



ASSOCIATION OF TOURIST & HERITAGE RAIL AUSTRALIA

ABN 19 755 744 868

MINUTES OF GENERAL MEETING HELD FRIDAY 16TH SATURDAY 17TH AND SUNDAY 18TH MARCH 2007 AT WHITEMAN PARK WESTERN AUSTRALIA

Session Times: Friday 16th March 1130 to 1730 hours Saturday 17th March 0830 hours to 1235 hours Sunday 18th March 0845 hours to 1240 hours.

Session One Friday 16th March

Welcome:

The President Peter Silva opened the meeting at 1130 hours and welcomed all delegates, visitors and guests present. All present shown on the attendance sheet as distributed at the meeting.

All persons present introduced themselves to the meeting

Session Two

Apologies:

Apologies were received from John Glastonbuy Bill Pascoe RHA NSW, P.Ford ATRQ, B.Blain (ACT); Ian Willis (Pemberton Tramway), John Hoy Puffing Billy, Eamonn Seddon West Coast Wilderness Railway, Peter Berriman NSWRTM, P.Dillicar (FRONZ), D.Morgan UK

The Chairman advised the meeting of correspondence from RHA NSW that appointed the Chairman as Proxy for RHA NSW with directives for voting on a number of issues. The RHA NSW also questioned the legitimacy of the meeting pointing out that the only meetings which could be held were “annual general meeting”, “special general meeting” or “general meeting” whilst the notice of meeting had only called a “meeting”.

The Chairman also drew attention to the voting rights of delegates at the meeting with voting members being identified.

Following discussion during which it was pointed out that by convention a “general meeting” and a “meeting” are deemed the same it was **Moved** P.Rollason **Seconded** M.Roberts that the meeting is deemed to be a General Meeting in accordance with the Constitution. **CARRIED 6 - 0**

Moved John Frost **Seconded** P.Rollason that the apologies be accepted **CARRIED 6 - 0**

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Minutes of Previous Meeting

The minutes of the meeting held at Ipswich over the period 8th to 10th September 2006 as distributed were accepted as read. No issues were raised It was **Moved** M.Roberts **Seconded** T.Coen that the minutes were a true and accurate record of the meeting **Carried 6 - 0**

Business Arising from previous Meeting

There was no business arising from the minutes not contained in the Agenda for the current meeting.

Correspondence

The Secretary reported that there had been minimal correspondence since the last meeting and circulated a folder containing all inward and outward correspondence with the exception of information relative to the current meeting the papers for which have been sent to all delegates.

Membership

The Secretary reported that one new application had been received for Associate Membership from Ipswich Workshops. The Executive had accepted the membership subject to ratification at this meeting and that the current subs have been paid.

Moved B.Busch **Seconded** P.Rollason That the application from Ipswich Railway Workshops for Asscoaiate Membership be accepted. **Carried 6-0**

Individual Reports

Paul Rollason tabled the ATRQ report which had been distributed and spoke generally to it. A meeting has been held in Cairns which was well represented especially given the costs to individuals. The NAP has been introduced into Queensland. QT are offering training including investigation training.

John Frost tabled the ATR Victoria report which had been distributed and spoke to it generally. He reported that organisations had 3 years to comply with the new program has been put in place in Victoria. Bush fire have destroyed a large portion of Victoria with destruction of a bridge at Walhalla. Current arguments about burning or not burning along the right of way

Tony Coen tabled the TAT Rail report which had been distributed and spoke generally to it. Changes are taking place however the Derwent Valley railway is currently closed. The State Government has chosen to take up ownership of the track but retain PN to carry out track maintenance and train control. Bill still to go before Parliament Hopefully access will be available June to September 2007. There has been a change in Rail Safety Management in Tasmania.

Brain Busch tabled the CHRTSA report which had been previously distributed. He reported on a meeting held since the preparation of the report and the draft SA Bill. Three major concerns relating to fences Act, level crossing interfaces and competencies and the response of the SA Regulator to the CHRTSA meeting. Of

major concern is the push by NTC which may leave SA no room to allow an alternative to RTO training.

Lindsay Watson tabled the ARPG WA report which had been distributed and spoke generally to it. He spoke of the bushfire devastation particular to Hotham Valley

Matt Roberts spoke of the need to have a tri state accreditation. He also reported on the Office of Rail Heritage NSW and grants being made available within NSW

Peter Silva drew the meetings attention to the RHA NSW report as distributed as part of the agenda papers

Warren Doubleday reported on the Melbourne COTMA conference and the finalisation of TDT tram driving standards including the successful input from Yarra Trams. P.Silva commented on the current problem of not being able to operate heritage trams on the network.

Alan Gardner reported on activities at Puffing Billy with near close to record patronage. The market segment is changing with a lot more coming from China. A change to the traditional market and the need to have real coffee in a real cup. On the loco and rolling stock side loco 8A is now back in service with 12A now out for repair and a target return date of December 2007, The Climax project has seen the boiler being sent to America for repair with a re-uniting with the loco by mid year. They are having problems with environmental issues. Developing a progression of drawings to CAD system. Involvement with the 3801 project through project management advice.

Andrew Moritz reported on the Exhibition Great Rail Journeys which has now on the road to Canberra Adelaide Sydney. They have had their best January ever. He spoke of increased checking to ensure compliance for Thomas the Tank activities and the increase in fees for these activities. He spoke of his travel to the US where he attended a conference in Sacramento. It appears that they have the same issues as Australia. He will provide a report for Cinders and Ashes.

Gwenda Kinniburgh reported on the activities of the Kojonup Tourist Railway and the fact that they are now operational and on the Web. They are a total voluntary organisation and have invested about \$450,000 of their own money to become operational. Their big issue relates to training of staff and are looking to become heritage listed.

Sue Graham reported on the activities of the Carnarvon Heritage Group In the last twelve months have operated 2000 plus trips and on some days in the tourist season could not have operated any more trips on single days. A new base is being established. Require \$1m to upgrade a bridge to allow an extension back into the town.

Ian Seymour reported that St.Kilda Tram Museum is about to celebrate its 50th birthday. Currently working on a project to re-introduce a "Bib and Bub" set as they have at least one of every class of tram which operated in Adelaide and this will complete the "set". He explained the history of the Bib and Bub sets. Bendigo are assisting with the refurbishment of the trucks. He also reported that since the first ATHRA meeting their tracks in the shed are fully enclosed in concrete,

Lindsay Richardson reported on the activities of PETS and the completion of their major construction of the pit to allow underfloor maintenance of the trams. He spoke of the current source of spare parts from Melbourne. Bendigo are assisting with the containerisation of "spare" parts. This Sunday to be a major event at Whiteman Park with four trams in traffic.

Peter Hyde reported that the Brisbane Tram Museum currently have two trams under restoration and hope to have the dreadnought complete for its 70th birthday. Bridge girders have been obtained for future extension of the system. Visitation numbers are currently up and a new guide book has been printed.

Jeff Smith reported on the activities of Downsteam Toowoomba which is the youngest of all of the groups present. Currently looking at infrastructure construction. They have purchased a Melbourne Z class to become their coffee shop. Man power is an issue They have plans for a loco to be built and operational by 2014.

Moved B.Busch Seconded J.Frost That the reports be accepted **Carried 6-0**

Other Reports

The Chairman reported that he had invited the two Insurance groups to submit a report to the meeting. Willis declined on the basis that anyone wanting insurance would approach them. SPG submitted a report which contained very general information.

Peter Hyde reported that the Queensland Attorney General has publicly stated that in his view the pendulum for insurance cost has now gone too far back,

Some general discussion ensued from both Chris Le Marshall and Matt Roberts.

Chairman's Report The report as distributed was accepted into the meeting. The Chairman spoke about the publication of Cinders and Ashes which had not met the required number. It is expected that there will be 3 issues for 2007 with the target of 4 being met in 2008. There has been 2 ATHRA alerts published which is down on previous alerts however there has not been the same level of activity as previously.

The ATHRA Web site needs to be re-visited. What do we want on the Web site? The site has not been updated for 14 months. There is a need to keep the site current.

Suggested a small group under the leader ship of P.Silva with Mark Griffith Web Master to update. A request was made to put the dead lines for Cinders and Ashes on the Web – Peter reported on current Spam problems with the Web site.

ATHRA has continued a good relationship with FRONZ. He spoke about the Purchasing Guide and the need for people in Australia to have input. Matt Roberts offered to assist and Ian Seymour also expressed an interest.

Moved. T.Coen Seconded L.Watson The Chairman man's report be received.
Carried 6-0

Session Three

The Chairman introduced Rob Burrows, Rail Regulator Western Australia to the meeting.

Rob, in his opening comments, spoke of the pleasure in having ATHRA meet in the Western Australia and being able to put faces to names.

Rob spoke on the current National Reform and the involvement of T&H in WA. In general the SMS will not change from that under AS 4292 although there are some additional issues such as terrorism. He expressed some personal concerns over the push for accredited training with RTO's and discussions at the last Regulator's meeting. He also expressed some concerns that the national model is looking at making the Regulator more of a policeman which has not been the case in WA. He felt that the new guidelines were too focused on the "big railways". He also spoke about SFARP as against ALARP and is there a difference. WA has had Kevin Band present the T&H sector re ALARP.

New guidelines are coming out and some of the issues for T&H are:

- Compliance and enforcement
- Fatigue Management
- SMS Guidelines (for those compliant to AS 4292 Part 1 not a real issue)
- Business relations for accreditation – for those accredited in more than one state.

He spoke of a number of documents about to be issued for public comment by the NTC and urged the T&H sector to ensure that their views were made known – these documents will be on the NTC Web site

Training – the new requirements affect Regulators and they have attend training to ensure compliance. General view this is going too far. He believes that WA is currently adequate. He suggests that groups write to NTC asking them to advise in plain English what they require.

SMS Guidelines have been developed and with the exception of training those currently working to AS4292 should not have a problem. This document about to be released.

ONS1 – reporting requirement is being revised as the current system is not working. Some things being reported that are not rail safety where as others are being missed. Includes two new categories – terrorism and bomb threats. Draft has gone to the main line operators for comment.

He spoke of the role of ATHRA and the work of ATHRA representatives on the various committees. He felt that T&H presented themselves in an excellent manner and were "up with the big boys". He made particular comment on the efforts of the late Graeme Breydon and currently from Warren Doubleday.

Comments from the meeting related to exceptions and accessibility to documentation particularly the ability of smaller groups to be able to download documents. Warren to talk to NTC re this. Considerable discussion re training including the acceptance of other than TAFE certificate 4 trainers and assessors eg qualified educators being eligible to train and assess.

The Chairman thanked Rob for addressing the meeting and his comments. **Accepted** by acclamation.

The Chairman then introduced Brett Hughes from ARA.

Brett reported that he has been with ARA for three months having moved from roles in WA. He gave a presentation on the activities and structure of the ARA. He reported that ATHRA is a member of ARA. Other members of ARA include main line operators and track owners as well as manufacturers and consultants. Brett advised that he would be present at the meeting on Saturday and available to discuss any issue with anyone.

The Chairman thanked Brett for addressing the meeting and his comments. **Accepted** by acclamation. The session closed at 1725 hours.

Session Four Saturday 17th March

The Chairman in opening the session thanked all concerned for the very successful event at Bassendean Railway Museum on Friday evening.

Chris LeMarshall followed on with a report from ARA and raised the issue of training advising that details of packages had been sent. He also addressed the document include with the agenda re the development of training packages. There was considerable confusion about this as it was stated that there had been nothing sent out since the Ipswich meeting. B.Busch advised that he was a member of the training committee as detailed at that meeting and had not had any advice of any meeting since that time.

The meeting requested that documents be sent out for comment irrespective of where the process was at.

Following a break it was advised by the Chairman that the documentation referred to had been sent out prior to the Ipswich meeting and that some comment had been received but there has been no further feed back since that meeting.

Boiler Paper

Alan Gardner advised that the paper which had been circulated with the agenda papers was a "first draft" and comments were being sought from the "operatives" in each group relative to the content of the paper. He acknowledged that when the paper was being prepared it was evident that it had to contain more than just boiler information and that the draft may well not cover all aspects. He referred to the AS 4292 Part 3 Rollingstock as being a reference document although this may not be as relevant since its rewrite. It is being prepared as a Code of Practice and therefore is not mandatory where as a Code is mandatory. He explained the revision process contained in the document.

He also pointed out that Lloyds Register is no longer surveying boilers for shipping. Shipping in Victoria is unable to obtain insurance unless the boiler has been surveyed. He also spoke of issues of trying to immediately prepare a code for surveying rail boilers and objections which would be raised hence the "flavour" of the current document. He made mention of the actions of the road engine group.

The Chairman agreed to prepare a covering letter to all groups seeking assistance from their "experts" in reviewing the document and returning comments to Alan. It was also acknowledged that a boiler group is required and that nominations should be called for to close by end of April

Moved P.Rollason **Seconded** L.Watson That a vote of thanks be given to Alan and his team or their good work **Carried by acclamation**

Moved B.Busch **Seconded** P.Rollason That Bryan Homan be asked to represent ATHRA on the Road Engine group. **Carried 6-0**

Session Five

RSCF Report and Issues

W.Doubleday reported on the meeting he attended immediately prior to leaving for the ATHRA meeting a copy of the presentation to be made available to delegates. He addressed a number of issues including training and fatigue. He spoke of various projects being undertaken by the NTC and an attempt he is making to have printed material made available rather than soft copy due to the number of pages in the documents. There is a need for ATHRA to have a number of work groups and for clarity to be developed.

As he spoke P.Rollason commenced to put together a group structure on the white board which was further amended and discussed in a later session and subsequently endorsed.

Rule Book

B.Busch explained the Concept of Operation particularly as it relates to T&H advised of where the current rule book project is at and work plans in the immediate future.

He explained that T&H operating on the main lines would operate under the Rules and Procedures of that Track Manager but would require their own documentation relative to rollingstock and train integrity. T&H groups operating on their own lines would required to follow the ARA level 1 and 2 documentation and have their own supporting level three documents. As most groups do not have third party operators on their lines there would not be a need for level 4 documentation.

Moved B.Busch **Seconded** A.Coen That a Rule Book group be established **Carried 6.-0**

Further discussion ensued on the development of the group structure.

Sunday 18th March.

Session 6

Chairman's Report.

Handled at session 2.

ATHRA Awards

ATHRA Awards. P.Silva introduced the paper submitted to the meeting re ATHRA Awards and spoke in support of them indicating the ATHRA should fund the Award for Excellence with sponsors being sought for other awards. The draft had been based on documentation from FRONZ and COTMA

Discussion took place in respect of the documentation during which concern was raised about the limitation of the awards to ATHRA members and associates. The restriction on eligibility of awards was also raised it being pointed out that most holding positions on boards of the State Groups and their members were probably the most eligible for an Award. It was stated that the restriction should apply only to members of the ATHRA Board.

Discussion also took place about the judge or judging panel and how this may apply. The Chairman indicated that the first of the Awards should be made at the September meeting in Adelaide and therefore a fairly tight timetable existed. Brian Busch reported that he thought he could get sponsorship for one of the awards from ARTC. Chris Le.Marshall suggested that ARA may sponsor a "safety award". As a result of further discussion it was thought that the most appropriate award for ARTC to sponsor would be one for Infrastructure.

The Chairman read comments from RHA NSW relating to the Awards.

The following motions were then put:

A program of ATHRA Awards be established commencing in 2007 **Moved** P.Rollason **Seconded** M.Roberts **Carried 6.0** (the Chairman indicated that RHA NSW had not given clear instruction on voting for this item.

The ATHRA Awards for 2007 are Locomotive Restoration, Passenger Vehicle Restoration, Infrastructure Restoration, Rail Safety and Excellence.

Prior to acceptance of the above it was agreed that the General Rules be amended at item 6 by inserting "/judging panel" after Judges.

Excellence Award by amended at item 1 by the deletion of all words after "with the exception of those who are members of the ATHRA Board" and the deletion of item 3.

The typed submission may be accompanied by attachments.

Moved B.Busch **Seconded** L.Watson. That awards for loco, rollingstock, infrastructure and safety be agreed as amended **Carried 6.0**

Moved P.Rollason **Seconded** L.Watson That award for excellence agreed as amended **Carried 6.0**

Chris Le.Marshall suggested that there is a need to have a template for Judges.

It was suggested that the locomotive restoration may be either Static or Operational. **Moved** J.Frost **Seconded** M.Roberts **Carried 6.0**

International Rail Association. Paul Rollason spoke to the paper submitted by ATRQ and whilst generally support of the concept expressed concerns about some aspects of the proposal.

The following recommendation was contained in the paper "ATHRA notes with interest the proposal to form an international rail tourism group/association and appoints Chris Le.Marshall to participate as its representative in the development of the group. A report is to be submitted at the next ATHRA meeting detailing the

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possible benefits and the likely costs to enable consideration about ATHRA's on-going participation on behalf of its members" was **Moved** P.Rollason **Seconded** M.Roberts **Carried 6-0**

Meeting location planning principles: The Chairman P.Silva presented the paper as distributed. **Moved** M.Roberts **Seconded** P.Rollason "That the report and recommendations be accepted" **Carried 6.0.**

M.Roberts to advise the ATHRA Executive of the proposed Canberra dates within the next week and for these to then be made available to all members and associates.

Air Travel Costs: The Chairman spoke to the paper prepared by the Finance Committee and the proposal to cap the cost of air fares for one delegate to each ATHRA meeting at \$200.00. The table contained in the reported indicated the cost subsidy payable by ATHRA for each of the meetings. Whilst the cap applies to one delegate States may decide to divide the subsidy where they send two delegates but in total only one subsidy would be payable. Discussion also took place re obtaining sponsorship for some of the costs. M.Roberts pointed out that agreement had already been reached to increase subscriptions however this had not been applied therefore there the recommendation to increase fees is a restatement of an already existing motion.

Comments were also made about seeking other organisations to become associate members of ATHRA which would also assist with financial income.

The Chairman read the comments of RHA NSW to the meeting.

It was **Moved** M.Roberts **Seconded** L.Watson "That commencing with the September 2007 meeting and continuing for the full cycle of meetings in each Capital City, ATHRA pays, based on the cheapest available fare, the air travel costs above a set cap for one Delegate per Full Member. **Carried 6.1**

It was **Moved** T.Coen **Seconded** J.Frost " That the cap is set at \$200 per meeting" **Carried 6.1**

Chris Le.Marshall spoke about Marketing and presented a paper which could not be distributed generally due to content of some confidential information, He undertook to summarise the document and make it available.

Thief Watch Program: The Chairman reported on a late paper he had submitted following receipt of a newsletter from the UK and asked the question "do we want to set up a parallel Australian system. Some comments were made re theft of heritage equipment from not only heritage railways but also main line operators particularly those track managers still using the more antiquated systems of safe working.

It was agreed that ATHRA should consider this further in conjunction with FRONZ with Peter Silva agreeing to organise. **Moved** J.Frost **Seconded** P.Rollason **Carried 6-0**

Session 7

Financial – the Chairman noted the financial papers and read comments from RHA NSW relative to financial documentation.

The budget was discussed and amended to reflect discussions re fees and airfare support giving a loss of \$125 for 2007

In the light of discussion during the Awards part of the meeting **Moved M.Roberts Seconded P.Rollason** that the proposed increase in membership is deferred for 12 months such that the fees are set at \$50 per member for 2007 and \$60 for 2008.
Carried 6.1

Budget and Membership Renewal Timetable

The recommendation from the Finance Committee re the schedule was discussed. The information to be provided in Early January amended to read “**Early January** Secretary requests ATHRA Full Members to advise the number and names of the members they have as of the Consensus Date” “**31st January**: Membership names and numbers due to the Secretary. **Moved M.Roberts Seconded L.Watson. Carried 6.0**

It was then **Moved M.Roberts Seconded L.Watson**. That the membership names and numbers for 2007 are due by mid April **Carried 6.0**

Environmental Policy Paper from ATRQ addressing the ARA Environmental Policy was discussed. A.Gardner reported on Environmental Issues facing Puffing Billy. L.Watson drew attention to the location of Whiteman Park on Perth’s water supply and environmental issues they face. The request from Tim Fischer to include heading material was discussed. P.Silva to write to Tim Fischer.

C.LeMarshall spoke of the need for assistance and the need to sign up to the ARA Policy. An Environmental Group was suggested.

Strategic Plan & Marketing Plan

The amended strategic plan contained in the agenda papers was address by C.Le.Marshall. Discussion took place about the retail recovery and the comparison between two different groups – one with a return of \$17.50 the other with a return of \$3.50. Strategic issues which need to be considered include cleanliness of rollingstock, presentation of workers, toilets and the non use of paper cups for coffee.

The question is as a section are we successfully targeting all of our workers – NO

Moved P.Rollason Seconded M.Roberts that a vote of thanks be extended to Chris Le.Marshall **Carried by acclamation**

Tony Coen expressed a concern he had re the lack of representation from RHA NSW The view was expressed that it was hoped that RHA would be represented at the next meeting.

Chris Le.Marshall recommended that the Chairman should visit each member group each year. There was general support for this to occur.

ATHRA Group Structures

Following general discussion it was agreed that the group structure as depicted as attachment one to these minutes be adopted **Moved** P.Rollason **Seconded** A.Coen **Carried 6-0**

Level Crossings M.Roberts reported that ARHS ACT were prepared to make available an item of rollingstock to stage an incident in connection with the ARA Level Crossing Awareness. C.LeMarshall will advise ARA.

Track Maintenance Vehicles C.LeMarshall advised that ITSSA NSW had raised a concern over the carriage of passengers in track machine and sought some guidance. It was acknowledged that a number of groups do do this. B.Busch drew attention to an ATHRA alert re an incident in New Zealand and the requirement to fit constraints.

Sustainability Paper The paper as distributed was presented by W.Doubleday who explained that the paper in the main was looking at Museums but had application in the T&H sector

Moved P.Rollason **Seconded** M.Roberts that a vote of thanks be extended to Warren Doubleday **Carried by acclamation**

Incandesent Globes P.Hyde spoke to the paper which had originated from the tram sector but had wide ramifications. It was agreed that examples of the breadth of the area should be made available by e' mail to the Chairman by 31 March and that the Chairman would write to the Minister. **Accepted**

Next meeting

The AGM to be held in Adelaide on Friday 14th September (half day) and all day Saturday 15th September. B.Busch reported on a likely pre meeting tour and travel on SteamRanger on Sunday 16th September.

M.Roberts to advise of the Canberra Meeting dates within one week

In closing the meeting the Chairman thanked Paul Rollason and Lindsay Watson for the organisation which had taken place to make the Perth meeting a great success – **Accepted** by Acclamation

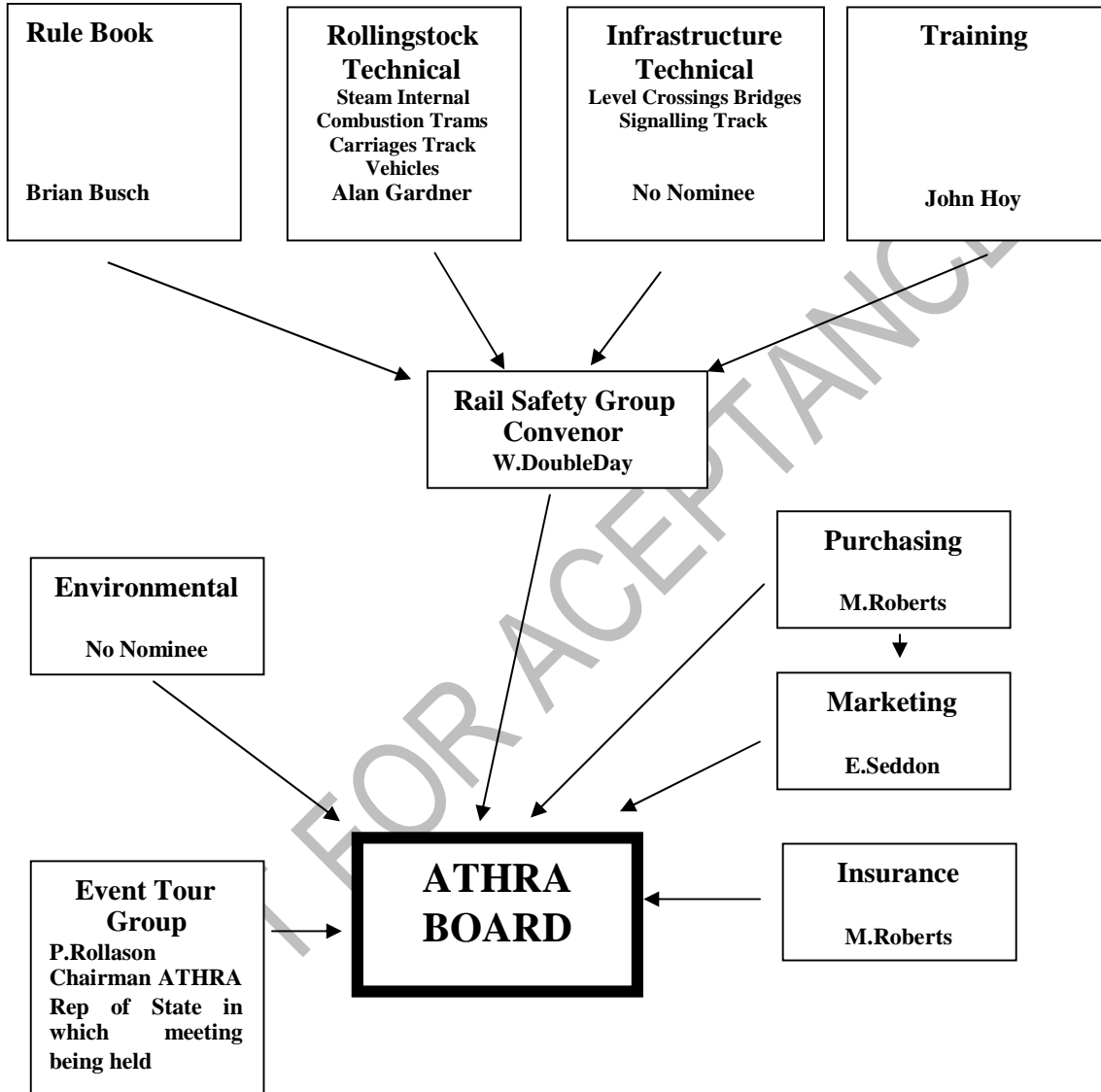
Close Meeting 1240 hours

Minutes confirmed: Chairman

..... Signed Date

Attachment One

ATHRA Group Structure



Notes:

1. Each Nominee to prepare a Terms of Reference for consideration and acceptance by the Board.
2. This Structure to be reflected in the ATHRA Strategic Plan.
3. Communications between and within groups to generally be by e’mail or phone.