



Aboriginal Cultural Heritage Management Plan

Catherine Hill Bay, NSW

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Document Status

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Aboriginal Statements of Significance and Obligations to Care for Country

The following statements of Aboriginal cultural significance have been prepared by the Registered Aboriginal Parties (RAPs) that participated in the preparation of this Aboriginal Cultural Heritage Management Plan. The statements of Aboriginal cultural significance have been included at the beginning of this report to ensure that all readers are aware that the Lake Macquarie and Central Coast regions, particularly the land in which this assessment was undertaken is of cultural and spiritual significance to the Aboriginal people.

Awabakal and Guringai Statement of Significance for Catherine Hill Bay

The Catherine Hill Bay Project and its surrounds are within the Traditional Lands of the Awabakal and Guringai People. The Catherine Hill Bay area is of great Cultural Heritage significance to the Awabakal and Guringai People. Its significance is recognised by other Aboriginal People who have made this region their home. In recognition of the rights and obligations of Aboriginal People to manage their own cultural heritage, this ACHMP has been prepared in consultation and collaboration with the Registered Aboriginal Parties for the Catherine Hill Bay Project Area which include:

- Awabakal Descendants Traditional Owners Aboriginal Corporation (ADTOAC);
- Awabakal Traditional Owners Aboriginal Corporation (ATOAC);
- Guringai Tribal Link Aboriginal Corporation (GTLAC);
- Bahtabah Local Aboriginal Land Council and
- Wonn 1 (Kauwul)

Awabakal and Guringai is one of the 600 or more language groups or 'nations' that existed across Australia at the time of European contact and are part of the oldest and continuous living culture in human history. Our People were recorded in this area and acknowledged in the first records ever made of the Aboriginal People of the Lake Macquarie, Newcastle and Central Coast areas. Prominent people such as L.E. Threlkeld, Jonathon Warner and others documented our People, Cultural Heritage and Language in detail going back to the very early 1800's.

Our people believe that all Aboriginal sites and Traditional Culture that has existed for many thousands of years within our area are a tangible link to our Ancestors and past survey and assessment within the Catherine Hill Bay Project Area has identified Aboriginal Cultural Heritage Sites (the tangible evidence of occupation) and landscape features of cultural value embedded within a landscape that provided physical and spiritual sustenance (often intangible aspects) to the Awabakal and Guringai and those Aboriginal People they invited into their Country. The survival of these sites is significant to the continuation of collective knowledge and inspiration for our young people and coming generations of Awabakal and Guringai People. We acknowledge our Ancestors for passing on knowledge and also the legacy for us to continue what they put into place, to pass on our Cultural Heritage and to protect our sites for all those in the future.

The Awabakal and Guringai presence within the Catherine Hill Bay area extends from the present day back many thousands of years and is reflected in both tangible and intangible aspects of Aboriginal culture and history. As Awabakal and Guringai People, we hold Cultural Knowledge that has been passed down from our Ancestors about our Traditional Country for thousands of years and a spiritual awareness, presence and connectedness of place that is what makes us one with the Land of our People.

Therefore, the Awabakal and Guringai people have a continuing, contemporary history of trying to protect and preserve the Catherine Hill Bay and surrounding areas. We maintain concerns over Development licences being approved in the area and the adverse impacts this has on our cultural values and landscape features and footprints of our ancestors which are being impacted through cumulative and overlapping development and unmonitored and unmanaged human recreational activities.

As indicated by the statements provided by the Registered Aboriginal Parties in the introduction to this ACHMP, the mental, physical and spiritual wellbeing of the Awabakal and Guringai People and those Aboriginal Peoples that feel a connection to this landscape is also a contemporary phenomenon and not just 'a thing of the past'.

We, as the Traditional People of these areas since colonisation of our land, have had to endure many deprivations and degradation along with the subsequent loss of not just our People and land but many aspects of our Culture and heritage. This has been brought about through the damage and neglect of many ventures both modern and historically that have taken place, the result being, significant loss of Cultural places and artefacts that for thousands of years have given substance and meaning to the lives of Awabakal and Guringai People.

We as Traditional Owners today have vowed to protect our Cultural Heritage and those significant places remaining, so we and our young people and those to come will not go the way of many other Aboriginal People and their Culture and Heritage to become just a name in history books of what was. It has been quite a struggle for our people, with our numbers reduced to a handful after the white fella arrived in Australia in 1788. It would seem we were doomed to the fate of many other First Peoples that have disappeared from countries all around the world, but we are still here, we have survived and are proud to be called Awabakal and Guringai.

Although the impact of European invasion dramatically changed Aboriginal life in Australia not to mention the lives of our own People forever, the recent history of the Catherine Hill Bay/Lake Macquarie area is also characterised by the cultural resilience of Aboriginal Peoples, for both those who have retained connection to Country and those that are reconnecting to Country. Recent history is also characterised by the movement of other Aboriginal Peoples into the Country of the Awabakal and Guringai and the development of their own more recent attachments to the area. Whilst a diversity of attachment and experience is recognised, it is also necessary to recognise that the landscape, vegetation and watercourses of the Catherine Hill Bay Project Area form a unique part of the Cultural Heritage and cultural landscape of the Awabakal and Guringai People.

Aboriginal lore requires that the Aboriginal cultural landscape (which includes Aboriginal heritage sites, landscape features of cultural value, the plants, animals and water) of the Catherine Hill Bay Project Area is cared for so that it will survive for future generations of Aboriginal Peoples.

The custodial rights and obligations of Aboriginal people for Caring for Country underpin the principles of this ACHMP. It is highlighted, however, that the Registered Aboriginal Parties in no way support any impact to Aboriginal sites, landscape features of Aboriginal cultural value or any aspect of the natural environment of the Catherine Hill Bay Project Area. Aboriginal people inherit the right and obligation to Care for Country, and endorsing any form of harm is assessed as culturally and ethically inappropriate.

Full participation in the preparation of this ACHMP was, however, understood by the Registered Aboriginal Parties to be necessary in order to fulfil what rights and obligations to care for country left to them (refer to Section 3.0 for details of the Registered Aboriginal Party participation process).

Executive Summary

RPS has been commissioned by Catherine Hill Bay Land Pty Limited (a wholly owned subsidiary of Coal & Allied) to prepare an Aboriginal Cultural Heritage Management Plan (ACHMP) for the proposed Catherine Hill Bay development at Flowers Drive, Catherine Hill Bay NSW. In May 2013, Coal & Allied commenced the preparation of an ACHMP with the purpose of obtaining a Development Approval for the project.

This document has been developed to manage Aboriginal Cultural Heritage within the proposed development area as stipulated in the concept approval (10-0089) granted under the Transitional provisions of Part 3a of the *Environmental Planning and Assessment Act 1979*. The Catherine Hill Bay development is located within the Lake Macquarie Local Government Area and is administered by the Lake Macquarie City Council.

This document is intended to provide guidance for the management of Aboriginal cultural heritage within the Project Area both during construction and into the future. This ACHMP applies to the entire Project Area (see **Figure 1**). For the practical management of Aboriginal cultural heritage, a clear outline of roles and responsibilities is provided along with operational flow charts to be used by Land Managers and contractors who may need to access, or conduct works, within the Project Area.

The following Statement of Commitments have been made in respect to Catherine Hill Bay:

Prior to any construction works on site commencing, the Owner will develop a procurement policy for the construction of the subdivision. The policy shall incorporate initiatives to encourage local employment opportunities for Aboriginal people for the duration of the project.

Prior to any construction works commencing on site, the Owner is to:

- Contribute to the Aboriginal community for employment in landcare and similar;
- Establish procurement policies for the Aboriginal community to remediate/regenerate degraded areas within the conservation zones in conjunction with the NSW government; and,
- Establish procurement policies for the Aboriginal community during construction (e.g. fencing, landscaping) and ongoing maintenance (lawn mowing and parks care, for instance).

This should be done in partnership with the Aboriginal community and the Owner.

A sum of \$25,000 should be contributed to establish scholarships for Aboriginal students, as determined by the Aboriginal Advisory Committee (AAC).

This ACHMP outlines the legislative context of the project in respect to heritage and the Aboriginal consultation which has been undertaken (Section 2).

This ACHMP has been produced in close consultation with the Registered Aboriginal Parties (RAPs) that have expressed an interest in the project. Aboriginal participation has been requested and implemented from the earliest stages of development of this ACHMP. Additionally, prior to the finalisation of this document, RAPs were invited to provide input/comment on cultural heritage issues associated with the Catherine Hill Bay development, the Project Area, and the heritage management protocols outlined in this document (Section 3).

No Aboriginal heritage sites have been identified in the Project Area (Section 4).

Section 5 outlines the heritage management protocols which must be implemented. It is a requirement of this ACHMP that the heritage management protocols are followed.

Heritage contingency protocols (Section 6) cover unexpected situations; they have been developed to provide guidance should Aboriginal objects/material be identified, or if human skeletal remains are uncovered during construction. These protocols must be followed if unexpected Aboriginal objects/material or skeletal remains are uncovered during works.

Section 7 provides protocols for compliance, dispute resolution and review procedures. The roles and responsibilities for the implementation of this ACHMP are outlined in Section 8.

Contents

1.0	INTRODUCTION	9
1.1	Overview	9
1.2	Purpose	9
1.3	Scope	9
1.4	Intended Land Use	10
2.0	LEGISLATIVE CONTEXT AND GUIDELINES	12
2.1	National Parks and Wildlife Act 1974	12
2.2	Environmental Planning & Assessment Act 1979 (EP&A Act)	12
2.3	Ask First: A guide to respecting Indigenous heritage places and values	13
3.0	ABORIGINAL COMMUNITY INVOLVEMENT	14
3.1	Aboriginal Community Input/Comment	14
3.2	The Aboriginal Cultural Heritage Consultation Requirements (ACHCRs)	14
4.0	CULTURAL HERITAGE SITES IN THE PROJECT AREA	16
5.0	HERITAGE MANAGEMENT PROTOCOLS	17
5.1	Aboriginal cultural heritage inductions	17
5.2	Transect Survey	17
5.3	Temporary storage of Aboriginal objects	18
5.4	Transfer of Aboriginal objects to Permanent storage	18
5.5	Interpretation Strategy	18
6.0	HERITAGE CONTINGENCY PROTOCOLS	19
6.1	Heritage contingency protocol for unexpected Aboriginal objects	19
6.2	Heritage contingency protocol for discovery of human skeletal remains	20
6.3	Other Contingencies	22
7.0	COMPLIANCE, DISPUTE RESOLUTION AND REVIEW PROCEDURES	23
7.1	Implementation and Compliance	23
7.2	Dispute Resolution	23
7.3	Review and Amendments	23
8.0	ROLES AND RESPONSIBILITIES	24
8.1	Land Manager	24
8.1.1	Definition	24
8.1.2	Responsibilities	24
8.2	Aboriginal Advisory Committee	25
8.2.1	Definition	25
8.2.2	Membership	25
8.2.3	Responsibilities	25
8.3	Onsite Personnel	26
8.3.1	Definition	26

8.3.2	Responsibilities	26
8.4	Heritage Consultant	26
8.4.1	Definition	26
8.4.2	Responsibilities	26
8.5	Registered Aboriginal Parties	27
8.5.1	Definition	27
8.5.2	Responsibilities	27
8.6	Confidentiality	27
8.7	Intellectual Property Rights	27
9.0	CONCLUSION	28
10.0	REFERENCES	29

Tables

Table 1 Recipients of the expression of interest letters.....	14
Table 2 Registered Aboriginal Parties (RAPs)	14
Table 3 Aboriginal Advisory Committee	25

Figures

Figure 1 Catherine Hill Bay Project Area.....	11
Figure 2 Heritage contingency protocol for unexpected Aboriginal objects/features encountered during construction works	20
Figure 3 Heritage contingency protocol for discovery of skeletal remains	21

Appendices

Appendix 1	Aboriginal Consultation
Appendix 2	Heritage Investigation Methodologies
Appendix 3	Heritage Induction Attendance Sheet

Acronyms and Units

AAC	Aboriginal Advisory Committee
ACHMP	Aboriginal Cultural Heritage Management Plan
ACHCRs	Aboriginal Cultural Heritage Consultation Requirements
ADTOAC	Awabakal Descendants Traditional Owners Aboriginal Corporation
AHIMS	Aboriginal Heritage Information Management System
AHIP	Aboriginal Heritage Impact Permit
ATOAC	Awabakal Traditional Owners Aboriginal Corporation
BLALC	Bahtabah Local Aboriginal Land Council
CHIA	Cultural Heritage Impact Assessment
DECCW	Department of Environment, Climate Change and Water
EIA	Environmental Impact Assessment
EIS	Environmental Impact Statement
EP&A Act (1979)	Environmental Planning and Assessment Act 1979
ERM	Environmental Resources Management
GTLAC	Guringai Tribal Link Aboriginal Corporation
LEP	Local Environmental Plan
LGA	Local Government Area
NPW Act (1974)	New South Wales National Parks and Wildlife Act (1974, as amended)
OEH	Office of Environment and Heritage
RAPs	Registered Aboriginal Parties
REF	Review of Environmental Factors
SEPP	State Environmental Planning Policy
WSC	Wyong Shire Council

1.0 Introduction

In June 2007 a heritage management process was initiated for the proposed Catherine Hill Bay development site as part of the environmental assessment process associated with the Concept Plan application. At that time Aboriginal consultation was commenced and a site visit/survey was organised by Environmental Resources Management (ERM). In August 2010 the Director General's Environmental Assessment Requirements were issued for the project requiring a Cultural Heritage Impact Assessment (CHIA) and Aboriginal consultation. In October 2010 ERM completed the CHIA. The CHIA and other Environmental Assessment documents were submitted to NSW Government, in consideration of which the Planning Assessment Commission granted Concept Approval 10-0089 on 12 July 2012.

In May 2013, RPS was commissioned by Coal & Allied to prepare an Aboriginal Cultural Heritage Management Plan (ACHMP) for the proposed Catherine Hill Bay development. On 3 June 2013 the Registered Aboriginal Parties (RAPs) were invited to attend a project information session. This meeting occurred on 18 June 2013 where representatives of Coal & Allied provided updates on the project and the ACHMP process. Subsequent consultation has been undertaken and is documented in Section 3.0 and **Appendix 1**. As a result of the Aboriginal consultation, it has been decided that the AAC will advise and assist with the implementation of this ACHMP, the roles and composition of the AAC is outlined in Section 8.2.

1.1 Overview

This document has been prepared in order to effectively manage Aboriginal cultural heritage resources within the Catherine Hill Bay Project Area. Heritage protocol flow charts have also been prepared for implementation by Land Managers and onsite personnel.

1.2 Purpose

This document is intended to provide guidance for the management of Aboriginal cultural heritage within the Project Area for activities both before construction commences, during works and after development is complete. For the practical management of Aboriginal cultural heritage a clear outline of roles and responsibilities is provided along with operational flow charts to be used by Land Managers and contractors who may need to access, or conduct works within the Project Area.

1.3 Scope

This ACHMP applies to the Catherine Hill Bay development ("the Project Area") at Flowers Drive, Catherine Hill Bay NSW (Figure 1). The Project Area is in the southern Wallarah Peninsula between Lake Macquarie and the Pacific Ocean within the Lake Macquarie Local Government Area and is administered by the Lake Macquarie City Council under Part 4 of the EP&A Act 1979. No previously recorded Aboriginal sites have been identified within the Project Area. The project is not likely to result in direct and/or indirect impacts to Aboriginal cultural heritage.

The concept approval for this project was granted under the Transitional provisions of Part 3a of the *Environmental Planning & Assessment Act 1979* on 12 July 2012. One of the conditions of this approval requires consultation with RAPs and the development of an ACHMP for any future development application for subdivision.

This ACHMP remains the heritage management document for the area identified until such time as the practical completion of the development.

I.4 Intended Land Use

The development is planned as a staged residential neighbourhood likely to include parkland, residential lots and roadways.

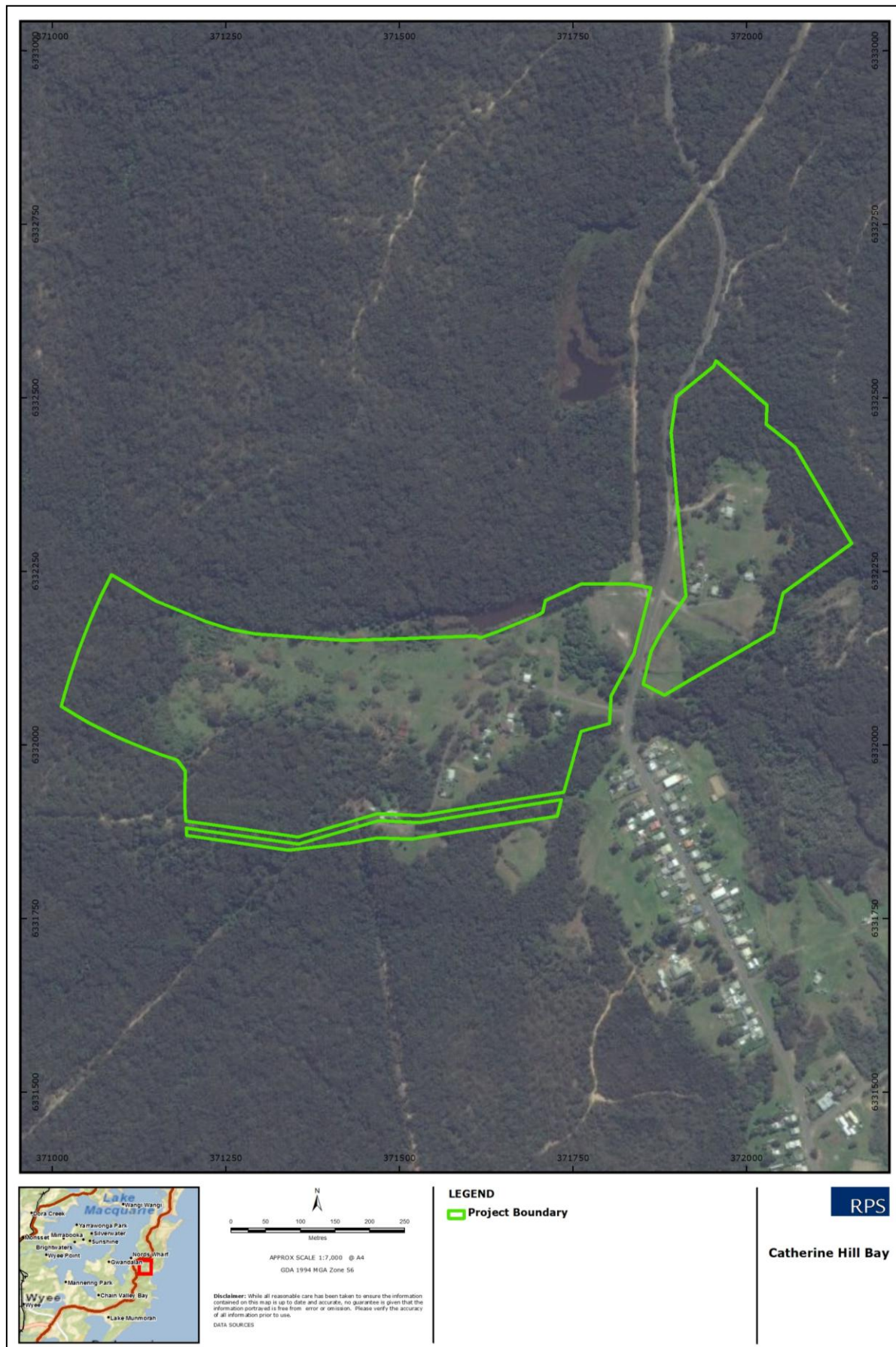


Figure 1 Catherine Hill Bay Project Area

2.0 Legislative Context and Guidelines

The following overview of the legal framework is provided solely for information purposes for the client, it should not be interpreted as legal advice. RPS will not be liable for any actions taken by any person, body or group as a result of this general overview, and recommend that specific legal advice be obtained from a qualified legal practitioner prior to any action being taken as a result of the summary below.

Aboriginal cultural heritage (places, sites and objects) in NSW are protected by the *National Parks and Wildlife Act 1974* which is overseen by the Office of Environment and Heritage (OEH) (formerly Department of Environment, Climate Change and Water (DECCW)), now a part of the Department of Premier and Cabinet. The *Environmental Planning and Assessment Act (1979)*, overseen by the Department of Planning and Infrastructure, along with other environmental planning instruments, trigger the requirement for the investigation and assessment of Aboriginal cultural heritage as part of the development approval process.

2.1 National Parks and Wildlife Act 1974

The NSW Government is working toward standalone legislation to protect Aboriginal cultural heritage which will be a significant reform for NSW. The first stage of this work has been completed and includes significant changes to the primary state legislation relating to Aboriginal cultural heritage in NSW (*National Parks and Wildlife Act 1974*) (NPW Act).

Changes to the NPW Act made effective on 1 October 2010 include:

- increased penalties for Aboriginal cultural heritage offences, in some cases from \$22,000 to up to \$1.1 million in the case of companies who do not comply with the legislation;
- provisions so that companies or individuals cannot claim 'no knowledge' in cases of serious harm to Aboriginal cultural heritage places and objects by creating new strict liability offences under the Act;
- remediation provisions to ensure people who illegally harm significant Aboriginal sites are forced to repair the damage, without need for a court order;
- unified Aboriginal cultural heritage permits into a single, more flexible permit; and,
- strengthened offences around breaches of Aboriginal cultural heritage permit conditions.

2.2 Environmental Planning & Assessment Act 1979 (EP&A Act)

This Act regulates a system of environmental planning and assessment for NSW. Land use planning requires that environmental impacts are considered, including the impact on cultural heritage and specifically Aboriginal cultural heritage. Assessment documents prepared to meet the requirements of the *EP&A Act 1979* including Reviews of Environmental Factors (REF), Environmental Impact Statements (EIS) and Environmental Impact Assessments (EIA) should address Aboriginal cultural heritage, and planning documents such as Local Environment Plans (LEP) typically contain provisions for Aboriginal cultural heritage where relevant.

In 2011 Part 3A, of the EP&A Act, was repealed and an approval mechanism for State significant development was implemented; the State and Regional Development State Environmental Planning Policy 2011 (SEPP). This project was approved under the transitional provisions of Part 3a and remains subject to those provisions.

The concept approval for Catherine Hill Bay was issued on 12 July 2012 (10_10084); this ACHMP has been written to meet the requirements of the approval.

2.3 Ask First: A guide to respecting Indigenous heritage places and values

Ask First (2002) was commissioned by the Australian Heritage Commission to help Australians protect different aspects of their natural and cultural heritage places, and is intended to be complementary to the Australia ICOMOS Burra Charter and the Australian Natural Heritage Charter. Ask First is a practical guide for land developers, land users and managers, cultural heritage professionals and others who may have an impact on Aboriginal heritage. The main focus of the guidelines is to emphasise that consultation and negotiation with Aboriginal parties is the best means of addressing Aboriginal heritage issues. The guidelines also emphasise the need to comply with relevant Territory and Commonwealth Aboriginal cultural heritage legislation and statutory authorities.

Ask First states that in recognising the rights and interests of Aboriginal peoples in their heritage, all parties concerned with identifying, conserving and managing this heritage should acknowledge, accept and act on the principles that Aboriginal people:

- are the primary source of information on the value of their heritage and how it is best conserved;
- must have an active role in any Aboriginal heritage planning process;
- must have input into primary decision-making in relation to Aboriginal heritage so that they can continue to fulfil their obligations towards this heritage; and
- must control intellectual property and other information relating specifically to their heritage, as this may be an integral aspect of its heritage value.

These guidelines have been considered in the development of this ACHMP.

3.0 Aboriginal Community Involvement

3.1 Aboriginal Community Input/Comment

This ACHMP has been produced in close consultation with the Registered Aboriginal Parties (RAPs) with their comments directly informing the content of this document. This includes consultation which occurred during a project information session on 18 June 2013, a site visit on 02 July 2013 and an ACHMP workshop held on 2 August 2013. Additionally, prior to finalisation of this document, RAPs were invited to provide input/comment on any cultural heritage issues associated with the Catherine Hill Bay development, the Project Area and the heritage management protocols outlined in this document.

3.2 The Aboriginal Cultural Heritage Consultation Requirements (ACHCRs)

The ACHCRs include a four stage Aboriginal consultation process which stipulates specific timeframes for components of each stage. This process was completed as part of the original consultation/field survey/CHIA report completed between 2007-2010 (ERM 2010). At that time the Expression of Interest letters were sent to the Aboriginal parties in **Table 1**. **Table 2** lists the groups which responded, the RAPs.

Table 1 Recipients of the expression of interest letters

Organisation	Name of Representative	Date EOI sent
Awabakal Descendents Traditional Owners Aboriginal Corporation (ADTOAC)	Shane Frost	28 June 2007
Awabakal Traditional Owners Aboriginal Corporation (ATOAC)	Kerrie Brauer	28 June 2007
Bahtabah Local Aboriginal Land Council (BLALC)	Michael Green	28 June 2007
Guringai Tribal Link Aboriginal Corporation (GTLAC)	Tracey Howie	28 June 2007
Wonn1 (Kauwul)	Arthur Fletcher	05 July 2007
Mur-Roo-Ma	Anthony Anderson	05 July 2007

Table 2 Registered Aboriginal Parties (RAPs)

Organisation	Name of Representative	Date of registration
Awabakal Descendents Traditional Owners Aboriginal Corporation (ADTOAC)	Shane Frost	29 June 2007
Awabakal Traditional Owners Aboriginal Corporation (ATOAC)	Kerrie Brauer	28 June 2007
Bahtabah Local Aboriginal Land Council (BLALC)	Michael Green	28 June 2007
Guringai Tribal Link Aboriginal Corporation (GTLAC)	Tracey Howie	28 June 2007
Wonn1 (Kauwul)	Arthur Fletcher	16 July 2007

On 3 June 2013 the RAPs were invited to attend a project information session. This meeting occurred on 18 June 2013 where representatives of Coal & Allied provided updates on the project and the ACHMP process. The Aboriginal stakeholders at this session requested a site visit to reacquaint all stakeholders with the Project Area due to the length of time since last involvement.

Coal & Allied organised a site visit which occurred on 2 July 2013 with representatives of ADTOAC, ATOAC, GTLAC, Wonn1, Coal & Allied and RPS present. At the conclusion of the site visit it was determined that a

workshop where management of Aboriginal cultural heritage could be discussed was desirable by all stakeholders.

On 3 August 2013 representatives of ADTOAC, ATOAC, GTLAC and Wonn1 met with Coal & Allied and RPS representatives for an ACHMP workshop. Much of the content of this ACHMP derives from the workshop.

A workshop was held on 12 December 2013 in which the ACHMP was finalised and was subsequently distributed to the RAPs.

ERM (2010) documented the consultation process up to that date in their CHIA report. As such, it is not duplicated here. A complete log covering recent consultation for the project since June 2013 is included as **Appendix 1**.

4.0 Cultural Heritage Sites in the Project Area

No previously recorded Aboriginal sites have been identified within the Project Area. No sites are registered in AHIMS and no physical evidence of Aboriginal cultural heritage was identified during previous heritage surveys.

5.0 Heritage Management Protocols

This section outlines the heritage management protocols for inductions and Aboriginal objects. These protocols must be followed for the proposed development. Protocols for managing unexpected/unidentified Aboriginal objects/sites are detailed in Section 6.0.

The following protocols draw on the findings of the CHIA, recent site visits and the principles of management developed during consultation with the RAPs. The implementation of the management protocols detailed in this section, and for this ACHMP more generally, will be overseen by a committee comprised of all the relevant parties to be known as the AAC (as defined in Section 8.2). It is the responsibility of the Land Manager to ensure these protocols are implemented; an outline of the roles and responsibilities, as well as contact phone numbers are provided in Section 8.

There are a number of mandatory heritage management protocols that must be implemented:

- Aboriginal cultural heritage inductions;
- Temporary storage and transfer of Aboriginal objects;
- Permanent storage of Aboriginal objects in keeping place or re-burial in a suitable location; and,
- An interpretation strategy.

5.1 Aboriginal cultural heritage inductions

Aboriginal cultural heritage inductions will be required for all on-site personnel prior to any ground disturbing works, installation of utilities or any other activities that have potential to harm Aboriginal sites. The content of the induction programme will be developed by the AAC. It will include, but not be limited to, a discussion of:

- The content of this ACHMP;
- New South Wales and Commonwealth heritage related legislation (as laid out in Section 2.0);
- What is cultural significance;
- “No-go” areas of the Project Area and adjacent lands; and,
- Penalties for causing harm to cultural heritage (as specified in verify).

The induction will be conducted by a representative nominated by the AAC with assistance from the Heritage Consultant, as requested. The induction will not exceed 60 minutes in length. Attendees will acknowledge participation and understanding of the content of the induction by signing an attendance sheet. A list of attendees will be maintained by the Land Manager to ensure all required personnel have participated in the Aboriginal cultural heritage induction.

5.2 Transect Survey

Before vegetation clearance, a transect survey must be undertaken with the purpose of identifying any Aboriginal scarred trees in the Project Area. The transect survey may be undertaken in stages in accordance with development staging, but must be undertaken before tree clearance. If scarred trees are identified then the protocols in **Error! Reference source not found.** must be followed and Section **Error! Reference source not found.** protocols may also apply if the scarred tree is to be impacted.

5.3 Temporary storage of Aboriginal objects

In the event that an AHIP is required and artefacts are collected they will be stored in an appropriate manner and in the custody of the heritage consultant engaged to conduct management activities. During periods of development, artefacts will be stored over night at a secure location (temporary keeping place) which will be on-site or at a nearby secure location as agreed by the AAC. Artefacts collected or excavated during management activities conducted under the provisions of this ACHMP will be secured in tagged and labelled bags. Artefacts may be moved temporarily to another location for recording and will then be returned to the secure location at the temporary keeping place at the discretion of the heritage consultant in consultation with the AAC.

5.4 Transfer of Aboriginal objects to Permanent storage

The permanent storage arrangements will be decided by the AAC, but may involve transfer of Aboriginal objects to a keeping place or re-burial of objects. The permanent storage arrangements will be documented in a *Transfer of Aboriginal Objects for Safekeeping* agreement which will then be submitted to OEH. Representatives of the AAC may elect to be present for the transfer of objects to permanent storage and will be provided the opportunity to conduct any ceremonies or cultural acknowledgement as deemed appropriate by the AAC. The permanent storage arrangements must be documented via a photographic record, field notes, GPS location and the appropriate documentation sent to OEH and appended to this ACHMP. If re-burial of objects is elected as a permanent storage location then the AAC is to advise on an appropriate depositional container noting that plastic bags/containers are generally less preferred than traditional paperbark containers.

5.5 Interpretation Strategy

To be further developed by the AAC, but may include interpretative signage, displays, landscape design, compilation of an information package/flyers, a heritage walk and/or naming of streets, parks and pathways. Naming protocols must use Awabakal language and the appropriateness of the wording agreed upon by the AAC. The content of the heritage interpretation is to be decided by the AAC.

6.0 Heritage Contingency Protocols

This section outlines the heritage contingency procedures that have been developed for unexpected finds; it includes procedures for unexpected Aboriginal objects, the discovery of human remains and unexpected historic objects. These protocols must be followed according to the stage of development.

6.1 Heritage contingency protocol for unexpected Aboriginal objects

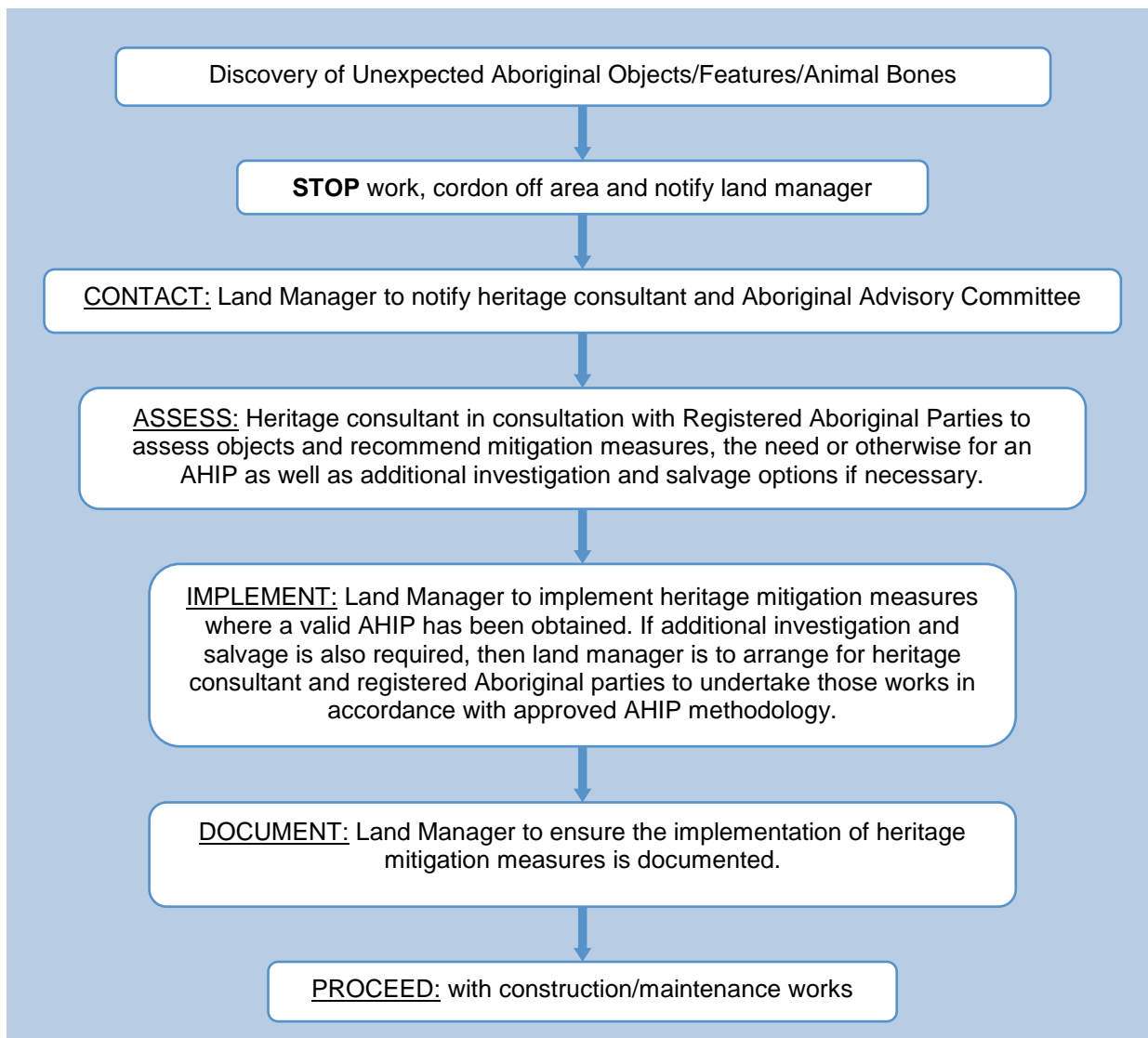
Heritage contingency protocols for unexpected Aboriginal objects that are found in the Project Area during construction are outlined in Figure 2, below. Should unexpected Aboriginal objects/features be encountered, work must stop immediately and the area cordoned off with a high visibility barrier such as that shown in **Plate 1**. The Land Manager is to be notified of the situation as soon as possible.

The Land Manager is to then contact the heritage consultant and RAPs. The heritage consultant, in consultation with the RAPs, is to assess the object(s) and recommend appropriate mitigation measures.

The Land Manager is to implement reasonable heritage mitigation measures that are recommended by the heritage consultant and agreed with the AAC and in accordance with OEH regulations. If additional investigation and salvage is recommended, the Land Manager is to arrange for the heritage consultant and RAPs to undertake those works. The Land Manager will document the implementation of any heritage mitigation measures agreed to and completed.

Provided that these heritage contingency protocols have been followed, construction/maintenance works within the Project Area may proceed. Any artefacts collected must be handled in accordance with Sections 5.3 and 5.4. The heritage mitigation measures undertaken must be reported to RAPs and to OEH.

Figure 2 Heritage contingency protocol for unexpected Aboriginal objects/features encountered during construction works



6.2 Heritage contingency protocol for discovery of human skeletal remains

It should be noted that all Parties agree to observe suitable dignity in relation to any discovery of clearly identifiable human remains or probable human remains. Human skeletal remains are of the highest importance to Aboriginal peoples and all care, caution, respect and dignity will be utilised by all Parties should such remains be discovered.

Where human skeletal remains are discovered within the project area the NSW Government sanctioned process for the reporting and management of skeletal remains will be implemented. Heritage contingency protocols for the discovery of human skeletal remains during construction are outlined in **Figure 3**, below. Should any clearly identifiable human remains or possible human remains be encountered, work must stop immediately, the area cordoned off with a high visibility barrier such as that shown in **Plate 1**. The Land Manager is to be notified of the situation as soon as possible.

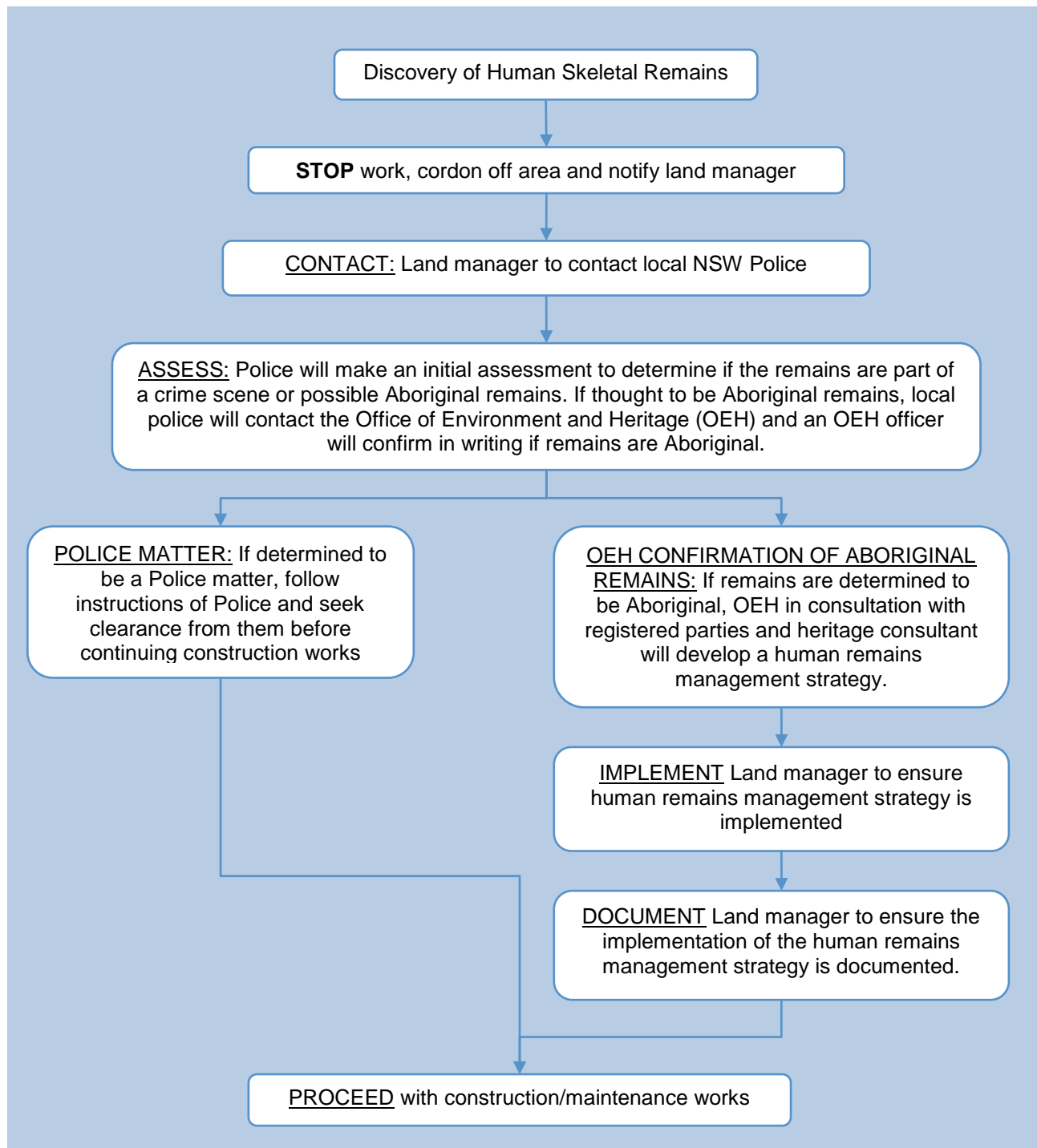
The Land Manager is to contact the local NSW Police, who will then assess whether the remains are part of a crime scene, or possible Aboriginal remains. If determined by police to be Aboriginal remains, the Police will contact OEH and an OEH officer will confirm the determination in writing. If determined to be a Police

matter, Police instructions are to be followed. Clearance to recommence construction works should be sought directly from the Police.

If OEH confirms that the remains are Aboriginal, OEH (in consultation with RAPs and the heritage consultant) will develop a human remains management strategy. The Land Manager is to ensure that this strategy is implemented, and must document its implementation.

Provided that these heritage contingency protocols have been followed, construction/maintenance works within the Project Area may proceed.

Figure 3 Heritage contingency protocol for discovery of skeletal remains



6.3 Other Contingencies

In addition to the protocols for previously unidentified Aboriginal archaeological material, the following heritage contingency protocol must also be followed during construction works within the Project Area:

- If, during the course of development works, suspected historic cultural heritage material is uncovered, work should cease in that area immediately. The Heritage Branch, Office of Environment and Heritage (Enviroline 131 555) should be notified and works only recommence when an approved management strategy has been developed and the relevant permits are in place.

7.0 Compliance, Dispute Resolution and Review Procedures

To ensure compliance with this ACHMP, a dispute resolution process and a method of reviewing and amending this document have been developed. If required, the following procedures will apply.

7.1 Implementation and Compliance

The Land Manager is to implement the ACHMP and ensure that it is complied with as per Section 8.0. Meetings between the Land Manager and the AAC are to occur in accordance with the below:

- The Land Manager and the AAC will meet 6 months prior to the implementation of each stage of the development, at least 12 weeks prior to on site works commencing, at least once while works are being undertaken on site and within 8 weeks of the completion of each development stage. Between development stages the Land Manager and the AAC will meet every 6-12 months, or as required;
- Between development the Land Manager and the AAC will meet every 6-12 months to discuss the ongoing implementation and compliance of the ACHMP, or as required;
- The AAC will meet if there is a change in Land Manager, and;
- Any AHIP applications required for development works will be developed in consultation with RAPs through the AAC.

7.2 Dispute Resolution

- Any party may advise the other of an issue of dispute verbally, whereupon the Land Manager and the AAC will discuss and seek to resolve the issue;
- Where verbal notice does not result in resolution of an issue of dispute within 24 hours, the party that raised the issue of dispute must advise the other in writing of the details of the issue of dispute. The Land Manager will, on receipt of a written advice, or in the event it issues such a notice, convene a meeting of the parties at the earliest convenience (wherever possible within 14 days of receiving the written advice);
- At a meeting of the parties convened in accordance with a written notice, the parties will negotiate in good faith in an attempt to resolve the dispute;
- If the dispute is not resolved at the meeting then the parties must agree within 7 days of that meeting on an appointment of an Independent Expert (who might be a mutually agreeable third party heritage consultant or an officer from OEH) to mediate the dispute;
- The Land Manager must use reasonable endeavours to convene a meeting of the parties as soon as possible after the Independent Expert is appointed;
- At the meeting to be chaired by the Independent Expert, each of the parties may present their issues in the dispute to the Independent Expert for consideration and decision; and
- In so far as the Independent Expert's decision is consistent with all relevant legislative and regulatory obligations, all parties to the dispute agree to be bound by the decision of the Independent Expert in relation to the resolution of the dispute,

7.3 Review and Amendments

- Through the AAC any party may advise the other of a proposed amendment to the provisions of this ACHMP, whereupon the Land Manager and the AAC will discuss the proposed amendment/s, the ACHMP should be revisited for updating at the completion of each development stage; and,
- Amendments to this ACHMP must be approved by consensus of the AAC and in consultation with, and the approval of, where required, of the relevant State government regulatory agency.

8.0 Roles and Responsibilities

This section defines the roles of persons associated with the implementation of this ACHMP, as well as their responsibilities under this ACHMP. This section identifies the individuals who will take on an active role in the implementation of Heritage Management Protocols outlined in the following section. Responsibilities with respect to confidentiality and intellectual property rights apply to all roles identified and are outlined in sections 8.6 and 8.7.

8.1 Land Manager

8.1.1 Definition

The person nominated by the land owner, or equivalent, to manage the lands within the Project Area. For the purposes of this ACHMP the Land Manager is the on-site supervisor from the construction company.

8.1.2 Responsibilities

- Read, understand, implement and ensure the practical application of this ACHMP. Any queries should be directed to the heritage consultant, in this case, RPS;
- Follow instructions outlined in flow charts under the Heritage Management Protocols section of this ACHMP;
- Be the point of contact for all onsite personnel and maintain a list of all onsite personnel;
- Ensure that all onsite personnel understand their responsibilities in this ACHMP by means of the heritage induction (provided by Land Manager or AAC), provide a copy of this ACHMP for use onsite, and maintain a list of onsite personnel who have attended the heritage induction/s;
- Be aware that all onsite activities are to occur only in the defined Project Area (which must be visually defined prior to activities being undertaken). In the case of works, particularly ground disturbance or works that require vehicles and machinery, fencing must be erected to define the Project Area and the Land Manager must communicate to all on site personnel that conservation areas are off limits and this includes vehicle movements;
- Be aware that there is an immediate **STOP WORK** requirement the discovery of Aboriginal objects or human skeletal remains as outlined in the Heritage Management Protocols (Section 6.0), and to ensure that onsite personnel have the necessary procedures in place, and equipment available, to secure the area in such situations;
- Contact organisations and individuals where required under the Heritage Management Protocols. This may include, but is not exclusive to, government authorities, heritage consultants and the RAPs to this ACHMP;
- Maintain a contact list for organisations and individuals who may need to be contacted under this ACHMP;
- Organise meetings with AAC; and,
- Ensure the ACHMP is updated if and as required until the practical completion of works, and;

- Where meetings or fieldwork with the AAC is required, a minimum of two weeks' notice is to be given.

8.2 Aboriginal Advisory Committee

8.2.1 Definition

A committee to be known as the Aboriginal Advisory Committee is to be established and be comprised of the relevant parties to this ACHMP who will provide advice and leadership regarding Aboriginal cultural heritage management activities implemented under the provisions of this ACHMP for the Project Area. The AAC is to develop governance procedures based on a consensus model.

8.2.2 Membership

- One representative of each registered Aboriginal party, (but an additional representative may be nominated should the designated representative be unable to complete required duties);
- The Land Manager will have one representative on the AAC, but may nominate an additional representative should the designated representative be unable to complete required duties. As the need arises, the future developer or owner of the site, being designated with one representative, including an alternative nominated representative should the designated representative be unable to complete required duties;
- The Heritage Consultant, will have one representative, but an alternative representative may be nominated should the designated representative be unable to complete required duties; and,
- The Office of Environment and Heritage will be invited to participate if and as necessary in an advisory capacity.

Table 3 Aboriginal Advisory Committee

Member	Organisation	Representative	Phone
Land Manager	Coal & Allied	David Cameron	(07) 3625 5222
Heritage Consultant	RPS	Darrell Rigby	(02) 4940-4200
Registered Aboriginal Party	Awabakal Descendents Traditional Owners Aboriginal Corporation (ADTOAC)	Shane Frost	(02) 4996 4362
Registered Aboriginal Party	Awabakal Traditional Owners Aboriginal Corporation (ATOAC)	Kerrie Brauer	0412 866 357 / 4958 8120
Registered Aboriginal Party	Bahtabah Local Aboriginal Land Council (BLALC)	Michael Green	(02) 4971 4800
Registered Aboriginal Party	Guringai Tribal Link Aboriginal Corporation (GTLAC)	Tracey Howie	(02) 4396 8743
Registered Aboriginal Party	Wonn1	Arthur Fletcher	(02) 4954 7751
OEH	OEH		(02) 6773 7005

8.2.3 Responsibilities

- At its inception meeting/s develop governance procedures based on a consensus model and which precludes the power of veto from an individual or an individual RAP.
- Provide advice in a timely manner on Aboriginal cultural heritage management matters subject to the

provisions of this ACHMP;

- Attend AAC meetings;
- Review the effectiveness of the implementation of procedures described in this ACHMP;
- Oversee operational compliance with the provisions of the ACHMP;
- Perform annual (unless otherwise agreed) review of this ACHMP;
- Develop content for the project cultural heritage induction and designate a representative/s to conduct the induction;
- It may also advise the Land Manager on broader Aboriginal issues and matters, such as those laid out in the statement of commitments;
- Participate in AHIP consultation and approvals process; and,
- Develop and execute contractual arrangements for the implementation of the activities contemplated by this ACHMP.

8.3 Onsite Personnel

8.3.1 Definition

Any individual undertaking works in the development area subject to this ACHMP under the relevant DA.

8.3.2 Responsibilities

- Read and understand this ACHMP and direct any queries to the Land Manager as appropriate and as required under the provisions of this ACHMP;
- Follow instructions outlined in flow charts under the Heritage Management Protocols section of this ACHMP;
- Be aware that all onsite works and activities are to occur only in the defined Project Area (which must be visually defined prior to works being undertaken) and that conservation areas are off limits (this includes vehicle movements) and,
- Be aware that there is an immediate **STOP WORK** requirement for the discovery of unexpected heritage objects (Section 6.1) and human skeletal remains (Section 6.2).

8.4 Heritage Consultant

8.4.1 Definition

An individual or organisation engaged by the Land Manager who possesses the appropriate technical qualifications and experience to undertake the heritage assessment and management activities required for the ongoing implementation of the provisions of this ACHMP.

8.4.2 Responsibilities

- Assist the Land Manager with the implementation of this ACHMP, as required, including participation in the AHIP process;
- Provide heritage advice to the Land Manager and the AAC in accordance with the relevant legislation;
- Undertake the assessment and recording of any new sites identified within the project area in accordance with the provisions of this ACHMP;

- Assist with the project heritage induction, if requested by AAC and with the agreement of the Land Manager;
- Provide advice and assistance to the Land Manager and AAC with the review and amendment of this ACHMP as required; and,
- Liaise with the AAC, as required.

8.5 Registered Aboriginal Parties

8.5.1 Definition

Person, or persons, of Aboriginal descent who have registered as holders of traditional knowledge in the Project Area as part of the original consultation/field survey/CHIA report completed between 2007-2010 by ERM (ERM 2010). The RAPs are listed in **Table 3** above.

8.5.2 Responsibilities

- Provide advice on Aboriginal cultural heritage issues in a timely manner;
- Assist in the identification of cultural heritage sites, as necessary; and,
- Participate in the cultural heritage activities in this ACHMP.

8.6 Confidentiality

All individuals and organisations as outlined above will respect that some information shared will be confidential. This may include:

- Commercial information,
- Sensitive Aboriginal cultural information, and
- Any material or information identified as sacred.

Other than in accordance with a written agreement by the identified individuals/organisations, no confidential information will be provided to any other persons other than to:

- Enable project works, or
- As required by law.

8.7 Intellectual Property Rights

Some works undertaken for this development, such as an interpretation strategy will contain Aboriginal cultural information. Such materials will be developed between the Land Manager and the AAC and shall be jointly owned so that both parties can reference the material. Any culturally sensitive material or information will not be included in public documents including sacred knowledge. The AAC and the RAPs will retain copyright to their cultural information.

9.0 Conclusion

This document has been prepared as a guiding document for the management of Aboriginal cultural heritage within the Catherine Hill Bay Project Area. It is supported by a previous document prepared by ERM (2010) and the consultation process between Coal & Allied and the RAPs.

This document should be used for the management of cultural heritage in the Project Area until practical completion of the development.

10.0 References

Department of Environment, Climate Change and Water (2010) *Code of Practice for Archaeological Investigation of Aboriginal Objects in New South Wales*.

ERM (2010) *Lower Hunter Lands Development Heritage Impact Statement: Catherine Hill Bay – Middle Camp*. Submitted to Coal & Allied.

Appendix I

Aboriginal Consultation

Date	Consultation Description	Outcomes	RAP Attendances
3/06/2013	Mail and Email to all registered Aboriginal groups: ADTOAC, ATOAC, BLALC, GTLAC, Mur-Roo-Ma, Wonn1, inviting them to attend a Project Information Session		
18/06/2013	Project Information Session for RAPs provided by Coal & Allied and assisted by RPS	Stakeholders updated on project and ACHMP process. Site visit requested by Aboriginal stakeholders	Shane Frost (ADTOAC), Kerrie Brauer and Amanda Hawken (ATOAC) and Arthur Fletcher (Wonn1)
20/06/2013	Mail and Email to all registered Aboriginal groups: ADTOAC, ATOAC, BLALC, GTLAC, Mur-Roo-Ma, Wonn1, inviting them to attend a site visit		
2/07/2013	Visit to project area arranged by Coal & Allied and RPS	Stakeholders given an opportunity to reacquaint themselves with the Project area. A workshop where management of Aboriginal cultural heritage could be discussed was desirable by all stakeholders.	Shane Frost (ADTOAC), Kerrie Brauer and Amanda Hawken (ATOAC), Tracey Howie and Peter Leven (GTLAC) and Arthur Fletcher and Suzie Worth (Wonn1)
	Mail and Email to all registered Aboriginal groups: ADTOAC, ATOAC, BLALC, GTLAC, Mur-Roo-Ma, Wonn1, inviting them to attend an ACHMP Workshop.		
2/08/2013	ACHMP Workshop 1 arranged by Coal & Allied and RPS	Stakeholders provided the opportunity to have direct input on the contents of the ACHMP.	Shane Frost (ADTOAC), Kerrie Brauer and Amanda Hawken (ATOAC), Tracey Howie and Peter Leven (GTLAC) and Arthur Fletcher and Suzie Worth (Wonn1)
16/10/13	ACHMP Workshop 2 arranged by Coal & Allied and RPS	Stakeholder provided the opportunity to have direct input on the contents of the ACHMP	Shane Frost (ADTOAC), Kerrie Brauer and Amanda Hawken (ATOAC), Tracey Howie and Peter Leven (GTLAC) and Arthur Fletcher and Suzie Worth (Wonn1)
12/12/13	ACHMP Workshop 3 arranged by Coal & Allied and RPS	Stakeholder provided the opportunity to have direct input on the contents of the ACHMP	TBA
12/12/2013	A workshop for the finalisation of the ACHMP was undertaken at the RPS offices arranged by Coal & Allied 10am-3pm. ACHMP was subsequently finalised and distributed to RAPs	Final ACHMP sent to RAPs	Shane Frost (ADTOAC) Kerrie Brauer (ATOAC) Sharon Hodgetts Emma Hardcastle (Darkinjung LALC) Tracey Howie (GTLAC) Arthur Fletcher and Suzie Worth (Wonn1 [Kauwul])

Appendix 2

Heritage Investigation Methodologies

I. Spiritual Places Verification and Management

If such places are identified, a process will be implemented to verify the cultural status of all such sites. The purpose of the verification process is to determine whether or not places so recorded are of traditional Aboriginal cultural origin so that appropriate management measures can be implemented. The verification process will include the following provisions:

- (a) the AAC may nominate up to three (3) representatives to assess each recorded spiritual place for its cultural status (or more than three where circumstances require and with the agreement of the Land Manager);
- (b) the AAC, at their discretion, may nominate a Heritage Consultant to assist them with their cultural assessment, with the Land Manager's agreement not unreasonably withheld;
- (c) The Land Manager may also nominate a Heritage Consultant to provide advice to the Land Manager on the cultural status of spiritual places;
- (d) a pro-forma assessment sheet will be completed for each spiritual place and signed by the AAC representatives and Heritage Consultant (if in attendance);
- (e) the pro-forma assessment sheet will note the outcome of the assessment and denote the cultural status of each spiritual place;
- (f) the verification team will also provide management recommendations specific to each spiritual place based upon traditional customary knowledge; and
- (g) The Land Manager and the AAC will, taking account of the proposed development plan for the location in question, determine the applicability of the proposed management measures, and settle the management strategy for each place.

2. Scarred Trees Verification and Management

If such places are identified, a process will be implemented to verify the cultural status of all such sites. The purpose of the verification process is to determine whether or not the scars so recorded are of traditional Aboriginal cultural origin so that appropriate management measures can be implemented. The verification process will include the following provisions:

- (a) the AAC may nominate up to three (3) representatives to assess each potential scarred tree for its cultural status (or more than three where circumstances require and with the agreement of the Land Manager);
- (b) the AAC may nominate a Heritage Consultant, with the Land Manager's agreement not unreasonably withheld;
- (c) The Land Manager may also nominate a Heritage Consultant to provide advice to the Land Manager on the cultural status of scarred trees;
- (d) a pro-forma assessment sheet will be completed for each tree and signed by the AAC representatives and Heritage Consultant (if in attendance);
- (e) the pro-forma assessment sheet will note the outcome of the assessment and denote the cultural status of the trees, being either of Aboriginal cultural or not of Aboriginal cultural origin;
- (f) in the event that a consensus is not reached on the cultural status of a scarred tree, an independent Technical Advisor acceptable to all parties will be engaged to make a determination on the status of a tree. This decision will be binding on all parties; and
- (g) the verification team will also provide management recommendations specific to each tree based upon traditional customary knowledge, and technical advice provided from time to time by Technical Advisors, qualified Arborists, Tree Surgeons or Conservators engaged for this purpose, Project Health and Safety requirements, and taking account of the proposed development plan for the location in question.

3. Hearths Verification and Management

If such places are identified, a process will be implemented to verify the cultural status of all such sites. The purpose of the verification process is to determine whether or not the features recorded as hearths are of traditional Aboriginal cultural origin so that appropriate management measures can be implemented. The verification process will include the following provisions:

- (a) the AAC may nominate up to three (3) representatives to assess each potential hearth for its cultural status (or more than three where circumstances require and with the agreement of the Land Manager);
- (b) the AAC may nominate a Heritage Consultant to assist them with their cultural assessment, with the Land Manager's agreement not unreasonably withheld;
- (c) The Land Manager may also nominate a Heritage Consultant to provide advice to the Land Manager on the cultural status of hearths;
- (d) a pro-forma assessment sheet will be completed for each hearth and signed by the AAC representatives and Heritage Consultant (if in attendance);
- (e) the pro-forma assessment sheet will note the outcome of the assessment and denote the cultural status of the hearth, being either of Aboriginal cultural or not of Aboriginal cultural origin;
- (f) In the event that a consensus is not reached on the cultural status of the hearth, an independent Technical Advisor agreeable to all parties will be engaged to make a determination on the status of the potential hearth. This decision will be binding on all parties; and
- (g) the verification team will also provide management recommendations specific to each hearth including whether or not the hearth should be excavated, and where viable, if carbon material samples can be collected for possible ¹⁴C or other suitable dating analysis.

4. Sub-Surface and Midden Management

If impact to subsurface archaeological deposits, including middens is unavoidable, then the following procedures must be followed. Archaeological excavations will be undertaken under an AHIP or in accordance with the *Code of Practice for Archaeological Investigation of Aboriginal Objects in NSW* (24 September 2010).

Sub-surface investigation methodologies may include any of the following measures:

- (a) test pitting or augering at defined locations;
- (b) trench pitting at defined locations;
- (c) grader or other mechanical scrapes at defined locations;
- (d) ground penetrating radar (GPR) at defined locations;
- (e) where test pits are required, initial test pitting will be limited to test pits of no more than 5m² per 100m² of the site or area identified for sub-surface investigations,
- (f) results of test pits, trenches, scrapes and GPR may necessitate further sub-surface investigations;
- (g) the number, dimensions, depth, distribution, length and/or width of sub-surface excavations or scrapes for each nominated area will be consistent with a mitigation methodology as agreed by the AAC; and
- (h) any Aboriginal objects recovered will be stored in conformance to Sections 5.3 and 5.4 of the ACHMP.

5. Material Resource Areas (e.g. quarries for stone or ochre)

If such sites are identified, controlled collection methodology may include any of the following measures but are to be specifically defined for each material resource area to suit the collection requirements of each site as decided by the AAC:

- (a) where collection does not require a grid collection methodology, collection will be conducted in such a manner as the AAC agree is appropriate to ensure all cultural materials are collected from the site;
- (b) where the controlled collection methodology involves a grid collection methodology, the extent and boundary of the material resource area collection will be delineated by marker pegs and string lines;
- (c) if the material resource area is to be sub-divided into grid cells for collection then an alpha numeric grid numbering system will be adopted;
- (d) the material resource area extent collection boundary and grid cell dimensions will be those determined by agreement between the Land Manager and the Heritage Consultant engaged to assist with the controlled collection, taking account of data from previous heritage investigations in the area;
- (e) materials will be collected and include recording, bagging, tagging and storage of Aboriginal objects/materials; and/or
- (f) materials will be stored in conformance to Sections 5.3 and 5.4 of the ACHMP.

6. Controlled Collection of Artefact Scatters

If such sites are identified and mitigation required the artefact scatters will be collected in accordance with the below methodology, but may tailored according to the nature of the site. For example, the overall dimensions of the collection area and dimensions of the grid collection cells will vary from site to site:

- (a) the extent and boundary of the artefact scatter to be the subject of controlled collection will be delineated by marker pegs and string lines;
- (b) if the scatter area is to be sub-divided into grid cells for collection then an alpha numeric grid numbering system will be adopted;
- (c) the scatter extent collection boundary and grid cell dimensions will be those determined by agreement between the Land Manager and the Heritage Consultant engaged to assist with the controlled collection, taking account of data from previous heritage investigations in the area; and
- (d) materials will be collected and include recording, bagging, tagging and storage of Aboriginal objects/materials; and
- (e) materials will be stored in conformance to Sections 5.3 and 5.4 of the ACHMP.

7. Salvage Collection of Isolated Artefacts

If such sites are identified and mitigation required isolated stone artefacts will be subject to a salvage collection methodology which may include any of the following measures:

- (a) Each isolated artefact or designated site group of isolated artefacts will be collected in a manner that is consistent with the AAC agreed and will recording, bagging, tagging and storage of mitigated materials; and/or
- (b) materials will be stored in conformance to Sections 5.3 and 5.4 of the ACHMP.

8. Monitoring

As a general principle activity monitoring will be limited to sites, places or areas as follows:

- (a) After initial vegetation clearing has occurred and before top soil stripping, where these operations are not carried out simultaneously. Where vegetation clearing and top soil stripping do not occur simultaneously, and where it is safe to do so, activity area monitoring may occur after the vegetation clearing operations have been completed. This procedure is required to comply with workplace health and safety procedures.
- (b) where sub-surface investigations indicate that activity area monitoring is required and agreed upon by the AAC; or
- (c) where ground disturbance activities reveal Aboriginal cultural heritage sites, places or areas that warrant activity area monitoring, as agreed by the AAC; or
- (d) where monitoring of earthworks and/or excavations for the installation of below ground utilities is agreed upon by the AAC.

Activity area monitoring will consist of the following:

- (a) the AAC may nominate up to three (3) representatives to conduct activity area monitoring for specified area/s (or more than three where circumstances require and with the agreement of the Land Manager);
- (b) The Land Manager may nominate a Heritage Consultant to participate in the activity area monitoring process;
- (c) an activity area monitoring pro-forma assessment sheet will be completed for each area and signed by the AAC representatives and the Heritage Consultant (if in attendance);
- (d) The pro-forma assessment sheet will note the outcome of the activity area monitoring, and note any further management actions required to be undertaken or as concurrently implemented such as salvage collection; and
- (e) materials will be stored in conformance to Sections 5.3 and 5.4 of the ACHMP.

Appendix 3

Heritage Induction Attendance Sheet

HERITAGE INDUCTION REGISTER

By signing the below I hereby confirm that I have attended the heritage induction, have been informed of the requirements under the Aboriginal Cultural Heritage Management Plan (ACHMP) and my legal obligations in accordance with the National Parks and Wildlife Act 1974; I will abide all the heritage protocols and requirements under the ACHMP:

[illegible]