### Plan Revision Status

<table>
<thead>
<tr>
<th>Date</th>
<th>Revision (in numbers)</th>
<th>Purpose and Summary of Amendments</th>
<th>Reviewed by</th>
<th>Approved by</th>
</tr>
</thead>
<tbody>
<tr>
<td>22/09/2014</td>
<td>1</td>
<td>Initial Draft</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15/10/2014</td>
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<td>For Construction</td>
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<tr>
<td>14/11/2014</td>
<td>3</td>
<td>Updated to include Aboriginal monitoring scope</td>
<td></td>
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</tr>
<tr>
<td>16/03/2015</td>
<td>4</td>
<td>Incorporate requirement for approval of demolition of CHL buildings</td>
<td></td>
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</tr>
<tr>
<td>26/05/2015</td>
<td>5</td>
<td>Quarterly review. Included responsibility column.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12/11/2015</td>
<td>6</td>
<td>Quarterly review. Minor format changes only</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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### HERITAGE AND ARCHAEOLOGICAL MANAGEMENT PLAN

**Scope:**
This Heritage & Archaeological Management Implementation Plan details prevention and management measures for Heritage & Archaeological issues/finds associated with construction. It defines protection measures to be implemented during relevant construction activities and the impacts of construction activities on potentially affected areas, and contingency measures that may be enacted to address the impacts.

**Objective:**
- To conserve all known heritage structures, building and archaeological sites, relics or artefacts on the project site.
- To identify, assess and appropriately protect any heritage and archaeological artefacts discovered during the course of construction activities on the project site.

**Cultural Heritage**

The Aboriginal Heritage Management Plan (GML 2013) prepared for the project combines a Heritage Impact Assessment (HIA) with an Aboriginal Participation Plan (APP). The HIA assesses the potential for impacts from the proposed NACC project works to the Indigenous heritage values within RAAF Williamtown. The APP sets out an agreed engagement strategy between Defence and the Aboriginal community stakeholders for participating in the project.

RAAF Williamtown lies within the traditional lands of the Worimi people. Aboriginal community representatives were consulted for this project and have contributed their views on the Indigenous heritage values of the site and their concerns about potential project impacts.

The Heritage Impact Assessment (HIA) concluded that there is no significant adverse impact to the Indigenous Heritage values at RAAF Williamtown arising from the NACC Project development providing that appropriate mitigation measures are implemented to ensure potential for impacts to community held values are avoided.

The project area has been assessed as having low archaeological value due to widespread disturbance to the land from the construction of RAAF Williamtown and historical sand mining. Only deeply buried deposits are considered to have the potential to remain undisturbed. However the Aboriginal community considers that areas of cultural significance may remain despite widespread historical disturbance to the land.

On this basis, it’s considered that some parts of the NACC Project have the potential for minor impacts to the archaeological and community held values. In addition the HIA concluded that the potential impacts to the community held values can be managed through the monitoring of some construction works by Registered Aboriginal Parties (RAPs) and implementation of an Unexpected Finds Protocol for all other areas.

**Historic Heritage**

The Heritage Impact Assessment carried out by GML (2012) found that the project would no have significant impacts on the heritage values of the Base. However the project will require removal of 4 buildings on the Commonwealth Heritage List (CHL).

The buildings to be removed are:
- The armament preparation / ordinance storage facilities: Nos 317, 319, 320 (c 1962)
- No. 338, an explosives storage facility (c1963)

The CHL listed No. 316 Test Butts (c1950s) is located within the NACC precinct footprint but will not be demolished or modified by this project.
Mitigations are listed below to minimise the impacts on the Base’s heritage values as a result of the project.

### Key Legislation / Standards / Guidance

**Commonwealth:**
- Environmental Protection and Biodiversity Conservation Act 1999

NACC development will not have a significant impact on the Indigenous heritage values of RAAF Williamtown and would not need to be referred under Section 26 (i.e where the action involves Commonwealth land) or Section 28 of the EPBC Act (i.e where the action is taken by the Commonwealth).

While state legislation does not apply to Defence activities, Defence aims to be good environmental stewards and comply with State government legislation and policies to the extent that these do not conflict with Commonwealth legislative obligations or compromise operational objectives or capability.

NOTE: State Legislation *does* apply to activities carried out outside of Defence land.

**State:**
- National Parks and Wildlife Act 1974;
- Environmental Planning and Assessment Act (EP&A) 1979

**General Guidelines and Standards:**
- Australian Heritage Commission Ask First: a guide to respecting Indigenous heritage places and values
- Defence Heritage Toolkit

### Site Control Measures:

The potential for minor impacts to Indigenous heritage values can be addressed through the implementation of a range of mitigation measures as follows:
- providing an opportunity for the Aboriginal community to monitor selected construction works;
- preparing an Aboriginal Participation Plan (APP) based on the updated design information, to be incorporated into an AHMP;
- cultural awareness and archaeological awareness training should be provided to all construction personnel; and
- establish stop work procedures for Unexpected finds of Aboriginal archaeological remains
<table>
<thead>
<tr>
<th>Control Measures</th>
<th>Timing</th>
<th>Methodology</th>
<th>Responsibility</th>
<th>Monitoring and Reporting</th>
<th>Performance Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning / Design</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heritage mitigation measures from this sub plan will be included in relevant activity or area specific Work Method Statements (WMSs)</td>
<td>Prior to construction</td>
<td>Heritage considerations included in appropriate method statements</td>
<td>CM</td>
<td>WMS</td>
<td>Heritage items identified and protected</td>
</tr>
<tr>
<td>Cultural and Historical Heritage items, buildings and areas will be included in the Sensitive Area Plans</td>
<td>Prior to construction</td>
<td>Cultural and Historical Heritage sensitivities identified through the Heritage Assessments will be included in the SAP.</td>
<td>CM</td>
<td>SAPs</td>
<td>Heritage items identified, communicated and protected</td>
</tr>
<tr>
<td>Training</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Training will be provided to all project personnel, including relevant sub-contractors, on Historic Heritage management requirements from this plan through inductions, toolboxes and targeted training</td>
<td>Prior to construction</td>
<td>Historic heritage items will be included in the Site Induction. Additional heritage training will be provided through toolboxes or prestarts where specific location or activities may impact on historic heritage items. Records will be kept to demonstrate participation and completion of Aboriginal Heritage Awareness Training.</td>
<td>CM</td>
<td>Site Induction Records</td>
<td>Personnel are aware of Historic Heritage values on site and Historic Heritage Items are protected</td>
</tr>
<tr>
<td>Training will be provided to all project personnel, including relevant sub-contractors, on Cultural Heritage management requirements from this plan through inductions, toolboxes and targeted training</td>
<td>Prior to construction and as required</td>
<td>Cultural heritage items and sensitivities will be included in the Site Induction, and may be repeated at toolbox talks or prestarts throughout the project.</td>
<td>CM</td>
<td>Site Induction Records</td>
<td>Personnel are aware of Cultural Heritage values on site and Cultural Heritage Items are protected</td>
</tr>
<tr>
<td>Unexpected Finds Procedure training</td>
<td>Prior to construction</td>
<td>Where activities that may impact Cultural Heritage Items are planned, specific training in cultural heritage and the Unexpected Finds Procedure will be carried out.</td>
<td>CM</td>
<td>Training records</td>
<td>Personnel implement Unexpected Finds Procedure correctly</td>
</tr>
<tr>
<td>Unexpected Finds</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Protect and manage unexpected heritage items encountered</td>
<td>As required</td>
<td>If any previously unknown heritage/ material is discovered, all work likely to affect the material (site) shall cease immediately and the process detailed in Appendix B implemented</td>
<td>SM / Contractor</td>
<td>Archaeological Reports</td>
<td>Encountered heritage items are protected and managed</td>
</tr>
<tr>
<td>Protect and manage any potential human remains</td>
<td>As required</td>
<td>If any human / possible human skeletal</td>
<td>SM / Contractor</td>
<td>Archaeological Reports</td>
<td>Human remains are protected and</td>
</tr>
<tr>
<td>Control Measures</td>
<td>Timing</td>
<td>Methodology</td>
<td>Responsibility</td>
<td>Monitoring and Reporting</td>
<td>Performance Measure</td>
</tr>
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<td>------------------</td>
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<td>-------------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>encountered</td>
<td></td>
<td>material is uncovered during works or by natural erosion processes, all work likely to affect the site(s) shall cease immediately and the process detailed in Appendix C will be implemented</td>
<td></td>
<td>Police Reports</td>
<td>appropriately managed.</td>
</tr>
</tbody>
</table>

**Site Preparation**

Protection of any identified items of heritage, cultural and archaeological significance.  
Prior to works commencing.  
Contractor to establish fences, barriers and signage at appropriate locations as per the SAP  
CM  
Inspection of safeguards in place prior to works.  
No items of significance disturbed or damaged.  
All safeguards/ buffer zones installed and maintained.

**Construction & Demolition**

The demolition of Commonwealth Heritage Listed (CHL) buildings  
- The armament preparation / ordinance storage facilities: Nos 317, 319, 320 (c 1962)  
- No. 338, an explosives storage facility  
Only to be carried out after receipt of written approval from the Dept of Environment and relevant conditions of approval are satisfied.  
Prior to demolition  
Written approval is to be provided by the Dept of Environment and any relevant conditions attached to the approval satisfied prior to demolition commencing  
Photographic /archival recording to be carried out by an appropriately qualified / experienced specialist.  
CM  
Demolition approval.  
Photographic /archival report  
Demolition is undertaken in accordance with the approval conditions.  
All historic heritage items are appropriately recorded.

Conduct monitoring of selected construction activities by Register Aboriginal Parties (RAPs)  
As required  
A scope of work for monitoring by the RAPs is under development. Once the scope of the monitoring completed and agreed the requirements will be included in this plan (Appendix C)  
SM / Contractor  
Scope of work  
Periodic Cultural Heritage monitoring reports  
Cultural monitoring is planned and implemented.

Salvaged artefacts to be reburied in an agreed Keeping Place in Base land  
Following Construction  
Artefacts will be temporarily held on Base in a secure location, for reburial at the Keeping Place after construction is completed. The location of the Keeping Place will be recorded and provided to the Office of Environment and Heritage for inclusion in the AHIMS database  
SM / Contractor  
AHIMS records  
Salvaged artefacts are appropriately managed, stored and reported to OEH.
### Unexpected Find Procedure

In the event of Cultural heritage items encountered during construction works the following procedure will be followed:

<table>
<thead>
<tr>
<th>Action</th>
<th>Detail</th>
<th>By Who</th>
<th>When</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1 Stop Work</strong></td>
<td>The discover will notify machinery operators in the area so that no further disturbance of the object will occur. Don’t move or handle the find any further</td>
<td>All</td>
<td>As soon as a suspected Aboriginal Object is found</td>
</tr>
<tr>
<td><strong>2 Notify the Site Supervisor and the Managing Contractor</strong></td>
<td></td>
<td>Foreman / Work Supervisor</td>
<td>Straight Away</td>
</tr>
<tr>
<td><strong>3 Protect the Find</strong></td>
<td>Fence off the find (eg flagging tape or ATF) and keep work and disturbance out of this area</td>
<td>Foreman / Work Supervisor, Site Supervisor</td>
<td>ASAP</td>
</tr>
<tr>
<td><strong>4 Notify</strong></td>
<td>The Managing Contractor will notify the RAPs and Archaeologist to arrange their attendance on site</td>
<td>Managing Contractor</td>
<td>ASAP</td>
</tr>
<tr>
<td><strong>5 Assess the find</strong></td>
<td>The RAPs and Archaeologist will investigate nature; extent and location of the find. <strong>NOTE</strong> if find is suspected to be Human Remains Managing Contractor will contact the Police who may then take control of the site and any further investigation</td>
<td>Managing Contractor, RAPs, Archaeologist</td>
<td>Within 24 hrs</td>
</tr>
<tr>
<td><strong>6 Record / Salvage the Find</strong></td>
<td>The RAPs and Archaeologist, will in consultation with the Managing Contractor, arrange recording of the objects and if required salvage.</td>
<td>RAPs, Archaeologist</td>
<td>ASAP</td>
</tr>
<tr>
<td><strong>7 Resume Work</strong></td>
<td>Subject to the archaeologist’s assessment, work may be able to recommence under the terms once the site is assessed and appropriately salvaged. Alternatively, where possible, work methods or location may be altered to minimise further harm to the find, or objects associated with the find</td>
<td>Managing Contractor, RAPs, Archaeologist</td>
<td>Following assessment and approval to resume work.</td>
</tr>
</tbody>
</table>
Appendix B

Suspected Human Remains Procedure

This procedure applies to all suspected human skeletal remains.

To avoid doubt, all suspected bones must be treated as potential human skeletal remains and work around them must stop while they are protected and investigated as a matter of urgency.

In the event that any suspected bones are identified during the course of the construction activities the following protocol must be immediately implemented:

<table>
<thead>
<tr>
<th>Action</th>
<th>Detail</th>
<th>By Who</th>
<th>When</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Stop Work</td>
<td>The discover will notify machinery operators in the area so that no further disturbance of the object will occur. Don’t move or handle the find any further</td>
<td>All</td>
<td>As soon as Bones are found</td>
</tr>
<tr>
<td>2 Do not disturb the bones</td>
<td></td>
<td></td>
<td>Straight Away</td>
</tr>
<tr>
<td>3 Notify the Site Supervisor and the Managing Contractor</td>
<td>Foreman / Work Supervisor</td>
<td>Straight Away</td>
<td></td>
</tr>
<tr>
<td>4 Protect the suspected remains</td>
<td>Foreman / Work Supervisor Site Supervisor</td>
<td>Straight Away</td>
<td></td>
</tr>
<tr>
<td>5 Assess the find</td>
<td>Managing Contractor</td>
<td>ASAP</td>
<td></td>
</tr>
<tr>
<td>6 If human remains are suspected: Contact the Police and OEH</td>
<td>Managing Contractor</td>
<td>ASAP</td>
<td></td>
</tr>
<tr>
<td>7 Arrange appropriate recording and management of Aboriginal Ancestral Remains</td>
<td>The RAPs must be present where it is reasonably suspected that Aboriginal burials or human remains have been encountered. Recording of Aboriginal ancestral remains must be undertaken by, or be conducted under the direct supervision of, a specialist physical anthropologist or other suitably qualified person.</td>
<td>Managing Contractor RAPS Specialist physical anthropologist</td>
<td>NA</td>
</tr>
<tr>
<td>8 Resume work</td>
<td>Work may only commence with written authorisation from the NSW Police and the Base SEM. Where Aboriginal Remains have been encountered, work may only recommence once appropriate approvals have been obtained by Defence, and/or the proposed works have been modified to avoid harm to the Aboriginal Ancestral Remains.</td>
<td>Managing Contractor Base SEM Police</td>
<td>NA</td>
</tr>
</tbody>
</table>

Do NOT resume work in this area until Written Authorisation has been received from NSW Police and Base SEM.
Appendix C

RAAF Williamtown NACC Facilities Project—Cultural Heritage Monitoring

Cultural Heritage Monitoring services will be provided by the following Representative Aboriginal Parties (RAPs):

- Worimi Local Aboriginal Land Council;
- Nur-Run-Gee; and,
- Mur-Roo-Ma Incorporated

The monitoring services will include:

**Cultural Awareness Training**

A contribution to the Cultural Awareness Training may be provided by the RAPs the purposes of familiarising construction works excavation contractors with Aboriginal objects and artefacts that may be present on site. This training will be at the request of Lend Lease and will target specific personnel involved in construction works with a potential to encounter Aboriginal objects or artefacts. This training will be scheduled to take place in advance of these works.

The Cultural Awareness Training will assist with the implementation and effectiveness of Lend Lease’s Unexpected Finds Protocol. Additional updates and reminders may be provided by the RAPs to specific construction personnel during tool box or pre-start sessions on an as-needs basis.

**Cultural Heritage Monitoring**

In the following areas

**The new Explosives Ordnance area**

Clearing and excavation for the construction of the new EO buildings.

This work will be subject to specific provisions for dealing with potentially unexploded ordnance (UXO) at the site. Monitoring will be undertaken according to the following method:

a. UXO clearance personnel will undertake a visual inspection of the project area to establish that there is no dangerous UXO on the ground surface. Based on this, a conditional inspection clearance will be provided to the RAPs to enter the project area.

b. Thereafter, the RAPs will undertake a surface ‘under scrub’ inspection to document and collect any surface Aboriginal objects in the project area.

c. Undergrowth and tree clearance to be undertaken by machine.

d. The UXO Contractor will provide a clearance of the area to establish that there is no dangerous UXO. Any UXO discovered will be removed by UXO specialists using appropriate method as determined by them.

e. After the project area has been deemed safe for access RAPs will inspect tree clearance areas to document and collect any surface Aboriginal objects in the project area.

f. Surface scrape of project area by machine. Scraping to be undertaken in 100mm thick layers. The duration or area of work to be completed prior to inspection will be agreed with the RAPs based on the nature of the area and material excavated.

g. RAPs will inspect scraped surface areas to document and collect any surface Aboriginal objects in the project area.
h. Further surface scrape of project area by machine. Scraping to be undertaken in 100mm thick layers. The duration or area of work to be completed prior to inspection will be agreed with the RAPs based on the nature of the area and material excavated.

i. RAPs will inspect scraped surface areas to document and collect any surface Aboriginal objects in the project area.

j. If distinct archaeological features are revealed during this work, spoil will be stockpiled to the side of the work area for sieving on the edge of the project area. Every endeavour will be made to avoid delays by enabling adjoining areas of work to progress wherever possible.

k. Machine scraping will cease when the maximum depth of the excavation is reached for construction work.

Clearing and excavation for the road upgrade from the existing EO area to the new EO area.

Monitoring will be undertaken according to the following method:

a. RAPs will monitor machine work by following at a safe distance after the machine has undertaken excavation. Ground conditions and spoil will be inspected for documenting and collecting any Aboriginal objects.

At all times during the monitoring work the RAPs will remain outside the physically demarcated exclusion zone set by Lend Lease, and follow all safety directions from the excavation spotter.

The existing Explosives Ordnance area

Demolition of the revetment walls around the existing EO buildings.

The RAPs will monitor a test trench across each of the revetment walls to establish whether or not the material comprising the wall has been imported onto the site.

Where the material is found to be of low risk to encounter artefacts no more monitoring will be undertaken.

Where the material is found to be of high risk to encounter artefacts, selected monitoring for the recovery of Aboriginal objects will be undertaken.

RAPs will monitor the machine work at a safe distance after the machine has undertaken excavation.

At all times during the monitoring work the RAPs will remain outside the physically demarcated exclusion zone set by Lend Lease, and follow all safety directions from the excavation spotter.

Ground conditions and a sample of the spoil will be inspected progressively for documenting and collecting any Aboriginal objects

Storm Water Drainage line

Storm Water drainage alignment from the NACC Precinct to Medowie Road.

Monitoring for the stormwater drainage line will be undertaken by test pit sampling by Lend Lease to establish the nature and extent of undisturbed ground along the alignment. Lend Lease will maintain its “Unexpected Finds Protocol” during this process. There will be three (3) test pits excavated over the length of the proposed drainage line.

Where it has been agreed that the test pit determined a low risk of encountering artefacts, works will be allowed to proceed without monitoring on the requirement that Lend Lease implement a suitable “Unexpected Finds Protocol”.

Where the test pit determined that the risk of encountering artefacts were high, the RAPs will be called in to monitor areas of undisturbed ground for documenting and collecting any Aboriginal objects.

RAPs will monitor machine work at a safe distance after the machine has undertaken excavation. At all times during the monitoring work the RAPs will remain outside the physically demarcated exclusion zone set by Lend Lease, and follow all safety directions from the excavation spotter. Ground conditions and spoil will be inspected for documenting and collecting any Aboriginal objects.
South east runway extension

Footings for the relocated landing system approach lights for the south eastern runway extension.

Monitoring for the footings of the relocated landing system approach lights will be undertaken by test pit sampling by Lend Lease to establish the nature and extent of undisturbed ground in this area. Lend Lease will maintain its “Unexpected Finds Protocol” during this process.

Where it has been agreed that the test pit determined a low risk of encountering artefacts, works will be allowed to proceed without monitoring on the requirement that Lend Lease implement a suitable “Unexpected Finds Protocol”.

Where the test pit determined that the risk of encountering artefacts were high, the RAPs will be called in to monitor areas of undisturbed ground for documenting and collecting any Aboriginal objects.

RAPs will monitor machine work at a safe distance after the machine has undertaken excavation. At all times during the monitoring work the RAPs will remain outside the physically demarked exclusion zone set by Lend Lease, and follow all safety directions from the excavation spotter. Ground conditions and spoil will be inspected for documenting and collecting any Aboriginal objects.

Playing field excavation

Excavation of playing field to form stormwater basin.

Monitoring for the excavation of the stormwater basin will be undertaken by test pit sampling by Lend Lease to establish the nature and extent of undisturbed ground along the alignment. Lend Lease will maintain its “Unexpected Finds Protocol” during this process. There will be ten (10) test pits excavated in a grid pattern across the basin construction area.

Where it has been agreed that the test pit determined a low risk of encountering artefacts, works will be allowed to proceed without monitoring on the requirement that Lend Lease implement a suitable “Unexpected Finds Protocol”.

Where the test pit determined that the risk of encountering artefacts were high, the RAPs will be called in to monitor areas of undisturbed ground for documenting and collecting any Aboriginal objects.

RAPs will monitor machine work at a safe distance after the machine has undertaken excavation. At all times during the monitoring work the RAPs will remain outside the physically demarked exclusion zone set by Lend Lease, and follow all safety directions from the excavation spotter. Ground conditions and spoil will be inspected for documenting and collecting any Aboriginal objects.

Artefact handling, analysis and repatriation

Artefacts collected during site works will be recorded and kept for reburial on site. A suitable secure location will be provided on site for temporary storage of collected artefacts prior to reburial.

It is the RAPs responsibility to ensure that all collected artefacts are appropriately recorded and stored at the end of each working day.

Artefact and site recording should be undertaken to the minimum standards required by the NSW Office of Environment and Heritage (OEH) including the GPS location of sites and the completion of the ‘Site Card Basic’ form.

Although not a legislative requirement for Commonwealth properties, the reference here to the NSW OEH requirements allows for the data to be included in the NSW AHIMS system and therefore facilitates the recording of the site in a locally relevant database.

An appropriate ‘keeping place’ for the artefacts will be agreed between Defence, Lend Lease and the RAPs at the commencement of work for any specific area. The existing keeping place in the corner of the OLA has been suggested as the most appropriate location.

The location of the keeping place will be recorded on the NSW AHIMS system as a new site location.

Ideally artefact reburial should also be undertaken in accordance with the minimum OEH standards as specified in Requirement 26 of the Code of Practice for the Archaeological Investigation of Aboriginal Objects in NSW, 2010.