

# ABORIGINAL CULTURAL HERITAGE MANAGEMENT SUB PLAN

PROJECT NAME

THE FOREST HIGH SCHOOL

PROJECT NO.

ADCO- (3634)



ADCO

## Plan Control and Amendment

The current approved Master Version of this Heritage and Archaeological Management Sub Plan is available electronically for all project personnel to access on the ADCO Intranet [The Hub](#). The date and latest revision of the Master Document is outlined in the footer below. For clarity, the footer must not be amended by the user to ensure traceability to the relevant Master version.

Downloaded Plans are uncontrolled, and it is the responsibility of the User to ensure they are using the latest Master Version from The Hub.

The Document Owner is responsible for maintenance, review, updates, approval and distribution of this Master Version of this Plan. All changes to this Plan to suit Project Site specific needs are recorded by the Project Manager, or nominated ADCO representative, in the Project Version History table below. The first Project Version History issued will be recorded as v0.1 followed by v0.2.

The Project Manager, or nominated representative, must review the Heritage and Archaeological Management Sub Plan at maximum six (6) month intervals; or if significant change occurs in the scope of works with the potential to affect heritage or archaeological management; or if a significant incident or unexpected find occurs related to heritage or archaeological management.

Project related minor revisions to this Management Sub Plan, can be independently issued, but must be approved by the Project Manager, or a nominated ADCO representative.

### Project Version History

Revision	Date	Description / Updates	Reviewed by	Approved by
V0	26/09/23	CC1 Submission	AC	AC

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# 1. SCOPE OF PROJECT AND MANAGEMENT SUB PLAN

Project Details	
<b>Scope of the Sub Plan</b>	<p>This Aboriginal Cultural Heritage Management Sub Plan provides control measures for the protection and management of known and unexpected heritage and archaeological items and features including, but not limited to flora and fauna, buildings, structures, artefacts, relics, human remains and places.</p> <p>Refer to Section 1.1 and 3.1.1 of the ADCO Project Health &amp; Safety Management Plan and Project Environmental Management Plan for how the Management Sub Plans forms part of the ADCO HSEQ Management System.</p>
<b>Objectives of the Sub Plan</b>	<ul style="list-style-type: none"> <li>To protect or conserve (where possible) known Indigenous heritage and archaeological items and features on and adjacent to the site.</li> <li>To protect and conserve (where possible) previously undiscovered Indigenous heritage and archaeological items and features on or adjacent to the site.</li> <li>To manage Indigenous heritage and archaeological items and features impacted by construction in accordance with regulatory requirements.</li> </ul>
<b>Scope of works</b>	<p>This Management Sub Plan has been prepared based on consideration of the following scope of works:</p> <ul style="list-style-type: none"> <li>site establishment including office and compound setup and the installation of environmental controls;</li> <li>Bulk excavation</li> <li>Detailed Excavation for all 8 buildings and the carpark/sports field.</li> <li>Bored Piles to all buildings to an approximate depth of 12m</li> <li>Construction of 8 buildings, underground carpark and a playing field.</li> </ul>
<b>Key Issues and Risks</b>	<p>The aboriginal cultural heritage assessment prepared by GML heritage (20-0444A, rev 3, 19/05/23) indicates that the site does not hold any First Nations archaeological potential and no Aboriginal objects were recovered.</p> <p>Overall, the site is considered to have a low indigenous archaeological potential for unexpected finds.</p> <p>No further consultation is required.</p> <p>The construction activities with the greatest potential to impact on heritage and archaeological features are:</p> <ul style="list-style-type: none"> <li>Site clearing, topsoil stripping and levelling resulting in shallow ground disturbance and damage to in-ground relics, structures or artefacts;</li> <li>Bulk excavation, spoil handling and stockpiling resulting in the disturbance, damage or removal of artefacts from their original position;</li> <li>Bulk excavation resulting in changes to significant landforms or places;</li> <li>Service excavation resulting in soil disturbance and damage to in-ground items;</li> <li>Material storage resulting in spills or ground compaction near heritage landscape features (trees and gardens); and</li> <li>Physical damage by machinery.</li> </ul> <p>The implementation of the control measures identified in the ADCO Health Safety Environment Requirements s29.5, the Project Environmental Management Plan and this Management Sub Plan are intended to mitigate the risks and impacts associated with these activities.</p>
<b>Legislation, Project Approval and Guidelines</b>	<p><b>Commonwealth:</b></p> <ul style="list-style-type: none"> <li>Environment Protection and Biodiversity Conservation Act 1999</li> <li>Aboriginal and Torres Strait Islander Heritage Protection Act 1984</li> <li>Native Title Act 1993</li> <li>Native Title Legislation Amendment Act 2021</li> </ul>

	<ul style="list-style-type: none"> <li>• <a href="#">Ask First: A Guide to Respecting Indigenous Places and Values</a> (Australian Heritage Commission)</li> </ul> <p><b>New South Wales</b></p> <ul style="list-style-type: none"> <li>• Protection of the Environment Operations (POEO) Act 1997 (NSW)</li> <li>• Water Management Act 2000</li> <li>• Environmental Planning and Assessment Act 1979</li> <li>• Water Act 1912</li> <li>• Protection of the Environment Administration Act 1991 and Regulation 2012</li> <li>• National Parks and Wildlife Act 1974</li> <li>• National Parks and Wildlife Regulation 2019</li> <li>• Heritage Act 1977</li> <li>• Heritage Regulation 2012</li> </ul>
<b>Summary of Site Controls</b>	<p>Works must be undertaken in accordance with the ADCO Health Safety Environment Requirements, the Project Environmental Management Plan, and this Management Sub Plan. These documents detail the ADCO approach and commitment to pro-active and responsible site management.</p> <p>The Aboriginal Cultural Heritage Assessment has determined that no further consultation and/or management controls are required however ADCO will ensure that all workers are aware of the unexpected finds protocol. The unexpected finds protocol will form part of the site induction.</p> <p>A Heritage/Archaeological assessment/survey must be available and communicated prior to any works commencing including site establishment where applicable.</p> <p>The requirements of the assessment/survey where applicable must be incorporated into this Management Sub Plan and detailed on the Environmental Management Diagram (EMD) included in Appendix 1.</p> <p>Any construction stage heritage and archaeological management requirements must be included in relevant specifications, contract agreements, quality assurance documents, and subcontractor work method statements.</p> <p>Site inspections, monitoring and reporting will be undertaken by ADCO, and subcontractors as detailed in, the Project Environment Management Plan and the following implementation table.</p>
<b>Unexpected Finds Protocol</b>	<ol style="list-style-type: none"> <li>1. Cease work, turn off machines and clear the area immediately if a potentially unidentified heritage item or artefact has been discovered?</li> <li>2. Contact the HSE Advisor, Site Manager or Project Manager immediately.</li> <li>3. Erect barricades to isolate the immediate area and prevent entry. Establish a buffer of 10m between the potential heritage item/artifact and the barrier (as a minimum where possible).</li> <li>4. The appropriate regulatory authorities should be notified as soon as possible if applicable. Contact the nominated appropriately qualified heritage or archaeological specialist.</li> <li>5. No person shall enter the barricaded area unless expressly permitted by the qualified Heritage /Archaeological specialist. A Clearance Certificate or approval should be given in writing prior to entry.</li> <li>6. Sampling / inspection of the find is to be conducted by the Heritage /Archaeological Specialist as advised by the ADCO Project Manager.</li> <li>7. The nominated Heritage /Archaeological Specialist (in liaison with ADCO senior site personnel and/or relevant authorities) will determine if further management actions are necessary based on an available information.</li> <li>8. All permits to carry out additional actions are to be obtained prior to the commencement of any new works and the nominated Heritage /Archaeological Specialist must provide written clearance approval.</li> <li>9. The barricade may then be removed, and work activities may resume under the direction of the ADCO Project Manager, or other nominated ADCO representative.</li> </ol>

## 2. IMPLEMENTATION OF THE MANAGEMENT SUB PLAN

Control Measure	Timing	Methodology	Responsibility	Monitoring and Reporting	Performance Measurement
<b>2.1 Planning and Project Site Establishment</b>					
Obtain a heritage/archaeological survey/report to identify the significance of the site and any surrounding areas/features/buildings/trees.	Prior to works commencing	In consultation with a specialist prepare: *a list of items and areas of significance; *an Environmental Management Diagram (EMD – Appendix 1) showing the location of known heritage items areas; *a heritage zoning plan showing areas with high, medium and/or low heritage 'potential.'	Project Manager Site Manager	List of items and areas of significance prepared and communicated. Diagram prepared and reviewed. Heritage zoning plan prepared.	List and diagram prepared containing all relevant details and communicated prior to commencing any works.
Undertake a dilapidation survey of nominated heritage structures/items.	Prior to works commencing	Engage consultant to undertake surveys. Obtain dilapidation reports. Review and use the reports for planning ground disturbance and construction activities.	Project Manager Site Manager	Dilapidation reports prepared and reviewed.	No damage to existing heritage structures or items.
Include information in the Site Induction about the potential impacts of construction activities on known and previously unidentified heritage/archaeology.	Before works commence and ongoing	Revise ADCO standard induction package to include site specific information. Deliver induction material.	Project Manager HSE Advisor	WMSs prepared by contractors to address heritage issues.	Site induction delivered to all workers on site.
Install barriers/protective fencing and clear signage to control access to known heritage areas until approval to enter or excavate is obtained.	Prior to works commencing	Install access controls in accordance with heritage consultant recommendations. Do not permit access without PM approval.	Project Manager	Daily inspection to assess integrity of barriers/fencing. Weekly/monthly inspection checklist.	No access into significant areas. Barriers/fencing maintained until a Clearance Certificate is provided by Heritage Consultant.
Monitor ground stripping/disturbance and spoil	Areas of potential impact identified	Obtain approval to commence works. (Early excavation of potential	Project Manager Site Manager	Inspection monitoring during earthworks.	No unnecessary land disturbance.

Control Measure	Timing	Methodology	Responsibility	Monitoring and Reporting	Performance Measurement
handling activities (where works have been approved to proceed for site establishment or clearing).	prior to works commencing	archaeological deposits (PAD) may be required).  Establish a protocol and work method for ground disturbance works. May involve visual monitoring of surface disturbance and spoil by specialist consultant or external representatives (e.g., Local Aboriginal Land Council).  Ensure appropriate external representatives are involved as required.		WMS	No disturbance of identified areas without approval.  Barriers/fencing maintained until a Clearance Certificate is provided by Heritage Consultant.

## 2.2 During Construction

Maintain protective fences/barriers/signage as per the Environmental Management Diagram.	At all times	Check the condition and integrity of controls.  Address the importance of controls and access restrictions in Toolbox Talk or other consultative forum.	Project Manager Site Manager	Daily surveillance.  Weekly inspection checklist.  Update EMD as works progress.	No breach of fence line.
Minimise the potential for damage to heritage structures through the appropriate selection of work methods, plant and equipment, and the establishment of buffer zones.	At all times	Prepare WMS for all works affecting or close to heritage items/structures.  Use appropriately sized plant and equipment to minimise ground vibration and reduce the potential for damage to relics.  Establish safe use buffer zones.	Project Manager Site Manager	WMS for works near heritage structures/items.	No damage to existing structures or items.  Compliance with WMS.
Obtain permits to carry out archaeological investigations or excavations PRIOR to the commencement of works.	At all times and after discovery of relic	In accordance Heritage & Archaeological Management Sub Plan.	Project Manager Site Manager	Monitor compliance.	Sighting of Permit.
Enact the Unexpected Finds Protocol if a potential heritage item, artefact or relic is discovered.	At any time	Cease work immediately.	Project Manager Site Manager	Monitor earthworks.  Maintain site records of any findings.	No construction impact to unexpected finds  Protocol followed.  Sighting of Permit

# APPENDIX

## A-1 Environmental Management Diagram

Not Applicable – No Indigenous Artefacts were identified during the Aboriginal Cultural Heritage Assessment