

MELBOURNE TRAMCAR PRESERVATION ASSOCIATION INC.

38TH ANNUAL REPORT & ANNUAL SAFETY REPORT

2020/2021



**VICTORIAN INCORPORATED ASSOCIATION No. A0001102T
ABN 12 218 214 467**

Melbourne Tramcar Preservation Association Inc.

Museum Site Address – 324 Sago Hill Road, Haddon, Victoria, 3351

Postal Address – P.O. Box 324, Prahran, Victoria, 3181

Annual Report 2020/2021

Committee Office Bearers

President	Mrs Mandy Gipps
Vice President	Mr John Withers
Secretary	Mr Anthony Smith
Treasurer	Mr Lindsay Bounds
Committee Members	Mr Frank Schroeder Mr Daniel Edwards Mrs Jacqui Smith

Committee Appointed Officers

Accreditation & Safety Superintendent	Mr Anthony Smith
Chief Engineer & Electrical Superintendent	Mr Craig Tooke
First Aid & OHS Officer	Mrs Jacqui Smith
General Manager	Mr Anthony Smith
Membership Secretary	Mr Lindsay Bounds
Minutes Secretary	Mr John Withers
Perway Superintendent	Mr Anthony Smith
Restoration & Maintenance Superintendent	Mr Anthony Smith
Signal & Communication Superintendent	Mr John Withers
Traffic Superintendent	Mr Anthony Smith

The Melbourne Tramcar Preservation Association Inc. aims to preserve and restore a selection of former Melbourne trams that show the evolution of the “W” class design along with a small demonstration electric tramway on its site at Haddon.

*Cover Photo – VR 41 and SW5 849 stabled on the depot fan at Haddon.
– Photo by Anthony Smith*

Secretary's Report

Overview

It is with pleasure that I present the 38th Annual Report of the Melbourne Tramcar Preservation Association Inc. for the year ended 30 June 2021.

Committee of Management

The Committee of Management met on four occasions during the year to discuss and transact the business of the Association. I thank all Committee Members for their time and devotion to the management of the Association.



Driver's bulkhead windows being installed on W5 792. Photo. J. Smith

Finance

The finances of the Association have allowed the continued development of the main projects being undertaken. Without the very generous donations to our Museum Fund made by Members and Friends we would not be able to survive or continue to develop. This has been particularly important this year with the ongoing impact of the COVID – 19 health restrictions, which has required us to temporarily close the museum. As the pandemic is not yet over, the impact it will have on the new financial in the year is not yet known.

Many thanks to all who have donated financially and physically to the Association's activities during the past year.

Further details of the Association's financial affairs can be found in the Statements of Income and Expenditure contained at the rear of this report.

Restoration Projects

During past year, our single major project has been the continued restoration of tram 792. The installation of new saloon side walls has been completed along with the dropcentre bulkhead. Glazing of the quarter panels and drivers bulkheads is also complete. Overhaul of electrical and air equipment for 792 is also underway. This project will continue to remain our main focus for the coming year.

Rolling Stock

The following work has been performed on the Association's tramcar fleet during the past twelve months –

VR 41	Annual Service – 15/04/2021.	Available for traffic.
L 103	Annual Service – 29/03/2021.	Available for traffic.
W2 357	Annual Service – 7/12/2020.	Non-Operational.
W2 407	Now in Ballarat – See note below	
W3 663	Annual Service – 14/06/2021.	Available for traffic.
W4 670	Annual Service – 6/05/2021.	Available for traffic.
W5 792	Undergoing restoration	
SW5 849	Annual Service – 31/07/2020.	Available for traffic.

This year has seen us assist the Ballarat Tramway Museum with the loan of W2 407 for a 2 year period. (note) This tram will now be maintained under their SMS system.

Infrastructure

This past year we have continued the sleeper replacement within the main car barn. To date, the top bays of No 4 and 3 roads have had the old sleepers removed and replaced with concrete. The rear bay of 3 road has also had the sleepers replaced by mass concrete as well. The new trolley wire support network has also been built for the southwest curve and the contact wire attached and realigned.

Memberships

Membership of the Association as of the 30 June 2021 stood at 36 Members; this is a decrease of 1 since the same time last year.

It is imperative for the Association to attract new Members if it is to survive, and for existing Members to ensure that their actions engender a spirit of cooperation and commitment to a common goal so that it does not result in the loss of Members or their participation in Association activities.



New saloon side walls installed in W5 792. Photo. J. Smith.



Clear lacquer being applied to the dropcentre quarter panels of 792. Photo. D. Edwards.



The No 4 road in the carbarn being mass concreted . Photo. A. Smith.

Grand Union and Trolley Wire

The Association's newsletter *Grand Union* has been produced on four occasions during the past year, informing Members of the activities of the Association. The number of Members receiving *Grand Union* by e-mail has steadily increased, and it is also being sent electronically to supporting organisations and friends of the Association. A side benefit to Members receiving *Grand Union* by e-mail is that newsletters from other groups that are received electronically are also forwarded for information.

The Association's activities and progress were also reported in the four issues of *Trolley Wire* during the past year. *Trolley Wire* is a magazine production of the Sydney Tramway Museum.

Our website www.mtpa.com.au and photo site www.flickr.com/photos/mtpa/sets continue to be developed and updated as time permits



The new span wire support network on the southwest curve being “cut in”. A. Smith.

Conclusion

I wish to thank all our Members and Friends who have contributed so much to the development of the Association. I would also like to thank the following individuals and organisations and their staff –

- Mr Warren Doubleday, for his assistance with our website,
- VicTrack,
- Council of Tramway Museums of Australasia,
- Public Transport Victoria,
- Office of the National Rail Safety Regulator
- Ballarat Tramway Museum.

And the many other individuals, companies and organisations which have supported the Association during the past year.

Anthony Smith
Secretary

Melbourne Tramcar Preservation Association Inc.

Annual Safety Report

Review of the MTPA's Operations

The MTPA continues to primarily operate on a limited ‘by appointment only’ basis, with no public open day during the 2020-2021 year (due to COVID – 19 restrictions) and a small number of group visits, so the number of passengers carried, and number of kilometres travelled remains low.

The following are the key Operational and Association details for the period 1 July 2020 to 30 June 2021: -

Number of Financial Members	36
Number of ‘Operational’ Members	9
Total Number of Trams	8
Number of Fully Operational Trams	7
Available route km	0.9 km
Total Non-Passenger km travelled	11.7 km
Total Passenger km travelled	0.9 km
Number of Passengers Carried	2

Key Safety Performance Targets

The MTPA identified the following key safety performance targets to monitor the Association’s performance during the 2020-2021 year –

Key Safety Performance Target	% Met
No injuries which require medical attention to members, volunteers, passengers, or public. Result = Nil injuries.	100%
No accidents or incidents which require reporting to any regulator. Result = Nil accidents or incidents.	100%
Any corrective actions resulting from audits or annual reviews to be implemented within agreed timeframes. Result = No corrective actions identified or outstanding.	100%

Key Safety Performance Target	% Met
<p>Any directives from any regulator to be implemented within the required or agreed timeframe.</p> <p>Result = Nil directives received. All Safety Alerts were assessed as to their relevance to the Association and actioned accordingly.</p>	Nil Received
<p>On-time completion of all scheduled rolling stock and infrastructure inspections as specified in the SMS.</p> <p>Result = All inspections carried out according to schedule, or, in the case of rolling stock, it was stabled out of service until the annual service and inspection was undertaken.</p>	100%
<p>Close-out of all Defect Forms for rolling stock or infrastructure to be confirmed at time of inspection prior to completing inspection, or where defect has not been completed, agreed timeframes and/or controls are implemented.</p> <p>Result = All defects closed out prior to signing off on inspections.</p>	100%
<p>All documentation relating to operations and access are completed as detailed in the SMS and procedures.</p> <p>Result = All documentation and forms are being completed within the time frame as specified in the SMS.</p>	100%
<p>Ensuring that the Risk Register is maintained, reported on and discussed at each Committee of Management meeting.</p> <p>Result = Risk Register has been reviewed and discussed at all Committee of Management Meetings.</p>	100%
<p>Completion within agreed timeframes of close-out of risk action plans.</p> <p>Result = No outstanding Risk Action plans.</p>	100%

It is felt that the Key Safety Performance Targets give a good working indication of the ongoing safety performance of the Association, and it will be recommended to the Annual General Meeting that the same targets be endorsed as the Key Safety Performance Targets for 2021/22. It should also be noted that the responsibility for our accreditation has now been transferred to the national authority, the National Rail Safety Regulator as of the 02/12/19 and we have a two year period in which we must align our SMS to the national standard.

Accidents and Incidents

There were no accidents or incidents (reportable or non-reportable) recorded in the period, nor are there any recorded accidents or incidents for the preceding ten years, making trend analysis impossible.

Recommendation of Audits

No audits were carried out by ONRSR during this period. All groups have until December 2021 to align their safety management system to the national standard.

Recommendations of Inspections

The infrastructure and rolling stock inspections carried out during the 2020 – 2021 financial year did not identify any issues that need to be addressed.

Recommendations of Inquiries and Investigations

As there were no accidents or incidents, there were no MTPA initiated Inquiries or Investigations.

Reviews of relevant external investigation reports on other operators did not result in any changes being required to the Association's SMS.

Summary of Changes to SMS

During the year it was decided by the committee that we would apply to ONRSR for an exemption from the rail safety act as provided for in the legislation. The reasons for this were outlined in a letter to the members, which requested their input. After due consultation with the membership, a formal application has been submitted to ONRSR. We currently are awaiting a response.

Anthony Smith
Accreditation & Safety Superintendent.

MELBOURNE TRAMCAR PRESERVATION ASSOCIATION INC.

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**FINANCIAL STATEMENT
2020/2021**

BALANCE SHEET

General Fund 2020-2021

Income

Balance in Bank as at 01-07-2020		\$ 5,174.92
Membership subscriptions	\$ 1,895.00	
Income from use of 407 for music video	\$ 150.00	
Refund of overdrawn cheque fee	\$ 15.00	
Donations for museum	\$ 85,709.43	
Total Income General Fund	\$ 87,769.43	\$ 87,769.43
Total General Fund 2020-2021		\$ 92,944.35

General Fund 2020-2021

Expenditure

HTW – lease payment	\$ 2.00
Origin Energy – power tariff	\$ 1,101.45
I & M welding – work on tram lifting gear	\$ 3,839.00
TAC – policy renewal	\$ 500.00
AustRail insurance – PLI policy renewal	\$ 1,642.86
Eureka concrete – supply of concrete	\$ 5,828.90
Construct concreting – concrete tram track	\$ 2,800.00
Ballarat constructions – form & pour concrete	\$ 3,300.00
Vicroads – Hino truck registration renewal	\$ 603.20
Vicroads – registration transfer of Mitsubishi EWP truck (PUF651)	\$ 250.70
Ballarat roadworthy centre – certificate PUF651	\$ 625.00
Rocklea truck parts – motor for Hino truck	\$ 2,661.00
Hydrautech – supply of tram lifting equipment	\$ 18,624.21
Shielded insurance – 3 rd party insurance	\$ 479.59
Middendorp– electrical fittings for tram shed	\$ 2,433.23
Anthony Smith – reimbursement for materials and services purchased for Association	\$ 41,761.76
Overdrawn cheque fee	\$ 15.00
Unpaid cheque fee	\$ 5.00
 Total Expenditure	 \$ 86,472.90 \$ 86,472.90
 Balance in Bank as at 30-06-2021	 \$ 6,471.45
 Total General Fund 2020-2021	 \$ 92,944.35

Museum Fund 2020 - 2021

Balance in Bank as at 01-07-2020 \$ 920.00

Income

Bank Interest	\$ 0.08
Donations to Museum Fund	\$ 350.00

Total Income Museum Fund	\$ 350.08	\$ 350.08
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Total Museum Fund 2020-2021	\$ 1270.08
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Expenditure

Bank fee	\$ 60.00
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Total Expenditure Museum Fund	\$ 60.00	\$ 60.00
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Balance in Bank as at 30-06-2021	\$ 1210.08
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Total Museum Fund 2020-2021	\$ 1270.08
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