

Montreal Goldfield S355 Committee

24 November 2023



Minutes

HELD at Montreal Goldfield

Present

Chris Franks	Peter Baxter
Sheila Brice	Judi Hearn
Bill Southwood	Lori Hammerton
Bob Hearn	
Ange McKechnie (BVSC)	Cr. Liz Seckold (BVSC)

1 Welcome, Apologies and Introductions

Cr Seckold commenced by acknowledging, on behalf of Bega Valley Shire Council, the Traditional Custodians of the lands and waters and airways of the shire.

Apologies - Carolyn Banados, Alan Douch, Michael Brooks, Josie Campbell

2 Confirmation of minutes

Confirmation of minutes from the 29 September 2023 meeting.

Confirmed Bill Southwood; second Judi Hearn. All members in favour.

3 Review of Action Items & Outcomes Register

Status	Action	Update
ONGOING	Follow up refund with Bermagui Diggers	Chris agreed to continue following up.
ONGOING	Development of walking path with environmental focus	Lucy spoke to Derek Van Bracht, BVSC Environmental Management Coordinator. Derek is able to work with Montreal Goldfield Committee (MGF) to work on scope and planning. Ange has sent photos to Derek. Ange to measure the length of the proposed pathway so that Derek can confirm if assistance can be made under BVSC Environmental levy. <i>Ange to arrange site inspection with BVSC Environment Management Officer.</i>
ONGOING	DA for extension and carpark to be submitted DA is applicable for 5 years	Crown Land Consent now granted. Montreal Goldfield management committee wish to go ahead with DA (members met before s355 committee meeting today). Cost for Gordon's (\$6,100) and DA (approx. \$2,000-\$3,000). Chris queried if BVSC will pay for the asset it will acquire. Chani advised BVSC has not committed to funding or building anything at the Goldfields.

Status	Action	Update
		DA fees to be paid from Montreal fees and charges and MGF Association will contribute to any shortfall. Grant funding to be sought for build by MGF Association.
ONGOING	Risk Assessment	Community Development staff still haven't received final report for Risk Assessment due to staff shortages in BVSC Risk department. <i>Ange to follow up on updated report.</i>
ONGOING	Road access to the end of reserve and illegal dumping	Bob Georgeson has submitted evidence of trespassing and illegal dumping to BVSC Rangers. No response to date. <i>Ange has searched internal records-no records re trespassing and illegal dumping.</i>
ONGOING	Heritage status of Montreal	Nomination for Heritage Listing on hold until Judi finalises investigating pros/cons of a Heritage Listing.
ONGOING	Revision of Volunteer Obligations including risk assessment using tools, mine shafts, building maintenance and working at heights	In May, Marshall sought clarification on safety of what volunteers can and can't do for example changing the lights in the building should not be carried out by volunteers. <i>Ange to send updated Volunteers handbook to committee once finalised.</i>
COMPLETE	Asset List	Ange met with Judi to create asset list.
ONGOING	Facilities Management Plan	In draft form dated 2019. To be reviewed in 2024.
ONGOING	Conservation Management Plan	BVSC submitted CRIF application on 17 November 2023. Successful applicants will be notified May 2024.

4 Business Arising

4.1 Treasurer's Report

Treasurer absent.

Treasurer's Report for period from 27 September to 24 November 2023 not tabled.

Ange reported that \$1,634.55 has been received by BVSC (EFTPOS) for this period.

5 New Business

5.1 Student Volunteers

Chris raised that there is a possibility that Narooma High students may be interested in volunteering.

What age is too young to be recruiting volunteers?

Ange advised that the same rules apply to student volunteers as for children in paid work. In New South Wales, the *Children and Young Persons (Care and Protection) (Child Employment) Regulation 2015* (NSW) is relevant to work conditions for youth volunteers and defines a 'child' as a person under 16 years of age.

Reference: Guide to engaging and working with youth volunteers | Justice Connect 2022:

General work	Children may not start work (including work in preparation for work) after 9.00pm on any day before a school day. Work in entertainment and exhibition, still photography and door-to-door sales industries Children can only be employed for a restricted number of hours per day, during certain times of the day and for a limited number of days per week, varying across the entertainment and exhibition, still photography and door-to-door sales industries.
Maximum hours	General work Children must not work: <ul style="list-style-type: none">• more than one shift per day• more than five days in a row• more than 50 hours per week• more than four hours on school days• at all if there hasn't been at least a 12-hour gap between their last shift. Work in entertainment and exhibition, still photography and door-to-door sales industries Maximum hours range from one to five days per week and four to eight hours per day, depending on the age of the child and the work being performed.
Work restrictions	Employers of children must comply with their Code of Conduct. Restrictions under the Code of Conduct include: <ul style="list-style-type: none">• if a child is under 12 years of age, they must be taken home from work by a parent (or another person nominated by a parent), unless the distance between work and home is less than 10km and it is daylight if the child is travelling by public transport• children of compulsory school-age must not be employed during school hours of normal attendance without prior approval.

Does someone need a Working with Children Check (WWCC) to provide one on one training and guidance to a 14-year-old?

The student does not need a WWCC.

WWCC is required if you are 18 years or older and the work/volunteer role involves contact with children for extended periods without other adults present.

Given that the MGF volunteer will be providing one-on-one training to a student without other adults present a WWCC will be required.

5.2 New inductees

There are at least two new volunteers to be inducted. Chris will contact Ange to provide BVSC induction when volunteers are ready to start.

Meeting closed: 11.24am

Next S355 Committee meeting scheduled to be held at **10:30am on Friday 16 February 2024 at Montreal Goldfield.**