

ANNUAL REPORT 2022 - 23



The 457mm gauge steam locos of the NRM

PORT DOCK STATION RAILWAY TRUST

FOUNDATION

The Trust was established in 2013 to assume ownership of the collections held by the National Railway Museum as a means of increasing protection of these collections.

TRUSTEES

The Trust continues to be constituted with four trustees -

Peter James Cahalan

Jeremy Richard Browne

Franklin John Hussey

Stuart Andrew Bowes

CONTACTS

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A handwritten signature in black ink, appearing to read 'Jeremy Browne', with a stylized, cursive script.

Jeremy Browne

Trustee

PROCESS

GIFT / LOAN

In accordance with

- A memorandum of understanding between the Trust and the National Railway Museum Inc., and
- The Rules of the National Railway Museum Inc.

defined “Collection Items” of the Museum are to be gifted to the Trust, which in turn will loan them back to the Museum for display and maintenance.

Collection items may consist of more than one element – for example..

- Table ware
- Photographic collections

For practical purposes, this process is being conducted in a number of blocks.

LOAN TERMINATION

A Loan Agreement between the two parties allows for a loan to be terminated with appropriate notice. Such a termination would lead to the Trust having to de-accession the item.

A process has been developed between the two parties for this to be undertaken orderly.

Should the Museum decide, for whatever reason, that an item on loan is no longer required it advises the Trust it wishes to terminate the loan. The Trust will de-accession the item and normally engage the Museum to sell/dispose of the item on the Trust’s behalf. Transfer to other similar organisations taking precedence over other methods of disposal.

DUE DILIGENCE

The Trustees meet as required and maintain a Plant Ledger of the items gifted to it. A sample on-site audit is conducted annually, checking the existence of selected items and noting the condition and storage conditions of the items.

ADMINISTRATION

TRUST MEETINGS

The Trust met on 15 March 2023 prior to conducting the annual Audit (Meeting number 22)

SAMPLE AUDIT

An Audit was carried out on 15 March 2023. This audit focused on the following areas –

- Digital storage and back-up
- Storage of original documents from Regional Offices of the SAR
- Storage of locomotive operating manuals.

The audit result was excellent.

FINANCE

The Trust holds a small cash holding. The balance at 30 June 2022 was \$1167.84

WORST CASE SCENARIO PLANNING

Meetings were held with the History Trust of SA in April 2021 and July 2021.

A further meeting will develop a more formal position.

GIFTS / LOANS

There were three new Gifts during the year, numbers 30, 31 and 32. These were accepted by the Trust and loaned back to the NRM.

DE-ACCESSION

The Trust agreed to a book not relevant to the collection being transferred to another museum.