

# Council of Tramway Museums of Australasia Inc.

P.O. Box 61  
Carlton South Vic. 3053  
www.cotma.org.au  
A304117B  
ABN 81 315 085 479

## News Update – July 2004

### Introduction

One of the outcomes of the COTMA/FRONZ Conference in Auckland, was the need for more frequent information to our Member Museums. We are trialling a monthly or so News Update – which may only be one or two sheets, along with some enclosures such as minutes. These updates will also be emailed to each Museum, for internal distribution amongst their own members and will be placed on the COTMA website, shortly after publication. It will be distributed to all Member Museums and fellow liaison bodies such as FRONZ and ATHRA (Association of Tourist and Rail Heritage Australia). We will continue with the practice of sending two copies of all the reports and enclosures by mail for the time being. Please make these available to your Museum staff.

### Vale Bruce Gamble

Bruce Gamble former General Manager for Western Springs Tramway, Director of MOTAT and until recently the New Zealand Museums Representative on the COTMA Executive passed away on Saturday July 3 in Auckland. Bruce played a vital part in the survival that has led to the revitalisation of MOTAT. At the Ballarat Conference in 2000, he spoke of the passing by the NZ Government of the MOTAT Act, which provides a funding base to the Museum of which the Western Springs Tramway is a vital part. His enthusiasm for the tasks he undertook and the skills he applied is shown in the tramcar rebuilding and restoration work that WST have produced.

At the Auckland Conference Awards night, it was announced that MOTAT had established “The Dr Bruce Gamble Conservation Fund” in his name. Bruce spoke at the event and took an active part in the Conference workshops. He will be missed at MOTAT and COTMA particularly for both his intellectual and physical input.

### Chairman’s Notes

The 2004 Conference structured discussion forum “What can COTMA do for your Museum?” gave to the Executive the knowledge of where to point its efforts to in the next two years: Following discussion and filling six sheets of butchers paper, participants voted for their three most important views of what COTMA should be doing. Following the counting of the votes and collation of similar subject themes, these were in approximate order of importance:

- Knowledge of Museum Practices, a Knowledge Base and Ethics of Work
- Continue the Conferences
- Extend the Information Flow between Museums
- Strengthen Lobbying Powers
- Ageing Membership – Younger Membership – Succession Planning
- Museum Sustainability
- Community Relationships
- Insurance
- Foster Economies of Scale.

Some are easy, some are not. These outcomes give the Executive good direction and plenty of challenges. All ideas of how to implement these will be considered.

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*To promote and support excellence in tramway heritage in Australia and New Zealand*

## **The 2004 Auckland Conference**

KiwiTrax 2004 – a joint conference organised by FRONZ, MOTAT and COTMA was well attended with just over 70 COTMA delegates and 10 partners attending the event. Another 90 from the rail heritage organisations from within New Zealand attended as well making for good liaison between the various organisations. Thanks to Chris Cameron of Western Springs Tramway who put together the COTMA portion of the conference in association with Paul Dillicar of FRONZ and to all those who presented papers and assisted in the conference running and organisation.

COTMA Achievement Awards were presented at the 2004 Awards Dinner on Sunday 6<sup>th</sup> June.

- Perth Electric Tramway Society – Mainline resleeper project
- Ballarat Tramway Museum – The Ballarat Begonia Festival 2004
- Australian Electric Transport Museum – Northern Depot and Administration Building
- Boon Tram for Wanganui Society – Conservation Plan for the Restoration of No. 12.

## **Post Conference Tour**

Some 30 of the Australian Based COTMA delegates participated in the post conference tour, which had surprisingly good weather, considering what followed them soon after they left the North Island or New Zealand itself. Visits were made to Palmerston North, Fielding, Wanganui, Foxton, Wellington, Christchurch, Dunedin, Ashburton, Oamaru and Pleasant Point. We were made very welcome by the various groups, often catching up with friends made at the Conference.

The visit to Wellington included a dinner to celebrate the 100 years of electric traction in Wellington and tours of the extensive trolley bus system and the operation of heritage trolley buses from Auckland, Wellington, Christchurch and Dunedin. Thanks to the Wellington Tramway Museum and the Omnibus Society who organised the weekend.

## **Reports**

The reports of the Chairman, Executive Officer and Trolley Wire that were presented to the CGM can be viewed on the web site.

## **2004 AGM and Revised Rules of the Association**

The 2004 AGM was held as planned on 25 June, with the financial statements being adopted. The revised rules of the Association approved at the CGM, along with the annual return have since been lodged with the Victorian Corporate Affairs Office.

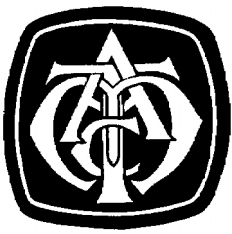
## **Medical Examinations**

In a newsheet published before the Conference, we included a copy of a letter that had been sent to the Federal Minister for Health regarding the costs of medicals and whether these can be offset by the Medicare system. A reply to the negative has been received and a copy enclosed for your information. Other avenues are now to be explored.

## **Liaison**

Following the Conference, a meeting of all the Australian state heritage rail organisations was held at the AETM St. Kilda Museum at which the Association of Tourist and Heritage Rail Australia (ATHRA) was formed, although as yet, the NSW based Rail Heritage Australia declined to join the new Association at the meeting. COTMA looks forward to close work with the new Association in matters that affect us, particularly in the national operational perspective.

Contact has been made with the Australasian Railway Association with regard to joining them as a member in order to obtain better representation on bodies who are developing codes of practice, often it seems without any knowledge of tramways, heritage and volunteers.



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## News Update – August 2004

### COTMA Executive

Following the Conference General Meeting, the Executive Group of COTMA is now:

Chairman – Warren Doubleday - Ballarat Tramway Museum  
Deputy Chairman – Henry Brittain – Wellington Tramway Museum  
Executive Officer – Craig Tooke – Melbourne Tramcar Preservation Association  
Assistant Executive Officer – Rod Atkins – Ballara Tramway Museum  
Treasurer – Howard Clark – Sydney Tramway Museum  
Australian Museum Liaison Officer – Ian Seymour – Australian Electric Traction Museum  
New Zealand Museum Liaison Officer – David Cawood – Western Springs Tramway

If you wish to contact the Executive, you will find their email addresses on the COTMA web site and their mailing addresses on the enclosed address list for COTMA Members.

Retiring from Executive roles were Bill Kingsley as Immediate Past Chair and Lindsay Richardson as Treasurer. The thanks of the Members for their work was heartily expressed at the Conference General Meeting.

Bill, the convenor of the first conference in Ballarat 1975, became the founding Executive Officer of COTMA. Over the next 29 years, Bill has had an involvement for one way or another with the COTMA's management. His vision, drive and work over those years has seen COTMA survive and grow as an active and respected representative body, in particular when many doubted its need or value.

Lindsay, the President of the Perth Electric Tramway Society for many years, took over from John Radcliffe as Chairman of COTMA in 1996. He ably led COTMA for six years as Chairman, before partially retiring to become Treasurer in 2002 for a further two years. Lindsay over those years, as Chairman and Treasurer has given wise counsel, strong support and leadership to COTMA, its Officers and Members.

### Chairman's Notes

The past month has seen a number of the 2004 Auckland Conference matters addressed, though with some still remaining. One of the advantages of the Internet, is that you can find out what our equivalent organisations are doing through their newsletters etc. At the Auckland conference one of the matters raised in the "What can COTMA do for you Museum", was the issue of: *What are our ethics of work?* FEDECRAIL, the European Federation of Museum and Tourist Railways website can be found at [www.fedecrail.org](http://www.fedecrail.org) On the website, in draft form, pending adoption at their 2004 conference is [The Riga Charter](#), the European Charter for the Conservation and Restoration of Heritage Railways in Operation.

This document is derived from the work of ICOM, UNESCO through the Athens Charter of 1931 and the Venice Charter of 1964, its equivalent in Australia, can be found in the Burra Charter of 1988. These charters look at the principles of conserving places of cultural significance. The Riga Charter is the rail transport heritage version and gives an excellent understanding of Heritage Rail's principal reason and basis for our work. I would recommend all museums to review the document and to make it known amongst their members. FEDECRAIL is to be congratulated for their work, in particular their President David Morgan.

## **MOTAT Funds**

At the Auckland Conference, it was announced that two funds would be set up by the MOTAT Society who have provided initial funding of \$5000 to each of the following funds:

*The Dr. Bruce Gamble Conservation Fund*, with the objectives.

- To provide assistance and funding for the training of MOTAT staff members and volunteers in conservation techniques.
- Make Awards, where appropriate, for excellence in the conservation of items of historical significance.

*The Stewart Family Memorial Library Fund* has been set up to provide archive facilities for storing historical documentation on trains and trams. This facility will be a sub-section of the very large and extensive MOTAT Technical Library. The main library also has another sub-section, The Walsh Memorial Library, which houses the aviation archives.

## **Liaison**

During the last month, The Chairman and Executive Officer met with the Victorian Director of Rail Safety. The notes of this meeting have been distributed to all Members via email. One of these outcomes was the follow up by the Director with Standards Australia, regarding representation on the Committee known as ME-079 who are reviewing AS 4292. A letter has since been sent to Standards Australia and a favourable response received.

A meeting has also been held with the Chief Executive Officer of the Australasian Railway Association regarding membership. An application will be shortly forwarded to them. One of the objectives of the ARA is be fully representative of all Australian rail organisations.

## **TMSV Membership**

At the Auckland 2004 CGM, the Tramway Museum Society of Victoria application for membership was accepted and they rejoin us as an Associate Member. COTMA welcomes back the TMSV and looks forward to working together with them to help them in achieving their goals.

## **Who are the Members of COTMA?**

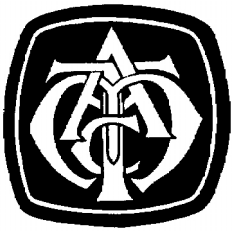
Enclosed with this News Update is a list of COTMA Member names and their mailing addresses. One of the traditions of COTMA has been to send your newsletter to all the other COTMA Members. This may have fallen off over time due to not knowing who was a Member or overlooking a new Member etc. Could all Members check their newsletter address lists to see that all COTMA members are included on your list.

The swapping of newsletters goes a long way towards achieving the objective of extending the information flow between museums. Don't forget that Trolley Wire and Tramway Topics need your news too.

## **Drawings ex Preston**

In the Executive Officer's report, we reported that COTMA had negotiated with the Victorian Department of Infrastructure for digital scanning of surplus MMTB/PTC drawings ex Preston. The drawing list comprises some 62 pages. This is by no means all the drawings. Many remain in use by the tramway system and are yet to be done or made available. The drawing list will soon be able to be downloaded from our website. In our agreement with the Victorian Department of Infrastructure, we can only provide actual prints of the files, not a digital image upon a written or email request. A copy of the digital list of the drawings will be included in the email that goes out to our Members with this News Update.

**Forthcoming Events** (Contact each organisation for further details – or advertise here too!)  
Sydney Tramway Museum – Annual Dinner – 18/9/04 and Edwardian Trams Day – 24/10/04.  
Ballarat Tramway Museum – AGM and Review of Collection Policy Workshop – 3/10/04.



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## News Update – September 2004

### Membership Renewals

Invoices for COTMA Membership will be forwarded shortly by the Treasurer for 2004. The invoices for this year were delayed until the membership rates were reviewed by the Conference General Meeting. The rates determined by the General Meeting are:

Members Large museums - \$200  
Members Small museums - \$125  
Affiliates - Commercial - \$150  
Affiliates - Non Commercial - \$75

### Melbourne W's on the Move Again

As many of the readers will know; from rumours, web sites, news etc, Melbourne W's are on the move again – not more tramcars in the streets, but from Preston to Newport East Block – the W tram car store. The bulk of the W's which are stored in the plate shop at Preston Workshops are to be moved to Newport. The move has been made necessary by the need to vacate this area so that Siemens can refurbish the building in order to undertake warranty work on the Combino fleet. COTMA has closely liaised with VicTrack over this move and has identified a number of trams for allocation or future allocation to Members who have requested complete W class tramcars.

### Standards Australia

We noted in the last issue of the News Update, that COTMA had obtained membership of the Committee known as ME-079 who are reviewing AS 4292. Richard Clarke, the Chief Engineer of the Sydney Tramway Museum will be our representative. Richard has had prior experience on the Standards Australia Committee. If you would like to make any comments, observations on the workings of AS4292, please forward them directly to Richard at 12 Kens Road Frenchs Forest NSW 2086 or by email to [rickclar@ozemail.com.au](mailto:rickclar@ozemail.com.au) We have already sent him those received from PETS.

### Museum Fleet Listing Form

COTMA is often asked, just how many tramcars do your Members have and the nature of our collections. In the past we have collected some of this information, but it soon gets out of date and it has never been put onto a database. Even our individual web sites are not always up to date – new collection items etc.

Kym Smith of Bendigo Tramways has taken on the task of compiling a database, including the nature of equipment fitted to each tram. We know that this will be a big job. Enclosed with the mailout is a blank form and sample form that shows the nature of the information that COTMA would like to hold. It is very comprehensive, maybe too much, but its completion would probably be worthwhile for the Museum itself let alone by others. By knowing who has what, we can see who has similar equipment and who may be able to provide an answer to a problem that another Member has or who is missing equipment. Even if Museums could just complete the basic data, it would be a great start. Kym can be contact on [restore.tram@impulse.net.au](mailto:restore.tram@impulse.net.au) or at the Bendigo depot - (03) 5442-2821.

## **Incorporation and the Rules of Association**

The COTMA organisational rules that were passed at the Conference General Meeting have been approved by the Consumer Affairs Office of the Victorian Department of Justice. However, they noted that our rules did not have procedures or clauses for the disciplining of members, a grievance procedure, voting by proxy and register of members. In accordance with the Act, they have deemed that these additional rules, based on the Model Rules will now apply. We will need to formalise these at a future General Meeting. In the next issue of the News Update, we will forward to Members an updated copy of the rules

## **Executive Meeting Adelaide**

The next meeting of the Executive Committee is proposed to be in Adelaide at the St Kilda Tramway Museum on Saturday 19 March 2005. If you would like any items to be discussed or considered by the Executive, can you please advise either the Chairman - Warren Doubleday, or the Australian Museum Liaison Officer – Ian Seymour, or the New Zealand Museum Liaison Officer - David Cawood.

## **Melbourne Tramway Centenary**

The year 2006 sees the centenary of electric trams in the metropolitan area of Melbourne – the St Kilda Brighton Electric Street Railway, being the first. COTMA in association with the Department of Infrastructure have commenced discussions on how to celebrate this important Melbourne event. The 2006 COTMA Conference will be in Melbourne.

## **Next AGM – June 2005**

The next COTMA AGM will be on a weekend in June 2005 in Melbourne. It will probably be in the second half of the month. It will be based at Hawthorn. We are considering that it will be a one and a half day function, with a speaker, tour and an informal dinner somewhere.

## **Chairman's Notes**

One of the challenges volunteer museums face is Museum collection management skills knowledge. This is a common problem throughout the general museum sector, not just in the heritage tram and rail part. Time to attend courses, workshops etc can be often be a problem. How to do things, what is the best way to do it or what equipment do I need is an often asked question.

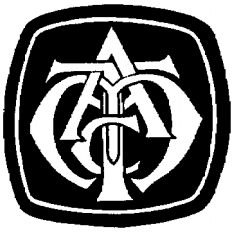
The *Australian Museums On-Line* web site - [www.amol.org.au](http://www.amol.org.au) – has some excellent on line courses:-

- *Capture your Collection* - a course to assist small museums to digitise their collections
- *The Internet for small cultural institutions*
- *Be Prepared* - develop and implement a Disaster Preparedness Plan
- *Significance Training* – apply the concept of significance in a range of museum contexts
- *Museum Methods* – a practical manual for managing small museums.

## **Distribution of COTMA News Updates**

Two printed copies of the News Update are forwarded by mail to each Member Museum and an email copy as well. We trust that one of these copies finds its way onto a notice board or the mealroom table at our Member Museums and that the email copy is forwarded onto your members directly for information.

If any of its readers would like a copy directly emailed to them, can they please advise us by sending an email to [cotma@email.com](mailto:cotma@email.com) or [tramwad@alphalink.com.au](mailto:tramwad@alphalink.com.au)



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## News Update – October 2004

### ARA

Our application for Membership of the Australasian Railway Association has been recently forwarded to them. Emails requesting input into their work will be forwarded from COTMA to our Members. Please send any input directly to the ARA, or to the person who is arranging consolidation of input, eg ATHRA, with a copy to the COTMA Chairman and Executive Officer, so we know what is happening and who is saying what etc.

A paper seeking comment on a ARA Code of Practice Vol. 5 (Rollingstock) is attached to the electronic version of this mailout. Although this does not apply to Light Rail, please note the contents and the style of input. In the case of the Melbourne Tramcar Preservation Association, their restoration of VR No. 41 is being treated as a new item of rolling stock by the Victorian Department of Infrastructure Rail Safety Directorate.

### Website

The COTMA website is being updated. The recent newsletters have been added to it, along with our Annual Reports. Can Members please check their entry details on the web site under their individual names and advise the Web Master, Andrew Cox directly of any changes, corrections etc. Your entry details and information is the responsibility of the individual Museum Member.

### Melbourne Trams

As reported in the last issue of the News Update, the trams stored at Preston are being moved to Newport, though the original reason – Siemens warranty work on the Combino fleet is no longer valid. They will be doing that work elsewhere. However, VicTrack has determined that it will move all the W's to Newport that are no longer required, though at a slower pace.

W's that have been requested for Perth, Adelaide, Sydney, Bendigo, Bylands, Heritrac have been identified and advised to VicTrack. Arrangements to ship or store these trams at Newport in the interim have been made.

### Spare Parts

As Members would be aware, COTMA collected a number of trailer loads of W class brake components last year when the braking system change over was being done in Melbourne. If these were not transported directly to Member Museums, the equipment

was taken to either Haddon or Ballarat for storage. Attached to the electronic version of the mailout is the list of items at Haddon.

### **Rules of Association**

It had been planned to send an updated copy of the rules of the Association with this mailout. Unfortunately due to time pressures and some flu problems etc, the updating and printing of the rules has not been undertaken as yet. Hopefully in the next issue.

### **Friends of Hawthorn Depot**

Progress by VicTrack on formally setting up the *Friends of Hawthorn Depot* has been very slow – too much other Government priorities getting in the way. It will happen eventually.

### **ATRQ Newsletter**

Forwarded with the electronic version of this Newsletter is the Association of Tourist Railways of Queensland Newsletter. In particular please note their success in obtaining a Public Liability Insurance as part of a National Scheme. Congratulations to ATRQ. Also is a report from the Chair of the Association of Tourist Heritage Rail Australia (ATHRA).

### **Next Executive Meeting**

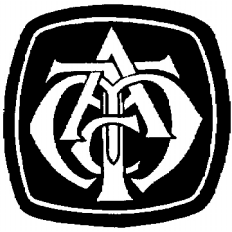
In the last issue of the News Update, it was advised that the next meeting of the Executive will be March 2005 in Adelaide. Any items you would like to be placed on the Agenda for discussion please advise either the Chairman - Warren Doubleday, or the Australian Museum Liaison Officer – Ian Seymour, or the New Zealand Museum Liaison Officer - David Cawood.

### **From the Chairman**

Is your Museum involved in the general Museum Community? I have found that many of the Tramway Museums seem to be fairly insular from the wider Museum Community. Taking part in your Regional or local Museum Community can be of great benefit to both parties. It can improve the understanding of what is involved in tram museum activities and the nature of the conservation work we do. Meeting paid workers or fellow volunteers with often similar Conservation problems can be useful. Finally through discussions, you can get ideas of how resolve problems or issues that you may be having. Being an active member of your local or Regional Museum Community is definitely recommended.

### **Next News Update**

The next issue of COTMA News Update will be early Dec. 2004. Don't forget we are happy to advertise events etc for any Member Museum.



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## News Update – December 2004

### Season Greetings

The Executive Committee of COTMA wishes all our Members and their supporters a Merry Christmas and a Happy New Year.

### Chairman's Notes

At the 2004 Auckland Conference General Meeting, the draft *COTMA Code of Ethics* was distributed to Members. The draft has been prepared by John Radcliffe. It has been derived from the *Code of Ethics of Museums Australia Inc.* Museum's Australia Code is written for a small to medium size institution with a salaried Director and salaried staff. The COTMA Code has been drafted for a Volunteer Managed organisation with an emphasis on relationships and participation of the volunteers in the management and running of the Museum. It provides guidelines for good governance and overcoming conflicts of interests.

Code of Ethics are important to today's Museums. It provides a basis of making ethical decisions within a museum environment. Inherent in any Museum such as ours, are potential conflicts between the personal interests of the members that run or are a part of the Museum management teams and the interests of the Museum itself. It is essential that those who govern museums consider the many possibilities for conflict of interests within the institution.

It is proposed that feedback on the draft be received at the 2005 AGM with the plan to adopt it at 2006 Conference General Meeting. Please consider the draft code carefully and make comment. Feedback would be welcomed to be received at the March 2005 Executive Meeting as well as the 2005 AGM.

The *Code of Ethics* draft document is available in electronic form and has been included in the "e-version" of this News Update along with the COTMA Rules and other documents.

In the October 2004 News Update, I wrote about being an active member of your local or Regional Museum Community. Membership of the national peak professional body is also definitely recommended. In Australia, it is *Museums Australia* and in New Zealand *Museums Aotearoa*. While some of our Member Museums will already be a member of their national peak body, many are not. Enclosed is a Museums Australia Membership Application form. Just to show the wide variety of member museums, a photo of a group of volunteer workers clustered around Melbourne Scrubber No. 8 on the day of its delivery to Ballarat is included in the application form. (The BTM was pleasantly surprised to see its inclusion).

### COTMA Rules

Enclosed in this mailout – is a copy of the *2004 Rules of the Association* as agreed to by the last Conference General Meeting and incorporating the additional rules required by the Victorian Consumer Affairs Office. We must now include the procedures for the disciplining of members and their ability to be heard, grievance procedures, whether they can vote by proxy and a revised regarding the Register of Members. In effect these rules have been deemed to be included by Consumer Affairs at the time of their approval in order for them to comply with their current requirements for associations.

## **Liaison**

At the Tramway Heritage forum meeting of 8 December, with representatives from the Victorian Museums, STM, Dept of Infrastructure and VicTrack a number of issues were discussed. These included:

- Distribution of complete trams ex Melbourne to COTMA Museums, including further requests for Z class cars. Noted that three Z's will be taken to Newport for stripping for parts and then the bodies disposed of.
- The need for a new custodial or disposal agreement between VicTrack/DOI and the Museums who receive trams and spare parts.
- Public Liability Insurance update for Victorian Museums – The Victorian Government will continue to back if necessary, but would prefer that alternatives be examined – eg the ATHRA based group policy through Willis Australia Pty Ltd
- Newport Workshops site – the Department of Infrastructure, through its Major Projects property development body, VicUrban is reviewing the whole of the site for Government and is providing options for the future of the site.

We are forwarding to Members and nominated contacts by email within a short time of receipt, the various meeting minutes, papers, documents and notices from the various railway organisations, such as the ARA, NTC, DOI Vic, ATHRA etc as part of our joint liaison work. If you would like anyone from your Museum to be added to the email list, please advise.

## **Drawings ex Preston**

Recently delivered from Preston Workshops to Hawthorn depot were a number of wooden and steel plan drawers containing drawings, both originals and prints and other drawing office files. It will take some time to properly position the cabinets and understand what is there. However, it is a great step forward and given time we should be in a great position to provide information not just on Melbourne trams, but on the various common parts and equipment that were used on Australasian trams.

## **COTMA Membership Renewals**

Invoices for your COTMA membership have recently been sent to Members. Membership fees are those that were set by the June 2004 Conference General Meeting. These are for the year of 2004. Invoices for 2005 will be sent mid year.

## **Next AGM**

One of the outcomes from the Auckland Conference was the wish of participants for an expanded off-conference year AGM in Melbourne with some social events and seminars and tours. Planning has commenced for such a weekend, 25 and 26 June 2005. Further details in the next News Update

## **Incident Reports**

From the UK HM Rail Inspectorate 2003-2004 Annual report comes the report on the following incident which may be of interest:

*“On 12 February 2004, at the Summerlee Heritage Park in North Lanarkshire, brake failure led to a tram, travelling at between 10 and 15 mph, running off the end of the line and crashing into an overhead power line support pole. The impact caused bruising to the driver’s shoulder and ribs, damaged the tram and pole, and brought down the overhead power line. Since the incident, the electrical brakes have been overhauled and additional safeguards have been added to the air braking system. The tram stop has been brought back a short distance from the end of the line and an emergency sand trap constructed at its end.”*