

## TROLLEY WIRE REPORT

R. I. Merchant  
Trolley Wire Editor

*Trolley Wire* over the last two years has proved to be both an interesting and frustrating job for its Editor, so I'll start where we left off in Wellington.

In July 1990, the small portable Bondwell computer of around 1979 vintage, which had been obtained from our printer to replace the typewriter previously used to prepare *Trolley Wire* material for photo-typesetting, literally blew up, complete with smoke, flame, nasty smells and melted bits inside. No *Trolley Wire* material was lost, but we did lose all the 1988 COTMA proceedings, which were being worked on when the disaster struck.

This small, limited capability, but useful machine was replaced by an IBM compatible personal computer in November 1990 with the view to proceeding to full desktop publishing of the magazine in due course. Disasters did not stop there although, thankfully, they no longer seem to come in threes. In April 1991, the new computer's hard disk was reformatted by a computer virus or Trojan Horse. A considerable amount of redone material for the COTMA Proceedings and some *Trolley Wire* material was lost.

This incident was the start of a real learning curve about personal computers, reformatting hard disks, viruses, reloading programmes and, more importantly, backing up all work as you go. In one sense, it could not have happened at a more convenient time as the Editor was off work for ten weeks recuperating from an illness. Having to go over the same work completely again for the third time was, however, a real pain. The production of the magazine using a computer publishing programme has not yet occurred but is likely to be phased in over the next eighteen months or so.

November 1990 marked the centenary of the introduction of experimental electric trams in Sydney. To mark this event, the November 1990 issue used black-and-white photos with a colour-tint background on the covers. The loss of colour on the covers was offset by the insertion of an additional eight pages, four of which were colour, inside the magazine. This also gave us the chance to feature some colour photos of Hobart trams among others, as Tasmanian subjects (other than the reproduction of the 41¢ stamp showing the Hobart double-deck car) had not appeared on our colour covers previously. The additional pages in this issue were partly offset by the lesser number of pages in the previous issue and all additional production costs were borne personally by the publications staff.

November 1990 was also the month in which we lost our concession rate of postage as we had a cover price over \$5.00, the maximum allowed by Australia Post

for magazines to qualify for the registered publication postal concession. Provision had been made for this change previously and the effect on the magazine was, fortunately, minimal. Australia Post plan to do away with the registered publication concession postage over the next two years or so and we will probably see a marked increase in the subscription rate for all rail enthusiast publications when this occurs.

With the full cost of postage now having its effect, *Trolley Wire*, for postal purposes, was just over the ideal weight, which took it into a higher postage bracket and was therefore exceeding our postage budget. To overcome this problem, the weight of the paper used to print the magazine was reduced from 100 gsm to 95 gsm from May 1991. This had the desired effect and the weight of an enveloped copy of *Trolley Wire* dropped just enough to bring it back to the lower postage rate and within budget.

I mentioned in my report to the Wellington Conference that our printer, John Meulen, moved to Canberra in semi-retirement but continued to do most of the phototypesetting and layout for us as a special favour, while his son David did the actual printing in Sydney. By August 1991, David had taken over full production of the magazine from his father. His first issue was marred by scratched photos and other problems, some of which even his father was at a loss to explain. David was also extending his business into the age of computer printing and some of the problems we experienced can be attributed to this.

The cost of printing is still our major expense and David Meulen still cannot be beaten for price by any other printer. David also now gives us a small discount for payment within seven days, certainly a sign of these financially difficult times.

The printing quality of the magazine has, over the two years covered by this report, varied considerably. Photo reproduction has ranged from very muddy to remarkably good, considering that colour prints are used extensively in the "Here and There" and "Museum News" sections. Colour prints generally do not reproduce well in black-and-white unless taken in bright sunlight and without shadow. Shadow areas reproduce very darkly and contribute to the muddy effect. It should be mentioned here that printers, screeners and platemakers view photos in a different light to us and it does take a long time for these tradespeople to be trained to our way of thinking.

The colour work has also varied somewhat. This is entirely due to the use of colour prints and whether suitable photographs were on hand at the time of



going to press. Many people, including some printers, will tell you that colour prints cannot be used for colour printing, but we have proved that acceptable results are possible.

Transparencies have been used from time to time; once for a cover, three times for back cover photos and for the interior colour in the November 1990 issue. The quality obtained when using colour transparencies is generally much better than using prints. Disadvantages are that the transparency has to be taken from the mount and there is a greater risk of damage or loss of a photo which may not be able to be replaced. Any colour adjustment problems between back and front covers are adjusted to correct the cover. Thus the colour reproduction of the back page may vary from the original print. Using a mix of colour prints and transparencies tends to accentuate colour adjustment problems. Our colour covers, however, are provided at a cost we can afford.

The use of colour on the covers of *Trolley Wire* led to some experimenting with postcards produced from the colour separations made for the back cover of the magazine, and six cards have been produced. Four turned out quite well, being equal to or slightly better than the colour on the back of the magazine, but the other two were only fair. It has, however, provided the Sydney Tramway Museum with a range of low print-run postcards at a time when the museum's sales section is trying to grapple with restricted sales and storage space, and restocking problems.

The increase in *Trolley Wire*'s coverage of Melbourne tramway events has resulted in an increase in sales in Victoria. This small increase means that *Trolley Wire* will cover its costs in the current year and thus we should be able to maintain the present subscription rates next year. Yes, the difference between covering costs and making a loss is very small.

The publishing of a "COTMA Diary" listing forthcoming events has proved to be a frustrating experience. No contributions were received for the Diary and even the Editor's own museum planned events of which he was not aware until after the appropriate issue, in which such items should have

been listed, had gone to press. We will, however, persevere with the Diary. The quarterly publication of *Trolley Wire* is probably one reason for the low success rate of this item as it is likely that most events are not planned more than three months in advance.

Generally, *Trolley Wire* has to avoid union and politically sensitive issues where publication of such items may harm the reputation of the tramway preservation movement. Richard Youl's coverage of the tramway strike in Melbourne, a sensitive issue which appeared in August 1990, was shown to union representatives who were pleased with the coverage he gave to this unfortunate event and said that it was a very fair and unbiased coverage.

The Editor has tried to provide some variety in the major articles published, and has succeeded in breaking the monopoly of articles on tramways in New South Wales. This is entirely due to the magazine's interstate contributors and has resulted in articles featuring trams or tramways in Hobart, Brisbane, Adelaide and Melbourne. Conversely, it has also resulted in delaying the publishing of the last two instalments of Ken McCarthy's Manly series which will not now appear until 1993.

Ken McCarthy's current "40 Years of *Trolley Wire*" series was intended to be a brief coverage for the February and May 1992 issues, for which Ken supplied twenty photos. By the January press date, the article had grown considerably and so had the number of photos supplied, from the original twenty to sixty. Three weeks ago, another forty arrived! Needless to say, not all can be used to illustrate this series but, luckily, quite a number can be used to illustrate other articles ready for publication or on hand.

Our regular "Museum News" and "Here and There" contributors cannot be too highly praised. Their on-time submission of news helps considerably in preparing the magazine and getting it to the printer on time. It must be quite an onerous job remembering to write up the news and gather together suitable photos in time to meet the magazine's deadlines. My sincere thanks are due to them all.



## TRAMWAY TOPICS REPORT

Alan Smith

*Tramway Topics* Editor

*Tramway Topics* is New Zealand's only national-focus tramway enthusiasts' magazine. It is published every two months by the Wellington Tramway Museum, and serves as the official journal of the three N. Z. museums — Western Springs Tramway at MoTaT, Auckland, WTM at Paekakariki and the Tramway Historical Society at Ferrymead, Christchurch.

1992 is the thirtieth year of publication of *Tramway Topics*. From 1962 to 1965 it appeared in the old imperial "foolscap" size, and since 1966 in its present format of folded A4. In the last two years the size has been set at 28 pages plus front and back covers.

The editorial scope was outlined in the July-August 1990 issue. It set the priorities in this order:

- N. Z. tramway museum reports
- N. Z. street tramway historical items
- N. Z. urban transport including any signs of "light rail" renaissance
- overseas tramway museum information
- overseas street tramways and rapid transit

New Zealand trolleybus coverage is treated as equal in value to tramway matters.

Production has been by the large Wellington firm of GP Print (the privatised Government Printing Office), printing offset from word-processed pages and original photo prints. Obviously computer technology now makes a quicker computer-generated layout possible and the retirement in May 1992 of the lady

who has typed up the contents for the past three years' issues makes it essential to find a new process in any case.

From this year 400 copies of each issue are being printed. For the year ended June 1991, costs were \$NZ7000 and a surplus of \$NZ800 was achieved.

There are the usual editorial problems of drumming up enough articles and of getting Museum news reported in by the copy deadline dates. I have found it useful to reprint (with acknowledgments) articles from some of our kindred museum journals — WTM arrange for all exchange journals (about 20 from N. Z. and overseas) to circulate to me.

I am only too happy for any COTMA society journal to reprint any article from *Tramway Topics* — all I ask is that the source be acknowledged.

*Tramway Topics* has lasted 30 years and seems to have established a niche in the N. Z. market. The key to future success lies, I think, in keeping a good flow of previously-unpublished photographs, and in encouraging some original historical writing — especially of the reminiscence type. It is not the place for scholarly articles, but *Tramway Topics* can be a contributing source for this type of formal history. The other all-important role is in being a permanent record of the development of the New Zealand museums, each of which now has a considerable history of its own and has transcended more than one generation of members.

## ELECTRICAL OPERATIONS RULES COMMITTEE REPORT

Craig Tooke  
COTMA Electrical Officer

It is my pleasure, on behalf of the Electrical Operations Rules Committee, to present a report on our activities.

The Committee has met on six separate occasions at the PTC Electrical Testing Centre and we have successfully been able to formulate the draft copy of the Electrical Operations Rules to be voted on by the Museum Delegates at the Annual General Meeting.

The draft Rules have been developed from the Electrical Operations Rules of the Melbourne Tramcar Preservation Association as a voluntary code of practice for our Museums to follow and I wish, on behalf of the committee, to thank the MTPA for allowing the use of their rules as a basis from which we have been able to work.

We have attempted to place in writing what we believe should be the minimum standards in place at our Museums for the safe and efficient operation of our electrical networks. To this end it will be noted that some sections of the rules will not be applicable to all of the situations each Museum finds itself in, and therefore modification to suit local considerations and statutory requirements may possibly be required.

Whilst we have completed the draft of the Electrical Operations Rules the work of this Committee in our opinion is far from over. Throughout the course of drafting the Rules it has become apparent that a number of additional areas within the charter of the Committee remain to be concluded. These include, to name but some:

- Presentation of a copy of the Rules to the Group Manager Tram Infrastructure, PTC, for comment and suggestion.
- Presentation of a copy of the Rules to the SECV for

comment and suggestion.

- Further research into applicable Australian standards for reference to within the Rules.
- Investigation into infrastructure requirements such as the provision of recommendations for operating equipment, earthing equipment, etc.

It is also very important to ensure that the Rules, if adopted, be reviewed within a time period of eighteen months based upon the experiences of the Museums in using them.

With the success of the work undertaken by this Committee we would like to request that we be allowed to continue to meet on an "as required" basis to address the remaining issues, and any subsequent issues that may arise, relating to the Rules.

The formulation of the Rules and the achievements of the Committee would not have been possible without the degree of dedication and professionalism that was shown, and I would like to pay tribute to the dedication and hard work of my colleagues on the Committee:

Bill Kingsley — Executive Officer COTMA  
Noel Gipps — MTPA  
Geoff Dean — TMSV  
Richard Gilbert — BTPS  
Harold McCarthy — BT  
Noel Blackmore — PETS  
Ian Cook — PTC

To conclude, we commend the Electrical Operations Rules to each Museum as a valuable asset and we look forward to their adoption.



## CHAIRMAN'S REPORT 1992

John C Radcliffe OAM  
COTMA Chairman

It is a pleasure to present to you the tenth report of the Council of Tramway Museums of Australasia at our eleventh Australasian Tramway Museums Conference.

### PREVIOUS MEETING

The previous meeting of the Council of Tramway Museums of Australasia was held in Wellington, New Zealand on 4 June 1990.

### MEMBERSHIP

Membership remains at 14 organisations, there having been no change in formal membership since the last meeting of the Council.

### OFFICE BEARERS

At the last meeting of the Council, Mr Bill Kingsley was re-elected as Executive Officer. Mr Lindsay Richardson and Mr David Hinman were respectively elected as the Australian and New Zealand Executive members and have participated by correspondence in a number of policy issues during the past two years. Ms Carolyn Dean was re-elected Treasurer and has effectively maintained the Council's accounts during the past two years. Mr Robert Paroissien was once again re-elected as Auditor.

There is provision in the Constitution of COTMA for the Executive to appoint additional individuals to help with the conduct of business, and accordingly following discussions between the Chairman and the Executive Officer, an Operations Group was established in late 1991. The Executive Officer chairs this group, other members being Carolyn Dean, Treasurer, Keith Kings (Spare-parts Officer). Andy Hall who provides liaison with the "Met", and Craig Tooke as Electrical Officer. This group, based in Melbourne, but drawn from the four Victorian Tramway Museums, provides the range of skills necessary to attend to the increasing work being generated by the various COTMA-affiliated museums.

The Operations Group was developed to "get things done" but it does not have a policy role, which remains that of the elected Executive. I would express appreciation for the contribution that the members of the Operations Group have made to the continued endeavours of COTMA to assist its affiliated museums.

### COMMUNICATIONS

Seven memoranda were issued during 1990-92, similar to the previous two-year period. However, your Executive Officer has made these memoranda particularly comprehensive, encompassing a wide range of technical information and policy information

of interest to museums as well as giving details of parts and equipment which may become available for acquisition. Topics covered have included details from the Year Book of the International Association of Transport Museums, notes about taxation concessions available under a variety of aspects of Australian taxation law, the availability of workshop equipment from the "Met", and details of various managerial and tramcar disposal policy changes which have occurred in Melbourne over the past two years.

Following a number of changes in the managerial structure of the Melbourne Tramways following their incorporation into the Public Transport Corporation of Victoria, COTMA's Executive Officer and I met with the incoming General Manager, Tram & Bus Division of the "Met" (Mr Russell Nathan) in late 1991 to introduce COTMA and its museums to Mr Nathan. We were joined in this discussion by the Manager, Resources, Ms Biruta Bourke, having earlier in the day met with Mr Les Jean the Manager, Tram Fleet, at Thornbury. A portfolio describing each of the COTMA-affiliated museums was left with Mr Nathan. Discussions were held on current tramway disposal policies and likely future changes, being cognisant of an instruction then recently issued by the Victorian Minister of Transport that no further W-class cars were to be disposed of. The Chairman and Executive Officer obtained very useful insight into the problems now being faced by the "Met" with the continued delivery of new articulated tramcars whilst at the same time being unable to dispose of any obsolete vehicles.

COTMA office bearers have continued to visit constituent museums in the past two years. Executive Officer Bill Kingsley has travelled widely throughout Australia and New Zealand and has visited most museums in that period. I have had the opportunity of visiting museums in Sydney, Bylands, Perth, Adelaide and Christchurch since the last conference. I have also had the opportunity of inspecting a further overseas museum, that in Istanbul. As office bearers of COTMA, we have been most grateful of the hospitality which has been shown to us by representatives of the various affiliated museums with whom we have visited over the past two years, showing the continued strength of the museum movement.

### EQUIPMENT

Soon after the last conference, several vehicles were obtained by constituent museums from Melbourne. The Perth Electric Tramway Society secured W5 class car 766, although without operational motors, and W5 class car 792 found its way to the Sydney Tramway Museum, albeit having been secured outside of the



Memorandum of Understanding between COTMA and the "Met".

Following the "classification" of Melbourne's W-class trams by the National Trust of Victoria and a subsequent decision that no further cars of this type were to be disposed of, exchange loan arrangements were made between the Tramway Museum Society of Victoria and the "Met" which resulted in W5 class 782, W5 class 795, SW6 class 902 and W7 class 1001 being transferred on loan to Bylands in exchange for the loan of a number of cars from the TMSV, including S164, X217, and T180 for use in the "Met" historic fleet. Similarly, the Bendigo Trust was loaned the use of SW5 808 in exchange for the loan of former Melbourne maximum traction car number 138.

The Perth Electric Tramway Society obtained the bodies of G35, D84, and Fremantle 28 for restoration, while the Sydney Tramway Museum acquired P1517 and has considerably advanced the restoration of R1971.

The Australian Electric Transport Museum at St Kilda was fortunate to secure a number of major items of workshop equipment, securing a Craven wheel lathe and a vertical boring machine from Preston Workshops, and the former Hackney Depot wheel press from the STA in Adelaide.

Over recent years, COTMA has accumulated a considerable quantity of Melbourne system spare-parts, which have been stored at the TMSV Bylands site. Over the past year, Spare-parts Officer Keith Kings has dispatched most of this equipment to various COTMA-affiliated museums as requested. These parts, which have been secured quite inexpensively from the Melbourne system, will prove valuable in the long-term continued operation of tramway museums in Australia and New Zealand.

Surplus mercury arc rectifiers which became available in Adelaide were made available to the Bendigo Trust and to the AETM for demonstration purposes.

## CONSTITUTION

It will be recalled that incorporation was initiated at the 1986 Adelaide meeting. Subsequently, a number of drafts of a constitution for COTMA have been circulated, and during the past two years a final draft was provided for comment by constituent members. In the event, several members expressed concern about the proposed dispersal of assets in the event of winding-up of the organisation and a revised wording has now been prepared for consideration.

## TRANSPORT HERITAGE DEVELOPMENTS

Since the time of the last conference, there have been a number of interesting developments in the field of transport heritage, as represented by COTMA-affiliated museums. It is noteworthy that the 14 COTMA museums between them now have conserved 258 tramcars, of which 122 are in working order. Of

the total collection, 159 are from the local systems where the museums are located, 47 are from the Melbourne tramway system and a further 52 are from cities outside of the museums' locations or Melbourne.

The most potentially significant new development in Australia has been the success of the South Pacific Electric Railway Co-operative Society Ltd, as operator of the Sydney Tramway Museum, in securing the rights to run on the former National Park electric railway whose tracks run adjacent to that museum's depot at Loftus, past its former museum site into Royal National Park. This would represent a very significant extension to the operational potential of Australia's senior tramway museum. That group has also after a number of years, completed installation of the scissors cross-over and sealed much of the street adjacent to its display building.

The Brisbane Tramway Museum Society has recently acquired a building formerly at the Ferny Grove School with the intention of using it to provide interpretative displays about Brisbane's tramway system.

The Steam Tram & Railway Preservation Society at Parramatta Park has completed the restoration of its steam motor number 103, a very significant item in the heritage of Australia's tramways, being the last operating steam tram motor in the country.

The Ballarat Tramway Preservation Society has continued to develop interpretative displays in association with its museum, and has considerably advanced the restoration of horse-car number 1 from that city.

The Tramway Museum Society of Victoria has been busy in recent months with the arrival of a number of loan trams from the Melbourne system, details of which have been given above. Meanwhile, the Bylands track has been progressively moving towards McKerchers Road, while an extension of the Kilmore Tramway which has been operated with the motor driven cable car set, was opened in 1991.

The Melbourne Tramway Preservation Society has continued with overhauling of a number of its W class cars, and has been extending the rails around its depot.

The Australian Electric Transport Museum in Adelaide has completed the fitting out of its new body shop, in part supported by a capital works grant from the Department for the Arts & Cultural Heritage, which provided a new concrete floor within the workshop.

The Perth Electric Tramway Society has been developing a new workshop adjacent to its recently extended car depot and storage buildings.



Within New Zealand the most significant development has been the progressive installation of tram rails in Worcester Street, to form the Worcester Boulevard Tramway. The eventual completion of this line will take some of the Tramway Historic Society's trams out of their present environment at Ferrymead into the centre of Christchurch and will further extend the public's appreciation of New Zealand's tramway heritage. In support of this expected development, the restoration of Brill tramcar number 178 is now well advanced.

In Auckland, efforts have been primarily directed towards preparing to extend the museum tramway to Meola Road, whilst at the same time maintaining efforts on the very long term major project of restoring former Wellington double deck car number 47.

In Wellington itself, the Wellington Tramway Museum has continued to finish the flooring in its main depot and has carried out further track renewal along with additional vehicle restoration.

As outlined earlier, the Public Transport Corporation of Victoria, operating as the "Met", has begun a significant programme to assemble a heritage tram collection for use on its own large tramway system. As well as securing older vehicles on loan from COTMA-affiliated museums, it has refurbished a number of its older Y and Y1 class cars, has returned examples of W2 and W6 cars to their former MMTB livery, and has continued to operate tramway cavalcades, both as part of the Moomba Festival and over the Australia Day weekend. Victorian COTMA members have contributed to the success of these events by providing cars to operate in Melbourne for them, and Executive Officer Bill Kingsley was active in facilitating these arrangements.

Regular tramway museum operations have continued throughout the two years under review in Perth, Adelaide, Ballarat, Bendigo, Bylands, Sydney (Loftus and Parramatta Park) Brisbane, Auckland, Christchurch and Wellington. No significant traffic accidents were recorded on COTMA museums in the two year period although a steam railway accident in Sydney during 1990 has brought additional safety measures to bear on a number of historic steam operations. Security has also become of increasing concern, perhaps in consequence of the recession current in both Australia and New Zealand. The most significant problems have been in Adelaide, where a serious graffiti vandal attack damaged four cars, and where a portion of the overhead of the tramway was stolen, presumably for scrap.

Preliminary plans have been advanced on occasion for new heritage tramways in Sydney and Brisbane, but at this stage the likelihood of their development is unclear.

Australian, and particularly Melbourne tramcars, have become internationally renowned for their heritage value and reliability. In consequence, a considerable number of Melbourne cars, primarily of the W2 class,

have been exported to overseas operations, especially in North America. In consequence of the listing by the National Trust of Victoria of W class cars as of heritage significance, the question has been raised as to whether recent exports of trams from Australia have complied with the requirements of the Commonwealth's *Protection of Moveable Cultural Heritage Act*. Despite the very considerable number of Melbourne W class trams already held within COTMA-affiliated museums, in addition to the heritage collection of the "Met" itself, the Australian Federal Police have visited a number of our Victorian affiliates to inquire as to whether COTMA museums have been engaged in international trade in tramcars without adequate formalities having been undertaken. The COTMA Executive Officer has provided full details of all COTMA-affiliated museums to the Australian Federal Police. I have been in consultation with the relevant offices of the Department for the Arts, Sport, the Environment & Territories in Canberra to help provide a perspective on the extent of tramcar preservation in Australia and New Zealand. Whilst it seems unlikely that this will cause any difficulties for Australian museums, it might present in the short run some problems for our New Zealand members but I have been maintaining contact with the appropriate officers to minimise any difficulties.

## OPERATING URBAN TRAMWAY SYSTEMS

The two remaining public tramway systems have continued to operate in Melbourne and Adelaide. New articulated cars are continuing to join the Melbourne system, and recently plans were announced to put the bodies of approximately 50 of the W5 class cars into storage. The ultimate solution to Melbourne's need for improved ticketing arrangements has yet to be resolved. A significant new development, however, is the creation of a second tramway mall, this time in Swanston Street, which intersects the earlier mall developed in the Bourke Street some years ago. One of the new Melbourne articulated cars was recently displayed in Canberra to promote the possibility of developing light rail transit in that city. In Adelaide, a recent report again supports the possible extension of the Glenelg tramway through the centre of the city to North Terrace. Refurbishment of H-type cars has been continued with approximately six now being available for traffic out of the total fleet of 21 cars. Unfortunately, the restaurant car has been out of traffic for some time following the failure of the company which operated it. Of interest is the fact that the former city depot, built as a temporary structure in 1923, has recently been converted into a temporary magistrates court.

## FUTURE

Our museums are now entering a mature phase of their development. In most cases, it is many years since tramways operated in their respective cities. Most museums have now achieved high standards of vehicular restoration. They have regular education



programmes for visiting school children. They have developed historical research and archival facilities. Numbers of vehicles restored in the early days of operation are now having to be refurbished a second time for their continued use into the future. The museums are now operating in a more complex and competitive environment than when they were first established. They will need to operate more effectively and provide greater value for money than alternative competing enterprises if they are to survive and prosper. However, each has been driven by a dedicated band of individuals and their continued success is a reasonable prospect. However, as I have observed previously, they still depend to a considerable degree on the initiative and management of their founders. Transfer of responsibility to a new generation is becoming increasingly important as the years go by, though most museums are now getting a younger generation taking responsibilities of their respective management boards and committees.

### ACKNOWLEDGMENTS

Ms Carolyn Dean has served as Honorary Treasurer over the past two years and Mr R G Paroissien has continued as Honorary Auditor. Keith Kings has maintained his long standing commitment to museums throughout Australia and New Zealand in his capacity as Spare-parts Officer. Bill Kingsley, as

Executive Officer, has found an increasingly heavy demand on his time from our constituent museums, a demand which has been facilitated by his recent retirement. Nevertheless, we have been very dependent upon his enthusiasm and commitment to help facilitate our mutual development, and on your behalf I express our appreciation to Mr Kingsley and the other office bearers for their contribution to the successful operation of the Council of Tramway Museums of Australasia.

I would once again like to acknowledge the help received from officers of the various urban transit authorities in Australia and New Zealand – made the more difficult in the past two years by the extent of economic downturns which have influenced the economies of both countries. There have also been significant changes in the structures of public transport organisations in Australia and New Zealand during that period.

Finally, we must once again recognise the contributions which the various individual members of all of our constituent museums make to the successful continued development and operation of our heritage collections for the enjoyment of the Australian and New Zealand communities.

2 June 1992



## COTMA OPERATIONS GROUP

Bill Kingsley  
COTMA Executive Officer

This Group operates as an ad hoc Committee under the auspices of the COTMA Executive. I sought permission of the Executive for the formation of the Group on a formal basis for many reasons:

1. We were working together on an informal basis as individuals anyway.
2. The work of COTMA is burgeoning and I am having great difficulty in doing justice to it even though retired from teaching.
3. It seemed that whenever I was away from home for any period the work of COTMA stopped. A means was needed to deputise tasks and responsibilities in such situations.
4. The COTMA desk is a lonely desk. I needed the support of a team in whom I could trust and with whom I could share.
5. There are others who have abilities and expertise that I do not have, and in Carolyn, Keith, Craig and

Andrew there is talent which COTMA needed to use.

The Operations Group, although a necessity, is still an experiment. It may succeed. It may fail. If it fails we will just abandon it. But we need it to succeed. If the increasing involvement and sharing which was obvious at our first meeting continues then all the COTMA museums will benefit and we will feel rewarded in our tasks.

As a Group we are doers. We can recommend policy matters to the Executive and share problems with them. Executive members are welcome at any of our Meetings.

As a Team we can contribute to the total task, understand each other's tasks, assist and support each others, and deputise whenever needed.

It should all be a most worthwhile and major contribution to the vision of COTMA.

## SPARE PARTS AND UNIFORMS REPORT

Keith Kings  
COTMA Spare Parts and Uniforms Officer

The two years ended March 31, 1992 saw the backlog of spare parts orders virtually finalised. Unfortunately, most invoices were not issued until a few weeks before the end of the financial year, with three minor ones being issued after that date. The result is unpaid items as listed in "Sundry Debtors" (in the financial statements), but these will be paid in the ensuing months.

It is unlikely that more than a few items will be issued

from the remaining small stock held, so future income will be very limited.

Uniform items sold for the two year period totalled \$555.00, comprising 75 items. The progressive figures now show that 373 items have been sold and that 1 145 remain. Presumably a few more items will be sold each year, but the quantity and value could well diminish.



## EXECUTIVE OFFICER'S REPORT

Bill Kingsley  
COTMA Executive Officer

At the Wellington Conference in 1990 I made the sincere comment that it would be wonderful to carry my honorary leisure time work as Executive Officer to COTMA into my retirement. The real problem now is that I don't feel as if I have retired! Instead of spending all day on College matters at my Footscray desk, I am now spending all day on COTMA matters at my home desk. At least I now have a window to look out through, and there is no queue of students at the door. But I had never realised just how much COTMA work was waiting to be done, how much previously unidentified work was clamouring for attention. I had intended to be accessible 7 days a week. I had not intended to be flat out 7 days a week.

I soon realised that your work could not be done by a staff of one, so with the support of Executive, I gathered around me a team of hard working, dedicated, specialist people to assist me in it. We are your COTMA Operations Group. Our first official meeting (in the TMSV rooms at Malvern Tram Depot) went for nearly 3 hours. We dealt with 38 matters and then turned our attention to the Sessions and Workshops at the Perth Conference. To Carolyn Dean, Keith Kings, Craig Tooke and Andrew Hall I pass on my great thanks for your fine support in this work. (See Also Chairman's Report.)

My most important task of the last two years was to establish contacts with the new officers of The Met in Melbourne. Interwoven with this was the need for COTMA to co-ordinate the activities of initially 4, but finally just 2, Museums for the Melbourne Cavalcade of Transport (January 1992), and to provide leadership by liaising between those Museums, the Department of Premier and Cabinet, The Met and ATMOEA. The Cavalcade task became a most rewarding experience with The Met, COTMA and the Museums working together as a single unit to achieve shared goals. Those 2 Museums (TMSV and Bendigo), with COTMA, became an important support for The Met, instead of vice versa. We must record our very sincere thanks to Russel Nathan (General Manager, Tram & Bus Division), Les Jean (Manager, Tram Fleet), Biruta Bourke (Manager, Resources), Ray Wilson, Garry Poynton, Dave Thomas, Tony Cunningham and Sandra McLaren for their great support with the Cavalcade, to many of those same good people but also to Norm Grady, Owen Hicks, Mark Edwards, Graham Jones, Neville Woolnough, Phillip Johns and Norm Cross in our general liaison work with the many aspects of the PTC and The Met, and also to Lou de Gregorio at the ATMOEA.

It was unfortunate that my greatest single COTMA task over the last 2 years, the Cavalcade, eventually involved only 2 Museums. My thanks go to Dennis Bell (BT) and Geoff Dean (TMSV) for their total support in the many meetings and planning sessions.

Certainly the co-ordination work with The Met will be of benefit to all our Museums through the co-operative spirit which has been created. But I was terribly aware that in any time I was successfully serving those 2 Museums, I had little time to provide direct support to all the other Museums. For this I can only apologise.

The Memoranda continue to be my major means of communication to Museums. READ each Memorandum and ACT ON IT. It is NOT a magazine, to be read by the Secretary or COTMA Representative and then simply filed or abandoned on the crew room table. Your lack of response to items that need your attention continues to be of negative inspiration to me.

Another matter that worries me greatly is the frequent cry from Museums of "What is COTMA doing for us?" If you are also hearing that cry, then know that the fault is YOURS. It is YOU who must spread the good word from Conferences. It is YOU who must reflect the good word from Memoranda. It is YOU who must publicly thank COTMA for work done for you and your Museum. There is only so much I can do to blow our own trumpet. the rest is up to you. But also, that cry that I hear is a selfish cry. Would it not be nice if Museum members ask "What can we do for COTMA?" All our Museums would be better for such an attitude.

A group that did ask "What can we do for COTMA?" is the Electrical Rules Committee. Formed according to your wishes from the Wellington Conference in 1990, it has completed its final draft for the attention of this Conference. I am very pleased with the professional way that this Committee has achieved its goals, and congratulate Craig Tooke (Chairman), Richard Gilbert (BTPS), Harold McCarthy (BT), Noel Gipps (MTPA), Geoff Dean (TMSV), Ian Cook (special adviser from the PTC) and Noel Blackmore (corresponding from PETS) on their work. It might well be that in the future we will initiate similar committees to look at Driver Training Procedures, Operational Practices and Standard Maintenance Programs. These are directions in which I see COTMA needing to lead.

Mention of the Wellington Conference reminds me that one of the Delegates at that Conference was Chris Jacobsen, then BTPS Secretary. Unfortunately, Chris has since passed away. He continued his work for the BTPS right until the last day and was an inspiration to those who worked with him. It would have been wrong to allow this Conference to pass without recognition of his unselfish service. Many of us from COTMA Museums and a bus load of his fellow workers from The Met and the ATMOEA attended a simple and moving ceremony at Fawkner Cemetery.



I have appended an "Incomplete List of COTMA Activities 1990-1992". Now that the operations of COTMA are shared by so many people, it is difficult to provide a totally conclusive list, but it will give you an idea of our activities. Incidentally, if we have not specifically done much for your Museum, perhaps it's because you didn't ask us.

Finally, let me thank Chairman John Radcliffe, Dave Hinman and Lindsay Richardson, as your Executive, for the privilege of working with them. Let me also thank those very good friends who have gone out of their way to provide for me on my visits to your Museums interstate and across the Tasman. I sincerely hope that my visits have been of help and benefit to you and to your members.

## A Summary of COTMA Communications

by Bill Kingsley as Executive Officer

Totals are for 13 months:

1 March 1991 to 31 March 1992

Visits and Meetings	81
Sets of Memoranda or Minutes out	31
Letters out	140
Phones out	186
Letters in	118
Phones in	189

## INCOMPLETE LIST OF COTMA ACTIVITIES 1990 — 1992

### Completed

- Frogs and pans to PETS
- Repayments to creditors
- 77E trucks to THS
- Possible parts for R1 (R. Youll)
- Information for George Isaacs (USA)
- Overcome remaining problems concerning trams 456 / 792 (SPER)
- Check draft of COTMA CGM Minutes from Wellington
- Parts drawings to PETS
- Liaise in development of Tramway Hall, Malvern
- Assist with negotiations for exchange of 138 & 808 (BT)
- Assist with planning and development of Perth conference
- Cavalcade of Transport co-ordination
- Check SW6 878 for MTP&M
- Obtain new phone numbers for NZ personnel
- Distribute "Next Car" signs
- Advise Museums on SEC tariffs (Vic)
- Advise Museums on Transport Accident Insurance
- Form Operations Group
- Inability to supply Birney parts to USA
- Liaise with BTPS re 2000 Conference
- Future of works car 8W
- Costs of mass concrete track to MOTAT
- Update tramcar requirement list
- Inspect stored trams at Hawthorn Depot
- Establish new contacts at The Met
- Liaise re clashing dates of Melbourne tram tours
- Corrected Constitution to Tony Sell (COTMA Hon. Legal Officer)
- Update tramcar survey
- Update information of Member Museums
- Submission to Legal & Constitutional Committee
- Liaise with WTM re their Conference video
- Liaise with BTPS re their Conference video
- Determine situation re W2 mirrors for MOTAT
- Electrical Rules Committee
- Distribution of final Bundy clocks
- Distribution of destination boxes
- Audit of 1990-1991 and 1991-1992 finances
- EO personally visited WTM, MOTAT, AETM, PETS, BTMS, SPER, TTMS, TMSV, MTPA (and normal participation at BT, BTPS)
- Container loads of parts for THS (and further distribution)
- Assist interstate and overseas visitors in Melbourne
- W5 766 to PETS
- Finalise investigation re trucks from under SW2 426 for PETS
- Investigate possibility of bus/coach to Perth Conference
- Advise on greases
- New information sheet on COTMA
- Photos of 138 to Les Jean
- Assist inter-museum exchanges and sales, TMSV-AETM, BTPS-TMSV, SPER-MTPA, TMSV-MTPA, AETM-BTPS, AETM-BT, MTPA-PETS
- Unavailability of builders plates for PETS
- Liaise between BT and Bus Proprietors Association
- Assist in arranging for BT 17 and 19 in Melbourne
- Investigate possible trams from Museums for The Met's collection
- Prepare Conference reports
- Agenda for Conference General Meeting
- Produce video on Perth trams and trolley buses
- The Met route numbers to MOTAT
- Wheel lathe to AETM
- Initiate wheel grinder to SPER
- Unavailability of low floor LRV plans for Minneapolis
- Info to MOTAT re Australian Railway and Tramway Museums
- Ascertain locations of trolley bus parts and fittings
- Try to locate a BTH pedestal trolley pole base and various controllers for THS
- Failed attempt to establish a co-ordinating diary
- Mercury bulbs to BT ex STA
- Badges information to PETS
- Unavailability of construction drawings for PETS



## Tasks in hand

- Reciprocal visit system
- Overhead trolley wire procurement
- Feeder cable procurement
- Compressors for MTPA and THS
- Telephone boxes for MTPA
- Problems created by National Trust/Friends of the Ws
- Tax Exemptions
- Incorporation (Winding Up clause)
- Tower truck for BT
- Sydney and Wellington proceedings
- Liaise with BT toward 1994 Conference
- Further W class trams to PETS, SPER, MTP&M
- Museum contacts listing
- Feeder panels for PETS
- Steel tyres for W2s
- Possible spare parts from Hanoi
- Pole collars for MTPA
- Request s for major tram parts
- Axle boxes for PETS
- Investigate winders of armatures
- Spare motors and trucks for 766 (PETS)
- Membership fees
- Spare parts for sale from P. Burden
- B-Van developments
- Affiliation with NFRS NZ

- COTMA Introduction card
- Exemptions from Draft Regulations for Electrical Work (Vic)
- Changes to invoicing procedures
- K 35 controllers for MOTAT
- E type valves for THS
- Brake system maintenance spares to PETS
- Liaise with AETA re Austransit '93

## Tasks Continuing

- Liaise with The Met, IATM, NFRS NZ, TMS (UK), ATMOEA
- Liaise with Zig Zag Railway re Australian Rail Group
- Produce Memoranda
- Executive
- Operations Group
- Budget and Finance
- Follow up developments
  - Worcester Blvd (THS)
  - Newstead / New Farm (BTMS)
  - National Park (SPER)
- Reports for Trolley Wire
- Attend various Museum Board Meetings
- Sale of Spare Parts and Uniforms



## TREASURER'S REPORT

Carolyn Dean  
COTMA Treasurer

Over the past two years COTMA's profit has continued to grow.

Membership fees were increased to help cover costs. Some museums were late in paying their fees, which COTMA relies on to meet its day to day operating costs.

Uniform sales have steadied to a slow pace. Members' loans have been repaid and it is intended to repay the Acquisition Fund out over two years.

Sales of spare parts increased dramatically due to

finalisation of many orders. I would request museums to pay their accounts within normal commercial trading terms after receiving their goods.

Good financial management should ensure that COTMA will continue to be financially self sufficient. My thanks to Bill Kingsley for looking after the treasury last year whilst I was overseas.

Carolyn Dean  
Treasurer

### POSSIBLE CASH FLOW BUDGETS 1992/93

#### Assumptions:

- Membership fees stay at same levels in options 1 and 4
- Expenditure on postage, telephone, printing and stationery rise slightly in Options 1 and 4.
- Purchase of parts \$400
- Other expenditure \$100
- Interest received \$100

#### Option 1 (present situation)

<b>Income:</b>		
10 Large Museums @ \$100 each	1000	
4 Small Museums @ \$70 each	280	
Interest Received	100	
Sale of uniforms and parts	400	
<b>Total</b>		<b>1780</b>
<b>Expenditure:</b>		
Postage & Telephone	500	
Printing and Stationery	500	
Membership	50	
Purchase of parts	400	
Other Expenditure	100	
<b>Total</b>		<b>1550</b>
<b>Excess Income</b>		<b>230</b>

#### Option 2

Reduce expenditure on Postage etc., by 20%  
Charge membership at \$70 and \$50.  
Other Income and expenditure as above

<b>Income:</b>		
10 Large Museums @ \$70 each	700	
4 Small Museums @ \$50 each	200	
Interest Received	100	
Sale of uniforms and parts	400	
<b>Total</b>		<b>1400</b>
<b>Expenditure:</b>		
Postage & Telephone	400	
Printing and Stationery	400	
Membership	50	
Purchase of parts	400	
Other Expenditure	100	
<b>Total</b>		<b>1350</b>
<b>Excess Income:</b>		<b>50</b>

#### Option 3

As for option 2, with a charge of 10% handling fee on parts etc.

<b>Income:</b>		
10 Large Museums @ \$70 each	700	
4 Small Museums @ \$50 each	200	
Interest Received	100	
Sale of uniforms and parts	400	
10% Handling Fee on sale of parts	40	
<b>Total</b>		<b>1440</b>
<b>Expenditure:</b>		
Postage & Telephone	400	
Printing and Stationery	400	
Membership	50	
Purchase of parts	400	
<b>Total</b>		<b>1350</b>
<b>Excess Income:</b>		<b>90</b>

#### Option 4

As for option 1, with a charge of 10% handling fee on parts, etc

<b>Income:</b>		
10 Large Museums @ \$100 each	1000	
4 Small Museums @ \$70 each	280	
Interest Received	100	
Sale of uniforms and parts	400	
10% Handling Fee on sale of parts	40	
<b>Total</b>		<b>1820</b>
<b>Expenditure:</b>		
Postage & Telephone	500	
Printing and Stationery	500	
Membership	50	
Purchase of parts	400	
Other Expenditure	100	
<b>Total</b>		<b>1550</b>
<b>Excess Income:</b>		<b>270</b>



## COUNCIL OF TRAMWAY MUSEUMS OF AUSTRALASIA

## AUDITED FINANCIAL STATEMENTS

## BALANCE SHEET AS AT 31 MARCH, 1991

1990			
\$			
	COUNCIL FUNDS		
3442	Accumulated Fund		4780
<u>1200</u>	Acquisition Fund		<u>1200</u>
4642			5980
	THESE FUNDS ARE REPRESENTED BY		
	<i>Current Assets</i>		
1526	Australian and New Zealand Banking Group Ltd.	2531	
234	Debtors	-	
315	Members Subscriptions in Arrears	100	
<u>2372</u>	Stock on Hand (at cost)	<u>2670</u>	
4447			5301
	<i>Less current Liabilities</i>		
297	Creditors	144	
<u>1000</u>	Members Loans (at call)	<u>500</u>	
1297			<u>644</u>
<u>3150</u>	Working Capital		4657
	<i>Plus Non Current Assets</i>		
1800	Electrical Former (at cost)	1800	
(1800)	Less Government Grant	<u>1800</u>	-
1688	Storage Van (at cost)	1688	
<u>(196)</u>	Less Provision for Depreciation	<u>365</u>	<u>1323</u>
1492			1323
4642			5980

## COUNCIL FUNDS FOR YEAR ENDED 31 MARCH, 1991

1990		
\$		
	ACCUMULATED FUND	
562	Balance brought forward 1 April, 1990	3442
<u>2880</u>	Plus surplus for Year	<u>1338</u>
3442	Balance carried forward 31 March, 1991	4780
	ACQUISITION FUND	
1200	Balance brought forward 1 April, 1990	1200
-	Plus members deposits	-
<u>1200</u>	Balance carried forward 31 March, 1991	<u>1200</u>



# INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDED 31 MARCH, 1991

1990

\$

*Income*

1425	Members Subscriptions	1280
10	Interest Received	71
<u>2930</u>	Sale of Equipment	<u>596</u>
4365		1947

*Less Expenses*

140	Affiliated Memberships	-	
6	Bank Charges Duties	3	
141	Depreciation	169	
644	Postage & Telephone	81	
182	Printing & Stationery	85	
<u>372</u>	Purchase of Equipment	<u>271</u>	
<u>1485</u>			<u>609</u>
2880	Surplus for Year		1338

## AUDITOR'S REPORT

In my opinion the accompanying Balance sheet as at 31 March, 1991, and the Income and Expenditure Statement for the year ended 31 March, 1991, are properly drawn up to give a true and fair view of the affairs of the Council of Tramway Museums of Australasia.

R. G. Paroissien  
AASA., CPA., ACIS.  
Registered Company Auditor

24 June, 1991



## BALANCE SHEET AS AT 31 MARCH, 1992

1991			
\$			
	COUNCIL FUNDS		
4780	Accumulated Fund		8075
<u>1200</u>	Acquisition Fund		<u>1200</u>
5980			9275
	THESE FUNDS ARE REPRESENTED BY		
	<i>Current Assets</i>		
2531	Australian and New Zealand Banking Group Ltd.	4547	
-	Debtors	1495	
100	Members Subscriptions in Arrears	510	
<u>2670</u>	Stock on Hand (at cost)	<u>1569</u>	
5301			8121
	<i>Less current Liabilities</i>		
144	Creditors	-	
<u>500</u>	Members Loans (at call)	<u>-</u>	
644			-
<u>4657</u>	<i>Working Capital</i>		<u>8121</u>
	<i>Plus Non Current Assets</i>		
1800	Electrical Former (at cost)	1800	
(1800)	Less Government Grant	<u>1800</u>	-
1688	Storage Van (at cost)	1688	
<u>(365)</u>	Less Provision for Depreciation	<u>534</u>	<u>1154</u>
1323			1154
5980			9275

## COUNCIL FUNDS FOR YEAR ENDED 31 MARCH, 1992

1991		
\$		
	ACCUMULATED FUND	
3442	Balance brought forward 1 April, 1991	4780
<u>1338</u>	Plus surplus for Year	<u>3295</u>
4780	Balance carried forward 31 March, 1992	8075
	ACQUISITION FUND	
1200	Balance brought forward 1 April, 1991	1200
-	Plus members deposits	-
<u>1200</u>	Balance carried forward 31 March, 1992	<u>1200</u>



## INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDED 31 MARCH, 1992

1991		
\$		
	<i>Income</i>	
1280	Members Subscriptions	1280
71	Interest Received	86
<u>596</u>	Sale of Equipment	<u>4085</u>
1947		5451
	<i>Less Expenses</i>	
-	Affiliated Memberships	50
3	Bank Charges Duties	4
169	Depreciation	169
81	Postage & Telephone	316
85	Printing & Stationery	516
<u>271</u>	Purchase of Equipment	<u>1101</u>
<u>609</u>		<u>2156</u>
1338	<i>Surplus for Year</i>	3295

## AUDITOR'S REPORT

In my opinion the accompanying Balance sheet as at 31 March, 1992 and the Income and Expenditure Statement for the year ended 31 March, 1992, are properly drawn up to give a true and fair view of the affairs of the Council of Tramway Museums of Australasia.

R. G. Paroissien  
AASA., CPA., ACIS.  
Registered Company Auditor

10 April, 1992



# TENTH CONFERENCE GENERAL MEETING

WHITEMAN PARK, PERTH

Tuesday June 2, 1992

The meeting commenced at 0830 hours.

## ATTENDANCE

### 1. Present

Chairman	(Dr. John Radcliffe)
Executive Officer	(Bill Kingsley)
Australian Executive Member, PETS	(Lindsay Richardson)
SPER	(Richard Jones)
BTMS	(John Lambert)
AETM	(Christopher Steele)
TMSV	(Keith Kings)
THS	(John Shanks)
BT	(Dennis Bell)
MTP&M	(Lewis Nyman)
MTPA	(Craig Tooke)
BTPS	(Richard Gilbert)
WTM	(Barry Ollerenshaw)
Treasurer	(Carolyn Dean)
PTC	(Les Jean, Special Guest).

## Apologies

New Zealand Executive Member (David Hinman),  
MOTAT, STRPS

## Observers

Moved Richardson/Ollerenshaw:

That all other Delegates present be admitted and welcomed as Observers. CARRIED

### 2. Minutes of the Ninth Conference General Meeting, Wellington, 1990

Moved Shanks/Jones:

That the minutes be accepted. CARRIED

Richard Gilbert queried whether the Treasurer was a member of the Executive and whether the position was an elected office. The Executive Officer replied that both of these questions were answered in the affirmative by the new draft Constitution.

## BUSINESS ARISING FROM THE MINUTES

### 3. Proceedings

Sydney, 1988:

Bob Merchant (SPER) reported on difficulties with the computer system and hoped to have all in order by July 1.

Wellington, 1990:

Barry Ollerenshaw reported that the draft would be printed by July 1 also.

### 4. Statement of Rules and Purposes (New Constitution)

The Executive Officer reminded the meeting that all of the statement with amendments had been accepted at Wellington except for the Winding Up clause. He explained the problems of the intervening two years which had seen two recommended clauses fail to gain approval by mail vote of Council members. Those problems finally concerned the nature of COTMA wherein the members are museums, not people. The honorary Legal Officer Tony Sell (TMSV) had provided this meeting with a completely new clause which had been circulated. (Refer to Reports)

Following discussion it was

Moved Steele/Ollerenshaw

That this new Winding Up clause be accepted and submitted. CARRIED

It was then

Moved Gilbert/Tooke

That the constitution and Amendments from the Ninth Conference General Meeting, together with the previous resolution, be accepted and that the Council of Tramway Museums of Australasia be incorporated under the Associations Act of Victoria. CARRIED

### 5. Patterns

The Executive Officer explained that the work initiated by Allan Bradley (BTPS) required to be continued but a full inventory could not yet be compiled. An offer by Ric Francis (PETS) to assist was welcomed. It was determined that the Operations Group pursue this matter, collate returns via the Executive Officer, and forward to Ric Francis via the Secretary, PETS.

### 6. B Van

The Executive Officer explained that the quantity of spare parts held in store at Bylands had been very considerably reduced. These parts and uniforms were mostly now stored in TMSV buses. The TMSV, however, had recently needed urgent temporary undercover storage for building materials. The Chairman and Executive Officer had therefore approved temporary TMSV use of the B van on a mutual friendship basis. Council then discussed and approved this action.



## 7. Reciprocal Visits

The Executive Officer explained that suggested procedures were still being pursued and investigated. He had previously circulated a copy of a proposed Card of Introduction supported by the Operations Group.

Council then further proposed:

- (a) A time limit be placed on the accreditation of the person to whom the card is issued.
- (b) A limit of 20 cards per museum.
- (c) A supporting Letter of Introduction from the Museum to accompany the accredited person.
- (d) A note on the back of the Card requiring the member to telephone the host Museum ahead to advise of his/her coming.
- (e) Executive Officer to publish a list of Contact Officers at host Museums.
- (f) Amended wording on the Card, being the replacement of "active" with "current", and the addition of "For the financial year" and "Office held".

Moved Tooke/Lambert

That Cards of Introduction be printed as amended, made available to those Museums wishing to use them, and be signed by a responsible officer of the issuing Museum.

CARRIED

## 8. Instruction Manuals

Determined that the preparation of a list of instruction manuals used by Museums also be placed in the hands of the Operations Group.

## 9. National Federation of Rail Societies of New Zealand Affiliation

The Chairman advised that he had written to the Chairman of NFRSNZ, which was meeting this weekend, and undertook to follow up the matter of affiliation of COTMA with NFRSNZ if necessary.

## 10. Tramway Museum Society (UK) Crich

Craig Tooke, as Australian Liaison Officer for the TMS, reported on progress with liaison, especially on its considerable collection of reference material and the information available from it. It was also noted that our Electrical Rules will be of use to it as it follows a similar exercise. All museums and members are encouraged to utilise this excellent liaison through Craig Tooke.

## 11. Co-ordinating Diary

The provision, in the Memoranda, of a calendar of forthcoming events, has proved to be impractical due

to lack of dates provided by museums, but also to the irregular and often delayed publication of Memoranda. The Executive Officer asked that all Victorian Museums co-ordinate events through Tom Murray (Australian Railway Exploration Association) and the Victorian Co-ordinating Diary.

## 12. Motor Coach Museum Trust (Foxton, NZ)

Determined that the Executive Officer research out the statutory meaning of "research" as applied to this museum.

Moved Jones/Richardson

That the Executive Officer approach the MCMT (Ian Little) to find out if they (he) wish(es) to affiliate.

CARRIED

## 13. Spare Parts Pricing Policy

The Executive Officer explained that COTMA is not, nor must it be seen to be, a profit making body. However, it ought to be at least partly self-funding in order to restrain membership fees.

Moved Bell/Nyman

That COTMA charge a 10% administration fee on all spare parts, and a \$5 handling fee on all parts transactions for which there was no purchase cost, and that this policy be reviewed at the next Conference.

CARRIED

## 14. Rockhampton

Peter Hyde (BTMS) reported that the Mayor who had been the proponent of the Steam Tram had lost office and that the Steam Tram was not operating.

## REPORTS

### 15. Chairman

Dr. John Radcliffe spoke to his written and pre-distributed Report.

Moved Gilbert/Lambert

That the Chairman's Report be received. CARRIED

### 16. Executive Officer

Bill Kingsley spoke to his written and pre-distributed Report. Written Reports by Keith Kings (Spare Parts Officer) and Craig Tooke (Electrical Officer) had also been previously distributed.

Moved Nyman/Jones

That all three Reports be received.

CARRIED

### 17. Treasurer

Carolyn Dean spoke to the audited Financial Reports 1990-1992.



Moved Richardson/Lambert  
That the Treasurer's Report and the Financial Reports  
be received and accepted. CARRIED

The Treasurer then presented four possible Budgets  
for the year 1992-1993.

Following discussion it was  
Moved Gilbert/Steele  
That Option 4 be accepted. CARRIED

(Refer Treasurer's Report)

## 18. Publications

Reports by Bob Merchant (SPER) (Trolley Wire) and  
Alan Smith (WTM) (Tramway Topics) had been  
distributed and the Publications themselves had been  
discussed at a prior Workshop Session.

Moved Tooke/Ollerenshaw  
That the Reports be received and that appreciation be  
expressed to the Editors who operate in a voluntary  
capacity and in difficult circumstances. CARRIED  
WITH ACCLAMATION

## MATTERS ARISING FROM CONFERENCE SESSIONS

### 19. Electrical Rules

These Rules, as a Voluntary Code of Practice, had been  
requested by the Wellington Conference, and a Final  
Draft had been produced by the Electrical Rules  
Committee (which had been meeting regularly during  
the previous year), and had been presented to, and  
discussed at, a prior Workshop Session. Three  
Motions from that Workshop were put to Council:

Moved Tooke/Steele (for O'Hoy / Blackmore)  
That the Final Draft Presentation of the Electrical  
Rules Committee be accepted by this Council Meeting  
as "The COTMA Electrical Operations Guidelines".  
CARRIED with 1 abstention.

Moved Tooke / Ollerenshaw (for Ollerenshaw /  
Nyman)  
That the Electrical Rules Committee be retained as a  
Committee of Review, to report to the next Council  
Meeting if, or as, required. CARRIED

Moved Kings/Bell (for O'Hoy/Blackmore)  
That this Council thanks all members of the Electrical  
Rules Committee and Congratulates them on their  
work and diligence. CARRIED

The Electrical Rules Committee was confirmed as  
consisting for 1992-1994 of:

Craig Tooke	(COTMA Electrical Officer)
	(Chairman)
Richard Gilbert	(BTPS) (Secretary)
Harold McCarthy	(BT)
Geoff Dean	(TMSV)
Noel Gipps	(MTPA)
Ian Cook	(PTC)

Bill Kingsley	(COTMA) and
Noel Blackmore	(PETS) (by correspondence).

### 20. Driver Training, Testing, Medical Examination

This topic had also been discussed at a prior  
Workshop Session.

Moved Richardson/Nyman  
That a Committee be established to provide advice  
and a set of Guidelines encompassing driver  
standards, training, and testing. CARRIED

It was further determined that Richard Gilbert should  
chair this Committee, which should include Tony  
Smith (MTPA), Dennis Bell (BT), and (by  
correspondence) Max Fenner (AETM). The three areas  
to be considered were Tuition and Training, Testing  
and Examination, and Medical Standards.

The guidelines are to be presented for approval at the  
1994 Conference.

### 21. Accreditation/Operational Safety

This topic having also been already discussed, it was

Moved Richardson/Jones  
That a Committee be established to provide advice  
and to prepare draft Operational and Safety  
Guidelines for Museums. CARRIED

It was further determined that David Rawlings (SPER)  
should convene and chair this committee, which  
should also include Lindsay Richardson (PETS),  
Dennis Bell (BT), and Troy Thomas (BTMS). The SPER  
Rules were suggested as a possible starting point.

These Guidelines to be presented for consideration  
and approval at the 1994 Conference.

## MATTERS RECOMMENDED FROM THE OPERATIONS GROUP

### 22. General Meetings

It was agreed that, from 1994, Agenda Items for  
Conference General Meetings be sought from  
Museums, Executive and Operations Group, and a  
Draft Agenda be circulated before the Conference.

It was also Moved Gilbert/Shanks  
That the first Annual General Meeting of the new  
Incorporated Association be held in Melbourne on a  
date to be advised by the Executive. CARRIED

### 23. Timing of Conferences

A proposal that Conferences not be held in winter  
lapsed due to the many considerations needed when  
establishing Conference dates.



## 24. Transactions

Moved Tooke/Jones

That all transactions between Museums, and between Museums and COTMA, be in writing. CARRIED

## 25. Requests from Museums for Parts

Council determined that all requests for parts be to the Executive Officer, who will pass such requests on to Craig Tooke (Electrical, Overhead and Power), and Keith Kings (Tramcar Parts), while Complete Trams and Trucks (Bogies) should remain with the Executive Officer.

All Museums are asked to advise the Executive Officer of surplus equipment. Ian Stewart has offered Auckland Trolley System Parts to be advertised by the Executive Officer.

### GENERAL BUSINESS

## 26A Communications with the PTC (Vic.)

A Motion Without Notice was presented by Craig Tooke, created considerable debate and controversy, and was amended by the Representatives present without being put to the vote in its original form.

The amended Motion was then  
Moved Steele/Tooke

That the Conference directs the Executive to draw up a set of written guidelines for negotiation with the PTC when appropriate for Museums to follow relating to:

1. The mechanism by which the acquisition of any spare parts and trams if available shall be carried out;
2. with whom such negotiations will be carried out;
3. how and by whom the price of such parts and trams shall be determined.

Such negotiations will be carried out with officials who are at Chief Executive level, or their delegated senior representatives. CARRIED 8-3

## 26B. Moveable Cultural Heritage Act

Keith Kings asked if any Museums present had been approached when the Act was being drawn up. There being no affirmative answers, the matter was further discussed as it was felt that our Museums could have made worthwhile contributions. The Chairman advised against any further follow-up action.

## 26C. COTMA Executive

Council felt that the Executive members might act as National Policy Co-ordinators, this duty extending into the general COTMA activity structure.

## ADMINISTRATIVE PROCEDURES

## 27. Elections

**Chairman.**

Dr. John Radcliffe was nominated Jones/Lambert and elected unopposed.

**Executive Officer.**

Bill Kingsley was nominated Richardson / Ollerenshaw and elected unopposed.

**Australian Executive Member.**

Lindsay Richardson was nominated Gilbert/Tooke and elected unopposed.

**New Zealand Executive Member.**

The Executive Officer reported that David Hinman had indicated a willingness to be renominated. David Hinman was then nominated Shanks/Ollerenshaw and elected unopposed.

**Treasurer.**

Carolyn Dean was nominated Tooke/Kings and elected unopposed.

**Auditor.**

Robert Paroissien was nominated Gilbert/Lambert and elected unopposed. A letter of thanks was to be sent to Robert Paroissien for his continued and appreciated work.

## 28. Operations Group

The Executive Officer explained the need for, contribution by, and workings of, the Operations group composed of:

Bill Kingsley	(Executive Officer — Chair)
Carolyn Dean	(Treasurer)
Keith Kings	(Spare Parts and Uniforms),
Craig Tooke	(Electrical) and
Andrew Hall	(Met Liaison)

Details had previously been distributed in an explanatory sheet.

Moved Ollerenshaw/Richardson

That Council supports the continued operation of the Operations Group under the Chairmanship of the Executive Officer and the management of the Executive. CARRIED

## 29. Future Conferences

1994: Bendigo (BT). Confirmed at Wellington 1990.



1996: Christchurch (THS). Offered at Wellington 1990.

Moved Ollerenshaw/Tooke  
That Christchurch (THS) be confirmed for 1996.

CARRIED

John Shanks foreshadowed a possible March date, which will be possible now that AGMs will be able to consider Financial Reports.

1998: Needs to be non-NZ and non-Victorian to achieve geographical balance and rotation. Jack Nyman for Maitland has indicated an interest. To be further considered in 1994. Council informed Lewis Nyman that the MTP&M offer was noted.

2000: Ballarat (BTPS) has offered to host this Conference, being the 25th Anniversary of the founding of COTMA at our first Conference in Ballarat, Anzac Weekend, 1975.

Moved Gilbert/Tooke  
That the offer by Ballarat to host the Conference in the year 2000 be accepted and confirmed. CARRIED

### 30. Vale

All present observed one minute silence in memory of Chris Jacobsen who had tragically passed away since the Wellington conference which he attended as Secretary of BTPS.

### 31. Thanks

The Chairman thanked the PTC (Vic) for enabling Les Jean (Manager — Tram Fleet) to attend the Conference. In reply, Les Jean thanked Stuart Hicks (Director-General of Transport — WA) and Transperth for communicating the invitation to the PTC, and PETS for initiating the invitation. He commented that he had enjoyed the Conference greatly, and that he saw COTMA as a most professional organisation.

The Chairman also thanked Transperth and the Hotham Valley Railway for their involvement in the Conference, all special guests and speakers, but particularly Lindsay Richardson, Barrie King, the PETS Conference Committee and the PETS members as excellent hosts.

Lindsay Richardson, in reply, thanked all delegates for their great support, and expressed his real happiness with all that had been achieved.

It was then Moved Gilbert/Ollerenshaw  
That the Delegates express their appreciation for the good work and valued judgements competently and articulately carried out by the Chairman, John Radcliffe.

CARRIED WITH ACCLAMATION

The Meeting was then declared closed at 1250 hours.

## Winding Up clause

Our Hon. Legal Officer, Tony Sell (TMSV) has advised on a new replacement clause.

The Clause now reads as follows:

In the event of the winding up or cancellation of the incorporation of the Council, the assets of the Council after payment of all its debts and obligations and any costs of winding up or cancellation shall be given or transferred to such Member or Members of the Council at that time whose Memorandum, Rules or constituent document prohibits the distribution of its income or property among its own members to an extent at least as great as the Council's (in Rule 2 but so that there is no such distribution to members on a winding up or dissolution howsoever called of such a Member), and if more than one equally between them.

In brief, this enables the distribution of COTMA's between those Members (Museums) whose statutes prohibit the further distribution to their own members (people).

This clause, if approved, will be inserted into our new Rules, the rest of which has already been determined. Incorporation as an Association will then be pursued.



# COUNCIL OF TRAMWAY MUSEUMS OF AUSTRALASIA:

## MUSEUM DIRECTORY

**Chairman** ..... Dr John C Radcliffe

**Executive Officer** ..... Mr Bill Kingsley

### Member Organisations as at June 1, 1992:

**Australian Electric Transport Museum (South Australia) Inc.,**  
Box 2012, GPO, Adelaide, South Australia 5001  
(Museum: St Kilda Rd, St Kilda, SA)

**Ballarat Tramway Preservation Society,**  
Box 632, Ballarat, Victoria 3353  
(Museum: Wendouree Parade, Ballarat, Victoria)

**Bendigo Trust,**  
80 Creek Street, Bendigo, Victoria 3550  
(Museum: Hargreaves Street, Bendigo, Victoria)

**Brisbane Tramway Museum Society**  
20 Tramway Street, Ferny Grove, Brisbane, Queensland 4055

**Maitland Tramway Park and Museum Ltd,**  
Box 82, Jesmond, New South Wales 2299

**Melbourne Tramcar Preservation Association Inc.,**  
Box 324, Prahran, Victoria 3181  
(Museum: Haddon, Victoria)

**Museum of Transport and Technology (Inc.),**  
Great North Road, Western Springs, Auckland 2, NZ

**Perth Electric Tramway Society (Inc.),**  
Box 257, Mt Lawley, Western Australia 6050  
(Museum: Whiteman Park, Perth, WA)

**South Pacific Electric Railway Co-operative Society Ltd.,**  
Box 103, GPO, Sydney, New South Wales 2001  
(Museum: Princes Highway, Loftus, NSW)

**Steam Tramway and Railway Preservation (Co-op) Society Ltd.,**  
Box 108, Kogarah, New South Wales 2217  
(Museum: Parramatta Park, Parramatta NSW)

**Tramway Historical Society Incorporated,**  
Box 1126, Christchurch, New Zealand  
(Museum: Ferrymead Historic Park, Heathcote, NZ)

**Tramway Museum Society of Victoria Inc.,**  
Box 27, Malvern, Victoria 3144  
(Museum: Union Lane, Bylands, Victoria)

**Tasmanian Transport Museum Society Incorporated,**  
Box 867J, GPO, Hobart, Tasmania 7001  
(Museum: Anfield St, Glenorchy, Tas)

**Wellington Tramway Museum Incorporated,**  
Box 2612, Wellington, New Zealand  
(Museum: Queen Elizabeth Park, Paekakariki, NZ)

**Council Address:**  
51 Lenna Street, East Burwood, Victoria 3150