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Ballarat Tramways

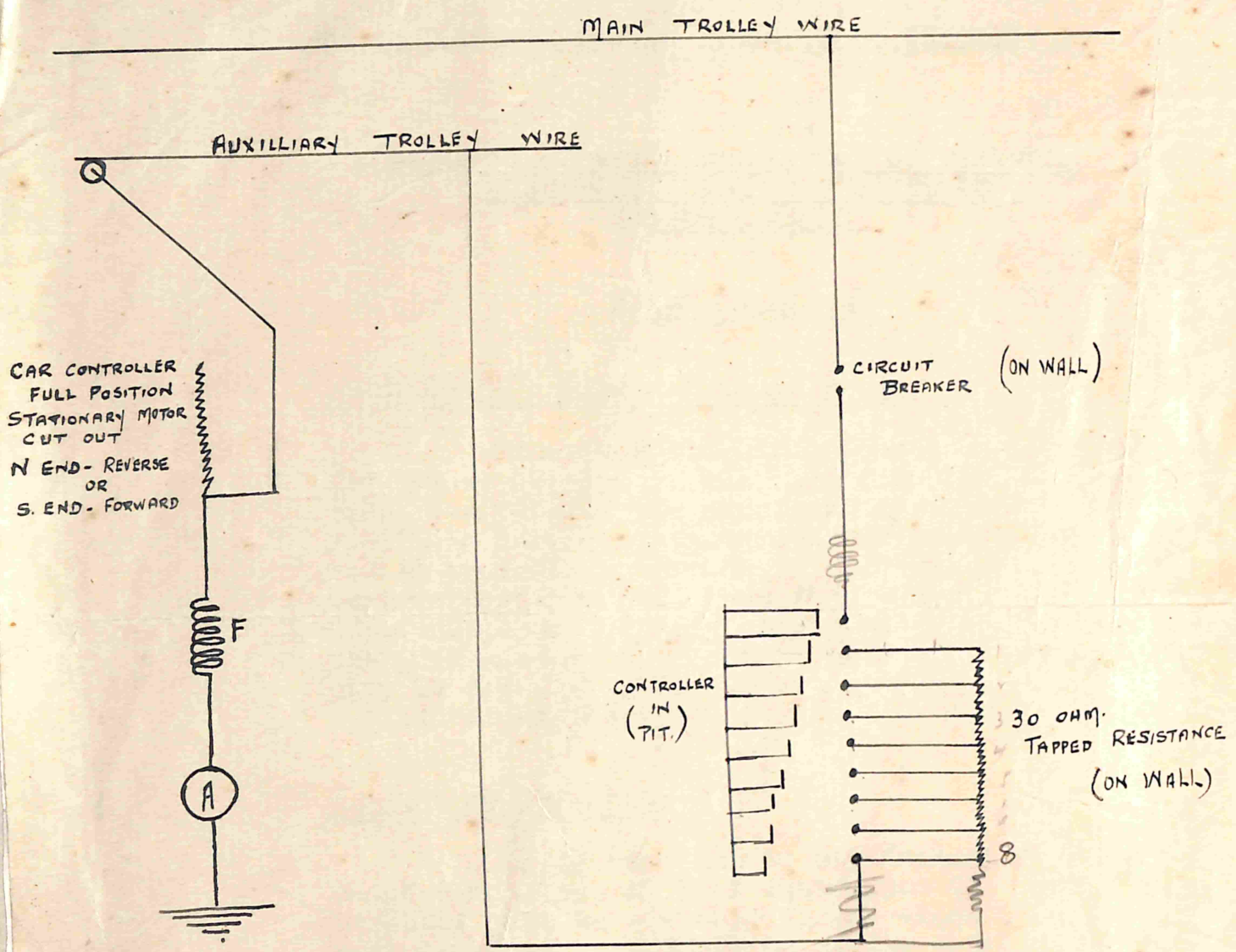
Tram car Maintenance &
Rules & Regulations

17/11/19
6073

17/11/19

Ballarat Tramways
Tramcar Maintenance
& Regulations

*Circuit for Wheel Grinding
(Tram Motors).*



25th July, 1951.

To Authorised DriverMR. L.J. DENMEAD.....

State Electricity Commission of Victoria
ELECTRICITY SUPPLY DEPARTMENT
BALLARAT BRANCH

MOTOR TRANSPORT

SHORTAGE OF RUBBER - CARE OF TYRES:

Present world conditions have necessitated the utmost economy in the use of rubber. This, in turn, has reduced the supply of tyres which are available for use on automotive vehicles and earth-moving equipment. To assist towards obtaining the maximum possible life from the reduced supplies, the Chief Transport Officer has prepared a bulletin for the guidance of all users of this equipment, and a copy is made available to you herewith. Your special attention to this matter is now enjoined.

LOCKING OF VEHICLES:

In my circular to all authorised drivers dated 22nd June, 1951, I instructed that doors of vehicles must be securely locked where such facilities were provided. This is to advise that, while vehicles are parked in the precincts of the Branch Office during office hours, where they are subject to visual supervision, the locking of doors will not be insisted upon, but all other security measures mentioned must be carried out.

Thomas A. Lane
Manager.

State Electricity Commission of Victoria

TRANSPORT BRANCH

TYRE CARE

(For general distribution)

The possible shortage of rubber due to world conditions makes it imperative that the utmost service be obtained from every tyre on every Vehicle or item of Automotive Plant.

Whilst tyres are manufactured from first quality materials to rigid specifications, maximum service is dependent on their being given constant care.

This pamphlet on the care of tyres, has been written to draw attention to the factors which influence tyre life and the main causes of excessive tyre wear.

The main preventible causes of reduced tyre life are as follows:-

(a) Inflation Pressure

Under-inflation is the greatest single cause of reduced tyre life. This condition causes abnormal flexing of the casing cords, overheating of the casing and results in side wall failures.

Over-inflation also has a very injurious effect. It over-stresses the casing and renders the tyre prone to blowouts, besides imparting harsh riding qualities to the vehicles. Operators should be guided by the inflation pressures shown on the "Vehicle Servicing Card" and, by regular checking and correction, ensure that the pressures are maintained at the correct level.

(b) Loading

Tyres are designed to carry a certain maximum load at a given pressure.

SCHEDULE ABOVE REFERRED TO

Provisions of this Schedule relate to the District Tramways Undertaking and the mutual obligations of the Commission and the Councils in respect thereto.

2. The Commission shall operate tramways and omnibuses in the City of Ballarat, the Borough of Sebastopol and the neighbouring municipalities.

3. The routes of the said tramways shall be the routes along which tramways were laid and operated or were being constructed by the Electric Supply Company of Victoria Limited on the 1st day of June 1929 and such other routes as may be determined or pursuant to the provisions of paragraph (e) of clause 22 hereof.

4. The Commission shall keep the poles rolling stock rails and equipment of the said tramways in as good order and condition (when due allowance is made for fair wear and tear) as they are when taken over by the Commission and shall in replacing any such poles stock rails or equipment replace them with other of at least as high a standard of quality safety and appearance.

5. The Commission shall at its own expense obtain any necessary authority for extensions of existing tramways or new tramways that are to be constructed, and shall furnish each of the Councils with such information as to the new works as shall be sufficient to acquaint the Engineer of the Council with the nature extent and location of the works to be carried out in the streets in its municipal district.

6a. Rails of tramways shall be laid so as to conform as far as is reasonably practicable to the existing levels of the road along which they are laid. Where it is not reasonably practicable to conform to the existing levels of the road along which the rails are being laid then the cost of regrading that part of the existing road surface between any pair of rails so laid or re-laid and for eighteen inches on each outer side thereof shall be borne by the Commission and the Council in whose municipal district the work is carried out shall on its part regrade so as to conform to the new levels the whole of the remaining width of the road and drainage. When rail levels have been determined or approved by the Engineer of the Council in whose municipal district any rails are laid the levels so determined or approved shall establish the contour of the road in which the tramways are laid. In all cases where the rails are so laid by the Commission as to interfere with the surface drainage of a road then so far as is necessary to rectify the interference the Commission shall provide track or rail drains to the reasonable satisfaction of the Engineer of the local municipal Council. All damage done to any streets roads bridges culverts water pipes or sewers by the Commission shall be made good by the Commission to the reasonable satisfaction of the Engineer of the local municipal Council.

b. If the Commission in re-constructing any single or double tram track or portion thereof re-makes along that track or part of a track so much of the roadway as lies between lines drawn parallel to and at a distance of 18 inches beyond the outer rails of the track the Council in whose municipal district the work is carried out shall forthwith re-make the remainder of the roadway along that track or part of a track to as good a condition and in as good a manner as the Commission has re-made the other portion.

7. All rails laid down for any tramway shall be steel girder rails of recognised British or Australian standard for street tramways or such other steel rails as the local council and the Commission may agree upon.

0.70 31832

State Electricity Commission of Victoria

BALLARAT "B" POWER STATION - PRESSURE GAUGE CALIBRATION.

GAUGE .. Tramways .. DATE .. 8-1-62 ..

REASON FOR TEST .. RANGE ..

.....

Workshop

TESTER WEIGHT	GAUGE READING BEFORE ADJUSTMENT	GAUGE READING AFTER ADJUSTMENT	REMARKS
100	80	107	
200	174	200	
300	272	298	
400	370	395	
500	475	500	
600	580	600 +	

Tramcar Maintenance
Calculations

11 DH10E
12 DH10E

39 DH10E

13 DH10E

40 DH10H

14 DH10E

41 X

17 DH10E

42

18 DH10E

43 DH10E_r

20 ~~DH10E~~ DH10H

21 DH10H

26

27 CP25C2

28 CP25C2

30 CP25C2

31-CP25C

32

33 CP25C2

34

35 CP27B3

36 CP27B3

37 CP27B3

38 DH10E

2012
3607
DH10

21st April, 1950. M.H.

State Electricity Commission of Victoria
ELECTRICITY SUPPLY DEPARTMENT
BALLARAT BRANCH

INSTRUCTION TO MOTORMEN AND TRAM DEPOT STAFF

TAIL LIGHTS - TRAMS

MOTORMEN

The tail lights are controlled by a separate tumbler switch located near the main lighting switch in the Motorman's cabin. The changeover of tail lights to rear of tram is automatically controlled by the headlight changeover rotary switch. Tail lights must be switched on at the same time as car lighting for night operating.

DEPOT STAFF

Booking Trams for Service -

Shed Assistants etc. are required to check that the switch near the battery is in the "ON" position. This is essential to ensure that the battery will be "ON CHARGE" when tram is in service at night.

Removing Battery - Precautions -

See that the battery charging switch is in the "OFF" position. In its normal condition the tram lighting current passes through the battery to charge same when the switch is put "ON". Thus, it would be dangerous to attempt to remove a battery terminal in this condition. As a further safeguard the tram lights should be switched "OFF" or the tram pole removed from the overhead wire.

Tail Light Operating "Relays" -

Since the headlights circuit current passes through the relay coil, the tram lighting should be switched off or the pole removed before any attempt is made to inspect or adjust the relay.

Thomas O. Jan
Manager.

HWL:LRT.

19th December, 1961.

State Electricity Commission of Victoria
ELECTRICITY SUPPLY DEPARTMENT
-BALLARAT TRAMWAYS UNDERTAKING-

SPECIAL ORDER TO TRAFFIC PERSONNEL - 1961/1..

An amendment, as under, to the Road Traffic Act 1958, which applies to Tramcars, was proclaimed on 15th November, 1961 -

" ANY MEMBER OF THE POLICE FORCE MAY WITHOUT WARRANT ARREST ANY PERSON WHO WITHIN HIS VIEW COMMITS ANY OFFENCE AGAINST THIS PART OR ANY REGULATION MADE UNDER THIS PART AND WHO UPON BEING REQUESTED TO GIVE HIS NAME AND ADDRESS OR FAILS TO DO SO OR GIVES A NAME AND ADDRESS WHICH THE MEMBER OF THE POLICE FORCE REASONABLY SUSPECTS TO BE FALSE."

... ..

Having regard for the foregoing, it is necessary to vary Rule No.15(c) of the "Rules Governing Employees" to the extent that relevant traffic personnel must fully comply with a "Name and Address" request from a member of the Police Force.

...oOo...

H. W. D. Sh.
Manager.

W 1001 1001

DEPARTMENTAL
STATE ELECTRICITY COMMISSION OF VICTORIA

Telephone :
Extension No.

BRANCH MANAGER:
.....

To MR. IRVIN: - Depot.

Date 29th March, 1961.

SAFETY:

The Supervisor's role in the Safety organisation of the Branch, is a key one. Therefore, a corresponding portion of the credit for the present improvement in this Branch's accident rate, must go to the Supervisors.

Every effort is being made to further improve our Safety record and, in this regard, I am attaching a Supervisor's Safety Check List with which I ask you to survey your own attitude toward safety.

You are asked to answer the list candidly - remembering that none of us is perfect.

An acknowledgment of one's shortcomings is a step in the right direction, provided one takes the trouble to do something about overcoming them.

The Check List is intended for a purely personal survey, and is for your retention.

G. W. ...

Enclos.

29th March, 1961.

SUPERVISOR'S SAFETY CHECK LIST:

- | | <u>Yes</u> | <u>No</u> |
|--|------------|-----------|
| 1. I accept safety as much a part of my responsibility as discipline, production, and work planning. | ✓
..... | |
| 2. I give adequate safety instruction to every new employee and to every old employee starting a new job. | ✓
..... | |
| 3. I impart to all employees the understanding that violation of standard safe working practices is just as serious as the violation of any other Commission regulation. | ✓
..... | |
| 4. I take corrective action when safety rules are ignored. | ✓
..... | |
| 5. I see that necessary personal protective equipment is provided. | ✓
..... | |
| 6. I always set a good safety example myself. | ✓
..... | |
| 7. I investigate and determine the cause of all injuries, even the minor cases. | | |
| 8. I am constantly watchful for and I take immediate steps to correct unsafe work conditions and unsafe work procedures. | | |
| 9. I see that all injuries are reported and promptly treated. | ✓
..... | |
| 10. I am familiar with my sections' present Safety record and encourage my men to take an interest in the Safety schemes, and a pride in their Safety achievements. | ✓
..... | |

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19/11/1957 LJD/PB

State Electricity Commission of Victoria
ELECTRICITY SUPPLY DEPARTMENT
BALLARAT TRAMWAYS

NOTICE TO MOTORMEN & CONDUCTORS

MILEAGE CARDS

MOTORMEN & CONDUCTORS ARE TO NOTE THAT IT IS NOT NOW NECESSARY TO FILL IN MILEAGE CARDS FOR TRIPS COMPLETED; WITH THE WITHDRAWAL OF MILEAGE CARDS, IT BECOMES IMPERATIVE THAT MOTORMEN & CONDUCTORS FILL IN FULL PARTICULARS OF TRAM NUMBER, ROUTES WORKED ON AND TIMES OF LEAVING ON THEIR TRIP WAY BILLS.

SPEED ROUND CURVES ETC.

I WISH TO AGAIN EMPHASISE THE NECESSITY OF CORRECT TRAM DRIVING PROCEDURE WHEN TRAVELLING ROUND CURVES, CROSSOVERS, POINTS ETC. ON ALL ROUTES.

ALWAYS TRAVEL AT A SLOW SAFE SPEED AND NEVER AT ANY TIME IN OTHER THAN "SERIES".



L. J. DENMEAD,
Branch Tramways Supt.

STATE ELECTRICITY COMMISSION OF VICTORIA

Ext. 11

T/M/F. 3/9 flek

Dept./F.

BRANCH MANAGER

ELECTRICITY SUPPLY DEPARTMENT

To WORKS SUPERINTENDENT.....

W./F.

Date 1st September, 1969.

Subject -

Issued from: SECURITY OF BRANCH RECORDS

BM to -

Some uncertainty exists concerning the retention, security and disposal of official Branch records - such records mainly being incorporated in the Branch Correspondence files, Drawing Office records, Customer Accounting records, photographic records, etc.

DE (5),

OM,

DTS,

ESE,

WS (2),

DMA,

DMB,

DMD.

It is recognised that certain records lose their value with the passing of time. This particularly applies to some types of accounting record and to superseded instructions, drawings, etc. In the special case of the former, Departmental standards have been set to specify the minimum time for which they must be retained, but naturally it is the responsibility of Branch Management to specify the time at which they will be discarded, and the method of disposal if this has not been laid down.

OM to -

ACCT (2),

SCA,

SC,

AC,

SK.

So far as this Branch is concerned, no official record is to be disposed of except by direction of the section head concerned. In this context, the Office Manager will determine details concerning accounting records and all correspondence files, and the Distribution Engineer will determine details concerning Drawing Office and photographic records.

In the case of magazine extracts, newspaper cuttings, etc. which have been extracted by direction, these will be incorporated in the correspondence files after having been attached to standard sized sheets or copied by the Xerox process. Each extract will be endorsed with the name and date of source, and an official copy will be kept of any extract forwarded to other departments, branches or organisations. Certain extracts, such as notifications of pre-arranged interruptions, will be dealt with on a special basis as directed by the Office Manager.

Any special case requiring further direction should be referred to me for decision, by the section head or heads concerned.

It should be unnecessary to remind personnel of the Branch that under no circumstances may any information obtained from official records be communicated to any person other than a duly authorised officer of this Commission without the permission of the section head concerned. In the case of any material of a confidential or personal nature, which it is felt might prove detrimental to the Commission if made public, such permission will only be given after a specific direction has been obtained from me.

From: WORKS MANAGER

To: ENGINEER AND MANAGER

TRAMWAYS - ROLLING STOCK

In reply to your letter of 23rd May, 1960, (AVM/MCJ) the position in respect to the tramway rolling stock in the Ballarat and Bendigo Branches has been investigated.

The Works Manager and Tramways Superintendent visited Ballarat Branch on 23rd June, 1960, and inspected the general condition of the tramcars as to road-worthiness and utilitarian appearance. All vehicles were in serviceable condition mechanically, and the exterior and interior paintwork was in fair condition. Ballarat Branch has nine maximum-traction and 17 single-truck cars, and all were in service except No.18, single-truck type, which was dismantled for overhaul but capable of reinstatement. The Branch Manager stated that the Ballarat system would be better served with an additional maximum-traction vehicle.

With the Tramways Superintendent, a visit was paid to Bendigo Branch on 28th June, 1960, the Branch Manager, Works Superintendent and rolling stock Foreman from Ballarat Branch being present to facilitate discussion. The fleet at Bendigo consists of 11 maximum-traction cars, six single-truck cars, and five "Birney" single-truck cars. The condition of the vehicles at Bendigo compares adversely with the condition of the cars at Ballarat, and, considering that the single-truck cars are of the same vintage, the fact that they have deteriorated to a much greater extent requires explanation. Except for interior paint-work, the maximum-traction cars are in fair condition. Two of the "Birney" cars, Nos. 11 and 15, have been damaged through accident and are awaiting repairs. Three of the six single-truck cars, Nos. 12, 13 and 16, are showing movement in all the joints in the woodwork of the bodies, which would necessitate considerable expenditure to effect repairs. The exterior and interior paintwork of all cars at Bendigo is in a more advanced state of deterioration than is the case with the cars at Ballarat.

It was indicated to the representatives of both Branches, in a conference at Bendigo, that the two fleets were to be considered collectively, and an interchange of vehicles made which would enable both fleets to operate effectively and allow cars requiring extensive reconditioning to be placed in reserve or dismantled.

Following upon a decision being made along broad policy lines at the Bendigo meeting, the Bendigo representatives visited Ballarat on 6th July, 1960, to inspect and determine the vehicles to be exchanged, and the following action is recommended:-

- (a) The Tramways Superintendent to obtain a clearance from the Claims Branch in respect of No. 11 "Birney" car (£150 estimated damage) and No. 15 "Birney" car (£330 estimated damage), and advise Bendigo Branch to repair No. 11 car. No. 15 car to be dismantled to provide body panels, etc., as required.
- (b) The Works Manager to be given approval to arrange the transfer of No. 1 maximum-traction car from Bendigo to Ballarat, and the transfer of Nos. 19 and 25 single-truck cars from Ballarat to Bendigo. The bogie from No. 13 single-truck is to be transferred to Ballarat. Nos. 12, 13 and 16 single-truck cars and No. 15 "Birney" car at Bendigo will be held in reserve or dismantled to provide spares as required.

Financial provision will be necessary to effect this interchange of vehicles and, to this end, the Shipping and Customs Branch have supplied an estimate of £450 for the transport involved. It would be necessary for the body of the maximum-traction tram to be transported independent of the bogies, but the two single-truck trams

will be transported complete. Dismantling and re-assembly charges in the respective depots may total another £100, but this work will be done complementary to normal depot activities.

(Signed) R. H. DIXON.

WORKS MANAGER.

DEPARTMENTAL
STATE ELECTRICITY COMMISSION OF VICTORIA

AVM/EVO'D

62/1798 ✓

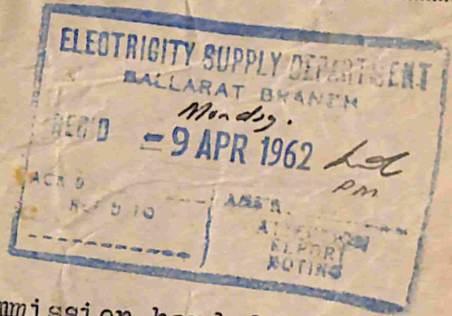
TEXT. 298.

To MANAGER: BALLARAT BRANCH.
Subject -

ENGINEER AND MANAGER.
ELECTRICITY SUPPLY DEPARTMENT
Date 6th April, 1962.

w/s
WT.
B/T/S
8/m

TRAMWAYS - ABANDONMENT



Similar letter sent: Ball., N/W/R.

On Monday, 2nd April, the Commission handed its formal notice of abandonment and a statement relative thereto to the Minister of Electrical Undertakings.

At the same time a supplementary letter to the Minister contained a brief review of the reaction to date of the Commission's proposal and comments thereon.

Copies of these documents are attached hereto for your information.

Encl.

L. G. Morrison

giving the reasons and detailed particulars in respect of the proposal and such further information as the Minister requires. It is further provided that the Minister shall, as soon as practicable, lay a copy of this notice and statement before both Houses of Parliament and, unless either House of Parliament within 24 days next following on which the Legislative Assembly sits resolves otherwise, the Commission may abandon the tramway or part thereof to which the notice relates.

Appended is a statement giving the reasons for the proposal and detailed particulars in respect thereto.

Yours faithfully,

L. G. Morrison,
ACTING SECRETARY

The Hon. G. O. Reid, M.L.A.,
Minister of Electrical Undertakings,
22-32 William Street,
MELBOURNE, C.I.

+ Rules & Regs



HEAD OFFICE

22-32 WILLIAM STREET

MELBOURNE

30th March, 1962.

Dear Sir,

I am instructed by the State Electricity Commission of Victoria, pursuant to a resolution made by it on 1st March, 1962, to give you this notice of its intention to abandon on such date or dates, as may be determined by agreement between the State Electricity Commission and the Transport Regulation Board, each and all of the tramways conducted by it within the municipal districts of the City of Ballarat, Borough of Sebastopol, City of Bendigo and the Borough of Eaglehawk.

Section 74 of the State Electricity Commission Act 1958, No. 6377, provides that before any tramway route operated by the Commission may be abandoned the Commission shall give to the Minister notice in writing thereof, together with a statement specifying the tramway or part proposed to be abandoned, and giving the reasons and detailed particulars in respect of the proposal and such further information as the Minister requires. It is further provided that the Minister shall, as soon as practicable, lay a copy of this notice and statement before both Houses of Parliament and, unless either House of Parliament within 24 days next following on which the Legislative Assembly sits resolves otherwise, the Commission may abandon the tramway or part thereof to which the notice relates.

Appended is a statement giving the reasons for the proposal and detailed particulars in respect thereto.

Yours faithfully,

L. G. Morrison,
ACTING SECRETARY

The Hon. G. O. Reid, M.L.A.,
Minister of Electrical Undertakings,
22-32 William Street,
MELBOURNE, C.1.

30th March, 1962.

STATE ELECTRICITY COMMISSION OF VICTORIA
STATEMENT REGARDING PROPOSAL TO ABANDON TRAMWAYS

SERVICES IN:-

- (i) CITY OF BALLARAT AND BOROUGH OF SEBASTOPOL
- (ii) CITY OF BENDIGO AND BOROUGH OF EAGLEHAWK

1. Tramways Proposed to be Abandoned

Each and all of the tramways conducted by the State Electricity Commission within the municipal districts of the City of Ballarat, the Borough of Sebastopol, the City of Bendigo and the Borough of Eaglehawk, and which operate along routes as follows:-

(A) City of Ballarat and Borough of Sebastopol

(A1) Victoria Street Route

Commencing at the intersection of Sturt Street and Lydiard Street, thence easterly along Sturt Street, Bridge Street and Victoria Street to the intersection of Victoria Street and Stawell Street.

Mount Pleasant Branch

Commencing from the intersection of Bridge Street and Main Street, thence southerly along Main Street to the intersection of Main Street and Barkly Street and thence south westerly along Barkly Street to the intersection of Barkly Street and Cobden Street.

(A2) Gardens Route

Commencing at the intersection of Sturt Street and Lydiard Street, thence westerly along Sturt Street to the intersection of Sturt Street and Hamilton Avenue, thence northerly along Hamilton Avenue and Wendouree Parade to the Botanical Gardens, thence northerly, easterly and southerly along Wendouree Parade to the intersection of Wendouree Parade and Ripon Street, thence southerly along Ripon Street to the intersection of Ripon Street and Sturt Street, thence easterly along Sturt Street to the intersection of Sturt Street and Lydiard Street.

Drummond Street Branch

Commencing from the intersection of Wendouree Parade and Macarthur Street, thence easterly along Macarthur Street to the