



McCARDLE CULTURAL HERITAGE

22 December 2014

Jennifer Hampton
Thawan Heritage Consultant
1-54 Robert St
Tamworth NSW 2340

MCH Reference: Indigenous Archaeological Assessment

Dear Jennifer,

RE: Aboriginal Cultural Heritage Impact Assessment at Hollydeen

MCH have been commissioned by KMH Environmental (KMH) who is preparing an Environmental Impact Statement (EIS) for a proposed new quarry at "Dolwendee", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The purpose of community consultation with Aboriginal people is to assist the proposed applicant in the preparation of an application for an AHIP (if required) and to assist the Director General of the Office of Environment and Heritage (OEH), in his or her consideration and determination of the application should an AHIP be required. This is an invitation for Aboriginal people who hold cultural knowledge relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project to register an interest in a process of community consultation. As per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are advised of the following:

- unless otherwise specified, if you register your interest, your details will be provided to OEH and the LALC;
- the LALC's who hold cultural knowledge relevant to the proposed project area that is relevant to determining the significance of Aboriginal objects and/or places within the proposed project area who wish to register, must do so as an Aboriginal organisation not an individual;
- where an Aboriginal organisation representing Aboriginal people who hold cultural knowledge relevant to the proposed project area and that is relevant to determining the significance of Aboriginal objects and/or places within the proposed project area who wish to register, must nominate a contact person and provide written confirmation and contact details of this person or persons.

Should you wish to register your interest in this project, please register in writing no later than 14 days 2013 to:

Penny McCardle
McCardle Cultural Heritage
PO Box 166
Adamstown NSW 2289

McCARDLE CULTURAL HERITAGE PTY LTD

ACN 104 590 141 • ABN 89 104 590 141

PO Box 166, Adamstown, NSW 2289 • Mobile: 0412 702 396 • Fax: 4952 5501 • Email: mcheritage@iprimus.com.au

Figure 1. Location of the study area



If you register your interest in this project, please also nominate your preferred option to receive the initial information. You may wish to have a non paid meeting and receive an information pack, or receive information packet through the mail, fax or e-mail. If a preferred method is not nominated, all information will be forward by mail, e-mail or fax.

Please note that in order to adhere to time constraints, the absence of a response by the prescribed timeline, will be taken by the proponent as your indication that your organisation does not wish to register for this project.

Yours sincerely,
for McCardle Cultural Heritage Pty Ltd

Penny McCardle
Principal Archaeologist
Forensic Anthropologist



McCARDLE CULTURAL HERITAGE

22 December 2014

Trevor Robinson
PO Box 73
Peak Hill NSW 2869

MCH Reference: Indigenous Archaeological Assessment

Dear Trevor,

RE: Aboriginal Cultural Heritage Impact Assessment at Hollydeen

MCH have been commissioned by KMH Environmental (KMH) who is preparing an Environmental Impact Statement (EIS) for a proposed new quarry at "Dolwendee", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The purpose of community consultation with Aboriginal people is to assist the proposed applicant in the preparation of an application for an AHIP (if required) and to assist the Director General of the Office of Environment and Heritage (OEH), in his or her consideration and determination of the application should an AHIP be required. This is an invitation for Aboriginal people who hold cultural knowledge relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project to register an interest in a process of community consultation. As per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are advised of the following:

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Yours sincerely,
for McCardle Cultural Heritage Pty Ltd


Penny McCardle
Principal Archaeologist
Forensic Anthropologist



McCARDLE CULTURAL HERITAGE

22 December 2014

Maree Waugh
Wallangan Cultural Services
29 Anzac Ave
Cessnock NSW 2325

MCH Reference: Indigenous Archaeological Assessment

Dear Maree,

RE: Aboriginal Cultural Heritage Impact Assessment at Hollydeen

MCH have been commissioned by KMH Environmental (KMH) who is preparing an Environmental Impact Statement (EIS) for a proposed new quarry at "Dolwendee", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The purpose of community consultation with Aboriginal people is to assist the proposed applicant in the preparation of an application for an AHIP (if required) and to assist the Director General of the Office of Environment and Heritage (OEH), in his or her consideration and determination of the application should an AHIP be required. This is an invitation for Aboriginal people who hold cultural knowledge relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project to register an interest in a process of community consultation. As per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are advised of the following:

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Yours sincerely,
for McCardle Cultural Heritage Pty Ltd

Penny McCardle
Principal Archaeologist
Forensic Anthropologist



McCARDLE CULTURAL HERITAGE

22 December 2014

Kerrie Slater
Wurrumay Consultants
PO Box 74
Kurri Kurri NSW 2327

MCH Reference: Indigenous Archaeological Assessment

Dear Kerrie,

RE: Aboriginal Cultural Heritage Impact Assessment at Hollydeen

MCH have been commissioned by KMH Environmental (KMH) who is preparing an Environmental Impact Statement (EIS) for a proposed new quarry at "Dolwendee", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The purpose of community consultation with Aboriginal people is to assist the proposed applicant in the preparation of an application for an AHIP (if required) and to assist the Director General of the Office of Environment and Heritage (OEH), in his or her consideration and determination of the application should an AHIP be required. This is an invitation for Aboriginal people who hold cultural knowledge relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project to register an interest in a process of community consultation. As per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are advised of the following:

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Yours sincerely,
for McCardle Cultural Heritage Pty Ltd

[Handwritten signature]

Penny McCardle
Principal Archaeologist
Forensic Anthropologist



McCARDLE CULTURAL HERITAGE

22 December 2014

Anthony Munro
Gomerai Enterprises

MCH Reference: Indigenous Archaeological Assessment

Dear Anthony,

RE: Aboriginal Cultural Heritage Impact Assessment at Hollydeen

MCH have been commissioned by KMH Environmental (KMH) who is preparing an Environmental Impact Statement (EIS) for a proposed new quarry at "Dolwendee", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The purpose of community consultation with Aboriginal people is to assist the proposed applicant in the preparation of an application for an AHIP (if required) and to assist the Director General of the Office of Environment and Heritage (OEH), in his or her consideration and determination of the application should an AHIP be required. This is an invitation for Aboriginal people who hold cultural knowledge relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project to register an interest in a process of community consultation. As per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are advised of the following:

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Yours sincerely,
for McCardle Cultural Heritage Pty Ltd


Penny McCardle
Principal Archaeologist
Forensic Anthropologist



Lower Hunter Wonnarua Cultural Services

ABN: 21 808 659 440



RE. ABORIGINAL CULTURAL HERITAGE IMPACT ASSESSMENT at Hollydeen

Dear Penny,

We are Registered Native Title Claimants and have a strong physical, emotional, spiritual connection and knowledge of the land. We also have knowledge of the Country of which you are going to impact on. I am a registered Native Title claimant in the Hunter Valley with registration number NC 02/7, N6008/02. As you can appreciate this is only a small claim but is evidence that I meet the requirements and passed the registration requirements. We are recognized throughout the Hunter Valley and Aboriginal Community as Traditional Owners and have an interest in all of the Hunter Valley.

We are sorry for not getting a response to you earlier as we just received notification from NTSCORP so we are sorry for the delay.

We would want to be included and involved with all aspects of the survey for this project in the ABORIGINAL HERITAGE SURVEY and ARCHAEOLOGICAL ASSESSMENT REPORT/ DUE DILIGENCE ASSESSMENT and a Flora and Fauna ASSESSMENT.

We have recently been through some restructuring and from the 14/01/13 have been trading as LOWER HUNTER WONNARUA CULTURAL SERVICES.

We have been working in the Hunter Valley for more than thirty years with all our people being ABORIGINAL and being proficient in all aspects of Investigation of our Heritage and Culture. We would like to be consulted and included in all aspects of this project in a paid capacity. If you need any clarification you can call me on 0402 636 521.

We have people with over twenty year experience working with various archaeologist throughout the Hunter Valley. We have a good relationship with all archaeologist in a team environment and workplace.

As the recognized Traditional Owners and Registered Native Title Claimants we would want to be included in all aspects of this development.

Yours truly,

Thomas Miller
WONNARUA ELDER Lower Hunter Wonnarua Cultural Services

Hunter Valley Aboriginal Corporation

P.O Box 579

Muswellbrook, N.S.W

2333.

Phone: 65431180

E-Mail: h973809@bigpond.net.au

To Penny McCardle,

McCardle Cultural Heritage

P.O. Box 166


Adamstown, N.S.W

2289

To whom it may concern,

The Hunter Valley Aboriginal Corporation, of 182 Bridge St. Muswellbrook would like to register an expression of interest in the Aboriginal Cultural Heritage Assessment at "Dolwendee", lot 2 DP1160936 Golden Highway, Hollydeen .

Yours truly,



Rhonda Griffiths

On behalf of the directors

Hunter Valley Aboriginal Corporation

14 Edinglassie Drive
Muswellbrook NSW 2333
Mobile: 0439 556 641

Upper Hunter Heritage Consultants

6.1.2015

I DARRELL MATTHEWS, WOULD LIKE TO BE INVOLVED
WITH THE PROJECT RE ABORIGINAL CULTURAL HERITAGE IMPACT
ASSESSMENT AT HOLLYDOON. IF NEED MORE INFO
PLEASE PH 0439 556 641

YOURS, D. MATTHEWS,
TO ©

8 Melaleuca Cl
Muswellbrook Nsw 2333
Mobile: 0400 715 274

Hunter Valley Cultural Consultants

6.1.2015

I CHRISTINE ARCHBOLD WOULD LIKE TO BE INVOLVED
WITH THE PROJECT, RE ABORIGINAL CULTURAL HERITAGE IMPACT
ASSESSMENT AT HOLLYDEEN. IF NEED MORE INFO
PLEASE PH 0400 715 274

YOURS C ARCHBOLD.
T.C.

HEW PENNY MARGARDE

15a Mahogany Avenue
Muswellbrook NSW 2333
0417725956

Aboriginal Native Title Consultants
6.1.2015

WE JOHN AND MARGARET MATTHEWS NATIVE TITLE CLAIMANTS
WOULD LIKE TO BE INVOLVED WITH PROJECT ABORIGINAL CULTURAL
HERITAGE IMPACT ASSESSMENT AT HOLLYDEEN
WE HAVE WALKED A LOT OF LAND AND WORKED ON HOLLYDEEN VINEYARDS
ALL AROUND THAT LAND, PLUS A LOT OF WORK AROUND SANDY HOLLOW.
ERA: IF NEED MORE INFO PLEASE PH 0417725956

YOURS JOHN AND MARGARET MATTHEWS
to O. ~~MS~~

8 Fitzgerald Avenue
Muswellbrook Nsw 2333
Phone: 6541 0506
Mobile: ~~0427 506 339~~
0432 214 402

Giwiirr Consultants 0447506339

6/2015

I Rodney MATTHEWS would like to be involved
with the project RE ABORIGINAL CULTURAL HERITAGE
IMPACT ASSESSMENT AT HOLLYDEEN
IF NEED MORE INFO, PLEASE PH. 0447506339

Yours R. MATTHEWS
T.O.

Penny McCardle

From: jlcculturalservices@gmail.com
Sent: Friday, 9 January 2015 11:32 AM
To: mcheritage@iprimus.com.au
Subject: EOI

Dear Penny,

JLC Cultural Services would like to express our interest in being consulted for the Hollydeen project at "Dolwendee".

My phone no. is 0432 087 829.

Post add: 39 Goulburn Dr Sandy Hollow NSW 2333.

Kind Regards,
Jenny-Lee Chambers.
Manager.

Sent from Windows Mail



McCARDLE CULTURAL HERITAGE

10 January 2015

John & Margaret Matthews
Aboriginal Native Title Elders Consultants
16A Mahagony Ave
NSW 2333

Dear John & Margaret,

RE: Information Packet for Dolwendee Quarry

MCH would like to thank you for registering your interest in this project. MCH sent a letter extending an invitation to register your interest and asking if you would prefer to have a meeting to discuss the project or have an information pack sent to you. As MCH did not receive your preferred option, we are posting the pack.

In order for the proponent to fulfil its cultural heritage consultation requirements per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), please find enclosed an information pack that details the project, the roles and responsibilities of all parties, details of the proposed methodologies and map showing the location and extent of the study area. The purpose of the information pack is also to ensure all parties have an understanding of the project, critical time line, that cultural knowledge is obtained from the appropriate individuals, any issues or concerns can be addressed, the methods of survey are agreed upon and the new guidelines are met. Additionally, in order for the proponent to further fulfil its cultural heritage consultation requirements as per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), it would be appreciated if you could provide the required information no later 2 February 2015. MCH have also included a selection of pro formes that ensure all the required information is obtained to meet the OEH requirements. You may wish to utilise the forms attached for your convenience or use of your own forms are encouraged.

The advertisement for this project and the letter of invitation to register for the project, is for Aboriginal people who hold cultural knowledge (passed down in the traditional manner) that is relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project. To this end, (as stated in the OEH requirements), you must nominate the contact person(s) who hold the cultural knowledge and provide written confirmation and contact details of this person or persons whom you represent. If it is you that holds traditional knowledge, please provide the same details. As all communications, including phone calls, faxes, letters, and e-mails must be included in the consultation component of the report as per the OEH requirements, please ensure that any items that you or your group deem confidential are either stated at the beginning of a conversation or stamped/written on each piece of paper communicate.

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Please note that in order to adhere to time constraints, the absence of a response by the prescribed timeline, will be taken by the proponent as your indication that your organisation has no comments regarding the proposed methodology. Additionally, failure to provide the required information by the prescribed timeline, will result in a missed opportunity for you or knowledge holders to contribute to your cultural heritage and may not be considered for engagement (the proponent needs the required information to make informed decisions about engagement) and the project will proceed.

1 OVERVIEW

McCardle Cultural Heritage Pty Ltd (MCH) has been commissioned by KMH Environmental (KMH) prepare an Aboriginal Heritage Impact Assessment forming part of an Environmental Impact Statement (EIS) for a proposed new quarry (the "Project") at "Dolwende", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The Project classifies as a State Significant Development under State Environmental Planning Policy (State and Regional Development) 2011 and the Environmental Planning and Assessment Act 1979. The assessment will determine the potential impacts upon the indigenous cultural heritage within the development area. It is intended that any areas of indigenous cultural heritage value will be identified and appropriate management recommendations will be established through consultation with the registered Aboriginal parties.

2 STUDY AREA

The proposed Dolwende Quarry is located on the northern side of the Golden Highway, approximately 7 kilometres to the northwest of Denman in the NSW Hunter Valley. The proposed Project occurs on a rural property known as "Dolwende", comprising Lots 1, 2, 3 and 4 in DP 1160936. The proposed quarry is to be located over Lot 2 with a haul road from the quarry to the Golden Highway crossing Lots 3 and 4 within an existing right of carriageway. The location and extent of the study area is illustrated in *Figures 1.1 to 1.3*.

Figure 2.1 Regional location of the study area



Figure 1.2 Local location of the study area

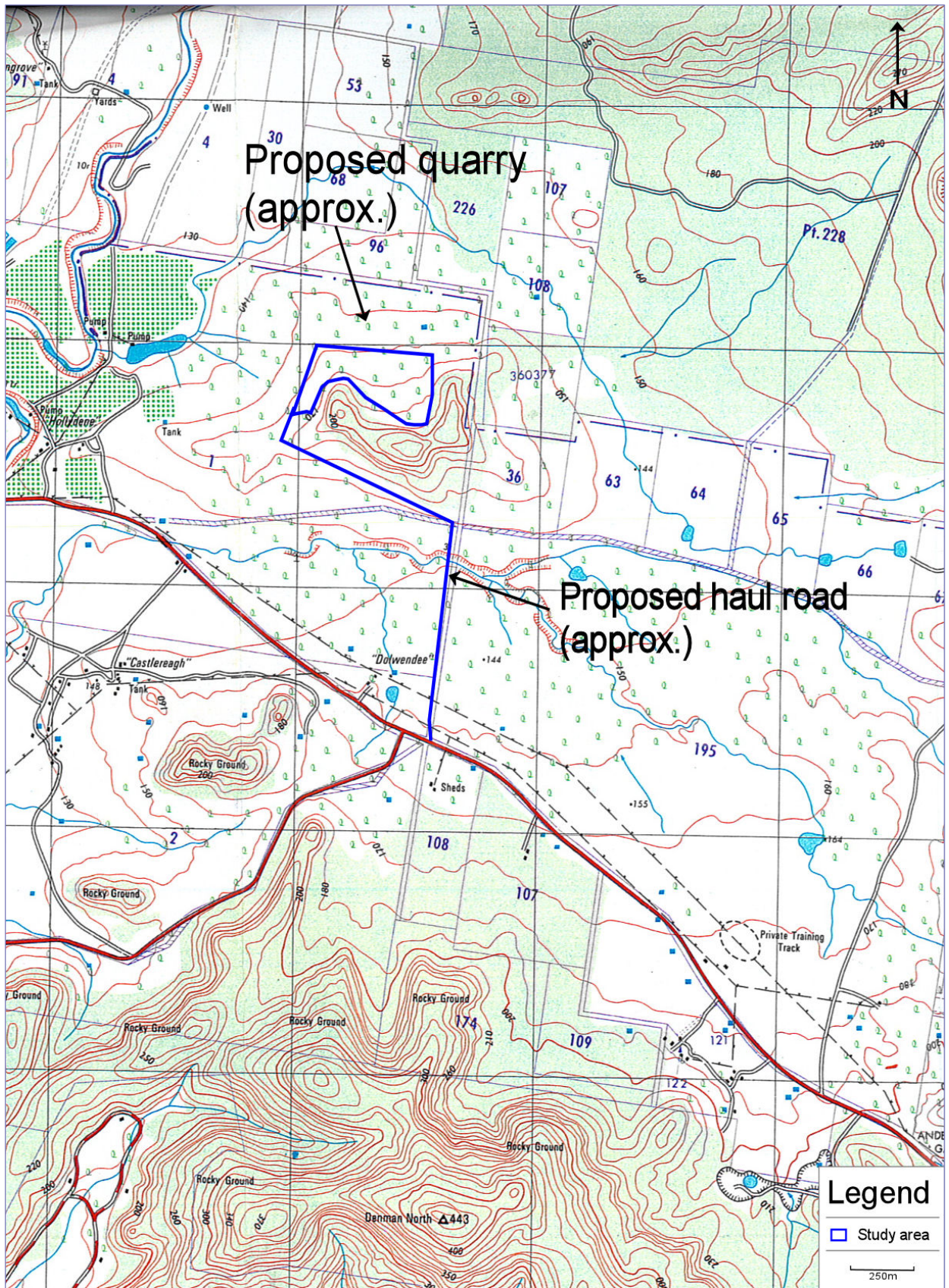
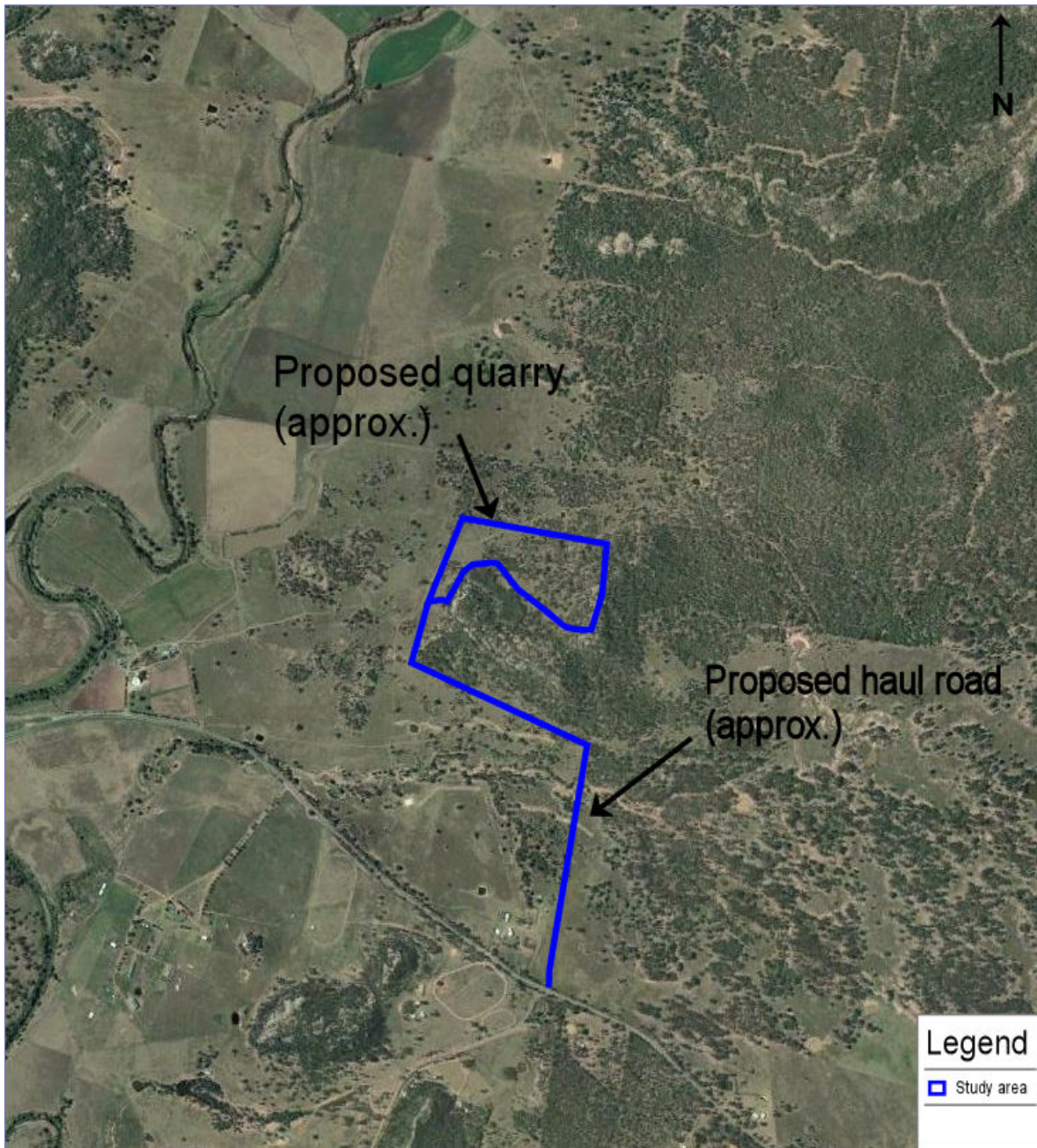


Figure 1.3 Concept Plan



3 PROJECT OUTLINE

3.1 PROJECT OUTLINE AND IMPACTS

The proposed quarry will involve site preparation including the establishment of extraction boundaries, vegetation clearing, removal and stockpiling of topsoils and,, bulldozing and/or hydraulically excavating sand for processing. Additionally, the the establishment of the quarry on site will include construction of site access, establishment and construction of site office/facilities/ weighbridge, extraction of sand from within the extraction areas, sand processing (washing), stockpiling,

haulage of production from site and site rehabilitation. The proponent confirms that the proposal will have regard to the requirements and provision of the National Parks and Wildlife Act 1974. Where disturbance of and sites or PADs are unavoidable, any impacts will be managed in accordance with the requirements and provisions of the National Parks and Wildlife Act 1974.

3.2 CRITICAL ARCHAEOLOGICAL TIMELINE

The following Table indicates the timelines critical for the archaeological assessment. However, please note that consultation may be increased or decreased depending on response times and knowledge sharing.

3.1 Archaeological timeline

Stages	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10
Stage 1: consult.										
Stage 2: survey										
Stage 3: reporting										
Stage 4: finalisation										

4 METHODS OF INVESTIGATION

There are two methods of investigation including the gathering of cultural significance knowledge and archaeological assessment. These are briefly outlined below.

4.1 GATHERING OF INFORMATION OF CULTURAL SIGNIFICANCE

MCH and the proponent understand that unlike the written word, Aboriginal cultural knowledge is not static, but responds to change through absorbing new information and adapting to its implications. Aboriginal cultural knowledge is handed down through oral tradition (song, story, art, language and dance) from generation to generation, and preserves the relationship to the land (DECCW 2010).

Specific details and parts of cultural knowledge are usually held and maintained by individuals or within particular family groups. Although the broader community may be aware of the general features of that knowledge, it is not a common practice within Aboriginal society for detailed cultural knowledge to be known in the broader community or within Aboriginal community organisations. However, at times these organisations may defer to particular individuals or family groups as being the knowledge-holders of particular sets of cultural knowledge about places or the environment (DECCW 2010).

In some cases the information provided may be sensitive and MCH and the proponent will not share that information with all registered Aboriginal parties or others without the express permission of the individual. MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. To this end, MCH and the proponent would like to extend an invitation to provide any cultural knowledge you have and any restrictions you would like to place on your information, as well as your preferred method of providing that information.

4.2 ARCHAEOLOGICAL ASSESSMENT

This entails an archaeological assessment of the proposed project area. It includes the gathering of both environmental and archaeological information to gain an understanding of the environment, disturbances and provide a predictive model for the proposed project area.

Following the completion of the survey, a report that includes detailed environmental and archaeological background, results, discussion, the cultural significance as determined by the registered Aboriginal parties and mitigation measures will be provide to all registered parties for their review. This will also include opportunities for the registered Aboriginal parties to provide feedback on any management or mitigation recommendations.

All registered parties will also be required to provide their own report/letter within a specified time and a copy of the final report will be provided to all parties.

5 SURVEY METHODS

The entire study area will be surveyed on foot in transects of approximately 5-10 metres apart. This will ensure the entire study area is covered and any evidence of past occupation, Potential Archaeological Deposits (PADs) and disturbances will be identified.

6 ROLES, RESPONSIBILITIES AND FUNCTIONS OF PARTIES

The roles, responsibilities and functions of all parties are outlined below and is taken from DECCW (2010).

6.1 OFFICE OF ENVIRONMENT AND HERITAGE (OEH)

The Director General of OEH is the decision-maker who decides to grant or refuse an Aboriginal Heritage Impact Permit (AHIP) application. If an AHIP is issued, conditions are usually attached and OEH is responsible for ensuring the AHIP holder complies with those conditions. When considering an application under Part 6 of the NPW Act, the Director General will review the information provided by proponents in line with its internal policies and procedures to assess potential or actual harm to Aboriginal objects or places (DECCW, 2009).

The Environment Protection and Regulation Group (EPRG) of OEH is responsible for administering the regulatory functions under Part 6 of the NPW Act. OEH expects that proponents and Aboriginal people should:

- be aware that Part 6 of the NPW Act establishes the Director General or delegate of OEH as the decision-maker; and
- recognise that the Director General's (or delegates) decisions may not be consistent with the views of the Aboriginal community and/or the proponent. However, OEH will take into account all relevant information it receives as part of its decision-making process.

6.2 PROPONENT

All proponents operate within a commercial environment which includes:

- strict financial and management issues, priorities and deadlines;
- the need to gain community support in order to secure any necessary approval/consent/licence/permit to operate;
- the need for clearer processes and certainty of outcomes;

- the need for suitable access to land for the purpose of their development project;
- the need to work efficiently within the project's time, quality and cost planning and management parameters; and
- the need for culturally appropriate assessment findings relevant to their project.

Under these requirements, proponents should undertake the following:

- bring the registered Aboriginal parties or their nominated representatives together and be responsible for ensuring appropriate administration and management of the consultation process;
- consider the cultural perspectives, views, knowledge and advice of the registered Aboriginal parties involved in the consultation process in assessing cultural significance and developing any heritage management outcomes for Aboriginal object(s) and/or place(s);
- provide evidence to OEHL of consultation by including information relevant to the cultural perspectives, views, knowledge and advice provided by the registered Aboriginal parties; and
- accurately record and clearly articulate all consultation findings in the final cultural heritage assessment report.

6.3 REGISTERED ABORIGINAL STAKEHOLDERS

The interests and obligations of Aboriginal people relate to the protection of Aboriginal cultural heritage. It is only Aboriginal people who can determine who is accepted by their community as being authorised to speak for Country and its associated cultural heritage. Where there is a dispute about who speaks for Country, it is appropriate for Aboriginal people, not OEHL or the proponent, to resolve this dispute in a timely manner to enable effective consultation to proceed.

Aboriginal people who can provide information about cultural significance are, based on Aboriginal lore and customs, the traditional owners or custodians of the land that is the subject of the proposed project area. Traditional owners or custodians with appropriate cultural heritage knowledge necessary to make informed decisions who wish to register as an Aboriginal party are those people who:

- continue to maintain a deep respect for their ancestral belief system, traditional lore and customs;
- recognise their responsibilities of their community, knowledge and obligations to protect and conserve their culture and heritage and to care for their traditional lands or country; and
- have the trust of their community, knowledge and understanding of their culture and permission to speak about it.

The registered Aboriginal parties should undertake the following;

- ensure the appropriate cultural knowledge holder is providing the appropriate information;
- uphold and respect the traditional rights, obligations and responsibilities of Aboriginal people within their own boundaries and not to infringe in other areas or Aboriginal people outside their own boundaries;
- consider and provide the proponent the cultural perspectives, views, knowledge and advice during the consultation process, assessing cultural significance and developing any heritage management outcomes for Aboriginal object(s) and/or place(s); and
- need to work efficiently within the project's time and provide feedback in a timely manner.

6.4 LOCAL ABORIGINAL LAND COUNCILS

The NSW Aboriginal Land Council (NSWALC) and Local Aboriginal Land Councils (LALCs) have statutory functions relevant to the protection of Aboriginal culture and heritage under the NSW Aboriginal Land Rights Act 1983. These requirements do not extend the role of NSWALC and LALCs in the significance assessment process. That is, these requirements do not provide NSWALC and/or LALCs any additional or specific decision-making role in the assessment of significance of Aboriginal object(s) and/or place(s) that are subject to an AHIP application under Part 6 of the NPW Act.

LALCs may choose to register an interest to be involved in the consultation process, or may assist registered Aboriginal parties to participate in the consultation process established by these requirements. In order to ensure effective consultation and the subsequent informed heritage assessment, LALCs are encouraged to identify and make contact with Aboriginal people who hold cultural knowledge in their area.

7 CONSULTATION

The following is taken from DECCW (2010).

Consultation with registered Aboriginal parties involves obtaining the views of, and information from, Aboriginal parties and reporting on these. It should not be confused with other field assessment processes involved in preparing a proposal and an application. Consultation does not include the employment of Aboriginal people to assist in field assessment and/or site monitoring.

Aboriginal people may provide services to proponents through a contractual arrangement, however, this is separate from consultation. The proponent may reimburse Aboriginal people for any demonstrated reasonable out-of-pocket expenses directly incurred in order to participate in the consultation process. A demonstrated reasonable expense would include documented loss of wages caused by the need to take time from paid employment to participate in meetings.

The proponent is not obliged to employ those Aboriginal people registered for consultation. Consultation as per these requirements will continue irrespective of potential or actual employment opportunities (i.e. pay disputes) for Aboriginal people.

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The proponent may engage a number of Aboriginal representatives from the registered parties (based on the size and nature of the project) to participate and assist in the fieldwork component of this project. If you would like to be considered for paid field work please answer the selection criteria attached and ensure you attach certificates of currency for the relevant insurances, CV(s), any certificates and references. MCH will then pass this information onto the proponent for their consideration to make the selection for fieldwork participants should they wish to do so.

MCH will ensure all Aboriginal parties are invited to participate in fieldwork, however paid participation is determined by the proponent.

9 FORMS

You will find a number of forms attached for your convenience. However, if you prefer to use your own please feel free to do so. Please ensure that these are either filled out in full or your own forms/letters answer all the questions and return to MCH no later than 31 December 2014.

Forms attached:

- Aboriginal stakeholder site officer application
- Register of cultural knowledge holder
- Cultural significance
- Comments on proposed methodology

10 CONCLUSION

MCH looks forward to your response and working with you on this project. Please do not hesitate to contact myself on 0412 702 396 should you have any questions.

Yours sincerely,
for McCardle Cultural Heritage Pty Ltd



Penny McCardle
Principal Archaeologist
Forensic Anthropologist

Forms

MCH would like to clearly state that, should you wish to provide feedback in another form, you are encouraged to do so. You are under no obligation to complete the current forms.

However, should you wish to use this forms, please complete, sign and return to MCH using one of the following;

Fax: 4952 5501

e-mail: mheritage@iprimus.com.au

Postal address: MCH

PO Box 166

Adamstown, NSW 2289

ABORIGINAL STAKEHOLDER SITE OFFICER APPLICATION

Position description

A site officer must demonstrate that they have satisfactorily participated in previous archaeological fieldwork with an archaeologist. A trainee site officer does not need to demonstrate previous archaeological experience. Site officers must be able to:

- undertake direction from the project archaeologist
- undertake walking over extended periods of time
- work in a range of climates wearing protective clothing
- work in teams with a wide range of people
- identify a broad range of Aboriginal objects across the landscape

To qualify as a site officer, appropriate training in identifying Aboriginal objects must have been undertaken (such as the Office of Environment and Heritage's (OEH) sites awareness training course, or other relevant secondary or tertiary studies) or equivalent knowledge or experience must be demonstrated.

The duties of the site officer under the direction of the project archaeologist may include, but not limited to:

- site survey to identify known or potential Aboriginal objects
- identifying and recording Aboriginal objects
- meeting general and site specific Occupational Health and Safety requirements

Selection criteria

The proponent will offer positions based on the following key selection criteria:

- an individual's ability to undertake the tasks specified in Section 2
- an individual's availability to undertake the activity (physically able to undertake field work)
- an individual's experience in undertaking similar activities. Applications may be subject to a reference check
- individuals with demonstrated local cultural knowledge
- individuals who can demonstrate they can communicate the results of the field work back to the registered Aboriginal stakeholders

In addition to a consideration of the key selection criteria, the Proponent may give preference to applicants who live locally.

The proponent is under no obligation to offer site officer positions based on an individual's association with a cultural group or area. The proponent makes no guarantee that registered

parties will be engaged to undertake archaeological field activities. The number of site officer positions available will be based on need as described in the archaeological methodology. However, MCH will ensure all registered stakeholders are invited to participate in the survey regardless of engagement arrangements between the stakeholder(s) and the proponent. Applicants will be notified whether they have been successful or unsuccessful in their application.

Engagement

The Proponent selects and has final approval on who will be engaged as a site officer. Successful applicants will be engaged to provide the services through a written contract that will be provided at a later date. The proponent will only engage Service Providers with NSW workers compensation insurance, public liability insurance, and comprehensive motor vehicle insurance or third party property damage insurance.

Payment

The proponent will pay the Service Provider at a rate that will be based on the responses of all information pack responses received by the due date and the project budget.

The quoted hourly rate is the rate to be paid by the Proponent to the Service Provider - **not** to the individual site officer/trainee site officer. The site officer/trainee site officer will be paid by the Service Provider at a rate agreed to by the Service Provider and the site officer/trainee site officer.

Payment will only be made for the provision of the services (actual hours worked), and not for the time spent travelling to and from site. Payment will be made upon the receipt of a cultural heritage report following the survey and receipt of the draft report.

ABORIGINAL SITE OFFICER APPLICATION FORM

An Aboriginal site officer application form must be filled out for each individual seeking to be engaged as a site officer.	
Name of organisation (if relevant)	
Name	
Contact number	
Mailing address	
Email address	
Fax	
Position applied for	Site officer <input type="checkbox"/> Trainee Site Officer <input type="checkbox"/>
Please list any formal qualifications or relevant experience to the position applied for (attach documentation as required)	
Please list any previous archaeological, sites, survey, excavation or other relevant experience (attach additional sheets as required)	
Please provide the contact details of at least one archaeologist (other than the project archaeologist) who can be contacted as a referee	
Please provide the contact details of at least one other person who may be contacted in regard to your previous cultural heritage experience	
Do you have Workcover NSW General Induction for Construction Work in NSW (also referred to as a green or white card)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you an Aboriginal person?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a knowledge holder (according to traditional lore)?	Yes <input type="checkbox"/> No <input type="checkbox"/>

INSURANCES

Public Liability	Expiry date:	(attach certificate of currency)
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Worker Compensation	Expiry date: :	(attach certificate of currency)
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Comprehensive Motor Vehicle	Expiry date: :	(attach certificate of currency)
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Failure to provide up to date Certificate of Currencies will prevent you participating in any fieldwork. MCH may have received copies previously, however, they must be provided for each project.

OCCUPATIONAL Health & SAFETY (OH&S)

All participants are required to comply with MCH and the proponents OH&S requirements.

This includes high visibility clothing, hat, sunscreen and steel caped boots. You will be advised of any additional requirements.

This also includes appropriate and acceptable behavior at all times.

Failure to comply will prevent you from participating in the field work.

REGISTER OF CULTURAL KNOWLEDGE HOLDER

MCH and the proponent would like to facilitate a process whereby all registered Aboriginal parties are provided the opportunity to contribute to culturally appropriate information gathering, provide information that will enable the cultural significance of Aboriginal sites/places on the project area to be determined, and have input into the development of any cultural heritage management options. To enable this to occur, it is necessary to consult with the cultural knowledge holder(s).

To this end, as per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are required to provide details of the individual(s) who hold cultural knowledge (according to traditional lore) relevant to the project area. If your groups has no knowledge holders, this is important information too.

Please fill in the following information for cultural knowledge holder(s). If there are more than three in your organisation please feel free to attach another sheet. If there are no knowledge holders in your group please send back blank.

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

CULTURAL SIGNIFICANCE

As per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), the proponent seeks information on the following:

- 1) Are there Aboriginal objects of cultural value in the proposed project area?

- 2) Are there Aboriginal places of cultural value to the Aboriginal people in the area of the proposed project? This may include places of social, spiritual and cultural value, historic places with cultural significance, and potential places/areas of historic, social, spiritual and/or cultural significance that may be either pre contact, post contact or contemporary in age.

- 3) Is there any other cultural information in relation to the proposed project area?

- 4) MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. Please provide your preferred method of providing detailed information on the above (e.g. written, verbal, this form) and any restrictions you would like to place on your information.

COMMENTS ON PROPOSED METHODOLOGY

I, _____ (please insert your name) of _____ (please insert the name of your group), **agree to the methodology** outlined by MCH in relation to the proposed project.

Additional comments:

Signed: _____ Date: _____

Position within organisation: _____

I, _____ (please insert your name) of _____ (please insert the name of your group), **do not agree to the methodology** outlined by MCH in relation to the proposed

Project for the following reasons (please explain your reasons for disagreeing):

I would like to suggest the following (please provide your reasoning): _____

Signed: _____ Date: _____

Position within organisation: _____



McCARDLE CULTURAL HERITAGE

10 January 2015

Christine Archibald
Hunter Valley Cultural Consultants
40 Humphries St
NSW 2333

Dear Christine,

RE: Information Packet for Dolwendee Quarry

MCH would like to thank you for registering your interest in this project. MCH sent a letter extending an invitation to register your interest and asking if you would prefer to have a meeting to discuss the project or have an information pack sent to you. As MCH did not receive your preferred option, we are posting the pack.

In order for the proponent to fulfil its cultural heritage consultation requirements per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), please find enclosed an information pack that details the project, the roles and responsibilities of all parties, details of the proposed methodologies and map showing the location and extent of the study area. The purpose of the information pack is also to ensure all parties have an understanding of the project, critical time line, that cultural knowledge is obtained from the appropriate individuals, any issues or concerns can be addressed, the methods of survey are agreed upon and the new guidelines are met. Additionally, in order for the proponent to further fulfil its cultural heritage consultation requirements as per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), it would be appreciated if you could provide the required information no later 2 February 2015. MCH have also included a selection of pro formes that ensure all the required information is obtained to meet the OEH requirements. You may wish to utilise the forms attached for your convenience or use of your own forms are encouraged.

The advertisement for this project and the letter of invitation to register for the project, is for Aboriginal people who hold cultural knowledge (passed down in the traditional manner) that is relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project. To this end, (as stated in the OEH requirements), you must nominate the contact person(s) who hold the cultural knowledge and provide written confirmation and contact details of this person or persons whom you represent. If it is you that holds traditional knowledge, please provide the same details. As all communications, including phone calls, faxes, letters, and e-mails must be included in the consultation component of the report as per the OEH requirements, please ensure that any items that you or your group deem confidential are either stated at the beginning of a conversation or stamped/written on each piece of paper communicate.

McCARDLE CULTURAL HERITAGE PTY LTD

ACN 104 590 141 • ABN 89 104 590 141

PO Box 166, Adamstown, NSW 2289 • Mobile: 0412 702 396 • Fax: 4952 5501 • Email:
mcheritage@iprimus.com.au

Please note that in order to adhere to time constraints, the absence of a response by the prescribed timeline, will be taken by the proponent as your indication that your organisation has no comments regarding the proposed methodology. Additionally, failure to provide the required information by the prescribed timeline, will result in a missed opportunity for you or knowledge holders to contribute to your cultural heritage and may not be considered for engagement (the proponent needs the required information to make informed decisions about engagement) and the project will proceed.

11 OVERVIEW

McCardle Cultural Heritage Pty Ltd (MCH) has been commissioned by KMH Environmental (KMH) prepare an Aboriginal Heritage Impact Assessment forming part of an Environmental Impact Statement (EIS) for a proposed new quarry (the "Project") at "Dolwende", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The Project classifies as a State Significant Development under State Environmental Planning Policy (State and Regional Development) 2011 and the Environmental Planning and Assessment Act 1979. The assessment will determine the potential impacts upon the indigenous cultural heritage within the development area. It is intended that any areas of indigenous cultural heritage value will be identified and appropriate management recommendations will be established through consultation with the registered Aboriginal parties.

12 STUDY AREA

The proposed Dolwende Quarry is located on the northern side of the Golden Highway, approximately 7 kilometres to the northwest of Denman in the NSW Hunter Valley. The proposed Project occurs on a rural property known as "Dolwende", comprising Lots 1, 2, 3 and 4 in DP 1160936. The proposed quarry is to be located over Lot 2 with a haul road from the quarry to the Golden Highway crossing Lots 3 and 4 within an existing right of carriageway. The location and extent of the study area is illustrated in *Figures 1.1 to 1.3*.

Figure 2.1 Regional location of the study area



Figure 1.2 Local location of the study area

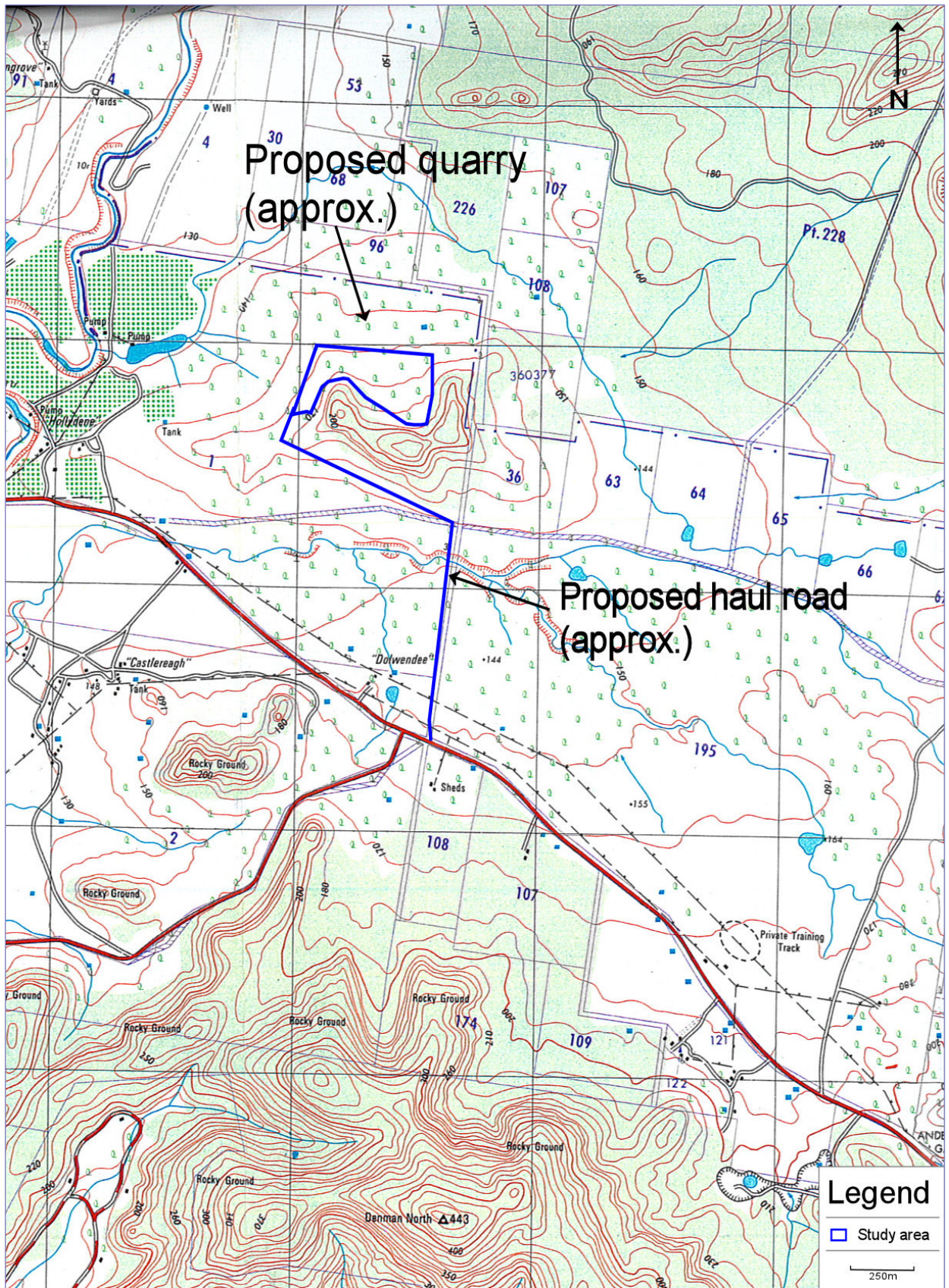
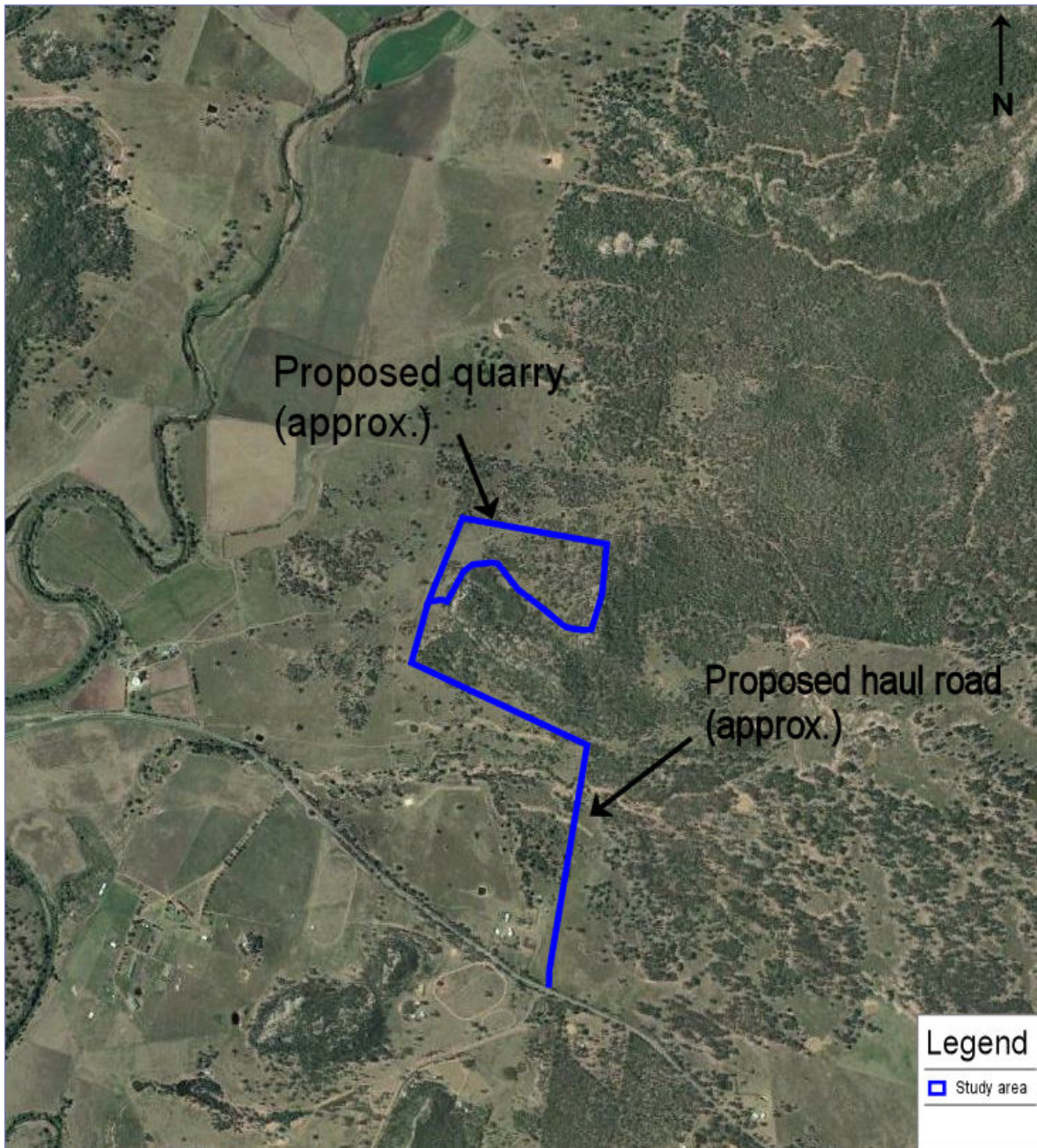


Figure 1.3 Concept Plan



13 PROJECT OUTLINE

13.1 PROJECT OUTLINE AND IMPACTS

The proposed quarry will involve site preparation including the establishment of extraction boundaries, vegetation clearing, removal and stockpiling of topsoils and,, bulldozing and/or hydraulically excavating sand for processing. Additionally, the the establishment of the quarry on site will include construction of site access, establishment and construction of site office/facilities/ weighbridge, extraction of sand from within the extraction areas, sand processing (washing), stockpiling,

haulage of production from site and site rehabilitation. The proponent confirms that the proposal will have regard to the requirements and provision of the National Parks and Wildlife Act 1974. Where disturbance of and sites or PADs are unavoidable, any impacts will be managed in accordance with the requirements and provisions of the National Parks and Wildlife Act 1974.

13.2 CRITICAL ARCHAEOLOGICAL TIMELINE

The following Table indicates the timelines critical for the archaeological assessment. However, please note that consultation may be increased or decreased depending on response times and knowledge sharing.

3.1 Archaeological timeline

Stages	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10
Stage 1: consult.										
Stage 2: survey										
Stage 3: reporting										
Stage 4: finalisation										

14 METHODS OF INVESTIGATION

There are two methods of investigation including the gathering of cultural significance knowledge and archaeological assessment. These are briefly outlined below.

14.1 GATHERING OF INFORMATION OF CULTURAL SIGNIFICANCE

MCH and the proponent understand that unlike the written word, Aboriginal cultural knowledge is not static, but responds to change through absorbing new information and adapting to its implications. Aboriginal cultural knowledge is handed down through oral tradition (song, story, art, language and dance) from generation to generation, and preserves the relationship to the land (DECCW 2010).

Specific details and parts of cultural knowledge are usually held and maintained by individuals or within particular family groups. Although the broader community may be aware of the general features of that knowledge, it is not a common practice within Aboriginal society for detailed cultural knowledge to be known in the broader community or within Aboriginal community organisations. However, at times these organisations may defer to particular individuals or family groups as being the knowledge-holders of particular sets of cultural knowledge about places or the environment (DECCW 2010).

In some cases the information provided may be sensitive and MCH and the proponent will not share that information with all registered Aboriginal parties or others without the express permission of the individual. MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. To this end, MCH and the proponent would like to extend an invitation to provide any cultural knowledge you have and any restrictions you would like to place on your information, as well as your preferred method of providing that information.

14.2 ARCHAEOLOGICAL ASSESSMENT

This entails an archaeological assessment of the proposed project area. It includes the gathering of both environmental and archaeological information to gain an understanding of the environment, disturbances and provide a predictive model for the proposed project area.

Following the completion of the survey, a report that includes detailed environmental and archaeological background, results, discussion, the cultural significance as determined by the registered Aboriginal parties and mitigation measures will be provided to all registered parties for their review. This will also include opportunities for the registered Aboriginal parties to provide feedback on any management or mitigation recommendations.

All registered parties will also be required to provide their own report/letter within a specified time and a copy of the final report will be provided to all parties.

15 SURVEY METHODS

The entire study area will be surveyed on foot in transects of approximately 5-10 metres apart. This will ensure the entire study area is covered and any evidence of past occupation, Potential Archaeological Deposits (PADs) and disturbances will be identified.

16 ROLES, RESPONSIBILITIES AND FUNCTIONS OF PARTIES

The roles, responsibilities and functions of all parties are outlined below and is taken from DECCW (2010).

16.1 OFFICE OF ENVIRONMENT AND HERITAGE (OEH)

The Director General of OEH is the decision-maker who decides to grant or refuse an Aboriginal Heritage Impact Permit (AHIP) application. If an AHIP is issued, conditions are usually attached and OEH is responsible for ensuring the AHIP holder complies with those conditions. When considering an application under Part 6 of the NPW Act, the Director General will review the information provided by proponents in line with its internal policies and procedures to assess potential or actual harm to Aboriginal objects or places (DECCW, 2009).

The Environment Protection and Regulation Group (EPRG) of OEH is responsible for administering the regulatory functions under Part 6 of the NPW Act. OEH expects that proponents and Aboriginal people should:

- be aware that Part 6 of the NPW Act establishes the Director General or delegate of OEH as the decision-maker; and
- recognise that the Director General's (or delegates) decisions may not be consistent with the views of the Aboriginal community and/or the proponent. However, OEH will take into account all relevant information it receives as part of its decision-making process.

16.2 PROPONENT

All proponents operate within a commercial environment which includes:

- strict financial and management issues, priorities and deadlines;
- the need to gain community support in order to secure any necessary approval/consent/licence/permit to operate;
- the need for clearer processes and certainty of outcomes;

- the need for suitable access to land for the purpose of their development project;
- the need to work efficiently within the project's time, quality and cost planning and management parameters; and
- the need for culturally appropriate assessment findings relevant to their project.

Under these requirements, proponents should undertake the following:

- bring the registered Aboriginal parties or their nominated representatives together and be responsible for ensuring appropriate administration and management of the consultation process;
- consider the cultural perspectives, views, knowledge and advice of the registered Aboriginal parties involved in the consultation process in assessing cultural significance and developing any heritage management outcomes for Aboriginal object(s) and/or place(s);
- provide evidence to OEHL of consultation by including information relevant to the cultural perspectives, views, knowledge and advice provided by the registered Aboriginal parties; and
- accurately record and clearly articulate all consultation findings in the final cultural heritage assessment report.

16.3 REGISTERED ABORIGINAL STAKEHOLDERS

The interests and obligations of Aboriginal people relate to the protection of Aboriginal cultural heritage. It is only Aboriginal people who can determine who is accepted by their community as being authorised to speak for Country and its associated cultural heritage. Where there is a dispute about who speaks for Country, it is appropriate for Aboriginal people, not OEHL or the proponent, to resolve this dispute in a timely manner to enable effective consultation to proceed.

Aboriginal people who can provide information about cultural significance are, based on Aboriginal lore and customs, the traditional owners or custodians of the land that is the subject of the proposed project area. Traditional owners or custodians with appropriate cultural heritage knowledge necessary to make informed decisions who wish to register as an Aboriginal party are those people who:

- continue to maintain a deep respect for their ancestral belief system, traditional lore and customs;
- recognise their responsibilities of their community, knowledge and obligations to protect and conserve their culture and heritage and to care for their traditional lands or country; and
- have the trust of their community, knowledge and understanding of their culture and permission to speak about it.

The registered Aboriginal parties should undertake the following;

- ensure the appropriate cultural knowledge holder is providing the appropriate information;
- uphold and respect the traditional rights, obligations and responsibilities of Aboriginal people within their own boundaries and not to infringe in other areas or Aboriginal people outside their own boundaries;
- consider and provide the proponent the cultural perspectives, views, knowledge and advice during the consultation process, assessing cultural significance and developing any heritage management outcomes for Aboriginal object(s) and/or place(s); and
- need to work efficiently within the project's time and provide feedback in a timely manner.

16.4 LOCAL ABORIGINAL LAND COUNCILS

The NSW Aboriginal Land Council (NSWALC) and Local Aboriginal Land Councils (LALCs) have statutory functions relevant to the protection of Aboriginal culture and heritage under the NSW Aboriginal Land Rights Act 1983. These requirements do not extend the role of NSWALC and LALCs in the significance assessment process. That is, these requirements do not provide NSWALC and/or LALCs any additional or specific decision-making role in the assessment of significance of Aboriginal object(s) and/or place(s) that are subject to an AHIP application under Part 6 of the NPW Act.

LALCs may choose to register an interest to be involved in the consultation process, or may assist registered Aboriginal parties to participate in the consultation process established by these requirements. In order to ensure effective consultation and the subsequent informed heritage assessment, LALCs are encouraged to identify and make contact with Aboriginal people who hold cultural knowledge in their area.

17 CONSULTATION

The following is taken from DECCW (2010).

Consultation with registered Aboriginal parties involves obtaining the views of, and information from, Aboriginal parties and reporting on these. It should not be confused with other field assessment processes involved in preparing a proposal and an application. Consultation does not include the employment of Aboriginal people to assist in field assessment and/or site monitoring.

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Yours sincerely,
for McCardle Cultural Heritage Pty Ltd



Penny McCardle
Principal Archaeologist
Forensic Anthropologist

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- undertake direction from the project archaeologist
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- work in a range of climates wearing protective clothing
- work in teams with a wide range of people
- identify a broad range of Aboriginal objects across the landscape

To qualify as a site officer, appropriate training in identifying Aboriginal objects must have been undertaken (such as the Office of Environment and Heritage's (OEH) sites awareness training course, or other relevant secondary or tertiary studies) or equivalent knowledge or experience must be demonstrated.

The duties of the site officer under the direction of the project archaeologist may include, but not limited to:

- site survey to identify known or potential Aboriginal objects
- identifying and recording Aboriginal objects
- meeting general and site specific Occupational Health and Safety requirements

Selection criteria

The proponent will offer positions based on the following key selection criteria:

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- an individual's experience in undertaking similar activities. Applications may be subject to a reference check
- individuals with demonstrated local cultural knowledge
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In addition to a consideration of the key selection criteria, the Proponent may give preference to applicants who live locally.

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The Proponent selects and has final approval on who will be engaged as a site officer. Successful applicants will be engaged to provide the services through a written contract that will be provided at a later date. The proponent will only engage Service Providers with NSW workers compensation insurance, public liability insurance, and comprehensive motor vehicle insurance or third party property damage insurance.

Payment

The proponent will pay the Service Provider at a rate that will be based on the responses of all information pack responses received by the due date and the project budget.

The quoted hourly rate is the rate to be paid by the Proponent to the Service Provider - **not** to the individual site officer/trainee site officer. The site officer/trainee site officer will be paid by the Service Provider at a rate agreed to by the Service Provider and the site officer/trainee site officer.

Payment will only be made for the provision of the services (actual hours worked), and not for the time spent travelling to and from site. Payment will be made upon the receipt of a cultural heritage report following the survey and receipt of the draft report.

ABORIGINAL SITE OFFICER APPLICATION FORM

An Aboriginal site officer application form must be filled out for each individual seeking to be engaged as a site officer.	
Name of organisation (if relevant)	
Name	
Contact number	
Mailing address	
Email address	
Fax	
Position applied for	Site officer <input type="checkbox"/> Trainee Site Officer <input type="checkbox"/>
Please list any formal qualifications or relevant experience to the position applied for (attach documentation as required)	
Please list any previous archaeological, sites, survey, excavation or other relevant experience (attach additional sheets as required)	
Please provide the contact details of at least one archaeologist (other than the project archaeologist) who can be contacted as a referee	
Please provide the contact details of at least one other person who may be contacted in regard to your previous cultural heritage experience	
Do you have Workcover NSW General Induction for Construction Work in NSW (also referred to as a green or white card)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you an Aboriginal person?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a knowledge holder (according to traditional lore)?	Yes <input type="checkbox"/> No <input type="checkbox"/>

INSURANCES

Public Liability	Expiry date:	(attach certificate of currency)
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This includes high visibility clothing, hat, sunscreen and steel caped boots. You will be advised of any additional requirements.

This also includes appropriate and acceptable behavior at all times.

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To this end, as per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are required to provide details of the individual(s) who hold cultural knowledge (according to traditional lore) relevant to the project area. If your groups has no knowledge holders, this is important information too.

Please fill in the following information for cultural knowledge holder(s). If there are more than three in your organisation please feel free to attach another sheet. If there are no knowledge holders in your group please send back blank.

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

CULTURAL SIGNIFICANCE

As per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), the proponent seeks information on the following:

- 5) Are there Aboriginal objects of cultural value in the proposed project area?

- 6) Are there Aboriginal places of cultural value to the Aboriginal people in the area of the proposed project? This may include places of social, spiritual and cultural value, historic places with cultural significance, and potential places/areas of historic, social, spiritual and/or cultural significance that may be either pre contact, post contact or contemporary in age.

- 7) Is there any other cultural information in relation to the proposed project area?

- 8) MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. Please provide your preferred method of providing detailed information on the above (e.g. written, verbal, this form) and any restrictions you would like to place on your information.

COMMENTS ON PROPOSED METHODOLOGY

I, _____ (please insert your name) of _____ (please insert the name of your group), **agree to the methodology** outlined by MCH in relation to the proposed project.

Additional comments:

Signed: _____ Date: _____

Position within organisation: _____

I, _____ (please insert your name) of _____ (please insert the name of your group), **do not agree to the methodology** outlined by MCH in relation to the proposed

Project for the following reasons (please explain your reasons for disagreeing):

I would like to suggest the following (please provide your reasoning): _____

Signed: _____ Date: _____

Position within organisation: _____



McCARDLE CULTURAL HERITAGE

10 January 2015

Darrel Matthews
Upper Hunter Heritage Consultants
14 Edinglassie Drive
NSW 2333

Dear Darrel,

RE: Information Packet for Dolwendee Quarry

MCH would like to thank you for registering your interest in this project. MCH sent a letter extending an invitation to register your interest and asking if you would prefer to have a meeting to discuss the project or have an information pack sent to you. As MCH did not receive your preferred option, we are posting the pack.

In order for the proponent to fulfil its cultural heritage consultation requirements per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), please find enclosed an information pack that details the project, the roles and responsibilities of all parties, details of the proposed methodologies and map showing the location and extent of the study area. The purpose of the information pack is also to ensure all parties have an understanding of the project, critical time line, that cultural knowledge is obtained from the appropriate individuals, any issues or concerns can be addressed, the methods of survey are agreed upon and the new guidelines are met. Additionally, in order for the proponent to further fulfil its cultural heritage consultation requirements as per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), it would be appreciated if you could provide the required information no later 2 February 2015. MCH have also included a selection of pro formes that ensure all the required information is obtained to meet the OEH requirements. You may wish to utilise the forms attached for your convenience or use of your own forms are encouraged.

The advertisement for this project and the letter of invitation to register for the project, is for Aboriginal people who hold cultural knowledge (passed down in the traditional manner) that is relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project. To this end, (as stated in the OEH requirements), you must nominate the contact person(s) who hold the cultural knowledge and provide written confirmation and contact details of this person or persons whom you represent. If it is you that holds traditional knowledge, please provide the same details. As all communications, including phone calls, faxes, letters, and e-mails must be included in the consultation component of the report as per the OEH requirements, please ensure that any items that you or your group deem confidential are either stated at the beginning of a conversation or stamped/written on each piece of paper communicate.

McCARDLE CULTURAL HERITAGE PTY LTD

ACN 104 590 141 • ABN 89 104 590 141

PO Box 166, Adamstown, NSW 2289 • Mobile: 0412 702 396 • Fax: 4952 5501 • Email:
mcheritage@iprimus.com.au

Please note that in order to adhere to time constraints, the absence of a response by the prescribed timeline, will be taken by the proponent as your indication that your organisation has no comments regarding the proposed methodology. Additionally, failure to provide the required information by the prescribed timeline, will result in a missed opportunity for you or knowledge holders to contribute to your cultural heritage and may not be considered for engagement (the proponent needs the required information to make informed decisions about engagement) and the project will proceed.

21 OVERVIEW

McCardle Cultural Heritage Pty Ltd (MCH) has been commissioned by KMH Environmental (KMH) prepare an Aboriginal Heritage Impact Assessment forming part of an Environmental Impact Statement (EIS) for a proposed new quarry (the "Project") at "Dolwende", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The Project classifies as a State Significant Development under State Environmental Planning Policy (State and Regional Development) 2011 and the Environmental Planning and Assessment Act 1979. The assessment will determine the potential impacts upon the indigenous cultural heritage within the development area. It is intended that any areas of indigenous cultural heritage value will be identified and appropriate management recommendations will be established through consultation with the registered Aboriginal parties.

22 STUDY AREA

The proposed Dolwende Quarry is located on the northern side of the Golden Highway, approximately 7 kilometres to the northwest of Denman in the NSW Hunter Valley. The proposed Project occurs on a rural property known as "Dolwende", comprising Lots 1, 2, 3 and 4 in DP 1160936. The proposed quarry is to be located over Lot 2 with a haul road from the quarry to the Golden Highway crossing Lots 3 and 4 within an existing right of carriageway. The location and extent of the study area is illustrated in *Figures 1.1 to 1.3*.

Figure 2.1 Regional location of the study area



Figure 1.2 Local location of the study area

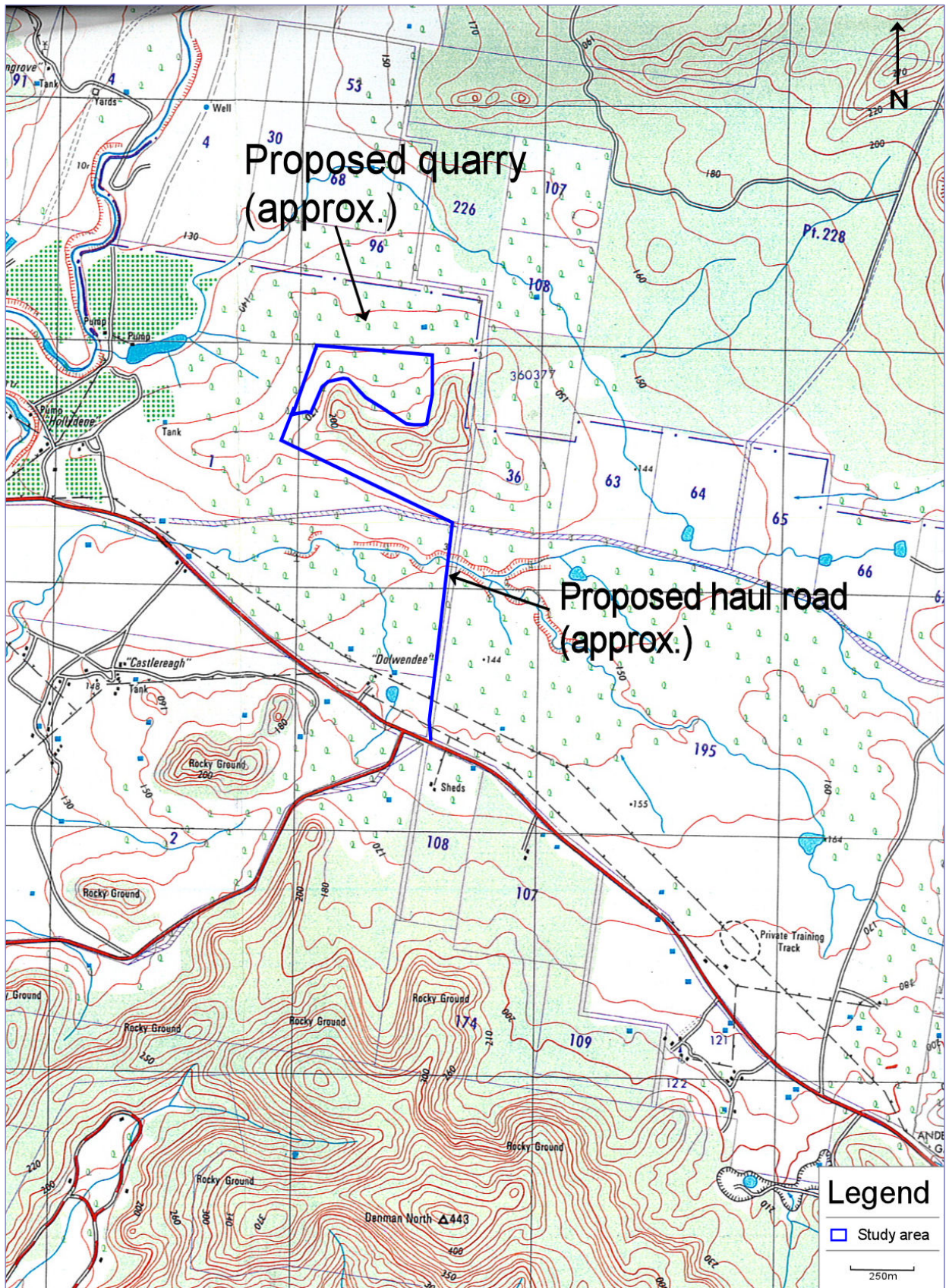
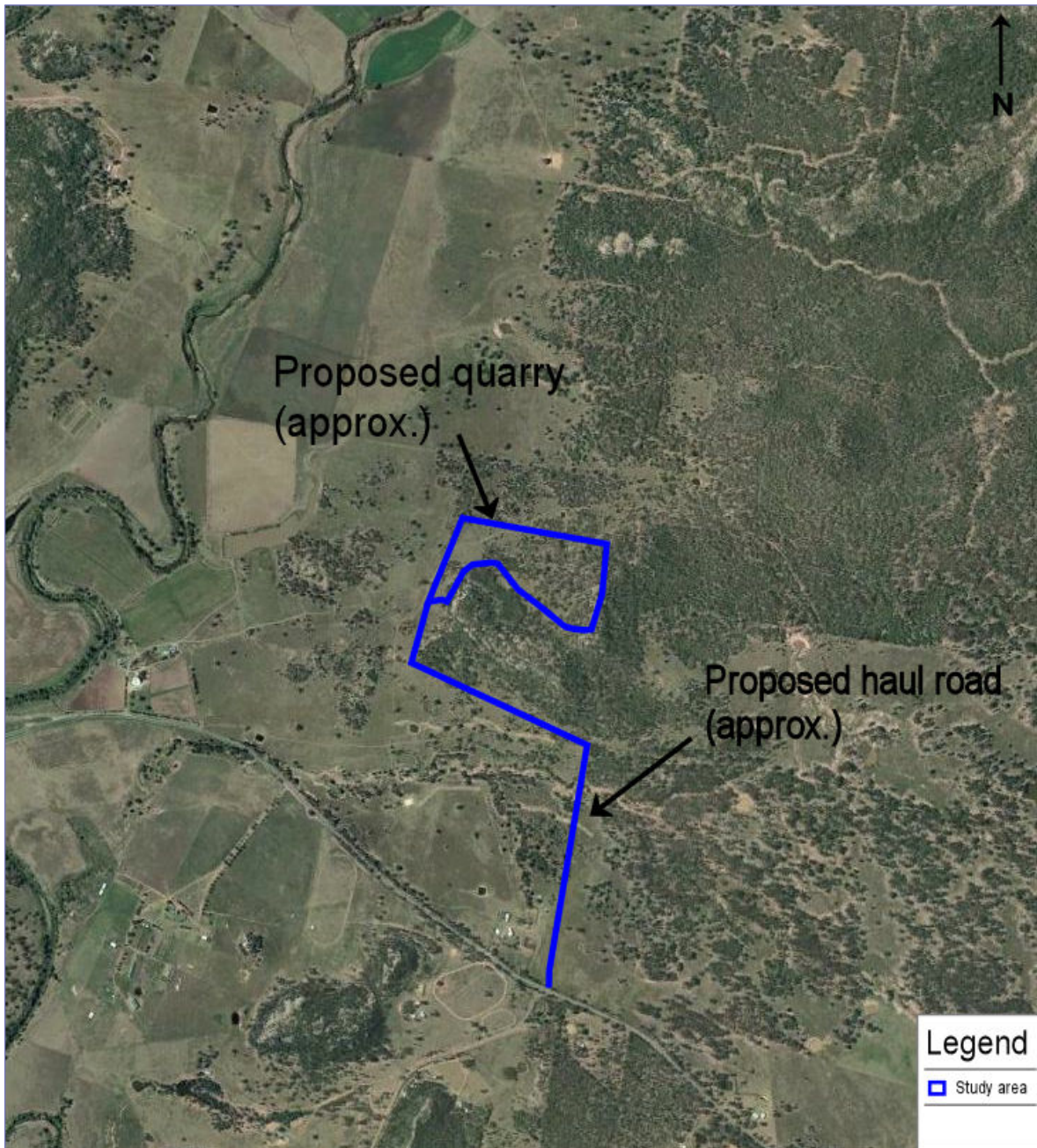


Figure 1.3 Concept Plan



23 PROJECT OUTLINE

23.1 PROJECT OUTLINE AND IMPACTS

The proposed quarry will involve site preparation including the establishment of extraction boundaries, vegetation clearing, removal and stockpiling of topsoils and,, bulldozing and/or hydraulically excavating sand for processing. Additionally, the the establishment of the quarry on site will include construction of site access, establishment and construction of site office/facilities/ weighbridge, extraction of sand from within the extraction areas, sand processing (washing), stockpiling,

haulage of production from site and site rehabilitation. The proponent confirms that the proposal will have regard to the requirements and provision of the National Parks and Wildlife Act 1974. Where disturbance of and sites or PADs are unavoidable, any impacts will be managed in accordance with the requirements and provisions of the National Parks and Wildlife Act 1974.

23.2 CRITICAL ARCHAEOLOGICAL TIMELINE

The following Table indicates the timelines critical for the archaeological assessment. However, please note that consultation may be increased or decreased depending on response times and knowledge sharing.

3.1 Archaeological timeline

Stages	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10
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24 METHODS OF INVESTIGATION

There are two methods of investigation including the gathering of cultural significance knowledge and archaeological assessment. These are briefly outlined below.

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MCH and the proponent understand that unlike the written word, Aboriginal cultural knowledge is not static, but responds to change through absorbing new information and adapting to its implications. Aboriginal cultural knowledge is handed down through oral tradition (song, story, art, language and dance) from generation to generation, and preserves the relationship to the land (DECCW 2010).

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24.2 ARCHAEOLOGICAL ASSESSMENT

This entails an archaeological assessment of the proposed project area. It includes the gathering of both environmental and archaeological information to gain an understanding of the environment, disturbances and provide a predictive model for the proposed project area.

Following the completion of the survey, a report that includes detailed environmental and archaeological background, results, discussion, the cultural significance as determined by the registered Aboriginal parties and mitigation measures will be provide to all registered parties for their review. This will also include opportunities for the registered Aboriginal parties to provide feedback on any management or mitigation recommendations.

All registered parties will also be required to provide their own report/letter within a specified time and a copy of the final report will be provided to all parties.

25 SURVEY METHODS

The entire study area will be surveyed on foot in transects of approximately 5-10 metres apart. This will ensure the entire study area is covered and any evidence of past occupation, Potential Archaeological Deposits (PADs) and disturbances will be identified.

26 ROLES, RESPONSIBILITIES AND FUNCTIONS OF PARTIES

The roles, responsibilities and functions of all parties are outlined below and is taken from DECCW (2010).

26.1 OFFICE OF ENVIRONMENT AND HERITAGE (OEH)

The Director General of OEH is the decision-maker who decides to grant or refuse an Aboriginal Heritage Impact Permit (AHIP) application. If an AHIP is issued, conditions are usually attached and OEH is responsible for ensuring the AHIP holder complies with those conditions. When considering an application under Part 6 of the NPW Act, the Director General will review the information provided by proponents in line with its internal policies and procedures to assess potential or actual harm to Aboriginal objects or places (DECCW, 2009).

The Environment Protection and Regulation Group (EPRG) of OEH is responsible for administering the regulatory functions under Part 6 of the NPW Act. OEH expects that proponents and Aboriginal people should:

- be aware that Part 6 of the NPW Act establishes the Director General or delegate of OEH as the decision-maker; and
- recognise that the Director General's (or delegates) decisions may not be consistent with the views of the Aboriginal community and/or the proponent. However, OEH will take into account all relevant information it receives as part of its decision-making process.

26.2 PROPONENT

All proponents operate within a commercial environment which includes:

- strict financial and management issues, priorities and deadlines;
- the need to gain community support in order to secure any necessary approval/consent/licence/permit to operate;
- the need for clearer processes and certainty of outcomes;

- the need for suitable access to land for the purpose of their development project;
- the need to work efficiently within the project's time, quality and cost planning and management parameters; and
- the need for culturally appropriate assessment findings relevant to their project.

Under these requirements, proponents should undertake the following:

- bring the registered Aboriginal parties or their nominated representatives together and be responsible for ensuring appropriate administration and management of the consultation process;
- consider the cultural perspectives, views, knowledge and advice of the registered Aboriginal parties involved in the consultation process in assessing cultural significance and developing any heritage management outcomes for Aboriginal object(s) and/or place(s);
- provide evidence to OEHL of consultation by including information relevant to the cultural perspectives, views, knowledge and advice provided by the registered Aboriginal parties; and
- accurately record and clearly articulate all consultation findings in the final cultural heritage assessment report.

26.3 REGISTERED ABORIGINAL STAKEHOLDERS

The interests and obligations of Aboriginal people relate to the protection of Aboriginal cultural heritage. It is only Aboriginal people who can determine who is accepted by their community as being authorised to speak for Country and its associated cultural heritage. Where there is a dispute about who speaks for Country, it is appropriate for Aboriginal people, not OEHL or the proponent, to resolve this dispute in a timely manner to enable effective consultation to proceed.

Aboriginal people who can provide information about cultural significance are, based on Aboriginal lore and customs, the traditional owners or custodians of the land that is the subject of the proposed project area. Traditional owners or custodians with appropriate cultural heritage knowledge necessary to make informed decisions who wish to register as an Aboriginal party are those people who:

- continue to maintain a deep respect for their ancestral belief system, traditional lore and customs;
- recognise their responsibilities of their community, knowledge and obligations to protect and conserve their culture and heritage and to care for their traditional lands or country; and
- have the trust of their community, knowledge and understanding of their culture and permission to speak about it.

The registered Aboriginal parties should undertake the following;

- ensure the appropriate cultural knowledge holder is providing the appropriate information;
- uphold and respect the traditional rights, obligations and responsibilities of Aboriginal people within their own boundaries and not to infringe in other areas or Aboriginal people outside their own boundaries;
- consider and provide the proponent the cultural perspectives, views, knowledge and advice during the consultation process, assessing cultural significance and developing any heritage management outcomes for Aboriginal object(s) and/or place(s); and
- need to work efficiently within the project's time and provide feedback in a timely manner.

26.4 LOCAL ABORIGINAL LAND COUNCILS

The NSW Aboriginal Land Council (NSWALC) and Local Aboriginal Land Councils (LALCs) have statutory functions relevant to the protection of Aboriginal culture and heritage under the NSW Aboriginal Land Rights Act 1983. These requirements do not extend the role of NSWALC and LALCs in the significance assessment process. That is, these requirements do not provide NSWALC and/or LALCs any additional or specific decision-making role in the assessment of significance of Aboriginal object(s) and/or place(s) that are subject to an AHIP application under Part 6 of the NPW Act.

LALCs may choose to register an interest to be involved in the consultation process, or may assist registered Aboriginal parties to participate in the consultation process established by these requirements. In order to ensure effective consultation and the subsequent informed heritage assessment, LALCs are encouraged to identify and make contact with Aboriginal people who hold cultural knowledge in their area.

27 CONSULTATION

The following is taken from DECCW (2010).

Consultation with registered Aboriginal parties involves obtaining the views of, and information from, Aboriginal parties and reporting on these. It should not be confused with other field assessment processes involved in preparing a proposal and an application. Consultation does not include the employment of Aboriginal people to assist in field assessment and/or site monitoring.

Aboriginal people may provide services to proponents through a contractual arrangement, however, this is separate from consultation. The proponent may reimburse Aboriginal people for any demonstrated reasonable out-of-pocket expenses directly incurred in order to participate in the consultation process. A demonstrated reasonable expense would include documented loss of wages caused by the need to take time from paid employment to participate in meetings.

The proponent is not obliged to employ those Aboriginal people registered for consultation. Consultation as per these requirements will continue irrespective of potential or actual employment opportunities (i.e. pay disputes) for Aboriginal people.

28 EMPLOYMENT

The proponent may engage a number of Aboriginal representatives from the registered parties (based on the size and nature of the project) to participate and assist in the fieldwork component of this project. If you would like to be considered for paid field work please answer the selection criteria attached and ensure you attach certificates of currency for the relevant insurances, CV(s), any certificates and references. MCH will then pass this information onto the proponent for their consideration to make the selection for fieldwork participants should they wish to do so.

MCH will ensure all Aboriginal parties are invited to participate in fieldwork, however paid participation is determined by the proponent.

29 FORMS

You will find a number of forms attached for your convenience. However, if you prefer to use your own please feel free to do so. Please ensure that these are either filled out in full or your own forms/letters answer all the questions and return to MCH no later than 31 December 2014.

Forms attached:

- Aboriginal stakeholder site officer application
- Register of cultural knowledge holder
- Cultural significance
- Comments on proposed methodology

30 CONCLUSION

MCH looks forward to your response and working with you on this project. Please do not hesitate to contact myself on 0412 702 396 should you have any questions.

Yours sincerely,
for McCardle Cultural Heritage Pty Ltd



Penny McCardle
Principal Archaeologist
Forensic Anthropologist

Forms

MCH would like to clearly state that, should you wish to provide feedback in another form, you are encouraged to do so. You are under no obligation to complete the current forms.

However, should you wish to use this forms, please complete, sign and return to MCH using one of the following;

Fax: 4952 5501

e-mail: mheritage@iprimus.com.au

Postal address: MCH

PO Box 166

Adamstown, NSW 2289

ABORIGINAL STAKEHOLDER SITE OFFICER APPLICATION

Position description

A site officer must demonstrate that they have satisfactorily participated in previous archaeological fieldwork with an archaeologist. A trainee site officer does not need to demonstrate previous archaeological experience. Site officers must be able to:

- undertake direction from the project archaeologist
- undertake walking over extended periods of time
- work in a range of climates wearing protective clothing
- work in teams with a wide range of people
- identify a broad range of Aboriginal objects across the landscape

To qualify as a site officer, appropriate training in identifying Aboriginal objects must have been undertaken (such as the Office of Environment and Heritage's (OEH) sites awareness training course, or other relevant secondary or tertiary studies) or equivalent knowledge or experience must be demonstrated.

The duties of the site officer under the direction of the project archaeologist may include, but not limited to:

- site survey to identify known or potential Aboriginal objects
- identifying and recording Aboriginal objects
- meeting general and site specific Occupational Health and Safety requirements

Selection criteria

The proponent will offer positions based on the following key selection criteria:

- an individual's ability to undertake the tasks specified in Section 2
- an individual's availability to undertake the activity (physically able to undertake field work)
- an individual's experience in undertaking similar activities. Applications may be subject to a reference check
- individuals with demonstrated local cultural knowledge
- individuals who can demonstrate they can communicate the results of the field work back to the registered Aboriginal stakeholders

In addition to a consideration of the key selection criteria, the Proponent may give preference to applicants who live locally.

The proponent is under no obligation to offer site officer positions based on an individual's association with a cultural group or area. The proponent makes no guarantee that registered

parties will be engaged to undertake archaeological field activities. The number of site officer positions available will be based on need as described in the archaeological methodology. However, MCH will ensure all registered stakeholders are invited to participate in the survey regardless of engagement arrangements between the stakeholder(s) and the proponent. Applicants will be notified whether they have been successful or unsuccessful in their application.

Engagement

The Proponent selects and has final approval on who will be engaged as a site officer. Successful applicants will be engaged to provide the services through a written contract that will be provided at a later date. The proponent will only engage Service Providers with NSW workers compensation insurance, public liability insurance, and comprehensive motor vehicle insurance or third party property damage insurance.

Payment

The proponent will pay the Service Provider at a rate that will be based on the responses of all information pack responses received by the due date and the project budget.

The quoted hourly rate is the rate to be paid by the Proponent to the Service Provider - **not** to the individual site officer/trainee site officer. The site officer/trainee site officer will be paid by the Service Provider at a rate agreed to by the Service Provider and the site officer/trainee site officer.

Payment will only be made for the provision of the services (actual hours worked), and not for the time spent travelling to and from site. Payment will be made upon the receipt of a cultural heritage report following the survey and receipt of the draft report.

ABORIGINAL SITE OFFICER APPLICATION FORM

An Aboriginal site officer application form must be filled out for each individual seeking to be engaged as a site officer.	
Name of organisation (if relevant)	
Name	
Contact number	
Mailing address	
Email address	
Fax	
Position applied for	Site officer <input type="checkbox"/> Trainee Site Officer <input type="checkbox"/>
Please list any formal qualifications or relevant experience to the position applied for (attach documentation as required)	
Please list any previous archaeological, sites, survey, excavation or other relevant experience (attach additional sheets as required)	
Please provide the contact details of at least one archaeologist (other than the project archaeologist) who can be contacted as a referee	
Please provide the contact details of at least one other person who may be contacted in regard to your previous cultural heritage experience	
Do you have Workcover NSW General Induction for Construction Work in NSW (also referred to as a green or white card)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you an Aboriginal person?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a knowledge holder (according to traditional lore)?	Yes <input type="checkbox"/> No <input type="checkbox"/>

INSURANCES

Public Liability	Expiry date:	(attach certificate of currency)
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Worker Compensation	Expiry date: :	(attach certificate of currency)
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Comprehensive Motor Vehicle	Expiry date: :	(attach certificate of currency)
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Failure to provide up to date Certificate of Currencies will prevent you participating in any fieldwork. MCH may have received copies previously, however, they must be provided for each project.

OCCUPATIONAL Health & SAFETY (OH&S)

All participants are required to comply with MCH and the proponents OH&S requirements.

This includes high visibility clothing, hat, sunscreen and steel caped boots. You will be advised of any additional requirements.

This also includes appropriate and acceptable behavior at all times.

Failure to comply will prevent you from participating in the field work.

REGISTER OF CULTURAL KNOWLEDGE HOLDER

MCH and the proponent would like to facilitate a process whereby all registered Aboriginal parties are provided the opportunity to contribute to culturally appropriate information gathering, provide information that will enable the cultural significance of Aboriginal sites/places on the project area to be determined, and have input into the development of any cultural heritage management options. To enable this to occur, it is necessary to consult with the cultural knowledge holder(s).

To this end, as per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are required to provide details of the individual(s) who hold cultural knowledge (according to traditional lore) relevant to the project area. If your groups has no knowledge holders, this is important information too.

Please fill in the following information for cultural knowledge holder(s). If there are more than three in your organisation please feel free to attach another sheet. If there are no knowledge holders in your group please send back blank.

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

CULTURAL SIGNIFICANCE

As per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), the proponent seeks information on the following:

- 9) Are there Aboriginal objects of cultural value in the proposed project area?

- 10) Are there Aboriginal places of cultural value to the Aboriginal people in the area of the proposed project? This may include places of social, spiritual and cultural value, historic places with cultural significance, and potential places/areas of historic, social, spiritual and/or cultural significance that may be either pre contact, post contact or contemporary in age.

- 11) Is there any other cultural information in relation to the proposed project area?

- 12) MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. Please provide your preferred method of providing detailed information on the above (e.g. written, verbal, this form) and any restrictions you would like to place on your information.

COMMENTS ON PROPOSED METHODOLOGY

I, _____ (please insert your name) of _____ (please insert the name of your group), **agree to the methodology** outlined by MCH in relation to the proposed project.

Additional comments:

Signed: _____ Date: _____

Position within organisation: _____

I, _____ (please insert your name) of _____ (please insert the name of your group), **do not agree to the methodology** outlined by MCH in relation to the proposed

Project for the following reasons (please explain your reasons for disagreeing):

I would like to suggest the following (please provide your reasoning): _____

Signed: _____ Date: _____

Position within organisation: _____



McCARDLE CULTURAL HERITAGE

10 January 2015

Rodney Matthews
Giwiirr Consultants
8 Fitzgerald Ave
NSW 2333

Dear Rodney,

RE: Information Packet for Dolwendee Quarry

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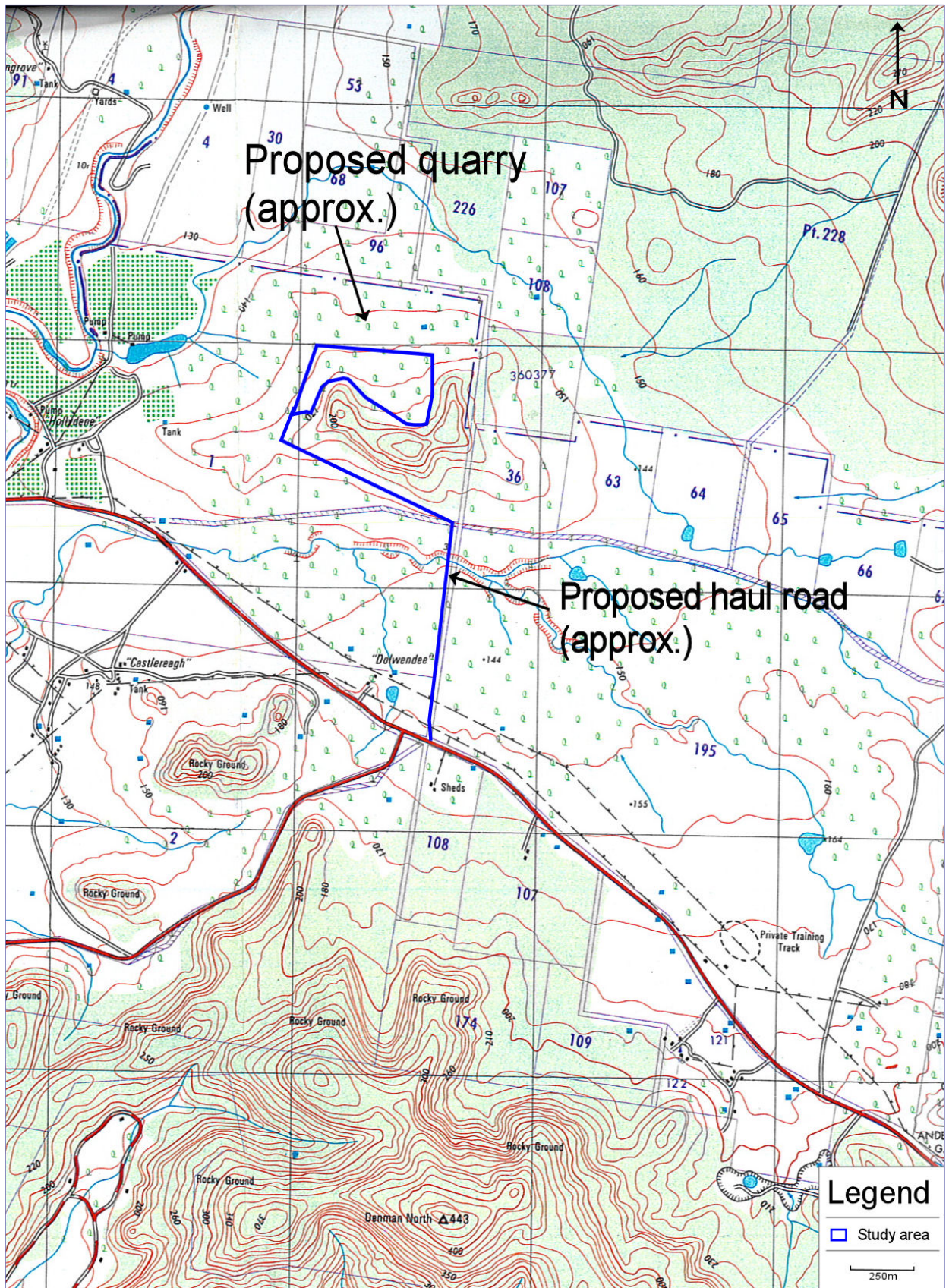
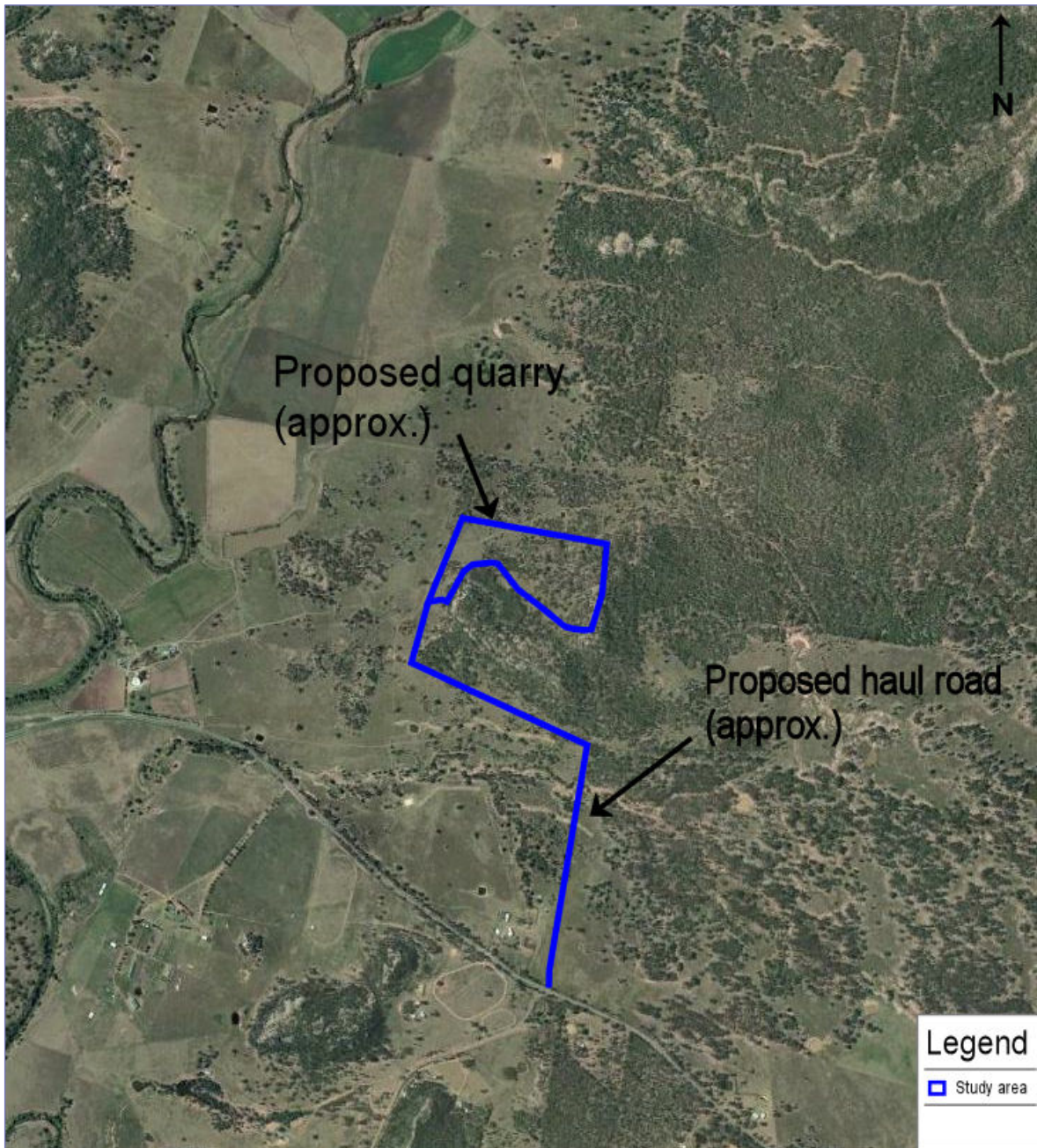


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The Director General of OEH is the decision-maker who decides to grant or refuse an Aboriginal Heritage Impact Permit (AHIP) application. If an AHIP is issued, conditions are usually attached and OEH is responsible for ensuring the AHIP holder complies with those conditions. When considering an application under Part 6 of the NPW Act, the Director General will review the information provided by proponents in line with its internal policies and procedures to assess potential or actual harm to Aboriginal objects or places (DECCW, 2009).

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You will find a number of forma attached for your connivance. However, if you prefer to use your own please feel free to do so. Please ensure that these are either filled out in full or your own forms/letters answer all the questions and return to MCH no later than 31 December 2014.

Forms attached:

- Aboriginal stakeholder site officer application
- Register of cultural knowledge holder
- Cultural significance
- Comments on proposed methodology

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MCH looks forward to your response and working with you on this project. Please do not hesitate to contact myself on 0412 702 396 should you have any questions.

Yours sincerely,
for McCardle Cultural Heritage Pty Ltd



Penny McCardle
Principal Archaeologist
Forensic Anthropologist

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MCH would like to clearly state that, should you wish to provide feedback in another form, you are encouraged to do so. You are under no obligation to complete the current forms.

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e-mail: mheritage@iprimus.com.au

Postal address: MCH

PO Box 166

Adamstown, NSW 2289

ABORIGINAL STAKEHOLDER SITE OFFICER APPLICATION

Position description

A site officer must demonstrate that they have satisfactorily participated in previous archaeological fieldwork with an archaeologist. A trainee site officer does not need to demonstrate previous archaeological experience. Site officers must be able to:

- undertake direction from the project archaeologist
- undertake walking over extended periods of time
- work in a range of climates wearing protective clothing
- work in teams with a wide range of people
- identify a broad range of Aboriginal objects across the landscape

To qualify as a site officer, appropriate training in identifying Aboriginal objects must have been undertaken (such as the Office of Environment and Heritage's (OEH) sites awareness training course, or other relevant secondary or tertiary studies) or equivalent knowledge or experience must be demonstrated.

The duties of the site officer under the direction of the project archaeologist may include, but not limited to:

- site survey to identify known or potential Aboriginal objects
- identifying and recording Aboriginal objects
- meeting general and site specific Occupational Health and Safety requirements

Selection criteria

The proponent will offer positions based on the following key selection criteria:

- an individual's ability to undertake the tasks specified in Section 2
- an individual's availability to undertake the activity (physically able to undertake field work)
- an individual's experience in undertaking similar activities. Applications may be subject to a reference check
- individuals with demonstrated local cultural knowledge
- individuals who can demonstrate they can communicate the results of the field work back to the registered Aboriginal stakeholders

In addition to a consideration of the key selection criteria, the Proponent may give preference to applicants who live locally.

The proponent is under no obligation to offer site officer positions based on an individual's association with a cultural group or area. The proponent makes no guarantee that registered

parties will be engaged to undertake archaeological field activities. The number of site officer positions available will be based on need as described in the archaeological methodology. However, MCH will ensure all registered stakeholders are invited to participate in the survey regardless of engagement arrangements between the stakeholder(s) and the proponent. Applicants will be notified whether they have been successful or unsuccessful in their application.

Engagement

The Proponent selects and has final approval on who will be engaged as a site officer. Successful applicants will be engaged to provide the services through a written contract that will be provided at a later date. The proponent will only engage Service Providers with NSW workers compensation insurance, public liability insurance, and comprehensive motor vehicle insurance or third party property damage insurance.

Payment

The proponent will pay the Service Provider at a rate that will be based on the responses of all information pack responses received by the due date and the project budget.

The quoted hourly rate is the rate to be paid by the Proponent to the Service Provider - **not** to the individual site officer/trainee site officer. The site officer/trainee site officer will be paid by the Service Provider at a rate agreed to by the Service Provider and the site officer/trainee site officer.

Payment will only be made for the provision of the services (actual hours worked), and not for the time spent travelling to and from site. Payment will be made upon the receipt of a cultural heritage report following the survey and receipt of the draft report.

ABORIGINAL SITE OFFICER APPLICATION FORM

An Aboriginal site officer application form must be filled out for each individual seeking to be engaged as a site officer.	
Name of organisation (if relevant)	
Name	
Contact number	
Mailing address	
Email address	
Fax	
Position applied for	Site officer <input type="checkbox"/> Trainee Site Officer <input type="checkbox"/>
Please list any formal qualifications or relevant experience to the position applied for (attach documentation as required)	
Please list any previous archaeological, sites, survey, excavation or other relevant experience (attach additional sheets as required)	
Please provide the contact details of at least one archaeologist (other than the project archaeologist) who can be contacted as a referee	
Please provide the contact details of at least one other person who may be contacted in regard to your previous cultural heritage experience	
Do you have Workcover NSW General Induction for Construction Work in NSW (also referred to as a green or white card)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you an Aboriginal person?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a knowledge holder (according to traditional lore)?	Yes <input type="checkbox"/> No <input type="checkbox"/>

INSURANCES

Public Liability	Expiry date:	(attach certificate of currency)
------------------	--------------	----------------------------------

Worker Compensation	Expiry date: :	(attach certificate of currency)
---------------------	----------------	----------------------------------

Comprehensive Motor Vehicle	Expiry date: :	(attach certificate of currency)
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Failure to provide up to date Certificate of Currencies will prevent you participating in any fieldwork. MCH may have received copies previously, however, they must be provided for each project.

OCCUPATIONAL Health & SAFETY (OH&S)

All participants are required to comply with MCH and the proponents OH&S requirements.

This includes high visibility clothing, hat, sunscreen and steel caped boots. You will be advised of any additional requirements.

This also includes appropriate and acceptable behavior at all times.

Failure to comply will prevent you from participating in the field work.

REGISTER OF CULTURAL KNOWLEDGE HOLDER

MCH and the proponent would like to facilitate a process whereby all registered Aboriginal parties are provided the opportunity to contribute to culturally appropriate information gathering, provide information that will enable the cultural significance of Aboriginal sites/places on the project area to be determined, and have input into the development of any cultural heritage management options. To enable this to occur, it is necessary to consult with the cultural knowledge holder(s).

To this end, as per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are required to provide details of the individual(s) who hold cultural knowledge (according to traditional lore) relevant to the project area. If your groups has no knowledge holders, this is important information too.

Please fill in the following information for cultural knowledge holder(s). If there are more than three in your organisation please feel free to attach another sheet. If there are no knowledge holders in your group please send back blank.

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

CULTURAL SIGNIFICANCE

As per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), the proponent seeks information on the following:

- 13) Are there Aboriginal objects of cultural value in the proposed project area?

- 14) Are there Aboriginal places of cultural value to the Aboriginal people in the area of the proposed project? This may include places of social, spiritual and cultural value, historic places with cultural significance, and potential places/areas of historic, social, spiritual and/or cultural significance that may be either pre contact, post contact or contemporary in age.

- 15) Is there any other cultural information in relation to the proposed project area?

- 16) MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. Please provide your preferred method of providing detailed information on the above (e.g. written, verbal, this form) and any restrictions you would like to place on your information.

COMMENTS ON PROPOSED METHODOLOGY

I, _____ (please insert your name) of _____ (please insert the name of your group), **agree to the methodology** outlined by MCH in relation to the proposed project.

Additional comments:

Signed: _____ Date: _____

Position within organisation: _____

I, _____ (please insert your name) of _____ (please insert the name of your group), **do not agree to the methodology** outlined by MCH in relation to the proposed

Project for the following reasons (please explain your reasons for disagreeing):

I would like to suggest the following (please provide your reasoning): _____

Signed: _____ Date: _____

Position within organisation: _____



McCARDLE CULTURAL HERITAGE

10 January 2015

Tommy Miller
Lower Hunter Wonnarua Cultural Services
51 Bowden St
NSW 2321

Dear Tommy,

RE: Information Packet for Dolwendee Quarry

MCH would like to thank you for registering your interest in this project. MCH sent a letter extending an invitation to register your interest and asking if you would prefer to have a meeting to discuss the project or have an information pack sent to you. As MCH did not receive your preferred option, we are posting the pack.

In order for the proponent to fulfil its cultural heritage consultation requirements per the OEI Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), please find enclosed an information pack that details the project, the roles and responsibilities of all parties, details of the proposed methodologies and map showing the location and extent of the study area. The purpose of the information pack is also to ensure all parties have an understanding of the project, critical time line, that cultural knowledge is obtained from the appropriate individuals, any issues or concerns can be addressed, the methods of survey are agreed upon and the new guidelines are met. Additionally, in order for the proponent to further fulfil its cultural heritage consultation requirements as per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), it would be appreciated if you could provide the required information no later 2 February 2015. MCH have also included a selection of pro formes that ensure all the required information is obtained to meet the OEI requirements. You may wish to utilise the forms attached for your convenience or use of your own forms are encouraged.

The advertisement for this project and the letter of invitation to register for the project, is for Aboriginal people who hold cultural knowledge (passed down in the traditional manner) that is relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project. To this end, (as stated in the OEI requirements), you must nominate the contact person(s) who hold the cultural knowledge and provide written confirmation and contact details of this person or persons whom you represent. If it is you that holds traditional knowledge, please provide the same details. As all communications, including phone calls, faxes, letters, and e-mails must be included in the consultation component of the report as per the OEI requirements, please ensure that any items that you or your group deem confidential are either stated at the beginning of a conversation or stamped/written on each piece of paper communicate.

McCARDLE CULTURAL HERITAGE PTY LTD

ACN 104 590 141 • ABN 89 104 590 141

PO Box 166, Adamstown, NSW 2289 • Mobile: 0412 702 396 • Fax: 4952 5501 • Email:
mcheritage@iprimus.com.au

Please note that in order to adhere to time constraints, the absence of a response by the prescribed timeline, will be taken by the proponent as your indication that your organisation has no comments regarding the proposed methodology. Additionally, failure to provide the required information by the prescribed timeline, will result in a missed opportunity for you or knowledge holders to contribute to your cultural heritage and may not be considered for engagement (the proponent needs the required information to make informed decisions about engagement) and the project will proceed.

41 OVERVIEW

McCardle Cultural Heritage Pty Ltd (MCH) has been commissioned by KMH Environmental (KMH) prepare an Aboriginal Heritage Impact Assessment forming part of an Environmental Impact Statement (EIS) for a proposed new quarry (the "Project") at "Dolwende", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The Project classifies as a State Significant Development under State Environmental Planning Policy (State and Regional Development) 2011 and the Environmental Planning and Assessment Act 1979. The assessment will determine the potential impacts upon the indigenous cultural heritage within the development area. It is intended that any areas of indigenous cultural heritage value will be identified and appropriate management recommendations will be established through consultation with the registered Aboriginal parties.

42 STUDY AREA

The proposed Dolwende Quarry is located on the northern side of the Golden Highway, approximately 7 kilometres to the northwest of Denman in the NSW Hunter Valley. The proposed Project occurs on a rural property known as "Dolwende", comprising Lots 1, 2, 3 and 4 in DP 1160936. The proposed quarry is to be located over Lot 2 with a haul road from the quarry to the Golden Highway crossing Lots 3 and 4 within an existing right of carriageway. The location and extent of the study area is illustrated in *Figures 1.1 to 1.3*.

Figure 2.1 Regional location of the study area



Figure 1.2 Local location of the study area

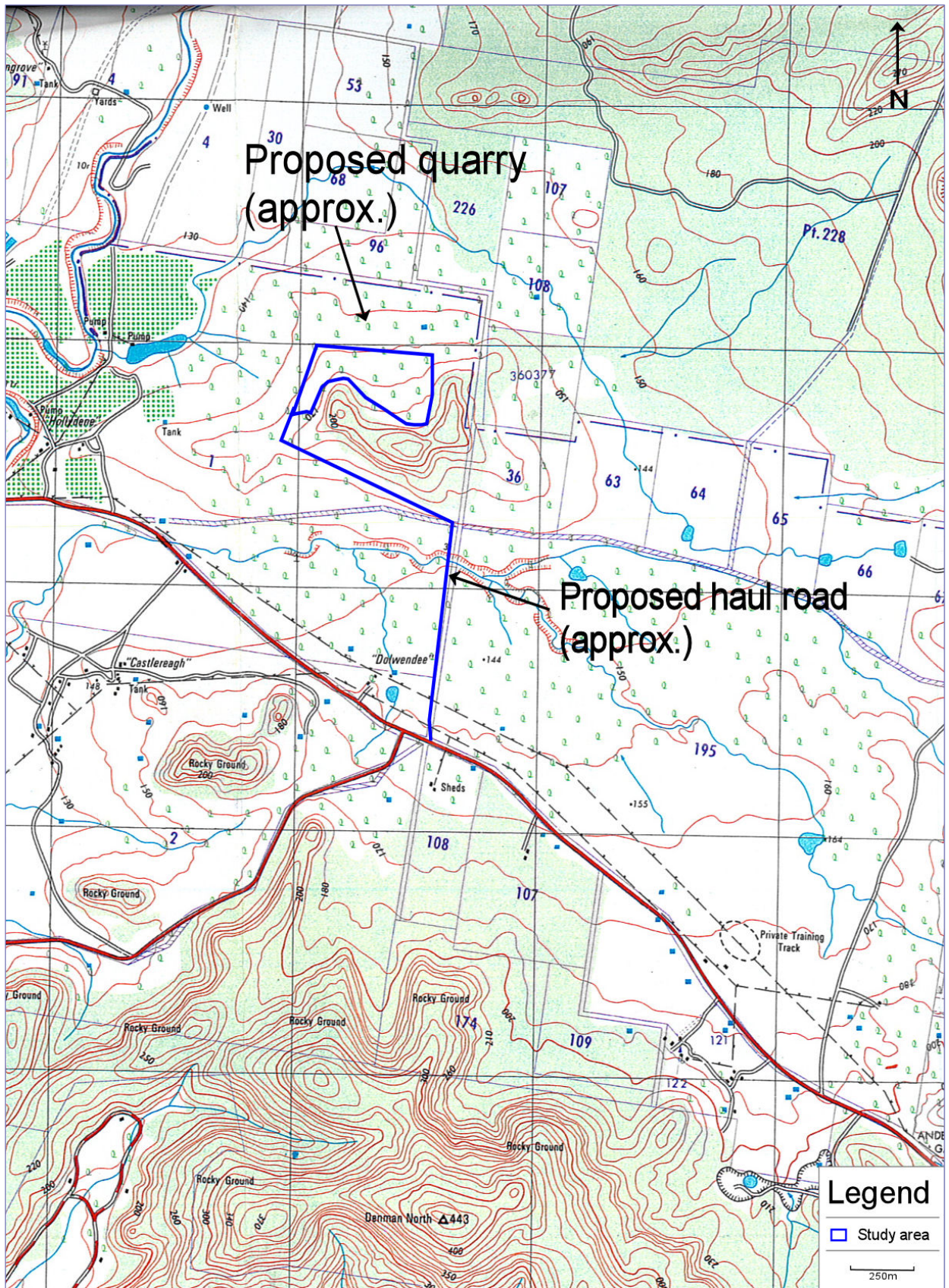
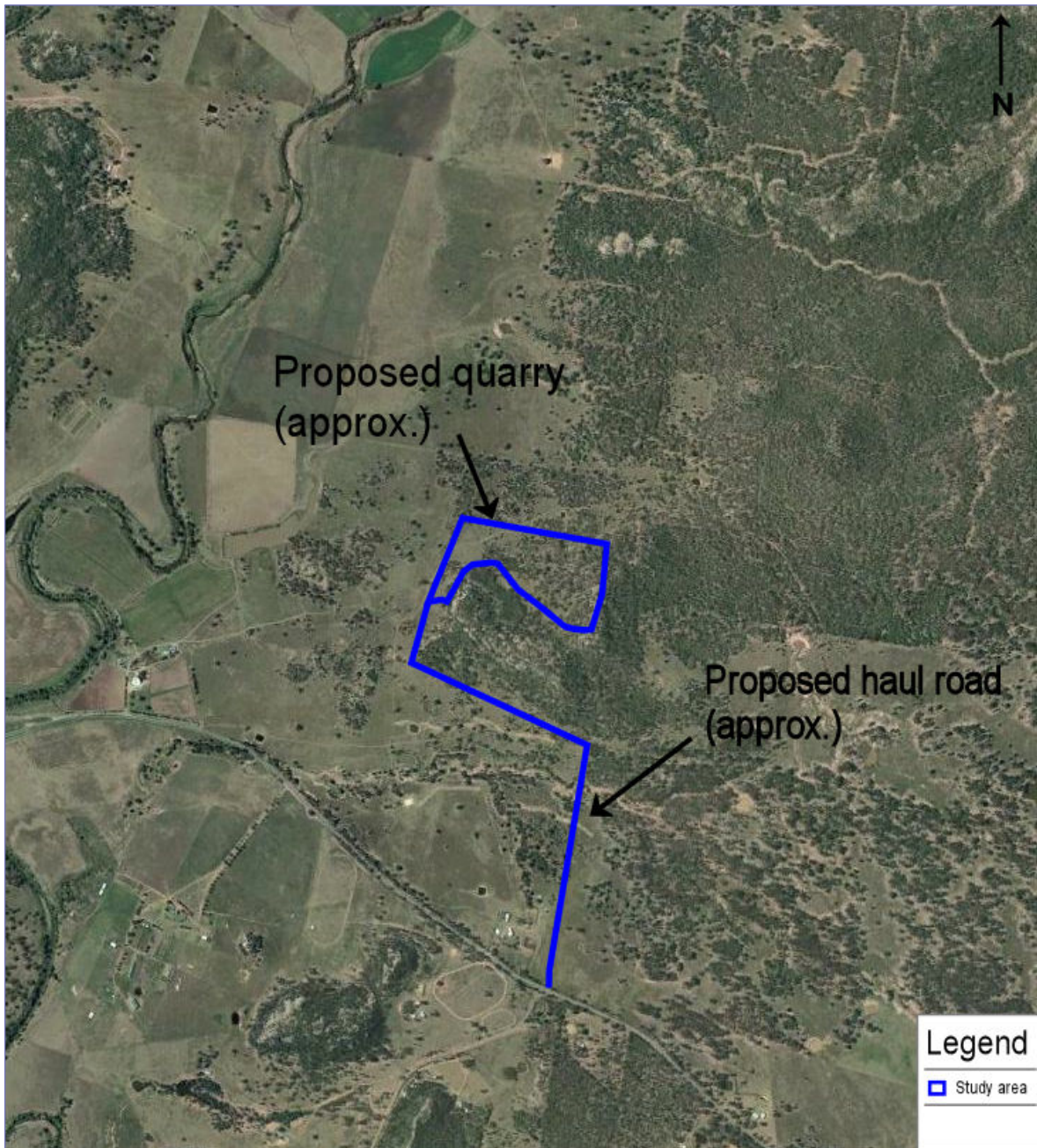


Figure 1.3 Concept Plan



43 PROJECT OUTLINE

43.1 PROJECT OUTLINE AND IMPACTS

The proposed quarry will involve site preparation including the establishment of extraction boundaries, vegetation clearing, removal and stockpiling of topsoils and,, bulldozing and/or hydraulically excavating sand for processing. Additionally, the the establishment of the quarry on site will include construction of site access, establishment and construction of site office/facilities/ weighbridge, extraction of sand from within the extraction areas, sand processing (washing), stockpiling,

haulage of production from site and site rehabilitation. The proponent confirms that the proposal will have regard to the requirements and provision of the National Parks and Wildlife Act 1974. Where disturbance of and sites or PADs are unavoidable, any impacts will be managed in accordance with the requirements and provisions of the National Parks and Wildlife Act 1974.

43.2 CRITICAL ARCHAEOLOGICAL TIMELINE

The following Table indicates the timelines critical for the archaeological assessment. However, please note that consultation may be increased or decreased depending on response times and knowledge sharing.

3.1 Archaeological timeline

Stages	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10
Stage 1: consult.										
Stage 2: survey										
Stage 3: reporting										
Stage 4: finalisation										

44 METHODS OF INVESTIGATION

There are two methods of investigation including the gathering of cultural significance knowledge and archaeological assessment. These are briefly outlined below.

44.1 GATHERING OF INFORMATION OF CULTURAL SIGNIFICANCE

MCH and the proponent understand that unlike the written word, Aboriginal cultural knowledge is not static, but responds to change through absorbing new information and adapting to its implications. Aboriginal cultural knowledge is handed down through oral tradition (song, story, art, language and dance) from generation to generation, and preserves the relationship to the land (DECCW 2010).

Specific details and parts of cultural knowledge are usually held and maintained by individuals or within particular family groups. Although the broader community may be aware of the general features of that knowledge, it is not a common practice within Aboriginal society for detailed cultural knowledge to be known in the broader community or within Aboriginal community organisations. However, at times these organisations may defer to particular individuals or family groups as being the knowledge-holders of particular sets of cultural knowledge about places or the environment (DECCW 2010).

In some cases the information provided may be sensitive and MCH and the proponent will not share that information with all registered Aboriginal parties or others without the express permission of the individual. MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. To this end, MCH and the proponent would like to extend an invitation to provide any cultural knowledge you have and any restrictions you would like to place on your information, as well as your preferred method of providing that information.

44.2 ARCHAEOLOGICAL ASSESSMENT

This entails an archaeological assessment of the proposed project area. It includes the gathering of both environmental and archaeological information to gain an understanding of the environment, disturbances and provide a predictive model for the proposed project area.

Following the completion of the survey, a report that includes detailed environmental and archaeological background, results, discussion, the cultural significance as determined by the registered Aboriginal parties and mitigation measures will be provide to all registered parties for their review. This will also include opportunities for the registered Aboriginal parties to provide feedback on any management or mitigation recommendations.

All registered parties will also be required to provide their own report/letter within a specified time and a copy of the final report will be provided to all parties.

45 SURVEY METHODS

The entire study area will be surveyed on foot in transects of approximately 5-10 metres apart. This will ensure the entire study area is covered and any evidence of past occupation, Potential Archaeological Deposits (PADs) and disturbances will be identified.

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Yours sincerely,
for McCardle Cultural Heritage Pty Ltd



Penny McCardle
Principal Archaeologist
Forensic Anthropologist

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The duties of the site officer under the direction of the project archaeologist may include, but not limited to:

- site survey to identify known or potential Aboriginal objects
- identifying and recording Aboriginal objects
- meeting general and site specific Occupational Health and Safety requirements

Selection criteria

The proponent will offer positions based on the following key selection criteria:

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- individuals with demonstrated local cultural knowledge
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The Proponent selects and has final approval on who will be engaged as a site officer. Successful applicants will be engaged to provide the services through a written contract that will be provided at a later date. The proponent will only engage Service Providers with NSW workers compensation insurance, public liability insurance, and comprehensive motor vehicle insurance or third party property damage insurance.

Payment

The proponent will pay the Service Provider at a rate that will be based on the responses of all information pack responses received by the due date and the project budget.

The quoted hourly rate is the rate to be paid by the Proponent to the Service Provider - **not** to the individual site officer/trainee site officer. The site officer/trainee site officer will be paid by the Service Provider at a rate agreed to by the Service Provider and the site officer/trainee site officer.

Payment will only be made for the provision of the services (actual hours worked), and not for the time spent travelling to and from site. Payment will be made upon the receipt of a cultural heritage report following the survey and receipt of the draft report.

ABORIGINAL SITE OFFICER APPLICATION FORM

An Aboriginal site officer application form must be filled out for each individual seeking to be engaged as a site officer.	
Name of organisation (if relevant)	
Name	
Contact number	
Mailing address	
Email address	
Fax	
Position applied for	Site officer <input type="checkbox"/> Trainee Site Officer <input type="checkbox"/>
Please list any formal qualifications or relevant experience to the position applied for (attach documentation as required)	
Please list any previous archaeological, sites, survey, excavation or other relevant experience (attach additional sheets as required)	
Please provide the contact details of at least one archaeologist (other than the project archaeologist) who can be contacted as a referee	
Please provide the contact details of at least one other person who may be contacted in regard to your previous cultural heritage experience	
Do you have Workcover NSW General Induction for Construction Work in NSW (also referred to as a green or white card)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you an Aboriginal person?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a knowledge holder (according to traditional lore)?	Yes <input type="checkbox"/> No <input type="checkbox"/>

REGISTER OF CULTURAL KNOWLEDGE HOLDER

MCH and the proponent would like to facilitate a process whereby all registered Aboriginal parties are provided the opportunity to contribute to culturally appropriate information gathering, provide information that will enable the cultural significance of Aboriginal sites/places on the project area to be determined, and have input into the development of any cultural heritage management options. To enable this to occur, it is necessary to consult with the cultural knowledge holder(s).

To this end, as per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are required to provide details of the individual(s) who hold cultural knowledge (according to traditional lore) relevant to the project area. If your groups has no knowledge holders, this is important information too.

Please fill in the following information for cultural knowledge holder(s). If there are more than three in your organisation please feel free to attach another sheet. If there are no knowledge holders in your group please send back blank.

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

CULTURAL SIGNIFICANCE

As per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), the proponent seeks information on the following:

17) Are there Aboriginal objects of cultural value in the proposed project area?

18) Are there Aboriginal places of cultural value to the Aboriginal people in the area of the proposed project? This may include places of social, spiritual and cultural value, historic places with cultural significance, and potential places/areas of historic, social, spiritual and/or cultural significance that may be either pre contact, post contact or contemporary in age.

19) Is there any other cultural information in relation to the proposed project area?

20) MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. Please provide your preferred method of providing detailed information on the above (e.g. written, verbal, this form) and any restrictions you would like to place on your information.

COMMENTS ON PROPOSED METHODOLOGY

I, _____ (please insert your name) of _____ (please insert the name of your group), **agree to the methodology** outlined by MCH in relation to the proposed project.

Additional comments:

Signed: _____ Date: _____

Position within organisation: _____

I, _____ (please insert your name) of _____ (please insert the name of your group), **do not agree to the methodology** outlined by MCH in relation to the proposed

Project for the following reasons (please explain your reasons for disagreeing):

I would like to suggest the following (please provide your reasoning): _____

Signed: _____ Date: _____

Position within organisation: _____



McCARDLE CULTURAL HERITAGE

10 January 2015

Rhonda Griffiths
Hunter Valley Aboriginal Corporation
PO Box 579
NSW 2333

Dear Rhonda,

RE: Information Packet for Dolwendee Quarry

MCH would like to thank you for registering your interest in this project. MCH sent a letter extending an invitation to register your interest and asking if you would prefer to have a meeting to discuss the project or have an information pack sent to you. As MCH did not receive your preferred option, we are posting the pack.

In order for the proponent to fulfil its cultural heritage consultation requirements per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), please find enclosed an information pack that details the project, the roles and responsibilities of all parties, details of the proposed methodologies and map showing the location and extent of the study area. The purpose of the information pack is also to ensure all parties have an understanding of the project, critical time line, that cultural knowledge is obtained from the appropriate individuals, any issues or concerns can be addressed, the methods of survey are agreed upon and the new guidelines are met. Additionally, in order for the proponent to further fulfil its cultural heritage consultation requirements as per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), it would be appreciated if you could provide the required information no later 2 February 2015. MCH have also included a selection of pro formes that ensure all the required information is obtained to meet the OEH requirements. You may wish to utilise the forms attached for your convenience or use of your own forms are encouraged.

The advertisement for this project and the letter of invitation to register for the project, is for Aboriginal people who hold cultural knowledge (passed down in the traditional manner) that is relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project. To this end, (as stated in the OEH requirements), you must nominate the contact person(s) who hold the cultural knowledge and provide written confirmation and contact details of this person or persons whom you represent. If it is you that holds traditional knowledge, please provide the same details. As all communications, including phone calls, faxes, letters, and e-mails must be included in the consultation component of the report as per the OEH requirements, please ensure that any items that you or your group deem confidential are either stated at the beginning of a conversation or stamped/written on each piece of paper communicate.

McCARDLE CULTURAL HERITAGE PTY LTD

ACN 104 590 141 • ABN 89 104 590 141

PO Box 166, Adamstown, NSW 2289 • Mobile: 0412 702 396 • Fax: 4952 5501 • Email:
mcheritage@iprimus.com.au

Please note that in order to adhere to time constraints, the absence of a response by the prescribed timeline, will be taken by the proponent as your indication that your organisation has no comments regarding the proposed methodology. Additionally, failure to provide the required information by the prescribed timeline, will result in a missed opportunity for you or knowledge holders to contribute to your cultural heritage and may not be considered for engagement (the proponent needs the required information to make informed decisions about engagement) and the project will proceed.

51 OVERVIEW

McCardle Cultural Heritage Pty Ltd (MCH) has been commissioned by KMH Environmental (KMH) prepare an Aboriginal Heritage Impact Assessment forming part of an Environmental Impact Statement (EIS) for a proposed new quarry (the "Project") at "Dolwende", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The Project classifies as a State Significant Development under State Environmental Planning Policy (State and Regional Development) 2011 and the Environmental Planning and Assessment Act 1979. The assessment will determine the potential impacts upon the indigenous cultural heritage within the development area. It is intended that any areas of indigenous cultural heritage value will be identified and appropriate management recommendations will be established through consultation with the registered Aboriginal parties.

52 STUDY AREA

The proposed Dolwende Quarry is located on the northern side of the Golden Highway, approximately 7 kilometres to the northwest of Denman in the NSW Hunter Valley. The proposed Project occurs on a rural property known as "Dolwende", comprising Lots 1, 2, 3 and 4 in DP 1160936. The proposed quarry is to be located over Lot 2 with a haul road from the quarry to the Golden Highway crossing Lots 3 and 4 within an existing right of carriageway. The location and extent of the study area is illustrated in *Figures 1.1 to 1.3*.

Figure 2.1 Regional location of the study area



Figure 1.2 Local location of the study area

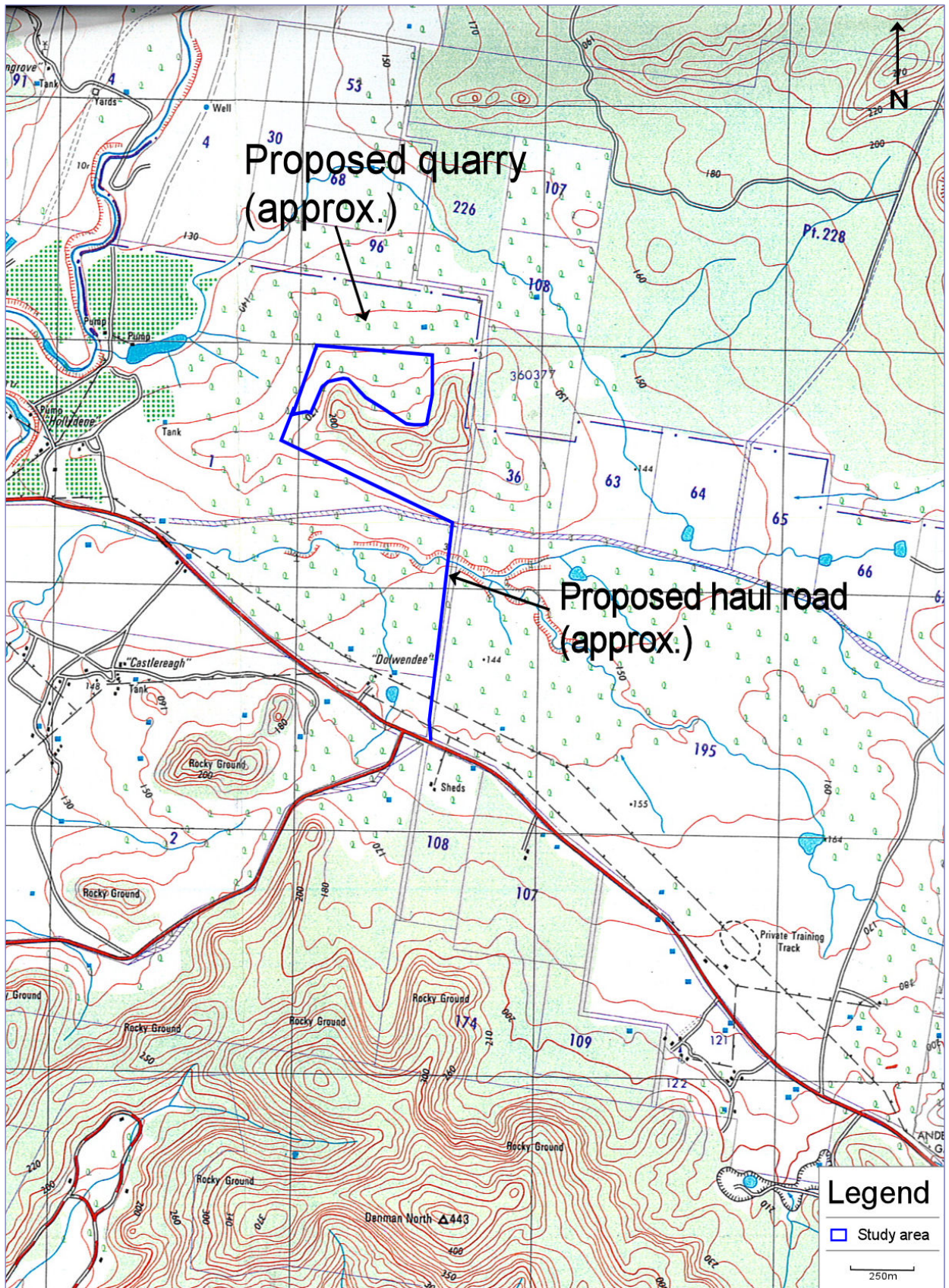
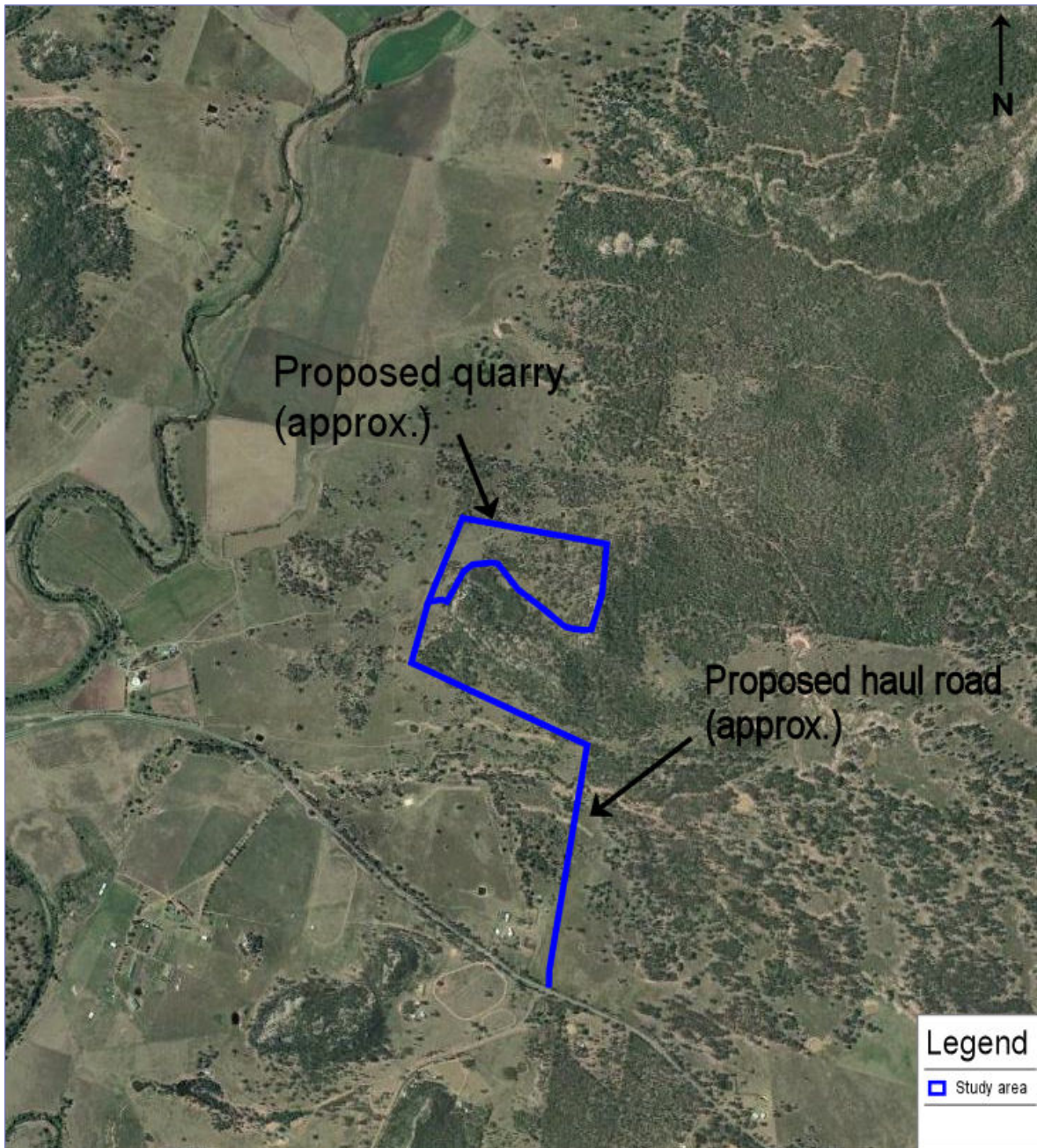


Figure 1.3 Concept Plan



53 PROJECT OUTLINE

53.1 PROJECT OUTLINE AND IMPACTS

The proposed quarry will involve site preparation including the establishment of extraction boundaries, vegetation clearing, removal and stockpiling of topsoils and,, bulldozing and/or hydraulically excavating sand for processing. Additionally, the the establishment of the quarry on site will include construction of site access, establishment and construction of site office/facilities/ weighbridge, extraction of sand from within the extraction areas, sand processing (washing), stockpiling,

haulage of production from site and site rehabilitation. The proponent confirms that the proposal will have regard to the requirements and provision of the National Parks and Wildlife Act 1974. Where disturbance of and sites or PADs are unavoidable, any impacts will be managed in accordance with the requirements and provisions of the National Parks and Wildlife Act 1974.

53.2 CRITICAL ARCHAEOLOGICAL TIMELINE

The following Table indicates the timelines critical for the archaeological assessment. However, please note that consultation may be increased or decreased depending on response times and knowledge sharing.

3.1 Archaeological timeline

Stages	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10
Stage 1: consult.										
Stage 2: survey										
Stage 3: reporting										
Stage 4: finalisation										

54 METHODS OF INVESTIGATION

There are two methods of investigation including the gathering of cultural significance knowledge and archaeological assessment. These are briefly outlined below.

54.1 GATHERING OF INFORMATION OF CULTURAL SIGNIFICANCE

MCH and the proponent understand that unlike the written word, Aboriginal cultural knowledge is not static, but responds to change through absorbing new information and adapting to its implications. Aboriginal cultural knowledge is handed down through oral tradition (song, story, art, language and dance) from generation to generation, and preserves the relationship to the land (DECCW 2010).

Specific details and parts of cultural knowledge are usually held and maintained by individuals or within particular family groups. Although the broader community may be aware of the general features of that knowledge, it is not a common practice within Aboriginal society for detailed cultural knowledge to be known in the broader community or within Aboriginal community organisations. However, at times these organisations may defer to particular individuals or family groups as being the knowledge-holders of particular sets of cultural knowledge about places or the environment (DECCW 2010).

In some cases the information provided may be sensitive and MCH and the proponent will not share that information with all registered Aboriginal parties or others without the express permission of the individual. MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. To this end, MCH and the proponent would like to extend an invitation to provide any cultural knowledge you have and any restrictions you would like to place on your information, as well as your preferred method of providing that information.

54.2 ARCHAEOLOGICAL ASSESSMENT

This entails an archaeological assessment of the proposed project area. It includes the gathering of both environmental and archaeological information to gain an understanding of the environment, disturbances and provide a predictive model for the proposed project area.

Following the completion of the survey, a report that includes detailed environmental and archaeological background, results, discussion, the cultural significance as determined by the registered Aboriginal parties and mitigation measures will be provided to all registered parties for their review. This will also include opportunities for the registered Aboriginal parties to provide feedback on any management or mitigation recommendations.

All registered parties will also be required to provide their own report/letter within a specified time and a copy of the final report will be provided to all parties.

55 SURVEY METHODS

The entire study area will be surveyed on foot in transects of approximately 5-10 metres apart. This will ensure the entire study area is covered and any evidence of past occupation, Potential Archaeological Deposits (PADs) and disturbances will be identified.

56 ROLES, RESPONSIBILITIES AND FUNCTIONS OF PARTIES

The roles, responsibilities and functions of all parties are outlined below and is taken from DECCW (2010).

56.1 OFFICE OF ENVIRONMENT AND HERITAGE (OEH)

The Director General of OEH is the decision-maker who decides to grant or refuse an Aboriginal Heritage Impact Permit (AHIP) application. If an AHIP is issued, conditions are usually attached and OEH is responsible for ensuring the AHIP holder complies with those conditions. When considering an application under Part 6 of the NPW Act, the Director General will review the information provided by proponents in line with its internal policies and procedures to assess potential or actual harm to Aboriginal objects or places (DECCW, 2009).

The Environment Protection and Regulation Group (EPRG) of OEH is responsible for administering the regulatory functions under Part 6 of the NPW Act. OEH expects that proponents and Aboriginal people should:

- be aware that Part 6 of the NPW Act establishes the Director General or delegate of OEH as the decision-maker; and
- recognise that the Director General's (or delegates) decisions may not be consistent with the views of the Aboriginal community and/or the proponent. However, OEH will take into account all relevant information it receives as part of its decision-making process.

56.2 PROPONENT

All proponents operate within a commercial environment which includes:

- strict financial and management issues, priorities and deadlines;
- the need to gain community support in order to secure any necessary approval/consent/licence/permit to operate;
- the need for clearer processes and certainty of outcomes;

- the need for suitable access to land for the purpose of their development project;
- the need to work efficiently within the project's time, quality and cost planning and management parameters; and
- the need for culturally appropriate assessment findings relevant to their project.

Under these requirements, proponents should undertake the following:

- bring the registered Aboriginal parties or their nominated representatives together and be responsible for ensuring appropriate administration and management of the consultation process;
- consider the cultural perspectives, views, knowledge and advice of the registered Aboriginal parties involved in the consultation process in assessing cultural significance and developing any heritage management outcomes for Aboriginal object(s) and/or place(s);
- provide evidence to OEHL of consultation by including information relevant to the cultural perspectives, views, knowledge and advice provided by the registered Aboriginal parties; and
- accurately record and clearly articulate all consultation findings in the final cultural heritage assessment report.

56.3 REGISTERED ABORIGINAL STAKEHOLDERS

The interests and obligations of Aboriginal people relate to the protection of Aboriginal cultural heritage. It is only Aboriginal people who can determine who is accepted by their community as being authorised to speak for Country and its associated cultural heritage. Where there is a dispute about who speaks for Country, it is appropriate for Aboriginal people, not OEHL or the proponent, to resolve this dispute in a timely manner to enable effective consultation to proceed.

Aboriginal people who can provide information about cultural significance are, based on Aboriginal lore and customs, the traditional owners or custodians of the land that is the subject of the proposed project area. Traditional owners or custodians with appropriate cultural heritage knowledge necessary to make informed decisions who wish to register as an Aboriginal party are those people who:

- continue to maintain a deep respect for their ancestral belief system, traditional lore and customs;
- recognise their responsibilities of their community, knowledge and obligations to protect and conserve their culture and heritage and to care for their traditional lands or country; and
- have the trust of their community, knowledge and understanding of their culture and permission to speak about it.

The registered Aboriginal parties should undertake the following;

- ensure the appropriate cultural knowledge holder is providing the appropriate information;
- uphold and respect the traditional rights, obligations and responsibilities of Aboriginal people within their own boundaries and not to infringe in other areas or Aboriginal people outside their own boundaries;
- consider and provide the proponent the cultural perspectives, views, knowledge and advice during the consultation process, assessing cultural significance and developing any heritage management outcomes for Aboriginal object(s) and/or place(s); and
- need to work efficiently within the project's time and provide feedback in a timely manner.

56.4 LOCAL ABORIGINAL LAND COUNCILS

The NSW Aboriginal Land Council (NSWALC) and Local Aboriginal Land Councils (LALCs) have statutory functions relevant to the protection of Aboriginal culture and heritage under the NSW Aboriginal Land Rights Act 1983. These requirements do not extend the role of NSWALC and LALCs in the significance assessment process. That is, these requirements do not provide NSWALC and/or LALCs any additional or specific decision-making role in the assessment of significance of Aboriginal object(s) and/or place(s) that are subject to an AHIP application under Part 6 of the NPW Act.

LALCs may choose to register an interest to be involved in the consultation process, or may assist registered Aboriginal parties to participate in the consultation process established by these requirements. In order to ensure effective consultation and the subsequent informed heritage assessment, LALCs are encouraged to identify and make contact with Aboriginal people who hold cultural knowledge in their area.

57 CONSULTATION

The following is taken from DECCW (2010).

Consultation with registered Aboriginal parties involves obtaining the views of, and information from, Aboriginal parties and reporting on these. It should not be confused with other field assessment processes involved in preparing a proposal and an application. Consultation does not include the employment of Aboriginal people to assist in field assessment and/or site monitoring.

Aboriginal people may provide services to proponents through a contractual arrangement, however, this is separate from consultation. The proponent may reimburse Aboriginal people for any demonstrated reasonable out-of-pocket expenses directly incurred in order to participate in the consultation process. A demonstrated reasonable expense would include documented loss of wages caused by the need to take time from paid employment to participate in meetings.

The proponent is not obliged to employ those Aboriginal people registered for consultation. Consultation as per these requirements will continue irrespective of potential or actual employment opportunities (i.e. pay disputes) for Aboriginal people.

58 EMPLOYMENT

The proponent may engage a number of Aboriginal representatives from the registered parties (based on the size and nature of the project) to participate and assist in the fieldwork component of this project. If you would like to be considered for paid field work please answer the selection criteria attached and ensure you attach certificates of currency for the relevant insurances, CV(s), any certificates and references. MCH will then pass this information onto the proponent for their consideration to make the selection for fieldwork participants should they wish to do so.

MCH will ensure all Aboriginal parties are invited to participate in fieldwork, however paid participation is determined by the proponent.

59 FORMS

You will find a number of forms attached for your convenience. However, if you prefer to use your own please feel free to do so. Please ensure that these are either filled out in full or your own forms/letters answer all the questions and return to MCH no later than 31 December 2014.

Forms attached:

- Aboriginal stakeholder site officer application
- Register of cultural knowledge holder
- Cultural significance
- Comments on proposed methodology

60 CONCLUSION

MCH looks forward to your response and working with you on this project. Please do not hesitate to contact myself on 0412 702 396 should you have any questions.

Yours sincerely,
for McCardle Cultural Heritage Pty Ltd



Penny McCardle
Principal Archaeologist
Forensic Anthropologist

Forms

MCH would like to clearly state that, should you wish to provide feedback in another form, you are encouraged to do so. You are under no obligation to complete the current forms.

However, should you wish to use this forms, please complete, sign and return to MCH using one of the following;

Fax: 4952 5501

e-mail: mheritage@iprimus.com.au

Postal address: MCH

PO Box 166

Adamstown, NSW 2289

ABORIGINAL STAKEHOLDER SITE OFFICER APPLICATION

Position description

A site officer must demonstrate that they have satisfactorily participated in previous archaeological fieldwork with an archaeologist. A trainee site officer does not need to demonstrate previous archaeological experience. Site officers must be able to:

- undertake direction from the project archaeologist
- undertake walking over extended periods of time
- work in a range of climates wearing protective clothing
- work in teams with a wide range of people
- identify a broad range of Aboriginal objects across the landscape

To qualify as a site officer, appropriate training in identifying Aboriginal objects must have been undertaken (such as the Office of Environment and Heritage's (OEH) sites awareness training course, or other relevant secondary or tertiary studies) or equivalent knowledge or experience must be demonstrated.

The duties of the site officer under the direction of the project archaeologist may include, but not limited to:

- site survey to identify known or potential Aboriginal objects
- identifying and recording Aboriginal objects
- meeting general and site specific Occupational Health and Safety requirements

Selection criteria

The proponent will offer positions based on the following key selection criteria:

- an individual's ability to undertake the tasks specified in Section 2
- an individual's availability to undertake the activity (physically able to undertake field work)
- an individual's experience in undertaking similar activities. Applications may be subject to a reference check
- individuals with demonstrated local cultural knowledge
- individuals who can demonstrate they can communicate the results of the field work back to the registered Aboriginal stakeholders

In addition to a consideration of the key selection criteria, the Proponent may give preference to applicants who live locally.

The proponent is under no obligation to offer site officer positions based on an individual's association with a cultural group or area. The proponent makes no guarantee that registered

parties will be engaged to undertake archaeological field activities. The number of site officer positions available will be based on need as described in the archaeological methodology. However, MCH will ensure all registered stakeholders are invited to participate in the survey regardless of engagement arrangements between the stakeholder(s) and the proponent. Applicants will be notified whether they have been successful or unsuccessful in their application.

Engagement

The Proponent selects and has final approval on who will be engaged as a site officer. Successful applicants will be engaged to provide the services through a written contract that will be provided at a later date. The proponent will only engage Service Providers with NSW workers compensation insurance, public liability insurance, and comprehensive motor vehicle insurance or third party property damage insurance.

Payment

The proponent will pay the Service Provider at a rate that will be based on the responses of all information pack responses received by the due date and the project budget.

The quoted hourly rate is the rate to be paid by the Proponent to the Service Provider - **not** to the individual site officer/trainee site officer. The site officer/trainee site officer will be paid by the Service Provider at a rate agreed to by the Service Provider and the site officer/trainee site officer.

Payment will only be made for the provision of the services (actual hours worked), and not for the time spent travelling to and from site. Payment will be made upon the receipt of a cultural heritage report following the survey and receipt of the draft report.

ABORIGINAL SITE OFFICER APPLICATION FORM

An Aboriginal site officer application form must be filled out for each individual seeking to be engaged as a site officer.	
Name of organisation (if relevant)	
Name	
Contact number	
Mailing address	
Email address	
Fax	
Position applied for	Site officer <input type="checkbox"/> Trainee Site Officer <input type="checkbox"/>
Please list any formal qualifications or relevant experience to the position applied for (attach documentation as required)	
Please list any previous archaeological, sites, survey, excavation or other relevant experience (attach additional sheets as required)	
Please provide the contact details of at least one archaeologist (other than the project archaeologist) who can be contacted as a referee	
Please provide the contact details of at least one other person who may be contacted in regard to your previous cultural heritage experience	
Do you have Workcover NSW General Induction for Construction Work in NSW (also referred to as a green or white card)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you an Aboriginal person?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a knowledge holder (according to traditional lore)?	Yes <input type="checkbox"/> No <input type="checkbox"/>

INSURANCES

Public Liability	Expiry date:	(attach certificate of currency)
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Worker Compensation	Expiry date: :	(attach certificate of currency)
---------------------	----------------	----------------------------------

Comprehensive Motor Vehicle	Expiry date: :	(attach certificate of currency)
-----------------------------	----------------	----------------------------------

Failure to provide up to date Certificate of Currencies will prevent you participating in any fieldwork. MCH may have received copies previously, however, they must be provided for each project.

OCCUPATIONAL Health & SAFETY (OH&S)

All participants are required to comply with MCH and the proponents OH&S requirements.

This includes high visibility clothing, hat, sunscreen and steel caped boots. You will be advised of any additional requirements.

This also includes appropriate and acceptable behavior at all times.

Failure to comply will prevent you from participating in the field work.

REGISTER OF CULTURAL KNOWLEDGE HOLDER

MCH and the proponent would like to facilitate a process whereby all registered Aboriginal parties are provided the opportunity to contribute to culturally appropriate information gathering, provide information that will enable the cultural significance of Aboriginal sites/places on the project area to be determined, and have input into the development of any cultural heritage management options. To enable this to occur, it is necessary to consult with the cultural knowledge holder(s).

To this end, as per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are required to provide details of the individual(s) who hold cultural knowledge (according to traditional lore) relevant to the project area. If your groups has no knowledge holders, this is important information too.

Please fill in the following information for cultural knowledge holder(s). If there are more than three in your organisation please feel free to attach another sheet. If there are no knowledge holders in your group please send back blank.

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

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Name: _____

Address: _____

Phone: _____ Mobile: _____

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As per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), the proponent seeks information on the following:

21) Are there Aboriginal objects of cultural value in the proposed project area?

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23) Is there any other cultural information in relation to the proposed project area?

24) MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. Please provide your preferred method of providing detailed information on the above (e.g. written, verbal, this form) and any restrictions you would like to place on your information.

COMMENTS ON PROPOSED METHODOLOGY

I, _____ (please insert your name) of _____ (please insert the name of your group), **agree to the methodology** outlined by MCH in relation to the proposed project.

Additional comments:

Signed: _____ Date: _____

Position within organisation: _____

I, _____ (please insert your name) of _____ (please insert the name of your group), **do not agree to the methodology** outlined by MCH in relation to the proposed

Project for the following reasons (please explain your reasons for disagreeing):

I would like to suggest the following (please provide your reasoning): _____

Signed: _____ Date: _____

Position within organisation: _____



McCARDLE CULTURAL HERITAGE

10 January 2015

Scott Franks
YarraWalk
PO Box 76
NSW 1495

Dear Scott,

RE: Information Packet for Dolwendee Quarry

MCH would like to thank you for registering your interest in this project. MCH sent a letter extending an invitation to register your interest and asking if you would prefer to have a meeting to discuss the project or have an information pack sent to you. As MCH did not receive your preferred option, we are posting the pack.

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McCARDLE CULTURAL HERITAGE PTY LTD

ACN 104 590 141 • ABN 89 104 590 141

PO Box 166, Adamstown, NSW 2289 • Mobile: 0412 702 396 • Fax: 4952 5501 • Email:
mcheritage@iprimus.com.au

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Figure 2.1 Regional location of the study area



Figure 1.2 Local location of the study area

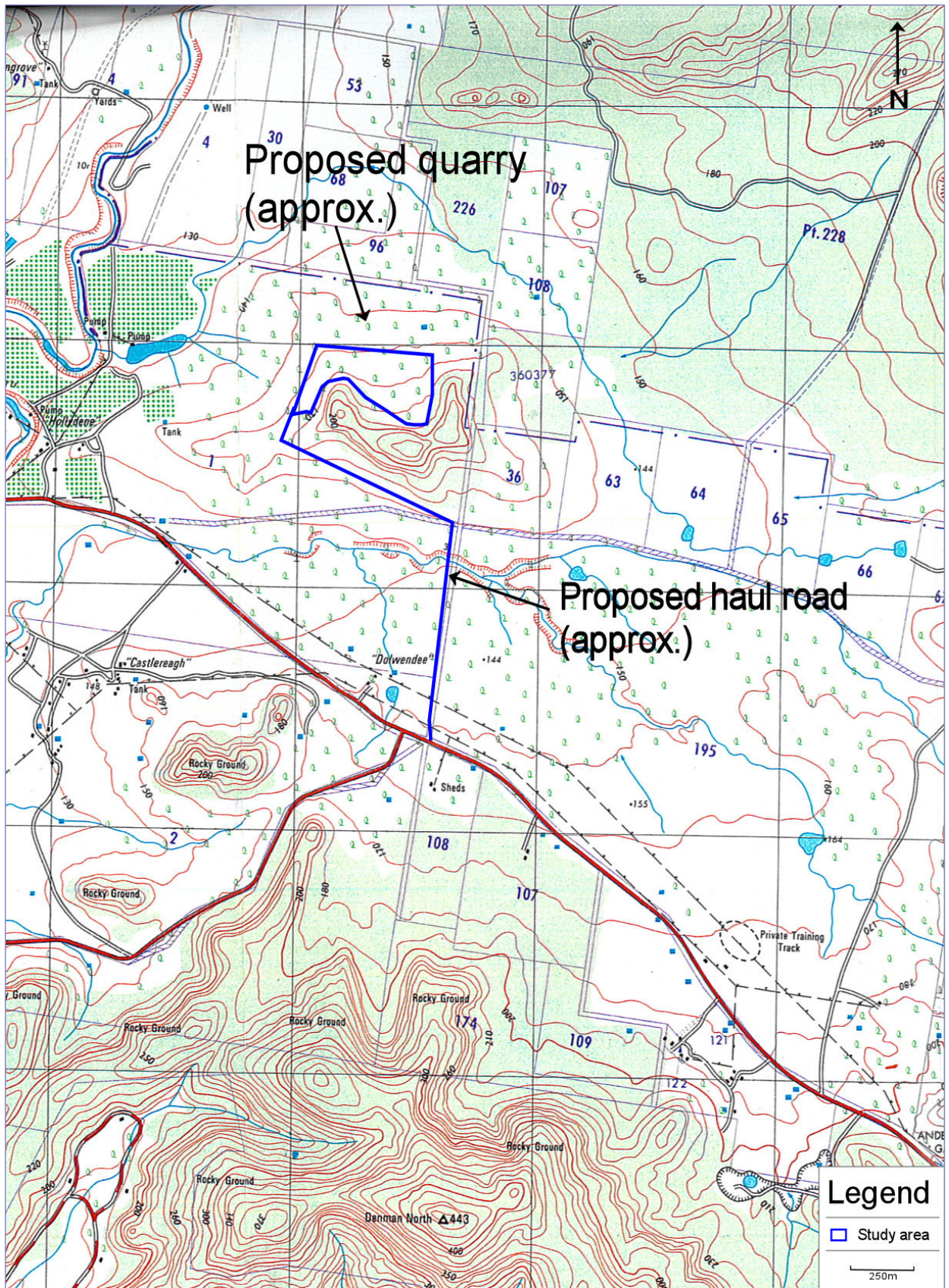
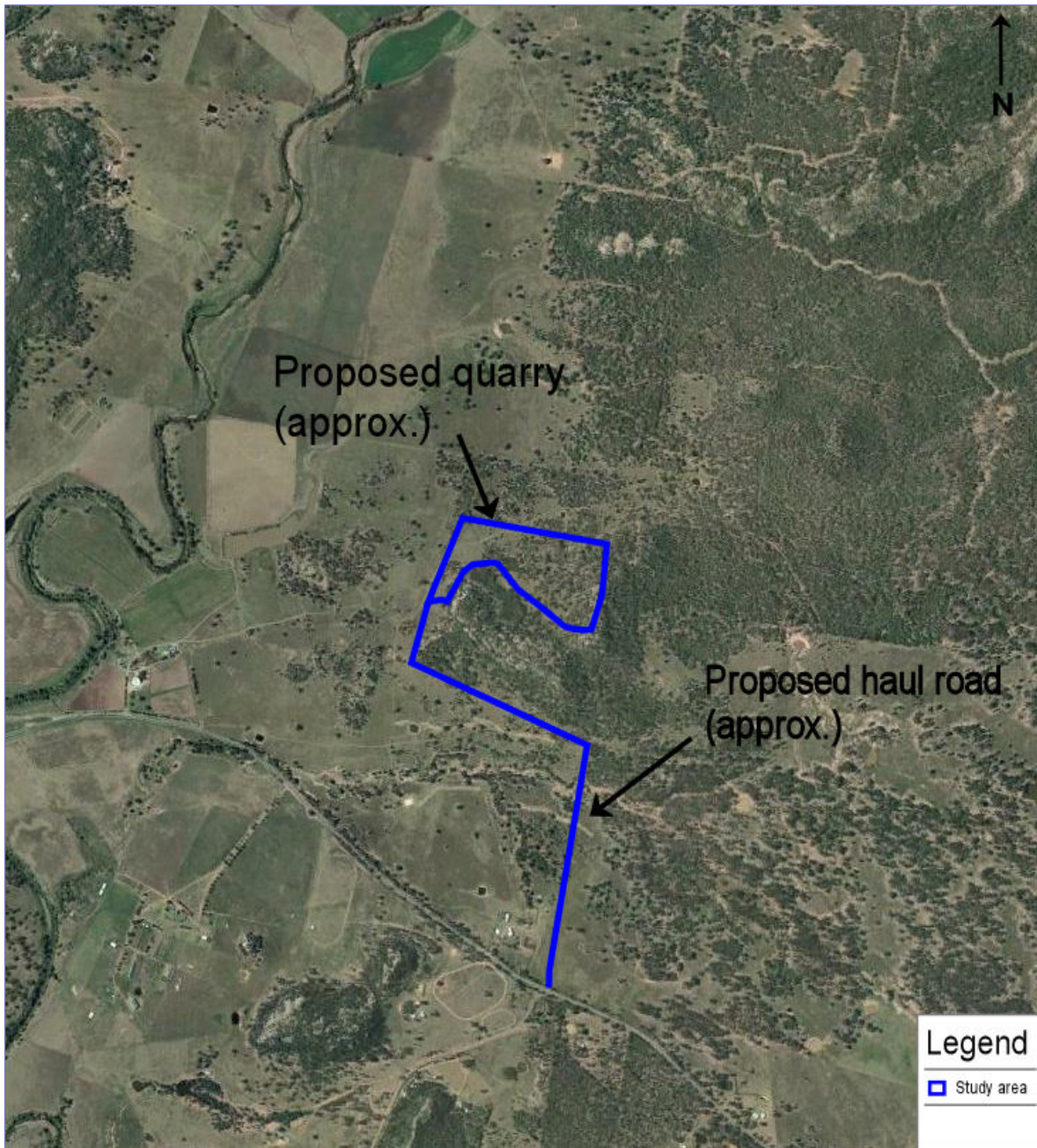


Figure 1.3 Concept Plan



63 PROJECT OUTLINE

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The proposed quarry will involve site preparation including the establishment of extraction boundaries, vegetation clearing, removal and stockpiling of topsoils and,, bulldozing and/or hydraulically excavating sand for processing. Additionally, the the establishment of the quarry on site will include construction of site access, establishment and construction of site office/facilities/ weighbridge, extraction of sand from within the extraction areas, sand processing (washing), stockpiling,

haulage of production from site and site rehabilitation. The proponent confirms that the proposal will have regard to the requirements and provision of the National Parks and Wildlife Act 1974. Where disturbance of and sites or PADs are unavoidable, any impacts will be managed in accordance with the requirements and provisions of the National Parks and Wildlife Act 1974.

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The following Table indicates the timelines critical for the archaeological assessment. However, please note that consultation may be increased or decreased depending on response times and knowledge sharing.

3.1 Archaeological timeline

Stages	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10
Stage 1: consult.										
Stage 2: survey										
Stage 3: reporting										
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There are two methods of investigation including the gathering of cultural significance knowledge and archaeological assessment. These are briefly outlined below.

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MCH and the proponent understand that unlike the written word, Aboriginal cultural knowledge is not static, but responds to change through absorbing new information and adapting to its implications. Aboriginal cultural knowledge is handed down through oral tradition (song, story, art, language and dance) from generation to generation, and preserves the relationship to the land (DECCW 2010).

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This entails an archaeological assessment of the proposed project area. It includes the gathering of both environmental and archaeological information to gain an understanding of the environment, disturbances and provide a predictive model for the proposed project area.

Following the completion of the survey, a report that includes detailed environmental and archaeological background, results, discussion, the cultural significance as determined by the registered Aboriginal parties and mitigation measures will be provide to all registered parties for their review. This will also include opportunities for the registered Aboriginal parties to provide feedback on any management or mitigation recommendations.

All registered parties will also be required to provide their own report/letter within a specified time and a copy of the final report will be provided to all parties.

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The entire study area will be surveyed on foot in transects of approximately 5-10 metres apart. This will ensure the entire study area is covered and any evidence of past occupation, Potential Archaeological Deposits (PADs) and disturbances will be identified.

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The roles, responsibilities and functions of all parties are outlined below and is taken from DECCW (2010).

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- strict financial and management issues, priorities and deadlines;
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Aboriginal people who can provide information about cultural significance are, based on Aboriginal lore and customs, the traditional owners or custodians of the land that is the subject of the proposed project area. Traditional owners or custodians with appropriate cultural heritage knowledge necessary to make informed decisions who wish to register as an Aboriginal party are those people who:

- continue to maintain a deep respect for their ancestral belief system, traditional lore and customs;
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The NSW Aboriginal Land Council (NSWALC) and Local Aboriginal Land Councils (LALCs) have statutory functions relevant to the protection of Aboriginal culture and heritage under the NSW Aboriginal Land Rights Act 1983. These requirements do not extend the role of NSWALC and LALCs in the significance assessment process. That is, these requirements do not provide NSWALC and/or LALCs any additional or specific decision-making role in the assessment of significance of Aboriginal object(s) and/or place(s) that are subject to an AHIP application under Part 6 of the NPW Act.

LALCs may choose to register an interest to be involved in the consultation process, or may assist registered Aboriginal parties to participate in the consultation process established by these requirements. In order to ensure effective consultation and the subsequent informed heritage assessment, LALCs are encouraged to identify and make contact with Aboriginal people who hold cultural knowledge in their area.

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Consultation with registered Aboriginal parties involves obtaining the views of, and information from, Aboriginal parties and reporting on these. It should not be confused with other field assessment processes involved in preparing a proposal and an application. Consultation does not include the employment of Aboriginal people to assist in field assessment and/or site monitoring.

Aboriginal people may provide services to proponents through a contractual arrangement, however, this is separate from consultation. The proponent may reimburse Aboriginal people for any demonstrated reasonable out-of-pocket expenses directly incurred in order to participate in the consultation process. A demonstrated reasonable expense would include documented loss of wages caused by the need to take time from paid employment to participate in meetings.

The proponent is not obliged to employ those Aboriginal people registered for consultation. Consultation as per these requirements will continue irrespective of potential or actual employment opportunities (i.e. pay disputes) for Aboriginal people.

68 EMPLOYMENT

The proponent may engage a number of Aboriginal representatives from the registered parties (based on the size and nature of the project) to participate and assist in the fieldwork component of this project. If you would like to be considered for paid field work please answer the selection criteria attached and ensure you attach certificates of currency for the relevant insurances, CV(s), any certificates and references. MCH will then pass this information onto the proponent for their consideration to make the selection for fieldwork participants should they wish to do so.

MCH will ensure all Aboriginal parties are invited to participate in fieldwork, however paid participation is determined by the proponent.

69 FORMS

You will find a number of forms attached for your convenience. However, if you prefer to use your own please feel free to do so. Please ensure that these are either filled out in full or your own forms/letters answer all the questions and return to MCH no later than 31 December 2014.

Forms attached:

- Aboriginal stakeholder site officer application
- Register of cultural knowledge holder
- Cultural significance
- Comments on proposed methodology

70 CONCLUSION

MCH looks forward to your response and working with you on this project. Please do not hesitate to contact myself on 0412 702 396 should you have any questions.

Yours sincerely,
for McCardle Cultural Heritage Pty Ltd



Penny McCardle
Principal Archaeologist
Forensic Anthropologist

Forms

MCH would like to clearly state that, should you wish to provide feedback in another form, you are encouraged to do so. You are under no obligation to complete the current forms.

However, should you wish to use this forms, please complete, sign and return to MCH using one of the following;

Fax: 4952 5501

e-mail: mheritage@iprimus.com.au

Postal address: MCH

PO Box 166

Adamstown, NSW 2289

ABORIGINAL STAKEHOLDER SITE OFFICER APPLICATION

Position description

A site officer must demonstrate that they have satisfactorily participated in previous archaeological fieldwork with an archaeologist. A trainee site officer does not need to demonstrate previous archaeological experience. Site officers must be able to:

- undertake direction from the project archaeologist
- undertake walking over extended periods of time
- work in a range of climates wearing protective clothing
- work in teams with a wide range of people
- identify a broad range of Aboriginal objects across the landscape

To qualify as a site officer, appropriate training in identifying Aboriginal objects must have been undertaken (such as the Office of Environment and Heritage's (OEH) sites awareness training course, or other relevant secondary or tertiary studies) or equivalent knowledge or experience must be demonstrated.

The duties of the site officer under the direction of the project archaeologist may include, but not limited to:

- site survey to identify known or potential Aboriginal objects
- identifying and recording Aboriginal objects
- meeting general and site specific Occupational Health and Safety requirements

Selection criteria

The proponent will offer positions based on the following key selection criteria:

- an individual's ability to undertake the tasks specified in Section 2
- an individual's availability to undertake the activity (physically able to undertake field work)
- an individual's experience in undertaking similar activities. Applications may be subject to a reference check
- individuals with demonstrated local cultural knowledge
- individuals who can demonstrate they can communicate the results of the field work back to the registered Aboriginal stakeholders

In addition to a consideration of the key selection criteria, the Proponent may give preference to applicants who live locally.

The proponent is under no obligation to offer site officer positions based on an individual's association with a cultural group or area. The proponent makes no guarantee that registered

parties will be engaged to undertake archaeological field activities. The number of site officer positions available will be based on need as described in the archaeological methodology. However, MCH will ensure all registered stakeholders are invited to participate in the survey regardless of engagement arrangements between the stakeholder(s) and the proponent. Applicants will be notified whether they have been successful or unsuccessful in their application.

Engagement

The Proponent selects and has final approval on who will be engaged as a site officer. Successful applicants will be engaged to provide the services through a written contract that will be provided at a later date. The proponent will only engage Service Providers with NSW workers compensation insurance, public liability insurance, and comprehensive motor vehicle insurance or third party property damage insurance.

Payment

The proponent will pay the Service Provider at a rate that will be based on the responses of all information pack responses received by the due date and the project budget.

The quoted hourly rate is the rate to be paid by the Proponent to the Service Provider - **not** to the individual site officer/trainee site officer. The site officer/trainee site officer will be paid by the Service Provider at a rate agreed to by the Service Provider and the site officer/trainee site officer.

Payment will only be made for the provision of the services (actual hours worked), and not for the time spent travelling to and from site. Payment will be made upon the receipt of a cultural heritage report following the survey and receipt of the draft report.

ABORIGINAL SITE OFFICER APPLICATION FORM

An Aboriginal site officer application form must be filled out for each individual seeking to be engaged as a site officer.	
Name of organisation (if relevant)	
Name	
Contact number	
Mailing address	
Email address	
Fax	
Position applied for	Site officer <input type="checkbox"/> Trainee Site Officer <input type="checkbox"/>
Please list any formal qualifications or relevant experience to the position applied for (attach documentation as required)	
Please list any previous archaeological, sites, survey, excavation or other relevant experience (attach additional sheets as required)	
Please provide the contact details of at least one archaeologist (other than the project archaeologist) who can be contacted as a referee	
Please provide the contact details of at least one other person who may be contacted in regard to your previous cultural heritage experience	
Do you have Workcover NSW General Induction for Construction Work in NSW (also referred to as a green or white card)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you an Aboriginal person?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a knowledge holder (according to traditional lore)?	Yes <input type="checkbox"/> No <input type="checkbox"/>

INSURANCES

Public Liability	Expiry date:	(attach certificate of currency)
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Worker Compensation	Expiry date: :	(attach certificate of currency)
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Comprehensive Motor Vehicle	Expiry date: :	(attach certificate of currency)
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Failure to provide up to date Certificate of Currencies will prevent you participating in any fieldwork. MCH may have received copies previously, however, they must be provided for each project.

OCCUPATIONAL Health & SAFETY (OH&S)

All participants are required to comply with MCH and the proponents OH&S requirements.

This includes high visibility clothing, hat, sunscreen and steel caped boots. You will be advised of any additional requirements.

This also includes appropriate and acceptable behavior at all times.

Failure to comply will prevent you from participating in the field work.

REGISTER OF CULTURAL KNOWLEDGE HOLDER

MCH and the proponent would like to facilitate a process whereby all registered Aboriginal parties are provided the opportunity to contribute to culturally appropriate information gathering, provide information that will enable the cultural significance of Aboriginal sites/places on the project area to be determined, and have input into the development of any cultural heritage management options. To enable this to occur, it is necessary to consult with the cultural knowledge holder(s).

To this end, as per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are required to provide details of the individual(s) who hold cultural knowledge (according to traditional lore) relevant to the project area. If your groups has no knowledge holders, this is important information too.

Please fill in the following information for cultural knowledge holder(s). If there are more than three in your organisation please feel free to attach another sheet. If there are no knowledge holders in your group please send back blank.

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

CULTURAL SIGNIFICANCE

As per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), the proponent seeks information on the following:

25) Are there Aboriginal objects of cultural value in the proposed project area?

26) Are there Aboriginal places of cultural value to the Aboriginal people in the area of the proposed project? This may include places of social, spiritual and cultural value, historic places with cultural significance, and potential places/areas of historic, social, spiritual and/or cultural significance that may be either pre contact, post contact or contemporary in age.

27) Is there any other cultural information in relation to the proposed project area?

28) MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. Please provide your preferred method of providing detailed information on the above (e.g. written, verbal, this form) and any restrictions you would like to place on your information.

COMMENTS ON PROPOSED METHODOLOGY

I, _____ (please insert your name) of _____ (please insert the name of your group), **agree to the methodology** outlined by MCH in relation to the proposed project.

Additional comments:

Signed: _____ Date: _____

Position within organisation: _____

I, _____ (please insert your name) of _____ (please insert the name of your group), **do not agree to the methodology** outlined by MCH in relation to the proposed

Project for the following reasons (please explain your reasons for disagreeing):

I would like to suggest the following (please provide your reasoning): _____

Signed: _____ Date: _____

Position within organisation: _____



McCARDLE CULTURAL HERITAGE

10 January 2015

Alfred Priestley
6 Jamida Place
NSW 2400

Dear Alfred,

RE: Information Packet for Dolwendee Quarry

MCH would like to thank you for registering your interest in this project. MCH sent a letter extending an invitation to register your interest and asking if you would prefer to have a meeting to discuss the project or have an information pack sent to you. As MCH did not receive your preferred option, we are posting the pack.

In order for the proponent to fulfil its cultural heritage consultation requirements per the OEI Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), please find enclosed an information pack that details the project, the roles and responsibilities of all parties, details of the proposed methodologies and map showing the location and extent of the study area. The purpose of the information pack is also to ensure all parties have an understanding of the project, critical time line, that cultural knowledge is obtained from the appropriate individuals, any issues or concerns can be addressed, the methods of survey are agreed upon and the new guidelines are met. Additionally, in order for the proponent to further fulfil its cultural heritage consultation requirements as per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), it would be appreciated if you could provide the required information no later 2 February 2015. MCH have also included a selection of pro formes that ensure all the required information is obtained to meet the OEI requirements. You may wish to utilise the forms attached for your convenience or use of your own forms are encouraged.

The advertisement for this project and the letter of invitation to register for the project, is for Aboriginal people who hold cultural knowledge (passed down in the traditional manner) that is relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project. To this end, (as stated in the OEI requirements), you must nominate the contact person(s) who hold the cultural knowledge and provide written confirmation and contact details of this person or persons whom you represent. If it is you that holds traditional knowledge, please provide the same details. As all communications, including phone calls, faxes, letters, and e-mails must be included in the consultation component of the report as per the OEI requirements, please ensure that any items that you or your group deem confidential are either stated at the beginning of a conversation or stamped/written on each piece of paper communicate.

McCARDLE CULTURAL HERITAGE PTY LTD

ACN 104 590 141 • ABN 89 104 590 141

PO Box 166, Adamstown, NSW 2289 • Mobile: 0412 702 396 • Fax: 4952 5501 • Email:
mcheritage@iprimus.com.au

Please note that in order to adhere to time constraints, the absence of a response by the prescribed timeline, will be taken by the proponent as your indication that your organisation has no comments regarding the proposed methodology. Additionally, failure to provide the required information by the prescribed timeline, will result in a missed opportunity for you or knowledge holders to contribute to your cultural heritage and may not be considered for engagement (the proponent needs the required information to make informed decisions about engagement) and the project will proceed.

71 OVERVIEW

McCardle Cultural Heritage Pty Ltd (MCH) has been commissioned by KMH Environmental (KMH) prepare an Aboriginal Heritage Impact Assessment forming part of an Environmental Impact Statement (EIS) for a proposed new quarry (the "Project") at "Dolwende", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The Project classifies as a State Significant Development under State Environmental Planning Policy (State and Regional Development) 2011 and the Environmental Planning and Assessment Act 1979. The assessment will determine the potential impacts upon the indigenous cultural heritage within the development area. It is intended that any areas of indigenous cultural heritage value will be identified and appropriate management recommendations will be established through consultation with the registered Aboriginal parties.

72 STUDY AREA

The proposed Dolwende Quarry is located on the northern side of the Golden Highway, approximately 7 kilometres to the northwest of Denman in the NSW Hunter Valley. The proposed Project occurs on a rural property known as "Dolwende", comprising Lots 1, 2, 3 and 4 in DP 1160936. The proposed quarry is to be located over Lot 2 with a haul road from the quarry to the Golden Highway crossing Lots 3 and 4 within an existing right of carriageway. The location and extent of the study area is illustrated in *Figures 1.1 to 1.3*.

Figure 2.1 Regional location of the study area



Figure 1.2 Local location of the study area

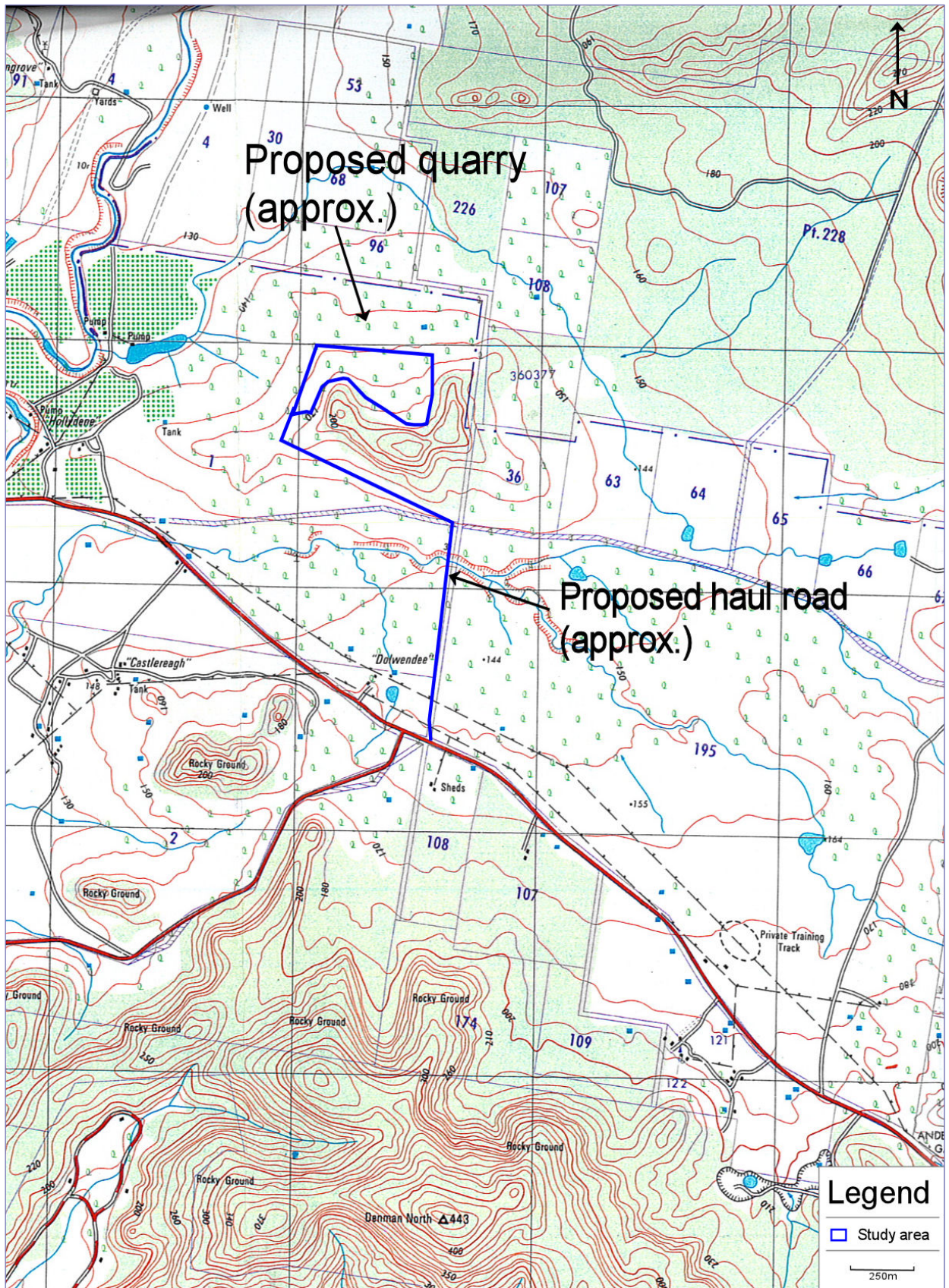
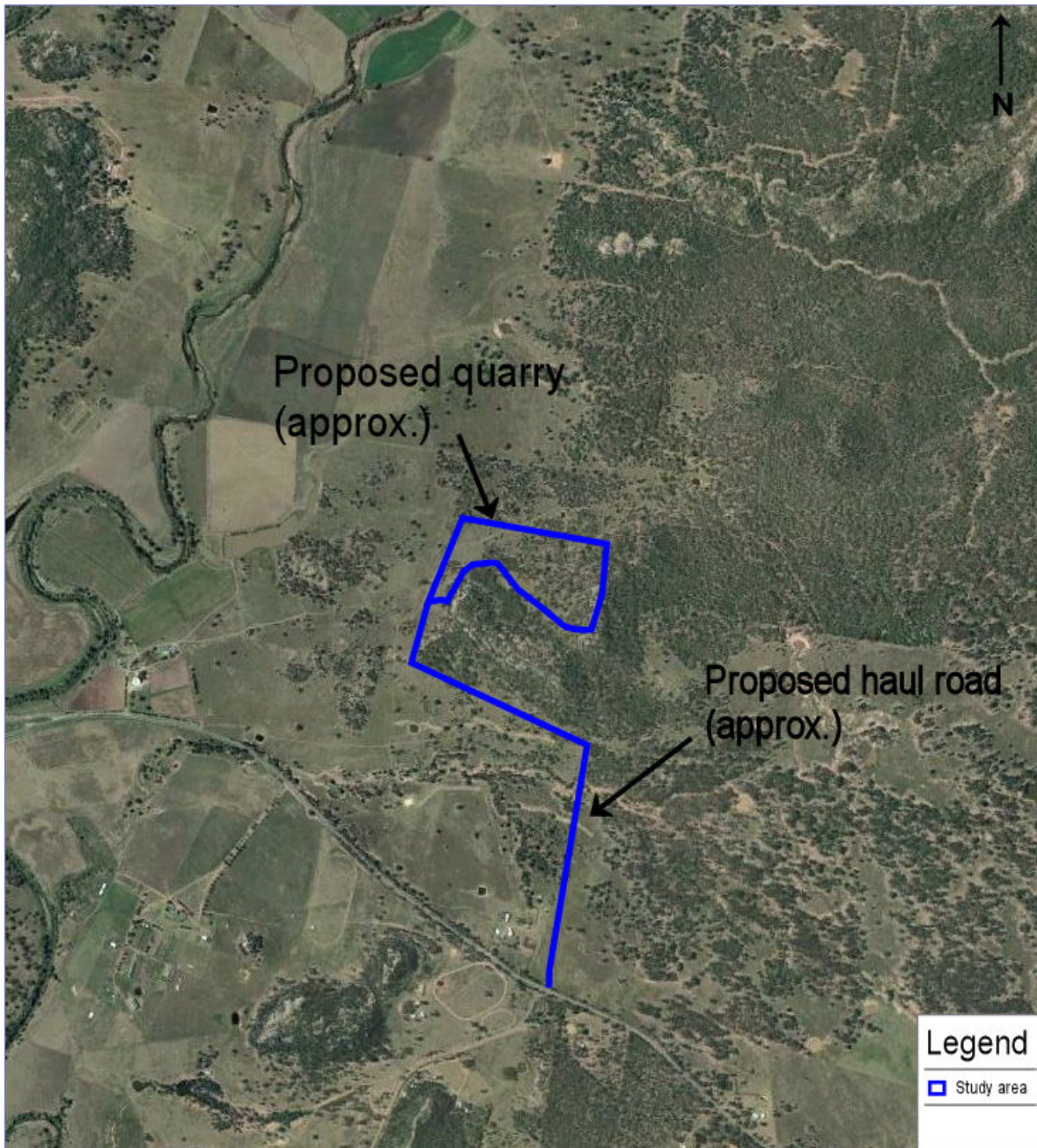


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The proponent is not obliged to employ those Aboriginal people registered for consultation. Consultation as per these requirements will continue irrespective of potential or actual employment opportunities (i.e. pay disputes) for Aboriginal people.

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The proponent may engage a number of Aboriginal representatives from the registered parties (based on the size and nature of the project) to participate and assist in the fieldwork component of this project. If you would like to be considered for paid field work please answer the selection criteria attached and ensure you attach certificates of currency for the relevant insurances, CV(s), any certificates and references. MCH will then pass this information onto the proponent for their consideration to make the selection for fieldwork participants should they wish to do so.

MCH will ensure all Aboriginal parties are invited to participate in fieldwork, however paid participation is determined by the proponent.

79 FORMS

You will find a number of forms attached for your convenience. However, if you prefer to use your own please feel free to do so. Please ensure that these are either filled out in full or your own forms/letters answer all the questions and return to MCH no later than 31 December 2014.

Forms attached:

- Aboriginal stakeholder site officer application
- Register of cultural knowledge holder
- Cultural significance
- Comments on proposed methodology

80 CONCLUSION

MCH looks forward to your response and working with you on this project. Please do not hesitate to contact myself on 0412 702 396 should you have any questions.

Yours sincerely,
for McCardle Cultural Heritage Pty Ltd



Penny McCardle
Principal Archaeologist
Forensic Anthropologist

Forms

MCH would like to clearly state that, should you wish to provide feedback in another form, you are encouraged to do so. You are under no obligation to complete the current forms.

However, should you wish to use this forms, please complete, sign and return to MCH using one of the following;

Fax: 4952 5501

e-mail: mheritage@iprimus.com.au

Postal address: MCH

PO Box 166

Adamstown, NSW 2289

ABORIGINAL STAKEHOLDER SITE OFFICER APPLICATION

Position description

A site officer must demonstrate that they have satisfactorily participated in previous archaeological fieldwork with an archaeologist. A trainee site officer does not need to demonstrate previous archaeological experience. Site officers must be able to:

- undertake direction from the project archaeologist
- undertake walking over extended periods of time
- work in a range of climates wearing protective clothing
- work in teams with a wide range of people
- identify a broad range of Aboriginal objects across the landscape

To qualify as a site officer, appropriate training in identifying Aboriginal objects must have been undertaken (such as the Office of Environment and Heritage's (OEH) sites awareness training course, or other relevant secondary or tertiary studies) or equivalent knowledge or experience must be demonstrated.

The duties of the site officer under the direction of the project archaeologist may include, but not limited to:

- site survey to identify known or potential Aboriginal objects
- identifying and recording Aboriginal objects
- meeting general and site specific Occupational Health and Safety requirements

Selection criteria

The proponent will offer positions based on the following key selection criteria:

- an individual's ability to undertake the tasks specified in Section 2
- an individual's availability to undertake the activity (physically able to undertake field work)
- an individual's experience in undertaking similar activities. Applications may be subject to a reference check
- individuals with demonstrated local cultural knowledge
- individuals who can demonstrate they can communicate the results of the field work back to the registered Aboriginal stakeholders

In addition to a consideration of the key selection criteria, the Proponent may give preference to applicants who live locally.

The proponent is under no obligation to offer site officer positions based on an individual's association with a cultural group or area. The proponent makes no guarantee that registered

parties will be engaged to undertake archaeological field activities. The number of site officer positions available will be based on need as described in the archaeological methodology. However, MCH will ensure all registered stakeholders are invited to participate in the survey regardless of engagement arrangements between the stakeholder(s) and the proponent. Applicants will be notified whether they have been successful or unsuccessful in their application.

Engagement

The Proponent selects and has final approval on who will be engaged as a site officer. Successful applicants will be engaged to provide the services through a written contract that will be provided at a later date. The proponent will only engage Service Providers with NSW workers compensation insurance, public liability insurance, and comprehensive motor vehicle insurance or third party property damage insurance.

Payment

The proponent will pay the Service Provider at a rate that will be based on the responses of all information pack responses received by the due date and the project budget.

The quoted hourly rate is the rate to be paid by the Proponent to the Service Provider - **not** to the individual site officer/trainee site officer. The site officer/trainee site officer will be paid by the Service Provider at a rate agreed to by the Service Provider and the site officer/trainee site officer.

Payment will only be made for the provision of the services (actual hours worked), and not for the time spent travelling to and from site. Payment will be made upon the receipt of a cultural heritage report following the survey and receipt of the draft report.

ABORIGINAL SITE OFFICER APPLICATION FORM

An Aboriginal site officer application form must be filled out for each individual seeking to be engaged as a site officer.	
Name of organisation (if relevant)	
Name	
Contact number	
Mailing address	
Email address	
Fax	
Position applied for	Site officer <input type="checkbox"/> Trainee Site Officer <input type="checkbox"/>
Please list any formal qualifications or relevant experience to the position applied for (attach documentation as required)	
Please list any previous archaeological, sites, survey, excavation or other relevant experience (attach additional sheets as required)	
Please provide the contact details of at least one archaeologist (other than the project archaeologist) who can be contacted as a referee	
Please provide the contact details of at least one other person who may be contacted in regard to your previous cultural heritage experience	
Do you have Workcover NSW General Induction for Construction Work in NSW (also referred to as a green or white card)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you an Aboriginal person?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a knowledge holder (according to traditional lore)?	Yes <input type="checkbox"/> No <input type="checkbox"/>

INSURANCES

Public Liability	Expiry date:	(attach certificate of currency)
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Worker Compensation	Expiry date: :	(attach certificate of currency)
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Comprehensive Motor Vehicle	Expiry date: :	(attach certificate of currency)
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Failure to provide up to date Certificate of Currencies will prevent you participating in any fieldwork. MCH may have received copies previously, however, they must be provided for each project.

OCCUPATIONAL Health & SAFETY (OH&S)

All participants are required to comply with MCH and the proponents OH&S requirements.

This includes high visibility clothing, hat, sunscreen and steel caped boots. You will be advised of any additional requirements.

This also includes appropriate and acceptable behavior at all times.

Failure to comply will prevent you from participating in the field work.

REGISTER OF CULTURAL KNOWLEDGE HOLDER

MCH and the proponent would like to facilitate a process whereby all registered Aboriginal parties are provided the opportunity to contribute to culturally appropriate information gathering, provide information that will enable the cultural significance of Aboriginal sites/places on the project area to be determined, and have input into the development of any cultural heritage management options. To enable this to occur, it is necessary to consult with the cultural knowledge holder(s).

To this end, as per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are required to provide details of the individual(s) who hold cultural knowledge (according to traditional lore) relevant to the project area. If your groups has no knowledge holders, this is important information too.

Please fill in the following information for cultural knowledge holder(s). If there are more than three in your organisation please feel free to attach another sheet. If there are no knowledge holders in your group please send back blank.

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

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CULTURAL SIGNIFICANCE

As per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), the proponent seeks information on the following:

29) Are there Aboriginal objects of cultural value in the proposed project area?

30) Are there Aboriginal places of cultural value to the Aboriginal people in the area of the proposed project? This may include places of social, spiritual and cultural value, historic places with cultural significance, and potential places/areas of historic, social, spiritual and/or cultural significance that may be either pre contact, post contact or contemporary in age.

31) Is there any other cultural information in relation to the proposed project area?

32) MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. Please provide your preferred method of providing detailed information on the above (e.g. written, verbal, this form) and any restrictions you would like to place on your information.

COMMENTS ON PROPOSED METHODOLOGY

I, _____ (please insert your name) of _____ (please insert the name of your group), **agree to the methodology** outlined by MCH in relation to the proposed project.

Additional comments:

Signed: _____ Date: _____

Position within organisation: _____

I, _____ (please insert your name) of _____ (please insert the name of your group), **do not agree to the methodology** outlined by MCH in relation to the proposed

Project for the following reasons (please explain your reasons for disagreeing):

I would like to suggest the following (please provide your reasoning): _____

Signed: _____ Date: _____

Position within organisation: _____



McCARDLE CULTURAL HERITAGE

10 January 2015

Anthony Munro
Gomeri Enterprises

Dear Anthony,

RE: Information Packet for Dolwendee Quarry

MCH would like to thank you for registering your interest in this project. MCH sent a letter extending an invitation to register your interest and asking if you would prefer to have a meeting to discuss the project or have an information pack sent to you. As MCH did not receive your preferred option, we are posting the pack.

In order for the proponent to fulfil its cultural heritage consultation requirements per the OEI Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), please find enclosed an information pack that details the project, the roles and responsibilities of all parties, details of the proposed methodologies and map showing the location and extent of the study area. The purpose of the information pack is also to ensure all parties have an understanding of the project, critical time line, that cultural knowledge is obtained from the appropriate individuals, any issues or concerns can be addressed, the methods of survey are agreed upon and the new guidelines are met. Additionally, in order for the proponent to further fulfil its cultural heritage consultation requirements as per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), it would be appreciated if you could provide the required information no later 2 February 2015. MCH have also included a selection of pro formes that ensure all the required information is obtained to meet the OEI requirements. You may wish to utilise the forms attached for your convenience or use of your own forms are encouraged.

The advertisement for this project and the letter of invitation to register for the project, is for Aboriginal people who hold cultural knowledge (passed down in the traditional manner) that is relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project. To this end, (as stated in the OEI requirements), you must nominate the contact person(s) who hold the cultural knowledge and provide written confirmation and contact details of this person or persons whom you represent. If it is you that holds traditional knowledge, please provide the same details. As all communications, including phone calls, faxes, letters, and e-mails must be included in the consultation component of the report as per the OEI requirements, please ensure that any items that you or your group deem confidential are either stated at the beginning of a conversation or stamped/written on each piece of paper communicate.

McCARDLE CULTURAL HERITAGE PTY LTD

ACN 104 590 141 • ABN 89 104 590 141

PO Box 166, Adamstown, NSW 2289 • Mobile: 0412 702 396 • Fax: 4952 5501 • Email:
mcheritage@iprimus.com.au

Please note that in order to adhere to time constraints, the absence of a response by the prescribed timeline, will be taken by the proponent as your indication that your organisation has no comments regarding the proposed methodology. Additionally, failure to provide the required information by the prescribed timeline, will result in a missed opportunity for you or knowledge holders to contribute to your cultural heritage and may not be considered for engagement (the proponent needs the required information to make informed decisions about engagement) and the project will proceed.

81 OVERVIEW

McCardle Cultural Heritage Pty Ltd (MCH) has been commissioned by KMH Environmental (KMH) prepare an Aboriginal Heritage Impact Assessment forming part of an Environmental Impact Statement (EIS) for a proposed new quarry (the "Project") at "Dolwende", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The Project classifies as a State Significant Development under State Environmental Planning Policy (State and Regional Development) 2011 and the Environmental Planning and Assessment Act 1979. The assessment will determine the potential impacts upon the indigenous cultural heritage within the development area. It is intended that any areas of indigenous cultural heritage value will be identified and appropriate management recommendations will be established through consultation with the registered Aboriginal parties.

82 STUDY AREA

The proposed Dolwende Quarry is located on the northern side of the Golden Highway, approximately 7 kilometres to the northwest of Denman in the NSW Hunter Valley. The proposed Project occurs on a rural property known as "Dolwende", comprising Lots 1, 2, 3 and 4 in DP 1160936. The proposed quarry is to be located over Lot 2 with a haul road from the quarry to the Golden Highway crossing Lots 3 and 4 within an existing right of carriageway. The location and extent of the study area is illustrated in *Figures 1.1 to 1.3*.

Figure 2.1 Regional location of the study area



Figure 1.2 Local location of the study area

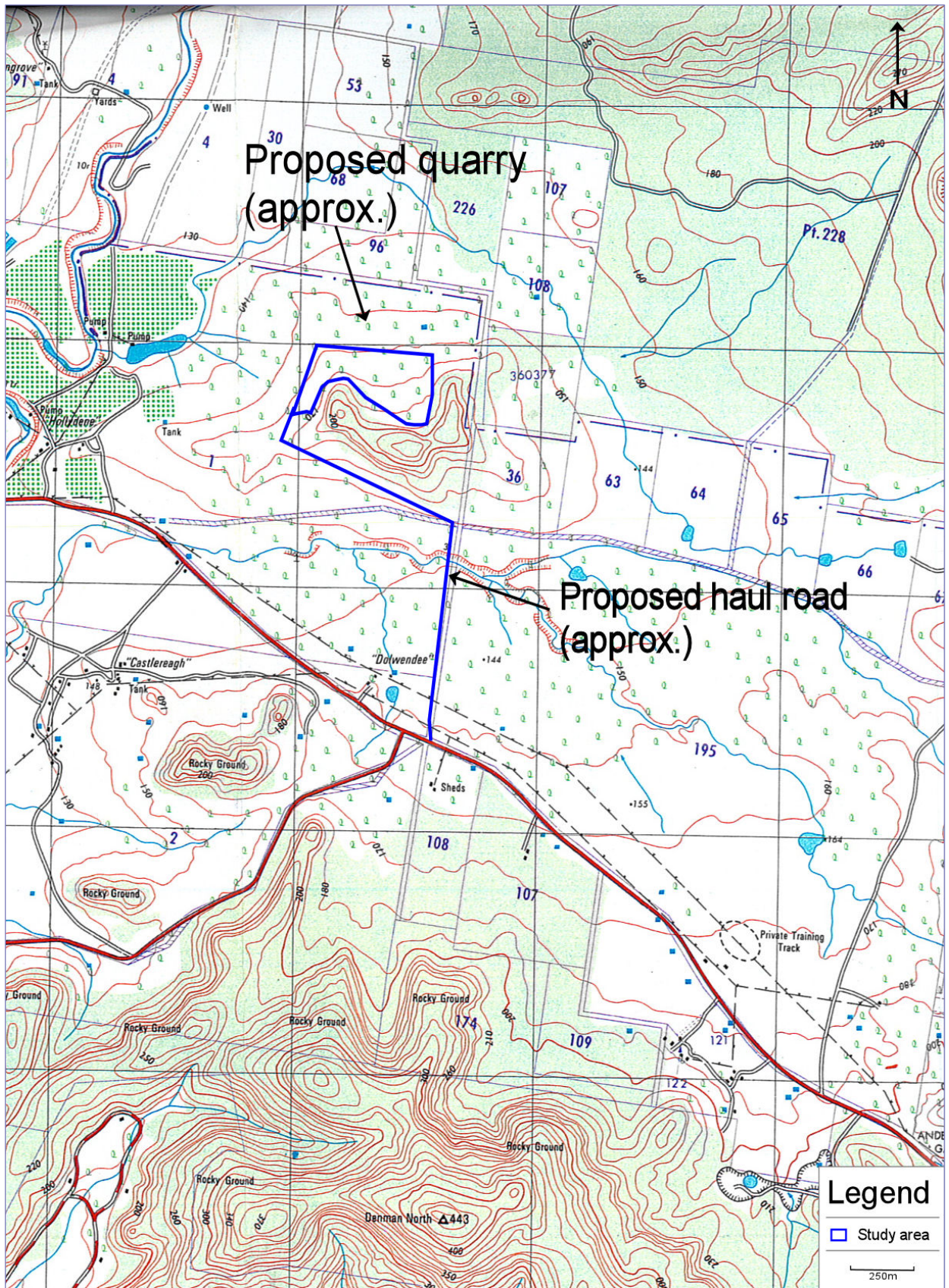
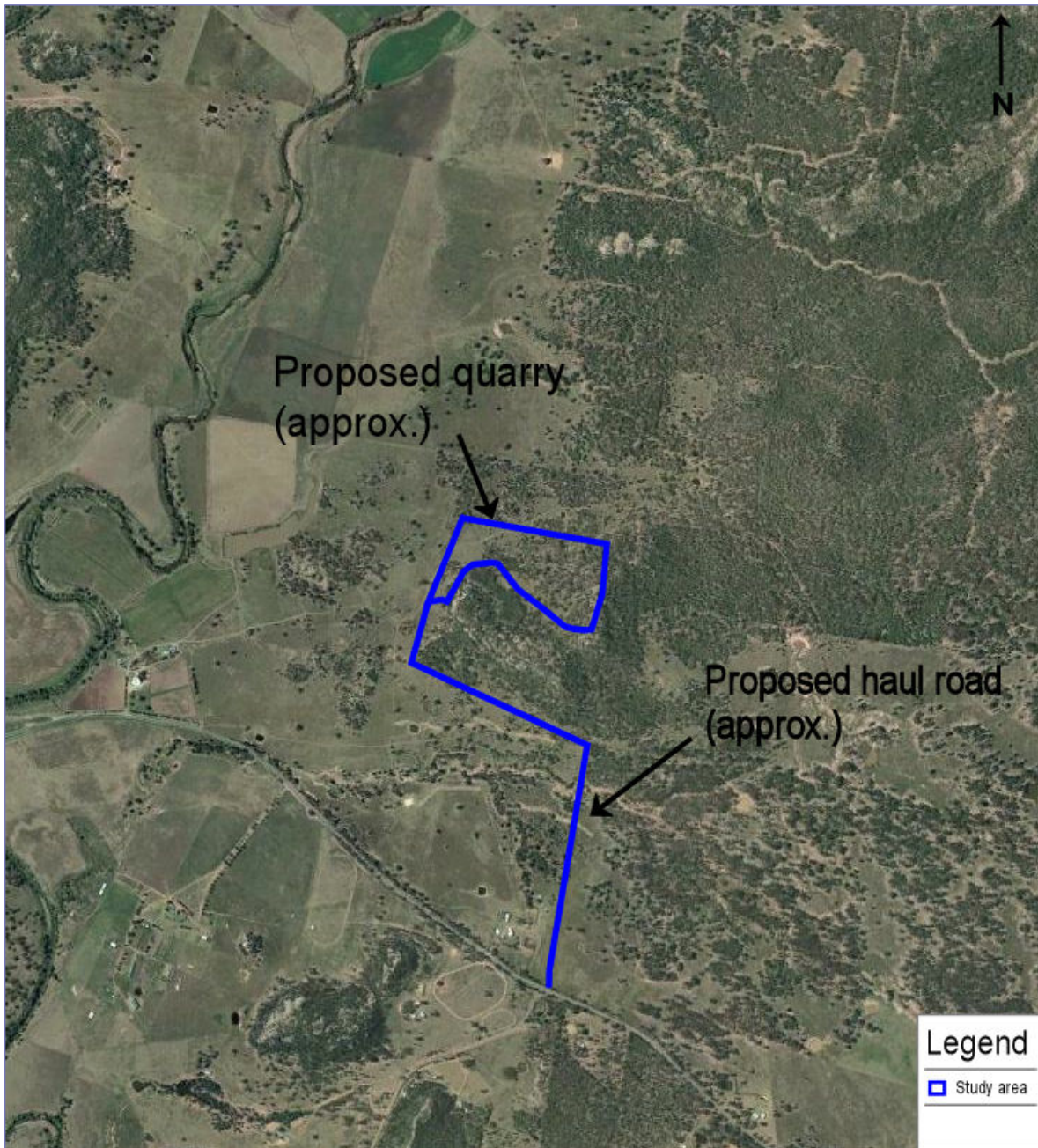


Figure 1.3 Concept Plan



83 PROJECT OUTLINE

83.1 PROJECT OUTLINE AND IMPACTS

The proposed quarry will involve site preparation including the establishment of extraction boundaries, vegetation clearing, removal and stockpiling of topsoils and,, bulldozing and/or hydraulically excavating sand for processing. Additionally, the the establishment of the quarry on site will include construction of site access, establishment and construction of site office/facilities/ weighbridge, extraction of sand from within the extraction areas, sand processing (washing), stockpiling,

haulage of production from site and site rehabilitation. The proponent confirms that the proposal will have regard to the requirements and provision of the National Parks and Wildlife Act 1974. Where disturbance of and sites or PADs are unavoidable, any impacts will be managed in accordance with the requirements and provisions of the National Parks and Wildlife Act 1974.

83.2 CRITICAL ARCHAEOLOGICAL TIMELINE

The following Table indicates the timelines critical for the archaeological assessment. However, please note that consultation may be increased or decreased depending on response times and knowledge sharing.

3.1 Archaeological timeline

Stages	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10
Stage 1: consult.										
Stage 2: survey										
Stage 3: reporting										
Stage 4: finalisation										

84 METHODS OF INVESTIGATION

There are two methods of investigation including the gathering of cultural significance knowledge and archaeological assessment. These are briefly outlined below.

84.1 GATHERING OF INFORMATION OF CULTURAL SIGNIFICANCE

MCH and the proponent understand that unlike the written word, Aboriginal cultural knowledge is not static, but responds to change through absorbing new information and adapting to its implications. Aboriginal cultural knowledge is handed down through oral tradition (song, story, art, language and dance) from generation to generation, and preserves the relationship to the land (DECCW 2010).

Specific details and parts of cultural knowledge are usually held and maintained by individuals or within particular family groups. Although the broader community may be aware of the general features of that knowledge, it is not a common practice within Aboriginal society for detailed cultural knowledge to be known in the broader community or within Aboriginal community organisations. However, at times these organisations may defer to particular individuals or family groups as being the knowledge-holders of particular sets of cultural knowledge about places or the environment (DECCW 2010).

In some cases the information provided may be sensitive and MCH and the proponent will not share that information with all registered Aboriginal parties or others without the express permission of the individual. MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. To this end, MCH and the proponent would like to extend an invitation to provide any cultural knowledge you have and any restrictions you would like to place on your information, as well as your preferred method of providing that information.

84.2 ARCHAEOLOGICAL ASSESSMENT

This entails an archaeological assessment of the proposed project area. It includes the gathering of both environmental and archaeological information to gain an understanding of the environment, disturbances and provide a predictive model for the proposed project area.

Following the completion of the survey, a report that includes detailed environmental and archaeological background, results, discussion, the cultural significance as determined by the registered Aboriginal parties and mitigation measures will be provide to all registered parties for their review. This will also include opportunities for the registered Aboriginal parties to provide feedback on any management or mitigation recommendations.

All registered parties will also be required to provide their own report/letter within a specified time and a copy of the final report will be provided to all parties.

85 SURVEY METHODS

The entire study area will be surveyed on foot in transects of approximately 5-10 metres apart. This will ensure the entire study area is covered and any evidence of past occupation, Potential Archaeological Deposits (PADs) and disturbances will be identified.

86 ROLES, RESPONSIBILITIES AND FUNCTIONS OF PARTIES

The roles, responsibilities and functions of all parties are outlined below and is taken from DECCW (2010).

86.1 OFFICE OF ENVIRONMENT AND HERITAGE (OEH)

The Director General of OEH is the decision-maker who decides to grant or refuse an Aboriginal Heritage Impact Permit (AHIP) application. If an AHIP is issued, conditions are usually attached and OEH is responsible for ensuring the AHIP holder complies with those conditions. When considering an application under Part 6 of the NPW Act, the Director General will review the information provided by proponents in line with its internal policies and procedures to assess potential or actual harm to Aboriginal objects or places (DECCW, 2009).

The Environment Protection and Regulation Group (EPRG) of OEH is responsible for administering the regulatory functions under Part 6 of the NPW Act. OEH expects that proponents and Aboriginal people should:

- be aware that Part 6 of the NPW Act establishes the Director General or delegate of OEH as the decision-maker; and
- recognise that the Director General's (or delegates) decisions may not be consistent with the views of the Aboriginal community and/or the proponent. However, OEH will take into account all relevant information it receives as part of its decision-making process.

86.2 PROPONENT

All proponents operate within a commercial environment which includes:

- strict financial and management issues, priorities and deadlines;
- the need to gain community support in order to secure any necessary approval/consent/licence/permit to operate;
- the need for clearer processes and certainty of outcomes;

- the need for suitable access to land for the purpose of their development project;
- the need to work efficiently within the project's time, quality and cost planning and management parameters; and
- the need for culturally appropriate assessment findings relevant to their project.

Under these requirements, proponents should undertake the following:

- bring the registered Aboriginal parties or their nominated representatives together and be responsible for ensuring appropriate administration and management of the consultation process;
- consider the cultural perspectives, views, knowledge and advice of the registered Aboriginal parties involved in the consultation process in assessing cultural significance and developing any heritage management outcomes for Aboriginal object(s) and/or place(s);
- provide evidence to OEHL of consultation by including information relevant to the cultural perspectives, views, knowledge and advice provided by the registered Aboriginal parties; and
- accurately record and clearly articulate all consultation findings in the final cultural heritage assessment report.

86.3 REGISTERED ABORIGINAL STAKEHOLDERS

The interests and obligations of Aboriginal people relate to the protection of Aboriginal cultural heritage. It is only Aboriginal people who can determine who is accepted by their community as being authorised to speak for Country and its associated cultural heritage. Where there is a dispute about who speaks for Country, it is appropriate for Aboriginal people, not OEHL or the proponent, to resolve this dispute in a timely manner to enable effective consultation to proceed.

Aboriginal people who can provide information about cultural significance are, based on Aboriginal lore and customs, the traditional owners or custodians of the land that is the subject of the proposed project area. Traditional owners or custodians with appropriate cultural heritage knowledge necessary to make informed decisions who wish to register as an Aboriginal party are those people who:

- continue to maintain a deep respect for their ancestral belief system, traditional lore and customs;
- recognise their responsibilities of their community, knowledge and obligations to protect and conserve their culture and heritage and to care for their traditional lands or country; and
- have the trust of their community, knowledge and understanding of their culture and permission to speak about it.

The registered Aboriginal parties should undertake the following;

- ensure the appropriate cultural knowledge holder is providing the appropriate information;
- uphold and respect the traditional rights, obligations and responsibilities of Aboriginal people within their own boundaries and not to infringe in other areas or Aboriginal people outside their own boundaries;
- consider and provide the proponent the cultural perspectives, views, knowledge and advice during the consultation process, assessing cultural significance and developing any heritage management outcomes for Aboriginal object(s) and/or place(s); and
- need to work efficiently within the project's time and provide feedback in a timely manner.

86.4 LOCAL ABORIGINAL LAND COUNCILS

The NSW Aboriginal Land Council (NSWALC) and Local Aboriginal Land Councils (LALCs) have statutory functions relevant to the protection of Aboriginal culture and heritage under the NSW Aboriginal Land Rights Act 1983. These requirements do not extend the role of NSWALC and LALCs in the significance assessment process. That is, these requirements do not provide NSWALC and/or LALCs any additional or specific decision-making role in the assessment of significance of Aboriginal object(s) and/or place(s) that are subject to an AHIP application under Part 6 of the NPW Act.

LALCs may choose to register an interest to be involved in the consultation process, or may assist registered Aboriginal parties to participate in the consultation process established by these requirements. In order to ensure effective consultation and the subsequent informed heritage assessment, LALCs are encouraged to identify and make contact with Aboriginal people who hold cultural knowledge in their area.

87 CONSULTATION

The following is taken from DECCW (2010).

Consultation with registered Aboriginal parties involves obtaining the views of, and information from, Aboriginal parties and reporting on these. It should not be confused with other field assessment processes involved in preparing a proposal and an application. Consultation does not include the employment of Aboriginal people to assist in field assessment and/or site monitoring.

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- Cultural significance
- Comments on proposed methodology

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MCH looks forward to your response and working with you on this project. Please do not hesitate to contact myself on 0412 702 396 should you have any questions.

Yours sincerely,
for McCardle Cultural Heritage Pty Ltd



Penny McCardle
Principal Archaeologist
Forensic Anthropologist

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Position description

A site officer must demonstrate that they have satisfactorily participated in previous archaeological fieldwork with an archaeologist. A trainee site officer does not need to demonstrate previous archaeological experience. Site officers must be able to:

- undertake direction from the project archaeologist
- undertake walking over extended periods of time
- work in a range of climates wearing protective clothing
- work in teams with a wide range of people
- identify a broad range of Aboriginal objects across the landscape

To qualify as a site officer, appropriate training in identifying Aboriginal objects must have been undertaken (such as the Office of Environment and Heritage's (OEH) sites awareness training course, or other relevant secondary or tertiary studies) or equivalent knowledge or experience must be demonstrated.

The duties of the site officer under the direction of the project archaeologist may include, but not limited to:

- site survey to identify known or potential Aboriginal objects
- identifying and recording Aboriginal objects
- meeting general and site specific Occupational Health and Safety requirements

Selection criteria

The proponent will offer positions based on the following key selection criteria:

- an individual's ability to undertake the tasks specified in Section 2
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- an individual's experience in undertaking similar activities. Applications may be subject to a reference check
- individuals with demonstrated local cultural knowledge
- individuals who can demonstrate they can communicate the results of the field work back to the registered Aboriginal stakeholders

In addition to a consideration of the key selection criteria, the Proponent may give preference to applicants who live locally.

The proponent is under no obligation to offer site officer positions based on an individual's association with a cultural group or area. The proponent makes no guarantee that registered

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The Proponent selects and has final approval on who will be engaged as a site officer. Successful applicants will be engaged to provide the services through a written contract that will be provided at a later date. The proponent will only engage Service Providers with NSW workers compensation insurance, public liability insurance, and comprehensive motor vehicle insurance or third party property damage insurance.

Payment

The proponent will pay the Service Provider at a rate that will be based on the responses of all information pack responses received by the due date and the project budget.

The quoted hourly rate is the rate to be paid by the Proponent to the Service Provider - **not** to the individual site officer/trainee site officer. The site officer/trainee site officer will be paid by the Service Provider at a rate agreed to by the Service Provider and the site officer/trainee site officer.

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ABORIGINAL SITE OFFICER APPLICATION FORM

An Aboriginal site officer application form must be filled out for each individual seeking to be engaged as a site officer.	
Name of organisation (if relevant)	
Name	
Contact number	
Mailing address	
Email address	
Fax	
Position applied for	Site officer <input type="checkbox"/> Trainee Site Officer <input type="checkbox"/>
Please list any formal qualifications or relevant experience to the position applied for (attach documentation as required)	
Please list any previous archaeological, sites, survey, excavation or other relevant experience (attach additional sheets as required)	
Please provide the contact details of at least one archaeologist (other than the project archaeologist) who can be contacted as a referee	
Please provide the contact details of at least one other person who may be contacted in regard to your previous cultural heritage experience	
Do you have Workcover NSW General Induction for Construction Work in NSW (also referred to as a green or white card)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you an Aboriginal person?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a knowledge holder (according to traditional lore)?	Yes <input type="checkbox"/> No <input type="checkbox"/>

INSURANCES

Public Liability	Expiry date:	(attach certificate of currency)
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All participants are required to comply with MCH and the proponents OH&S requirements.

This includes high visibility clothing, hat, sunscreen and steel caped boots. You will be advised of any additional requirements.

This also includes appropriate and acceptable behavior at all times.

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Please fill in the following information for cultural knowledge holder(s). If there are more than three in your organisation please feel free to attach another sheet. If there are no knowledge holders in your group please send back blank.

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

CULTURAL SIGNIFICANCE

As per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), the proponent seeks information on the following:

33) Are there Aboriginal objects of cultural value in the proposed project area?

34) Are there Aboriginal places of cultural value to the Aboriginal people in the area of the proposed project? This may include places of social, spiritual and cultural value, historic places with cultural significance, and potential places/areas of historic, social, spiritual and/or cultural significance that may be either pre contact, post contact or contemporary in age.

35) Is there any other cultural information in relation to the proposed project area?

36) MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. Please provide your preferred method of providing detailed information on the above (e.g. written, verbal, this form) and any restrictions you would like to place on your information.

COMMENTS ON PROPOSED METHODOLOGY

I, _____ (please insert your name) of _____ (please insert the name of your group), **agree to the methodology** outlined by MCH in relation to the proposed project.

Additional comments:

Signed: _____ Date: _____

Position within organisation: _____

I, _____ (please insert your name) of _____ (please insert the name of your group), **do not agree to the methodology** outlined by MCH in relation to the proposed

Project for the following reasons (please explain your reasons for disagreeing):

I would like to suggest the following (please provide your reasoning): _____

Signed: _____ Date: _____

Position within organisation: _____



McCARDLE CULTURAL HERITAGE

10 January 2015

Jenny-Lee Chambers
JLC Cultural Services
39 Goulbourn Dr
Sandy Hollow NSW 2333

Dear Jenny-Lee,

RE: Information Packet for Dolwendee Quarry

MCH would like to thank you for registering your interest in this project. MCH sent a letter extending an invitation to register your interest and asking if you would prefer to have a meeting to discuss the project or have an information pack sent to you. As MCH did not receive your preferred option, we are posting the pack.

In order for the proponent to fulfil its cultural heritage consultation requirements per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), please find enclosed an information pack that details the project, the roles and responsibilities of all parties, details of the proposed methodologies and map showing the location and extent of the study area. The purpose of the information pack is also to ensure all parties have an understanding of the project, critical time line, that cultural knowledge is obtained from the appropriate individuals, any issues or concerns can be addressed, the methods of survey are agreed upon and the new guidelines are met. Additionally, in order for the proponent to further fulfil its cultural heritage consultation requirements as per the Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), it would be appreciated if you could provide the required information no later 2 February 2015. MCH have also included a selection of pro formes that ensure all the required information is obtained to meet the OEH requirements. You may wish to utilise the forms attached for your convenience or use of your own forms are encouraged.

The advertisement for this project and the letter of invitation to register for the project, is for Aboriginal people who hold cultural knowledge (passed down in the traditional manner) that is relevant to the proposed project area and who can determine the significance of Aboriginal object(s) and/or place(s) in the area of the proposed project. To this end, (as stated in the OEH requirements), you must nominate the contact person(s) who hold the cultural knowledge and provide written confirmation and contact details of this person or persons whom you represent. If it is you that holds traditional knowledge, please provide the same details. As all communications, including phone calls, faxes, letters, and e-mails must be included in the consultation component of the report as per the OEH requirements, please ensure that any items that you or your group deem confidential are either stated at the beginning of a conversation or stamped/written on each piece of paper communicate.

McCARDLE CULTURAL HERITAGE PTY LTD

ACN 104 590 141 • ABN 89 104 590 141

PO Box 166, Adamstown, NSW 2289 • Mobile: 0412 702 396 • Fax: 4952 5501 • Email:
mcheritage@iprimus.com.au

Please note that in order to adhere to time constraints, the absence of a response by the prescribed timeline, will be taken by the proponent as your indication that your organisation has no comments regarding the proposed methodology. Additionally, failure to provide the required information by the prescribed timeline, will result in a missed opportunity for you or knowledge holders to contribute to your cultural heritage and may not be considered for engagement (the proponent needs the required information to make informed decisions about engagement) and the project will proceed.

91 OVERVIEW

McCardle Cultural Heritage Pty Ltd (MCH) has been commissioned by KMH Environmental (KMH) prepare an Aboriginal Heritage Impact Assessment forming part of an Environmental Impact Statement (EIS) for a proposed new quarry (the "Project") at "Dolwende", near Hollydeen in the Hunter Valley NSW. The Project is targeting extraction of sandstone and conglomerate parent material for production of a range of construction and structural fill materials. The Project classifies as a State Significant Development under State Environmental Planning Policy (State and Regional Development) 2011 and the Environmental Planning and Assessment Act 1979. The assessment will determine the potential impacts upon the indigenous cultural heritage within the development area. It is intended that any areas of indigenous cultural heritage value will be identified and appropriate management recommendations will be established through consultation with the registered Aboriginal parties.

92 STUDY AREA

The proposed Dolwende Quarry is located on the northern side of the Golden Highway, approximately 7 kilometres to the northwest of Denman in the NSW Hunter Valley. The proposed Project occurs on a rural property known as "Dolwende", comprising Lots 1, 2, 3 and 4 in DP 1160936. The proposed quarry is to be located over Lot 2 with a haul road from the quarry to the Golden Highway crossing Lots 3 and 4 within an existing right of carriageway. The location and extent of the study area is illustrated in *Figures 1.1 to 1.3*.

Figure 2.1 Regional location of the study area



Figure 1.2 Local location of the study area

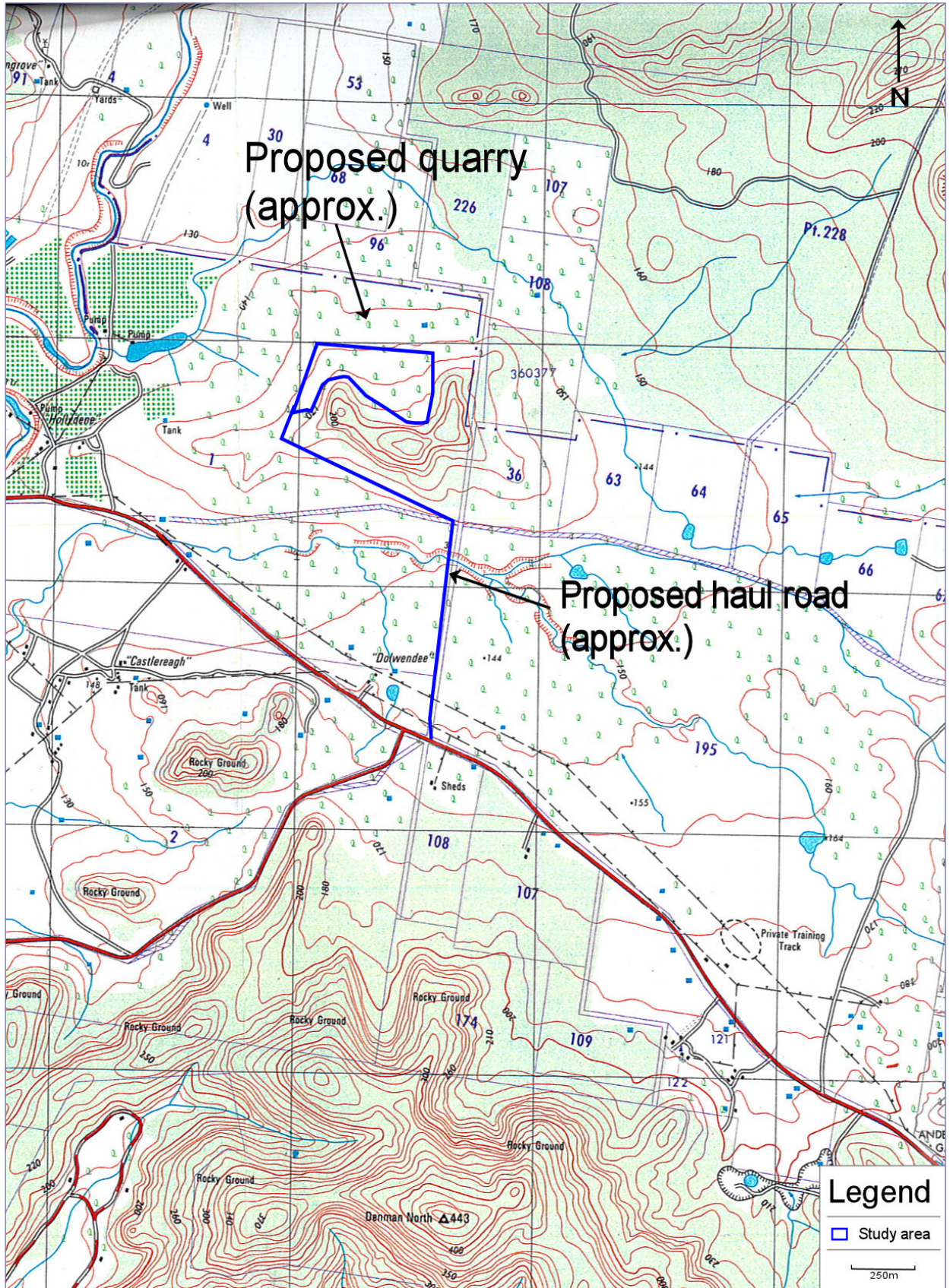
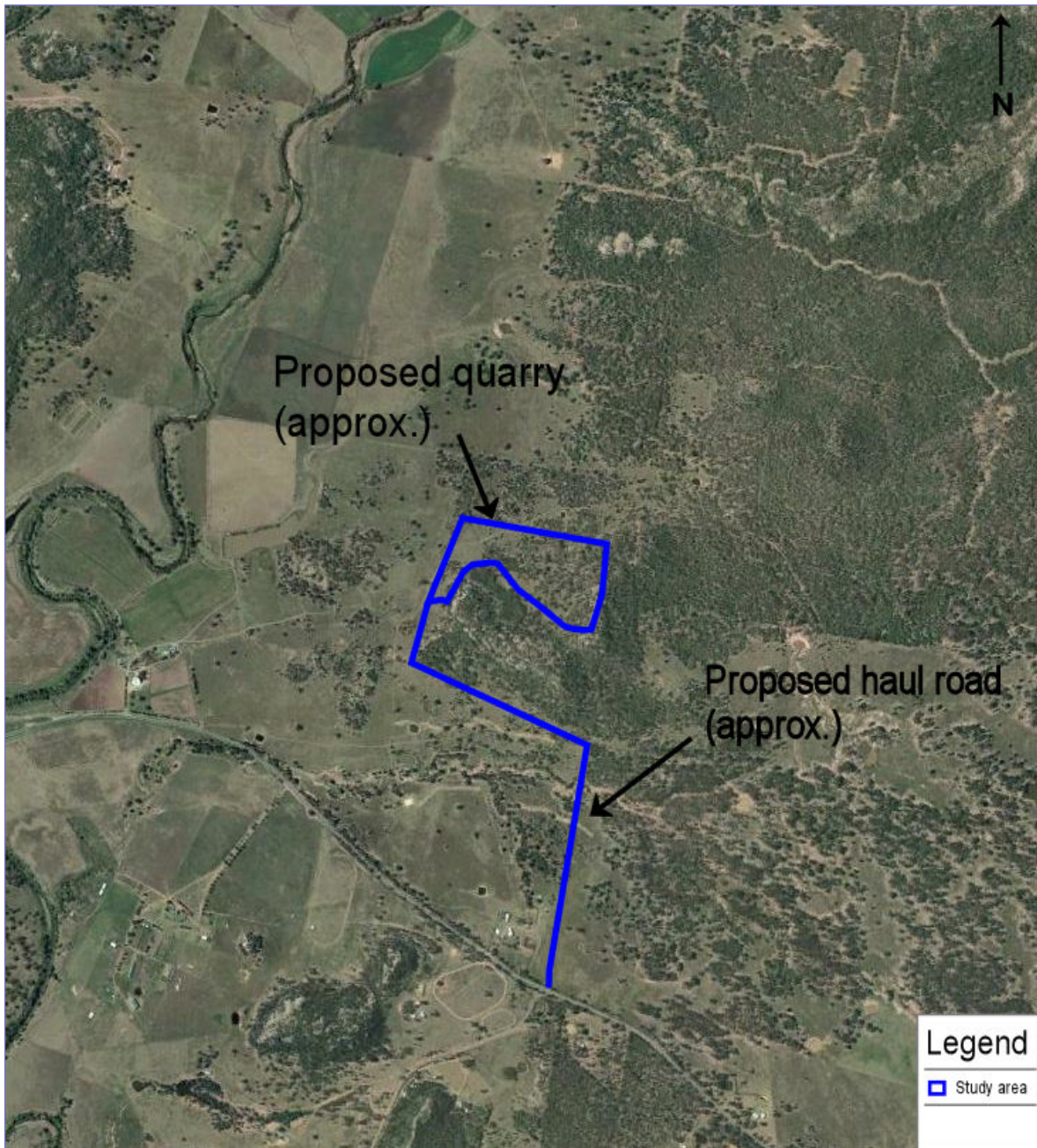


Figure 1.3 Concept Plan



93 PROJECT OUTLINE

93.1 PROJECT OUTLINE AND IMPACTS

The proposed quarry will involve site preparation including the establishment of extraction boundaries, vegetation clearing, removal and stockpiling of topsoils and,, bulldozing and/or hydraulically excavating sand for processing. Additionally, the the establishment of the quarry on site will include construction of site access, establishment and construction of site office/facilities/ weighbridge, extraction of sand from within the extraction areas, sand processing (washing), stockpiling,

haulage of production from site and site rehabilitation. The proponent confirms that the proposal will have regard to the requirements and provision of the National Parks and Wildlife Act 1974. Where disturbance of and sites or PADs are unavoidable, any impacts will be managed in accordance with the requirements and provisions of the National Parks and Wildlife Act 1974.

93.2 CRITICAL ARCHAEOLOGICAL TIMELINE

The following Table indicates the timelines critical for the archaeological assessment. However, please note that consultation may be increased or decreased depending on response times and knowledge sharing.

3.1 Archaeological timeline

Stages	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10
Stage 1: consult.										
Stage 2: survey										
Stage 3: reporting										
Stage 4: finalisation										

94 METHODS OF INVESTIGATION

There are two methods of investigation including the gathering of cultural significance knowledge and archaeological assessment. These are briefly outlined below.

94.1 GATHERING OF INFORMATION OF CULTURAL SIGNIFICANCE

MCH and the proponent understand that unlike the written word, Aboriginal cultural knowledge is not static, but responds to change through absorbing new information and adapting to its implications. Aboriginal cultural knowledge is handed down through oral tradition (song, story, art, language and dance) from generation to generation, and preserves the relationship to the land (DECCW 2010).

Specific details and parts of cultural knowledge are usually held and maintained by individuals or within particular family groups. Although the broader community may be aware of the general features of that knowledge, it is not a common practice within Aboriginal society for detailed cultural knowledge to be known in the broader community or within Aboriginal community organisations. However, at times these organisations may defer to particular individuals or family groups as being the knowledge-holders of particular sets of cultural knowledge about places or the environment (DECCW 2010).

In some cases the information provided may be sensitive and MCH and the proponent will not share that information with all registered Aboriginal parties or others without the express permission of the individual. MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. To this end, MCH and the proponent would like to extend an invitation to provide any cultural knowledge you have and any restrictions you would like to place on your information, as well as your preferred method of providing that information.

94.2 ARCHAEOLOGICAL ASSESSMENT

This entails an archaeological assessment of the proposed project area. It includes the gathering of both environmental and archaeological information to gain an understanding of the environment, disturbances and provide a predictive model for the proposed project area.

Following the completion of the survey, a report that includes detailed environmental and archaeological background, results, discussion, the cultural significance as determined by the registered Aboriginal parties and mitigation measures will be provide to all registered parties for their review. This will also include opportunities for the registered Aboriginal parties to provide feedback on any management or mitigation recommendations.

All registered parties will also be required to provide their own report/letter within a specified time and a copy of the final report will be provided to all parties.

95 SURVEY METHODS

The entire study area will be surveyed on foot in transects of approximately 5-10 metres apart. This will ensure the entire study area is covered and any evidence of past occupation, Potential Archaeological Deposits (PADs) and disturbances will be identified.

96 ROLES, RESPONSIBILITIES AND FUNCTIONS OF PARTIES

The roles, responsibilities and functions of all parties are outlined below and is taken from DECCW (2010).

96.1 OFFICE OF ENVIRONMENT AND HERITAGE (OEH)

The Director General of OEH is the decision-maker who decides to grant or refuse an Aboriginal Heritage Impact Permit (AHIP) application. If an AHIP is issued, conditions are usually attached and OEH is responsible for ensuring the AHIP holder complies with those conditions. When considering an application under Part 6 of the NPW Act, the Director General will review the information provided by proponents in line with its internal policies and procedures to assess potential or actual harm to Aboriginal objects or places (DECCW, 2009).

The Environment Protection and Regulation Group (EPRG) of OEH is responsible for administering the regulatory functions under Part 6 of the NPW Act. OEH expects that proponents and Aboriginal people should:

- be aware that Part 6 of the NPW Act establishes the Director General or delegate of OEH as the decision-maker; and
- recognise that the Director General's (or delegates) decisions may not be consistent with the views of the Aboriginal community and/or the proponent. However, OEH will take into account all relevant information it receives as part of its decision-making process.

96.2 PROPONENT

All proponents operate within a commercial environment which includes:

- strict financial and management issues, priorities and deadlines;
- the need to gain community support in order to secure any necessary approval/consent/licence/permit to operate;
- the need for clearer processes and certainty of outcomes;

- the need for suitable access to land for the purpose of their development project;
- the need to work efficiently within the project's time, quality and cost planning and management parameters; and
- the need for culturally appropriate assessment findings relevant to their project.

Under these requirements, proponents should undertake the following:

- bring the registered Aboriginal parties or their nominated representatives together and be responsible for ensuring appropriate administration and management of the consultation process;
- consider the cultural perspectives, views, knowledge and advice of the registered Aboriginal parties involved in the consultation process in assessing cultural significance and developing any heritage management outcomes for Aboriginal object(s) and/or place(s);
- provide evidence to OEHL of consultation by including information relevant to the cultural perspectives, views, knowledge and advice provided by the registered Aboriginal parties; and
- accurately record and clearly articulate all consultation findings in the final cultural heritage assessment report.

96.3 REGISTERED ABORIGINAL STAKEHOLDERS

The interests and obligations of Aboriginal people relate to the protection of Aboriginal cultural heritage. It is only Aboriginal people who can determine who is accepted by their community as being authorised to speak for Country and its associated cultural heritage. Where there is a dispute about who speaks for Country, it is appropriate for Aboriginal people, not OEHL or the proponent, to resolve this dispute in a timely manner to enable effective consultation to proceed.

Aboriginal people who can provide information about cultural significance are, based on Aboriginal lore and customs, the traditional owners or custodians of the land that is the subject of the proposed project area. Traditional owners or custodians with appropriate cultural heritage knowledge necessary to make informed decisions who wish to register as an Aboriginal party are those people who:

- continue to maintain a deep respect for their ancestral belief system, traditional lore and customs;
- recognise their responsibilities of their community, knowledge and obligations to protect and conserve their culture and heritage and to care for their traditional lands or country; and
- have the trust of their community, knowledge and understanding of their culture and permission to speak about it.

The registered Aboriginal parties should undertake the following;

- ensure the appropriate cultural knowledge holder is providing the appropriate information;
- uphold and respect the traditional rights, obligations and responsibilities of Aboriginal people within their own boundaries and not to infringe in other areas or Aboriginal people outside their own boundaries;
- consider and provide the proponent the cultural perspectives, views, knowledge and advice during the consultation process, assessing cultural significance and developing any heritage management outcomes for Aboriginal object(s) and/or place(s); and
- need to work efficiently within the project's time and provide feedback in a timely manner.

96.4 LOCAL ABORIGINAL LAND COUNCILS

The NSW Aboriginal Land Council (NSWALC) and Local Aboriginal Land Councils (LALCs) have statutory functions relevant to the protection of Aboriginal culture and heritage under the NSW Aboriginal Land Rights Act 1983. These requirements do not extend the role of NSWALC and LALCs in the significance assessment process. That is, these requirements do not provide NSWALC and/or LALCs any additional or specific decision-making role in the assessment of significance of Aboriginal object(s) and/or place(s) that are subject to an AHIP application under Part 6 of the NPW Act.

LALCs may choose to register an interest to be involved in the consultation process, or may assist registered Aboriginal parties to participate in the consultation process established by these requirements. In order to ensure effective consultation and the subsequent informed heritage assessment, LALCs are encouraged to identify and make contact with Aboriginal people who hold cultural knowledge in their area.

97 CONSULTATION

The following is taken from DECCW (2010).

Consultation with registered Aboriginal parties involves obtaining the views of, and information from, Aboriginal parties and reporting on these. It should not be confused with other field assessment processes involved in preparing a proposal and an application. Consultation does not include the employment of Aboriginal people to assist in field assessment and/or site monitoring.

Aboriginal people may provide services to proponents through a contractual arrangement, however, this is separate from consultation. The proponent may reimburse Aboriginal people for any demonstrated reasonable out-of-pocket expenses directly incurred in order to participate in the consultation process. A demonstrated reasonable expense would include documented loss of wages caused by the need to take time from paid employment to participate in meetings.

The proponent is not obliged to employ those Aboriginal people registered for consultation. Consultation as per these requirements will continue irrespective of potential or actual employment opportunities (i.e. pay disputes) for Aboriginal people.

98 EMPLOYMENT

The proponent may engage a number of Aboriginal representatives from the registered parties (based on the size and nature of the project) to participate and assist in the fieldwork component of this project. If you would like to be considered for paid field work please answer the selection criteria attached and ensure you attach certificates of currency for the relevant insurances, CV(s), any certificates and references. MCH will then pass this information onto the proponent for their consideration to make the selection for fieldwork participants should they wish to do so.

MCH will ensure all Aboriginal parties are invited to participate in fieldwork, however paid participation is determined by the proponent.

99 FORMS

You will find a number of forms attached for your convenience. However, if you prefer to use your own please feel free to do so. Please ensure that these are either filled out in full or your own forms/letters answer all the questions and return to MCH no later than 31 December 2014.

Forms attached:

- Aboriginal stakeholder site officer application
- Register of cultural knowledge holder
- Cultural significance
- Comments on proposed methodology

100 CONCLUSION

MCH looks forward to your response and working with you on this project. Please do not hesitate to contact myself on 0412 702 396 should you have any questions.

Yours sincerely,
for McCardle Cultural Heritage Pty Ltd



Penny McCardle
Principal Archaeologist
Forensic Anthropologist

Forms

MCH would like to clearly state that, should you wish to provide feedback in another form, you are encouraged to do so. You are under no obligation to complete the current forms.

However, should you wish to use this forms, please complete, sign and return to MCH using one of the following;

Fax: 4952 5501

e-mail: mheritage@iprimus.com.au

Postal address: MCH

PO Box 166

Adamstown, NSW 2289

ABORIGINAL STAKEHOLDER SITE OFFICER APPLICATION

Position description

A site officer must demonstrate that they have satisfactorily participated in previous archaeological fieldwork with an archaeologist. A trainee site officer does not need to demonstrate previous archaeological experience. Site officers must be able to:

- undertake direction from the project archaeologist
- undertake walking over extended periods of time
- work in a range of climates wearing protective clothing
- work in teams with a wide range of people
- identify a broad range of Aboriginal objects across the landscape

To qualify as a site officer, appropriate training in identifying Aboriginal objects must have been undertaken (such as the Office of Environment and Heritage's (OEH) sites awareness training course, or other relevant secondary or tertiary studies) or equivalent knowledge or experience must be demonstrated.

The duties of the site officer under the direction of the project archaeologist may include, but not limited to:

- site survey to identify known or potential Aboriginal objects
- identifying and recording Aboriginal objects
- meeting general and site specific Occupational Health and Safety requirements

Selection criteria

The proponent will offer positions based on the following key selection criteria:

- an individual's ability to undertake the tasks specified in Section 2
- an individual's availability to undertake the activity (physically able to undertake field work)
- an individual's experience in undertaking similar activities. Applications may be subject to a reference check
- individuals with demonstrated local cultural knowledge
- individuals who can demonstrate they can communicate the results of the field work back to the registered Aboriginal stakeholders

In addition to a consideration of the key selection criteria, the Proponent may give preference to applicants who live locally.

The proponent is under no obligation to offer site officer positions based on an individual's association with a cultural group or area. The proponent makes no guarantee that registered

parties will be engaged to undertake archaeological field activities. The number of site officer positions available will be based on need as described in the archaeological methodology. However, MCH will ensure all registered stakeholders are invited to participate in the survey regardless of engagement arrangements between the stakeholder(s) and the proponent. Applicants will be notified whether they have been successful or unsuccessful in their application.

Engagement

The Proponent selects and has final approval on who will be engaged as a site officer. Successful applicants will be engaged to provide the services through a written contract that will be provided at a later date. The proponent will only engage Service Providers with NSW workers compensation insurance, public liability insurance, and comprehensive motor vehicle insurance or third party property damage insurance.

Payment

The proponent will pay the Service Provider at a rate that will be based on the responses of all information pack responses received by the due date and the project budget.

The quoted hourly rate is the rate to be paid by the Proponent to the Service Provider - **not** to the individual site officer/trainee site officer. The site officer/trainee site officer will be paid by the Service Provider at a rate agreed to by the Service Provider and the site officer/trainee site officer.

Payment will only be made for the provision of the services (actual hours worked), and not for the time spent travelling to and from site. Payment will be made upon the receipt of a cultural heritage report following the survey and receipt of the draft report.

ABORIGINAL SITE OFFICER APPLICATION FORM

An Aboriginal site officer application form must be filled out for each individual seeking to be engaged as a site officer.	
Name of organisation (if relevant)	
Name	
Contact number	
Mailing address	
Email address	
Fax	
Position applied for	Site officer <input type="checkbox"/> Trainee Site Officer <input type="checkbox"/>
Please list any formal qualifications or relevant experience to the position applied for (attach documentation as required)	
Please list any previous archaeological, sites, survey, excavation or other relevant experience (attach additional sheets as required)	
Please provide the contact details of at least one archaeologist (other than the project archaeologist) who can be contacted as a referee	
Please provide the contact details of at least one other person who may be contacted in regard to your previous cultural heritage experience	
Do you have Workcover NSW General Induction for Construction Work in NSW (also referred to as a green or white card)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you an Aboriginal person?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a knowledge holder (according to traditional lore)?	Yes <input type="checkbox"/> No <input type="checkbox"/>

REGISTER OF CULTURAL KNOWLEDGE HOLDER

MCH and the proponent would like to facilitate a process whereby all registered Aboriginal parties are provided the opportunity to contribute to culturally appropriate information gathering, provide information that will enable the cultural significance of Aboriginal sites/places on the project area to be determined, and have input into the development of any cultural heritage management options. To enable this to occur, it is necessary to consult with the cultural knowledge holder(s).

To this end, as per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), you are required to provide details of the individual(s) who hold cultural knowledge (according to traditional lore) relevant to the project area. If your groups has no knowledge holders, this is important information too.

Please fill in the following information for cultural knowledge holder(s). If there are more than three in your organisation please feel free to attach another sheet. If there are no knowledge holders in your group please send back blank.

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

Name: _____

Address: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

CULTURAL SIGNIFICANCE

As per the OEH Aboriginal Cultural Heritage Consultation Requirements for Proponents (2010), the proponent seeks information on the following:

37) Are there Aboriginal objects of cultural value in the proposed project area?

38) Are there Aboriginal places of cultural value to the Aboriginal people in the area of the proposed project? This may include places of social, spiritual and cultural value, historic places with cultural significance, and potential places/areas of historic, social, spiritual and/or cultural significance that may be either pre contact, post contact or contemporary in age.

39) Is there any other cultural information in relation to the proposed project area?

40) MCH and the proponent would like to develop and implement appropriate protocols for sourcing and holding cultural information. Please provide your preferred method of providing detailed information on the above (e.g. written, verbal, this form) and any restrictions you would like to place on your information.

COMMENTS ON PROPOSED METHODOLOGY

I, _____ (please insert your name) of _____ (please insert the name of your group), **agree to the methodology** outlined by MCH in relation to the proposed project.

Additional comments:

Signed: _____ Date: _____

Position within organisation: _____

I, _____ (please insert your name) of _____ (please insert the name of your group), **do not agree to the methodology** outlined by MCH in relation to the proposed

Project for the following reasons (please explain your reasons for disagreeing):

I would like to suggest the following (please provide your reasoning): _____

Signed: _____ Date: _____

Position within organisation: _____



McCARDLE CULTURAL HERITAGE

15 January 2015

John & Margaret Matthews
Aboriginal Native Title Elders Consultants
16A Mahagony Ave
Muswellbrook, NSW 2333

Dear John & Margaret,

RE: Information Packet for Dolwendee Quarry

MCH would like to clarify the due date for the response to the information packet for the above named project. The date was correct in the cover letter but was incorrect on the pro forma.

The correct closing date is 2 February 2015.

I apologise for any inconvenience.

Yours sincerely,
for McCARDLE Cultural Heritage Pty Ltd

A handwritten signature in blue ink, appearing to read 'Penny McCardle', followed by a small blue dot.

Penny McCardle
Principal Archaeologist
Forensic Anthropologist

McCARDLE CULTURAL HERITAGE PTY LTD

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mcheritage@iprimus.com.au



McCARDLE CULTURAL HERITAGE

15 January 2015

Christine Archibald
Hunter Valley Cultural Consultants
40 Humphries St,
Muswellbrook, NSW 2333

Dear Christine,

RE: Information Packet for Dolwendee Quarry

MCH would like to clarify the due date for the response to the information packet for the above named project. The date was correct in the cover letter but was incorrect on the pro forma.

The correct closing date is 2 February 2015.

I apologise for any inconvenience.

Yours sincerely,
for McCARDLE Cultural Heritage Pty Ltd

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Penny McCardle
Principal Archaeologist
Forensic Anthropologist

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McCARDLE CULTURAL HERITAGE

15 January 2015

Darrel Matthews
Upper Hunter Heritage Consultants
14 Edinglassie Drive
Muswellbrook, NSW 2333

Dear Darrel,

RE: Information Packet for Dolwendee Quarry

MCH would like to clarify the due date for the response to the information packet for the above named project. The date was correct in the cover letter but was incorrect on the pro forma.

The correct closing date is 2 February 2015.

I apologise for any inconvenience.

Yours sincerely,
for McCARDLE Cultural Heritage Pty Ltd

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Penny McCardle
Principal Archaeologist
Forensic Anthropologist

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mcheritage@iprimus.com.au



McCARDLE CULTURAL HERITAGE

15 January 2015

Rodney Matthews
Giwiirr Consultants
8 Fitzgerald Ave
Muswellbrook, NSW 2333

Dear Rodney,

RE: Information Packet for Dolwendee Quarry

MCH would like to clarify the due date for the response to the information packet for the above named project. The date was correct in the cover letter but was incorrect on the pro forma.

The correct closing date is 2 February 2015.

I apologise for any inconvenience.

Yours sincerely,
for McCARDLE Cultural Heritage Pty Ltd

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Penny McCardle
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Forensic Anthropologist

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