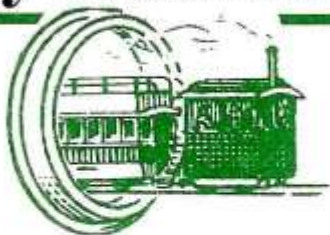


The Tramway Historical Society Inc.

Operating the
FERRYMEAD TRAMWAY,
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FERRYMEAD, CHRISTCHURCH



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GOALS/PROJECTS FOR THE SOCIETY

FOR THE YEAR 2015/2016 – Version 10 – April 2015

Introduction

This document lists the current goals & projects that have been identified by the Society which have since been provisionally prioritised for the next 12 months and is updated at least annually. For some of these projects, a Convenor has been appointed by the Committee and often, other supporting members as well. It was last updated following a Society Meeting on 15th April 2015.

Where no Convenor is shown, that project/goal still needs a volunteer to make sure that it happens. As the priorities are agreed (and change), the list will be published in Tracts and put on the website and Society members will be invited to contact the Convenors of these projects and to volunteer support if they are interested and want to assist.

While it is a truism, it bears repeating that the only hands the Society has are your hands and that we need your active support if the projects set out on the list below are to be achieved.

This list will be maintained on an ongoing basis as a “living document”. It is intended that this document be made available to all members by publishing it on our web site. It is also expected that new goals and projects will be added (and completed) over time, and priorities change as dictated by the society membership.

Printed copies will be made available to members on request. In addition, the High priority Projects/Goals will be publicised in Tracts and the Society calls upon the membership for assistance and participation in achieving them.

It is further intended that the members of the Society have regular input to changes to this document, in particular the prioritising of Goals and Projects, and the addition of future projects.

The following table contains the High Priority Goals and Projects – which are to be the focus of the next 12 months.

#	Group	Pri o r i t y	Goals/Projects Title/Description Focus for next 12 months from March 2014	Convenor(s)	Team where appropriate
1	DspMF	H	Addressing how the Society performs its museum functions – that is, collection policies and collection management – library and archives. (Museums Aotearoa, COTMA guidelines etc) - Prioritize protection of all aspects of our history and its artefacts to enhance our heritage values without compromise. - Consider collections management system eg past perfect - FT and NRM have it. - Computer files - find and centralise - Massey course - museum /collections management, PR, policy setting, special projects	THS Management Committee - ongoing	Allen Harbrow Russell Kent Bruce Maffei Ron Gillett
4	O/I	H	Extend Traverser into carpark Being done in conjunction with Traverser Pit Repairs – project 59 & 65.	Dave Carr	John Atkinson
5	Maint	H	Continue urgent upgrade of trolley bus overhead.	Graeme Belworthy Larry Day	Bus Ops Committee

#	Group	Prio rity	Goals/Projects Title/Description Focus for next 12 months from March 2014	Convenor(s)	Team where appropriate
			Note: ongoing activity, but some poles need back-staying.		
7	PoC	H	Build additional storage next to Trolley Bus Shed. (aka Trolley Bus Barn extension) – including sprinklers Agreed will go for a “totalspan” style kitset. Next step is fundraising	John Atkinson	Allen Harbrow Dave Carr Graeme Belworthy Alan Roi
13	SPH&S	H	Hold further/ongoing membership drive(s). - More of ongoing activity associated with other promotional activities rather than having specific membership drives	THS Management Committee - ongoing	
14	Rest	H	Hills Car 24	Stephen Taylor	Jonathan Day (Controllers) Murray Sanders (Motors) HTT – Trucks
16	SPH&S	H	Progress the Strategic Plan and Business Plan. Continued work on long-term goals and planning.	Graeme Belworthy Stephen Taylor	Dave Hinman Allen Harbrow
20	SPH&S	H	Address issues of the long-term sustainability of the Society. - Membership - People to fill positions - Gain new people and talents - Also see membership drive Needs monthly review at Management Committee meetings.	THS Management Committee - ongoing	
22	O/I	H	Complete construction of the Munnings Drain Bridge, i.e. the construction of the historic lift bridge on to the basic structure provided by the Council.	Graeme Richardson	
23a	Maint	H	Progress the repaint of 452.	Bus Operations Committee	Mark Hibbs
24	Maint	H	Progress the repair of the motor from 410. (Overhaul complete – needs completing & reinstall)	Dave Carr Cam Lill	
25	Maint	H	An assessment of the Kitson boiler and a strategy for boiler replacement.	Mike Lawson Dave Carr	Callum Brieske Murray Hobbs?
27	SPH&S	H	Seek to obtain commercial sponsorship – at least one during the coming period, in support of major projects & ongoing projects. “Captains of Industry” Event	Fundraising and Promotions Committee	
30	Maint	H	Square shelter & Phone box	John Atkinson	Barry Marchant Graeme Richardson (phone box)
32	Maint	H	22 refurbishment	Operations Committee	
34	Rest	H	103 Grip car restoration	Don McAra	Pim Sanderson
41	PoC	H	Investigate acquisition of Cranmer building	THS Management Committee	
47a	Maint	H	Repaint of Dunedin 79 plus exterior refurbishment	Alan Roi	
48	Maint	H	Repairs to Trolleybus barn - ongoing	Alan Roi	Bus Ops Committee
50	Maint	H	Repairs to point outside Livery Stable for track going into Hall of Wheels.	Ken Henderson	Graeme Belworthy
56	O/I	H	Inspectors office adjacent to church	Dave Carr	Murray Sanders
57	PoC	H	Tram Barn 3 project – complete fitout and ongoing monetary appeal	THS Management Committee	
58	Maint	H	Refurbishment/repainting exterior of trolley bus 210 - signwriting needs completing.	Graeme Belworthy	Bus Ops Committee
59	Maint	H	Traverser Pit Repairs (following EQ damage). See also goal 4 & 65	Dave Carr John Atkinson	

#	Group	Priority	Goals/Projects Title/Description Focus for next 12 months from March 2014	Convenor(s)	Team where appropriate
60	Maint	H	Reserve Track Curve repairs (following EQ damage). To be done in two stages: (a) Plan & design for this work – incl use of wooden vs concrete sleepers vs track im mass concrete, (b) Executing the plan.	Ken Henderson	Track Gang
64	O/I	H	Tram barn 1 exterior – mention of hinged doors, side walls, and drainage	THS Management Committee	
65	Maint	H	Traverser Repairs and refurbishment – associated with items 4 & 59, the traverser also needs repairs		
66	O/I	H	Organise & hold 2016 COTMA Conference	THS Management Committee	

Notes:

1. There has been no effort to distinguish between Goals and Projects.
2. The list above is in no particular order and there is no significance in the numbering, other than to give each goal a unique number.

Following is the table describing the groupings of Goals/Projects:

Code	Name	Description
PoC	Protection of Collection	This group of Goals/Projects tend to be those relating to storage (eg buildings) and protection (eg fire sprinklers) to enable out collection to be properly cared for.
Rest	Restoration of Vehicles	This group is primarily about restoration of vehicles – Trams, Buses, Trolley Buses
Maint	Maintenance	This group is Goals/Projects primarily associated with maintenance of our collection and infrastructure. It relates more to “major” heavy or capital maintenance items, rather than day-to-day maintenance.
SPH&S	Society Promotion History & Sustainability	This group of goals is primarily those around keeping the Society going, recording its history and promoting itself
DspMF	Display & Museum Functions	This group of Goals/Projects are more about the Society’s museum function
O/I	Other/Independent	These projects are those projects that do not fit into the other five categories, and that can be progressed independently of other Society activities.

The following Goals and Projects are those not currently prioritised as High, and will be addressed as opportunities present themselves:

#	Group	Priority	Goals/Project Title/Description To be progressed as opportunities permit	Convenor(s)	Team where appropriate
2	PoC	L	Plan the construction of the Diesel Bus Barn.	Fundraising and Promotions Committee	ON HOLD until #7 done
8	SPH&S	L	Public transport history, inc ChCh Tramway		
11	SPH&S	M	Completion of 202 Project to set up permanent audio-visual display with push button start. May not be located in 202 “forever”.		
15	Rest	L	Dreadnought trailer 118		
17	SPH&S	L	Negotiate the right to hold events and to gain revenue from doing this.	Dave Carr	
23b	Maint	M	Ensure that at least one of the heritage buses receives a re-paint and seek funding to enable this to happen. Particular mention made of 290. 452 – see 23a.	Bus Ops Committee	
28	O/I	L	Continue progress on the Power House project. Project is to produce new plan for moving forwards.	Graeme Richardson John Shanks	
31	Maint	M	DD trailer 10 chassis repair.		
33	Maint	M	236 - 3 rd truck overhaul	Operations Committee	

#	Group	Priority	Goals/Project Title/Description To be progressed as opportunities permit	Convenor(s)	Team where appropriate
36	Maint	L	Fixing the Ford Trader (works vehicle). Need a motor first	Dave Carr	
38	PoC/ DspMF	L	Town Shed (& extension of Bowman St)		
42	O/I	L	Tramway extension towards Trolley Bus shed		
43	O/I	L	Trolley bus extension towards township		
44b	O/I	M	Tram retrieval 11		
44c	O/I	M	Tram retrieval 163 – OK for now		
46	Maint	L	NP Trolley bus 3 refurbishment	Bus Ops Committee	
47	Maint	L	Upgrading of existing trolley bus 103 (Note 79 now goal 47a & 210 goal 58)	Bus Ops Committee	
49	SPH&S	M	Record the history of the Society on video including interviews with the people involved. Updates for COTMA - wide scope - See also no 18		
54	Rest	L	AEC Q Bus 228 project		
55	Rest	L	Leyland Lynx truck		
61a	O/I	M	Investigate acquisition of 97 @ Pines Beach.	Management Committee	
61b	O/I	M	Investigate acquisition of standard trailer 126 @ French Farm – now more urgent.	Dave Hinman	
62	Rest	M	Investigate/assess condition of Leyland Halfcab 284 bus.	Allen Harbrow	Dave Hinman Dave Carr Alan Roi
67	Maint	M	Re-sleeper (or mass concrete) track between Tram Barn 2 & 3		

APPENDIX 1 – Revision History of changes

Versions 1-2 – Version 1 as presented to a meeting of THS members on 9th November 2010. (Note what is referred to as version 1 here is the version of the “first” version of a Goals document presented to this meeting), version 2 updates following meeting..

Versions 3-5 – include feedback from Bus Operations and (Tramway) Operations Committees on their priorities. Update with management committee end 2010 to divide the list below into two groupings/categories – High which will be the Society’s focus in the next twelve months, and the rest which will be progress as opportunities present themselves.

Version 6 – updated following Goals/Projects meeting on 20th April 2011.

Version 7 – updated following Goals/Projects meeting on 21st March 2012.

Version 8 – updated following Goals/Projects meeting on 20th March 2013.
Version 8.1 – minor updates of version 8 in October 2013.

Version 9 – updated following Goals/Projects meeting on 19th March 2014.

Version 10 – Updated following Goals/Projects meeting on 15th April 2015.

APPENDIX 2 – Goals and Projects previously included on the list that have now been removed – generally because these are considered complete or normal ongoing activities.

#	Group	Status	Goals/Projects Title/Description	Convenor(s)	Team where appropriate
3	PoC	Cancelled	Progress the No. 1 Tram Barn extension (Focus now on Tram Barn 3 project)	Dave Carr	
6	PoC	Cancelled	Complete building of the Trolley Bus Barn sprinkler system to within a firm time line.	Dave Carr John Atkinson	Include with item 7
9	Rest	Compl	Cable car trailer 111.	Don McAra	
10	Rest	Comp	Birney 15	Joint group- HTT/THS/CTL	

12	SPH&S	Cancelled	Promotional mini DVD.	Graeme Clephane	
18	SPH&S	Comp	Celebrate the 50th anniversary of the Society in 2011. (Produce a disc and book – this aspect has been moved to goal 49)	Social Committee Bruce Dale?	Barry Marchant John Shanks
19	Maint	Comp.	Creation of a bus management committee - will look after repairs and maintenance, also restoration, acquisitions etc - reports to Mgt cttee.	Alan Roi	Bus Ops Committee
21	PoC	Compl	Work towards getting the tram barn land	THS Management Committee + Dave Carr (Trustee)	
26	SPH&S	Closed	Seek to achieve regular press releases and publicity. Examples recently - horse tram, 26, Birney. Closed – normal ongoing activity of Society	Fundraising and Promotions Committee	
29	SPH&S	Closed	Seek to reactivate or progress discussions on proposals for rating powers by making an approach to the Park Company to discuss and plan a strategy.	Dave Carr	
35	PoC	Compl.	Sprinklers in tram barns for compliance etc – i.e. sort out building WoF	Stephen Taylor	Graeme Belworthy
37	Maint	Compl	Church corner point – rather than move, it should just be re-sleepered.	Ken Henderson Graeme Belworthy	
39	Maint	Comp.	Completion of path linking Sq shelter and railway platform.	Ken Henderson Graeme Belworthy	
40	DspMF	Cancelled	Display building (Octagonal kiosk or Cramner building?).		Cancelled as Trust will relocate
44a	O/I	Comp.	Tram retrieval 185	Dave Carr Dave Hinman	
45	O/I	Comp.	Trolley bus 258 retrieval.	Bus Ops Committee	
51	SPH&S	Closed	Health and Safety compliance – Health and Safety committee established to take this on	Health & Safety Committee	
52	PoC	Compl	McCormack Deering Tractor to be put under cover	Dave Carr	
53	Maint	Comp.	Repairs to TB1 floor main running road.	Operations Committee	
63	O/I	Comp.	Retrieval of Roslyn grip car 97 ex Wanaka	Don McAra	Dave Carr