Depot Junction sometime in early spring. I would like to thank the local community, the City of Ballarat and the State Government for their ongoing support for this very important project.

This year saw the museum start a fund raiser to continue the restoration of tram 12. I would like to thank our members who have supported the project we can now continue the restoration of the body however further funds are required to complete the roof and the truck. Another important project for the museum is the museum extension which will showcase our collection of trams and artefacts, currently we are working

with Heritage Victoria on a new design which we hope to have approved by the end of the year. The board has also set up a separate account for this project and I would like to thank our supporters for contributing towards this project.

Without our wonderful volunteers our museum would not survive. I would like to welcome all our new volunteers. It is also pleasing for the museum's future to see that we can attract younger volunteers as well, this year we recruited six new volunteers for traffic all under the age of 40. We also celebrated the fantastic contribution of two of our volunteers who took out the COTMA award, Barry Richardson and Les Williams. Well done to you both. With the increase of volunteers the board agreed to allocate funds to upgrade its outdated meal room, office and toilet to help improve facilities for our hard working volunteers.

This year saw an increase in visitors to both the museum and on board our historic trams which is great to see. The introduction of a sponsor, V/Line, for SpringFest and the ongoing support of the City of Ballarat for Begonia Festival made our workload for Conductors that little bit easier.

Our ageing fleet of trams are starting to require a bit of work, this year we saw 18 back in service after a major mechanical overhaul now we are working on 33 truck which is currently in Bendigo. As you are aware 661 was involved in accident and is out of service. With this in mind the Melbourne Tramcar Preservation Society offered to loan us W2 class tram 407 which the museum has accepted. I would like to thank the MTPA for this offer which we plan to have on the track by the end of the year. Another addition to our fleet of trams that I was excited to announce this year was Geelong Butterbox Tram No 2 which is currently being restored at Bendigo Tramways and will arrive at the museum early next year. I would like to thank our wonderful member and his family for this amazing donation which will play an important part in telling the SECV history of trams in Ballarat, Bendigo and Geelong.

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

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and help over the last year.

Mayor of Ballarat and Councillors  
Local Members of Parliament both State and  
Federal  
VicTrack  
Museum Victoria  
Our sponsors:  
Pipers by the lake, Sovereign Caravans, Train  
World, Best of Ballarat, Visit Ballarat,  
V/Line and Bendigo Bank.

Lastly I would also like to acknowledge and  
thank the board and my amazing family for your  
support and leadership in seeing the museum  
move ahead.

*Paul Mong*

## **2. Secretary's Report**

Almost two years ago I decided to reduce my  
workload by giving up the tasks of Operations  
Manager and editor of *Fares Please!* I held the  
fanciful idea that this would give me more time  
for myself. I was so wrong.

The past year has been the busiest in my  
experience and will continue this way for a long  
time as there are so many major projects on the  
go.

The Board met nine times during the year. The  
template for this report dates from 2012 and this  
year I was struck by the number of new names  
on the Board since then. They are Neville  
Britton, Virginia Fenelon, Chris Phillips, Peter  
Waugh and John Whiting. That is half the total.  
The wonderful aspect of this is that the Board is  
still functioning very harmoniously as it has for  
almost all of the last forty eight years. Every  
current member has a specific task or tasks to  
undertake within the organisation and can feel  
that they are contributing in a significant way.

This year Len Millar stepped down at the  
election to enable John Whiting to join us. John  
has brought a great degree of enthusiasm and is  
proving adapt at organising special events. The  
Board has also given him the task of arranging  
the restoration of the artwork on W2 504 and  
seeking funding for its return to operational  
condition.

I continue to look after the mountains of  
correspondence (mostly electronic these days),

produce minutes of meetings, the annual report  
and manage the safety management system. I  
manage the memberships and all the medicals  
required for our traffic staff as well as the  
working with children certificates. I am also the  
statistician and manage the charter/group visit  
system. There is always something to do at my  
desk.

Twenty-five people and three Junior Supporters  
joined as members during the year. Three  
former members rejoined including one of our  
foundation members. At the 30<sup>th</sup> June there  
were 235 members, an increase of eleven.  
There were fifteen Junior Supporters. The  
significant number of newer members who fail  
to renew after a year or so is disappointing and  
worth some research.

In addition to the massive task in finding the  
funding and negotiating with Council to replace  
some of the track in Wendouree Parade the  
Museum is progressing the development of an  
extension to the building so that we can better  
display our collection. The Board agreed that  
this project should stand alone financially and  
be managed by a small committee. One of the  
Committee's tasks will be to seek funding.  
With this in mind the Project Control  
Committee has been established with Virginia  
Fenelon in the chair. Currently, a new heritage  
permit is being sought. Once granted the  
Committee will then go out to seek funding.

Two members passed away during the year.  
Robert Paroissien lost a long battle with cancer  
in October 2018. Robert audited the Museum's  
accounts from soon after the BTPS was  
established until he retired when he handed the  
task over to his son, Andrew. He always  
considered the Museum to be special and he and  
now Andrew performed the task gratis. Robert  
was a Freemason and for many years Grand  
Master but somehow he found time to become a  
motorman. For years he was a permanent  
fixture at Begonia Festivals. On the morning of  
the 2018 AGM, member Merve Mitchell, father  
of long time volunteer Andrew died peacefully  
in his sleep.

The Safety and Incident Management  
Committee met seven times during the year.  
The primary task of the committee is to ensure  
that the Museum operates safely and that it

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adheres to the legal requirements of the *Rail Safety Act*. This year it was required to investigate and report on the major accident involving Tram No 661. This involved receiving reports from the parties involved, interviewing the tram driver, inspecting the scene, determining whether procedures had been followed, submitting a full report to the Board and making recommendations if any were deemed to be required. A particular set of circumstances led to severe damage to the tram. Fortunately, no one was injured and the Committee could not find any fault by the tram driver. This was later accepted by the motor vehicle's insurer who has covered the entire cost of repair. All the Museum's procedures after the accident were also followed.

One of the outcomes of the incident was for the Museum to make a further attempt to improve our insurances. The Museum is well covered for injury accidents through the Transport Accident Commission and in addition to our normal public liability insurance the Victorian government has an excellent scheme to protect the heritage operators. Gaining suitable property insurance for the trams has been very difficult as underwriters were not interested. The building and contents are insured through Council and after a lot of work by officers of Council the trams are now included.

In December representatives from Transport Safety Victoria visited to perform an audit of a section of the Museum's Safety Management System. For the first time since these audits commenced just after accreditation commenced in 1999, their report consisted of a one page general letter from the Director, Rail Safety. No non compliances were identified during what was a quite rigorous inspection.

The oversight of rail safety of tramways and the tourist and heritage railways in Victoria is to pass over to the national regulator as soon as the enabling legislation passes through parliament. Representatives of the Office of the National Rail Safety Regulator (ONRSR) visited the Museum in April and one of a number of information sessions was held in June. There will be some changes to reporting requirements but also a different approach to some issues. So far we are quite positive about the change.

Last year I noted that Gavin Young had made the decision to retire. Member No 56, he was the last name on the list of foundation members from the meeting which established the BTPS. I first met Gavin in February 1972 when a group of us began digging up "O" Road at the old SEC Depot. He became a fixture at the Museum from then on. As noted last year in *Fares Please!* he set up and maintained the Museum's ticketing from the start of operations. He was the first Roster Clerk for the traffic staff and held the position for over forty years. At the 2018 AGM the members present accepted a recommendation from the Board that Gavin be granted life membership. Retirement has proved to be not complete and Gavin is still looking after the monthly passenger figures and ensuring that the Museum does not run out of tickets.

In 2018 the Victoria Government announced that it was developing a "Retired Trams Strategy" for the long term future for the disposal of the large number of trams stored at Newport Workshops and the preservation of sufficient W Class trams and spare parts for future requirements in Melbourne and for the tramway museums. Interested parties could apply for a tram but were required to present a case for why they wanted a tram and how they intended to preserve it. The Museum made application for a tram as all our current fleet is without doors and a more suitable tram for special functions is seen as needed.

Crucially for the sector, the Victorian government has committed funds to build a storage facility for about twenty W Class trams and spare parts plus for the development of the workshop facilities at Bendigo. This will ensure that the remaining W Class City Circle trams in Melbourne can be restored and maintained along with heritage rollingstock from elsewhere.

Following the success of the program to allocate the surplus trams the government directed VicTrack, the body responsible for railway infrastructure and heritage rollingstock, to develop a strategy for the heavy rail heritage sector. Currently, VicTrack is the custodian of some 800 pieces of rollingstock. Unlike the tramway sector, there are a large number of very complex issues involved. The first step was to

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appoint two people from Deakin University to consult all members of the sector to establish where each group was and what they believe is needed for a sustainable future.

A very successful forum was held in late May which, although aimed primarily at the heavy rail sector, was very worthwhile for all of us. One of the messages was that the Victorian government is prepared to support the tourist and heritage rail groups.

The welfare of children is uppermost in many people's minds and in May I attended a workshop to discuss the functioning of Victoria's Child Safe legislation. Along with the need for organisations such as ours to have a clearly understood code of conduct we intend to revamp the Museum's policies in the very near future.

My other main job is to arrange and supervise the training of our new drivers including undertaking much of the actual training. The year was particularly busy with four new drivers qualifying. Three of them are under 35.

The rapid spread of the cashless society and the increasing volume and complexity of the Museum's financial transactions has seen the weekly pay-in at the depot become a herculean exercise. It would be great if we could just tip all the money and Eftpos receipts into one bucket. Unfortunately, we need to be able to provide detailed reports as to what all the income, be it tramcar revenue, sales, memberships, *Cuthberts 939* takings or "other" is for. From this July the treasurer, Carolyn Cleak, will be using the latest software for all the accounts but she still needs to be provided with accurate information for this to work.

The above is leading to a massive thank you to Reece Carter who has continued to perform the complicated task of the weekly banking as well as collect and process all the mail.

This has been a longer than usual report, but it has also been a very, very busy year. I plan to continue with my current tasks for another year as well as working on the trams whenever I am available.

*Peter Winspur*

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

The marketing team had a busy year with two major projects, the Victorian Government's Pick My Project, and the Floral Tram.

Pick My Project offered grants of up to \$200,000 for community groups for projects that could show community support. The money was allocated in regions, with the maximum amounts only going to one or two groups. The decisions were made by an on-line poll of the community. The Museum selected the track replacement as being our most urgent priority, and the City of Ballarat promised to match the grant if we were successful. We already had a large on-line community through our social media platforms including Facebook, Pinterest and Instagram. The team spent two months promoting the need for replacement track, and the benefits it would bring to maintaining and operating Ballarat's heritage trams. We were delighted with the response from the community, and we were successful in being given the maximum grant available.

The Ballarat Tramway Museum's Floral Tram Project reimagined the two original decorated trams of 1938 and 1939. These had been created as community projects for the Ballarat Floral Festivals. We wanted to connect the Ballarat community with a forgotten part of its history, and have the community engage with the Tramway Museum. Not everyone wants or is able to drive or repair trams, and there were only limited opportunities for people to become involved. We wanted to attract people to step inside, take part in the project, and hopefully continue being engaged with the Museum afterwards. We had limited resources, creating flowers with recycled plastic bags and single use plastic bottles was achievable, and connected with a community concern about waste and recycling. We also wanted to raise the profile of the Museum in the community and increase our visitor numbers.

We planned to cover W Class 661 with 5000 flowers, which would be featured at the 2019 Ballarat Begonia Festival. This involved several key steps beginning with planning, sourcing the materials, developing instruction

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leaflets, running flower making workshops, attaching the flowers to the tram and finally showcasing the finished tram at the Begonia Festival. The Tram would be on display for six months and make occasional trips, and finish in November at Ballarat's SpringFest, when the flowers would be removed and recycled.

The project was completed on time, and within budget. The Floral Tram was officially launched by the Mayor of Ballarat, Cr. Samantha McIntosh. It attracted a huge amount of interest from the public and the media. We didn't make the target of running for the three days of the Begonia Festival, due to the traffic accident which seriously damaged the tram late on Sunday afternoon. However, the publicity generated by the mishap, added another level to the 2019 Floral Tram story.

Bottles and bags were donated by hundreds of people from the Ballarat community with extra material donated by several Ballarat businesses. Flowers were painted and created by approx. 150 people, at 12 free public workshops run at the museum. Project coordinator Pamela Waugh also ran an extra 27 off site workshops at the request of community groups interested in being involved. The 34 flower panels were constructed by the 'Tram Tuesday' volunteers in the tramway workshop. The flowers were attached by a small team over January and February 2019.

Community interest in the project was instant and unbelievably strong. Thousands of people followed our endeavours, with many people in the community talking about the project. At the museum visitors were asking to see the tram as they heard or read about it. Our Facebook post in June 2018 announcing the Project reached 4,827 people, and by the final post in March 2019 the number had increased to 15,651. The numbers of people following the Ballarat Tramway Museum on Facebook increased by 39% over the life of the project. It created media interest at local, state and national level. The story featured in Junkie magazine, Ballarat Lifestyle Magazine, the Ballarat Courier, Ballarat Times, Herald Sun, Begonia Festival programming, My Ballarat Magazine, ABC Radio, Win TV, Nine Network, and visits with the ABC's Costa and Dirtgirl.

The Floral Tram project was nominated for the Australian Museums and Galleries Association Awards and the City of Ballarat's Australia Day Community Awards.

Cuthberts 939 has continued to operate successfully with charters. We have purchased stands and plates so that we can now host a "High Tea" for people hiring the tram. All our crews have completed their Responsible Serving of Alcohol training. Unfortunately, our monthly High Tea ceased in January, but we are looking at other options.

We also won the National Trust's Greg Binns Award for Outstanding Contribution to preserving Ballarat's Heritage. Peter Waugh was the guest speaker for the National Trust's AGM, outlining the Museum's achievements, and our future plans. Peter and Richard Gilbert also spoke to a number of other community groups and organisations throughout the year.

The Ballarat Courier held a Social Media training session for the marketing team and reviewed all our social media and websites. They made several recommendations which we have been busy putting in place. This has included making our website mobile phone friendly, making visitors part of the focus of our photographs, and using more short film clips.

A short film was made by an independent local director as an entry into the Ballarat Short Film festival, with a dramatized production of the Buck's Head Hotel tram crash.

In the museum shop new lighting has been installed in the display cabinets, and in the "Controller's Office" display in the substation. We have also added new sales stock including postcards, jewellery, and model trams. Point-of sale equipment has been installed in the shop which is helping us keep up to date with sales and stock. Ongoing training is taking place with all our operations crews so that they can use the new system and the EFTPOS at the depot.

The Santa Tram was very successful again, with standing room only on many of the trips. Roger Salen performed his role as Santa, but has announced his retirement, so a new Santa will be in place this year. On behalf of the Museum, I would like to thank Roger for the joy he has brought to our youngest visitors over the years.

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The Night Tram and the Tram Showcase have now become regular annual events. A tram cavalcade was one of the highlights of the Showcase, and attracted a lot of interest from photographers and bystanders alike.

We were able to attract sponsorship from V/Line to operate the trams during SpringFest. BTM volunteer and V/Line employee Matt Grindrod lead a team of V/Line staff who helped out on the trams and gave out model trains and lollipops to the younger travellers.

Fares Please! continued as the Museum's major publication, and input from member's ensured that there were plenty of stories, news and photographs. All editions were 16 pages. Our eNews, a free monthly news summary continued to provide information to the wider community.

*Peter Waugh*

## **4. Museum Services Manager's Report**

The past year has seen another active year with many things happening to benefit the future progress of the Museum and its continuation of being an Accredited Museum. While the management of the collection is a less glamorous aspect of the overall Museum's activities to that of running the tramway, it is an important function.

In our collecting activities, just under 300 items were added to the collection. These ranged from many photographs, tickets, current newspaper cuttings and other publications. The collecting of contemporary items recording the progress of the Museum is an important part of keeping our own history. Significant donations of photographs of Keith Caldwell, Doug Colquhoun, Ray Jackson, Leon Marshall Wood and David Verrier were received and formally catalogued. Other donations of note were made by Robert Green, Glenise Kellett and Greg King. We also added to our decorative arts collection with a painting by Lerrick Quinn of No. 26 at St Aidans Drive.

Information on former SEC Employees and photographs of various locations of trams and street scenes were provided to many queries which were received mainly by email.

The sequence of articles by Len Millar in Fares Please! has seen extensive use of our collection of records and historical photographs in their preparation. This will continue for the ongoing future.

The preparation of Interpretative panels for use in the various tram stop shelters at the Depot and along Wendouree Parade has not been as fast as originally planned; due to other activities getting in the way. About half the panels have been completed. This work is funded from a grant from the Public Records Office of Victoria and should be completed by June 2020.

Depot Visitors showed a small increase over the number the previous year, just under 9000 recorded visitors. The count is done by physically recording the numbers in the depot sign on book. Visitors are not recorded for every day the depot is open.

The Museum website continues to be maintained and monitored. Some of the supplementary pages are now in a responsive format; that is, the content responds to the viewer's screen size. It is planned to convert the principal pages to this format over the next 12 months. Our Social Media pages continued to be maintained, mainly by Peter Waugh. Facebook likes have increased from just under 2700 to about 3470 at 30 June, a steady increase of about 750 per year.

The Museum remains at No. 9 of things to do in Ballarat on the Trip Advisor Page. Both the Google and Trip Advisor pages are monitored and people who leave a comment are often thanked with an appropriate message. Where a specific Museum volunteer is mentioned, that message is passed on to the volunteer as well.

Again, on behalf of the Board, I would to thank all the volunteers and our supporters for another great year.

*Warren Doubleday*



Our first day in Wendouree Parade *Peter Winspur 7/12/1974*

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

This year we managed to complete a lot of projects and also started many more. It was very pleasing to see Tram 18 back on the tracks and operating again. This project was a real learning curve for our volunteers and gives us confidence in overhauling the rest of the fleet of trams. Further work has been completed on Tram 12 and by the end of the year the body will be completed by Adam and stained plus varnished by Gary. Next year we plan to complete the roof, start wiring the tram and building a truck for it. The museum has also purchased two Westinghouse T1f controllers for it, I would like to thank Adelaide Electric Transport Museum for their assistance.

The truck will be made by using our spare parts and making new side frames and axle boxes which will be cast locally. A big thanks must go out to Warren Doubleday for completing a lot of research in the design of the truck for it.

With 18 being completed we started our next project which was Tram 33 the plan is to send the truck to Bendigo to get the wheels turned and axle bearings to be white metalled. A full assessment will be completed on the truck and further work may be required.

This year with our new workshop volunteer Gordon Bentley we started overhauling our compressors and air components. We are currently in the process of building a test rig which will see us being able to test the components before installing them back in the tram or placing them in storage. Further preventive maintenance has also been completed on our fleet of trams by Mick Duncan, Dave Macartney, Neville Britton and Geoff Gardner. With the ageing track which needs a lot of attention, volunteer Alan Hasler has taken on the project of welding the track and installing earth bonds. While Ken Wilson continued overhauling our controllers and installing new canvas blinds to our trams.

To help improve facilities for our volunteers this year we upgraded our meal room, office and toilet with all new cabinets, appliances and an air conditioner in the meal room the result looks fantastic.

Thanks go out to Les Williams, Barry Richardson, Leigh Miller, Carl Mahoney, Peter Waugh, Chris Phillips, John Reynen and Neil Blanchard who assisted in completing this project.

Without the wonderful support of our volunteers none of these projects could be achieved. I would like to thank my team for their assistance throughout the year and look forward to an even bigger year next year.

*Paul Mong*

## **6. Operations Manager's Report**

It is with pleasure that I provide this report. The past year has seen our operations continue strongly with good visitor numbers and several new motormen and conductors. I extend my sincere thanks to President Paul Mong, my fellow Board Members, Peter Winspur for continued support with behind the scenes paperwork, Roster Clerk Chris Phillips and each of the Museum volunteers who have supported operations this year. Our passenger numbers for the twelve months to June 30, 2019 were 21,176 which is 1,476 more than the previous year. It is also the highest annual total since 1977-1978.

I congratulate and thank John Reynen, Sam Boon, Ryan Van Der Zweep and Matt Grindrod who qualified as motormen. Haris Daud, Andrew Bayley, Tom Jones and Sven Stephan have trained as Conductors. It is pleasing to note six of these are 'young' people. Also special thanks to those who have retired from driving duties.

SpringFest and the Begonia Festival were busy as usual. The City of Ballarat continued to provide funding to allow us to operate a free service over the Begonia Festival long weekend. This year a six-car service operated in the busy period immediately following the Parade on Labour Day. A total of 6,766 passengers travelled over the weekend. This was less than in 2018 and can be attributed to disappointing weather and the early cessation of service on the Saturday.

A feature for the 2019 Begonia Festival was the creation of W3 #661 the 'Floral Tram'. This project over twelve months saw the tram sides

and ends covered in colourful recyclable bottles and bags. The project generated significant community interest and participation, and media coverage. Unfortunately, the day prior to the Parade, the tram was involved in a collision when a car was driven across the path of the tram causing serious underframe damage. The tram (built in 1932) was removed from service and will be repaired at the Bendigo Tramways Workshop when it can be scheduled into their work program.

V/Line sponsored our operations for SpringFest Market Day on Sunday 25<sup>th</sup> November 2018 allowing a free service to our 1,646 passengers. This was more than three times the number carried in 2017. We appreciate the support of V/Line and look forward to maintaining the relationship.

Several special events were conducted. The annual ‘Battle of Ballarat - Tram Pull’ was conducted as part of SpringFest. The slight uphill grade tested some of the participants with some having difficulty moving the tram!! The event returns this year with new rail to use. The ‘Santa Tram’ operated over two days with a patronage of 220. Horse tram #1 operated on April 14<sup>th</sup> with 350 passengers, and 180 on the service car. The horses were provided by Sovereign Hill. ‘Tram Showcase’ was held on 29<sup>th</sup> September 2018 culminating with a cavalcade of eight trams in convoy. 267 passenger trips were recorded.

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 by the Lake* saw W4 #671 used seventeen times during the wedding season from October to April to deliver the wedding party to *Pipers*. *Cuthberts 939* continues to provide an alternative income source.

‘Trip Advisor’ (the popular and well-respected source for visitor information and review) presently shows the Museum as the 7<sup>th</sup> most favoured tourist attraction in Ballarat. This is a great achievement considering the ‘competition’ from other attractions such as Sovereign Hill and the Art Gallery. The next year or two are shaping up to be significant with plans for the Museum extension, the arrival of ex SEC Geelong ‘Butterbox’ #2 and bringing a later ex Melbourne W class tram into service. Our challenge is to move forward with confidence and continue to be the custodians of a significant part of Ballarat history 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 the Operations Manager position.

*Neville Britton*

	Annual Patronage						
	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13
<b>Patronage</b>	<b>21176</b>	<b>19700</b>	<b>20167</b>	<b>20314</b>	<b>18527</b>	<b>16715</b>	<b>15840</b>
<b>Overall</b>	<b>814089</b>	<b>792913</b>	<b>773213</b>	<b>753046</b>	<b>732732</b>	<b>714205</b>	<b>697490</b>
<b>Non Begonia</b>	<b>14410</b>	<b>12052</b>	<b>11997</b>	<b>12637</b>	<b>10189</b>	<b>9333</b>	<b>10262</b>
<b>Begonias</b>	<b>6766</b>	<b>7648</b>	<b>8170</b>	<b>7677</b>	<b>8217</b>	<b>7382</b>	<b>5578</b>
<b>Springfest</b>	<b>1646</b>	<b>543</b>	<b>753</b>	<b>505</b>	<b>394</b>	<b>367</b>	<b>648</b>
<b>Easter</b>	<b>644</b>	<b>337</b>	<b>394</b>	<b>403</b>	<b>478</b>	<b>418</b>	<b>280</b>
<b>Days run</b>	<b>211</b>	<b>206</b>	<b>206</b>	<b>204</b>	<b>190</b>	<b>177</b>	<b>180</b>

## 2018/2019 OPERATING STATISTICS

	<b>DAYS RUN</b>	<b>KILOMETRES RUN</b>	<b>PASSENGERS CARRIED</b>	<b>ROSTERED DAYS</b>	<b>CUTHBERTS 939</b>	<b>WEDDINGS ("Pipers")</b>	<b>GROUP VISITS*</b>
JULY	20	551.0	1178	19	3		3
AUGUST	11	287.8	403	8	2		3
SEPTEMBER	16	571.2	1205	16	1		1
OCTOBER	22	485.6	1227	20	3	2	8
NOVEMBER	17	576.0	2437	14	6	4	4
DECEMBER	19	569.0	1359	19	4	3	1
JANUARY	26	858.2	1746	28		1	
FEBRUARY	17	335.8	863	13	5	3	5
MARCH	17	634.0	7598	14		4	7
APRIL	24	701.0	2097	22	2	1	3
MAY	11	245.6	529	10	3	1	2
JUNE	11	321.6	534	11	1		
<b>TOTAL</b>	<b>211</b>	<b>6136.8</b>	<b>21176</b>	<b>194</b>	<b>30</b>	<b>19</b>	<b>37</b>
<b>OVERALL</b>	<b>7724</b>	<b>300671.4</b>	<b>814089</b>	<b>Not available</b>	<b>95</b>	<b>36</b>	<b>Not available</b>
PREV YEAR	206	6070	19700	164	40	13	28

Note: Overall Kilometre total excludes Km run in Melbourne.

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

## 2018/2019 TRAMCAR STATISTICS

<b>CAR</b>	<b>2018- 2019 TOTALS</b>			<b>PROGRESSIVE TOTALS</b>		
	<b>DAYS RUN</b>	<b>HOURS RUN</b>	<b>KILOMETRES RUN</b>	<b>DAYS RUN</b>	<b>HOURS RUN</b>	<b>KM RUN</b>
1	1	6:45	20.8	18	91:40	231.8
13	26	93:03	519.8	678	2743:38	17310.1
14	6	14:16	84.0	1489	6358:51	44428.0
18	10	25:42	155.8	960	4339:13	28587.5
26	23	74:05	456.4	849	3385:09	27118.5
27	68	240:16	1380.4	2052	8287:24	57698.1
28	41	164:38	938.6	1022	3770:47	24542.2
33	47	200:47	1163.0	1794	7041:13	46772.5
38	18	51:19	262.4	345	886:19	5814.0
40	20	55:11	304.6	569	1979:31	14621.8
661	7	25:51	132.0	526	1727:14	11047.8
671	34	85:39	428.8	758	2209:00	13852.0
939	29	60:55	237.4	162	222:53	894.8
8	18	19:55	52.8	254	243:24	862.4
Bendigo Trams *				203	947:00	6359.2
466				20	81:00	530.7
<b>TOTALS</b>		<b>1118:22</b>	<b>6136.8</b>		<b>44314:16</b>	<b>300671.4</b>
PREV YEAR		1074:21	6070.0			

\* 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, 2019

2018	
\$	
<b>CURRENT ASSETS</b>	
280	Cash on Hand 280
25,213	Commonwealth Bank of Australia - Cheque Account 36,943
53,981	Commonwealth Bank of Australia - Cash Management 438,198
752	Bendigo & Adelaide Bank Ltd. - Cheque Account 1,783
403,205	Bendigo & Adelaide Bank Ltd. - Term Deposit 102,112
0	Bendigo & Adelaide Bank Ltd. - Depot Extension Account 1,060,000
0	Debtors 0
2,064	GST Refundable 1,630
10,264	Prepayments 10,264
6,393	Stock on Hand (at lower of cost or sale value) 9,574
<u>502,152</u>	Total Current Assets 1,660,784
<b>NON CURRENT ASSETS</b>	
20,125	Land & Buildings (at cost) 20,125
101,446	Tram Depot & Trackwork (at cost) 139,164
(61,349)	Less Provision for Depreciation <u>65,271</u> 73,893
79,369	Electrical & Overhead Equipment (at cost) 79,369
(27,420)	Less Provision for Depreciation <u>31,030</u> 48,339
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
(13,709)	Less Provision for Depreciation <u>14,873</u> 5,865
8,569	Motor Vehicle (at cost) 8,569
(8,569)	Less Provision for Depreciation <u>8,569</u> 0
197,774	Trams Restoration (at cost) 221,041
(120,969)	Less Provision for Depreciation <u>129,260</u> 91,781
157,923	Museum Equipment (at cost) 153,493
(58,243)	Less Provision for Depreciation <u>58,966</u> 94,527
<u>295,685</u>	Total Non Current Assets 334,530
<u>\$797,837</u>	<b>TOTAL ASSETS</b> <u>\$1,995,314</u>
<b>CURRENT LIABILITIES</b>	
0	Creditors 0
7,931	Grants Received in Advance <u>6,851</u>
<u>7,931</u>	Total Current Liabilities 6,851
<u>7,931</u>	<b>TOTAL LIABILITIES</b> <u>6,851</u>
<u><b>\$789,906</b></u>	<b>NET ASSETS</b> <u><b>\$1,988,463</b></u>
<b>ACCUMULATED FUNDS</b>	
<u><b>\$789,906</b></u>	Accumulated Funds as at 30th June, 2019 <u><b>\$1,988,463</b></u>

# BALLARAT TRAMWAY MUSEUM INCORPORATED

Association No. A0031819K

## Statement of Income & Expenditure for Year Ended 30th June, 2019

2018		
\$	INCOME	
5,718	Membership Subscriptions	6,009
276,535	Donations Received	1,019,531
0	Legacy	192,243
5,152	Surplus Souvenir & Kiosk Operations	3,830
33,280	Fares	40,136
9,491	Tram 939 Income	7,382
3,091	Advertising	4,282
3,886	Interest Received	7,950
69	Grants Received	1,080
3,500	City of Ballarat Sponsorship	3,500
10,723	Sale of Trams & Assets	5,183
2,291	Sundry Income	1,481
<u>353,736</u>	<b>Total Income</b>	<u>1,292,607</u>
	<b>LESS EXPENDITURE</b>	
4,346	Advertising	548
422	Bank Charges	429
2,863	Bungaree House Expenses	3,957
25,278	Depreciation	24,319
1,049	Electricity	1,241
1,068	General Expenses	1,688
69	Grant Money Expenditure	1,080
12,147	Insurance	10,542
286	Land Rent	291
1,501	Medicals	2,584
1,295	Motor Vehicle Expenses	9,411
3,288	Printing & Stationery	3,458
793	Rates	815
35,758	Repairs & Maintenance	25,606
1,616	Security	2,836
1,081	Subscriptions	921
2,649	Telephone & Postage	3,097
3,238	Tram 939 Expenses	1,227
<u>98,747</u>	<b>Total Expenditure</b>	<u>94,050</u>
<b>\$254,989</b>	<b>SURPLUS (DEFICIT) FOR YEAR</b>	<b>\$1,198,557</b>
534,917	Accumulated Funds as at 30th June, 2018	789,906
<u><b>\$789,906</b></u>	<b>Accumulated Funds as at 30th June, 2019</b>	<u><b>\$1,988,463</b></u>

**BALLARAT TRAMWAY MUSEUM INCORPORATED**  
**Association No. A0031819K**  
**Statement of Cash Flows for Year Ended 30th June, 2019**

<b>2018</b>			
\$	<b>Cash Flows from Operating Activities</b>		
359,327	Revenue from Operations	1,283,577	
(77,513)	Payments to Suppliers and Employees	(72,478)	
3,886	Interest Received	<u>7,950</u>	
<u>285,700</u>	Net Cash provided by Operating Activities (see Note 7)		1,219,049
	<b>Cash Flows from Investing Activities</b>		
0	Additions to Depot	(37,718)	
(16,904)	Additions to Tram Restoration	(23,267)	
0	Additions to Museum Equipment	<u>(2,179)</u>	
<u>(16,904)</u>	Net Cash used in other activities		<u>(63,164)</u>
268,796	Net Increase (Decrease) in Cash Held		1,155,885
214,635	Cash at beginning of year		483,431
<u><b>\$483,431</b></u>	<b>Cash at end of year (Note 6)</b>		<u><b>\$1,639,316</b></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, 2019**

### **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, 2019 (Cont'd)**

**2018**

<b>\$</b>	<b>6. Reconciliation of Cash</b>	
	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:	
	Cash on Hand	280
	Commonwealth Bank of Australia - Cheque Account	36,943
	Commonwealth Bank of Australia - Cash Management Account	438,198
	Bendigo & Adelaide Bank Ltd. - Cheque Account	1,783
	Bendigo & Adelaide Bank Ltd. - Term Deposit	102,112
	Bendigo & Adelaide Bank Ltd. - Depot Extension Account	<u>1,060,000</u>
		<u>\$1,639,316</u>
280		
25,213		
53,981		
752		
403,205		
<u>0</u>		
<u>\$483,431</u>		

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

	Operating Surplus	1,198,557
	Depreciation	24,319
	<b>Changes in Assets and Liabilities</b>	
	(Increase) Decrease in Debtors	0
	(Increase) Decrease in GST Refundable	434
	(Increase) Decrease in Prepayments	0
	(Increase) Decrease in Stock on Hand	(3,181)
	Increase (Decrease) in Creditors	0
	Increase (Decrease) in Grants Received in Advance	<u>(1,080)</u>
		<u>\$1,219,049</u>
254,989		
25,278		
170		
(383)		
(46)		
(2,239)		
0		
7,931		
<u>\$285,700</u>		

Cash Outflows shown in brackets

**BALLARAT TRAMWAY MUSEUM INCORPORATED**  
**Association No. A0031819K**  
**Statement by the Committee**  
**Year Ended 30th June, 2019**

(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, 2019.

**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 2019, 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 2019 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 20<sup>th</sup> September, 2018.

**Rear Cover**

**Highlighting the beauty of our surroundings**

*Peter Winspur, Peter Waugh*

**Other photos:**

*Peter Waugh, Peter Winspur, Clayton Giles, uncredited*



Paul & Arthur



Mat



Richard



Neville



Pamela



Warren



Ken & Carl



Ryan



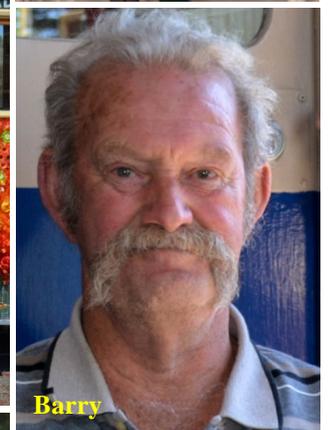
Sam



Andrew



Joy, Kerry  
Carolyn, Lynne, Pamela



Barry

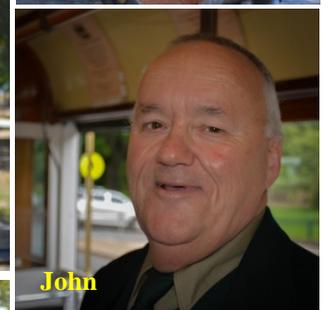
A few of our Volunteers



Peter



Jeni & Roger



John



Liam



Haris



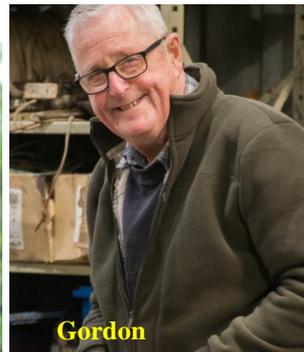
Greg



Chris



Andrew



Gordon

