



Cultural Heritage Management Plan

Bass Point Quarry, NSW

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Executive Summary

RPS has been commissioned by Hanson Construction Materials Pty Ltd to prepare a Cultural Heritage Management Plan (CHMP) for the proposed Bass Point Quarry extension at Bass Point, NSW. The Bass Point Quarry is located within the Shellharbour Local Government Area and is administered by the Shellharbour City Council.

On the 28 January 2014, Hansen Construction Materials Pty Ltd obtained a Project Approval for the proposed extension at Bass Point. This document has been developed to manage Cultural Heritage within the proposed development area as stipulated in the project approval (08_0143) granted under Section 75J of the *Environmental Planning and Assessment Act 1979*.

This document is intended to provide guidance for the management of Aboriginal cultural heritage and historic heritage within the Project Area both during construction and into the future. This CHMP applies to the entire Project Area (**Figure 1**). For the practical management of 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 outlines the report layout with the relevant sections:

- Section 1.0 Provides background detail and describes the Conditions of Approval.
- Section 2.0 of this CHMP outlines the legislative context of the project with respect Aboriginal and historic cultural heritage. Section 3.0 of this CHMP details consultation with the Registered Aboriginal Parties (RAPs).
- Section 4.0 of this CHMP provides a summary of historic cultural Heritage and details historic sites identified in the Project Area.
- Section 5.0 outlines the heritage management protocols which must be implemented.
- Section 6.0 outlines the Heritage contingency protocols to be implemented if previously unidentified Aboriginal or historic objects or sites are located.
- Section 7.0 provides protocols for compliance, dispute resolution and review procedures.
- Section 8.0 outlines the roles and responsibilities of stakeholders for the implementation of this CHMP.

Acronyms and Units

CHMP	Aboriginal Cultural Heritage Management Plan
ACHCR	Aboriginal Cultural Heritage Consultation Requirements
AHIMS	Aboriginal Heritage Information Management System
AHIP	Aboriginal Heritage Impact Permit
ca	Approximately
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
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
RAP	Registered Aboriginal Parties

1.0 Introduction

The Bass Point Quarry Project gained Project Approval (08_0143) under Section 75J of the *Environmental Planning and Assessment Act 1979* when the Approval was signed by the NSW Minister for Planning and Infrastructure on the 28 January 2014.

The granting of Project Approval was conditional with those conditions relating to heritage detailed in Section 1.5 of this report.

The project, which entails the extension of the Bass Point Quarry, was declared a Major Project under Part 3A of the *Environmental Planning and Assessment Act (1979)* on 23 May 2009. As part of the requirements for Project Approval, RPS Harper Somers O'Sullivan (RPS HSO) undertook an Aboriginal and European Cultural Heritage Assessment (2010) on the portion of land proposed for the quarry extension. No Aboriginal cultural heritage sites were found. With regard historical items, a remnant of dry stone walling was noted.

1.1 Overview

The existing Bass Point Quarry has been used for over 30 years as a hard rock extraction and processing operation. The proposal by Hanson Construction Materials Pty Ltd was to extend the life of the quarry which would include deepening the existing quarry and extending extraction to adjacent areas. This Cultural Heritage Management Plan (CHMP) is intended to ensure the protection of cultural heritage during these works.

1.2 Purpose

This document is intended to provide guidance for the management of cultural heritage in the Project Area for activities before construction commences, during works and after development is complete. For the practical management of 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 CHMP applies to the Bass Point Quarry Project (the Project Area) at Bass Point, NSW (**Figure 1**). The Project Area, on the Illawarra coast, is situated south east of Shellharbour on the Bass Point peninsular and in the Shellharbour Local Government Area.

The Project Area comprises the central and landward section of Bass Point that now contains the Bass Point Quarry. The Project Area comprises all of Lot 22 DP 1010797 and covers 157 hectares including the existing quarry and the extension areas. The northern boundary runs roughly parallel to the Bass Point Reserve Road while the southern boundary is bordered by a cliff face and the Pacific Ocean. The eastern boundary is bordered by the Bass Point Reserve. To the west are undeveloped lands and the Killalea Lagoon.

This CHMP is the heritage management document for the Project Area until such time as the practical completion of the development.

1.4 Intended Land Use

The areas around Bass Point have been used for blue metal quarrying since the 1850's, with the current operations dating from around the mid twentieth century. The current approval (08_0143) is for an extension

of the quarry life by utilising those areas on the immediate perimeter of the current operations, and by deepening the approved excavation depths.

1.5 Ministers Conditions of Approval

The Project Approval included Conditions of Approval, with the Approvals that related to Heritage detailed under *Item 37* of the *Heritage Management Plan*. That Item included a requirement that a Heritage Management Plan be produced and that it addresses the listed items. **Table 1** includes the Section in this report that addresses those items.

The Project Approval (**Appendix 3**) includes a Statement of Commitments made by the proponent. Those commitments must be addressed and are detailed in **Table 1** which also includes the Section in this report that addresses those items.

Table 1 Ministers Conditions of Approval – Heritage Management Plan

Condition	Addressed in this report
be prepared in consultation with Aboriginal stakeholders for matters relating to Aboriginal heritage values and with Council for matters relating to non-Aboriginal heritage;	Section 3.1 & Appendix 1 (Aboriginal) Section 3.2 & Appendix 1 (Historic)
be submitted to the Director-General for approval by 31 May 2014;	
describe the measures that would be implemented for: managing the discovery of any human remains or previously unidentified heritage objects on site;	Section 6.1 & 6.2
ensuring ongoing consultation with Aboriginal stakeholders in the conservation and management of any Aboriginal cultural heritage values on site;	Section 3.1
protecting heritage sites identified adjacent to the project.	Section 5.3

Table 2 Statement of Commitments (Project Approval - Appendix 3)

Condition	Addressed in this report
Aboriginal Heritage	
Liaison established with the registered Aboriginal stakeholders and other interested parties as per the DECCW Interim Community Consultation Guidelines for Applicants (2004) during this project will be maintained as necessary.	Section 3.1
If it is suspected Aboriginal cultural heritage material has been encountered, work will cease immediately. The Department of Environment, Climate Change and Water (DECCW) [Office of Environment and Heritage (OEH)] and the Illawarra Local Aboriginal Land Council will be notified. Works will only recommence when an appropriate and approved management strategy has been agreed to by all of the relevant stakeholders.	Section 6.1
If evidence of any previously unidentified non-indigenous heritage items and/or archaeological relics are found within the project area all work likely to affect the sites) must cease immediately and, in accordance with section 146(a) of the 'Heritage Act, 1977' the Heritage council of NSW is notified within a reasonable time of the discovery or location of any relics.	Section 6.3
In the event that skeletal remains are uncovered whilst operations are underway, work will stop in the vicinity immediately and the NSW Coroner's Office and NSW Police contacted. If skeletal remains are deemed to be of Aboriginal origin, a representative of the local Aboriginal Community (ILALC) and the DECCW (OEH) are to be contacted.	Section 6.2
European Heritage	
If the dry stone wall identified on the site is to be adversely affected by any works on site then the wall will be appropriately recorded. The wall will be measured and recorded in accordance with NSW Heritage Council guidelines.	Section 4.2

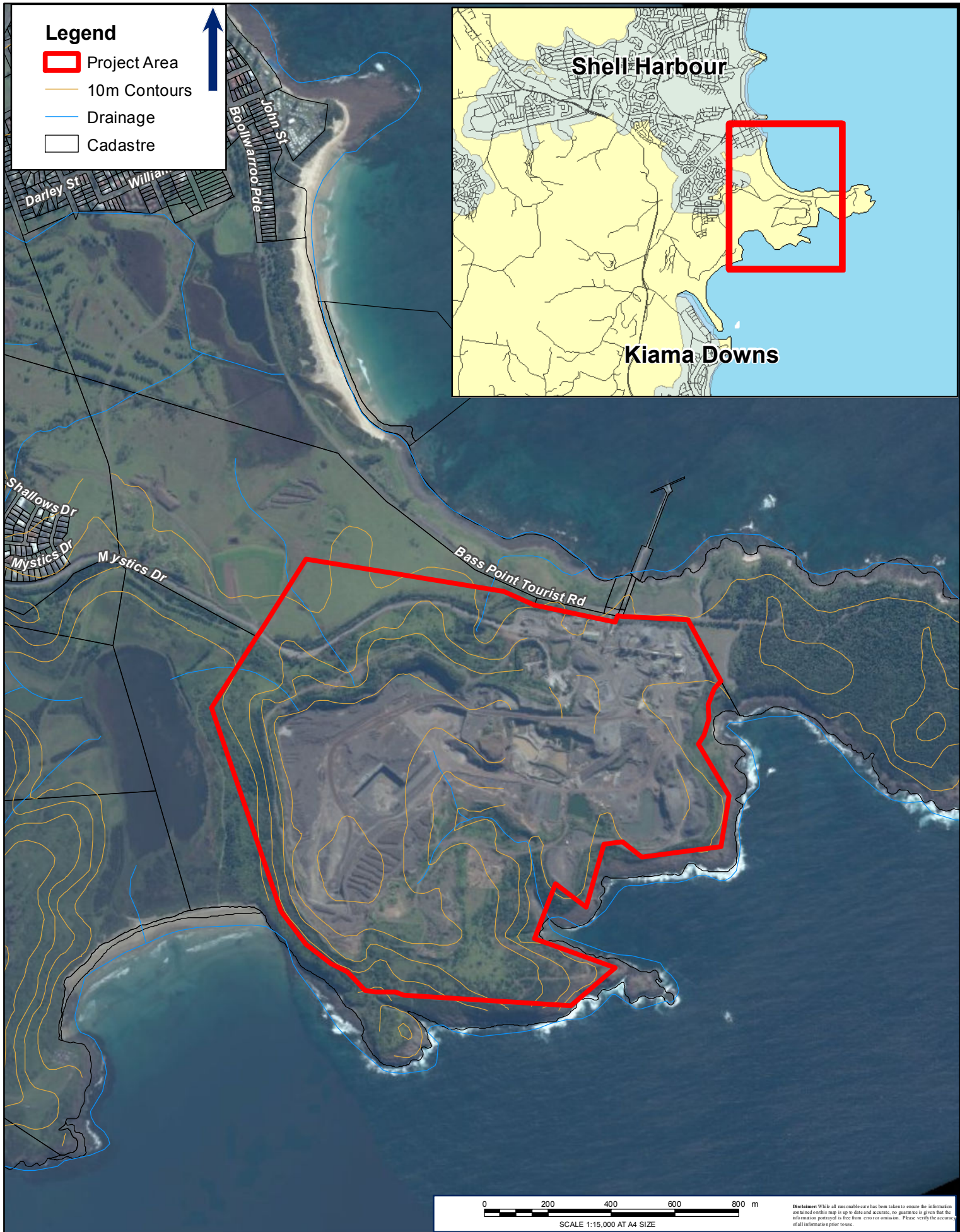
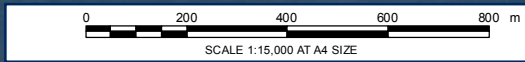


Figure 1: Project Area



Disclaimer: While all reasonable care has been taken to ensure the information contained on this map is up to date and accurate, no guarantee is given that the information portrayed is free from error or omission. Please verify the accuracy of all information prior to use.

LOCATION: Shell Harbour	DATUM: GDA94
JOB NO.: 121747-1	PROJECTION: MGA Zone 56
PURPOSE: HERITAGE	Data Sources: Bing Maps 2011
Technician: Natalie Wood	Date: 17/04/2014

CLIENT: HANSON CONSTRUCTION MATERIALS PTY LTD
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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)), and now a part of the Department of Premier and Cabinet. The *Environmental Planning and Assessment Act (1979)* is 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. 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 cultural heritage, and planning documents such as Local Environment Plans (LEP) typically contain provisions for 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 project provisions of Section 75J and remains subject to those provisions.

The project approval for Bass Point Quarry extension was issued on 28 January 2014 (08_0143); this CHMP has been written to meet the requirements of the approval.

2.3 Heritage Act 1977

Historical archaeological relics, buildings, structures, archaeological deposits and features are protected under the Heritage Act (1977) (as amended 1999) and may be identified on the State Heritage Register (SHR) or by an active Interim Heritage Order. Certain types of historic Aboriginal sites may be listed on the SHR or be subject to an active Interim Heritage Order; in such cases they would be protected under the Heritage Act (1977) and may require approvals or excavation permits from the NSW Heritage Branch.

2.4 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 CHMP.

3.0 Consultation

3.1 Aboriginal Community

3.1.1 Aboriginal Community Input/Comment

The original consultation for the proposed Bass Point Quarry Project was undertaken under the then NSW Department of Environment, Climate Change and Water (DECCW) Interim Community Consultation Requirements for Applicants. Those requirements have been superseded with consultation now undertaken under the NSW Office of Environment and Heritage Aboriginal Cultural Heritage Consultation Requirements for Proponents (ACHCR) (2010).

3.1.2 The Aboriginal Cultural Heritage Consultation Requirements

This CHMP has been developed in consultation with the Illawarra Local Aboriginal Land Council (LALC), the Registered Aboriginal Party (RAP) that expressed an interest and participated in the original works in 2009.

Table 3 lists the Registered Aboriginal Party.

Table 3 Registered Aboriginal Parties (RAP)

Organisation	Name of Representative
Illawarra Local Aboriginal Land Council	Sharralyn Robinson

The procedure for the Interim Community Consultation Requirements for Applicants included advertisements and mail out to all registered groups Aboriginal groups. As there were no responses to that process the Illawarra Local Aboriginal Land Council were invited to provide a representative to participate in the RPS HSO Bass Point Project Aboriginal and European Cultural Heritage Assessment (2010).

Neville Maher of Illawarra LALC attended the survey on the 7th October 2014 along with Laraine Nelson from RPS. The draft report was provided and a response received from Illawarra LALC 9th October 2014.

The draft of this Cultural Heritage Management Plan was sent to Illawarra LALC on the 24th of April, 2014 with a request for feedback by the 22nd May, 2014. Although phone contact was made, no written response was received as detailed in Appendix 1.

3.2 Historic

The Shellharbour City Council was consulted with regard to the historic heritage of the Project Area (dry stone wall). Contact was made with Cherly Lappin and Veronica Bird and the contents of the CHMP were discussed with a request for written feedback by the 27th May 2014. Although phone contact was made, no written response was received, as detailed in Appendix 1.

4.0 Cultural Heritage Sites in the Project Area

4.1 Aboriginal cultural heritage sites

One Aboriginal cultural heritage site, a midden (AHIMS #52-5-0144) had been previously recorded on the north eastern border of the Project Area. That location was investigated during the survey for the RPS HSO Bass Point Project Aboriginal and European Cultural Heritage Assessment Report (2010) with no evidence of shell or any Aboriginal cultural heritage object present at that location.

The GPS coordinates for the location of AHIMS #52-5-0144 were found to be inaccurate with investigation revealing that the site was inside the Bass Point Reserve and outside the Project Area.

Therefore there are no sites recorded in the Bass Point Project Area.

4.2 Historic cultural heritage sites

4.2.1 Remnant dry stone wall

One European historical site was noted during survey work (RPS HSO 2010). This was a remnant dry stone wall in the southern sector of the Project Area. The wall was masked by vegetation at the northern and southern extents and would be no more than 100 metres long. A section of the wall had been removed previously during the construction of a vehicle track. The stone capping had been also been removed and this has affected the structural integrity of the wall.

5.0 Heritage Management Protocols

This section outlines the heritage management protocols for known (previously identified) objects and these protocols must be followed for the proposed development. Protocols for managing unexpected/unidentified Aboriginal and historic objects/sites and are detailed in Section 6.

5.1 Aboriginal Cultural Heritage

There are no identified Aboriginal cultural heritage objects in the Project Area.

5.2 Historic heritage

There is one identified historic item, a remnant dry stone wall in the project area. This item should be avoided if possible, if it is not possible to avoid impact on the wall then in accordance with the Conditions of Approval the wall should be recorded as described below.

The wall should be recorded before it, or the immediate area is impacted on to ensure the maximum information is obtained.

The recording should be carried out by a qualified heritage professional in accordance with the requirements of the NSW Heritage Office. The Office has issued guidelines for recording they are:

- [How to Prepare Archival Records of Heritage Items](#) (1998)
- [Photographic Recording of Heritage Items using Film or Digital Capture](#) (2006)

5.3 Protection of Aboriginal and historic cultural heritage sites adjacent the Project Area

The RPS HSO Bass Point Project Aboriginal and European Cultural Heritage Assessment Report (2010) on which this CHMP is based on, refers only to the area described as the Project Area in Section 1.3 and **Figure 1**.

To ensure that no Aboriginal or historic cultural heritage items are inadvertently impacted on all works associated with the Bass Point Quarry Project should be contained wholly within the designated Project Area.

If there is a requirement that works be conducted outside the Project Area, a new Aboriginal and historic cultural heritage assessment must be initiated in accordance with *National Parks and Wildlife Act 1974*) and the *Heritage Act (1977)*.

6.0 Heritage Contingency Protocols

The previous section of this CHMP outlined the protocols to be followed for known heritage sites in the Project Area. 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**. 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 RAPs 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 following process should be observed for the care of any Aboriginal objects.

6.1.1 Temporary storage 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 RAP. Artefacts collected or excavated during management activities conducted under the provisions of this CHMP 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 RAP.

6.1.2 Transfer of Aboriginal objects to Permanent storage

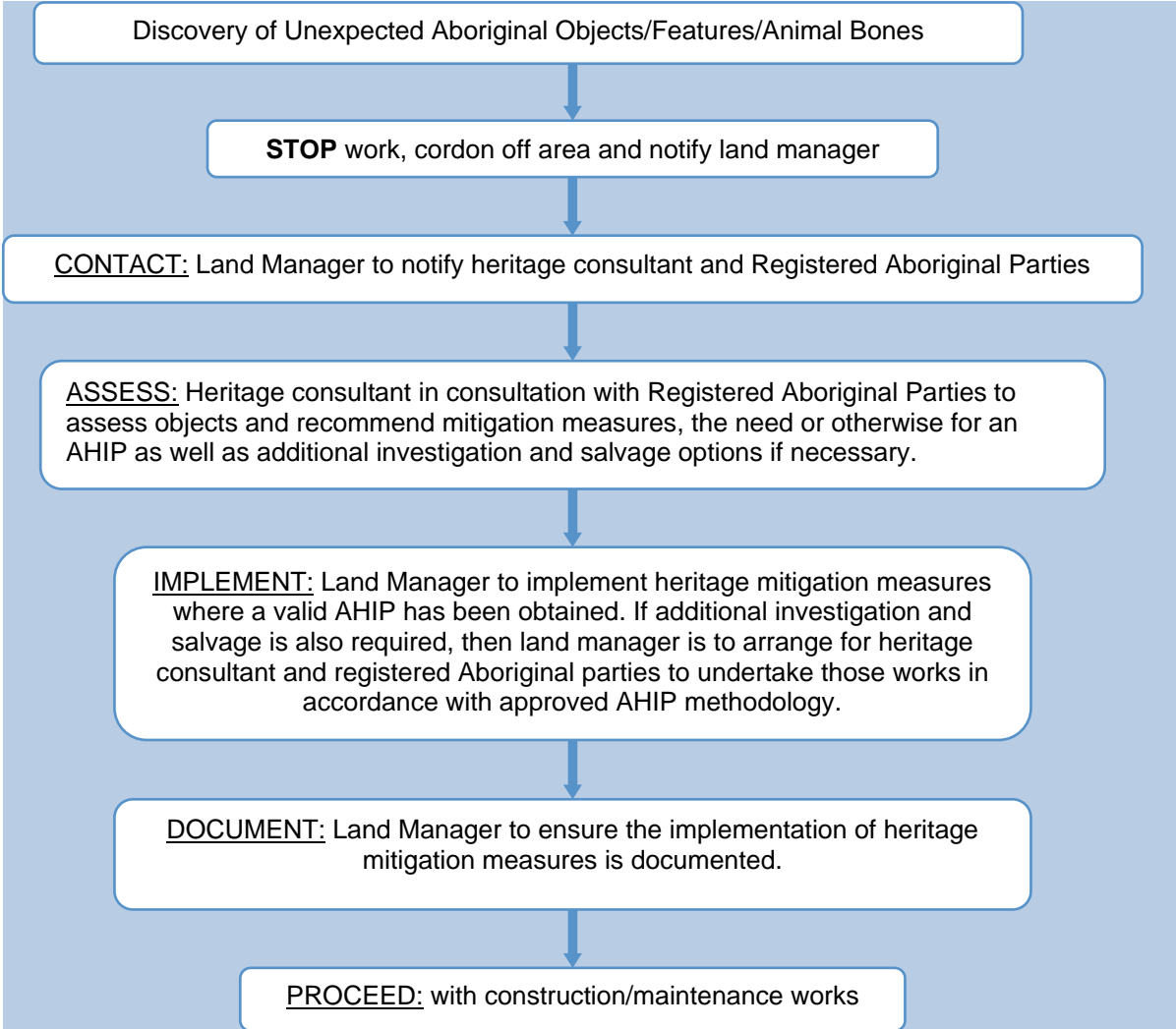
The permanent storage arrangements will be decided by the RAP, but may involve transfer of Aboriginal objects to a keeping place or re-burial of objects. The permanent storage arrangements will be documented in a *Transfer of Aboriginal Objects for Safekeeping* agreement which will then be submitted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

Provided that these heritage contingency protocols have been followed, construction/maintenance works within the Project Area may proceed. On completion the heritage mitigation measures undertaken must be report to RAPs and to OEH.



Plate 1 High Visibility Protective Fencing

Figure 2 Heritage contingency protocol for unexpected Aboriginal objects/features encountered during quarry extension 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.

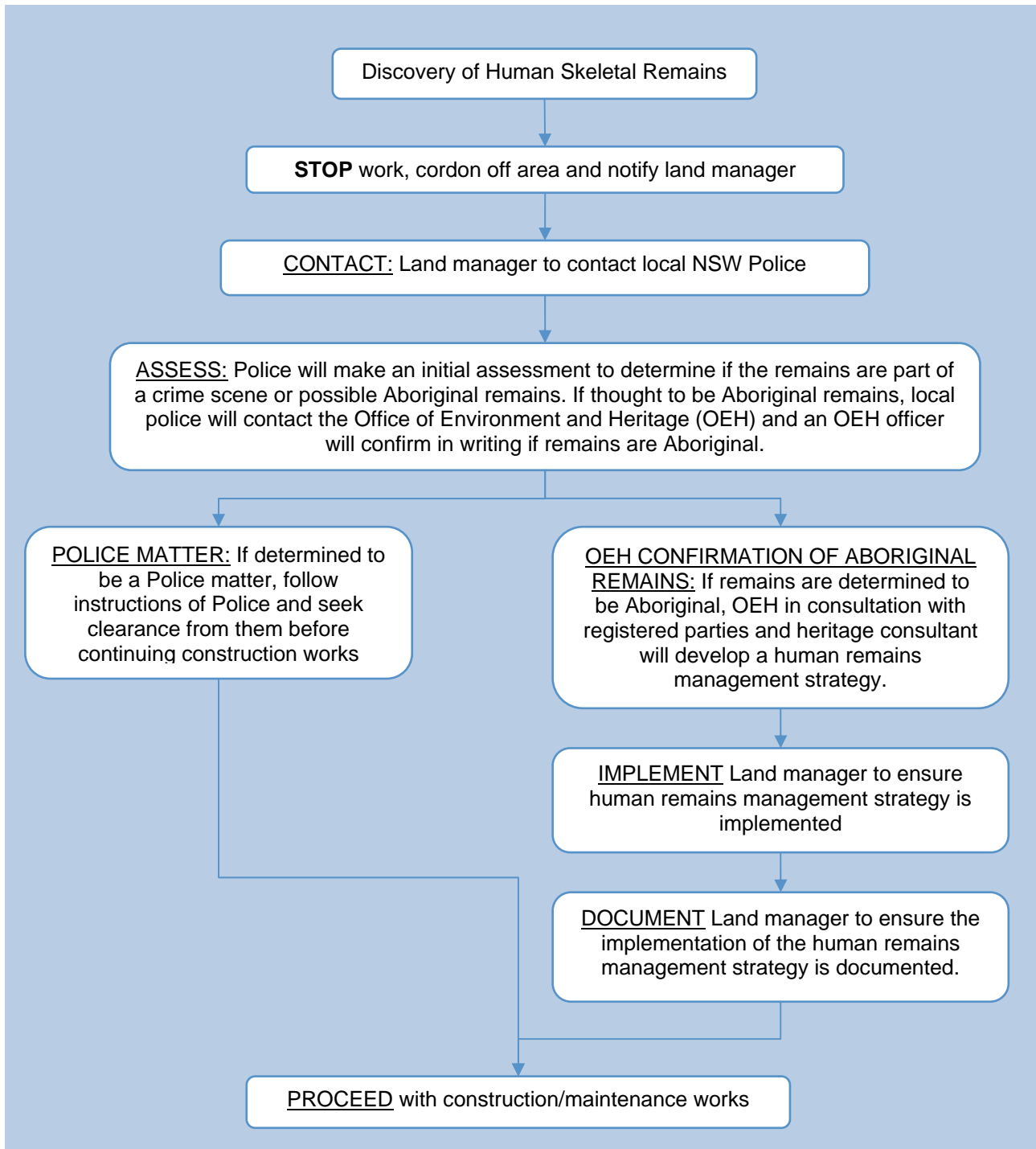
Where human skeletal remains are discovered within the Project Area, the NSW Government sanctioned process for the reporting and management of skeletal remains will be implemented. Heritage contingency protocols for the discovery of human skeletal remains during construction are outlined in **Figure 3**. 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 Heritage contingency protocol for unexpected historic objects

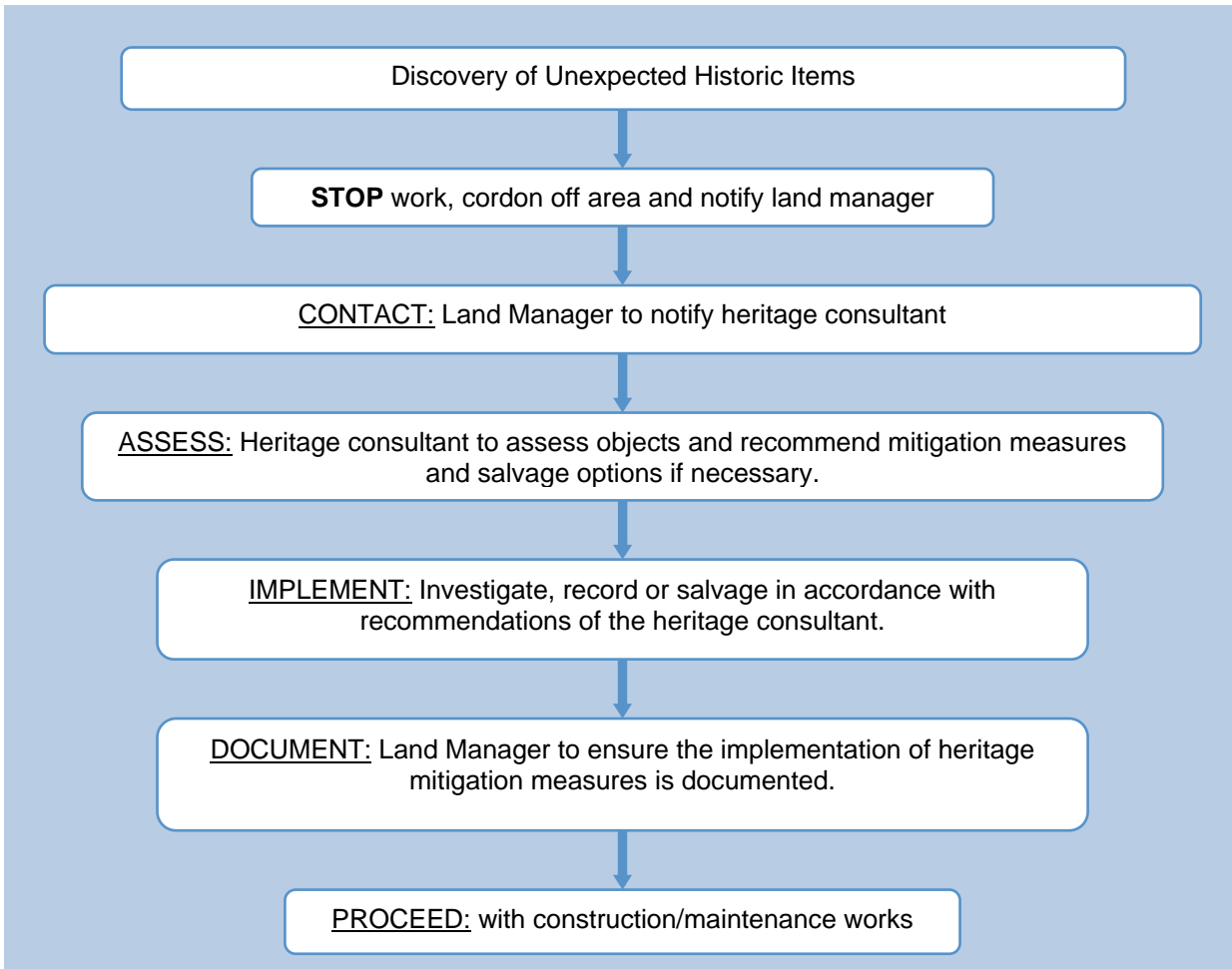
Heritage contingency protocols for unexpected historic objects that are found in the Project Area during construction are outlined in **Figure 4**. Should unexpected historic objects/features be encountered, work must stop immediately and the area cordoned off with a high visibility barrier such as that 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. The heritage consultant should 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 in accordance with Heritage Office requirements.

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

Figure 4 Heritage contingency protocol for unexpected historic heritage



7.0 Compliance, Dispute Resolution and Review Procedures

To ensure compliance with this CHMP with regard Aboriginal cultural heritage, 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 CHMP and ensure that it is complied with as per Section 8.0. Meetings between the Land Manager and the RAPs are to occur in accordance with the below:

- The Land Manager will maintain liaison with the RAPs, as necessary
- The RAPs may choose to meet if there is a change in Land Manager;
- Any future applications required for development or extension works will be developed in consultation with RAPs.

7.2 Dispute Resolution

- Any party may advise the other of an issue of dispute verbally, whereupon the Land Manager and the RAPs 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.

8.0 Roles and Responsibilities

This section defines the roles of persons associated with the implementation of this CHMP, as well as their responsibilities under this CHMP. 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 in respect to confidentiality and intellectual property rights applies to all roles identified and are outlined.

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 CHMP 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 CHMP. 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 CHMP;
- 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 CHMP by means of the heritage induction (provided by Land Manager or RAPs), provide a copy of this CHMP 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 onsite 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 for the discovery of Aboriginal objects, historic heritage or human skeletal remains as outlined the Heritage Contingency Protocols (Section 6.0), to and 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 CHMP;
- Maintain a contact list for organisations and individuals who may need to be contacted under this CHMP;
- Organise meetings with RAPs;
- Ensure the CHMP is updated if and as required until the practical completion of works; and
- Where meetings or fieldwork with the RAPs is required, a minimum of two weeks' notice is to be given

8.2 Registered Aboriginal Parties (RAPs)

8.2.1 Definition

Registered Aboriginal parties are those Aboriginal Parties who have registered for the project in accordance with the Aboriginal Cultural Heritage Consultation Requirements for Proponents.

8.2.2 Responsibilities

- Provide advice in a timely manner on Aboriginal cultural heritage management matters subject to the provisions of this CHMP;
- Attend fieldwork (if required) RAPs
- Assist in the identification of Aboriginal cultural heritage sites, as necessary; and,
- Participate in the Aboriginal cultural heritage activities in this CHMP.

8.3 Onsite Personnel

8.3.1 Definition

Any individual undertaking works in the development area subject to this CHMP under the relevant approval.

8.3.2 Responsibilities

- Read and understand this CHMP and direct any queries to the Land Manager as appropriate and as required under the provisions of this CHMP;
- Follow instructions outlined in flow charts under the Heritage Management Protocols section of this CHMP;
- 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 CHMP.

8.4.2 Responsibilities

- Assist the Land Manager with the implementation of this CHMP, as required, including participation in the AHIP process;
- Provide heritage advice to the Land Manager and the RAPs in accordance with the relevant legislation;
- Undertake the assessment and recording of any new Aboriginal or historic sites identified within the project area in accordance with the provisions of this CHMP;
- Assist with the project heritage induction process;
- Provide advice and assistance to the Land Manager and RAPs with the review and amendment of this CHMP as required;
- Liaise with the RAPs, as required; and
- Liaise with the NSW Heritage Office as required.

8.5 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.

9.0 Conclusion

This document has been prepared as a guiding document for the management of Aboriginal and historic cultural heritage within the Bass Point Quarry Project Area. It is supported by a previous document prepared by RPS HSO (2010) and the consultation process between RPS, on behalf of Hanson Quarries 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

Australian Heritage Commission (2002). Ask First: A Guide to Respecting Indigenous Heritage Places and Values.

Bowdler, S. (1970). *Bass Point: The excavation of south east Australian shell midden showing cultural and economic change.* Unpublished BA (Hons) Thesis. University of Sydney.

Bowdler, S. (1976). *Hook, line and dillybag: An interpretation of an Australian shell midden.* *Mankind* 10:248-258.

Bowdler, S. (1981). *Bass Point: Aboriginal relics within the proposed state recreation area, NSW.* Unpublished report to National Parks and Wildlife Service of NSW.

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

NSW Heritage Office (1998) [How to Prepare Archival Records of Heritage Items](#)

NSW Heritage Office (2006) [Photographic Recording of Heritage Items using Film or Digital Capture](#)

RPS HSO (2010). *Aboriginal and European Cultural Heritage Assessment for Bass Point Quarry.* Unpublished report for Hanson Construction Materials Pty Ltd.

Appendix I

Consultation

Aboriginal Consultation

The Consultation Log that precedes this can be found in the RPS HSO (2010) *Aboriginal and European Cultural Heritage Assessment for Bass Point Quarry*.

Date	Method	Consultation Description
24 Apr 2014	Email and Mail	Hardcopy mailed and a copy of CHMP was emailed to RAP
22 May 2014	Phone	Follow up phone call made, but Sharralyn Robinson was not available
30 May	Phone	Sharralyn Robinson was not able to provide written feedback

Historic Consultation

Date	Method	Consultation Description
24 Apr 2014	Phone	Contact with Shellharbour City Council was attempted twice in regards dry stone wall management
19 May 2014	Email	Email reminder regarding feedback sent with due date of the 27 th of May 2014 sent to Cheryl Lappin and Veronica Bird of Shellharbour City Council
27 May 2014	Phone	Unable to get through via phone
30 May 2014	Phone	Veronica Bird verbally agreed in principle with the CHMP, but would request additional feedback from Illawara LALC. Cheryl Lappin was unable to provide a written response

Appendix 2

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 Cultural Heritage Management Plan (CHMP) 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 CHMP:

Date	Time	Name	Organisation	Mobile Phone Number	Signature