

The background of the cover is a photograph of a large, open grassy field with a line of tall pine trees in the distance under a cloudy sky. The image is partially overlaid by a large, curved, light blue shape on the left and bottom, and a green shape on the right. A white curved line separates the blue and green shapes.

Catherine McAuley Catholic College, Medowie NSW: Cultural Heritage Management Plan

Prepared for Webber Architects

31 August 2018

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Contents

Glossary.....	iv
1 Introduction	1
1.1 Project background	1
1.2 Study area.....	1
1.3 General scope of works.....	1
1.4 Purpose and objectives	2
1.5 Cultural Heritage Management Plan outcomes	2
1.6 Contributors.....	3
2 Environmental requirements	8
2.1 Relevant legislation and guidelines.....	8
2.2 Commitment to Cultural Heritage Preservation.....	8
2.2.1 Tangible Aboriginal Cultural Heritage.....	8
2.2.2 Intangible Aboriginal Cultural Heritage.....	9
2.2.3 Statutory.....	9
2.2.4 Values.....	9
3 Consultation	10
3.1 Aboriginal consultation undertaken as part of the project approval.....	10
3.2 Ongoing Aboriginal consultation.....	10
4 Existing environment	11
4.1 Aboriginal cultural heritage	11
5 Impacts to Aboriginal heritage	14
5.1 Aboriginal heritage impacts.....	14
6 Mitigation measures.....	15
6.1 Construction related measures.....	15
6.2 Heritage protection management strategies	15
6.2.1 Strategy 1: Heritage inductions and tool box talks.....	15
6.2.2 Strategy 2: Protection of Aboriginal heritage sites outside the development disturbance area	16
6.2.3 Strategy 3: Contingency plan if Aboriginal heritage items outside the approved disturbance area are damaged.....	16
6.2.4 Strategy 4: Procedure to follow in the event of unexpected Aboriginal finds.....	16
6.2.5 Strategy 5: Procedure to follow in the event of the discovery of human remains.....	17
6.2.6 Strategy 6: Complete all onsite works associated with Aboriginal heritage	19
6.2.7 Strategy 7: Long term management of Aboriginal heritage items.....	21
6.2.8 Strategy 8: Ongoing consultation with Aboriginal stakeholders	21
6.2.9 Strategy 9: Monitoring and reporting.....	21
7 Compliance management.....	23

7.1	Roles and responsibilities	23
7.2	Record keeping.....	23
7.3	Incidents.....	23
7.4	Reporting	24
8	Training and Awareness.....	25
9	Review and improvement	26
9.1	Continuous improvement.....	26
9.2	CHMP update and amendment	26
	References.....	27
	Appendix A: Identifying Aboriginal objects and site types.....	28
	Appendix B: Aboriginal consultation	31

Tables

Table 1	Cultural Heritage Management Plan outcomes	2
Table 2	Aboriginal heritage sites associated with the project	11
Table 3	Impacts to Aboriginal heritage sites.....	14
Table 4	Construction related measures	15
Table 5	Roles and responsibilities and contact details.....	23
Table 6	Reporting roles and responsibilities.....	24

Figures

Figure 1	Location of the study area	4
Figure 2	Study area detail	5
Figure 3	Aboriginal sites within the study area.....	6
Figure 4	Impact area/proposed works showing archaeological sites.....	7
Figure 5	Proposed salvage areas – Medowie PAD 01	22

Glossary

ACHA	Aboriginal cultural heritage assessment
ACHAR	Aboriginal cultural heritage assessment report
AR	Archaeological report
ASIRF	Aboriginal Site Impact Recording Form
CHMP	Cultural Heritage Management Plan
CoA	Conditions of Approval
Consultation guidelines	<i>Aboriginal Cultural Heritage Consultation Requirements for proponents</i> (DECCW 2010b)
DP	Deposited Plan
DPE	Department of Planning and Environment
EA	Environmental Assessment
EIS	Environmental Impact Statement
EP&A Act	<i>Environmental Planning and Assessment Act 1979</i>
EPBC Act	<i>Environment Protection Biodiversity Conservation Act 1999</i>
NPW Act	<i>National Parks and Wildlife Act 1974</i>
OEH	Office of Environment and Heritage (including NSW Heritage Council)
PAD	Potential archaeological deposit
RAP	Registered Aboriginal party
The code	<i>Archaeological Investigation of Aboriginal objects in NSW</i> (DECCW 2010a)
The project	The construction of the Catherine McAuley Catholic College

1 Introduction

This Cultural Heritage Management Plan (CHMP) has been developed in order to manage impacts to Aboriginal heritage during the construction of the Catherine McAuley Catholic College.

1.1 Project background

Biosis Pty Ltd conducted an Aboriginal Cultural Heritage Assessment and Archaeological Report to support an Environmental Impact Statement (EIS) for the proposed development of the Catherine McAuley Catholic College at 507 Medowie Road, Medowie, New South Wales (NSW) (Lot 412 & 413, DP 1063902) (the project). The Aboriginal Cultural Heritage Assessment and Archaeological Report were prepared to address the Secretary's Environmental Assessment Requirements (SEARs) issued by the Department of Planning and Environment (DPE).

The Aboriginal Cultural Heritage Assessment (ACHA) and Archaeological Report (AR) was undertaken in accordance with the *Guide to investigating, assessing and reporting on Aboriginal cultural heritage in NSW* (OEH 2011), *Code of Practice for Archaeological Investigation of Aboriginal objects in NSW* (DECCW 2010a) (the code) and *Aboriginal Cultural Heritage Consultation Requirements for proponents* (DECCW 2010b) (the consultation guidelines). The assessment included a field survey and a review of background resources including soil landscapes, geology, hydrology and past reports and site records to inform predictive statements about the likelihood of Aboriginal heritage sites to occur within the study area.

The assessments have been included in the EIS as:

- Catherine McAuley Catholic College, Medowie: Aboriginal cultural heritage assessment report (Biosis 2018a).
- Catherine McAuley Catholic College, Medowie: Archaeological report (Biosis 2018b).

1.2 Study area

The study area is located within the Port Stephens Local Government Area (LGA), Parish of Stowell, County of Gloucester (refer to Figure 1). The study area incorporates Lot 412 DP 1063902 and Lot 413 DP1063902. It is bounded by Medowie Road to the east, Campvale Swamp to the west, and private property to the north and south (refer to Figure 2).

1.3 General scope of works

The proposed development involves the construction of the Catherine McAuley Catholic College at 507 Medowie Road, Medowie NSW. The proposed works will include the:

- Demolition of existing dwelling, shed and out buildings.
- Construction of three stream primary school, seven stream high school, a place of worship, and child care centre.
- Establishment of associated works including car park, retaining walls, landscaping, footpaths, access roads, etc.

- establishment and ongoing maintenance of Asset Protection Zones (APZs) necessary to meet bushfire protection requirements.

1.4 Purpose and objectives

The purpose of this CHMP is to describe how Aboriginal heritage will be protected and managed by Webber Architects on behalf of the Diocese of Maitland-Newcastle during the construction of the project. The key objective of the CHMP is to ensure that impacts to Aboriginal heritage are minimised and within the scope permitted by the project approval. A provision for managing impacts to unexpected historical heritage items has also been included as part of this CHMP. Specific objectives include:

- updated baseline mapping of the heritage items within and adjoining the development disturbance area
- a chance finds procedure developed in consultation with OEH and Aboriginal stakeholders for the management of any previously unidentified Aboriginal heritage finds
- a methodology for salvage excavations of Medowie PAD 01
- a description of the measures that would be implemented for:
 - protecting Aboriginal heritage sites outside the development disturbance area
 - minimising and managing the impacts of the development on heritage items within the disturbance footprint and a strategy for the long term management of any Aboriginal heritage items or material collected during the test excavation or salvage works
 - a contingency plan and reporting procedure if Aboriginal heritage items outside the approved disturbance area are damaged
 - ensuring workers on site receive suitable heritage inductions prior to carrying out any development on site, and that records are kept of these inductions
 - ongoing consultation with Aboriginal stakeholders during the implementation of the plan
- a program to monitor and report on the effectiveness of these measures and any heritage impacts of the project.

This CHMP should be read in conjunction with the following documents:

- Catherine McAuley Catholic College, Medowie: Aboriginal cultural heritage assessment report (Biosis 2018a).
- Catherine McAuley Catholic College, Medowie: Archaeological report (Biosis 2018b).

1.5 Cultural Heritage Management Plan outcomes

The outcomes of the CHMP and their location within this document are described below in Table 1.

Table 1 Cultural Heritage Management Plan outcomes

Part	Description	Location within CHMP
(a)	Be prepared by a suitably qualified and experienced person.	Section 1.6

Part	Description	Location within CHMP
(b)	Be prepared in consultation with OEH and Aboriginal stakeholders.	Appendix B
(c)	Include updated baseline mapping of the heritage items within and adjoining the development disturbance area.	Figure 3 and Figure 4
(d)	A chance finds procedure developed in consultation with OEH and Aboriginal stakeholders for the management of any previously unidentified Aboriginal heritage finds	Section 6.2.4 and 6.2.5
(e)	Include a description of the measures that would be implemented for:	Section 6.2.2
	<ul style="list-style-type: none"> protecting Aboriginal heritage sites outside the development disturbance area; 	
	<ul style="list-style-type: none"> minimising and managing the impacts of the development on heritage items within the disturbance footprint, including: <ul style="list-style-type: none"> - salvage of Medowie PAD 01 - a strategy for the long term management of any Aboriginal heritage items or material collected during the test excavation and salvage works; 	Section 6.2.6 and 6.2.7
	<ul style="list-style-type: none"> a contingency plan and reporting procedure if: <ul style="list-style-type: none"> - Aboriginal heritage items outside the approved disturbance area are damaged; 	Section 6.2.3
	<ul style="list-style-type: none"> ensuring workers on site receive suitable heritage inductions prior to carrying out any development on site, and that records are kept of these inductions; 	Section 6.2.1
	<ul style="list-style-type: none"> ongoing consultation with Aboriginal stakeholders during the implementation of the plan 	Section 3, and 6.2.8
(f)	A program to monitor and report on the effectiveness of these measures and any heritage impacts of the project.	Section 6.2.9

1.6 Contributors

This CHMP was prepared by Mathew Smith (Archaeologist), Charlotte Allen (Field Archaeologist), and Taryn Gooley, (Consultant Archaeologist). This CHMP has been reviewed by James Cole (Consultant Archaeologist) and Dr Amanda Markham (Senior Archaeologist/ Anthropologist).

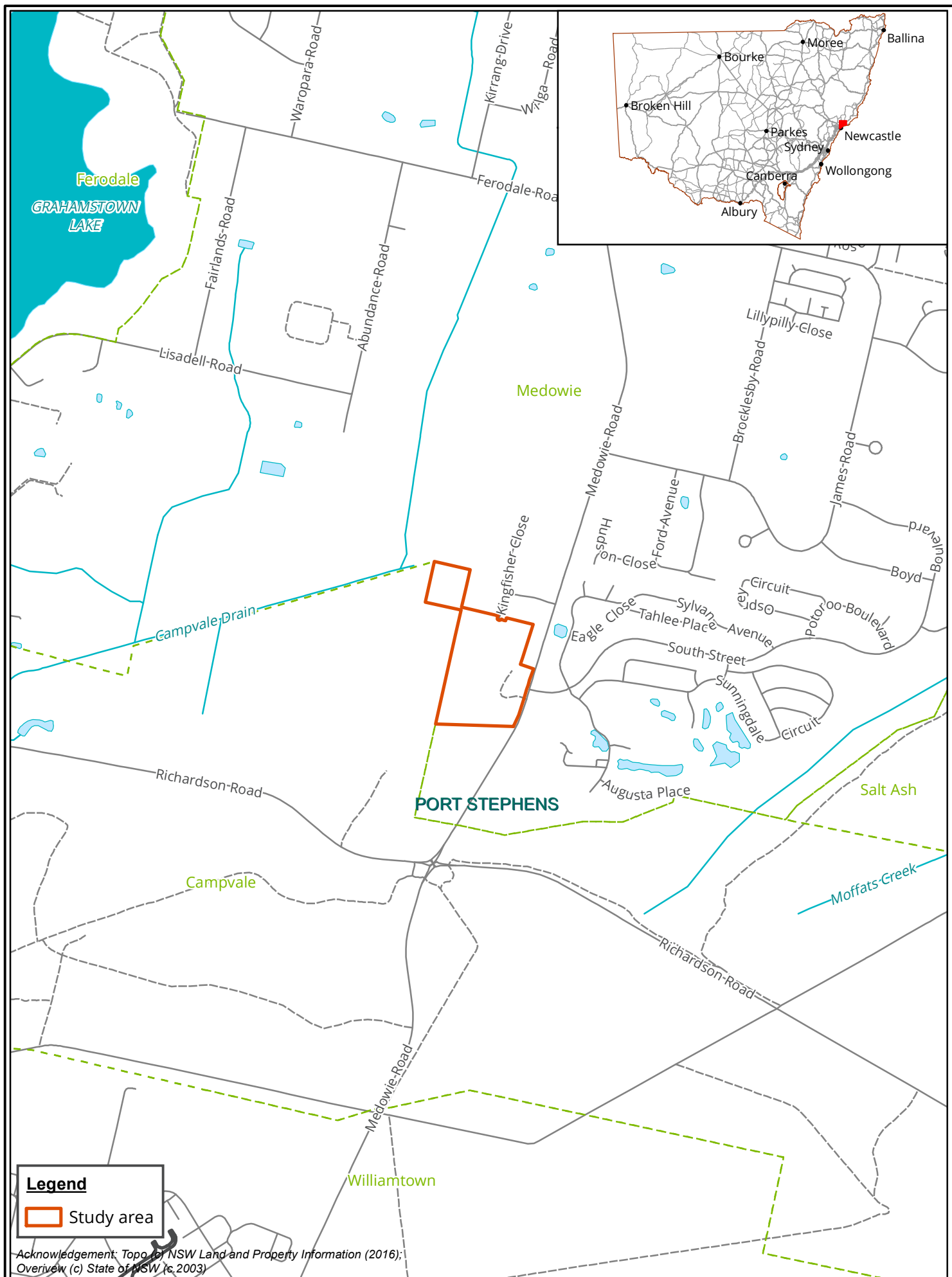


Figure 1: Location of the study area



Legend


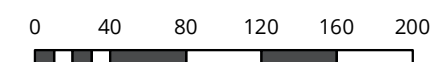
 Study area

Figure 2: Study area detail



Metres
Scale: 1:4,000 @ A3
Coordinate System: GDA 1994 NSW Lambert



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Matter: 26830
Date: 13 February 2018,
Checked by: AKE, Drawn by: GD, Last edited by: gdavies
Location: \\bio-data-01\matters\26830s\26830\mapping\26830_CatherineMcAuleyCollege_F2_StudyArea



Legend

- Study area
- AHIMS record
- Site extent

Figure 3: Aboriginal sites within the study area

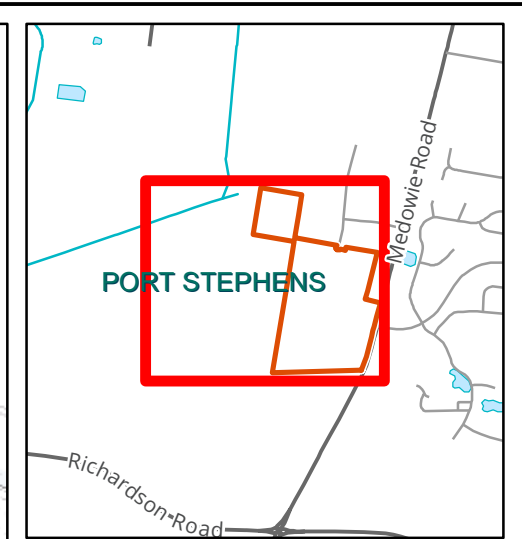
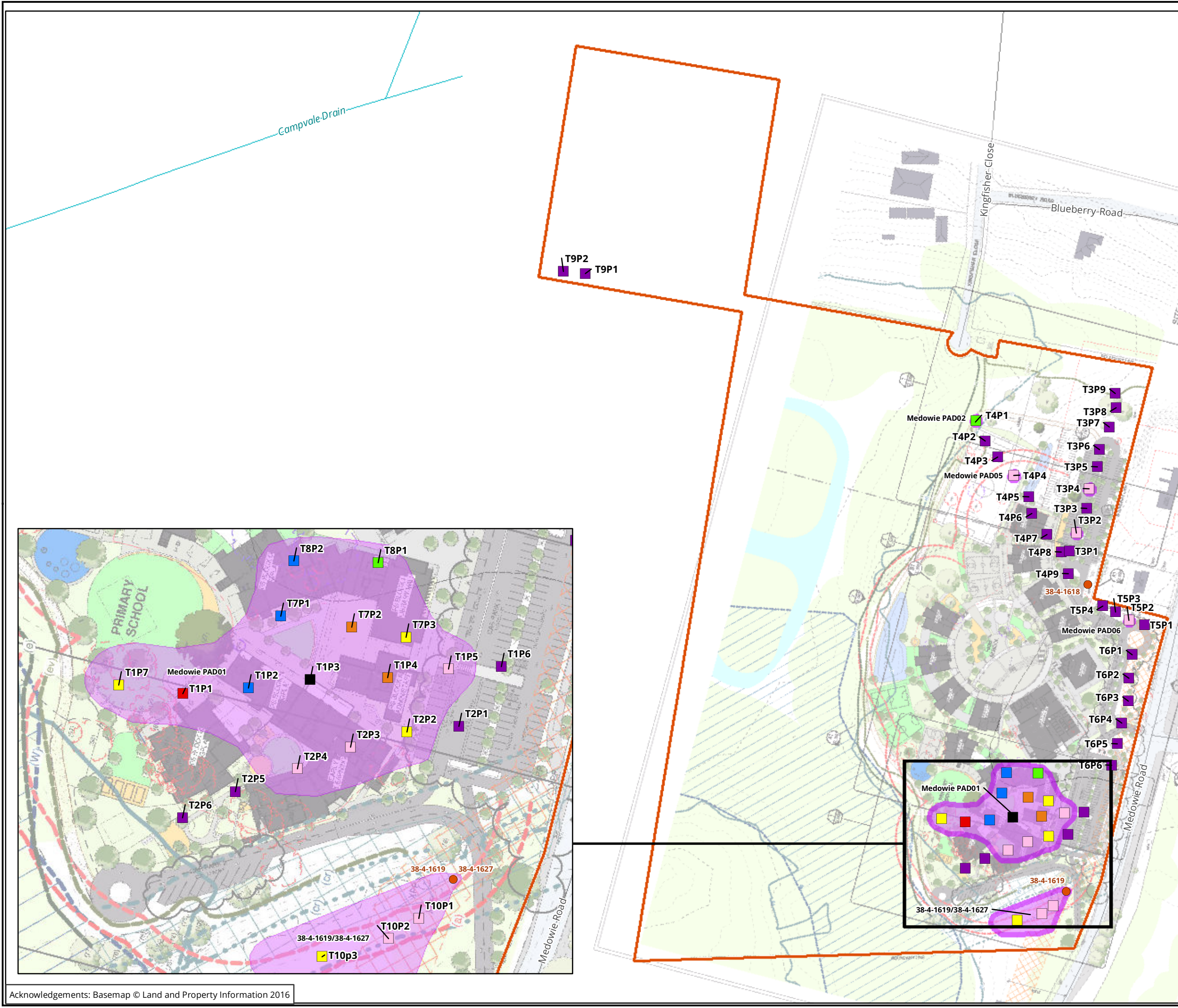
0 30 60 90 120 150
Metres

Scale: 1:3,500 @ A3
Coordinate System: GDA 1994 MGA Zone 56



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Matter: 26830
Date: 05 July 2018
Checked by: CIA, Drawn by: LW, Last edited by: lwilson
Location: P:\26800s\26830\Mapping\26830_FX_SiteExtents



Legend

- Study area
- AHIMS record
- Site extent

Test Pit

Artefact density

- 0
- <5
- 5-10
- 11-15
- 21-20
- 31-40
- 41-50
- 51-60

Figure 4: Impact area/proposed works showing archaeological sites

0 30 60 90 120 150
Metres

Scale: 1:3,200 @ A3
Coordinate System: GDA 1994 MGA Zone 56

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Matter: 26830
Date: 03 July 2018
Checked by: CIA, Drawn by: LH, Last edited by: lwilson
Location: P:\26800s\26830\Mapping\26830_F# ImpactArea wTestPits

2 Environmental requirements

The following section outlines the environmental requirements of the project including relevant legislation and guidelines that have been used to assist in the formulation of this CHMP.

2.1 Relevant legislation and guidelines

Legislation relevant to heritage management includes:

- *Environmental Planning and Assessment Act 1979* (EP&A Act)
- *National Parks and Wildlife Act 1974* (NPW Act).

The main guidelines, specifications and policy documents relevant to this CHMP include:

- *Aboriginal cultural heritage consultation requirements for proponents 2010* (DECCW, 2010b)
- *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance* (2013)
- *The code of practice for the investigation of Aboriginal objects in New South Wales 2010* (DECCW, 2010a).

2.2 Commitment to Cultural Heritage Preservation

According to Allen and O'Connell (2003), Aboriginal people have inhabited the Australian continent for the last 50,000 years. New evidence out of the Northern Territory has pushed this date back to around 60,000 years with the Malakanunja II rock shelter dated at 61,000 ±9000/-13,000 BP (Clarkson *et al* 2015).

In NSW, according to Bowler *et al* (2003), Aboriginal people have occupied the land for over 42,000 years. However, preliminary evidence presented by Biosis (2016) from a subsurface testing program in South-Western NSW suggests Aboriginal people may have occupied the semi-arid zone of the region for 50,000 years.

Without being part of the Aboriginal culture, and the productions of this culture, it is not possible for non-Aboriginal people to fully understand their meaning to Aboriginal people – only to move closer towards understanding this meaning with the help of the Aboriginal community. Similarly, definitions of Aboriginal culture and cultural heritage without this involvement constitute outsider interpretations.

With this preface, Aboriginal cultural heritage broadly refers to things that relate to Aboriginal culture and hold cultural meaning and significance to Aboriginal people (DECCW 2010a, p. 3). There is an understanding in Aboriginal culture that everything is interconnected. In essence, Aboriginal cultural heritage can be viewed as potentially encompassing any part of the physical and/or mental landscape, that is, 'Country' (DECCW 2010a, p. iii).

Aboriginal people's interpretation of cultural value is based on their "traditions, observance, lore, customs, beliefs and history" (DECCW 2010a, p. 3). The things associated with Aboriginal cultural heritage are continually / actively being defined by Aboriginal people (also see DEC 2005, p. 1; DECCW 2010a, p. 3). These things can be associated with traditional, historical or contemporary Aboriginal culture (also see DEC 2005, p. 1, 3; DECCW 2010a, p. 3).

2.2.1 Tangible Aboriginal Cultural Heritage

Three categories of tangible Aboriginal cultural heritage may be defined:

- Things that have been observably modified by Aboriginal people.
- Things that may have been modified by Aboriginal people but no discernible traces of that activity remain.
- Things never physically modified by Aboriginal people (but associated with Dreamtime Ancestors who shaped those things).

2.2.2 Intangible Aboriginal Cultural Heritage

Examples of intangible Aboriginal cultural heritage would include memories of stories and 'ways of doing', which would include language and ceremonies (DECCW 2010b, p. 3).

2.2.3 Statutory

Currently Aboriginal cultural heritage, as statutorily defined by the *National Parks and Wildlife Act 1974*, consists of objects and places.

Aboriginal objects are defined as:

"any deposit, object or material evidence...relating to the Aboriginal habitation of the area that comprises NSW, being habitation before or concurrent with (or both) the occupation of that area by persons of non-Aboriginal extraction, and includes Aboriginal remains".

Aboriginal places are defined as a place that is or was of special Aboriginal cultural significance. Places are declared under section 84 of the NPW Act.

2.2.4 Values

Aboriginal cultural heritage is broadly valued by Aboriginal people as it is used to define their identity as both individuals and as part of a group (also see DEC 2005, p. 1, 3; DECCW 2010b, p. iii). More specifically it is used:

- To provide a:
 - *"connection and sense of belonging to Country"* (DECCW 2010b, p. iii)
 - Link between the present and the past (DECCW 2010b, p. iii).
- As a learning tool to teach Aboriginal culture to younger Aboriginal generations and the general public (DECCW 2010b, p. 3).

As further evidence of Aboriginal occupation prior to European settlement for people who do not understand the magnitude to which Aboriginal people occupied the continent (see also DECCW 2010b, p. 3).

The NSW government and all of its entities are committed the protection and preservation of Aboriginal and non-Aboriginal cultural heritage in NSW.

3 Consultation

3.1 Aboriginal consultation undertaken as part of the project approval

Consultation and collaboration with registered Aboriginal stakeholders has been integral to the assessment and management of Aboriginal cultural heritage for the project. Consultation undertaken to date is outlined in the ACHAR (Biosis 2018a), this was undertaken in accordance with the consultation requirements (DECCW, 2010b).

3.2 Ongoing Aboriginal consultation

Ongoing consultation between Webber Architects, the Diocese, and Aboriginal stakeholders regarding the management of Aboriginal cultural heritage associated with the project will continue throughout the life of this project. Ongoing consultation will consist of the following actions:

- Review of the completed salvage strategy.
- Commencement of the salvage works.
- Completion of the salvage works.
- Outcomes of any unexpected Aboriginal finds.
- Review of the salvage report.

In the event of an unexpected Aboriginal heritage find Webber Architects and the Diocese will consult with registered Aboriginal stakeholders regarding the management of Aboriginal heritage items.

Following consultation with the various stakeholders, the CHMP will be updated to include any comments raised and to document the consultation undertaken.

4 Existing environment

The following sections summarise what is known about Aboriginal heritage within and adjacent to the study area based on information provided in:

- Catherine McAuley Catholic College, Medowie: Aboriginal cultural heritage assessment report (Biosis 2018a).
- Catherine McAuley Catholic College, Medowie: Archaeological report (Biosis 2018b).

4.1 Aboriginal cultural heritage

The Aboriginal cultural heritage values were subject to assessment through the following processes:

- literature and database review
- archaeological survey
- archaeological test excavation
- aboriginal community consultation
- assessment of significance and proposed impacts.

Based upon these tasks eight Aboriginal heritage sites have been identified within the development area; these are detailed in Table 2 and their locations are identified in Figure 3.

Table 2 Aboriginal heritage sites associated with the project

AHIMS #	Site name	Description	Significance
38-4-1618/38-4-1628	TP4 and TP5 Aboriginal Site 1	AHIMS site 38-4-1618/38-4-1628 is an open artefact site located on a crest landform unit approximately 170 metres east of a drainage line associated with permanent swampland. The site was identified during archaeological test excavations undertaken as part of an archaeological assessment for electricity supply upgrade works conducted by Ausgrid (Umwelt 2013). Two 1x1 metre test pits spaced 75 metres apart were excavated at the proposed sites of electricity transmission poles. Two flakes and one broken flake were recovered and considered to be in-situ. Test excavations undertaken by Biosis in the same landform identified a similar low density deposit, finding less than five artefacts in a test pit placed in the vicinity of the site. This site demonstrates sporadic occupation of the slope and crest landforms present within the study area. This site type is found frequently throughout the Port Stephens area and has therefore been assessed as having low archaeological significance. The site is of low historical and aesthetical value.	Low
38-4-1619/38-4-1627	TP7, TP9, TP10 – Medowie Power	AHIMS site 38-4-1619/ 38-4-1627 is an open artefact site identified within the lower slopes of a dune landform. The site was identified during archaeological test excavations undertaken as part of an archaeological assessment for electricity supply upgrade works	Low

AHIMS #	Site name	Description	Significance
	Aboriginal Site 2	<p>conducted by Ausgrid. Three 1x1 metre test pits were excavated at the proposed sites of electricity transmission poles. These test pits are located approximately 20 metres from a modified drainage line associated with permanent swampland and identified a low to moderate density artefact deposit. Excavations undertaken by Biosis identified similar results.</p> <p>This site is located within the same landform unit as Medowie PAD 01 and likely marks the southern boundary of Medowie PAD 01. This site type is found frequently throughout the Port Stephens area and has therefore been assessed as having low archaeological significance. The site is of low historical and aesthetical value.</p>	
38-4-1970	Medowie PAD 01	<p>Medowie PAD 01 consists of a high density sub-surface artefact deposit located on a flat landform unit at the base of a slope in proximity to a modified creekline. A total of 306 artefacts were recovered from 19 test pits in an area measuring approximately 60 metres by 40 metres. The site contains a large number of materials including a range of tool types such as complete flakes, cores, and flake fragments made using different raw material types and largely intact stratified deposits. Medowie PAD 01 demonstrates ongoing long-term occupation of the study area by Aboriginal people. This site type has been identified frequently within the local region and has therefore been assessed as having moderate archaeological significance. The site has low historical and aesthetic value.</p>	Moderate
38-4-1971	Medowie PAD 02	<p>Medowie PAD 02 consists of a low density sub-surface artefact deposit located on a flat landform unit at the base of a slope. A total of 14 artefacts were recovered from a 50 centimetre by 50 centimetre test pit conducted at this location. Surrounding test pits conducted did not identify any further archaeological deposits. This site type occurs frequently in the region. This site demonstrates sporadic occupation of the flat landforms present within the study area. This site type is found frequently throughout the Port Stephens area and has therefore been assessed as having low archaeological significance.</p> <p>The site has been assessed as having low historical and aesthetical value.</p>	Low
38-4-1973	Medowie PAD 03	<p>Medowie PAD 03 consists of a low density sub-surface artefact deposit located on a flat landform unit at the base of a slope. A total of three artefacts were recovered from a 50 centimetre by 50 centimetre test pit conducted at this location. Surrounding test pits conducted did not identify any further archaeological deposits. This site demonstrates sporadic occupation of the slope and crest landforms present within the study area. This site type is found frequently throughout the Port Stephens area and has therefore been assessed as having low archaeological significance.</p> <p>The site has been assessed as having low historical and aesthetical value.</p>	Low

AHIMS #	Site name	Description	Significance
38-4-1972	Medowie PAD 04	Medowie PAD 04 consists of a low density sub-surface artefact deposit located on a flat landform unit at the base of a slope. A total of three artefacts were recovered from a 50 centimetre by 50 centimetre test pit conducted at this location. Surrounding test pits conducted did not identify any further archaeological deposits. This site demonstrates sporadic occupation of the slope and crest landforms present within the study area. This site type is found frequently throughout the Port Stephens area and has therefore been assessed as having low archaeological significance. The site has been assessed as having low historical and aesthetical value.	Low
38-4-1974	Medowie PAD 05	Medowie PAD 05 consists of a low density sub-surface artefact deposit located on a flat landform unit at the base of a slope. One artefact was recovered from a 50 centimetre by 50 centimetre test pit conducted at this location. Surrounding test pits conducted did not identify any further archaeological deposits. This site demonstrates sporadic occupation of the slope and crest landforms present within the study area. This site type is found frequently throughout the Port Stephens area and has therefore been assessed as having low archaeological significance. The site has been assessed as having low historical and aesthetical value.	Low
38-4-1975	Medowie PAD 06	Medowie PAD 06 consists of a low density sub-surface artefact deposit located on a flat landform unit at the base of a slope. One artefact was recovered from a 50 centimetre by 50 centimetre test pit conducted at this location. Surrounding test pits conducted did not identify any further archaeological deposits. This site demonstrates sporadic occupation of the slope and crest landforms present within the study area. This site type is found frequently throughout the Port Stephens area and has therefore been assessed as having low archaeological significance. The site has been assessed as having low historical and aesthetical value.	Low

5 Impacts to Aboriginal heritage

The key construction activities and the associated impacts to Aboriginal heritage values were identified and assessed during the ACHA process. The consequence and likelihood of each activity's impact on Aboriginal heritage values is detailed below.

5.1 Aboriginal heritage impacts

The potential impacts on Aboriginal heritage include:

- Direct impacts and disturbance to the entire site or the majority of a site containing Aboriginal objects due to the construction of the project. This impact can be complete or partial.
- Indirect impacts to Aboriginal objects or cultural values, such as from development related changes to the landscape or scenic context of a site or item.

Impacts to Aboriginal heritage sites as outlined in Catherine McAuley Catholic College, Medowie ACHA and AR (Biosis 2018a, 2018b) are presented in Table 3 and Figure 4.

Table 3 Impacts to Aboriginal heritage sites

AHIMS site no.	Site name	Significance	Type of harm	Degree of harm	Consequence of harm
38-4-1618/38-4-1628	TP4 and TP5 Aboriginal Site 1	Low	Direct	Total	Total loss of value
38-4-1619/ 38-4-1627	TP7, TP9, TP10 – Medowie Power Aboriginal Site 2	Low	Direct	Partial	Partial loss of value
38-4-1970	Medowie PAD 01	Moderate	Direct	Total	Total loss of value
38-4-1971	Medowie PAD 02	Low	Direct	Total	Total loss of value
38-4-1973	Medowie PAD 03	Low	Direct	Total	Total loss of value
38-4-1972	Medowie PAD 04	Low	Direct	Total	Total loss of value
38-4-1974	Medowie PAD 05	Low	Direct	Total	Total loss of value
38-4-1975	Medowie PAD 06	Low	Direct	Total	Total loss of value

6 Mitigation measures

6.1 Construction related measures

Specific mitigation measures to address impacts on Aboriginal heritage are outlined in Table 4. Where required, further details of the proposed mitigation measures are provided in Section 6.2

Table 4 Construction related measures

Strategy	Requirement	Personnel
1	Heritage inductions to be completed as part of the overall site induction	Project Manager/ Archaeologist
2	Protection of Aboriginal heritage sites outside of the development disturbance area	Project Manager/ Archaeologist
3	Procedure to follow in the event of unexpected Aboriginal finds	Construction contractor
5	Procedure to follow in the event of the discovery of human remains	Construction contractor
6	Complete all onsite works associated with the Aboriginal salvage strategy	Project Manager/ Archaeologist

6.2 Heritage protection management strategies

6.2.1 Strategy 1: Heritage inductions and tool box talks

All contractors and staff working on site will undergo site induction training (or be supervised by a staff member that has had the relevant training) relating to Aboriginal heritage management issues. The induction training will address elements related to heritage management including:

- Requirements of this CHMP and relevant legislation.
- Roles and responsibilities for heritage management.
- Location of identified heritage sites.
- Proposed heritage management and protection measures including the progress of the Aboriginal salvage works.
- Basic identification skills for Aboriginal artefacts and human remains.
- Specific training for personnel working in the vicinity of Aboriginal heritage sites identified within the study area.
- Procedure to follow in the event of an unexpected heritage item find during construction works.
- Procedure to follow in the event of discovery of human remains during construction works.
- Penalties and non-compliance with this CHMP.

Training records for all project personnel will be kept and maintained in a register detailing names, dates, content and type of training undertaken. This CHMP should be kept on site at all times and be readily accessible. The requirements of the CHMP and the unexpected finds protocols should be incorporated into tool box talks, where works are commencing in the vicinity of heritage items or sites, the mapping presented in this report should be reviewed and management measures assessed to ensure no impacts beyond the project approval are likely to take place.

6.2.2 Strategy 2: Protection of Aboriginal heritage sites outside the development disturbance area

The boundaries of the development disturbance will be clearly marked with star pickets and high visibility flagging tape to ensure that no impacts can occur to Aboriginal sites that may be located outside of the areas assessed as part of the ACHA.

6.2.3 Strategy 3: Contingency plan if Aboriginal heritage items outside the approved disturbance area are damaged

In the event that Aboriginal heritage items outside of the approved disturbance area are damaged, the Diocese must advise OEH immediately. OEH can be contacted through Environmental Line on 131 555 as soon practical. Establish an appropriate no go zone until the area can be inspected and advice sought from the OEH on how to proceed.

6.2.4 Strategy 4: Procedure to follow in the event of unexpected Aboriginal finds

The ACHA conducted by Biosis (2018a) identified a large high-density subsurface archaeological deposit within the southern portion of the development area (Medowie PAD 01). The remainder of the development area was found to contain scattered, low density subsurface deposits throughout (Figure 3 and Figure 4).

Should further high density subsurface deposits outside of Medowie PAD 01, or archaeological features such as shell middens, or hearths be identified during the course of the development works, the following process should be followed:

- Works must cease in the vicinity and the find should not be moved until assessed by a qualified archaeologist.
- The archaeologist will investigate and assess the find to determine the nature, extent and significance of the find. This will enable recommendations to be provided on how work can proceed and whether any further work is required. The archaeologist must supply written advice to the Project Manager stating:
 - Determination of whether the find is an Aboriginal object.
 - Advice on how the project is to proceed and whether the establishment of any no-go areas is necessary.
 - Recommendation on further works that may be required and timeframe for completion of these works.
 - Any Aboriginal finds will be registered on the Aboriginal Heritage Information Management System (AHIMS). Where sites are impacted, a site impact form will be completed and lodged with AHIMS prior to impact.
- Create a no-go area around the find based upon the advice of the archaeologist.
- The archaeologist's written advice will be supplied to OEH, the secretary and Aboriginal stakeholders for their review. This will include a statement concerning the find, management measures implemented and notification of any further works arising. Aboriginal stakeholders are to be involved

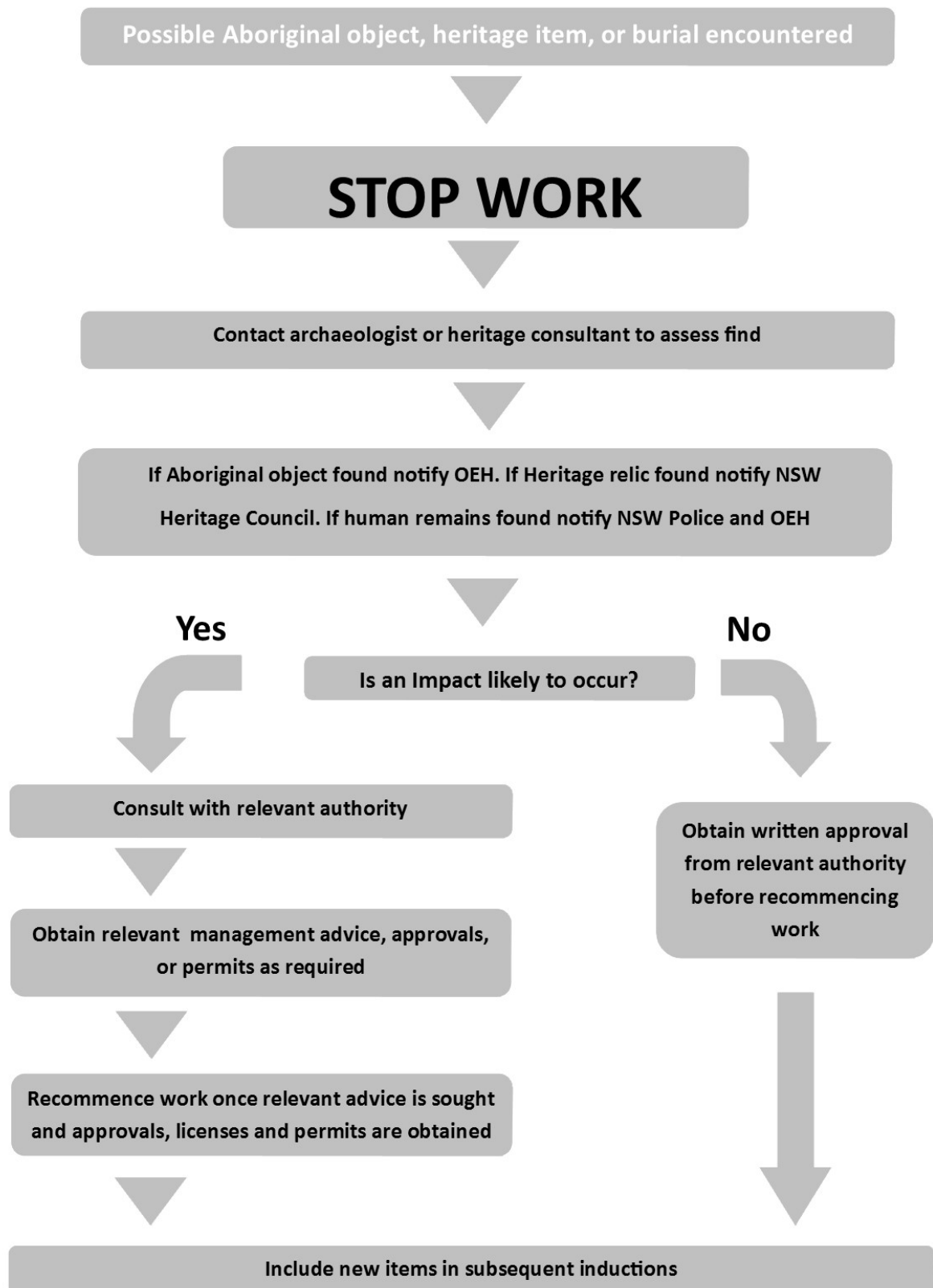
in any further assessments or works as required. Any comments made by OEH, the secretary and Aboriginal stakeholders will be incorporated into the written advice prior to finalisation and works proceeding.

Should any previously unidentified Aboriginal finds as outlined above be identified, this will trigger a review of this CHMP in accordance with Section 8. Please note that Appendix A contains guidelines around the identification of Aboriginal objects and site types.

6.2.5 Strategy 5: Procedure to follow in the event of the discovery of human remains

If any suspected human remains are discovered during the proposed works, all activity in the area must cease. The following process must be undertaken:

- Immediately cease all work at that location and not further move or disturb the remains.
- Notify the NSW Police, DPE and OEH's Environmental Line on 131 555 as soon as practicable and provide details of the remains and their location.
- Establish an appropriate no-go area. This will need to be established in consultation with NSW Police, OEH and if necessary a qualified archaeologist.
- Works will not be able to recommence within the location of the find until confirmation from NSW Police and OEH is obtained. If the remains are confirmed as not being human then works may recommence. In the event that remains are human then consultation with NSW Police, OEH and the Aboriginal stakeholders to establish a plan of management will be required.
- Works in the vicinity of the remains will only be able to recommence once the plan of management has been established and approval has been obtained from all relevant parties.
- Should any human remains be identified, this will trigger a review of this CHMP in accordance with Section 8.



6.2.6 Strategy 6: Complete all onsite works associated with Aboriginal heritage

Medowie PAD 01 must be salvaged in accordance with the salvage methodology set out below, prior to construction. Salvage excavations shall be undertaken using a combination of hand and mechanical excavation methods as set out below. Due to the large size of the site (150 m x 80 m) utilising a combination of hand and mechanical excavation methods will allow a greater amount of information to be gathered from the site within practicable timeframes.

Salvage methodology

The salvage of Medowie PAD 01 will conform to the following methodology:

Hand excavation

Salvage excavations within areas containing the highest density of artefacts will be undertaken using hand tools such as shovels, picks, and trowels. The hand excavation salvage program shall be undertaken in the following manner:

- Test Pits T1 P1, T1 P2, T1 P3, T7 P1, T8 P2 will be expanded into 4 x 4 metre open areas, to be excavated in 1 x 1 metre units, in order to determine if further areas of high artefact density can be identified in situ (Figure 5).
- Vertical excavation of deposits will be undertaken in 5 to 10 centimetre spits dependent on the archaeological deposits encountered and their spatial integrity.
- Should the excavation of open areas reveal high density artefact concentrations (i.e greater than 80 artefacts per square metre) or archaeological features such as hearths they will be expanded in order to establish the nature of the archaeological deposits or features.
- The expansion of the pits will be undertaken on case by case basis in consultation with the RAPs in order to identify and salvage as large a volume of cultural material as possible.
- The hand excavation results of T1 P1, T1 P2, T1 P3, T7 P1, and T8 P2 will be used to determine the placement of the remaining mechanical excavation salvage areas depending on the artefact densities encountered and avoiding localised disturbances.
- All material excavated from the excavation units will be sieved using 5 millimetre aperture wire-mesh sieves. If knapping floors containing geometric microlith debitage are identified, 3 millimetre aperture wire-mesh sieves will be used. All identified cultural material will be bagged individually and allocated a unique label to ensure its provenance for data analysis.
- Pits must be excavated to at least the depth of the Aboriginal object-bearing units identified during test excavations (water table and/or compacted coffee rock).

Mechanical Excavation

The methodology for machine excavation shall be undertaken in the following manner:

- A series of 2 x 2 metre mechanical excavation units will be excavated across the extent of the PAD following the completion of hand excavations.
- Vertical excavation of deposits will be undertaken in 10 centimetre scrapes.
- Should high artefact densities or archaeological features be identified within an area of any of the trenches upon visual inspection, machine excavations at this location will cease and hand excavation will be undertaken.

- Pits excavated by hand may be expanded into larger open area excavations should high densities of artefacts or archaeological features be identified.
- A sample (approximately 50%) of the material excavated from the mechanical excavation units will be sieved using 5 millimetre aperture wire-mesh sieves. All identified cultural material will be bagged individually and allocated a unique label to ensure its provenance for data analysis.

General methods

- Excavations will cease once the following criterion has been met:
 - Artefact densities reach below 25 per square metre QR
 - The research questions outlined above can be adequately answered with the artefacts salvaged.
- All cultural material recovered from the pits will be collected and brought to the Biosis office at 8 Tate Street, Wollongong NSW 2500 for lithic analysis. Upon completion of the lithic analysis, all Aboriginal heritage items and materials will be temporarily stored in a secure location within Biosis' Newcastle office (8/27 Annie Street Wickham, NSW) until the Care and Control agreement has been established.
- For each pit that is excavated, the following documentation will be taken:
 - unique pit identification number
 - GPS coordinate of each pit
 - Munsell soil colour, texture and pH
 - amount and location of cultural material within the deposit
 - nature of disturbance where present
 - stratigraphy
 - archaeological features (if present)
 - photographic records
 - spit records.
- Pits must be backfilled as soon as practicable due to safety issues, although where this is not possible for open area salvage locations, pits will be temporarily fenced with Para webbing and backfilled on the final day of excavation.
- Any datable material will be collected for the purposes of radiometric or AMS dating. Datable materials will be collected, bagged and clearly labelled. They will be temporarily stored in the Biosis office at 8/27 Annie Street Wickham NSW before being sent to the University of Waikato Radiocarbon Dating Laboratory.
- Following salvage excavation, an AHIMS Aboriginal Site Recording form must be completed and submitted to the AHIMS Registrar as soon as practicable, for site Medowie PAD 01.
- Standard protocol for the discovery of any human remains is to be followed in the event that human remains are discovered.

- Following the salvage of Medowie PAD 01, an Aboriginal Site Impact Recording Form (ASIRF) will be prepared and submitted to AHIMS.

6.2.7 Strategy 7: Long term management of Aboriginal heritage items

The long term management strategy of Aboriginal heritage items will be developed in consultation with RAPs and in accordance with Requirement 26 of the Code. Consultation with the Aboriginal stakeholders for a Care and Control agreement will be conducted following the RAPs' review of the Medowie Catholic College project CHMP.

Documentation and storage of all materials will be in accordance with the code, specifically Requirement 26 – Stone artefact disposition and storage. This may involve the reburial of artefacts within the study area at a location which will not be impacted on by the proposed works.

Following the salvage methodology outlined in 6.2.6, all Aboriginal heritage items and materials will be temporarily stored in a secure location within Biosis' Newcastle office (8/27 Annie Street Wickham, NSW), for a period of six months, or until the artefact analysis has been completed. In the event an appropriate reburial location or a care and control agreement has not yet been determined within this six month period or upon completion of the artefact analysis, the artefacts will be temporarily transferred into the care of the Diocese, until an appropriate keeping place or reburial strategy can be determined.

6.2.8 Strategy 8: Ongoing consultation with Aboriginal stakeholders

Consultation with Aboriginal stakeholders will be continued throughout the life of this project as outlined in Section 3 above.

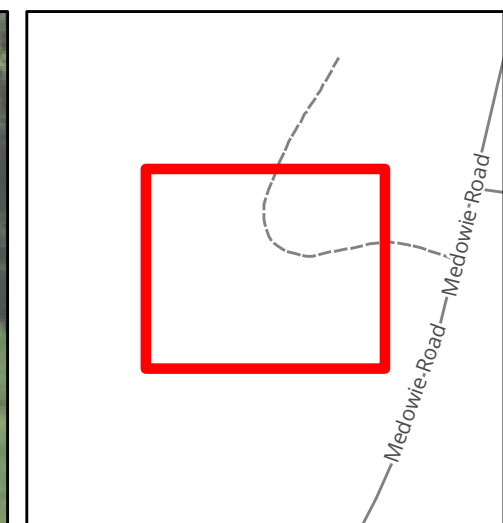
6.2.9 Strategy 9: Monitoring and reporting

A program to monitor and report on the effectiveness of the measures and any heritage impacts will consist of reassessing the above listed strategies following the completion of works.

Upon completion of the works, a short report will be prepared, documenting:

- the effectiveness of the CHMP measures
- a list of sites salvaged, harmed and relocated
- confirmation the ASIRFs have been completed and submitted to AHIMS
- a copy of the ASIRFs.

A copy of the report will be provided to Aboriginal stakeholders for the project and the OEH Hunter Region Branch by email to rog.hcc@environment.nsw.gov.au.



Legend

- Study area
- Proposed salvage areas (4mx4m)
- Site extent

Artefact density

- 0
- <5
- 5-10
- 11-15
- 21-20
- 31-40
- 41-50
- 51-60

Figure 5: Proposed salvage areas - Medowie PAD 01

0 5 10 15 20 25
Metres

Scale: 1:500 @ A3
Coordinate System: GDA 1994 MGA Zone 56



Albury, Ballarat, Melbourne,
Newcastle, Sydney, Wangaratta & Wollongong

Matter: 26830
Date: 26 July 2018
Checked by: CLA, Drawn by: LW, Last edited by: jturner
Location: \\bio-data-01\matters\26800s\26830\Mapping\26830_FX_Proposed_Salvage

7 Compliance management

7.1 Roles and responsibilities

The Diocese Project Manager is responsible for ensuring all activities in this manual are carried out prior to and during construction, along with reporting any incidents to OEH.

The construction contractor must comply with the activities outlined in this manual and any deviation to activities outlined in this manual must be reported to the Diocese Project Manager.

Table 5 Roles and responsibilities and contact details

Name	Role / responsibility	Contact details
Catherine McAuley Catholic College	Diocese Project Manager	TBA
OEH Hunter Region Planning Team	Regulator/Compliance	131555 rog.hcc@environment.nsw.gov.au
Amanda Atkinson	Biosis Heritage Team Leader	(02) 4201 1056 0409 199 785

7.2 Record keeping

The following records must be kept by the archaeologist, construction contractor and the Diocese Project Manager:

- Photographs of the sites listed in Table 2, prior to and post construction.
- Any archaeological salvage of cultural material prior to and during construction.
- Any breaches of the approval conditions and/or this CHMP, and the incident report provided to OEH.

7.3 Incidents

If an incident occurs that results in actual or potential impacts on known heritage items and/or archaeological items that are discovered unexpectedly, the OEH will be informed immediately.

The report to OEH should also be sent to the Diocese Project Manager and the archaeologist and include the following information:

- Any contravention to the strategies outlined in the CHMP.
- The nature of the incident.
- The actual or likely impact of the incident on Aboriginal objects and/or Aboriginal places.
- The nature and location of the Aboriginal objects and/or places, referring to and providing maps and photos where appropriate.
- The measures which have been taken or will be taken to prevent a recurrence of the incident.

7.4 Reporting

Reporting requirements and responsibilities of heritage related issues should be documented as outlined in Table 6 below:

Table 6 Reporting roles and responsibilities

Action	Responsibility
A short summary of the report	Archaeologist
Describe any ongoing consultation with or involvement of RAPs	Project Manager/Archaeologist
Provide details of the Aboriginal objects which were fully or partially harmed in the course of undertaking the construction	Construction contractor/Project Manager/Archaeologist
Detail any community collection of Aboriginal objects undertaken by the RAPs	Archaeologist
Comment on the effectiveness of any mitigation measures that were implemented	Construction contractor
Comment on the effectiveness of any mitigation plan which was in place	Construction contractor
If any Aboriginal objects were moved to a temporary storage location, a description of the nature and types of Aboriginal objects which are now at that location	Archaeologist
Detail the results of any analysis of Aboriginal objects	Archaeologist
Detail the long term management arrangements for any Aboriginal objects	Archaeologist

8 Training and Awareness

The construction contractor must comply with all Diocese WHS manuals and procedures.

Prior to the commencement of construction, the construction contractor must undertake a cultural heritage induction which will include the following:

- a description of Aboriginal cultural heritage in Australia
- a description of Aboriginal cultural heritage in the Hunter region
- a description of the tangible and intangible aspects of Aboriginal heritage and why it is important
- an overview of the *National Parks and Wildlife Act 1974* and the *Heritage Act 1977* and the implications and fines applicable for breaching the Acts
- a general overview of cultural heritage site types
- the process for reporting unknown cultural heritage sites
- the process for reporting damage to cultural sites
- the process for reporting human remains.

In addition to the above, Biosis will provide an overview of each recorded Aboriginal heritage site which has been identified on the Catherine McAuley Catholic College Project. This will include:

- the site boundaries and how they have been marked
- the content of the site
- whether any salvage works have taken place.

9 Review and improvement

9.1 Continuous improvement

Opportunities for the improvement of this CHMP will be found through the ongoing evaluation of environmental management performance against environmental policies, objectives and targets. The purpose of this is to:

- Identify opportunities for the improvement of environmental management and performance.
- Determine the cause or causes of non-conformances and deficiencies.
- Development and implementation of a plan of corrective and preventative actions to address any non-conformances and deficiencies in this CHMP.
- Corroborate the efficiency of the corrective and preventative actions.
- Document any changes in procedures resulting from process improvement.
- Revise the objectives and targets of this CHMP accordingly.

9.2 CHMP update and amendment

This will occur as needed. A copy of the updated CHMP and changes will be distributed to all relevant stakeholders in accordance with the approved document control procedure. The CHMP will also be updated and resubmitted for approval in the event a previously unidentified heritage item is found.

References

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- DECCW 2010a. *Aboriginal cultural heritage consultation requirements for proponents 2010*. NSW Department of Environment, Climate Change and Water, Sydney NSW.
- DECCW 2010b. *Code of Practice for the Archaeological Investigation of Aboriginal Objects in NSW*. NSW Department of Environment, Climate Change and Water, Sydney NSW.

Appendix A: Identifying Aboriginal objects and site types



Isolated stone artefact



Stone artefact scatter



Shell midden



Stone quarry



Modified tree



Burial



Aboriginal gathering and resource location



Hearth

Appendix B: Aboriginal consultation

The Aboriginal stakeholders will be sent a copy of the CHMP for comment. Following comments, Appendix B will be completed.