

# North West Rail Link

Design and Construction of Surface  
and Viaduct Civil Works



## **Construction Heritage Management Plan**

**NWRLSVC-ISJ-SVC-PM-PLN-120205**

**Revision 13.0**

**11 May 2017**

## Document Control

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## Document Revision History

### Doc No NWRLSVC-ISJ-SVC-PM-PLN-120205

Revision	Description	Prepared by	Reviewed by	Approved by	Date
6.0	Revised in response to Stakeholder Comments	R Pollard	Steve Fermio pp Neville Hattingh	Graeme Tait	20-Aug-14
7.0	Revised in response to Stakeholder Comments	R Pollard	Steve Fermio	Graeme Tait	17-Sep-14
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10.0	Appendix 1 updated with current maps  Appendix 4 typographic errors  Appendix 5 Table 1 updated in response to audit	T. Austin	T. Austin	M. Alpini	30 July-15



# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



finding.

Appendix 8  
amended in  
response to  
stakeholder  
comments

11.0	General update	J. Burgin	B. Tucker	G. Perdikaris	19 Jan 2017
12.0	Update in response to TfNSW comments	J. Burgin	B. Tucker	G. Perdikaris	05 May 2017
13.0	Update minor error	J. Burgin	B. Tucker	G. Perdikaris	11 May 2017

Signature

## Contents

1	DEFINITIONS AND ABBREVIATIONS.....	5
2	INTRODUCTION.....	6
2.1	Project Description.....	6
2.1.1	Description of SMNW Project .....	6
2.1.2	Description of the SVC Project works.....	6
3	GOALS, OUTCOMES, KEY ISSUES.....	8
4	COA Requirements .....	13
4.1	Major Civil Construction Works - North West Rail Link (SSI-5100).....	13
4.2	Stations, Rail Infrastructure and Systems - North West Rail Link (SSI-5414).....	15
5	ENVIRONMENTAL MITIGATION MEASURES.....	17
5.1	Stage 1 Submissions Report (SSI-5100).....	17
5.2	Stage 2 Submissions Report (SSI-5414).....	18
6	DEED REQUIREMENTS .....	19
6.1	Deed Requirements .....	19
7	SWTC and CEMF REQUIREMENTS .....	20
7.1	CEMF Requirements .....	20
8	LICENCE AND PERMIT REQUIREMENTS .....	22
9	MITIGATION MEASURES .....	23
10	MONITORING .....	27
11	TRAINING AND RESOURCES.....	28
12	REFERENCES AND REVISIONS .....	30
13	INCIDENT PLANNING AND RESPONSE .....	32
APPENDIX 1 -	Environmental Sensitive Area Maps .....	34
APPENDIX 2 -	Procedures for undertaking recordings of heritage items .....	35
APPENDIX 3 -	NSW Heritage Division / Council Consultation Log .....	37
APPENDIX 4 -	Site Specific Impact Minimisation and Mitigation Information european Built Heritage .....	39
APPENDIX 5 -	Site specific Impact Minimisation and Mitigation Information Archaeology .....	40
APPENDIX 6 -	Site Specific Impact Minimisation and Mitigation Information Aboriginal / Indigenous Heritage .....	41
APPENDIX 7 -	Aboriginal consultation Log .....	42
APPENDIX 8 -	unexpected heritage finds PROCESS .....	60
APPENDIX 9 -	Stakeholder comments .....	62

## 1 DEFINITIONS AND ABBREVIATIONS

Abbreviation	Definition
<b>CEMF</b>	Construction Environmental Management Framework (Submissions Report, Section 3)
<b>CEMP</b>	Construction Environmental Management Plan
<b>CM</b>	Construction Manager(s) (ISJV)
<b>COA</b>	Conditions of Approval
<b>DP&amp;I</b>	Department of Planning and Infrastructure
<b>EIS</b>	Environmental Impact Statement
<b>EM</b>	Environment Manager (ISJV)
<b>EMS</b>	Environmental Management System
<b>EP&amp;A Act</b>	Environmental Planning and Assessment Act 1979
<b>EPA</b>	Environment Protection Authority
<b>EPL</b>	Environment Protection License
<b>ER</b>	Independent Environmental Representative
<b>IC</b>	Independent Certifier
<b>IMP-BMS</b>	Impregilo S.p.A. (Australia) – Business Management System
<b>Incident</b>	Any unplanned or undesired event which results in or has potential to result in injury, ill health, damage, to or loss of property, interruption to operations or environmental impairment. An incident also includes a near miss, breach of procedure, quality failure, injuries to employees, contractors or members of the public and any other statutorily reportable occurrence. Incidents relevant to this plan are further described in section 13.
<b>ISJV</b>	Impregilo S.p.A. (Australia) and Salini (Australia) Joint Venture / Principal Contractor
<b>Mitigation Measures</b>	Measures employed to reduce (mitigate) an impact
<b>OEH</b>	Office of Environment and Heritage
<b>PMP</b>	Project Management Plan
<b>PMS</b>	Project Management System
<b>POEO Act</b>	Protection of the Environment Operations Act 1997
<b>Pollution</b>	The alteration of air, soil, or water as a result of human activities such that it is less suitable for any purpose for which it could be used in its natural state
<b>REMM</b>	Revised Environmental Mitigation Measures (Submissions Report, Section 7)
<b>SE</b>	Site Engineer
<b>SWNW</b>	Sydney Metro North-west
<b>SSI</b>	State Significant Infrastructure
<b>SVC Works</b>	Surface Viaducts and Civil Works, for the North West Rail Link Project
<b>SWTC</b>	Scope of Work and Technical Criteria
<b>TfNSW</b>	Transport for New South Wales

## 2 INTRODUCTION

### 2.1 Project Description

#### 2.1.1 Description of SMNW Project

The SMNW project is a key priority for the NSW Government. The SMNW will deliver a new high frequency single deck train system initially operating as a shuttle between Cudgegong Road and Chatswood. The project includes eight new stations, approximately 15.5km of tunnels from Epping to Bella Vista, a 4.5km elevated 'skytrain' (viaduct) between Bella Vista and Rouse Hill, and conversion of the Epping to Chatswood Rail Link to deliver high frequency rapid transit services.

Stations are planned at Cherrybrook, Castle Hill, Showground, Norwest, Bella Vista, Kellyville, Rouse Hill and Cudgegong Road. Bus, pedestrian, cycling and easy access facilities will be provided at all stations, with approximately 4000 'Park and Ride' spaces spread across five sites.

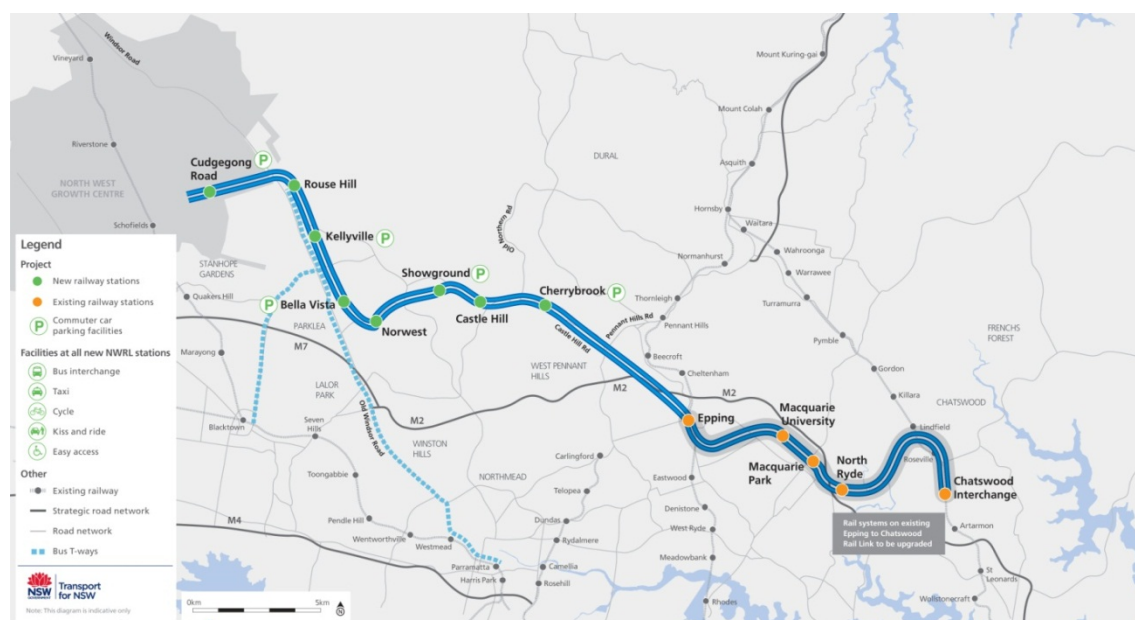


Figure 1: The North West Rail Link service proposed alignment

#### 2.1.2 Description of the SVC Project works

The scope of the SVC Project works consists of the detailed design, construction and handover of the viaducts, bridges and associated civil works required for the SMNW between Bella Vista and Cudgegong Road and includes establishment and reinstatement of worksites, spoil removal and disposal and all required utility relocations and adjustments at construction worksites.

The permanent infrastructure to be delivered includes:

- Approximately 4.5 km of viaduct between Balmoral Road and Rouse Hill Station including crossings over Memorial Avenue, Samantha Riley Drive, Windsor Road, Sanctuary Drive and White Hart Drive
- Bulk earthworks requirements including all cut, fill and embankments between Balmoral Road and Cudgegong Road
- A bridge over Windsor Road / Rouse Hill

- A bridge over Second Ponds Creek
- Allowance for station structures to be incorporated onto the viaduct at the Kellyville and Rouse Hill station sites
- Adjustments to existing infrastructure and roads within the construction site and / or otherwise affected by ISJV activities
- Safe, secure personnel access / egress into site areas including necessary temporary support services and site facilities, with hoardings, fencing and so on around worksites to be left in place upon completion
- Construction traffic and transport management including temporary and permanent traffic management works
- Removal of all temporary work and site facilities not otherwise required for handover to subsequent contractors.

Activities associated with the temporary and SVC Contractor works required in order to complete construction include:

- Safe, secure personnel access / egress into site areas including necessary temporary support services and site facilities, with hoardings, fencing and the like around work sites to be left in place upon completion
- Construction traffic and transport management including temporary and permanent traffic management works
- Removal of all temporary work and site facilities not otherwise required for handover to subsequent contractors.
- Construction of temporary T-way car parking at Rouse Hill and Kellyville
- Construction, removal and transportation of the gantry along the SVC construction zone
- Temporary changes to site personnel access/egress
- Signage, fencing and hoarding
- Construction environmental management activities
- Construction traffic management activities
- Interface and communications within SVC Contractor team and across SMNW team
- Stakeholder liaison activities
- Adherence to SMNW protocols and procedures.

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## 3 GOALS, OUTCOMES, KEY ISSUES

<b>Scope</b>	<p>The Heritage Management Plan has been prepared to manage potential heritage impacts during construction of the Surface Viaducts and Civil (SVC) Works component of the North West Rail Link. The scope of this Plan includes construction sites along the 4.6km above ground section of the route from Bella Vista to Rouse Hill, which is a combination of viaduct, embankment, at grade and cutting.</p> <p>This plan is based on identified environmental aspects and impacts to Aboriginal and European Heritage from construction activities in each of the SVC construction sites, and identified guidelines and standards to be achieved.</p> <p>This plan forms part of the Impregilo S.p.A. (Australia) and Salini (Australia) Joint Venture (ISJV) Business Management System and should be read in conjunction with plans shown below in Figure 2. This plan is a sub-plan of the CEMP as shown in Figure 3.</p> <p>At any time there is an unexpected find ISJV will refer back to report <i>SMNW Aboriginal Heritage Archaeological Salvage Program – Completion Report (Kelleher Knightingale, 2014)</i> prepared under MCoA E9 &amp; C31, where TfNSW will advise if consistent with this Report and if deemed to be not consistent TfNSW advise on any planning approval requirement.</p>
<b>Goals</b>	<p>Heritage (CEMF Section 10.1):</p> <ul style="list-style-type: none"><li>• Minimise impacts on items or places of heritage value.</li><li>• Avoid accidental impacts on heritage items.</li><li>• Maximise worker's awareness of indigenous and non-indigenous heritage.</li><li>• To manage unexpected finds</li></ul>
<b>Intended Outcomes</b>	<ul style="list-style-type: none"><li>• Comply with the specific MCoA's regarding heritage sites</li><li>• Heritage management controls are to be effective and properly maintained at all times.</li><li>• Achieve heritage statutory requirements.</li></ul>
<b>Key Issues and Sensitive Areas</b>	<p><b>Built Heritage</b></p> <p>The heritage items identified to be in the vicinity of this stage of the project (ie surface and viaduct civil works) are as identified in the EIS Chapter 11, European Heritage and are as follows:</p> <ul style="list-style-type: none"><li>• Kellyville Station<ul style="list-style-type: none"><li>– Windsor Rd and Old Windsor Rd heritage precinct</li><li>– Eucalyptus trees, Old Windsor Rd, north of Samantha Riley Drive (part of the above heritage precinct)</li><li>– Mungerie, Windsor Rd, (south of White Hart Drive)</li></ul></li><li>• Rouse Hill Station<ul style="list-style-type: none"><li>– Battle of Vinegar Hill, 712 Windsor Rd</li></ul></li></ul>

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



	<ul style="list-style-type: none"> <li>– Royal Oak Inn (former, now Mean fiddler hotel)</li> <li>– Rouse Hill House and Farm</li> </ul> <p><b>Non-Aboriginal Archaeological Heritage</b></p> <p>The following archaeological heritage items identified in the <i>EIS Chapter 11, European Heritage</i> have been identified as in the vicinity of the surface and viaduct civil works:</p> <ul style="list-style-type: none"> <li>• Kellyville Station</li> <li>– Archaeological site, Windsor Rd and Old Windsor Rd</li> <li>– Pair of boundary markers, 80m south from Samantha Reilly Drive</li> <li>– Pair of boundary markers, immediately south from Samantha Reilly Drive</li> <li>– Site of the Battle of Vinegar Hill, Kellyville</li> <li>– Boundary Stones, Old Windsor Rd, north of Samantha Reilly Drive</li> <li>– Archaeological site former White Hart Inn, Windsor Rd. (NB White Hart Inn has been known as Swan Inn at some point, but it has been concluded there is only one site (which has been excavated) and goes by the name of White Hart Inn.</li> <li>• Rouse Hill Station</li> <li>– Rouse Hill estate</li> </ul> <p><b>Aboriginal Heritage</b></p> <p>It is understood that all Aboriginal sites and PADs within the corridor for the SVC works have been cleared by TfNSW with the exception of one site at the confluence of Elizabeth Macarthur and Caddies Creeks.</p> <p><b>Sensitive Areas</b></p> <p>Sensitive Area Maps showing the location of the above listed heritage items and sites are contained in Appendix I of this Plan</p>
<p><b>Statutory Requirements</b></p>	<p>As the project is State Significant Infrastructure over \$50 million dollars sections of the Heritage Act are 'Switched off' including the need to obtain permits to impact on heritage under Section 139 and Section 60 of the Act.</p> <p><i>Heritage Act 1977 (for reference only, switched off as State Significant Infrastructure)</i></p> <ul style="list-style-type: none"> <li>• Provides protection for European heritage relics and sites. If European heritage sites or relics are uncovered and likely to be impacted, approval</li> </ul>

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



	<p>will be required under relevant sections of the Act.</p> <ul style="list-style-type: none"> <li>Items listed on the State Heritage Register are subject to the provisions of the Heritage Act 1977, which protects items of State Heritage Significance.</li> <li>The Act prohibits the demolition, damage or development of or around any heritage item without approval from the Heritage Office.</li> </ul> <p>As the project is State Significant Infrastructure section of the <i>National Parks and Wildlife Act 1974</i> are switched off including Section 90 which required permits to impact Aboriginal heritage.</p> <p><i>National Parks and Wildlife Act 1974</i></p> <ul style="list-style-type: none"> <li>Provides statutory protection for all Aboriginal objects and Aboriginal places in NSW.</li> <li>Provides licenses and approvals to modify or destroy Aboriginal heritage.</li> <li>Under this Act, NPWS is responsible for the care, control and management of all national parks, historic sites, nature reserves, reserves, Aboriginal areas and state game reserves.</li> </ul> <p><i>Heritage Regulation 2012</i></p> <ul style="list-style-type: none"> <li>Minimum standards of maintenance and repair of buildings, works and relics listed on the State Heritage Register; and</li> <li>The collection of fees for applications under the <i>Heritage Act 1977</i>, and for various other functions such as the review of Conservation Management Plans for Heritage Council endorsement.</li> <li>Minimum standards of maintenance for ruins and movable objects listed on the State Heritage Register</li> <li>Request that an owner of a heritage item carry out an inspection outside the current timeframes for cyclic inspection and provide a report identifying all faults and detailing works required to meet minimum maintenance and repair requirements</li> <li>3 month time frame for the Planning and Assessment Commission to provide advice to the Minister under Section 34 of the <i>Heritage Act</i>.</li> </ul>
<b>Relationship to Other Plans</b>	<ul style="list-style-type: none"> <li>See Figure 2 below <ul style="list-style-type: none"> <li>Visual Impact Strategy (NWRLSVC-ISJ-SVC-PM-PLN-120277)</li> </ul> </li> </ul>
<b>Environmental Aspects &amp; Impacts</b>	Refer to environmental aspects and impacts identified in CEMP Appendix 5.
<b>Licence &amp; Permit Requirements</b>	<ul style="list-style-type: none"> <li>EPL 20454 has been issued for SVC works by the EPA. There are currently no heritage related requirements. As licence variations are issued by EPA requirements will be reviewed and included in section 5 of this plan if relevant.</li> </ul>



# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



Project Management Plan			
Risk Management Plan	Design Plan	Construction Plan	Construction Environmental Management Plan
Technical Risk Management Plan	Engineering and Competency Management Plan	Waste Management and Recycling Plan	inputs to Compliance Tracking Procedure
Safety Assurance Plan	Engineering Management Plan	Earthworks Plan	Construction Compound Ancillary Facilities Management Plan
Assurance Documentation Management Plan	Requirements Management Plan	Spoil Management Plan	Construction Noise and Vibration Management Plan
Project Quality Plan	Competency Management Plan	Visual Amenity Management Plan	Construction Traffic Management Plan Including
Project Records Management Plan	Urban Design & Corridor Landscape Plan	Security Management Plan	Construction Soil and Water Management Plan
Project Purchasing Management Plan	Stormwater and Flooding Management Plan	Monitoring and Protection Plan	Soil Salinity Management Plan
Project Training Management Plan	Services Management Plan	Pollution Incident Response Management Plan	Water Quality Monitoring Program
Workplace Relations Management Plan		Project Emergency Plan	Construction Heritage Management Plan
Project Aboriginal Participation Plan		Community Liaison Implementation Plan	Construction Flora and Fauna Management Plan
Project WHS Management Plan		Stakeholder and Community Involvement Plan	Nest Box Management Plan
Site Specific WHS Management Plan		Business Management Plan	Ecological Monitoring Program
Project WHS Development Plan	Sustainability Plan		Construction Air Quality Plan
	Carbon and Energy Management Plan		
	Asset Management Information Delivery Plan		
	Technical Maintenance Plan	Technical Data Management Plan	
	Interface Management Plan		

**KEY:**

Plan	Sub Plan	This Plan
TfNSW Plan	Sub - Sub Plan	

Figure 2: Construction Heritage Management Plan within the Project Management System

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works

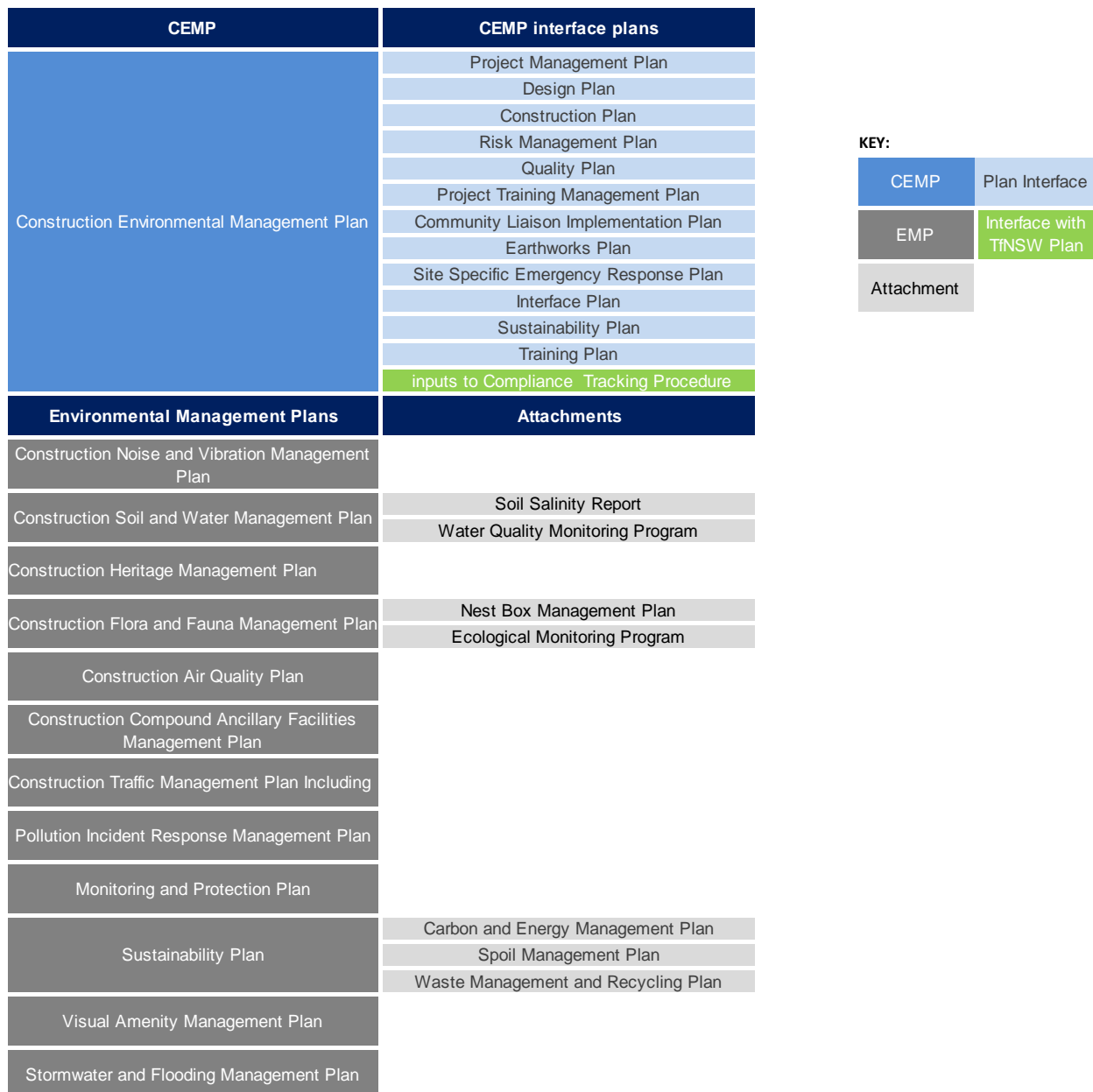


Figure 3: ISJV CEMP Structure

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## 4 COA Requirements

### 4.1 Major Civil Construction Works - North West Rail Link (SSI-5100)

No.	Ref.	Relevant Requirement	Reference
1.	E7	During detailed design and construction of the SSI, impacts to heritage items shall, where feasible and reasonable, be avoided and minimised, under the guidance of an appropriately qualified heritage specialist. Where impacts are unavoidable, works shall be undertaken in accordance with the strategy outlined in the Construction Heritage Management Plan (condition E46(e)).	This Plan
2.	E8	Archival recording of affected heritage items shall be undertaken in accordance with the NSW Heritage Council guidelines.	Completed by TfNSW Refer This Plan, Section 9, HR1
3.	E46(e)	a <b>Construction Heritage Management Plan</b> to detail how construction impacts on Aboriginal and Historic heritage will be minimised and managed. The plan shall include, but not necessarily be limited to: (i) In relation to <b>Aboriginal Heritage</b> :	This Plan
4.		I. developed in consultation with registered Aboriginal stakeholders;	Consultation on plan commenced in May 2014 & is ongoing
5.		II. details of further investigation and identification of Aboriginal cultural heritage sites impacted by and within the construction areas except where the requirements of condition E9 have been met;	Appendix 6
6.		III. details of management measures to be carried out in relation to Aboriginal heritage, including a detailed methodology and strategies for protection, monitoring, salvage, and conservation, of sites and items associated with the SSI and the long term storage and curation of any Aboriginal objects recovered in accordance the section 85A of the <i>National Parks and Wildlife Act</i> ;	Completed by TfNSW Any remaining impacts due to SVC works covered in Appendices 6 & 8.
7.		IV. procedures for dealing with previously unidentified Aboriginal objects (excluding human remains) including cessation of works in the vicinity, assessment of the significance of the item(s) and determination of appropriate mitigation measures including when works can re-commence by a suitably qualified archaeologist in consultation with the Department, OEH and registered Aboriginal stakeholders and assessment of the consistency of any new Aboriginal heritage impacts against the approved impacts of the SSI, and registering of the new site in the OEH's Aboriginal Heritage Information Management System (AHIMS) register; and	Appendix 8; and Section 9, HR21

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



No.	Ref.	Relevant Requirement	Reference
8.		V. procedures for ongoing Aboriginal consultation and involvement for the duration of the SSI; and	Appendix 6 & 7
9.		a <b>Construction Heritage Management Plan</b> to detail how construction impacts on Aboriginal and Historic heritage will be minimised and managed. The plan shall include, but not necessarily be limited to: (ii) In relation to <b>Historic Heritage</b> :	This Plan
10.		I. developed in consultation with the NSW Heritage Council;	Appendix 9
11.		II. identification of Heritage Items directly and indirectly affected by the SSI;	Section 1, Appendices 4, 5 & 6
12.		III. details of management measures to be implemented to prevent and minimise impacts on heritage items (including further heritage investigations, archival recordings and/ or measures to protect unaffected sites during construction works in the vicinity);	HR4, HR9, HR10, HR,11, HR12, HR13, HR14, HR15 Appendix 8
13.		IV. details on how recommendations identified in North West Rail Link EIS: Technical Paper 3 - European Heritage, and Technical Paper 4 - Indigenous Heritage, prepared by Godden Mackay Logan, March 2012 will be implemented, including archaeological research designs for all archaeological sites except where the requirements of condition E10 have been met;	Completed by TfNSW
14.		V. a detailed plan for the implementation of any measures resulting from further investigations associated with potentially affected heritage items, including Glenhope, Inala School, Windsor Road and Old Windsor Road, and Mungerie House;	HR7 HR9 HR10 HR11
15.		VI. details of monitoring and reporting requirements for impacts on heritage items; and	Section 10
16.		VII. procedures for dealing with previously unidentified relics, (including cessation of works in the vicinity, assessment of the significance of the item(s) and determination of appropriate mitigation measures including when works can re-commence by a suitably qualified and experienced archaeologist in consultation with the OEH and the Department, and assessment of the consistency of any new heritage impacts against the approved impacts of the SSI.	Appendix 8
17.		(iii) heritage training and induction processes for construction personnel (including procedures for keeping records of inductions) and obligations under the conditions of this approval including site identification, protection and conservation of Aboriginal and historic heritage;	Section 8
18.		(iv) procedures for dealing with human remains, including cessation of works in the vicinity and notification of the Department, NSW Police Force, OEH and registered Aboriginal stakeholders and not recommencing any works in the area unless authorised by the NSW Police Force and/ or the Department; and	Appendix 8
19.		(v) mechanisms for the monitoring, review and amendment of this plan.	Sections 10 & 12

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## 4.2 Stations, Rail Infrastructure and Systems - North West Rail Link (SSI-5414)

No.	Ref.	Relevant Requirement	Reference
20.	C27	The proponent shall prepare and implement a Visual Impact Strategy in consultation with the Department of the NSW Heritage Council to detail and minimise the visual impacts of SSI on heritage items , including Glenhope, Inala School, Castle Hill Showground, Mungerie House and the former Swann Inn: and the rehabilitation of bushland associated with works at Epping.	Visual Impact Strategy (NWRLSVC-ISJ-SVC-PM-PLN-120277 )
21.	C28	During detailed design and construction of the SSI, impacts to heritage items shall, where feasible and reasonable, be avoided and minimised, under the guidance of an appropriately qualified heritage specialist. Where impacts identified in the EIS are unavoidable, works shall be undertaken in accordance with the strategy outlined in the Construction Heritage Management Plan (condition E34(e)).	Completed by TfNSW for known items. Appendices 6 & 8
22.	C29	Archival recording of affected heritage items shall be undertaken in accordance with the NSW Heritage Council guidelines as relevant.	HR1
23.	E34	(e) a <b>Construction Heritage Management Plan</b> to detail how construction impacts on Aboriginal and Historic heritage will be minimised and managed. The plan shall include, but not necessarily be limited to: (i) In relation to <b>Aboriginal Heritage</b> :	This Plan
24.		I. developed in consultation with registered Aboriginal stakeholders;	Consultation on plan commenced in May 2014 & is ongoing. Appendix 9
25.		II. details of further investigation and identification of Aboriginal cultural heritage sites impacted by and within the construction areas except where the requirements of condition C30 have been met;	Appendix 6
26.		III. details of management measures to be carried out in relation to Aboriginal heritage, including a detailed methodology and strategies for protection, monitoring, salvage, and conservation, of sites and items associated with the SSI and the long term storage and curation of any Aboriginal objects recovered in accordance the section 85A of the <i>National Parks and Wildlife Act</i> ;	Completed by TfNSW Any remaining impacts due to SVC works covered in Appendices 6 & 8
27.		IV. procedures for dealing with previously unidentified Aboriginal objects (excluding human remains) including cessation of works in the vicinity, assessment of the significance of the item(s) and determination of appropriate mitigation measures including when works can re-commence TfNSW and the ISJV heritage consultant in consultation with the Department, OEH and registered Aboriginal stakeholders. This process would include assessment of the consistency of any new Aboriginal heritage impacts against the approved impacts of the SSI, and registering of the new site in the OEH's Aboriginal Heritage Information Management System (AHIMS) register; and	Appendix 8; and Section 9, HR21

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



No.	Ref.	Relevant Requirement	Reference
28.		V. procedures for ongoing Aboriginal consultation and involvement for the duration of the SSI; and	Appendix 6 & 7
29.	E34	(e) a <b>Construction Heritage Management Plan</b> to detail how construction impacts on Aboriginal and Historic heritage will be minimised and managed. The plan shall include, but not necessarily be limited to: (ii) In relation to <b>Historic Heritage</b> :	This Plan
30.		I. developed in consultation with the NSW Heritage Council;	Appendix 9
31.		II. identification of Heritage Items directly and indirectly affected by the SSI;	Section 1, Appendices 4, 5 & 6
32.		III. details of management measures to be implemented to prevent and minimise impacts on heritage items (including further heritage investigations, archival recordings and/ or measures to protect unaffected sites during construction works in the vicinity);	HR4, HR9, HR10, HR,11, HR12, HR13, HR14, HR15 Appendix 8
33.		IV. details on how the recommendations identified in the North West Rail Link EIS: Technical Paper – European Heritage, prepared by Godden Mackay Logan, dated March 2012 will be implemented, including archaeological research designs for all archaeological sites except where the requirements of condition C31 have been met;	Completed by TfNSW
34.		V. a detailed plan for the implementation of any measures resulting from further investigations associated with potentially affected heritage items, including Glenhope, Inala School, Windsor Road and Old Windsor Road, and Mungerie House;	Completed by TfNSW HR7 HR9 HR10 HR11
35.		VI. details of monitoring and reporting requirements for impacts on heritage items; and	Section 10
36.		VII. procedures for dealing with previously unidentified relics, (including cessation of works in the vicinity, assessment of the significance of the item(s) and determination of appropriate mitigation measures including when works can re-commence by a suitably qualified and experienced archaeologist in consultation with the OEH and the Department, and assessment of the consistency of any new heritage impacts against the approved impacts of the SSI.	Appendix 8
37.		iii) heritage training and induction processes for construction personnel (including procedures for keeping records of inductions) and obligations under conditions of this approval including site identification, protection and conservation of Aboriginal and historic heritage;	Section 8
38.		(iv) procedures for dealing with human remains, including cessation of works in the vicinity and notification of the Department, NSW Police Force, OEH and registered Aboriginal stakeholders and not recommencing any works in the area unless authorised by the NSW Police Force and/ or the Department; and	Appendix 8
39.		(v) mechanisms for the monitoring, review and amendment of this plan.	Sections 10 & 12

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## 5 ENVIRONMENTAL MITIGATION MEASURES

### 5.1 Stage 1 Submissions Report (SSI-5100)

No.	Original Ref.	Relevant Requirement	Reference
40.	EH9	Re-establish planted vegetation along the eastern side of the North-West T-Way following completion of the construction works.	HR10
41.	EH10	The viaduct would be designed and constructed to be as visually light and stream-lined as possible. At Mungerie, the viaduct piers would be spaced widely and, where feasible and reasonable, symmetrically on either side of the carriage loop from Old Windsor Road.	HR8 & 9
42.	EH11	A buffer of trees between Mungerie and the rail corridor would be maintained. Any trees removed to facilitate construction would be reinstated on completion of works.	HR9
43.	EH12	The area of the Mungerie carriage drive that would be removed during construction works would be reinstated.	HR11
44.	EH13	Further assessment of the archaeological potential and significance of the potential resource (house sites on Franklin Road and Carrington Road at sites 4 and 6 respectively, and an archaeological site south of Samantha Riley Drive at site 11) would be undertaken prior to construction to define specific mitigation measures.	Outside Project Area (Carrington Rd) and SRD area already assessed by TfNSW
45.	E16	Archaeological monitoring of the areas (the house site on Carrington Road at site 6, the archaeological site south of Samantha Riley Drive at site 11, and the remains of track and post holes at site 16 and site 17) that are likely to contain archaeological remains would be undertaken with recording of any identified features and/or deposits associated with the identified buildings in accordance with archaeological best practice.	Completed by TfNSW
46.	E17	The two identified brick cisterns / wells at the Kellyville Station site would be recorded in detail and retained in situ if feasible and reasonable.	Completed by TfNSW
47.	E18	Further research would be undertaken to assess archaeological potential and significance of the former White Hart Inn. Depending on the outcomes of the research archaeological excavation and recording of features and / or deposits would be undertaken if required. Excavation would be undertaken in accordance with archaeological best practice and would occur before or in conjunction with the construction works in this area. Based on the extent and level of significance of discovered features, the preparation of an interpretation plan and strategy could be required.	Completed by TfNSW
48.	E19	If archaeological deposits relating to the Rouse Hill Estate are encountered during construction, recording of the surviving features and deposits would be undertaken in accordance with archaeological best practice. Depending on the extent and level of significance of any discovered features, the preparation of an interpretation plan and strategy could be required.	Outside Project area

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



No.	Original Ref.	Relevant Requirement	Reference
49.	IH4	The Indigenous Heritage component of the site induction would include information on: <ul style="list-style-type: none"> <li>Aboriginal heritage conservation areas and/or no-go zones for each construction site.</li> <li>The legislation and penalties for impacting Aboriginal heritage objects would be conveyed to all construction managers and personnel.</li> </ul>	Section 11

## 5.2 Stage 2 Submissions Report (SSI-5414)

No.	Original Ref.	Relevant Requirement	Reference
50.	EH9	Re-establish planted vegetation along the eastern side of the North-West T-way following completion of the construction works.	HR10
51.	EH10	The viaduct would be designed and constructed to be as visually light and streamlined as possible. At Mungerie, the viaduct piers would be spaced widely and, where feasible and reasonable, symmetrically on either side of the carriage loop from Old Windsor Road.	HR 8 & 9
52.	EH11	A buffer of trees between Mungerie and the rail corridor would be maintained. Any trees removed to facilitate construction would be reinstated on completion of works.	HR9
53.	EH12	The area of the Mungerie carriage drive that would be removed during construction works would be reinstated <sup>1</sup> .	HR11
54.	E18	The two identified brick cisterns / wells at the Kellyville Station site would be retained in situ if feasible and reasonable.	Completed by TfNSW
55.	EH20	Results and recommendations of the further research undertaken as per the EIS1 mitigation measures regarding areas of archaeological potential would be followed	Completed by TfNSW
56.	IH3	The boundary of the construction sites would be fenced to prevent construction personnel entering a PAD or known sites outside the construction footprint.	HR13 & 14
57.	IH4	The Indigenous Heritage component of the site induction would include information on: <ul style="list-style-type: none"> <li>Aboriginal heritage conservation areas and/or no-go zones for each construction site.</li> </ul>	Section 11
58.	IH5	TfNSW would consider permanent public interpretation within at least one of the new railway stations following development if an extensive and high value archaeological deposit were to be uncovered during the excavation of a site.	Not relevant to SVC scope
59.	IH6	Results and recommendations of the Phase 1 and 2 archaeological excavations undertaken as per the EIS1 mitigation measures (IH1 and IH2) would be followed.	Completed by TfNSW



# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## 6 DEED REQUIREMENTS

### 6.1 Deed Requirements

No.	Original Ref.	Relevant Requirement	Reference
60.	SVC Project Deed – Appendix 24	<ul style="list-style-type: none"><li>Identify initiatives that will be implemented for the enhancement of heritage values and minimization of heritage impacts; and</li><li>Include procedures and processes that will be used to implement and document heritage management initiatives</li></ul>	<ul style="list-style-type: none"><li>This Plan, Section 9 and Appendices 4-6.</li><li>This Plan, Section 9, HR1 and Appendix 2.</li></ul>

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## 7 SWTC and CEMF REQUIREMENTS

No.	Original Ref.	Relevant Requirement	Reference
61.	App 24.4, (g)(v)	The Construction Environmental Management Plan must include, as sub-plans, the following plans that are required by the Project Planning Approvals: <ul style="list-style-type: none"><li>Construction Heritage Management Plan</li></ul>	This Plan.
62.	App 24.4, (i)	In addition to the requirements identified in the Project Planning Approvals, the Heritage Management Plan must: <ul style="list-style-type: none"><li>(i) identify initiatives that will be implemented for the enhancement of heritage values and minimisation of heritage impacts; and</li><li>(ii) include procedures and processes that will be used to implement and document heritage management initiatives.</li></ul>	This Plan

### 7.1 CEMF Requirements

No.	Original Ref.	Relevant Requirement	Reference
63.	3.7 (a)	TfNSW and SMNW Principal Contractors will identify hold points, beyond which approval is required to proceed with a certain activity. Examples activities include vegetation removal and water discharge. Hold points will be documented in relevant CEMPs.	HR5
64.	10.1 (a)	The following heritage management objectives will apply to the construction of the project: <ul style="list-style-type: none"><li>i. Minimise impacts on items or places of heritage value.</li><li>ii. Avoid accidental impacts on heritage items.</li><li>iii. Maximise worker's awareness of indigenous and non-indigenous heritage.</li></ul>	Section 1
65.	10.2 (a)	SMNW Principal Contractors will develop and implement a Heritage Management Plan which will include as a minimum:	This Plan
66.		i. The heritage mitigation measures as detailed in the environmental approval documentation.	Sections 4 & 5
67.		ii. The responsibilities of key project personnel with respect to the implementation of the plan.	Section 9

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



No.	Original Ref.	Relevant Requirement	Reference
68.		iii. Procedures for undertaking any recordings of heritage items prior to works commencing.	Appendix 2
69.		iv. Procedures for unexpected heritage finds.	Appendix 8
70.		v. Heritage monitoring requirements.	Section 10
71.		vi. Compliance record generation and management.	Section 6 CEMP
72.	10.2 (b)	The Contractor's regular inspection will include checking of heritage mitigation measures. Refer to Appendix 4 for inspection requirements for individual sites.	Section 6 CEMP
73.	10.2 (c)	Compliance records will be retained by the Contractor. These will include: i. Inspections undertaken in relation to heritage management measures. ii. Archival recordings undertaken of any heritage item. iii. Unexpected finds and stop work orders. iv. Records of any impacts avoided or minimised through design or construction methods.	HR3, Section 6 CEMP
74.	10.3	Examples of heritage mitigation measures include: <ul style="list-style-type: none"><li>Any heritage item not affected by the works will be retained and protected throughout construction.</li><li>Prior to the commencement of construction undertake professional archaeological excavation, investigation and reporting of any historical Indigenous heritage sites of state significance which will be affected.</li><li>Undertake archival recordings of all non-Indigenous heritage items affected by the works prior to commencement of works.</li><li>Implement unexpected heritage find procedures for Indigenous and non-Indigenous heritage items.</li></ul>	Section 9

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## 8 LICENCE AND PERMIT REQUIREMENTS

No.	Original Ref.	Relevant Requirement	Reference
75.		No heritage related licence or permit related to the SVC works has been issued at this time.	

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## 9 MITIGATION MEASURES

ISJV Ref.	Mitigation Measure	Design	Construction	Relevant Location / Activity	Relevant Approval Conditions	Responsibility	Timing
<b>All Heritage</b>							
HR1.	Archival recordings of any unexpected heritage items affected by the works will be undertaken in accordance with NSW Heritage Guidelines ( Appendix 2)		■	Mapped heritage items	SSI-5100, CoA, E8 SSI5414, CoA, C29	EM/Archaeologist / Heritage Specialist	Prior to works that may affect heritage item
HR2.	Implement unexpected heritage find procedures for Indigenous and non-Indigenous heritage items per Unexpected Heritage Find Work Instruction (Appendix 8). <b>IND</b>		■	Entire Project	SSI-5100, CoA, E46(e)IV SSI-5100, CoA E46(e), VII	SS/EC	Throughout Works
HR3.	Compliance records will be retained by the Contractor. These will include: i. Inspections undertaken in relation to heritage management measures. ii. Archival recordings undertaken of any unexpected heritage item. iii. Unexpected finds and stop work orders. iv. Records of any impacts avoided or minimised through design or construction methods.	■	■	Entire Project	CEMF 10.2 (a) vi CEMF 10.2 (c)	SS/EC	Throughout Works
HR4.	All cultural places and archaeological sites located outside of the construction corridor which would not be impacted will be identified on Sensitive Area Maps and signage erected on the construction site boundary fence. <b>IND</b>	■	■	Entire Project	Best Practice	SS/EC	Throughout Works
HR5.	TfNSW and SMNW Principal Contractors will identify hold points, beyond which approval is required to proceed with a certain activity. Hold points will be documented in relevant Work Method Statements and activity specific inductions.	■		Entire Project	CEMF, 3.7(a)	CM/EM	Prior to Works & during works

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



ISJV Ref.	Mitigation Measure	Design	Construction	Relevant Location / Activity	Relevant Approval Conditions	Responsibility	Timing
<b>Historic Heritage - Built and Archaeological</b>							
HR6.	A Visual Impact Strategy has been prepared to detail and minimize the visual impacts of the SVC works on heritage items, including the former White Hart/Swan Inn and Mungerie House.	■	■	Potentially affected heritage items	SSI-5100, CoA, E46(e)V SSI-5414, CoA, E35(e)V	Design Manager/ Heritage Specialist	Prior to commencement of permanent built works
HR7.	Consultation with NSW Heritage Division will be demonstrated by maintaining a consultation log with NSW Heritage Council. Refer Appendices 3 & 9 of this Plan.	■		Entire Project	SSI-5100, CoA, E46(e)I SSI-5414, CoA, E35(e)I	EM	Throughout Works
HR8.	<i>Visual Impact Strategy</i> (which details and minimizes impacts on Mungerie House and the former White Hart/Swan Inn will be incorporated into Urban Design and Landscaping Plan required under PA2 C44 where relevant requirements of the Strategy apply to built elements	■	■	Viaduct locality, esp at Mungerie and Old Windsor Rd	SSI-5100, REMM, H10 SSI-5414, REMM, EH10	Design Manager	Prior to Relevant Works
HR9.	A buffer of trees between Mungerie House and the rail corridor will be maintained. These will be indicated on the Sensitive Area Map in this area.		■	Between Mungerie and rail corridor	SSI-5100, REMM, EH11 SSI-5414, REMM, EH11	CM / EM	Throughout Works and on completion of works
HR10.	Re-establish planted vegetation along the eastern side of the North-West T-Way following completion of the construction works.			eastern side of the North-West T-Way f	SSI-5100, REMM, EH9 SSI-5414, REMM, EH9	CM/TfNSW	Completion of Works.
HR11.	The area of the Mungerie House carriage drive that will be removed during construction works will be reinstated.			Mungerie carriage drive	SSI-5100, REMM, H12 SSI-5414, REMM, H12	CM/TfNSW	Completion of Works.
HR12.	To prevent and minimise impacts on heritage items such items will be identified on Sensitive Area Maps, with signage and fencing where required <b>IND</b>	■	■	Entire Project	SSI-5100, E46(e) III SSI-5414, E35(e) III	SS/EC	Throughout Works
HR13.	All excluded archaeological sites in the construction corridor will be fenced in consultation with the Heritage Specialist prior to the commencement of construction activities and identified as environmentally sensitive areas through signage.	■	■	All excluded archaeological sites	SSI-5100, CoA, E46(e), ii, III SSI-5414, CoA, E35(e), ii, III	Heritage Specialist SS / EC	Prior to works

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



ISJV Ref.	Mitigation Measure	Design	Construction	Relevant Location / Activity	Relevant Approval Conditions	Responsibility	Timing
HR14.	The boundary of the construction sites will be fenced to prevent construction personnel entering known sites outside the construction footprint.			Construction Site	SSI-5414, REMM, IH3	CM	Prior to works
HR15.	The Unexpected Heritage Finds Process (Appendix 8) will apply to excavation works in this area. Based on the extent and level of significance of any discovered features, the preparation of an interpretation plan and strategy could be required	■	■	In area of the former White Hart Inn	SSI-5100, REMM, EH18	EM/ TfNSW	Before or in conjunction with construction works in this area.
HR16.	Crawler crane movement around the 'hard' exclusion zone of the White Hart Inn shall be restricted to outside of 2 m from the foundations.		■	In area of the former White Hart Inn		CM / SS	Throughout works
HR17.	No ground disturbance will be conducted below original ground level within the 'soft' exclusion zone of the White Hart Inn Area		■	In area of the former White Hart Inn		CM / SS	Throughout works
HR18.	When work is commenced , or when a new sub-contractor commences work, in the vicinity of a heritage area a toolbox/prestart on no-go zones will be undertaken		■	Known heritage areas		EM / CM / SS	Throughout works
HR19.	During construction, if the White Hart Inn hard exclusion zone fencing is moved or damaged the EM is required to be notified and give approval for works to recommence.		■	In area of the former White Hart Inn		EM / CM / SS	Throughout works
HR20.	Prior to construction using the gantry above heritage area, mesh catch nets to be installed for protection as per VSL protections for construction across roads.		■	In area of the former White Hart Inn		EM / CM / SS	Throughout works
<b>Aboriginal Heritage</b>							
HR21.	Implement unexpected heritage find procedures for Indigenous and non-Indigenous heritage items per Appendix 8.		■	Entire Project	SSI-5100, CoA, E46(e)IV SSI-5100, CoA, VII	SS / EM	Throughout works
HR22.	Ongoing Aboriginal consultation and involvement for the duration of the SVC works to occur via SMNW Aboriginal Focus Group and TfNSW heritage	■	■	Entire Project	SSI-5100, CoA,	TfNSW	Throughout

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



ISJV Ref.	Mitigation Measure	Design	Construction	Relevant Location / Activity	Relevant Approval Conditions	Responsibility	Timing
	advisor involvement				E46(e)V SSI-5414, CoA, E35(e)V		works
HR23.	Where Aboriginal sites are located in close proximity to the project boundary, appropriate signage to be placed on the boundary fence to ensure personnel are aware of a significant site being in close proximity to the Project alignment. <b>IND</b>	■	■	Where relevant	Best Practice	SS / EC	Pre-Construction
HR24.	Salvage of indigenous heritage items within the majority of SVC corridor has been undertaken by TfNSW.		■	Where relevant	SSI-5100, CoA, E46(e)II SSI-5414, CoA, E35(e)II	TfNSW / EM	Pre-Construction / Throughout works
HR25.	Heritage Consultant would undertake /advise on any agreed process for protection, monitoring, salvage, and conservation, of sites and items associated with unexpected finds in the SVC and the long term storage and curation of any Aboriginal objects recovered in accordance the section 85A of the <i>National Parks and Wildlife Act</i> ,		■	Where relevant	SSI-5100, CoA, E46(e)III SSI-5414, CoA, E35(e)III	TfNSW / Heritage Specialist	Throughout works
HR26.	Specific information material concerning the identification and protection of indigenous heritage items will be displayed in prominent locations on site offices and crib rooms and on Environmental Control Maps.		■	All Zones	SSI-5100, CoA, E46(e)IV SSI-5414, CoA, E35(e)IV	TfNSW / Heritage Specialist / EM	Throughout works
<b>Responsibility Key:</b> EM – Environment Manager, CM – Construction Manager, SS – Site Supervisor, EC – Environment Co-ordinator							



# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## 10 MONITORING

Item	Frequency	Standards	Reporting	Responsibility
Inspection will include checking of heritage mitigation measures per CEMF, 10.2 (b), including fencing, signage, and monitoring as per Monitoring and Protection Plan. This includes within and bordering the construction footprint.	Inspection and audits of heritage mitigation measures will occur as per section 6 of CEMP Monitoring of Mungerie House will occur as per <i>Monitoring &amp; Protection Plan</i>	Maintenance of heritage management controls	MSF43-2 Environmental Inspection Checklist ER inspections	CM / EM
Vibration monitoring of construction equipment to ensure adherence to approved vibration standards	As required	Site specific	Vibration Specialist Report	EM / CM

## 11 TRAINING AND RESOURCES

### Training

Inductions are required and are to address:

- Matters identified by the term “**IND**” (Induction) in the mitigation measures section
- Advise of location of heritage items/sites in the area, utilising Sensitive Area Maps and list of all built and archaeological heritage sites
- Advise of Individual site signage for heritage items
- Advise of measures to protect of identified heritage sites/places
- Role of personnel with regard to heritage management measures
- Procedure to follow in the event of unexpected heritage finds during construction, including requirements to notify OEH under section 91 of the NPW Act. (ISJV Management System PWI22V-3 Unexpected Finds)
- Site Inductions are recorded in the Projects’ on-line system (Damstra), checked with MSF15-7 induction assessment form and maintained in Damstra. The MSF15-6 Site Induction Form and MSR15-3 Site Induction Register have been superseded by Damstra even though a lot of the information requirements from these documents have been retained in Damstra. Specific heritage requirements for each work areas will also be raised each work day as part of the daily prestart assessment procedure and be recorded on a SEA Card (MSF22-6).

The Indigenous Heritage component of the site induction would include information on:

- Aboriginal heritage conservation areas and/or no-go zones for each construction site.
- Means of identifying Aboriginal Heritage sites and items
- The legislation and penalties for impacting Aboriginal heritage objects would be conveyed to all construction managers and personnel.

Specific site induction (workers within 50m of heritage items)

- Printed information to be distributed to all workers in close vicinity of heritage items including item impact minimisation and mitigation measures

Training of specific ISJV personnel responsible for providing inductions / toolboxes on Indigenous Heritage (and in particular the identification of indigenous heritage objects / sites) to other Project personnel will be undertaken by local indigenous training providers / groups where possible and consistent with the ISJV *Training Plan*.

Toolbox talks (delivered by specifically trained ISJV personnel as per above) will be conducted on:

- How to identify indigenous heritage objects / sites
- The type, location and measures for managing identified and unidentified heritage items.
- Familiarity with Sensitive Area maps.

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



- Reinforce and reiterate information from inductions and where procedures are amended or new procedures are introduced.

Record Toolbox Talks using MSF 15-5A Environmental Toolbox Records.

## Resources

- Signage, exclusion fencing, marker buoys;
- Archaeologist
- Heritage Specialist
- Environment Co-ordinators, Environmental Manager.

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## 12 REFERENCES AND REVISIONS

Related Documents
ISJV Management System - MSP22V Indigenous and Non-Indigenous Heritage Management Procedure
NWRL EIS Volume 1A Main Document
NWRL EIS 1A Volume 3 Technical Papers 3 and 4
NWRL EIS 2 Chapter 11 European Heritage 4
NWRL Chapter 12 Indigenous Heritage 4
North West Rail Link, SVC RFT, Design and Construction of Surface and Viaduct Civil Works, Request for Tender, Attachment 2 – Information Requirements.
North West Rail Link, SVC Project Deed, Design and Construction of Surface and Viaduct Civil Works. Exhibit A, Scope of Works and Technical Criteria, Appendix 24 – Project Plan Requirements
NWRL Aboriginal Heritage Archaeological Salvage Program – Completion Report (Kelleher Knightingale, 2014)
Archaeological assessment and research design Kellyville Station (EMM 2013)
Interim Report Completion of Kellyville Station Archaeological Excavation (EMM 2013)
Archaeological assessment and research design Swan Inn (EMM 2013)
Interim Report Completion of Swan Inn Archaeological Excavation (EMM 2013)
White Hart Inn Archaeological Excavation Report (EMM 2013)
References
NSW Heritage Council, How to prepare archival records of heritage items <a href="http://www.environment.nsw.gov.au/Heritage/publications/">http://www.environment.nsw.gov.au/Heritage/publications/</a>
NSW Heritage Council guidelines <a href="http://www.environment.nsw.gov.au/Heritage/publications/">http://www.environment.nsw.gov.au/Heritage/publications/</a>
NSW Heritage Manual (1996 and as updated)
NSW Heritage Office – State Heritage Register, accessed online at <a href="http://www.heritage.nsw.gov.au/07_subnav_02.cfm">http://www.heritage.nsw.gov.au/07_subnav_02.cfm</a>
NSW Heritage branch - How to Prepare Archival Records of Heritage Items (1998;
NSW Heritage branch - Photographic Recording of Heritage Items Using Film or Digital Capture (2006)

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## Revision, Control & Amendment

Review of this Plan will be undertaken in accordance with section 6.5 of the CEMP and any revisions to this Plan will be made as required in section 4.2.3 of the CEMP and in accordance with MSP18 'Document and Data Control'. The Environmental Manager will review outstanding issues and comments provided by the ER, IC, Principal's Representative or authorities and address these either:

- in time to be endorsed by the IC and reviewed by the Principal's Representative prior to commencement of any related activities or work; or
- at the next Management Review of the plan as outlined in the Project Management Plan.

### 13 INCIDENT PLANNING AND RESPONSE

Incident Planning & Response			
<p>Environmental incidents will be reported immediately as per ISJV's SVC Incident Management Procedure (MSP42B) to a Site Supervisor who will contact either the Project Manager, or Environmental Manager. All incidents will be investigated and appropriate actions taken to address the issue.</p> <p>Incidents will be reported to the ER, DP&amp;E, and TfNSW, as per the SVC Environmental Incident Management Procedure.</p> <p>Unexpected heritage finds will be managed in accordance with Appendix 8.</p> <p>Potential heritage related incidents that could arise during the works include the following:</p>			
No.	Situation	Response	Responsibility
1	Aboriginal heritage item found during excavation.	Cease works and stabilise the area within 20m of excavation, under the direction of the Environmental Manager or Site Superintendent. The Environmental Manager is to follow the procedure for unexpected finds in Appendix 8 and complete the form MSF22V-1 Heritage Stop Work/Permission to Proceed Form. See Figure 13 1.	SS / EM
2	European heritage item found during excavation.	Cease works and stabilise the area within 20m of excavation, under the direction of the Environmental Manager or Site Superintendent. The Environmental Manager is to follow the procedure for unexpected finds in Appendix 8 and complete the form MSF22V-1 Heritage Stop Work/Permission to Proceed Form. See Figure 13 1.	SS / EM
3	Human remains found during excavation	Cease works and stabilise the area within 20m of excavation, under the direction of the Environmental Manager or Site Superintendent. The Environmental Manager is to follow the procedure for unexpected finds in Appendix 8 and complete the form MSF22V-1 Heritage Stop Work/Permission to Proceed Form. See Figure 13 2.	SS / EM
<b>Responsibility Key:</b> EM – Environment Manager, CM – Construction Manager, CSM – Community and Stakeholder Manager, EC – Environment Co-ordinator, SS-Site Supervisor			

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works

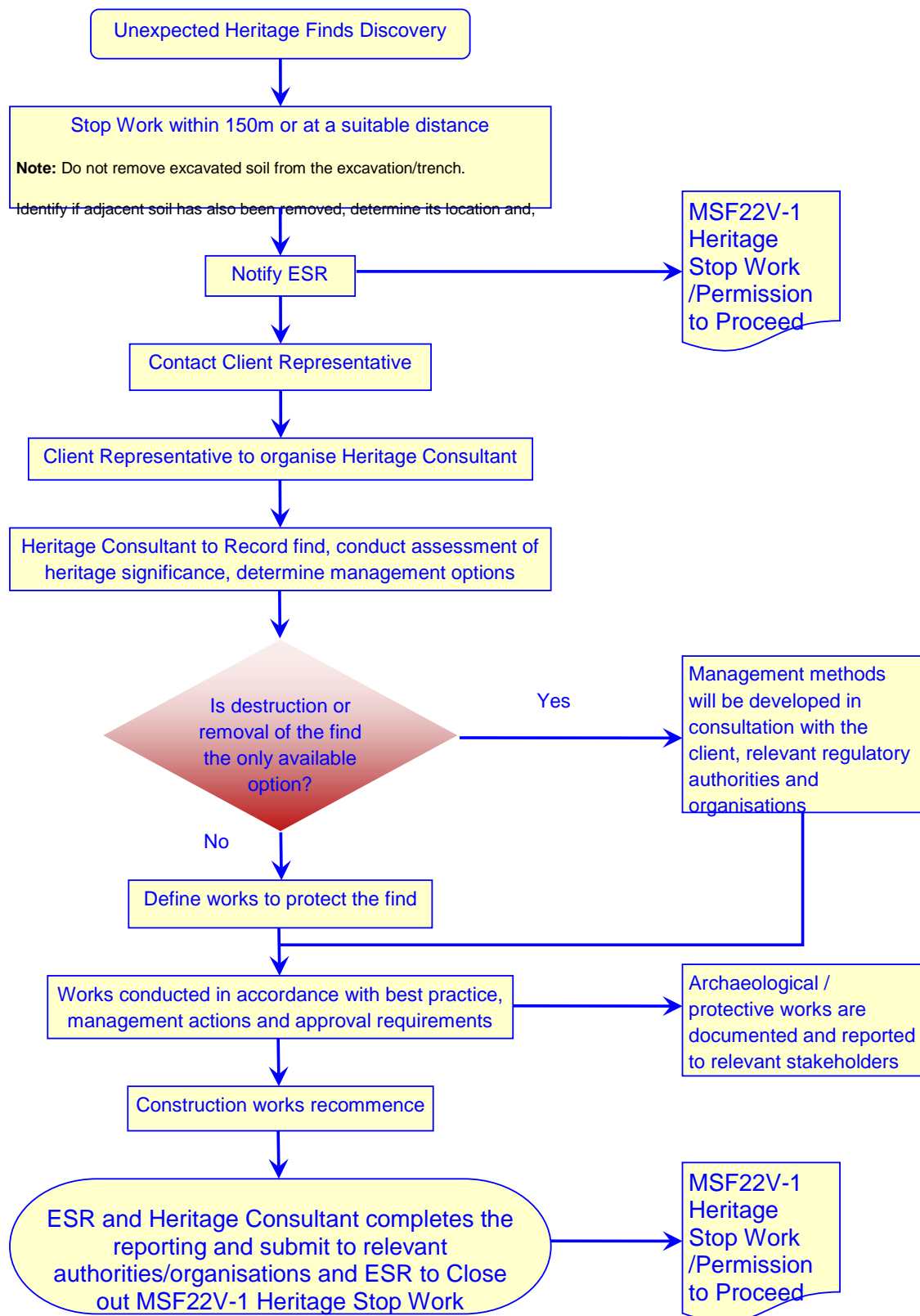


Figure 13-1; Unexpected Heritage Finds Flowchart

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works

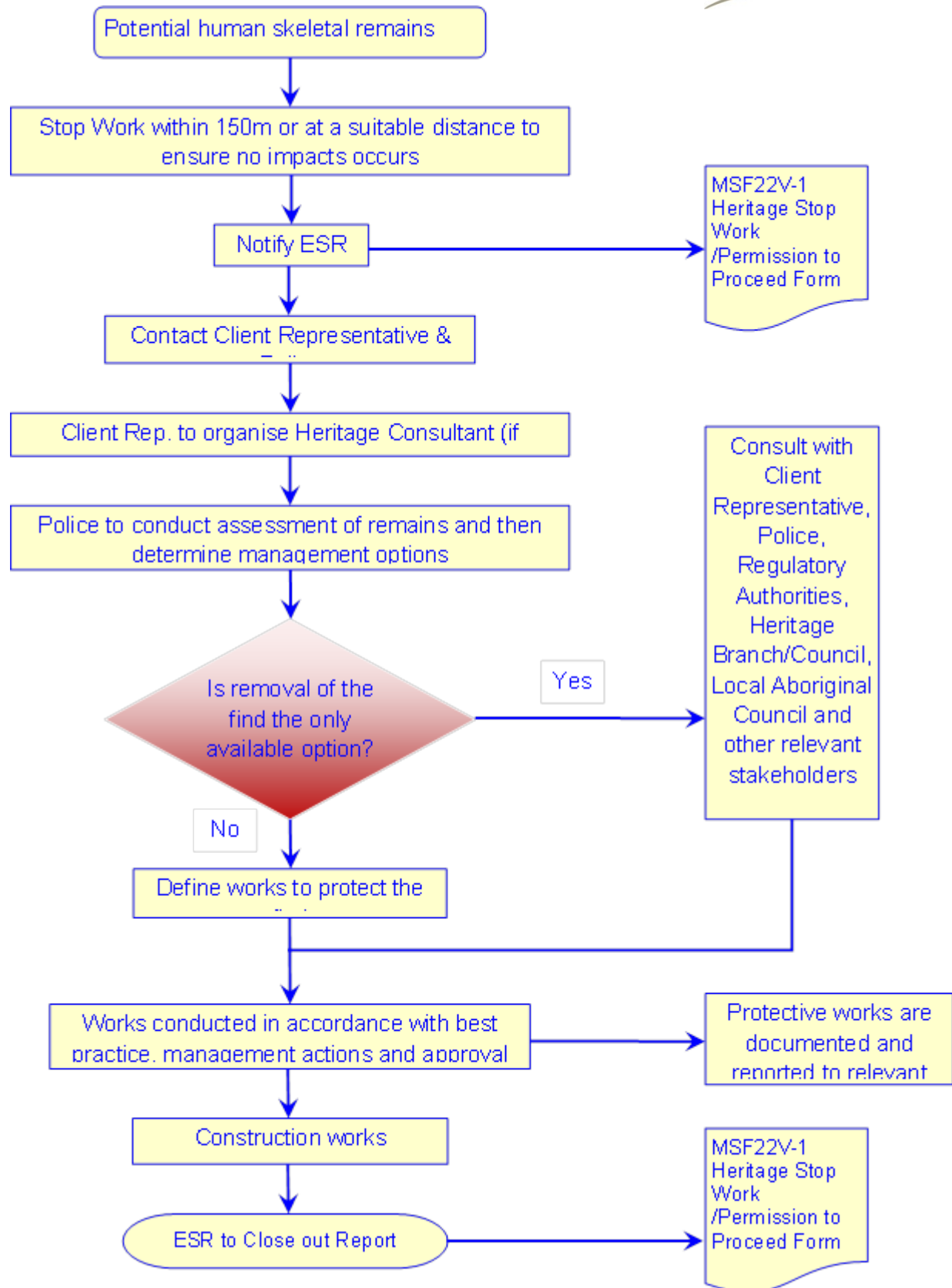


Figure 13-2: Human Skeletal Remains Find Flowchart



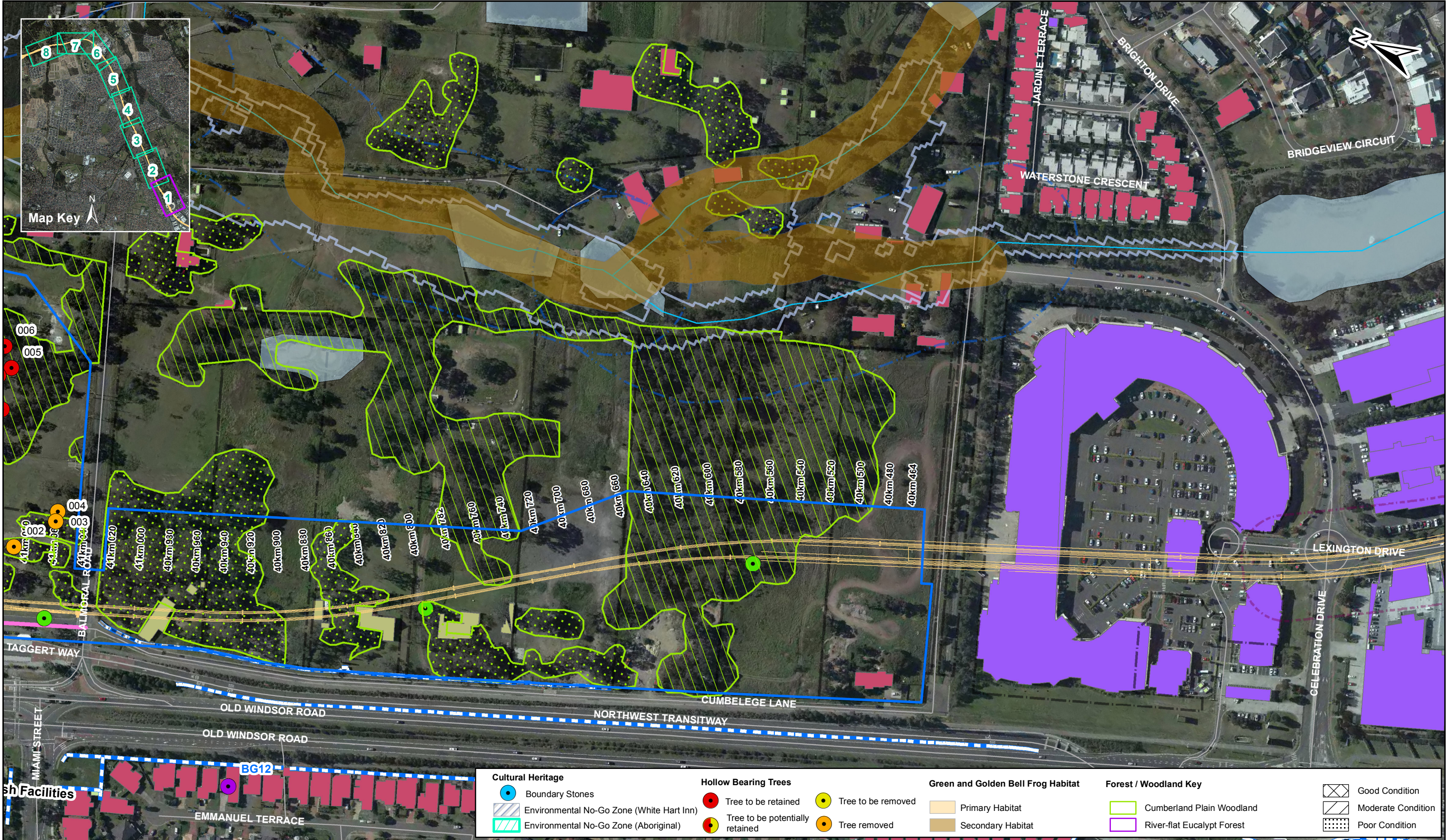
# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works




## APPENDIX 1 - SENSITIVE AREA MAPS





B	01/04/14	TP	Updated hollow bearing trees to be retained and surface water monitoring locations	DM	TA
A	01/04/14	BH	Draft Issue for comment	CHK	APD
REV	DATE	BY	DESCRIPTION	CHK	APD
DRAWING STATUS:					



**Surface Water Monitoring**

- Downstream
- Upstream
- Piezo Sample Location
- Flood Modelling: 20 Year
- River / Creek
- Second Ponds Crk 50m buffer
- Riparian Buffer
- Water body

**Hollow Bearing Trees**

- Tree to be retained
- Tree to be potentially retained
- Tree to be removed
- Tree removed

**Buildings and Use**

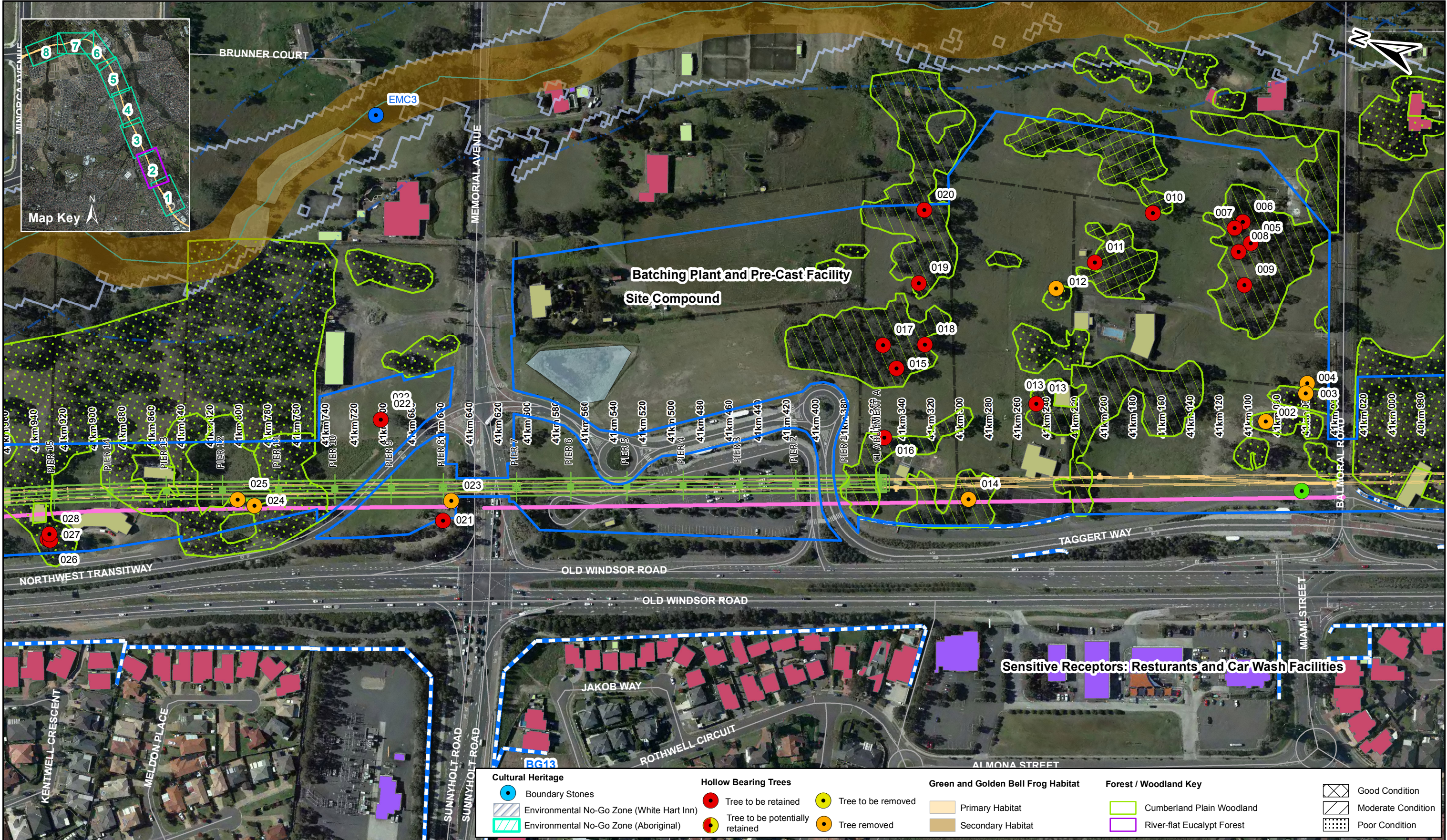
- Residential
- Shed / Carport / Garage
- Commerical
- School
- Building Identified for Acquisition

**Other**


- EIS Noise Monitoring Location
- Existing Noise Barrier / Fence
- Haulage Road
- Concept Alignment: EIS2Sub
- Project Boundary
- No-Go Zone
- Sydney Water Stages 1 & 2
- Sydney Water Land
- Rail Tunnel Corridor
- Terry Road storage area
- Demolition Register

CLIENT: <b>Impregilo Salini Joint Venture</b>	DESIGN-DRAWN: TP	DATE: September 2015
PROJECT: North West Rail Link Surface and Viaducts Civil Works Site 9: Celebration to Balmoral	SCALE: 1:2,500 @ A3 0 10 20 40 60 80 100 Metres	
TITLE: Concept alignment (EIS2Sub) dated 13 October 2010, Sensitive Layers	DRAWING No: <b>FIGURE 1</b>	REV: H





B	01/04/14	TP	Updated hollow bearing trees to be retained and surface water monitoring locations	DM	TA
A	01/04/14	BH	Draft Issue for comment	CHK	APD
REV	DATE	BY	DESCRIPTION	CHK	APD
DRAWING STATUS:					



**Surface Water Monitoring**

- Downstream
- Upstream
- Piezo Sample Location
- Flood Modelling: 20 Year
- River / Creek
- Second Ponds Crk 50m buffer
- Riparian Buffer
- Water body

**Hollow Bearing Trees**

- Tree to be retained
- Tree to be potentially retained
- Tree to be removed
- Tree removed

**EIS Noise Monitoring Location**

- Existing Noise Barrier / Fence
- Haulage Road
- Concept Alignment: EIS2Sub
- Project Boundary
- No-Go Zone
- Sydney Water Stages 1 & 2
- Sydney Water Land
- Rail Tunnel Corridor

**Buildings and Use**

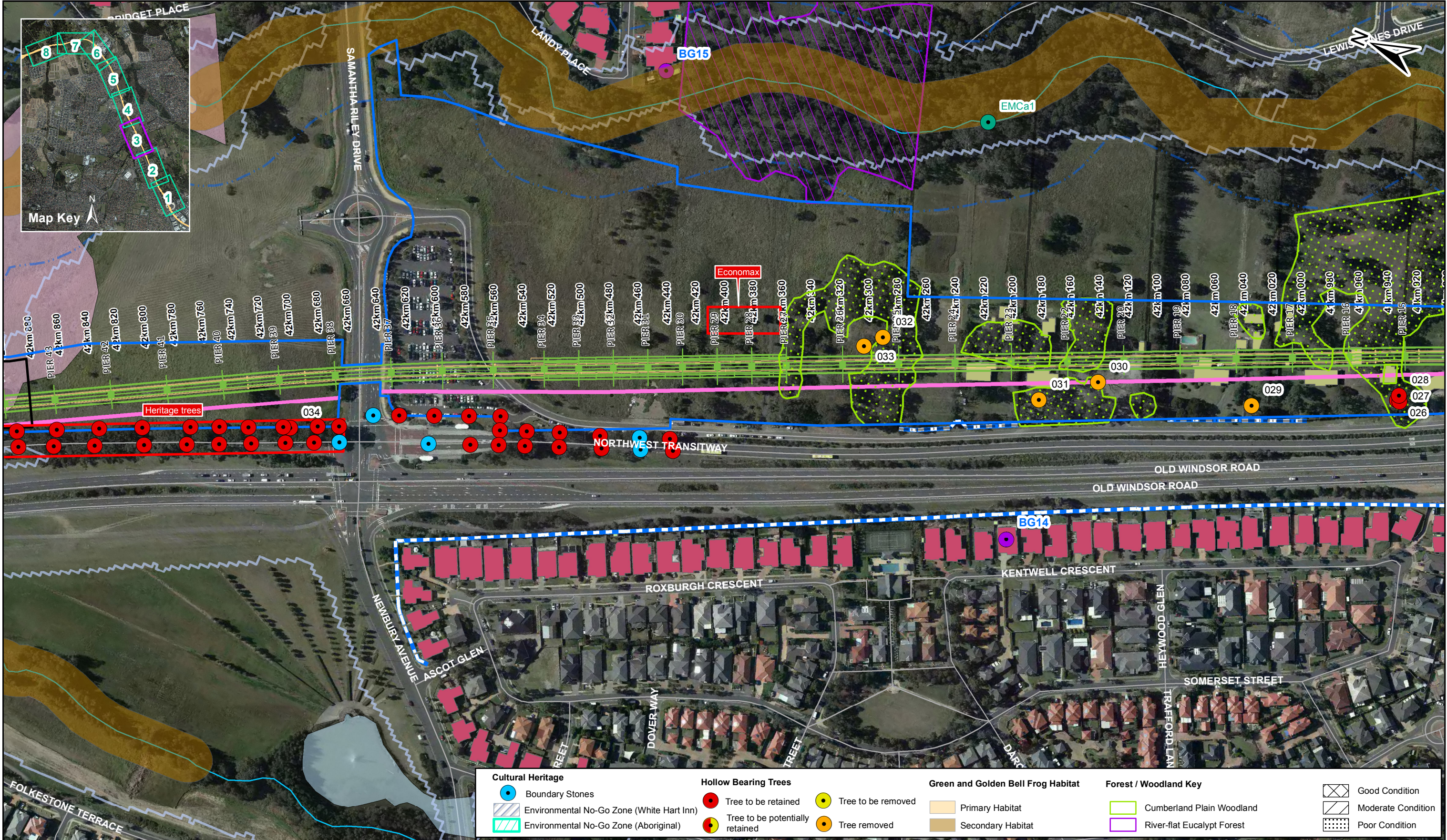
- Residential
- Shed / Carport / Garage
- Commercial
- School
- Building Identified for Acquisition

**Terry Road storage area**


- Demolition Register

CLIENT: <b>Impregilo Salini Joint Venture</b>	DESIGN-DRAWN: <b>TP</b>	DATE: <b>September 2015</b>
PROJECT: <b>North West Rail Link Surface and Viaducts Civil Works Site 9/10: Balmoral to Memorial</b>	SCALE: 1:2,500 @ A3 0 10 20 40 60 80 100 Metres	
TITLE: <b>Concept alignment (EIS2Sub) dated 13 October 2010, Sensitive Layers</b>	DRAWING No: <b>FIGURE 2</b>	REV: <b>H</b>





B	01/04/14	TP	Updated hollow bearing trees to be retained and surface water monitoring locations	DM	TA
A	01/04/14	BH	Draft Issue for comment	CHK	APD
REV	DATE	BY	DESCRIPTION	CHK	APD
DRAWING STATUS:					



**Surface Water Monitoring**

- Downstream
- Upstream
- Piezo Sample Location
- Flood Modelling: 20 Year
- River / Creek
- Second Ponds Crk 50m buffer
- Riparian Buffer
- Water body

**EIS Noise Monitoring Location**

- Existing Noise Barrier / Fence
- Haulage Road
- Concept Alignment: EIS2Sub
- Project Boundary
- No-Go Zone
- Sydney Water Stages 1 & 2
- Sydney Water Land
- Rail Tunnel Corridor

**Buildings and Use**

- Residential
- Shed / Carport / Garage
- Commercial
- School
- Building Identified for Acquisition

**Terry Road storage area**

- Demolition Register

CLIENT: Impregilo Salini Joint Venture	DESIGN-DRAWN: TP	DATE: September 2015
PROJECT: North West Rail Link Surface and Viaducts Civil Works Site 11: Kellyville	SCALE: 1:2,500 @ A3 0 10 20 40 60 80 100 Metres	
TITLE: Concept alignment (EIS2Sub) dated 13 October 2010, Sensitive Layers	DRAWING No: FIGURE 3	REV: H













B	01/04/14	TP	Updated hollow bearing trees to be retained and surface water monitoring locations	DM	TA
A	01/04/14	BH	Draft Issue for comment	CHK	APD
REV	DATE	BY	DESCRIPTION	CHK	APD
DRAWING STATUS:					

**Surface Water Monitoring**

- Downstream
- Upstream
- Piezo Sample Location
- Flood Modelling: 20 Year
- River / Creek
- Second Ponds Crk 50m buffer
- Riparian Buffer
- Water body

**Hollow Bearing Trees**

- Tree to be retained
- Tree to be potentially retained
- Tree to be removed
- Tree removed

**EIS Noise Monitoring Location**

- Existing Noise Barrier / Fence
- Haulage Road
- Concept Alignment: EIS2Sub
- Project Boundary
- No-Go Zone
- Sydney Water Stages 1 & 2
- Sydney Water Land
- Rail Tunnel Corridor

**Terry Road storage area**

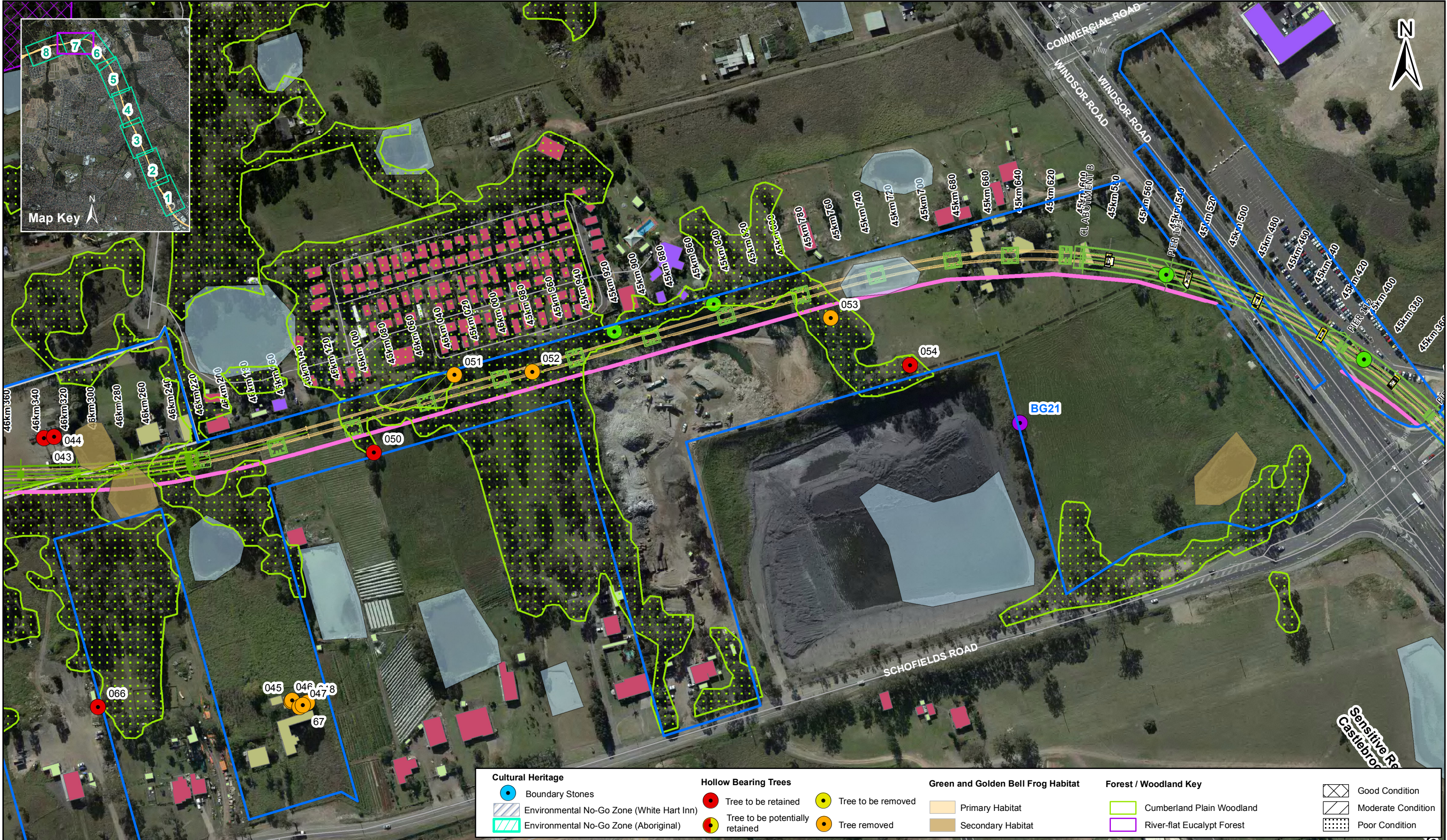
- Demolition Register

**Buildings and Use**


- Residential
- Shed / Carport / Garage
- Commerical
- School
- Building Identified for Acquisition

CLIENT: Impregilo Salini Joint Venture	DESIGN-DRAWN: TP	DATE: September 2015
PROJECT: North West Rail Link Surface and Viaducts Civil Works Site 14: Rouse Hill	SCALE: 1:2,500 @ A3 0 10 20 40 60 80 100 Metres	
TITLE: Concept alignment (EIS2Sub) dated 13 October 2010, Sensitive Layers	DRAWING No: FIGURE 6	REV: H





B	01/04/14	TP	Updated hollow bearing trees to be retained and surface water monitoring locations	DM	TA
A	01/04/14	BH	Draft Issue for comment	CHK	APD
REV	DATE	BY	DESCRIPTION	CHK	APD
DRAWING STATUS:					



**Surface Water Monitoring**

- Downstream
- Upstream
- Piezo Sample Location
- Flood Modelling: 20 Year
- River / Creek
- Second Ponds Crk 50m buffer
- Riparian Buffer
- Water body

**Hollow Bearing Trees**

- Tree to be retained
- Tree to be potentially retained
- Tree to be removed
- Tree removed

**EIS Noise Monitoring Location**

- Existing Noise Barrier / Fence
- Haulage Road
- Concept Alignment: EIS2Sub
- Project Boundary
- No-Go Zone
- Sydney Water Stages 1 & 2
- Sydney Water Land
- Rail Tunnel Corridor

**Terry Road storage area**

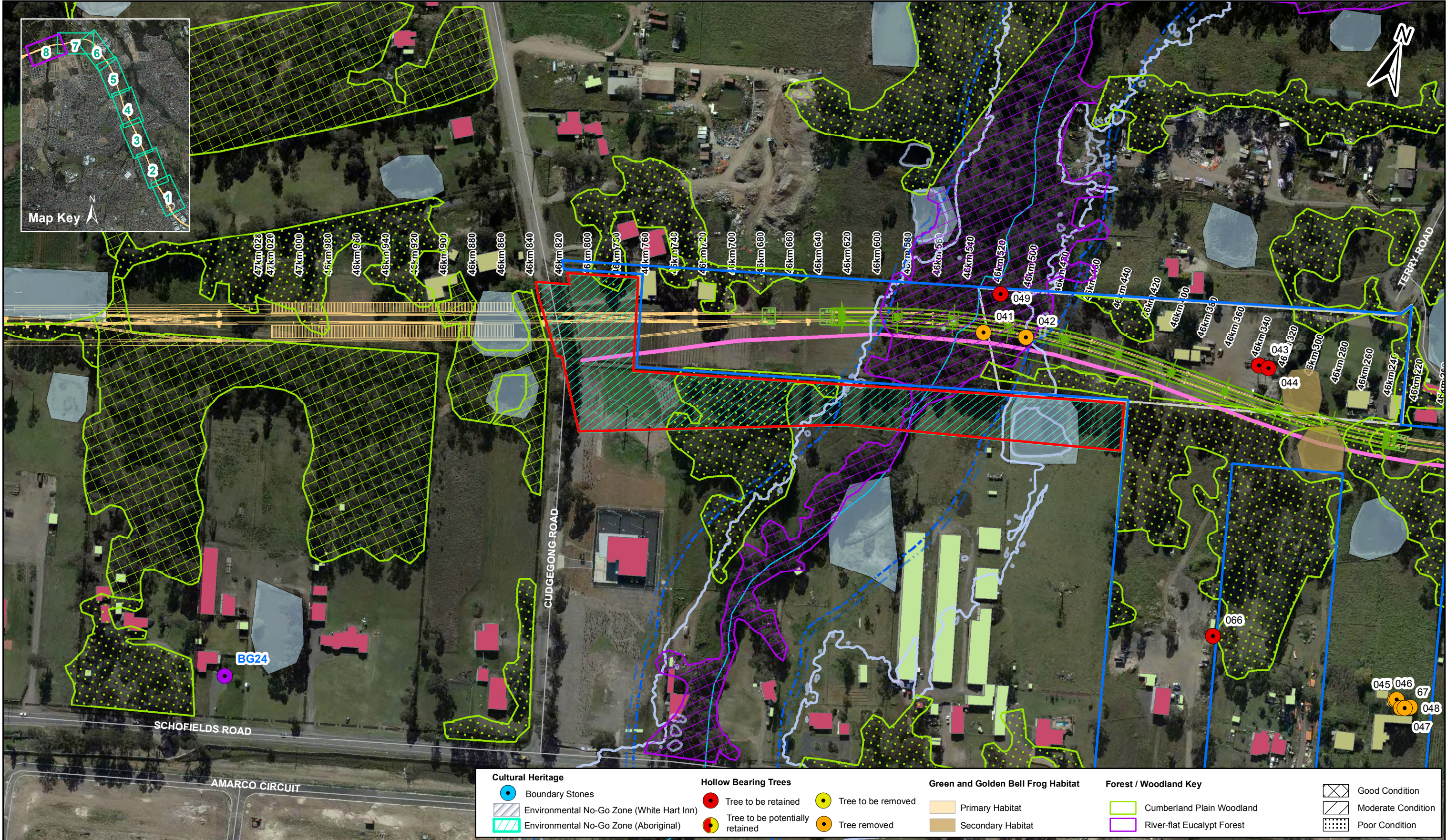
- Demolition Register

**Buildings and Use**


- Residential
- Shed / Carport / Garage
- Commercial
- School
- Building Identified for Acquisition

CLIENT: Impregilo Salini Joint Venture	DESIGN-DRAWN: TP	DATE: September 2015
PROJECT: North West Rail Link Surface and Viaducts Civil Works Site 15: Windsor Rd Viaduct	SCALE: 1:2,500 @ A3 0 10 20 40 60 80 100 Metres	
TITLE: Concept alignment (EIS2Sub) dated 13 October 2010, Sensitive Layers	DRAWING No: FIGURE 7	REV: H





B	01/04/14	TP	Updated hollow bearing trees to be retained and surface water monitoring locations	DM	TA
A	01/04/14	BH	Draft Issue for comment	CHK	APD
REV	DATE	BY	DESCRIPTION	CHK	APD
DRAWING STATUS:					



**Surface Water Monitoring**

- Downstream
- Upstream
- Piezo Sample Location
- Flood Modelling: 20 Year
- River / Creek
- Second Ponds Crk 50m buffer
- Riparian Buffer
- Water body

**Hollow Bearing Trees**

- Tree to be retained
- Tree to be potentially retained
- Tree to be removed
- Tree removed

**EIS Noise Monitoring Location**

- EIS Noise Monitoring Location

**Existing Noise Barrier / Fence**

- Existing Noise Barrier / Fence

**Haulage Road**

- Haulage Road

**Concept Alignment: EIS2Sub**

- Concept Alignment: EIS2Sub

**Project Boundary**

- Project Boundary

**No-Go Zone**

- No-Go Zone

**Sydney Water Stages 1 & 2**

- Sydney Water Stages 1 & 2

**Sydney Water Land**

- Sydney Water Land

**Rail Tunnel Corridor**

- Rail Tunnel Corridor

**Terry Road storage area**

- Terry Road storage area

**Demolition Register**

- Demolition Register

**Buildings and Use**

- Residential
- Shed / Carport / Garage
- Commerical
- School
- Building Identified for Acquisition

CLIENT: Impregilo Salini Joint Venture	DESIGN-DRAWN: TP	DATE: September 2015
PROJECT: North West Rail Link Surface and Viaducts Civil Works Site 16: WR Via to Cudgegong Rd	SCALE: 1:2,500 @ A3 0 10 20 40 60 80 100 Metres	
TITLE: Concept alignment (EIS2Sub) dated 13 October 2010, Sensitive Layers	DRAWING No: FIGURE 8	REV: H



## APPENDIX 2 - PROCEDURES FOR UNDERTAKING RECORDINGS OF HERITAGE ITEMS

# **HERITAGE INFORMATION SERIES**

## **HOW TO PREPARE ARCHIVAL RECORDS OF HERITAGE ITEMS**

## ACKNOWLEDGMENT

This document is partially based on a draft publication, *Recording Places of Cultural Significance* (1991), prepared for the Department of Planning by Meredith Walker & Associates with the financial support of the Heritage Assistance Program.

## DISCLAIMER

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Front cover graphics:

Aboriginal hand stencils, South Coast. *Photograph courtesy of National Parks and Wildlife Service*

Interior of Belltrees shearing shed, built near Scone in NSW in 1879 by architect J. Horbury Hunt.

Artefacts from the site of first Government House Archaeology Collection. *Photograph courtesy of Museum of Sydney on the site of first Government House*

Grose Valley, Blue Mountains, NSW. *Photograph courtesy of NSW National Parks and Wildlife Service*

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Australia Square, Sydney

Entrance to the central temple, Sze Yup Temple, Glebe. *Photograph by Karl Zhao*

Lands Department Building, Sydney

The bow of iron steamer, *Merimbula*, wrecked near Currarong in 1928. *Photograph by David Nutley*

Snowy Mountains Scheme. *Photograph courtesy of the Snowy Mountains Hydro-electric Authority*

St Mark's Anglican Church, Darling Point, Sydney. *Photograph by Stuart Humphreys*

Belltrees Shearing Shed, near Scone, NSW.

Detail from the crypt floor of St Mary's Cathedral, Sydney. *Photograph courtesy of St Mary's Cathedral*

## **CONTENTS**

	<b>PAGE</b>
1. INTRODUCTION	1
2. WHEN ARE RECORDS PREPARED?	1
3. WHO WILL USE THE ARCHIVAL RECORD?	2
4. WHAT TYPE OF RECORD IS APPROPRIATE?	3
5. PREPARING THE ARCHIVAL RECORD YOURSELF	3
6. HOW TO ENGAGE A CONSULTANT TO PREPARE AN ARCHIVAL RECORD	4
7. PREPARATION FOR ARCHIVAL RECORDING	5
8. TYPES OF ARCHIVAL RECORDINGS	8
9. COLLATING AND STORING THE ARCHIVAL RECORD	13
10. USEFUL REFERENCES	15
11. MINIMUM REQUIREMENTS FOR ARCHIVAL RECORDING	17

## **SCHEDULES**

A. ITEMS OF LOCAL HERITAGE SIGNIFICANCE	17
B. ITEMS OF REGIONAL HERITAGE SIGNIFICANCE	18
C. ITEMS OF STATE HERITAGE SIGNIFICANCE	19
D. ITEMS INVOLVING HISTORICAL ARCHAEOLOGICAL EVIDENCE	20
E. ITEMS INVOLVING INDUSTRIAL ARCHAEOLOGICAL EVIDENCE	21
F. ITEMS INVOLVING UNDERWATER ARCHAEOLOGICAL EVIDENCE	22
G. ITEMS INVOLVING EVIDENCE OF SIGNIFICANT SOCIAL CUSTOMS	23
H. ITEMS INVOLVING SIGNIFICANT CULTURAL LANDSCAPES	24

## **EXAMPLES OF ARCHIVAL RECORDS**



## **INTRODUCTION**

Heritage items can be landscapes, places, works, buildings, movable objects or relics of architectural, archaeological, aesthetic, social, cultural, technical, scientific or natural heritage significance.

Archival records are made of heritage items as a way of contributing to our understanding and appreciation of our culture. They record for the future the environment, aesthetics, technical skills and customs associated with the creation and use of heritage items before they are lost, either by progressive changes or the ravages of time.

These guidelines provide an outline of some of the issues related to heritage recording. For more details refer to the publications listed in Section 10 of this document.

For information on recording items of Aboriginal or natural heritage significance contact the National Parks and Wildlife Service.

## **2 WHEN ARE RECORDS PREPARED?**

Records are usually prepared:

- when establishing the heritage significance of the item;
- before making decisions on the management of the item (e.g. when preparing a conservation plan);
- when developing or carrying out a maintenance and monitoring program for the item (e.g. for annual maintenance inspections);
- before and during work to the item (e.g. alterations and additions);
- before full or partial demolition of the item or relocation of objects or collections;
- before and during archaeological investigations.

If you propose to carry out work on a heritage item, one of your first steps should be to research existing archival material on the item and to create a new archival record of the item in its current state. The record will add to your understanding of the heritage item and its significance as part of the conservation and management process.

Sometimes archival records are required by authorities such as local councils or the Heritage Council as part of a conditional approval for work to be carried out on a heritage item. The amount and type of record required will usually depend on the degree of significance of the item.

## **Emergency Recording**

In some cases, especially where a life-threatening situation has arisen, there may be little time available to carry out a thorough recording process. An emergency black-and-white photographic record of the item should be made. Make sure that the photographer can do the work with the permission of the item's owner or occupier and without risk to life and limb. In the case of a movable item its context should also be recorded on a site plan or floor plan as well as its historic association with a person and place.

Even in these special circumstances it is important that a schedule of the subject and location of each photographic frame is also drawn up (see Section 8 of these guidelines). The photographic record should also be collated with any other archival material on the item, using the process described in Section 9.

## **3 WHO WILL USE THE ARCHIVAL RECORD?**

Archival records of heritage items are consulted by people who need information on the culture of previous generations. They include:

- heritage professionals researching the history of an organisation, place, object or community;
- interested members of the general public researching the history of their ancestors or local area;
- in the case of movable heritage items, heritage professionals or a community wanting to reinstate items in a heritage place or return them to a person or community.

The researcher will be interested not just in the physical appearance of the heritage item at the time of the recording, but also in:

- evidence of changes in the item over time revealed by its fabric;
- a sense of the scale of internal and external spaces;
- evidence of significant finishes and furnishings;
- evidence of how the item was used by owners or occupiers;
- information on relationships to people and place and history of ownership; and
- evidence of floor plans, site plans and spatial relationships.



## **4 WHAT TYPE OF RECORD IS APPROPRIATE?**

The archival record will vary according to the type of heritage item and the reasons for its preparation. For example, the record for an historic shipwreck will differ in type and technique from that for a cultural landscape.

A photographic record which refers back to base plans for the location of the photograph will always be necessary. In some cases this may be a sufficient level of recording. In other cases a combination of drawings and photographs can be considered.

For very significant items or structures, or items which include rare design or construction details, measured technical drawings will usually be required.

If a place demonstrates a rare industrial or social process you should consider carrying out a film or video recording, preferably while the site is in use. A written and/or diagrammatic description of the processes should be a minimum requirement for the recording of these complex sites.

Oral histories of people who have been associated with the heritage item are a valuable way of recording social and industrial history.

The different methods of producing archival records are discussed in Section 8. The recommended minimum requirements for archival recording for different degrees of significance and types of heritage item are listed in Section 11.

## **5 PREPARING THE ARCHIVAL RECORD YOURSELF**

Archival records of some heritage items (particularly those of local significance) may be prepared by the item's owner, or by a non-professional, providing the standards outlined in these guidelines can be met. It is an advantage if you are experienced in using a 35mm camera and understand technical drawings, but these are not essential requirements.

It is most important to plan your approach and carefully calculate the number and type of photographs and drawings which may be required to record the item.

## **6 HOW TO ENGAGE A CONSULTANT TO PREPARE AN ARCHIVAL RECORD**

Archival records for items of regional and State heritage significance should ideally be prepared by experienced heritage consultants. They have the experience to decide which aspects of the item should be recorded. They also interpret the fabric of the item during the recording process. This adds to our understanding of its heritage significance.

Use these guidelines to decide on a level of recording that is appropriate to the heritage item and to prepare a consultant's brief.

The brief should include, as a minimum:

- a statement about the heritage significance of the item
- the reasons for the record
- access requirements
- insurance issues
- the type of record required
- the size, type and number of copies of drawings and photographs required
- the number of copies of the recording "report" required
- where the copies of the record will be kept.

Consult the NSW Heritage Office for advice on suitable consultants for the recording task proposed.

### **Specialist Advice**

Depending on the type and significance of the heritage item you are recording, you may need specialist advice to assist you in deciding on an appropriate recording method or in carrying out some of the recording for you.

The disciplines you may require advice on include photography, architecture, landscape architecture, engineering, historical archaeology, industrial archaeology, maritime archaeology, history and film/video recording. If you do decide to engage a specialist, make sure they have experience in the recording of heritage items.

Contact the NSW Heritage Office for advice on suitable specialists.

## **7 PREPARATION FOR ARCHIVAL RECORDING**

Before commencing work it is important that you know:

- who is the owner of the heritage item
- why you are making the record
- who wants the record
- where the record will be stored.

Make sure you have the owner's consent to enter the site for the recording. If the owner is not the occupier, or if the item is a construction site, make arrangements for access with the people on the site.

Check whether you need insurance cover, especially if the site is hazardous.

Find out what records, drawings and photographs of the item already exist and obtain copies if they will help you in your task. Produce an inventory of these records, drawings and photographs and their location.

### **Archival Research and Preparation of an Outline History**

Part of your record should include earlier drawings and photographs of the item (if they exist), or at least a schedule of this material and where it can be found.

Researching historical material will also help your understanding of the development of the heritage item. Use the following sources of documentary records and photographs for your research:

- personal or business records of the site occupants
- local history collection at the local library
- local historical society or museum
- archive editions of the local paper
- early photographs, maps and surveys - the major repositories are the NSW State Archives, the State Library, Department of Conservation & Land Management, Land Titles Office and Sydney Water Board.

When you have completed the research phase, prepare an outline history of the heritage item and the associated sites, structures and events.

Update a set of base plans with annotations and hatching to show the development of the item over time.

## **Prepare a Preliminary Statement of Heritage Significance**

In order to establish the heritage significance of the item you should look at the following sources of information:

- the archival material referred to above
- the local history collection at your public library
- any heritage studies carried out by your local council
- any studies or conservation plans carried out by owners or managers of the heritage item
- the Register of the National Trust of Australia (NSW)
- the Register of the National Estate (Australian Heritage Commission) and the public register, Heritage Branch, Department of Planning.

Following the preparation of the archival record involving an investigation of the fabric of the building, you may wish to amend your preliminary statement of heritage significance.

## **Decide on an Approach and Organise Resources**

Prepare a logical and appropriate approach for on-site recording. You may choose to start with the large scale, moving by stages to the particular. For example, you could start with the general relationships of different buildings in a group, then move on to individual buildings or objects, then to details such as architectural hardware. Alternatively, you may take a north, south, east, west approach.

Once you have decided on your recording methods make sure you have adequate resources and tools for the task. A checklist of the equipment you may need is provided below.

It is sometimes possible for one person to undertake a survey and recording task, but it is much easier and more efficient to use two or three people. Two people are also preferable for safety reasons. For underwater surveys a minimum of three people is required.

If you are recording during work on site, make arrangements with the contractor in charge of the site to visit during crucial phases of the work, particularly the "opening up" of the building fabric.

## **Base Plans and Cross Referencing**

Prepare diagrammatic base plans of the heritage item, including a site plan and a system for cross-referencing further drawings, documents and photographs. Use a north point.

Cross-referencing usually involves labelling spaces and elements within space. (A photograph of door hardware on the third door in the living room, for example, could be labelled D3/Room L.)

Make several copies of the base plans for use in research and for on-site recording.

The base plans can be drafted technical drawings to a metric scale, free-hand sketches, or somewhere in between depending on the purpose. A minimum requirement is that they are easy to read.

## **A Recording Checklist** (this list is indicative only)

- Insurance cover
- A letter of authorisation
- Base plans with cross-referencing systems
- Protective clothing
- Hard hat
- Torches or portable lights
- Ladder
- An A3 sized drawing board or a clipboard
- Paper, pencils and an eraser
- Chalk (to mark measuring points)
- 30m tapes
- Steel hand tapes (3m or 5m with wide blade for rigidity)
- Hammer and nails (to anchor tapes)
- Profile gauge or comb (to copy mouldings)
- Level/angle gauge
- Knife or scalpel (e.g. to obtain paint scrapes of samples of other finishes)
- Hand brush
- Plumb bob or surveying equipment
- Photographic equipment (including tripod and flash)
- Film or video equipment
- Hand-held or portable tape recorder for site notes or oral histories
- Australian or British standard paint charts for identifying the colour of finishes
- Plastic envelopes for samples
- First aid kit

## 8 TYPES OF ARCHIVAL RECORDINGS

The most common types of processes that are used to record heritage items are discussed briefly below. For more detailed information refer to Section 10 of this document for useful references.

For minimum recording standards for heritage items of local, regional or State significance or for items with particular attributes such as industrial archaeology or cultural landscapes refer to Section 11 of this document.

### Photographic Recording

Negatives and proof sheets of black and white photographs in 35mm and medium format are required for archival storage. Colour slides are more stable than colour prints and are valuable for recording general views, colour schemes and the more important details.

A photographic record of the appearance of the item should include the following as a minimum:

- overall views from different angles, both close-up and showing its relationship to its surroundings;
- views of each exterior and interior elevation;
- significant details.

Photographs can be used to show any alterations which have been made over time, or repair techniques used. Displaced material known to exist elsewhere and relating to the site can be photographed and included in the record. Photographs can be used to record technical or other drawings and old photographs which cannot be copied by other means.

It may sometimes be useful to include a scale rod, particularly for an archaeological excavation.

All photographs should be dated, mounted and catalogued and should have descriptive captions. Because of the large number of shots usually required for an archival record, it is not practical to store prints. Instead, two sets of proof sheets should accompany the negatives, so that prints can be ordered as required. The proof sheets and any prints should be cross-referenced to the negatives. Negatives, proofs and prints should be kept in waxed paper envelopes, not in plastic folders.

For technical information refer to the NSW Heritage Office publication, *Guidelines for Photographic Recording of Heritage Sites, Buildings, Structures and Movable Items*. Also refer to pages 17, 18 and 19 for further photographic advice.

## Measured Drawings

Measured drawings depict the existing features which contribute to the heritage significance of buildings, structures or objects. Measured drawings should be easy to read and suitable for reproduction. Refer to Australian Standard AS 1100 Technical Drawing, Part 301 and Supplement 1, Architectural Drawing, for a guide to suitable graphics.

Use archival standard stationary and ink. Papers or drafting film should be acid-free and stable.

Measured drawings should be cross-referenced to each other, clearly titled and show scale, orientation and date of execution. The drawings can also be annotated or hatched to reveal more about the heritage significance of the site or object (e.g. to differentiate between dates of construction, materials and finishes and vegetation types).

Record to the same standard all major fixtures such as machinery and building services. In some cases an indication of furniture layouts or other movable objects are useful, particular when the items are part of in situ collections. For industrial sites, recording the position, relationship and function of all fixtures, machinery and services is particularly important. Remember to include makers' names, model numbers, etc.

For further information refer to *Measure for Measure: A Practical Guide for Recording Buildings and Landscapes*, published by the RAIA in 1990.

A typical measured drawing package for a built structure would include:

- location plan
- site plan (1:500 or 1:200)
- floor plan/s (1:100 or 1:50)
- roof plan/s (1:100 or 1:50)
- elevations and sections (1:100 or 1:50)
- ceiling and joinery details (1:20 or 1:10) (e.g. cornice, verandah post, skirtings, etc.)
- other significant details (rainwater heads, construction joints etc.) (1:20 or 1:10)
- machinery and services details (e.g. drainage, lineshafts).

## **Photogrammetry**

Photogrammetry involves highly specialised stereophotogrammetric equipment used by skilled practitioners to produce measured drawings of great accuracy. Due to its cost it is only practical for recording complex or inaccessible structures, such as ornate facades over one storey high or submerged shipwrecks.

Photogrammetry is a two-step process, involving on-site photography with a "metric" camera with accurately calibrated lenses and then a plotting process using photogrammetric plotting equipment in the surveyor's office. If funds are limited it may be acceptable to deposit photogrammetric negatives in an archive until the "measured drawings" are required.

## **Recording on Film or Video**

A carefully planned tour with a film or video camera, accompanied by a written or spoken narrative account, can convey a comprehensive understanding of a site or building.

This is particularly relevant for recording industrial or manufacturing processes or furnishings and finishes which contribute to the heritage significance of the site, especially where the processes are to cease and/or the structures are to be demolished.

Film stock is more archivally stable than video tape. It is best to employ professionals to carry out film or video recording. Prepare a concise brief clearly stating the heritage features or processes which you wish to capture.

## **Recording during Work on the Heritage Item**

A great deal of archival information can be gained from recording work in progress during partial or complete demolition of a heritage item. This can include:

- uncovering original finishes
- determining positions of earlier openings
- profiles of earlier structures.

For simple or less significant structures, it should be sufficient to produce a photographic recording with notes and cross-referencing to base plans. For significant or complex sites, a conservation specialist should supplement the photographic recording with measured drawings.

Information recorded in this way is particularly useful where the heritage item is to be restored or reconstructed to an earlier state. It is also useful in reviewing the heritage significance of the item.



## **Samples of Materials and Finishes**

Where work is to be done to a heritage item or where it is to be partially or fully demolished, it may be appropriate to catalogue a series of surface finishes, such as wallpapers and floor coverings. Many historic buildings have several layers of such finishes which can be recorded. For very significant items a materials conservator should be employed.

The accurate recording of earlier paint finishes is a complex task. Seek professional advice from an historical archaeologist, heritage architect, materials conservator or specialist tradesperson.

When taking samples of materials or finishes always place them in separate containers or plastic bags and clearly label them with their original location.

## **Catalogue or Inventory of Significant Items**

Individual items which are part of a heritage item may make an important contribution to the heritage significance of the item, or they may be of heritage significance in their own right. They may include fixed items such as wall paintings, chimney pieces or large pieces of machinery, or movable items like furnishings or tools of trade.

A catalogue of these items should be compiled by a heritage consultant or conservation specialist. If the items are going to be conserved, a materials conservator should prepare the catalogue. The catalogue should include information on location, history, designer, creator and previous owners. It should be prepared in a logical manner, e.g. furniture catalogued room by room, or groups of tools relating to each particular machine or process. If there are insufficient funds to compile a catalogue, individual site recording sheets should be prepared.

When the catalogue has been completed a conservator may produce a "condition report" for each item which:

- analyses the condition and stability of the fabric and its environment;
- recommends any conservation work required (after assessing the item's heritage significance).

## **Oral History**

Descriptions and reminiscences by people who have had a close association with a heritage item often provide insights into its significance. They may reveal an earlier configuration or use of a building, or the names of former occupants.

Seek the assistance of an historian experienced in oral history before proceeding.

Always record and transcribe oral histories accurately and make sure they are labelled as such. Remember that oral history may be inaccurate. Try to verify the statements by checking other sources. Identify each oral history source on the recording and the transcript, together with its relationship to the heritage item and its significance and the date of the record.

## **9 COLLATING AND STORING THE ARCHIVAL RECORD**

The archival report should be in a form suitable for reproduction in a bound volume, supplemented by sets of full size original or measured drawings and the photographic negatives.

If some of the required information already exists, the recording study will involve putting the information together in a logical form.

### **Typical Contents of an Archival Record for a Built Heritage Item**

The typical contents of an archival record may be:

- title page with subject, author, client, copyright etc.;
- statement on why the record was made;
- an outline history of the item and associated events, sites, structures and people;
- statement of cultural significance of the item;
- inventory of archival documents related to the heritage item;
- statement on the approach taken to recording the particular item and a list of the documents which the archival record contains;
- an explanation of the cross-referencing system employed;
- base plans including location and site plans;
- the photographic record, carefully mounted labelled and cross-referenced and accompanied by informative captions;
- measured drawings or a catalogue of measured drawings (and their location) as appropriate;
- other records such as material samples, oral histories, catalogues of significant items, videos or films;
- bibliography.

## Existing Archival Documents

Many heritage items will have existing records associated with them, such as company or personal files and correspondence. These should be referred to when establishing the heritage significance of the item. Encourage the owners of such documents to have a professional historian or archivist catalogue and recommend appropriate storage procedures.

As part of the archival record of an item, a minimum requirement would be to establish the existence of such documents and to prepare a bibliography. If an historic site or structure is to be abandoned or demolished, consider arranging to have these documents deposited with a local library, the State Library or a university archive.

## Storing the Archival Record

The original archival record should be placed in public ownership, i.e. in a public library or archive or with a government department, in accordance with Article 28 of the Burra Charter. Ideally, copies should be placed in a relevant library and with the owner of the item or client who commissioned the recording.

If the record has been required by the **Heritage Council**,

- the original record must be lodged with the Heritage Office, where it will be placed with the file for the item. This record is a State Record, and will be managed in accordance with the *State Records Act 1998*;
- a copy should be lodged with the NSW State Library, so it will be publicly accessible;
- a copy should be lodged with the owner or client.

If the record has been required by a **Local Council**,

- the original record must be lodged with the Local Council, where it will be placed with the file for the item. This record is a State Record, and will be managed in accordance with the *State Records Act 1998*;
- a copy should be lodged with the Local or Regional Library so it will be publicly accessible;
- a copy should be lodged with the owner or client.

Minimum requirements and repositories for photographic records are detailed below. For more information on photographic records, see *Guidelines for Photographic Recording of Heritage Sites, Buildings, Structures and Movable Items*, available from the Heritage Office.

Material	Minimum requirements	Repository	
		For records required by the Heritage Council of NSW	For records required by a local council
Photo-graphic archives	Three sets of catalogue sheets, photographic plan sheets and supplementary maps of plans	1 <sup>st</sup> set: NSW Heritage Office 2 <sup>nd</sup> set: State Library of NSW 3 <sup>rd</sup> set: Owner/client	1 <sup>st</sup> set: Local Council 2 <sup>nd</sup> set: Local Council Library 3 <sup>rd</sup> set: Owner/client
Black and White film	One set of negatives Three sets of contact sheets and catalogue	Negatives + 1 <sup>st</sup> set of contact sheets + catalogue: NSW Heritage Office  2 <sup>nd</sup> set of contact sheets + catalogue: State Library of NSW  3 <sup>rd</sup> set of contact sheets + catalogue: Owner/client	Negatives + 1 <sup>st</sup> set of contact sheets + catalogue: Local Council  2 <sup>nd</sup> set of contact sheets + catalogue: Local Council Library  3 <sup>rd</sup> set of contact sheets + catalogue: Owner/client
Colour Transparencies or Slides	One set of colour slides and catalogue Two sets of duplicates or prints and catalogue	1 <sup>st</sup> set: NSW Heritage Office 2 <sup>nd</sup> set: State Library of NSW 3 <sup>rd</sup> set: Owner/client	1 <sup>st</sup> set: Local Council 2 <sup>nd</sup> set: Local Council Library 3 <sup>rd</sup> set: Owner/client
Colour Prints	One set of negatives Three sets of prints and catalogue	Negatives + 1 <sup>st</sup> set of prints + catalogue: NSW Heritage Office  2 <sup>nd</sup> set of prints + catalogue: State Library of NSW  3 <sup>rd</sup> set of prints + catalogue: Owner/client	Negatives + 1 <sup>st</sup> set of prints + catalogue: Local council  2 <sup>nd</sup> set of prints + catalogue: Local Council Library  3 <sup>rd</sup> set + catalogue: Owner/client

## 10 USEFUL REFERENCES

### Abbreviations to Publication Sources

AHC	Australian Heritage Commission 39 Brisbane Avenue, Barton, ACT 2600 (02) 6271 2111
ASA	Australian Society of Archivists
DUAP (Lib)	Department of Urban Affairs and Planning, Library Governor Macquarie Tower, 1 Farrer Place, Sydney (02) 9391 2094
HO	NSW Heritage Office Locked Bag 5020, Parramatta NSW 2124 (02) 9873 8500
ICOMOS	International Council on Monuments and Sites PO Box 77, Grosvenor Place, Sydney 2000
NT	National Trust of Australia (NSW) Observatory Hill, The Rocks, Sydney (02) 9258 0123
RAIA	Royal Australian Institute of Architects Bookshop "Tusculum", 3 Manning Street, Potts Point 2011 (02) 9356 2022

## PUBLICATION

## SOURCE

- Archives Authority of New South Wales 1992, *Concise guide to the State Archives of New South Wales*, Archives Office, Sydney. DUAP (Lib)
- Australian Heritage Commission 1977, *Application of photogrammetry to the recording of monuments and sites in Australia* by L. J. Rivett, University of Melbourne. AHC DUAP (Lib)
- Australian Heritage Commission 1990, *How to record the National Estate values of gardens* by Juliet Ramsay, Australian Government Publishing Service, Canberra. AHC RAIA DUAP (Lib)
- Australia ICOMOS 1992, *The illustrated Burra Charter; Making good decisions about the care of important places* by Peter Marquis-Kyle & Meredith Walker, Australian Heritage Commission, Canberra. ICOMOS HO DUAP (Lib)
- Australian Society of Archivists 1993, *Keeping archives* by Judith Ellis, 2nd edn, D W Thorpe, Port Melbourne, Vic. DUAP (Lib)
- Burns, John A. (ed) 1989, *Recording Historic Structures*, American Institute of Architects Press, Washington D.C. DUAP (Lib)
- Dunbar, D. et al 1990, *Measure for measure: A practical guide for recording buildings and landscapes*, Royal Australian Institute of Architects, Red Hill ACT. RAIA DUAP (Lib)
- International Council on Monument and Sites 1990, *Guide to recording historical buildings*, ICOMOS, UK. DUAP (Lib)
- National Trust of Australia 1992, *The National Trust research manual* edited by C. Sagazio, Allen & Unwin, Sydney. NT
- National Trust of Australia (NSW) 1990, *The conservation plan; A guide to the preparation of conservation plans for places of European cultural significance* by James Semple Kerr, 3rd edn, National Trust, Sydney. NT
- National Trust of Australia (Victoria) 1989, *Physical investigation of a building: An approach to the archaeology of standing structures* by Miles Lewis, National Trust of Australia, Melbourne. NT
- NSW Department of Planning 1994, *Underwater heritage; Principles and guidelines*, Department of Planning, Sydney. HO DUAP

- NSW Department of Planning 1993, *Historical archaeological sites; Investigation and conservation guidelines*, Department of Planning, Sydney. (Lib) HO DUAP (Lib)
- NSW Heritage Office 1998, *Guidelines for photographic recording of heritage sites, buildings & structures*, Sydney. HO
- NSW Heritage Office 1999, *Objects in Their Place: An Introduction to Movable Heritage*, Sydney HO
- NSW Heritage Office 1999, *Movable Heritage Principles*, Sydney HO



## **11 MINIMUM REQUIREMENTS FOR ARCHIVAL RECORDING**

The following schedules are intended as a guide for the owners of heritage items when preparing a brief for a heritage consultant to carry out an archival record. The schedules also incorporate movable heritage items and collections.

Schedules D, E, F, G and H should only be used in combination with schedules A, B or C.



## **A. ITEMS OF LOCAL HERITAGE SIGNIFICANCE**

### **HERITAGE COUNCIL OF NEW SOUTH WALES MINIMUM REQUIREMENTS FOR ARCHIVAL RECORDING**

**Title page** with subject, author, client, date, copyright etc.

**Statement of why the record was made.**

**Outline history of the item** and associated sites, structures and people.

**Statement of heritage significance** of the items in accordance with the Burra Charter and the State Heritage Inventory.

**Inventory of archival documents** related to the item and their location (e.g. company records, original drawings and photographs), when available.

#### **Location plan**

Show relationship to surrounding geographical features, structures, roads etc. Include a north point. A site plan or floor plan should show any movable items.

**Base plans**, drafted or hand-drawn.

Cross-referenced to photographs. Name the relevant features, structures and spaces. Show a north point.

#### **Black and white photographic record**

One set of 35 mm black and white negatives, labelled and cross-referenced to base plans and accompanied by informative catalogues and two copies of proof sheets. Images should include:

- views to and from the site (possibly from four compass points)
- views showing relationships to other relevant structures, landscape features and movable items
- all external elevations
- views of all external and internal spaces (e.g. courtyards, rooms, roof spaces etc.)
- external and internal details (e.g. joinery, construction joints, decorative features, paving types etc.).

Selected prints to give an overall picture of the item may be required. They should be mounted and labelled.

#### **Colour slides**

One set of slides mounted in archivally stable slide pockets, clearly labelled and cross-referenced to base plans. Images should include:

- views to and from the site and/or the heritage item
- views and details of external and internal colour schemes as appropriate.

Selected colour prints may be required. They should be mounted and labelled.



## B. ITEMS OF REGIONAL HERITAGE SIGNIFICANCE

### HERITAGE COUNCIL OF NEW SOUTH WALES MINIMUM REQUIREMENTS FOR ARCHIVAL RECORDING

ARCHIVAL RECORDS OF ITEMS OR REGIONAL HERITAGE SIGNIFICANCE SHOULD IDEALLY BE PREPARED BY AN EXPERIENCED HERITAGE CONSULTANT

**Title page** with subject, author, client, date, copyright etc.

**Statement of why the record was made**

**Outline history of the item** and associated sites, structures and people.

**Statement of heritage significance** of the items using State Heritage Inventory criteria.

**Inventory of archival documents** related to the item (e.g. company records, original drawings), when available.

#### **Location plan**

Show relationship to surrounding geographical features, structures, roads etc. Include a north point. A site plan or floor plan should show any movable items.

#### **Base plans**, drafted or hand-drawn

Cross-referenced to photographs. Name the relevant features, structures and spaces. Show a north point.

#### **Black and white photographic record**

One set of 35mm black and white negatives, labelled and cross-referenced to base plans and accompanied by informative catalogues and two copies of proof sheets. Images should include:

- views to and from the site (possibly from four compass points)
- views showing relationships to other relevant structures, landscape features and movable items
- all external elevations
- views of all external and internal spaces (e.g. courtyards, rooms, roof spaces etc.)
- external and internal details (e.g. joinery, construction joints, decorative features, paving types, etc.).

Selected prints to give an overall picture of the item may be required. They should be mounted and labelled.

#### **Colour slides**

One set of slides mounted in archivally stable slide pockets, clearly labelled and cross- referenced to base plans. Images should include:

- views to and from the site and/or the heritage item
  - views and details of external and internal colour schemes as appropriate.
- Selected colour prints may be required. They should be mounted and labelled.

### **Measured Drawings**

To scale, printed on archivally stable paper. In a built heritage item, this may include:

site plan (1:500 or 1:200)	elevations and sections (1:100 or 1:50)
floor plan/s (1:100 or 1:50)	ceiling and joinery details (1:20 or 1:10)
roof plan/s (1:100 or 1:50)	other significant details (1:20 or 1:10)
machinery and services details, e.g., drainage lineshafts	

Refer to Section 8 and *Measure for measure; A practical guide for recording buildings and landscapes* by D. Dunbar et al.

## C. ITEMS OF STATE HERITAGE SIGNIFICANCE

### HERITAGE COUNCIL OF NEW SOUTH WALES MINIMUM REQUIREMENTS FOR ARCHIVAL RECORDING

ARCHIVAL RECORDS OF ITEMS OF STATE HERITAGE SIGNIFICANCE SHOULD ONLY BE PREPARED BY EXPERIENCED HERITAGE CONSULTANTS AND PROFESSIONAL PHOTOGRAPHERS

**Title page** with subject, author, client, date, copyright etc.

**Statement of why the record was made.**

**Outline history of the item** and associated sites, structures and people.

**Statement of heritage significance** of the items using State Heritage Inventory criteria.

**Inventory of archival documents** related to the item (e.g. company records, original drawings), when available.

**Reproductions** of archival documents related to the item where they contribute to the establishment of heritage significance.

#### **Location plan**

Show relationship to surrounding geographical features, structures, roads etc. Include a north point. A site plan or floor plan should show any movable items.

**Base plans**, drafted or hand-drawn, showing position and direction of photographer and/or cross-referenced to photographs. Name the relevant features, structures and spaces. Show a north point.

#### **Black and white photographic record**

One set of 35mm black and white negatives, labelled and cross-referenced to base plans and accompanied by informative catalogues and two copies of proof sheets. Images should include:

- views to and from the site (possibly from four compass points)
- views showing relationships to other relevant structures, landscape features and movable items
- all external elevations
- views of all external and internal spaces (e.g. courtyards, rooms, roof spaces etc.)
- external and internal details (e.g. joinery, construction joints, decorative features, paving types, etc.).

Selected prints to give an overall picture of the item may be required. They should be mounted and labelled.

#### **Colour slides**

One set of slides mounted in archivally stable slide pockets, clearly labelled and cross-referenced to base plans.

- views to and from the site and/or the heritage item
- views and details of external and internal colour schemes as appropriate.

Selected colour prints may be required. They should be mounted and labelled.

**Photogrammetric drawings and/or negatives**

Where considered appropriate.

**Measured drawings**

To scale, printed on archivally stable paper. Refer to Section 8 and *Measure for measure; A practical guide for recording buildings and landscapes* by D. Dunbar et al.

**Samples of furnishings and finishes**

Consult a materials conservator for presentation of samples.



## D. ITEMS INVOLVING HISTORICAL ARCHAEOLOGICAL EVIDENCE

### HERITAGE COUNCIL OF NEW SOUTH WALES MINIMUM REQUIREMENTS FOR ARCHIVAL RECORDING

ARCHIVAL RECORDS INVOLVING SIGNIFICANT HISTORICAL ARCHAEOLOGICAL EVIDENCE SHOULD ONLY BE PREPARED BY AN EXPERIENCED HISTORICAL ARCHAEOLOGIST

In addition to the minimum requirements specified under Appendices A, B and C, heritage items involving historical archaeology require specialised recording techniques. Refer to *Historical Archaeological Sites: Investigation and Conservation Guidelines*.

Historical archaeology is the study of Australian culture and visitation since 1788, other than Aboriginal culture and visitation. Archaeological analysis involves specialised recording techniques which may vary from site to site and with the aims of the analysis.

If an archaeological site is to be subject to new development, it is frequently required for the site to be partially or completely analysed and/or excavated in order to investigate and preserve the contents of the site and record buried structural evidence. The disturbance or excavation of relics more than 50 years old requires an excavation permit under Section 140 of the Heritage Act (Section 60 if the site is covered by an interim conservation order or permanent conservation order). Recording is an essential component of archaeological excavation, as it is a destructive technique.

The recording of archaeological excavations is extremely detailed, and allows the material from the site to be analysed in its archaeological context after the site itself has been destroyed. This detailed recording also allows analysis of the formation of the site, its development and previous uses.

All excavation requires an archaeological research design to outline the archaeological aims and expectations of the excavation.

#### **ADDITIONAL RECORDING TECHNIQUES MAY INCLUDE:**

- remote sensing
- an archaeological research design (in order to obtain an excavation permit)
- a full report on any archaeological investigations and the conservation of any relics
- archaeological zoning plans - recording areas of archaeological potential.

For industrial archaeological evidence, refer to Schedule E.

For underwater archaeological evidence, refer to Schedule F.

For sites involving Aboriginal archaeology, contact the NPWS.



## **E. ITEMS INVOLVING INDUSTRIAL ARCHAEOLOGICAL EVIDENCE**

### **HERITAGE COUNCIL OF NEW SOUTH WALES MINIMUM REQUIREMENTS FOR ARCHIVAL RECORDING**

ARCHIVAL RECORDS OF SIGNIFICANT INDUSTRIAL ARCHAEOLOGICAL ITEMS OR SITES SHOULD ONLY BE PREPARED BY AN EXPERIENCED INDUSTRIAL ARCHAEOLOGIST

In addition to the minimum requirements specified under Schedules A, B and C, heritage items involving industrial processes require specialised recording techniques.

Industrial archaeology includes any site, structure or item which involved the organisation of labour to extract, process or produce goods, materials or commodities. It includes roads, bridges and railways, ports, wharves, shipping, agricultural sites and structures, factories, mines and processing plants.

When certain processes are no longer carried out they become rare and worthy of archival recording prior to the destruction of the heritage item/s with which they are associated.

#### **ADDITIONAL RECORDING TECHNIQUES MAY INCLUDE:**

- **a record of the industrial process** - by description, diagrams and appropriate archival photographs. Describe the process used on the site;
- **identification and recording of machinery** - its manufacture, operation, place in production process and technological significance;
- **video or film records** - professionally produced to systematically record the process on the site (preferably while the site is in use);
- **oral history** - prepared by a professional historian;
- **archaeological zoning plans** - identifying areas of archaeological potential.



## **F. ITEMS INVOLVING SIGNIFICANT UNDERWATER ARCHAEOLOGICAL EVIDENCE**

### **HERITAGE COUNCIL OF NEW SOUTH WALES MINIMUM REQUIREMENTS FOR ARCHIVAL RECORDING**

ARCHIVAL RECORDS OF SIGNIFICANT UNDERWATER  
ARCHAEOLOGICAL ITEMS OR SITES SHOULD ONLY BE PREPARED BY  
AN EXPERIENCED MARITIME ARCHAEOLOGIST

In addition to the minimum requirements specified under Schedules A, B, C and D underwater heritage items involving industrial processes, social customs or historic events will require specialised recording techniques.

Underwater archaeology includes any site, structure or item which remains a record of human activities and achievements and which lie submerged in inland waters (rivers, lakes, harbours) or open waters. It can include shipwrecks, wharves, aircraft or general material deposited in a particular area over a period of time.

#### **ADDITIONAL RECORDING TECHNIQUES MAY INCLUDE:**

- an archaeological research design (in order to obtain a permit to disturb a relic);
- a full report on any archaeological investigations and the conservation of any relics;
- archaeological zoning plans (recording areas of archaeological potential);
- a record of site conditions (depth, current, surge, salinity, pH, O<sub>2</sub>);
- a photomosaic to provide an overall view of the site;
- remote sensing surveys of the sea/harbour/river bed, utilizing:
  - ⇒ magnetometer to locate ferrous metals
  - ⇒ side scan sonar to locate structural remains above the sea bed
  - ⇒ video to visually identify structural remains or other evidence of shipwreck remains or relics
  - ⇒ sub-bottom profiler to locate structural remains buried in mud or sand.



## **G. ITEMS INVOLVING EVIDENCE OF SIGNIFICANT SOCIAL CUSTOMS**

### **HERITAGE COUNCIL OF NEW SOUTH WALES MINIMUM REQUIREMENTS FOR ARCHIVAL RECORDING**

ARCHIVAL RECORDS OF SIGNIFICANT SOCIAL CUSTOMS SHOULD ONLY BE PREPARED BY PROFESSIONAL HISTORIANS OR ARCHAEOLOGISTS

In addition to the minimum requirements specified under Schedules A, B and C heritage items involving good examples of social processes may require specialised recording techniques.

Social customs involve the way we live and work and include such items as shops, offices, government buildings, hospitals, churches and entertainment venues. When certain customs are dying out they become rare and worthy of archival recording. The heritage items with which they are associated are equally worthy of recording. The aim is to not only record the fabric of an item but also how the item (and its furnishings where relevant) were used.

#### **ADDITIONAL RECORDING TECHNIQUES MAY INCLUDE:**

- **a record of the social custom or process** - by description and diagrams;
- **video or film records** - professionally produced;
- **oral history** - prepared by a professional historian.





## **H. ITEMS INVOLVING SIGNIFICANT CULTURAL LANDSCAPES**

### **HERITAGE COUNCIL OF NEW SOUTH WALES MINIMUM REQUIREMENTS FOR ARCHIVAL RECORDING**

ARCHIVAL RECORDS OF CULTURAL LANDSCAPES SHOULD ONLY BE PREPARED BY A PROFESSIONAL LANDSCAPE ARCHITECT AND/OR AN EXPERIENCED HISTORICAL ARCHAEOLOGIST

In addition to the minimum requirements specified under Schedules A, B and C, heritage items involving significant cultural landscapes may require specialised recording techniques.

Cultural landscapes are those parts of the land which have been significantly modified by human activity. They are areas rather than individual places. They include rural land such as farms, villages and mining sites, as well as country towns, suburbs or urban centres. The recording of cultural landscapes should focus on the relationships between the patterns of human use, the natural environment and cultural beliefs and attitudes.

Where such landscapes have been relatively free of recent development they become rare and worthy of archival recording prior to being altered by major new developments which would obliterate earlier evidence of human use.

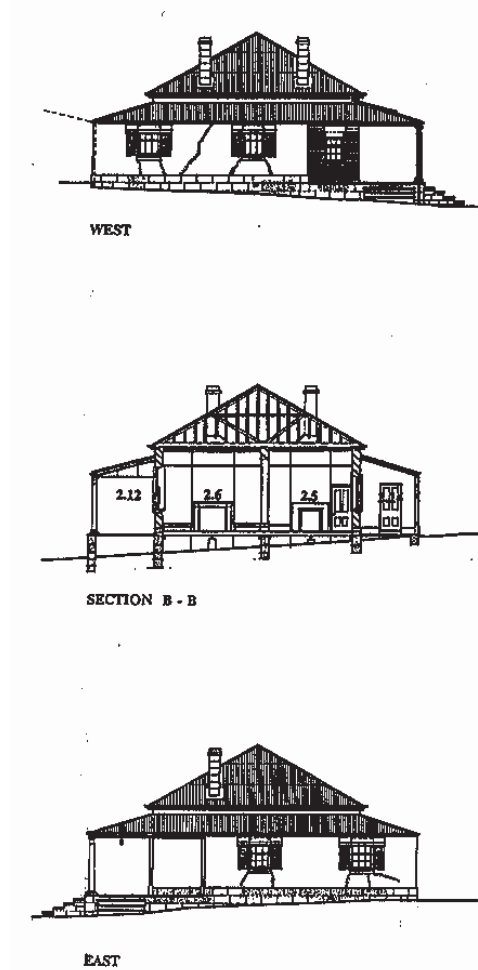
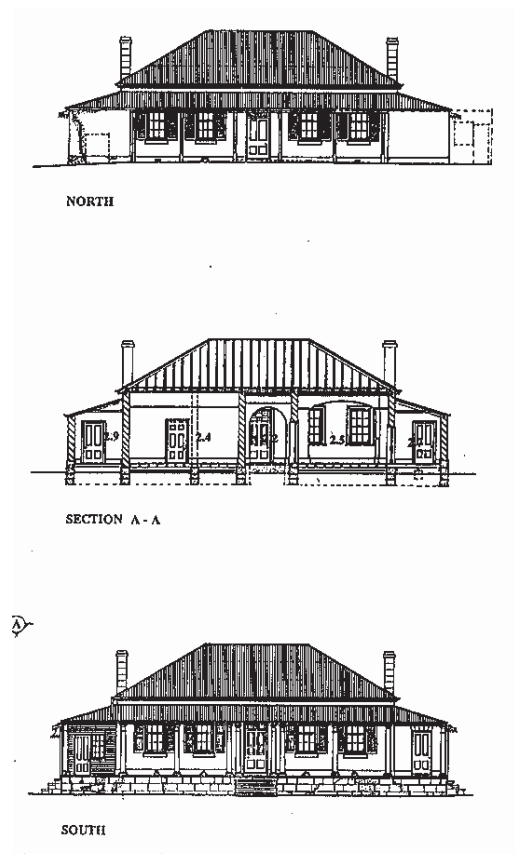
Recording should involve an examination of the following characteristics to help "read" the landscape in a systematic manner:

- processes - spatial pattern, land uses, response to natural features and cultural traditions;
- components - circulation, boundaries, vegetation, structural types, cluster arrangements, archaeological types, small-scale elements;
- perceptual qualities - views and aesthetics.

#### **ADDITIONAL RECORDING TECHNIQUES MAY INCLUDE:**

- **aerial photography or satellite imagery** (as appropriate);
- **topographical mapping** showing contours, vegetation, boundaries and circulation patterns;
- **identification and recording of significant vegetation and landscape features** (by a professional landscape historian);
- **archaeological zoning plan** identifying areas of archaeological potential.

**EXAMPLES  
OF  
ARCHIVAL  
RECORDS**

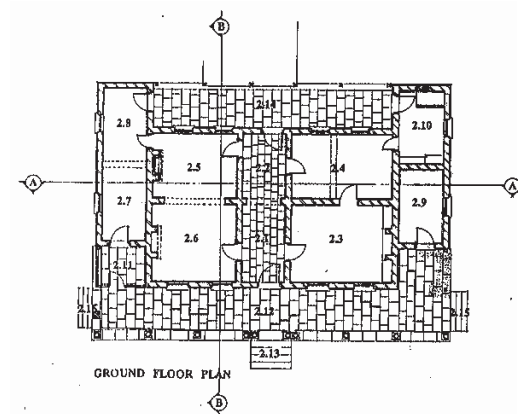


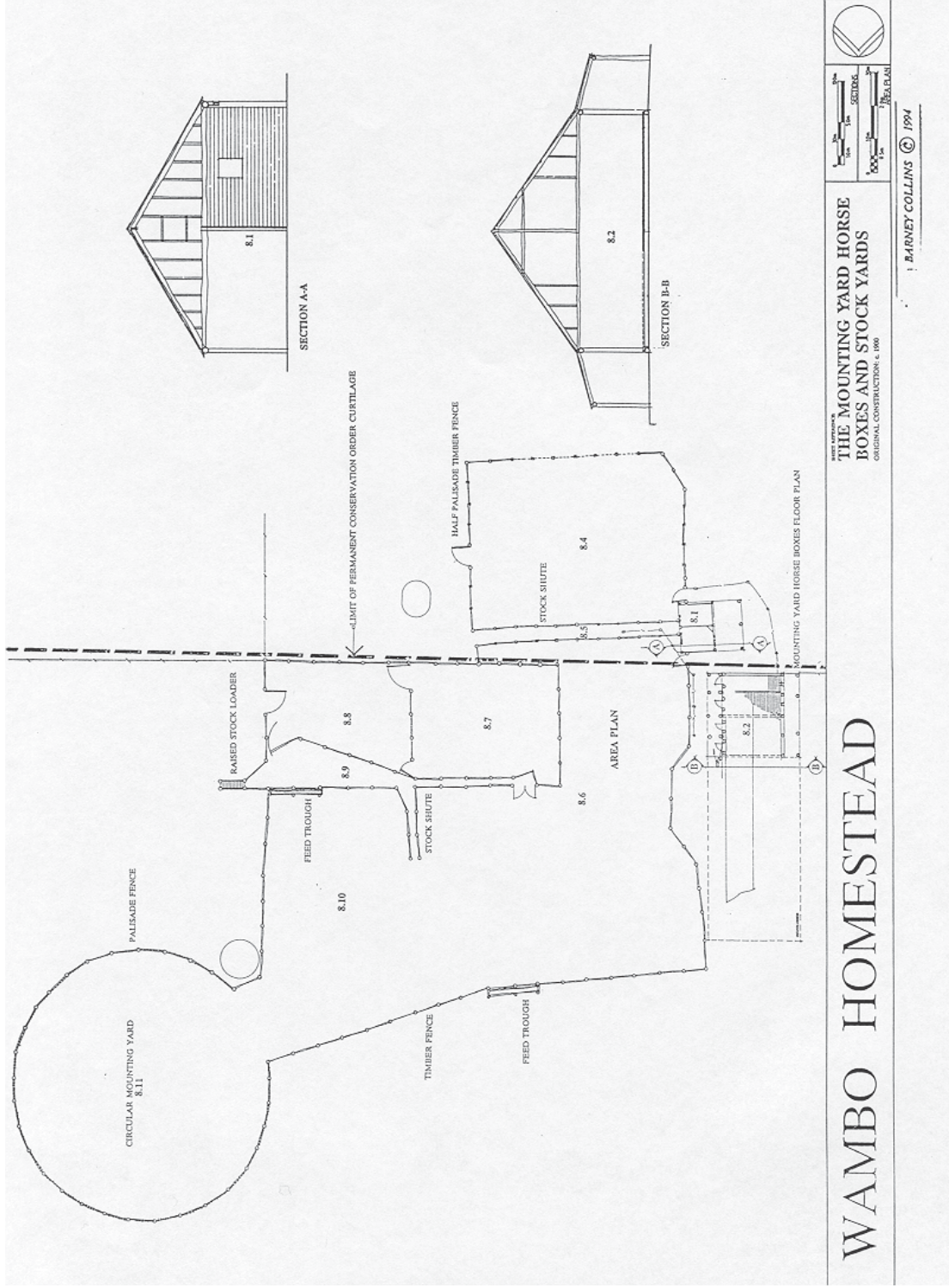
## WAMBO HOMESTEAD

MEASURED DRAWING OF  
WAMBO HOMESTEAD (c. 1844),  
NEAR SINGLETON

Note the record of existing cracks in the masonry on the elevations and the record of the original timber shingle cladding under the corrugated metal roof on the roof plan.

Drawing supplied courtesy of  
Barney Collins, EJE Architecture





Measured drawing of part of the farm fencing and outbuildings at Wambo  
Drawing supplied courtesy of Barney Collins, EJE Architecture



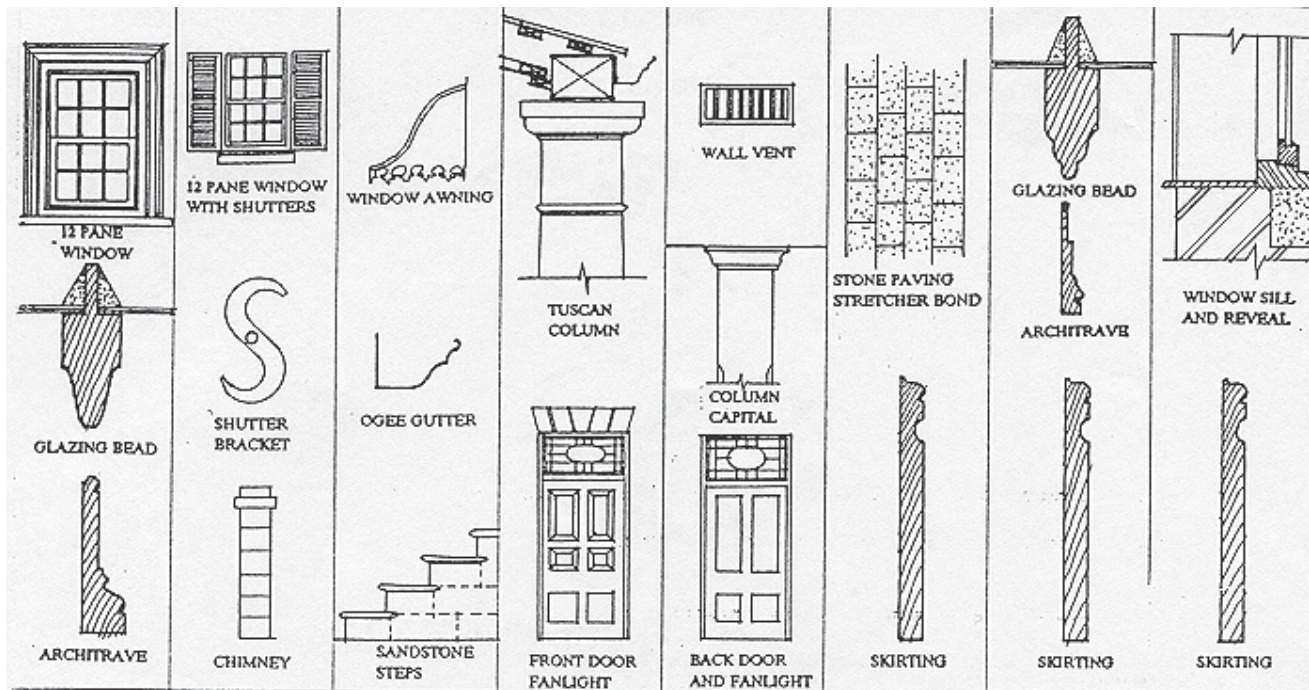


## HISTORICAL ARCHAEOLOGICAL RECORDING

ARCHAEOLOGICAL RECORDINGS MUST BE CARRIED OUT BY SPECIALISTS UNDER THE SUPERVISION OF A QUALIFIED ARCHAEOLOGIST.

The drawings are supplemented by specialised photographic recording.  
Drawing supplied courtesy of Godden Mackay Pty Ltd and the Council of the City of Sydney

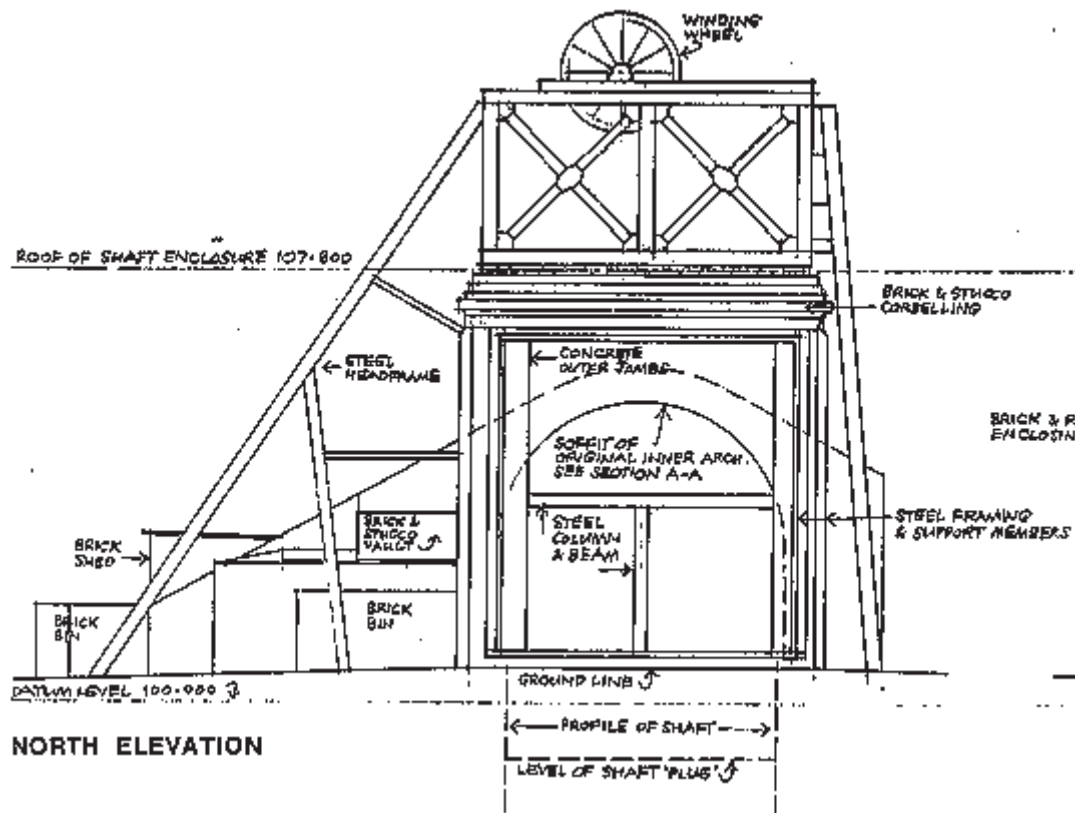




## WAMBO HOMESTEAD - CONSTRUCTION DETAILS

Drawing courtesy of Barney Collins, EJE Architecture





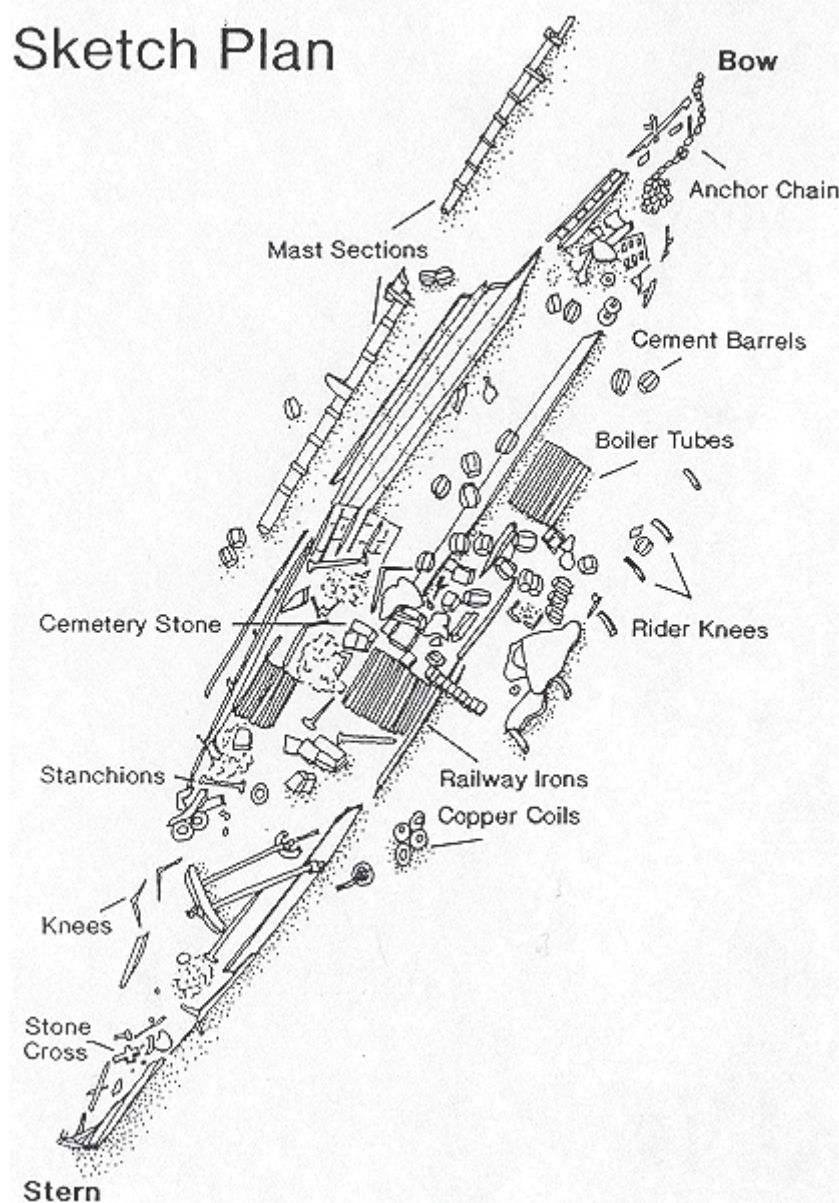
## RECORDING OF INDUSTRIAL ARCHAEOLOGY

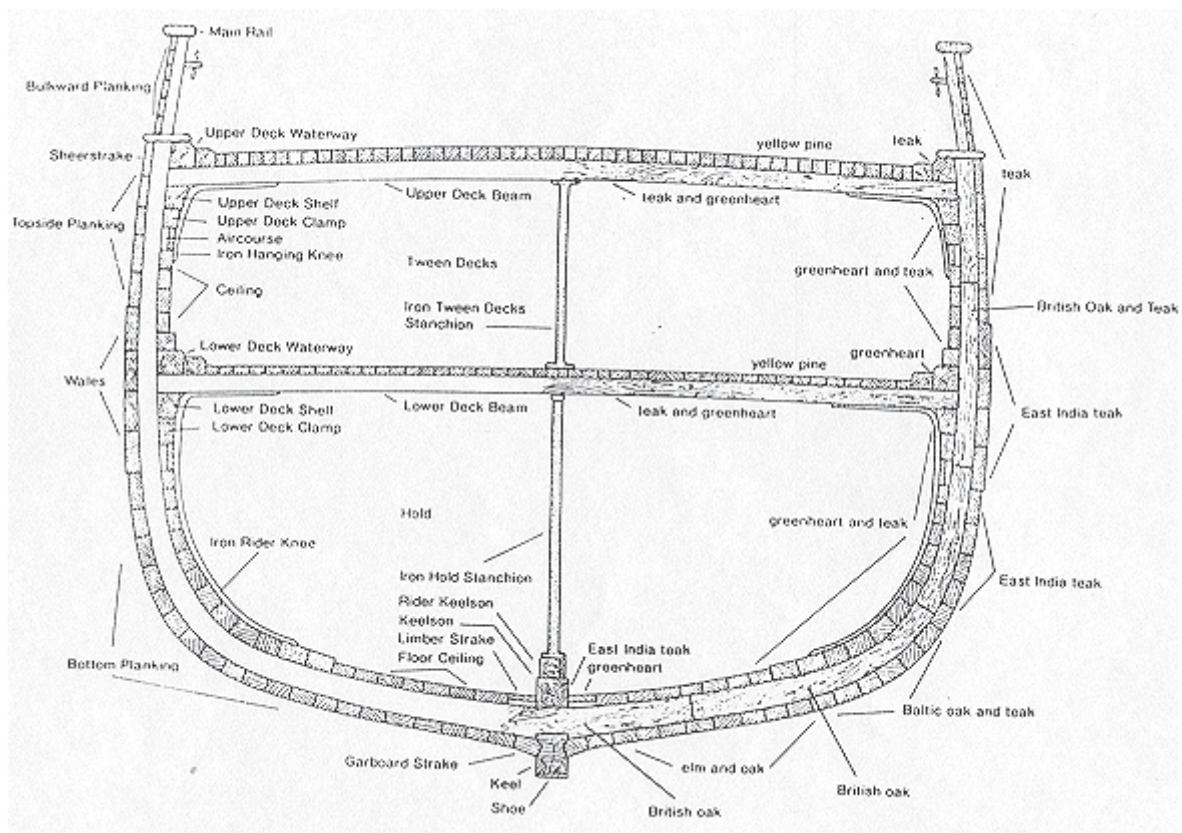
INDUSTRIAL ARCHAEOLOGICAL RECORDINGS ARE ACCOMPANIED BY DIAGRAMS ANALYSING THE PROCESSES WHICH OCCURRED AT THE INDUSTRIAL SITE .

Drawing supplied courtesy of Robert Irving and Christopher Pratten

## UNDERWATER ARCHAEOLOGY

### QUEEN OF NATIONS Sketch Plan





These drawings show two stages in the recording of underwater relics. The drawing of the *Queen of Nations* (c. 1861 – 1881) on the previous page shows a record of the wreck of the wooden barque from site surveys and photomosaics. The reconstructed cross-section above is based on both the site survey and original survey details by Lloyds of London.

Note that the site survey records not only the structure but also the remains of equipment and cargo surrounding the wreck. The remains have now been covered with sand.

Drawings supplied courtesy of David Nutley and Tim Smith, NSW Heritage Office

## APPENDIX 3 - NSW HERITAGE DIVISION / COUNCIL CONSULTATION LOG

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## NSW Heritage Division / Council Consultation Log

Contact & Organisation	Contacted By/ Organisation	Method (ie email/phone)	Date / Time	Comments
Ed Beebe & Katrina Stankowski NSW Heritage Division	Steve Fermio Salini Impreglio	Post	Letter from NSW Heritage Division 9.05.14	Salini Impreglio forwarded a copy of the Heritage Construction management Plan to the NSW Heritage Division for review and comment. Communication received advised "Whilst the Draft CHMP is generally adequate to help manage the impacts to heritage during construction there are a number of minor issues which need resolving prior to the plan being signed off. " These are detailed within the letter and have been addressed by ISJV as indicated in Appendix 9.

## APPENDIX 4 - SITE SPECIFIC IMPACT MINIMISATION AND MITIGATION INFORMATION EUROPEAN BUILT HERITAGE

# Site Specific Heritage Impact Minimisation and Mitigation Report

## European Built Heritage

### SVC Works

#### Appendix 4



## Contents

<b>1</b>	<b>SVC Project Works Heritage items .....</b>	<b>4</b>
<b>2</b>	<b>Site specific impact minimisation and mitigation.....</b>	<b>5</b>
2.1	Old Windsor Road / Windsor Road.....	5
	Site Location and Description .....	5
2.2	Impact assessment.....	7
	Eucalyptus trees adjacent to the north at Samantha Riley Drive Operation and Construction: ..	7
2.3	Site specific Mitigation Measures .....	8
2.3.1	Heritage Items .....	8
2.3.2	Non-Indigenous Archaeology .....	8
2.4	Monitoring Requirements.....	8
2.5	Reporting requirements .....	8
2.6	Notification requirements .....	8
2.6.1	Unexpected European heritage discovery .....	8
2.6.2	Unexpected Non-Indigenous Archaeology discovery .....	8
2.7	Heritage Listing and heritage information .....	8
2.7.1	Significance and heritage listing.....	8
2.7.2	Statement of Significance.....	8
2.7.3	Further historical information.....	9
<b>3</b>	<b>Mungerie House – 16 Bellcast Road, Rouse Hill .....</b>	<b>10</b>
3.1	Site Location and Description .....	10
3.2	Impact assessment.....	15
	Operation: .....	15
	Construction: .....	15
3.3	Site specific Mitigation Measures .....	15
3.3.1	Heritage Items .....	15
3.3.2	Non-Indigenous Archaeology .....	15
3.4	Monitoring Requirements.....	16
3.5	Reporting requirements .....	16
3.6	Notification requirements .....	16
3.6.1	Unexpected European heritage discovery .....	16
3.6.2	Unexpected Non-Indigenous archaeology discovery .....	16
3.7	Heritage Listing and heritage information .....	16
3.7.1	Significance and heritage listing.....	16
3.7.2	Statement of Significance.....	16
3.7.3	Further historical information.....	16
<b>4</b>	<b>Rouse Hill House &amp; Farm.....</b>	<b>17</b>
4.1	Site Location and Description .....	17
4.2	Site specific Mitigation Measures .....	19



4.2.1	Heritage Items .....	19
4.2.2	Non-Indigenous Archaeology .....	19
4.2.3	Monitoring Requirements .....	19
4.3	Reporting requirements .....	19
4.4	Notification requirements .....	19
4.4.1	Unexpected European heritage discovery .....	19
4.4.2	Unexpected Non-Indigenous archaeology discovery .....	19
4.5	Heritage Listing and heritage information .....	19
4.5.1	Significance and heritage listing .....	19
4.5.3	Further historical information .....	20
4.5.4	Impact assessment .....	20
	Operation and Construction: .....	20

## 1 SVC Project Works Heritage items

Table 1 identifies the key European heritage items relevant to the SVC works and whether any mitigation measures are required / proposed in relation to them.

ITEM REFERENCE (FIG 1)	ITEM (SOUTH TO NORTH)	ADDRESS	IMPACT MINIMISATION (Y/N) & MITIGATION REQUIRED.
1,2,3	Windsor road and Old Windsor Road, Heritage Precinct and Eucalyptus Trees along Old Windsor Road, north of Samantha Riley Drive	Windsor road and Old Windsor Road, as outlined on map. Old Windsor Road North of Samantha Riley Drive	<b>YES.</b> Refer to Section 2
4	Former White Hart Inn (note archaeology only)		<b>YES.</b> Refer to Appendix 5
5	Merriville House and Gardens	14 Glen Heath Ave, Kellyville Ridge	<b>NO.</b> EIS 1 identified no impact due to its distance from construction boundary
6	Mungerie House	16 Bellcast Road, Rouse Hill.	<b>YES.</b> Refer to Section 3 of this appendix
7	Battle of Vinegar Hill (current Castlebrook Memorial Park and Cemetery)	728 Windsor Road, Rouse Hill	<b>No.</b> EIS 1 identified no impact as no built heritage survives; any heritage items would be archaeological and site is not located within construction zone.
8	Royal Oak Inn (current Mean Fiddler Hotel)	Corner of Commercial and Windsor Road, Rouse Hill	<b>NO.</b> EIS 1 identified no impact. Removal of trees in views south along Windsor Road from the hotel could result in an impact on the visual setting of the former Royal Oak Inn. However, the trees to be removed are a substantial distance from the hotel, and therefore this impact is considered neutral.
9	Rouse Hill House and Farm	980 Windsor Road, Rouse Hill	<b>Yes.</b> Refer to Section 5 of this appendix

## 2 Site specific impact minimisation and mitigation

### 2.1 Old Windsor Road / Windsor Road

#### Site Location and Description

The heritage precinct along Windsor and Old Windsor Road corridor (Figure 2-1).

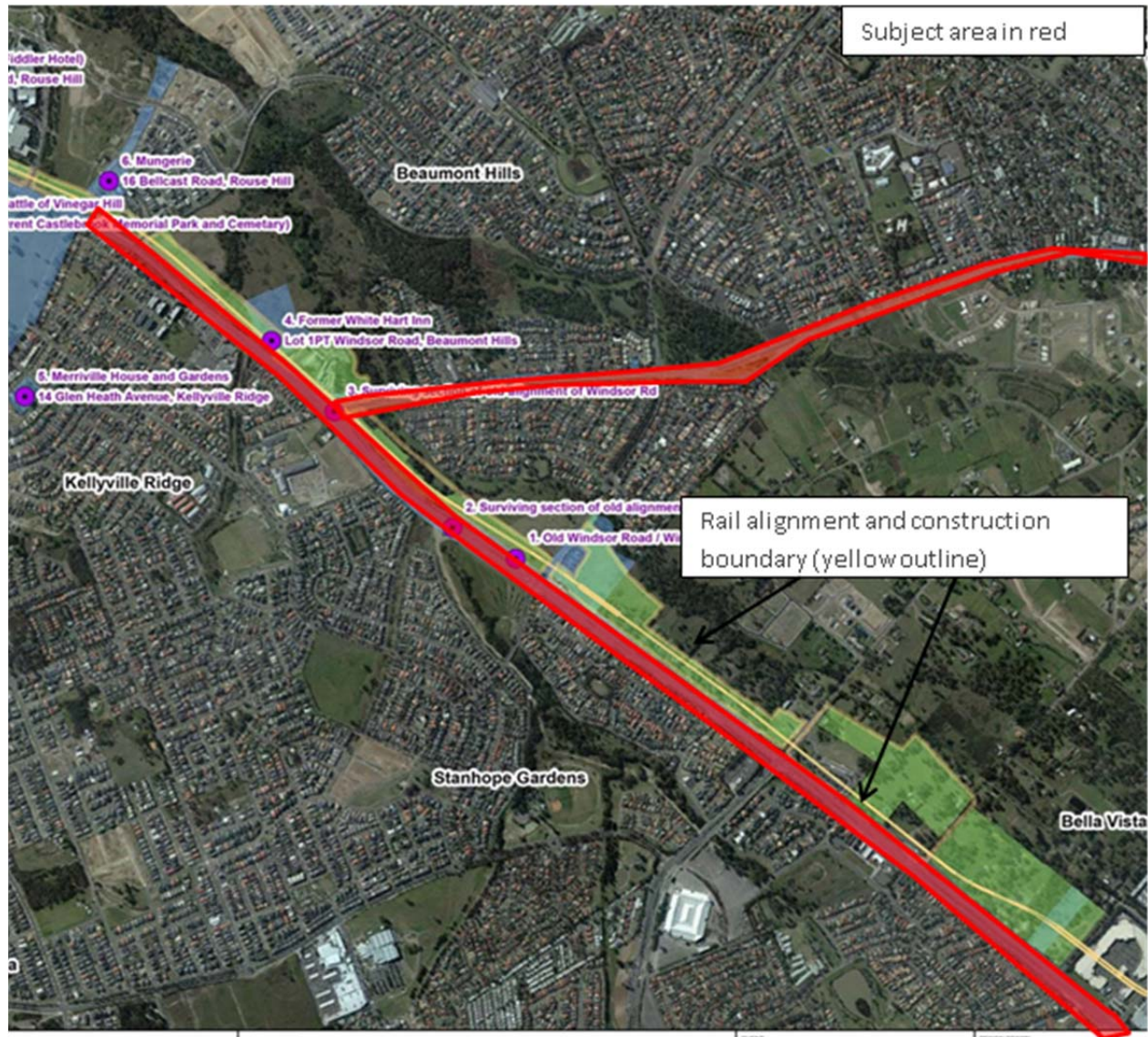


Figure 2-1 European built heritage – Old Windsor Road / Windsor Road [Source: WSP 2014]





Figure 2-2 European built heritage – Old Windsor Road / Windsor Road/ Eucalyptus (Source: WSP 2014)



**Figure 2-3 European built heritage – Old Windsor Road Caddies Creek alignment (Source NSW Heritage Inventory- RTA)**

## **2.2 Impact assessment**

As per the NWRL EIS 1- European Heritage

### **Windsor Road and Old Windsor Road**

#### **Operation and Construction:**

As the proposed construction works site is located adjacent to one of the identified historic precincts along Old Windsor Road, there may be some impacts upon this historic roadway precinct.

Since there have been numerous physical changes to this part of Windsor Road in recent times, any negative heritage impacts resulting from the proposed construction or operations are likely to be of a relatively minor adverse nature.

### **Eucalyptus trees adjacent to the north at Samantha Riley Drive**

#### **Operation and Construction:**

The eucalyptus trees are located outside the construction works zone and there would be no operational impacts.

## 2.3 Site specific Mitigation Measures

### 2.3.1 Heritage Items

Refer to the Archaeological assessment at Appendix 5 for further information on boundary markers.

Note: Eucalyptus trees along Old Windsor Road to the north of Samantha Riley Drive are located outside the construction works zone, but are on the boundary. Appropriate tree protection measures will be implemented where required.

### 2.3.2 Non-Indigenous Archaeology

Refer to the Appendix 5 Site Specific Impact Minimisation and Mitigation Non-Indigenous Archaeology.

## 2.4 Monitoring Requirements

Monitoring of the property is to be conducted in accordance with the provisions of the *Monitoring and Protection Plan*.

## 2.5 Reporting requirements

Reporting of any required monitoring is to be conducted in accordance with the provisions of the *Monitoring and Protection Plan*.

## 2.6 Notification requirements

### 2.6.1 Unexpected European heritage discovery

Refer to the Salini Impreglio Unexpected Finds Work Instruction located in the Construction Heritage Management Plan Appendix 8.

### 2.6.2 Unexpected Non-Indigenous Archaeology discovery

Refer to the Salini Impreglio unexpected finds instruction located in Appendix 8 of the Construction Heritage Management Plan.

## 2.7 Heritage Listing and heritage information

### 2.7.1 Significance and heritage listing

<b>LISTING STATUS</b>	State (EIS 1 Chapter 11 European Heritage )
<b>STATUTORY LISTING REGISTERS</b>	The Hills LEP 2012 Section 170 register

### 2.7.2 Statement of Significance

Sourced from the NSW Heritage Inventory

<http://www.environment.nsw.gov.au/heritageapp/ViewHeritageItemDetails.aspx?id=4301011>

The Windsor and Old Windsor Roads, as first laid out in 1794 and re-aligned in 1812-1813, are of State and National significance. They incorporate the second road to be laid out in the colony and played an important role in the settlement of the Hawkesbury Region and the development of the colony of NSW.

The Windsor and Old Windsor Roads retain characteristics evocative of the historic, rural character of the Cumberland plain, both within the current road reserve and in redundant sections outside the reserve. Together they are vital in understanding the cultural landscapes of the region. Remaining historic road fabric, both inside and outside the current road reserve,



demonstrates the methods of road construction and maintenance over two centuries. Refer to Windsor Road and Old Windsor Road CMP (Clive Lucas Stapleton, 2005) for details of grades of significance; significant features and heritage precincts relating to the roads.

### **2.7.3 Further historical information**

Further detailed historical information on this property can be sourced from the Heritage Inventory Sheet located at the back of this document or

<http://www.environment.nsw.gov.au/heritageapp/ViewHeritageItemDetails.aspx?id=4301011>

### 3 Mungerie House – 16 Bellcast Road, Rouse Hill

#### 3.1 Site Location and Description

The site is located at 16 Bellcast Road, Rouse Hill NSW 2155 (Figure 3-1& 3-2).



Figure 3-1 European built heritage – Mungerie House location (Source: WSP 2014)





Figure 3-2: European built heritage - Mungerie House location [Source: SIX Viewer 2013]



Figure 3-3: Heritage section of Mungerie house (Source: GML 2011)





Figure 3-4: The new section of Mungerie house (Source: [thenewrousehill.com.au](http://thenewrousehill.com.au))



Figure 3-5: Heritage section of Mungerie house (Source: [thenewrousehill.com.au](http://thenewrousehill.com.au))



**Figure 3-6: View looking southeast toward Mungerie near White Hart Drive. Part of the North-west Transitway is visible on the right of the image (Source: GML 2011)**

## 3.2 Impact assessment

As per the NWRL EIS 1- Chapter 11, European Heritage

### Operation:

It is considered that there would be a major adverse impact upon the setting and curtilage of Mungerie House. The proposed rail corridor cuts across the original entrance driveway into the Mungerie property and the construction of the viaduct structure, which involves the removal of a number of trees, would substantially reduce the remnant curtilage of the house, dominate views towards the heritage items from the west and interrupt important traditional links between the main road and the 1890's house.

The proposed work would therefore result in further erosion of the traditional setting of the house and would constitute a major adverse heritage impact.

### Construction:

The impacts of the Major Civil Construction Works upon the setting and curtilage of Mungerie House were assessed in EIS 1 Chapter 11 European Heritage. No additional construction impacts are anticipated

## 3.3 Site specific Mitigation Measures

### 3.3.1 Heritage Items

Install fence along the length of the construction area boundary adjacent to the Mungerie site.

All items on the site are to be retained and protected throughout construction.

Adequately protect any mature vegetation on the Mungerie site from the construction zone.

A buffer of trees between Mungerie and the rail corridor is to be maintained. Any trees removed to facilitate construction would be reinstated on completion of works.

Re-establish planted vegetation along the eastern side of the North-West T-way / construction zone following completion of the construction works.

The area of the carriage drive that will be removed during construction works will be reinstated.

A *Sensitive Area / No Go* sign is to be located at the entry to the adjacent construction zone identifying the Mungerie House location.

Monitoring of the property is to be conducted in accordance with the requirements of the *Monitoring and Protection Plan*.

### 3.3.2 Non-Indigenous Archaeology

Results and recommendations of any further research undertaken as per the EIS 1 mitigation measures regarding areas of archaeological potential would be followed where relevant.

Refer to the Appendix 5 Site Specific Impact Minimisation and Mitigation Non-Indigenous Archaeology

### 3.4 Monitoring Requirements

Monitoring of the property is to be conducted in accordance with the provisions of the *Monitoring and Protection Plan*.

### 3.5 Reporting requirements

Reporting of any required monitoring is to be conducted in accordance with the provisions of the *Monitoring and Protection Plan*

### 3.6 Notification requirements

#### 3.6.1 Unexpected European heritage discovery

Refer to the Salini Impreglio Unexpected Heritage Finds Work Instruction located in Appendix 8 of the Construction Heritage Management Plan.

#### 3.6.2 Unexpected Non-Indigenous archaeology discovery

Refer to the Salini Impreglio Unexpected Heritage Finds Work Instruction located in Appendix 8 of the Construction Heritage Management Plan.

### 3.7 Heritage Listing and heritage information

#### 3.7.1 Significance and heritage listing

LISTING STATUS	Local
STATUTORY LISTING REGISTERS	The Hills LEP 2012 Section 170 register

#### 3.7.2 Statement of Significance

Sourced from the NSW Heritage Inventory

<http://www.environment.nsw.gov.au/heritageapp/ViewHeritageItemDetails.aspx?ID=3490011>

Evidence of late 19th century farming. The place is also significant for its association with and evidence of the Pearce family as major graziers, orchardists, and land dealers in this part of the Shire.

#### 3.7.3 Further historical information

Further detailed historical information on this property can be sourced from the Heritage Inventory Sheet located at the back of this document or

<http://www.environment.nsw.gov.au/heritageapp/ViewHeritageItemDetails.aspx?ID=3490011>



## 4 Rouse Hill House & Farm

### 4.1 Site Location and Description

The site is located at 980 Windsor Road, Rouse Hill (Figure 4-1).

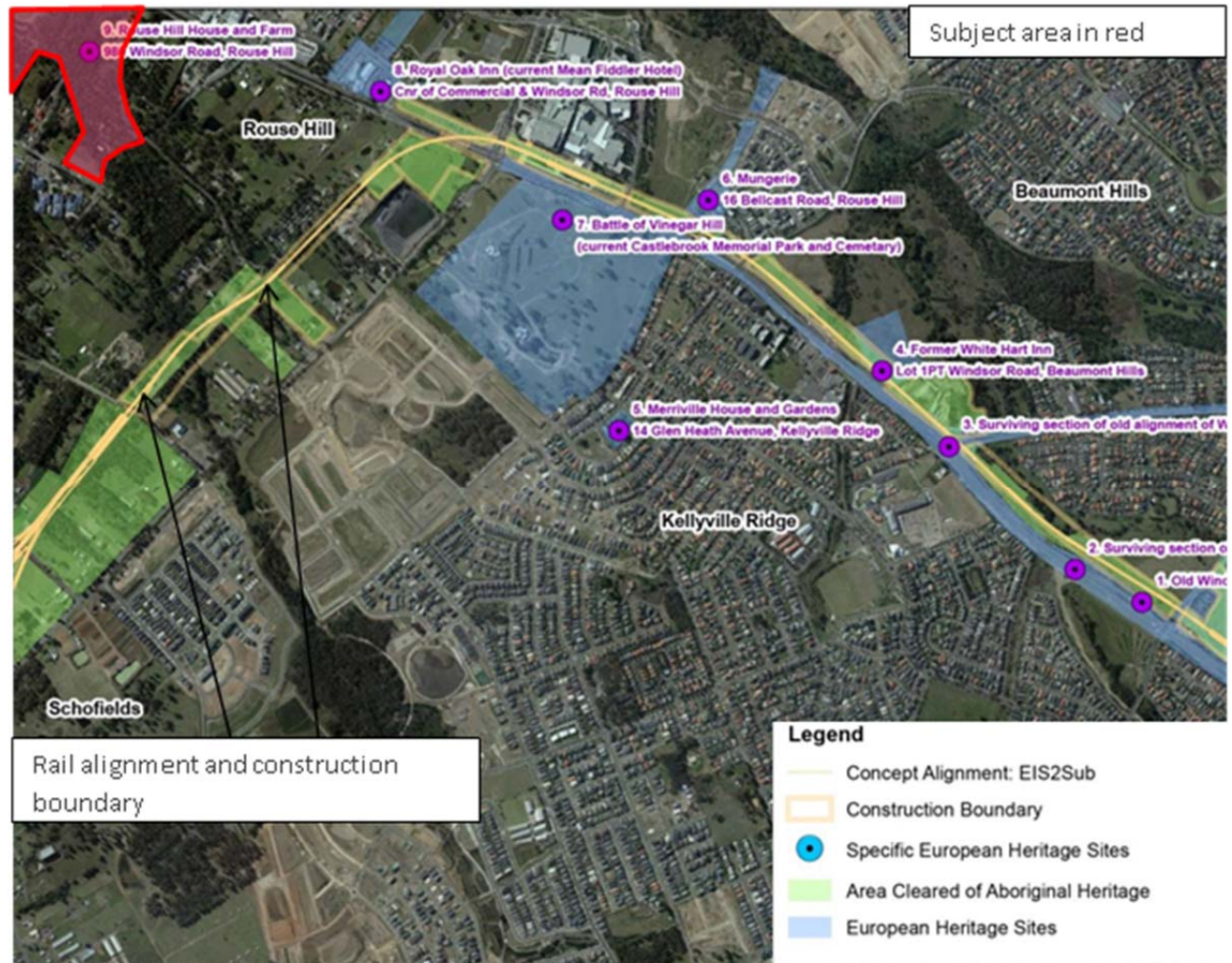


Figure 4-1: European Built Heritage - Rouse Hill House and Farm (Source: WSP 2014)



Figure 4-3: View of Rouse Hill House (Source NSW Heritage Inventory - Historic Houses Trust)



Figure 4-2 View of the Rouse Hill House (Source: NSW Heritage Inventory - Historic Houses Trust)



## 4.2 Site specific Mitigation Measures

### 4.2.1 Heritage Items

A view analysis has been undertaken to and from Rouse Hill House and its estate and the Glenhope property as part of EIS 1 Chapter 16 visual assessment and concludes:

*The viaduct between Rouse Hill and Cudgegong Station would be treated to maximise visual integration with surrounding landscape in views from Rouse Hill House. This may include the use of dark colours, landform mounding and buffer planting.*

### 4.2.2 Non-Indigenous Archaeology

Refer to the Appendix 5 Site Specific impact minimisation and mitigation Non-Indigenous Archaeology

### 4.2.3 Monitoring Requirements

No monitoring requirements.

## 4.3 Reporting requirements

Reporting of any required monitoring is required to be lodged with the Environmental Manager and Heritage Specialist.

## 4.4 Notification requirements

### 4.4.1 Unexpected European heritage discovery

No unexpected finds predicted outside the construction zone.

Refer to the Salini Impreglio Unexpected Heritage Finds Work Instruction located in the Construction Heritage Management Plan Appendix 8.

### 4.4.2 Unexpected Non-Indigenous archaeology discovery

No unexpected finds predicted outside construction zone.

Refer to the Salini Impreglio Unexpected Heritage Finds Work Instruction located in the Construction Heritage Management Plan Appendix 8.

## 4.5 Heritage Listing and heritage information

### 4.5.1 Significance and heritage listing

<b>LISTING STATUS</b>	State
<b>STATUTORY LISTING REGISTERS</b>	The Hills LEP 2012 Section 170 register

### 4.5.2 Statement of Significance

Sourced from the NSW Heritage Inventory

<http://www.environment.nsw.gov.au/heritageapp/ViewHeritageItemDetails.aspx?ID=5044989>

Rouse Hill House is one of the most significant and substantial houses of the Macquarie period which dates from 1810 to 1822. Rouse Hill House Estate is the largest and most complete publically owned physical record - in the form of buildings, furnishings, artefacts and landscape relationship - of the occupancy and culture of a European-Australian family, encompassing the

tastes, fortunes, and endeavours of seven generations from the early 19th century to the late 20th century (Historic Houses Trust 1997:8).

The property is perhaps unique for its survival as a largely intact estate with an unbroken chain of occupancy, allowing the survival of major garden and interior elements of every period of its history to the present. This layering of artefacts and fashions is especially prevalent in the gardens where designs and physical details such as edging, fencing, planting containers, bed designs and paths provide a case history for the study of the development of garden practices in Australia.

The garden is perhaps Australia's oldest surviving colonial garden in relatively intact form. The surviving physical evidence in the gardens includes borders in a variety of materials, fence and gate remnants, fragments of trellis and arbours, paving and numerous soil displacements that become evident with the location's annual dry spells. These physical remains, matched with pictorial evidence from photographs, drawings and engravings of the property, and writings, have resulted in the identification of four stages of the garden's development: c.1825, c.1865, c.1885 and c.1968. This continuity and evidence of evolution of a very early intact garden from the first quarter of the 19th century to the Edwardian era and 20th century is extremely rare in Australia (Bogle, 1993 adapted by Read, S., 2004).

#### **4.5.3 Further historical information**

Further detailed historical information on this property can be found at

<http://www.environment.nsw.gov.au/heritageapp/ViewHeritageItemDetails.aspx?ID=5044989>

#### **4.5.4 Impact assessment**

As per the NWRL EIS 1- European Heritage

##### **Operation and Construction:**

Analysis of the topography of the land that lies between Rouse Hill House and Rouse Hill Town Centre suggests that the potential impact of the NWRL upon the Rouse Hill House property or its extended visual curtilage would be very low. The property lies approximately 1.5 km to the north of the Cudgegong Road Station site, and is further away (about 2 km distant) from the Tallawong Stabling Facility construction site.

The Rouse Hill Estate is separated from these two construction sites by an undulating landscape including forested areas. It is considered therefore that the Cudgegong Station and Tallawong Stabling Facility construction works and operations would barely be visible from the Rouse Hill Estate, and that the possibility of these works resulting in any appreciable negative heritage impacts upon this historic property and its curtilage would be very low.

Refer to Chapter 16 of EIS 1 for a visual assessment of the proposed operations and construction on Rouse Hill House and Farm. Mitigation measures identified in this visual assessment are outlined above in Section 5.2.

## APPENDIX 5 - SITE SPECIFIC IMPACT MINIMISATION AND MITIGATION INFORMATION ARCHAEOLOGY

# Site Specific Heritage Impact Minimisation and Mitigation Report

## Non-Indigenous Archaeological Heritage

### SVC Works

### Appendix 5

## Contents

<b>1</b>	<b>NWRL alignment SVC Project Works Heritage items .....</b>	<b>3</b>
<b>2</b>	<b>White Hart Inn.....</b>	<b>5</b>
	2.1 Site Location and Description.....	5
	2.2 Impact assessment.....	6
	2.3 Site specific Mitigation Measures .....	6
	2.3.1 Archaeology .....	6
	2.4 Monitoring Requirements .....	7
	2.5 Reporting requirements .....	7
	2.6 Notification requirements .....	7
	2.6.1 Unexpected Archaeology discovery.....	7
	2.7 Heritage Listing and heritage information.....	7
<b>3</b>	<b>Archaeological site at the intersection of Old Windsor Road and Samantha Reilly Drive... </b>	<b>8</b>
	3.1 Site Location and Description.....	8
	3.2 Impact assessment.....	9
	3.3 Site specific Mitigation Measures .....	9
	3.3.1 Archaeology .....	9
	3.4 Monitoring Requirements .....	9
	3.5 Reporting requirements .....	9
	3.6 Notification requirements .....	9
	3.6.1 Unexpected archaeology discovery .....	9
	3.7 Heritage Listing and heritage information.....	9
	3.7.1 Heritage listing .....	9

## 1 NWRL alignment SVC Project Works Heritage items

Table 1 identifies the key non indigenous archaeological heritage items relevant to the SVC works and whether any mitigation measures are required / proposed in relation to these.

ITEM REFERENCE (FIG 1)	ITEM (SOUTH TO NORTH)	ADDRESS	IMPACT MINIMISATION (Y/N) & MITIGATION REQUIRED.
1,2,3	Windsor road and Old Windsor Road, Heritage Precinct	Windsor Road and Old Windsor Road, as outlined on map.	<b>No</b> Minor impacts to archaeological significance. Unexpected finds procedure (Appendix 8).
2	Stanhope Farm Alignment - stand of eucalyptus trees adjacent to TWay.	Old Windsor Road North of Samantha Riley Drive	<b>Yes</b> No works within canopy of trees. Fencing to be installed at dripline of trees.
4, 10	White Hart Inn (aka Swan Inn) - archaeological site		<b>Yes</b> Further assessment, archival of finds and research by TfNSW is required upon completion of construction. The site has been excavated, conserved and recovered. An exclusion zone has been established for the viaduct construction.
11	Archaeological site at the intersection of Old Windsor Road and Samantha Reilly Drive	Intersection of Old Windsor Road and Samantha Reilly Drive	<b>Yes</b> Further assessment, archival of finds and research by TfNSW is required. The site has been excavated, and cleared for construction.
	Boundary markers and Boundary stone along Old Windsor Rd	Old Windsor Road	<b>No</b> Have been removed or reburied during T-Way construction. Unexpected finds procedure.
7	Battle of Vinegar Hill (current Castlebrook Memorial Park and Cemetery)	728 Windsor Road, Rouse Hill	<b>No</b> Not located within the construction zone.
9	Rouse Hill Estate	980 Windsor Road, Rouse Hill	<b>No</b> Not located within the construction zone.



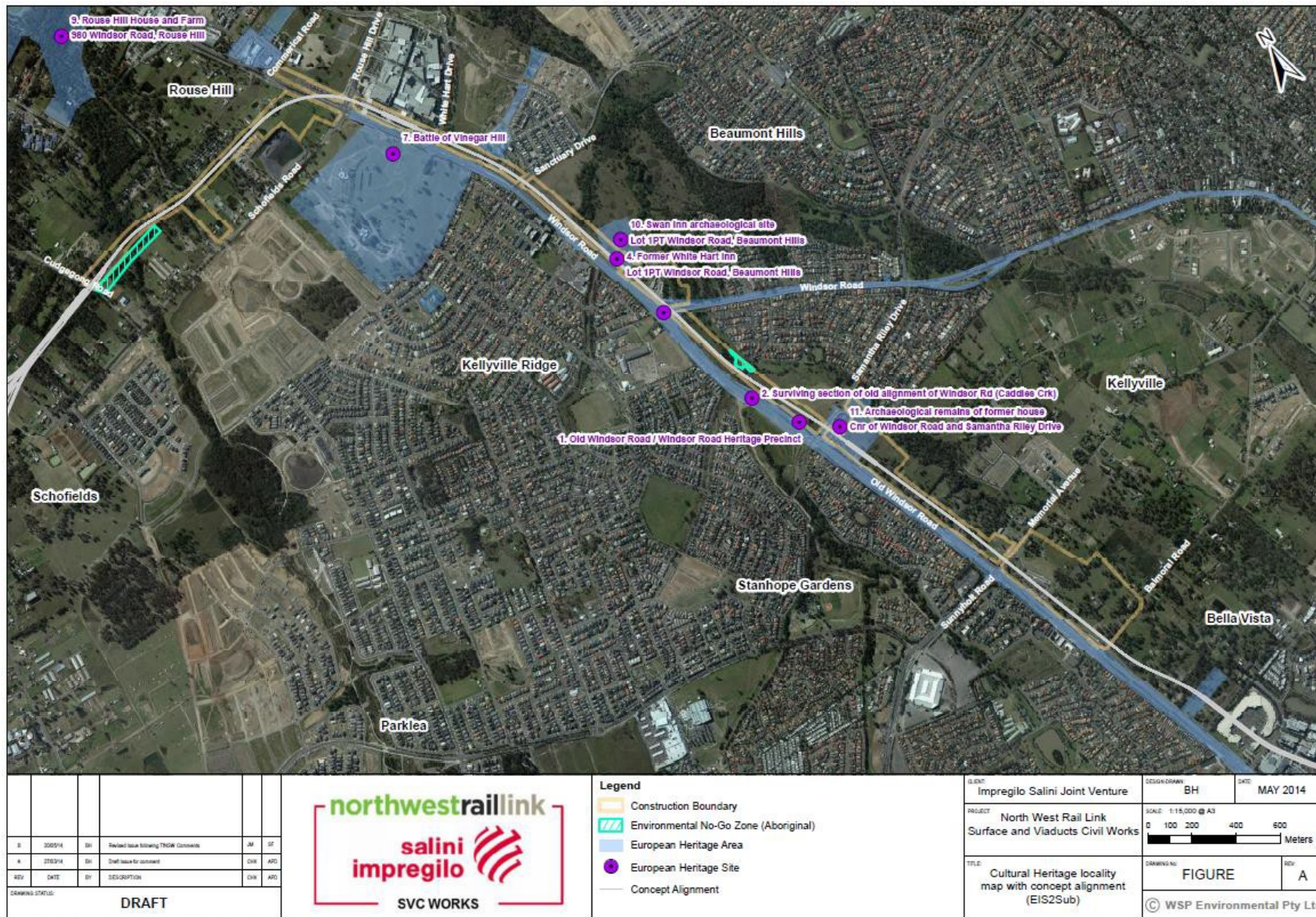


Figure 1-0-1 Location on Non-indigenous Heritage Items



## 2 White Hart Inn

### 2.1 Site Location and Description

The site is located around 150 meters south of the Merriville Road intersection with Old Windsor Road (Figures 5 & 6). Note that although listed separately in the EIS report on which this document is based, it has since been determined by the heritage consultants that the Swan Inn and the White Hart Inn are the same structure which have historically been referred to by different names.



Figure 2-1: Non-indigenous Archaeological Heritage - White Hart Inn (Source: WSP 2014)



Figure 2-3: Archaeological excavation at White Hart Inn (<http://nwrail.transport.nsw.gov.au>)



Figure 2-2 Artists impression of the White Hart Inn (<http://nwrail.transport.nsw.gov.au>)

## 2.2 Impact assessment

The archaeological remains of the White Hart Inn will be conserved.

## 2.3 Site specific Mitigation Measures

### 2.3.1 Archaeology

An exclusion zone has been erected around the archaeological site during construction with access to this area strictly controlled. A hard and a soft exclusion zone have been designated around the heritage site. See [Figure 2-4](#) and ECM Zone 5 Appendix 1 for more information and specific mitigation measures. Construction methodology for the viaduct does not require entry into the hard exclusion zone with the exception of foot traffic, when require, pending Environmental Manager approval.



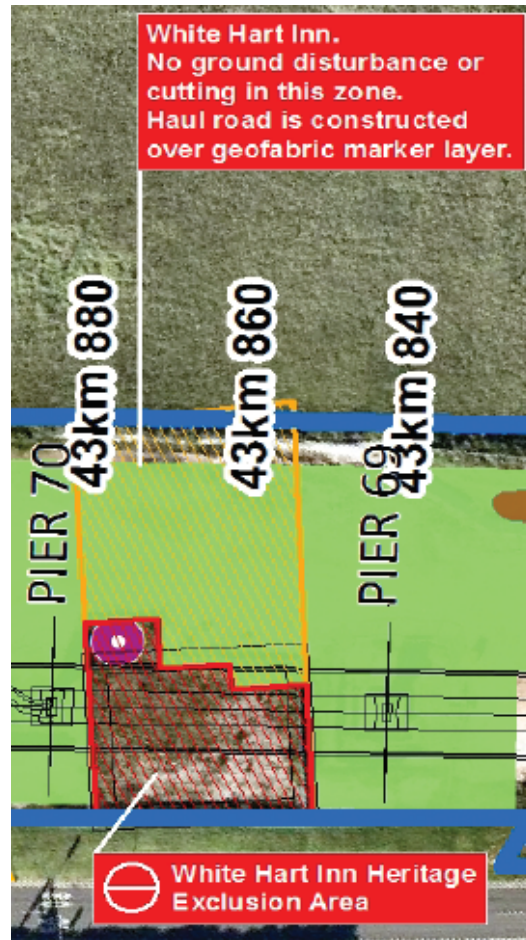


Figure 2-4: Hard (red) and soft (yellow) exclusion zones for the White Hart Inn Heritage Exclusion Area

## 2.4 Monitoring Requirements

Archaeological monitoring was conducted for excavation of Peirs 69 and 70 in the vicinity of the heritage area. The results of the archaeological monitoring program indicate that the strip between the conserved White Hart Inn heritage exclusion zone and the area directly to the north had been disturbed in the past and that few relics with archaeological integrity occurred within the monitored area.

Vibration monitoring was also conducted for the movement of the crawler crane through the soft exclusion zone. Results of the vibration monitoring showed that there was no impact to the heritage area.

## 2.5 Reporting requirements

Reporting of any required archaeological monitoring is required to be lodged with the Environmental Manager and Heritage Specialist.

## 2.6 Notification requirements

### 2.6.1 Unexpected Archaeology discovery

Refer to the Salini Impregilo unexpected finds procedure located in the Construction Heritage Management Plan (Appendix 8).

## 2.7 Heritage Listing and heritage information

### 2.7.1 Heritage listing

The White Hart Inn is in the process of becoming a heritage listed item.

### 2.7.2 Archaeological potential

This site has a high archaeological potential.

### 3 Archaeological site at the intersection of Old Windsor Road and Samantha Reilly Drive

#### 3.1 Site Location and Description

The site is located at the intersection of Old Windsor Road and Samantha Reilly Drive (Figures 8 & 9).



Figure 3-1: Non-Indigenous Archaeological heritage – Archaeological site at the intersection of Old Windsor Road and Samantha Reilly Drive (Source WSP 2014)



Figure 3-2: Non-Indigenous Archaeological heritage – Archaeological site at the intersection of Old Windsor Road and Samantha Reilly Drive

### **3.2 Impact assessment**

As per the NWRL EIS 1- European Heritage

#### **Operation and Construction:**

There is the potential that other known and potential archaeological features associated with the former house still remain within the area designated for construction of the station. However additional operation and construction impacts other than those assessed in EIS1 are not anticipated.

### **3.3 Site specific Mitigation Measures**

#### **3.3.1 Archaeology**

Results and recommendations of the further research undertaken as per the EIS 1 mitigation measures regarding areas of archaeological potential would be followed where relevant.

### **3.4 Monitoring Requirements**

No monitoring of the area has been required to date.

### **3.5 Reporting requirements**

Reporting of any required archaeological monitoring is required to be lodged with the Environmental Manager and Heritage Specialist.

### **3.6 Notification requirements**

#### **3.6.1 Unexpected archaeology discovery**

Refer to the Salini Impregilo *Unexpected Heritage Finds Process* (Appendix 8).

### **3.7 Heritage Listing and heritage information**

#### **3.7.1 Heritage listing**

This is not a listed item.

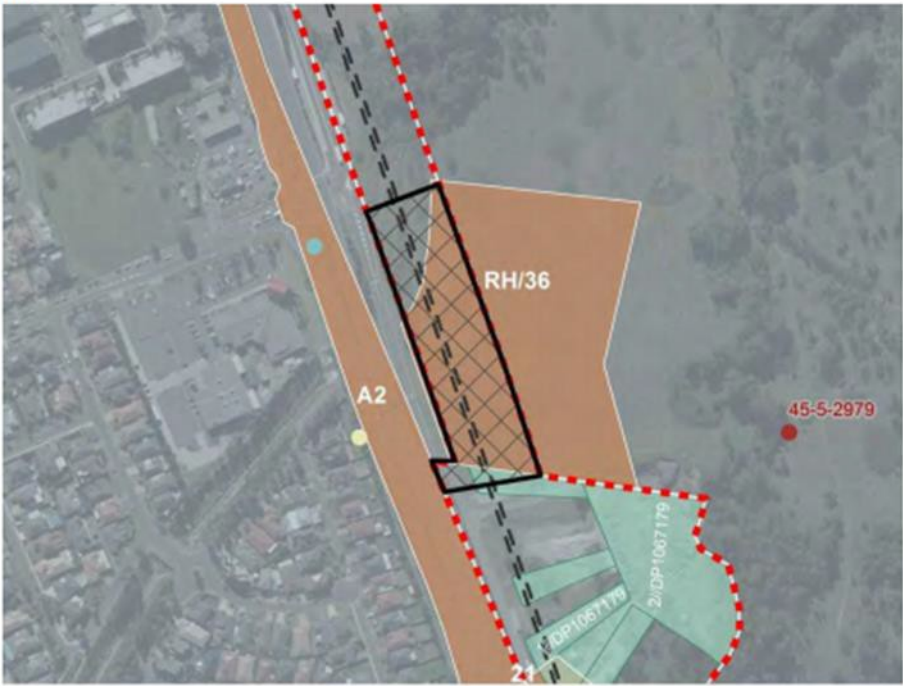
#### **3.7.2 Archaeological potential**

The EIS 1 report (GML 2012) states that this site has a low-medium archaeological potential. The known archaeological remains include the house footprint with a separate kitchen, a sandstone brick cistern, two brick cisterns/wells and some sandstone as part of building material. The cisterns have been removed by TfNSW.

Further potential archaeological remains include structural remains (remnant footings / postholes), services, brick wells/cisterns, privies, refuse dumps and pit with artefacts. A section of the site has been previously impacted by the construction of the Transitway.



## 4 Heritage Inventory Sheets

NWRL Heritage Inventory Card	NWRL Heritage Site No. 39
Item Former Swan Inn – Item 79 (RH/36)	
Site Type Historic Archaeology	
<p><b>Map</b></p>  <p><b>HISTORIC ARCHAEOLOGY</b></p> <ul style="list-style-type: none"> <li>Construction site boundary</li> <li>NWRL alignment</li> <li>Historic archaeology management area</li> <li>AHIMS sites</li> <li>Alignment Stone</li> <li>Boundary Stone</li> <li>Mature Eucalyptus trees</li> <li>Sandstone Culvert</li> <li>Historic heritage sites</li> <li>Demolition register</li> <li>Historic heritage site and demolition site (overlapping)</li> </ul>	
<p><b>Significance/ Heritage Issues</b></p> <p>The NWRL Heritage Review report (Casey &amp; Lowe, 2006) notes that the archaeological site of the former 1830s Swan Inn, shown on Mackenzie's 1885 survey of the Old Windsor Road is site RH/36 as identified in the Windsor Road and Old Windsor Road CMP, 2005. The site is located on the eastern side of Windsor Road, north of the intersection with Old Windsor Road. The Casey &amp; Lowe report also notes that the front part of the site along Windsor Road was likely impacted by the Transitway construction works. There is low to medium potential for the remains of outbuildings and services to remain.</p> <p>The site of the former Swan Inn is located within the proposed Old Windsor Road to White Hart Drive construction site. The proposed works will result in a major adverse impact on the site of the former Swan Inn.</p>	
<p><b>Management Tasks</b></p> <p>Background history research on the property is recommended before demolition works.</p> <p>Archaeological monitoring and recording in conjunction with ground disturbance works. Exposed archaeological features would then be excavated and fully recorded prior to their removal which may involve an open area excavation.</p> <p>Based on the extent and level of significance of discovered features, the preparation of an interpretation plan and strategy could be required.</p>	



## APPENDIX 6 - SITE SPECIFIC IMPACT MINIMISATION AND MITIGATION INFORMATION ABORIGINAL / INDIGENOUS HERITAGE

Heritage Impact Minimisation and Mitigation  
Report  
Aboriginal Cultural Heritage

SVC Works

Appendix 6

## Contents

<b>1</b>	<b>NWRL alignment SVC Project Works Heritage items .....</b>	<b>4</b>
<b>2</b>	<b>Aboriginal cultural heritage.....</b>	<b>4</b>
2.1	Background .....	4
2.2	Aboriginal cultural heritage investigation within the study area .....	4
2.3	Registered Aboriginal stakeholders for the NWRL project .....	4
2.4	Ongoing Aboriginal consultation.....	4
2.5	Retrieved artefacts .....	4
2.6	Impact assessment.....	6
2.7	Mitigation Measures .....	6
2.8	Monitoring Requirements .....	6
2.9	Reporting requirements .....	6
2.10	Notification requirements.....	6



# 1 NWRL alignment SVC Project Works Heritage items

Figure 1 shows the areas within or adjacent to the SVC works that have not been subject to Aboriginal heritage clearance by TfNSW at the time of preparation of this Appendix.

## 2 Aboriginal cultural heritage

### 2.1 Background

The NWRL corridor has been subject to comprehensive Aboriginal archaeological investigations by TfNSW in consultation with the registered Aboriginal stakeholders for the project.

### 2.2 Aboriginal cultural heritage investigation within the study area

In accordance with the recommendations of EIS 1, archaeological salvage and collection works have been completed within the NWRL corridor including the Surface Viaduct Works area. The results of these investigations have not yet been published.

### 2.3 Registered Aboriginal stakeholders for the NWRL project

There are eleven Aboriginal groups and individuals registered for the NWRL project.

- Metropolitan Local Aboriginal Land Council
- Deerubbin Local Aboriginal Land Council
- Tony Williams
- Darug Custodial Aboriginal Corporation
- Darug Land Observations
- Darug Aboriginal Cultural Heritage Assessments
- Parramatta Council Aboriginal and Torres Strait Islander Advisory Committee
- Darug Aboriginal Land Care Inc
- Yarrowalk/Tocumwal
- Darug Tribal Aboriginal Corporation
- Gunjeewong Cultural Heritage Aboriginal Corporation

### 2.4 Ongoing Aboriginal consultation

The registered Aboriginal stakeholders for the project would be consulted during the development of the Construction Heritage Management Plan, primarily through the Aboriginal Focus Group (AFG) comprising representatives of the eleven groups / individuals. Consultation will be recorded in the *Stakeholder Consultation Log* in Appendix 7.

TfNSW is responsible for facilitating meetings of the AFG which are anticipated to be held on an as-needs basis.

If Aboriginal objects or archaeological deposits are proposed to be impacted during construction works the registered Aboriginal stakeholders would be notified in accordance with the *Unexpected Heritage Finds Process* in Appendix 8.

### 2.5 Retrieved artefacts

Any artefacts retrieved as unexpected finds would be stored as part of the NWRL assemblage under any existing agreements between TfNSW and the registered stakeholders in accordance with the *Unexpected Heritage Finds Process* in Appendix 8.

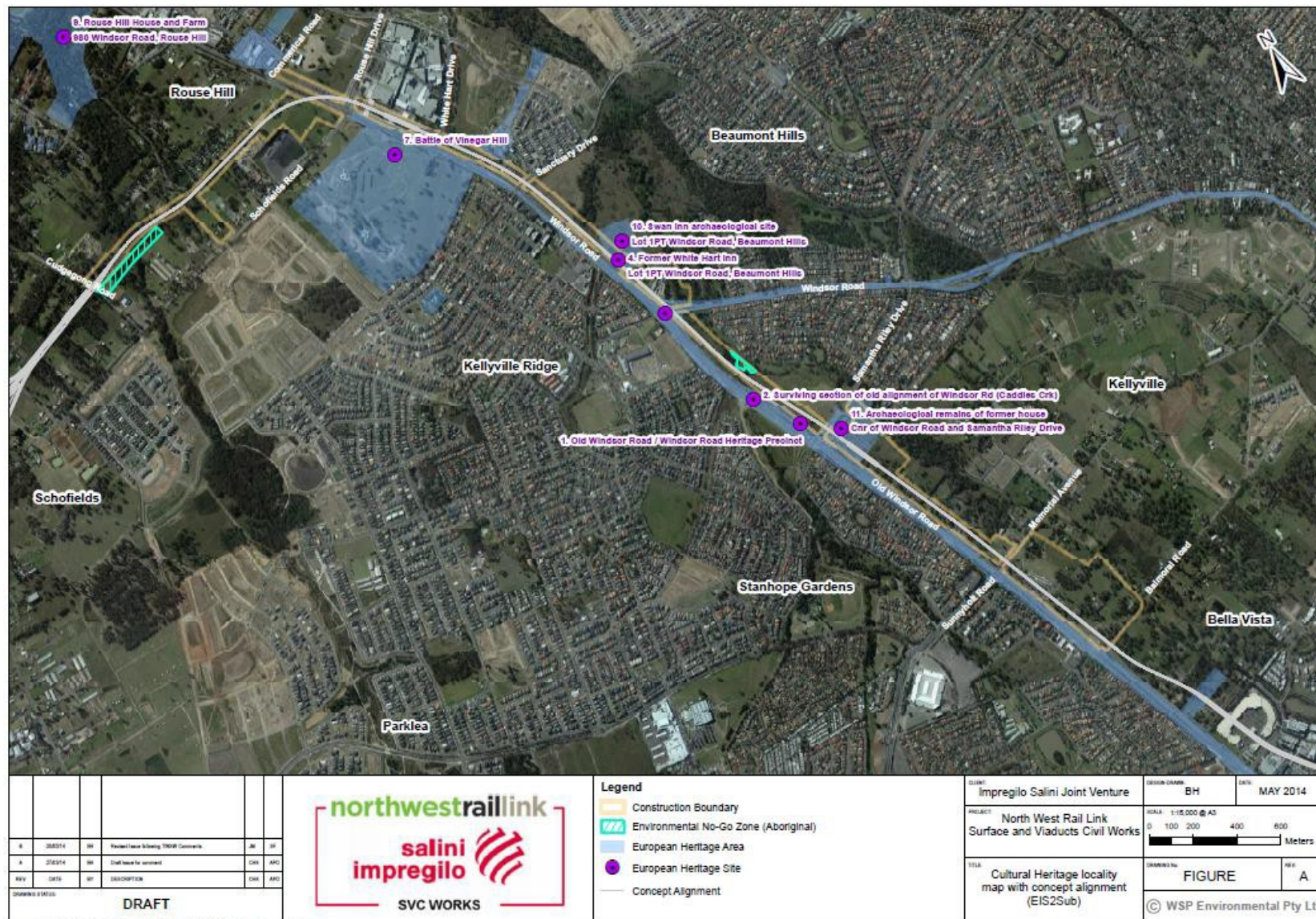


Figure 2-1 Location of areas still subject to Aboriginal heritage clearance shown in green hatching.

## 2.6 Impact assessment

TfNSW advise that all registered Aboriginal sites and recorded objects have been removed from within the NWRL EIS 1 & 2 project corridor (which includes the SVC Project area), with the exception of a small area at the junction of Caddie and Elizabeth Macarthur Creeks (Figure 1). The latter area will be established as a no-go zone to ensure there are no impacts to registered Aboriginal sites within the project area<sup>1</sup>.

The SVC works are likely to involve the stripping and removal of significant areas of topsoil within the corridor with some sections, including piers and cuttings subject to deep excavation. It is therefore unlikely that archaeological deposits will remain in these areas prior to commencement of the Stage 2 EIS works to be undertaken by another contracting entity (for TfNSW) including stations and rail systems works.

## 2.7 Mitigation Measures

### Operational and Construction

- The boundary of the construction sites would be fenced to prevent construction personnel impacting areas outside the EIS Project corridor or the uncleared heritage area at the confluence of Caddies and Elizabeth Macarthur Creeks.
- The Aboriginal heritage no-go zones for each construction site will be shown in the Environmental Control Map displayed in a common area of each works compound.
- The Aboriginal heritage component of the site induction would include information on
  - How to identify objects of Aboriginal heritage / cultural value and apply the Unexpected Heritage Finds Process (Appendix 8)
  - Aboriginal heritage conservation and/or non-go zones for each construction site.
  - The legislation and penalties for impacting Aboriginal heritage objects would be conveyed to all construction managers and personnel.

## 2.8 Monitoring Requirements

General monitoring of adherence to this plan would be undertaken by the Environment Manager in accordance with the CEMP.

## 2.9 Reporting requirements

If unexpected finds are located the reporting required under the *Unexpected Heritage Finds Process* (Appendix 8) would be applied

## 2.10 Notification requirements

Refer to the *Unexpected Heritage Finds Process* in Appendix 8.

---

<sup>1</sup> Should access to this area be required for construction of the SVC, heritage clearance will be undertaken following consultation with TfNSW and the registered Aboriginal stakeholders.



# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## APPENDIX 7 - ABORIGINAL CONSULTATION LOG

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



TfNSW has established an SMNW wide Aboriginal Focus Group. The ISJV will utilize this Group as an entry point for any consultation required with registered indigenous stakeholders in relation to the SVC works.

Consultation with the registered stakeholders on this Plan was commenced by TfNSW on 6 May 2014. Refer to letter below from Kellegher Nightingale Consulting, dated 4 June 2014. Consultation is recorded in the *Aboriginal Stakeholder Consultation Log* below.

Consultation in response to an unexpected indigenous heritage find will be as per the process set out in *Appendix 8* of this Plan.

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



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4 June 2014

Matthew Marrinan  
Environment Manager  
Level 7, 12 Castlereagh Street  
Sydney NSW 2000

Matthew

**RE. North West Rail Link**  
**Design and Construction of Surface and Viaduct Civil Works**  
**Construction Heritage Management Plan**  
Aboriginal Stakeholder Review and Comment Correspondence

Kelleher Nightingale Consulting Pty Ltd (KNC) has managed the Aboriginal stakeholder review of the draft NWRL Heritage Management Plan (HMP) for the Surface and Viaduct Civil works package. KNC has been engaged by Transport for New South Wales to act as a single point of contact for Aboriginal stakeholders for the NWRL project.

## **Consultation Process**

KNC distributed the draft HMP to all registered Aboriginal stakeholders for review and comment. The review period was 28 days (6 May – 2 June 2014). The consultation process also included phone calls to enquire if stakeholders had any specific questions or comments.

## **Results of Consultation Process**

A total of 11 Aboriginal stakeholders are registered for the NWRL project. Responses were obtained from nine stakeholders. Positive responses were received from eight stakeholders, with one negative response. The positive responses had no issues with the draft HMP. The negative response expressed concerns about the qualifications and experience for Aboriginal heritage decision makers within the HMP.

The negative respondent also requested an Aboriginal Focus Group meeting.

## **Aboriginal Stakeholders**

Responding Aboriginal Stakeholders

- Deerubbin Local Aboriginal Land Council
- Parramatta Council Aboriginal and Torres Strait Islander Advisory Committee
- Mr Tony Williams
- Darug Custodian Aboriginal Corporation
- Darug Aboriginal Cultural Heritage Assessments
- Darug Aboriginal Land Care
- Darug Land Observations
- Darug Tribal Aboriginal Corporation
- Tocomwall



# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



- Darug Custodian Aboriginal Corporation
- Darug Aboriginal Cultural Heritage Assessments
- Darug Aboriginal Land Care
- Darug Land Observations
- Darug Tribal Aboriginal Corporation
- Tocomwall

## Nil Response Aboriginal Stakeholders

- Metropolitan Local Aboriginal Land Council
- Gunjeewong Cultural Heritage Aboriginal Corporation

A consultation log and comments received from Aboriginal stakeholders are attached.

If you have any questions or require further information regarding the Aboriginal stakeholder consultation process, please don't hesitate to contact me on 02 9232 5373.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Matthew Kelleher', is written over a light blue rectangular background.

Dr Matthew Kelleher  
Director/Archaeologist

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## REGISTERED ABORIGINAL STAKEHOLDER CONSULTATION LOG

**North West Rail Link (Design and Construction of Surface and Viaduct Civil Works) Construction Heritage Management Plan  
Aboriginal Stakeholder Review and Comment Correspondence Log**

**Current at: 5 June 2014**

<b>Organisation</b>	<b>Contact Person</b>	<b>Address</b>	<b>Phone / Email</b>	<b>Nature of Correspondence</b>	<b>Comments</b>	<b>ISJV Response</b>
Deerubbin Local Aboriginal Land Council	Steve Randall	PO Box 40, Penrith BC, NSW 2751	<a href="mailto:SRandall@deerubbin.org.au">SRandall@deerubbin.org.au</a> (02) 4724 5600	Phone from KNC 30/5/14	Steve Randall stated that DLALC had no issues with the HMP and was satisfied with the level of consultation.	Noted. Ongoing consultation will be held with Registered Aboriginal Parties as required.
Parramatta Council Aboriginal & Torres Strait Islander Advisory Committee	Maggie Kyle	Parramatta City Council PO Box 32 PARRAMATTA NSW 2124		Phone call to KNC 15/5/14	Gil Saunders (on behalf of Maggie Kyle) confirmed his knowledge and interest in being consulted. No comment on HMP.	Noted. Ongoing consultation will be held with Registered Aboriginal Parties as required.
Mr Tony Williams (individual)	Tony Williams	1 Pyrenees Way BEAUMONT HILLS NSW 2155	<a href="mailto:ajw08@tpg.com.au">ajw08@tpg.com.au</a>	Email to KNC 11/5/14	Tony Williams confirmed attachment and interest in the land and being consulted. Tony was satisfied that KNC have the experience to oversee Aboriginal heritage issues.	Noted. Ongoing consultation will be held with Registered Aboriginal Parties as required.

# Construction Heritage Management Plan

## NWRL – Surface and Viaduct Civil Works



Darug Custodian Aboriginal Corporation	Leanne Watson	PO Box 81, WINDSOR NSW 2756	<a href="mailto:mulgokiwi@bigpond.com">mulgokiwi@bigpond.com</a> (02) 4577 5181	Email letter to KNC 29/05/14	DCAC confirms importance of Aboriginal heritage of the area. DCAC stated support for the project. No direct comment on HMP. Would like to ensure conservation and educational outcomes are part of the project. Examples of this would be interpretive signage, public art and Darug naming within this project.	Noted no direct comment on HMP. Noted further interest in consultation. Ongoing consultation will be held with Registered Aboriginal Parties as required. Noted DCAC would like conservational and educational outcomes to be part of the project through such things as interpretive signage, public art and Darug naming within this project.
Darug Aboriginal Heritage Assessments	Gordon Morton Everingham	90 Hermitage Rd, KURRAJONG HILLS NSW 2758	Celestine: 4567 7421 or 0432 528 896 Gordon: 9625 0005 or 865 831	Fax from DACHA to 30/05/2014	DACHA affirmed their support for the recommendations outlined in the CHMP, and noted that if unexpected finds were encountered during construction they wished to be consulted.	Support noted. Confirm that Aboriginal notification and consultation will occur through the "Procedure for Unexpected Heritage Finds", and also with Registered Aboriginal Parties, as required.
Darug Aboriginal Inc	Des Dyer	18a Perigee Close NSW 2767	<a href="mailto:desmond4552@hotmail.com">desmond4552@hotmail.com</a> 0408 360 814	Phone call from KNC, 30/05/2014 at  Followed up via 30/05/2014 at 11.20am	Des stated he had received and read the report and had no issues with the procedures outlined for heritage going forward (see Record of Discussion). Requested a follow-up email (sent 30/05/14). May yet respond in writing before closure date.	Noted.



# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



Darug Land Observations	Gordon Workman	PO Box 571, PLUMPTON NSW 2761	<a href="mailto:gordow51@bigpond.net.au">gordow51@bigpond.net.au</a> 0415 663 763	Email to KNC 9/5/14 Phone call from KNC 2/6/14to	Gordon originally requested (via email) a meeting as he thought the SVC HMP was the TSC HMP. After review and discussion with KNC (phone conversation) Gordon had no issues with the SVC HMP and no longer wanted a meeting.	Noted.
Tocomwall	Scott Franks	PO Box 76, CARINGBAH NSW 1495	<a href="mailto:scott@tocomwall.com.au">scott@tocomwall.com.au</a> 9542 7714 or Mobile: 0404 171 544	Email to KNC 6/5/14, 27/5/14 , 30/5/14	Scott requested an Aboriginal Focus Group meeting to discuss the HMP. Scott stated he had concerns about the qualifications and experience required for decision making positions within the HMP. Tocomwall was not supportive of the HMP.	Comments noted. Ongoing Aboriginal notification and consultation will occur through the "Procedure for Unexpected Heritage Finds", and also with Registered Aboriginal Parties, as required.
Darug Tribal Aboriginal Corporation	John Reilly	PO Box 441, BLACKTOWN NSW 2148	<a href="mailto:jmreilly228@gmail.com">jmreilly228@gmail.com</a> 0402 334 123	Phone call to KNC, 30/05/2014 at 1.40pm	John stated that he had received and reviewed the report and was satisfied with the procedures set in place described in the document. He stated he had attended the AFG with Matthew and felt confident in the information provided. He stated that as a representative of DTAC he continued to agree with the methodology and supported previous recommendations made in relation to the project.	Noted.
Metropolitan Local Aboriginal Land Council	Colin Davison	PO Box 1103, STRAWBERRY HILLS NSW 2012	<a href="mailto:metrolalc@metrolalc.org.au">metrolalc@metrolalc.org.au</a> (02) 8394 9666	Phone call from KNC and left message 29/30/14	Nil response (KNC note that SVC works are outside of the MLALC boundary.)	Noted.
Gunjeewong Cultural Heritage Aboriginal	Cherie Carrol Turrise	1 Bellevue Place, PORTLAND NSW 2847	Mobile: 0457 920 198	Not contactable by phone	Nil response	Noted.

## Darug Aboriginal Cultural Heritage Assessments

ABN 51 734 106 483

Gordon Morton

Mob: 0422 865 831  
Fax: 45 677 421

Celestine Everingham  
90 Hermitage Road, Kurrajong Hills, 2758  
Ph/Fax: 45677 421  
Mob: 0432 528 880

30.3.14

Attention:

Christine Milner  
Delkeden & Nightingale Consulting

re: North West Road Link

DACHA have reviewed the Construction Aboriginal Cultural Management Plan and we support your recommendations. If unexpected finds are encountered during construction DACHA wishes to be consulted.

Yours Sincerely,  
C. Everingham

Cultural Heritage – Building respect for the past and Conservation for the future

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



DARUG CUSTODIAN  
ABORIGINAL  
CORPORATION

PO BOX 81 WINDSOR 2756  
PHONE: 0245775181 FAX: 0245775098  
MOBILE: 0415770163  
EMAIL: [mulgokiwi@bigpond.com](mailto:mulgokiwi@bigpond.com)

Attention: Matthew Kelleher.

Subject: NWRL Surface and Viaduct Civils (SVC) Heritage Management Plan.

Dear Matthew,

Darug custodian Aboriginal Corporation's site officers have knowledge of Darug land, Darug Culture, Oral histories, landforms, sites, Darug history, wildlife, flora and legislative requirements. We have worked with consultants and developers for many years in Western Sydney (Darug Land) for conservation, site works, developments and interpretation/education strategies.

Landscapes and landforms are significant to us for the information that they hold and the connection to Darug people. Aboriginal people (Darug) had a complex lifestyle that was based on respect and belonging to the land, all aspects of life and survival did not impact on the land but helped to care for and conserve land and the sustenance that the land provided. As Darug people moved through the land there were no impacts left, although there was evidence of movement and lifestyle, the people moved through areas with knowledge of their areas and followed signs that were left in the landscape. Darug people knew which areas were not to be entered and respected the areas that were sacred. The area that this project is moving through is within a darug landscape there is a connection of sites in this area that this project moves through and impacts as shown in this report.

Darug sites and objects of cultural heritage are protected under the National Parks and Wildlife Service NSW act 1974. It is a main goal in our constitution to care for our sites, places, oral histories and objects in conjunction with the NPWS act.



The National Parks and Wildlife Act 1974 (NPW Act) , administered by OEH, is currently the primary legislation for the protection of some aspects of Aboriginal Culture and heritage in NSW. One of the objectives of the NPW act is.

... the conservation of objects, places or features ( including biological diversity) of cultural value within the landscape, including but not limited to: (i) places, objects and features of significance to Aboriginal people ... (s.2A)(b)

The NPW Act partly defines Aboriginal heritage as comprising ‘Aboriginal objects’ and ‘Aboriginal places’. Aboriginal objects include objects on both public and private lands.

- An Aboriginal object under the NPW Act is defined as any deposit, object or materials evidence (not being a handicraft made for sale) relating to the Aboriginal habitation of the area that comprises New South Wales, being habitation before or concurrent with (or both) the occupation of that area by persons or non-Aboriginal extraction, and includes Aboriginal remains’ (section 5 of the NPW Act).
- An Aboriginal place is defined as a ‘place that in the opinion of the Minister, is or was of special significance with respect to Aboriginal Culture’ (section 84 of the NPW Act). The minister establishes an Aboriginal Place by order published in the Gazette.

Darug sites are all connected, our country has a complex of sites that hold our heritage and past history, evidence of the Darug lifestyle and occupation are all across our country, due to the rapid development of Sydney many of our sites have been destroyed, our sites are thousands of years old and within the short period of time that Australia has been developed pre contact our sites have disappeared.

Our group supports this project going through and the mitigation of our landscape has so far been discussed in our consultation with Kelleher. We support this project and would like to ensure that conservation and educational outcomes are part of this project examples of this would be interpretive signage, public art and Darug naming within this project.

Regards



Leanne Watson

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



**From:** Gordon Workman  
**To:** Matthew Kelleher  
**Subject:** Re: NWRL CHMP Viaduct  
**Date:** Friday, 9 May 2014 5:43:35 PM

---

yes we would like a meeting also  
With Thank's  
Uncle  
Gordon Workman  
Darug Elder

----- Original Message -----

**From:** Matthew Kelleher  
**To:** gordow  
**Sent:** Tuesday, May 06, 2014 5:38 PM  
**Subject:** NWRL CHMP Viaduct

---

Hi Gordon,  
Please find attached:

- Covering letter
- Construction Heritage Management Plan for the NWRL Design and Construction of Surface and Viaduct Civil Works.

The draft document is for your review. A hard copy is being posted today.  
If you have any questions regarding the document please contact me and I will: A) answer your question or B) find the answer and get back to you.

The closing date for comments is the 2nd June 2014, however we are keen to seek comments as early as possible.

Look forward to talking with you in the near future.

All the best,  
Matthew  
**Dr Matthew Kelleher**  
Director / Archaeologist  
**Kelleher Nightingale Consulting Pty Ltd**  
Level 10, 25 Bligh Street, Sydney NSW 2000  
p 02 9232 5373 f 02 9223 0680 m 0400 821 264

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



**From:** Scott Franks  
**To:** Matthew Kelleher  
**Cc:** Danny Franks; Robert Lester; Sarah Franks  
**Subject:** Re: NWRL CHMP Viaduct  
**Date:** Tuesday, 6 May 2014 5:43:07 PM

---

Mathew,

I have read some of this come to the conclusion that a meeting should be called with the RAPS to discuss this. Tocomwall could not Agree to this as the documents demonstrates us support giving someone the authority to make decision about objects relics and artefacts that in fact have no experience qualifications or understanding of what there looking for,looking at or dealing with.

Regards  
Scott Franks

Native Title & Environmental Services Manager

Tocomwall Pty Ltd  
PO Box 76  
CARINGBAH NSW 1495  
m: 0404 171544  
p: 02 9542 7714  
f: 02 9524 4146  
e: [scott@tocomwall.com.au](mailto:scott@tocomwall.com.au)  
[www.tocomwall.com.au](http://www.tocomwall.com.au)

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---



# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



**From:** Matthew Kelleher <[matthew.kelleher@knconsult.com.au](mailto:matthew.kelleher@knconsult.com.au)>

**Date:** Tuesday, 6 May 2014 5:18 pm

**To:** Scott Franks <[scott@tocomwall.com.au](mailto:scott@tocomwall.com.au)>

**Subject:** NWRL CHMP Viaduct

Hi Scott,

Please find attached:

<!--[if !supportLists]--> <!--[endif]-->Covering letter

<!--[if !supportLists]--> <!--[endif]-->Construction Heritage Management Plan for the  
NWRL Design and Construction of Surface and Viaduct Civil Works.

The draft document is for your review. A hard copy is being posted today.

If you have any questions regarding the document please contact me and I will: A)  
answer your question or B) find the answer and get back to you.

The closing date for comments is the 2nd June 2014, however we are keen to seek  
comments as early as possible.

Look forward to talking with you in the near future.  
All the best,

Matthew

**Dr Matthew Kelleher**

Director / Archaeologist

**Kelleher Nightingale Consulting Pty Ltd**

Level 10, 25 Bligh Street, Sydney NSW 2000

p 02 9232 5373 f 02 9223 0680 m 0400 821 264

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



**From:** Scott Franks  
**To:** Matthew Kelleher  
**Cc:** Danny Franks; Sarah Franks; Maria Cotter  
**Subject:** meeting with stake holders  
**Date:** Tuesday, 27 May 2014 7:35:37 PM

---

Mathew,

Could you please advise if you and your client have come up with a date to discuss NWRL and the proposed proposal that was sent to me some time ago. I must stress that we have raised issues with the document and I consider the time frame to comment would stop from the date I first alerted to that we had issues and requested a meeting to discuss.

Regards  
Scott Franks

Native Title & Environmental Services Manager

Tocomwall Pty Ltd  
PO Box 76  
CARINGBAH NSW 1495  
m: 0404 171544  
p: 02 9542 7714  
f: 02 9524 4146  
e: [scott@tocomwall.com.au](mailto:scott@tocomwall.com.au)  
[www.tocomwall.com.au](http://www.tocomwall.com.au)

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# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



**From:** Scott Franks  
**To:** Matthew Kelleher  
**Cc:** Gordon Workman; Tony Williams  
**Subject:** Re: NWRL HMP  
**Date:** Friday, 30 May 2014 5:18:12 PM

---

Mathew,

As requested we are seeking a AFG Meeting to discuss the HMP as discussed with you some time ago the document that has been sent out makes it difficult and even directly deliberate to ensure that the RAP's have no real opportunity to Comment. Most of the document and recommendations have nothing to do with why we are being Consulted. I have spoken to most to the Managers for the Other Raps and we are all of the same option to have a AFG. Tocomwall cannot support the recommendations.

I am currently Not in the country and will be back 6th June at that stage I will lodge a complaint with OEH,Dopi and the relevant Minister to ensure that this HMP is not Approved.

I would also like to advise that all Raps were advised that AFG's would be held to discuss issues. It is clear to me that your client is stalling this process in an attempt to seek approval of a HMP and I will be considering making a media statement with other Raps to get a response from the Premier.

I have also cc most of the stake holders.

Regards  
Scott Franks

Native Title & Environmental Services Manager

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PO Box 76  
CARINGBAH NSW 1495  
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p: 02 9542 7714  
f: 02 9524 4146  
e: [scott@tocomwall.com.au](mailto:scott@tocomwall.com.au)  
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---



# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



---

**From:** Matthew Kelleher <[matthew.kelleher@knconsult.com.au](mailto:matthew.kelleher@knconsult.com.au)>  
**Date:** Friday, 30 May 2014 6:55 pm  
**To:** Scott Franks <[scott@tocomwall.com.au](mailto:scott@tocomwall.com.au)>  
**Cc:** Sarah Franks <[sarah@tocomwall.com.au](mailto:sarah@tocomwall.com.au)>, Danny Franks <[danny@tocomwall.com.au](mailto:danny@tocomwall.com.au)>  
**Subject:** NWRL HMP

**From:** Tony Williams  
**To:** Matthew Kelleher  
**Date:** Sunday, 11 May 2014 11:37:45 AM

Hi Scott,

I phoned you to discuss and have left a message.

At this stage TfNSW has decided not to have an Aboriginal Focus Group meeting to discuss the SVC Heritage Management Plan.

I appreciate you have concerns with the HMP. The best way to advise of any specific concerns you may have with the HMP is to write to me as these can then be considered in a revised HMP.

It is important to have your comments (even just dot points) in to me by the end of **2 June** to meet the required timeframe.

Please contact me if you have any questions.

All the best,

Matthew

**Dr Matthew Kelleher**  
Director / Archaeologist  
**Kelleher Nightingale Consulting Pty Ltd**  
Level 10, 25 Bligh Street, Sydney NSW 2000  
p 02 9232 5373 f 02 9223 0680 m 0400 821 264

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



Hi Matthew”

I am Aboriginal person who can provide the information based on Aboriginal lore and custom, being a traditional owners and custodians of the land that is the subject of the proposed project. I am a traditional owners and custodians with appropriate cultural heritage knowledge to inform decision making and I continue to maintain a deep respect for their ancestral belief system, traditional lore and custom and recognise my responsibilities and obligations to protect and conserve my culture and heritage and care for my traditional lands or Country and have the trust of my community, knowledge and understanding of their culture, and permission to speak about it.

I have read NWRL surface and Viaduct Civils Heritage Plan and I am satisfied that Kelleher Nightingale have all the experience and du diligent to oversee Aboriginal heritage issues.

Tony Williams  
1 Pyrenees Way  
Beaumont Hills 2155  
[Ajw08@tpg.com.au](mailto:Ajw08@tpg.com.au)

(02)88246991

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works

northwestrailink

salini  
impregilo

ISJV – SVC Works



Transport  
for NSW

Objective reference: A3351835

6 May 2014

Dear Stakeholder

## NWRL Surface and Viaduct Civils (SVC) Heritage Management Plan

As Registered Aboriginal Parties for the North West Rail Link (NWRL) project we are seeking your review of the attached draft Heritage Management Plan for the Surface and Viaduct Civils works package.

The viaduct takes the North West Rail Link above ground for 4 km between Kellyville and Rouse Hill beginning just past Balmoral Road, Kellyville. This management plan has been produced by our SVC contractor (Impregilo Salini JV) and will be implemented following consultation for the management of indigenous heritage requirements under Planning Approval SSI-5100 and SSI-5414.

Matthew Kelleher from Kelleher Nightingale has been appointed as Indigenous Heritage advisor by the NWRL to oversee Indigenous heritage issues and will act as a single point of contact for the purpose of this consultation. Please provide any feedback to Matthew Kelleher from Kelleher Nightingale ([matthew.kelleher@knconsult.com.au](mailto:matthew.kelleher@knconsult.com.au)), or contact him by phone on 0400 821 264 if you have any questions.

This opportunity to review is being extended to you between the period of 6<sup>th</sup> of May to the 2<sup>nd</sup> of June 2014.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Stuart Hodgson'.

**Stuart Hodgson**  
Principal Manager, Sustainability  
Customer Strategy and Planning  
North West Rail Link

Attachment – Surface and Viaduct Civils (SVC) Heritage Management Plan

Level 7, 8-12 Castlereagh Street, Sydney NSW 2000  
PO Box K659 Haymarket NSW 1240  
T 1800 019 989 F 2856 6470  
[www.transport.nsw.gov.au](http://www.transport.nsw.gov.au)  
ABN 18 804 239 602



## APPENDIX 8 - UNEXPECTED HERITAGE FINDS PROCESS

### 1.0 Purpose & Scope

The purpose of this Work Instruction is to allow proactive measures to be taken to guard against unforeseen harm to indigenous and non-indigenous heritage items and measures to implement to ensure that in the event of a heritage find that the item is preserved until assessment of its significance has been undertaken.

### 2.0 References (Legislation, Standards, Guidelines)

- *National Parks & Wildlife Act 1974*
- *National Parks & Wildlife Amendment Regulation 2009*
- *Heritage Act 1977*
- *NSW Environmental Planning and Assessment Act 1979*
- *Protection of the Environment Operations Act, 1997*
- MSP22 Risk Management.
- MSP22V Indigenous & Non-Indigenous Heritage

### 3.0 Definitions

**Aboriginal cultural heritage:** places and items that are of significance to Aboriginal people because of their traditions, observances, lore, customs, beliefs and history.

**AHA:** Aboriginal Heritage Advisor

**AHIMS:** Aboriginal Heritage Information Management System

**CEMP:** Construction Environmental Management Plan

**DP&E** Department of Planning and Environment

**ECM:** Environmental Controls Map

**EM:** Environmental Manager

**Heritage Item:** places and objects are inherited from past generations including buildings, gardens, landscapes, archaeological sites, monuments, Aboriginal places and items and shipwrecks.

**OEH:** Office of Environment and Heritage

**RAP:** Registered Aboriginal Panel

**EIS:** Environmental Impact Statement

### 4.0 Process

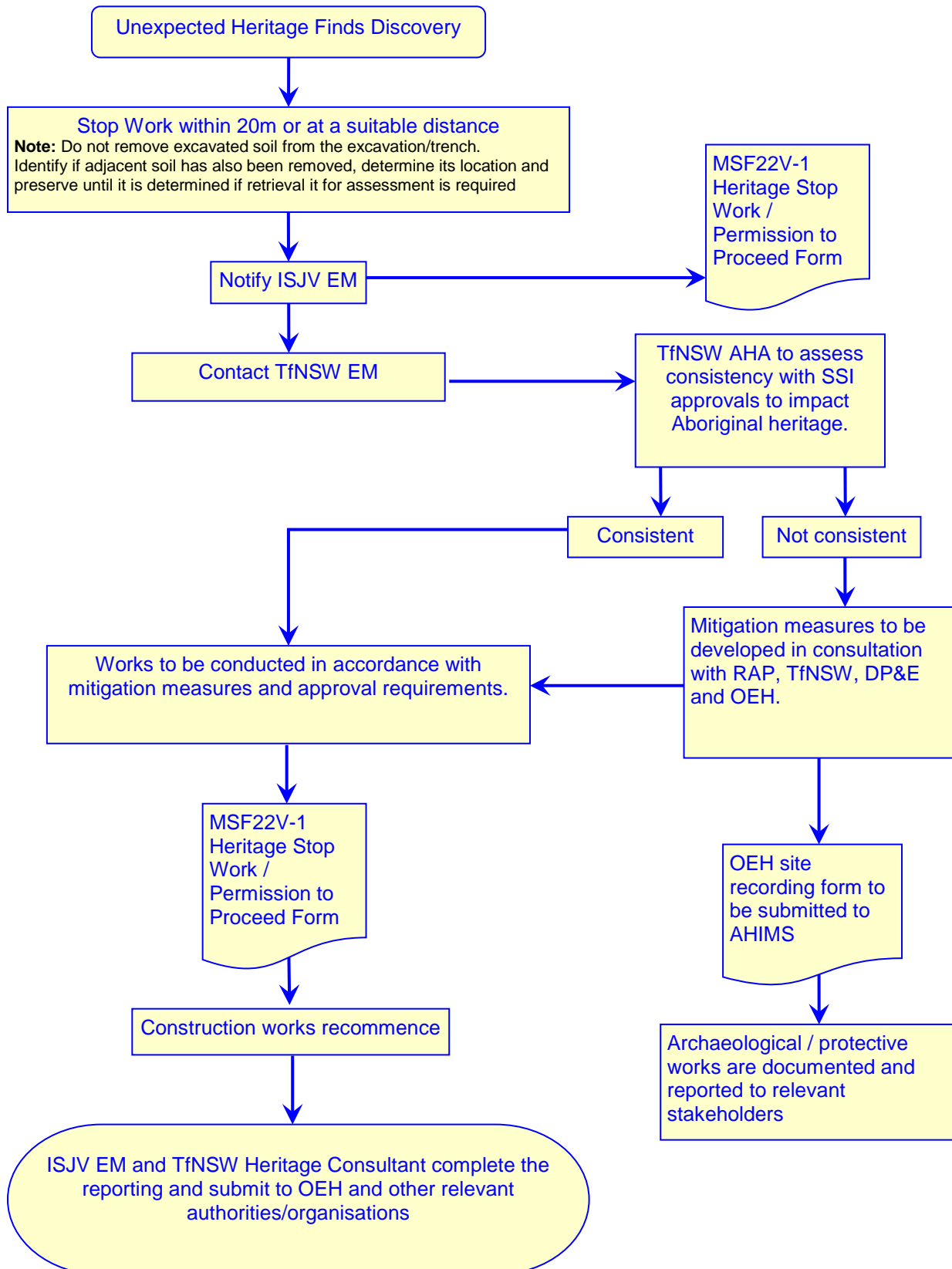
- a) An unexpected find is any unanticipated archaeological discovery, for which Salini Impregilo or its Client does not have existing approval to disturb.
- b) In all cases, if there is an unexpected find cease work within the vicinity and notify the ISJV Environment Manager. Do not restart work until an approved Heritage Stop Work/Permission to Proceed form is available from the Environment Manager.
- c) Where previously unidentified Aboriginal objects are discovered during works, the process in the Unexpected Heritage Finds (Aboriginal) Flowchart is to be followed.
- d) Where previously unidentified European objects are discovered during works, the process in the Unexpected Heritage Finds (European) Flowchart is to be followed.
- e) If potential human bones are found, follow the Human Skeletal Remains Flowchart.

# UNEXPECTED HERITAGE FINDS

## Work Instruction



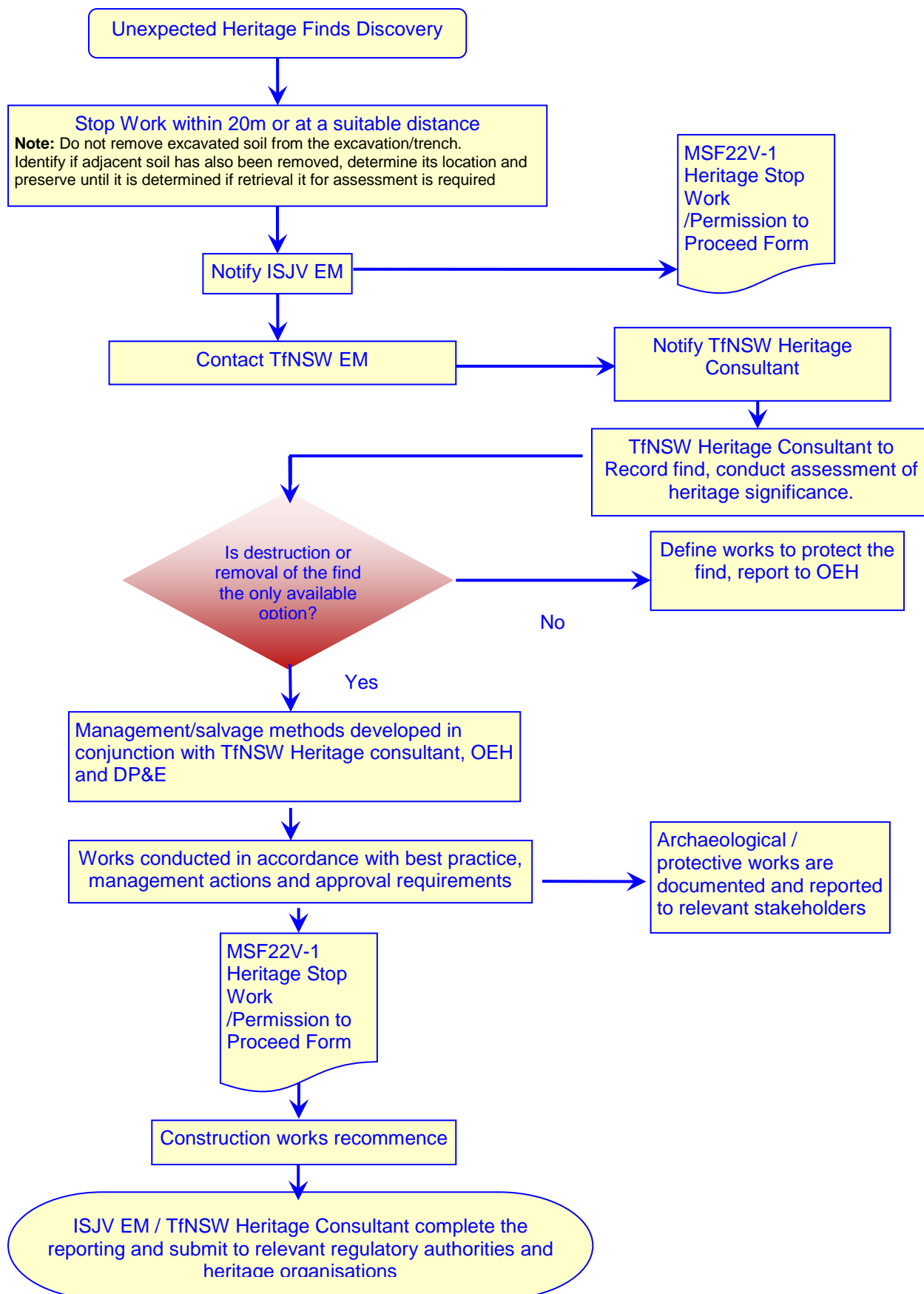
### Unexpected Heritage Finds Flowchart (Aboriginal)



# UNEXPECTED HERITAGE FINDS

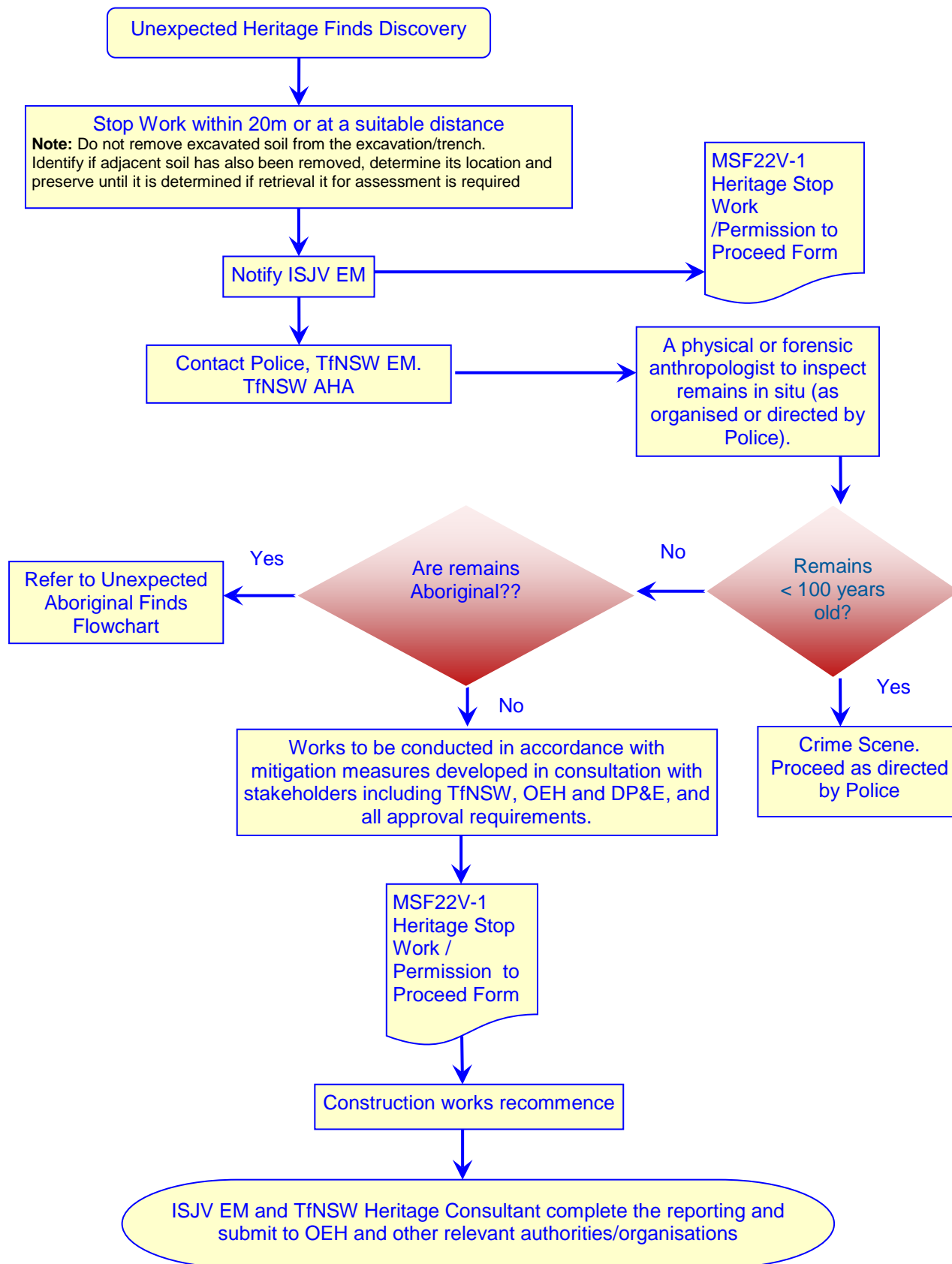
## Work Instruction

### Unexpected Heritage Find Flowchart (non-Aboriginal)





### Human Skeletal Remains Find Flowchart



# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## APPENDIX 9 - STAKEHOLDER COMMENTS

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



## PLAN & REVISION No: Construction Heritage Management Plan

NWRLSVC-ISJ-SVC-PM-PLN-120205 Rev 1

**REVIEWER: Katrina Stankowski / Heritage Division**

**Comments from letter received by Salini Impregilo 9.5.14 (Heritage Division file No.: DOC14/50773)**

SECTION / PAGE	COMMENT	HOW ADDRESSED
Page 1 Dot point 1	On page 9 under the section titled "Statutory Requirements (dot point two), it states that the Heritage Act considers that 'items 50 years or older are also considered heritage items and need to be managed as such.' This is not correct. The Heritage Act makes no mention of age in terms of protection, but rather, need to meet a significance threshold.	Corrected.  Incorrect statement removed.
Page 1 Dot point 2	As above, dot point 4 – The National Parks & Wildlife Act provides statutory protection for Aboriginal Objects, not 'relics'	Corrected.  Statement amended
Page 1 Dot point 3	Page 33, Section 13, Point 2 – The NSW Heritage Office is no longer the title of the agency. The correct reference is to the Heritage Division, Office of Environment & Heritage	Corrected.
Page 1 Dot point 4	Page 33, Section 13, Point 4 – in the event of inadvertent impact on Non-Aboriginal or Aboriginal heritage sites which are to be protected, how and by who will they be made good. This information should form part of the Planning and Response section	Complete New requirement added to Incident planning & response Page 33, Section 13, item 5.  In the event of any damage the EM will request the heritage specialist make a recommendation on whom should make good any damage and if a specialist is required.
Page 1 Dot point 5	Appendix 1 (sensitive area maps) appeared to contain random architectural and archeological drawings of various sites. It can only be assumed that this is fill because the real maps may not have been drafted yet. These need to be finalized and incorporated into the report.	Complete  Maps are now complete.

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



Page 2 Dot point 1	Appendix 3 (NSW Heritage Division / Council Consultation Log) did not contain and information. This should be included to allow the Heritage Division / Council the opportunity to verify all consultation records.	Complete
Page 2 Dot Point 2	Appendix 5 (site specific heritage Impact minimization and Mitigation report, Non – Indigenous Archaeological Heritage)- section 3.3.1 – site specific mitigation measures for the White Hart inn: this section is missing information as it states ‘further details are TBC by client’. No comment can be provided at this stage.	Awaiting information from TfNSW on future interpretation of site. Will update when information provided.
Page 2 Dot point 3	Appendix 8 ) procedure to Unexpected heritage Finds) was missing page 4 & 5. Therefore no comment can be provided regarding Unexpected finds protocols for historic heritage.	To be reviewed in next submission.



# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works

northwestraillink

salini  
impregilo

ISJV – SVC Works



3 Marist Place  
Parramatta NSW 2150

Telephone: 61 2 9873 8500  
Facsimile: 61 2 9873 8599

Locked Bag 5020  
Parramatta NSW 2124  
DX 8225 PARRAMATTA

[heritage@heritage.nsw.gov.au](mailto:heritage@heritage.nsw.gov.au)  
[www.heritage.nsw.gov.au](http://www.heritage.nsw.gov.au)

Contact: Katrina Stankowski  
Phone: (02) 9873 8569  
Fax: (02) 9873 8550  
Email: [Katrina.Stankowski@heritage.nsw.gov.au](mailto:Katrina.Stankowski@heritage.nsw.gov.au)  
File No: DOC14/50773  
Job ID: EF14/6619  
Your Ref: NWRL-SVC-0028

Mr Sam Turnbull  
Project Director  
Suite 1, Level 7  
100 Walker Street  
NORTH SYDNEY NSW 2060

**ATTN: Steve Fermio**

Dear Ms Cassidy

**RE: Heritage comments Draft Construction Heritage Management Plan – north West Rail Link (SSI 5100 & 5414).**

I refer to your letter dated the 7<sup>th</sup> of April requesting that the Heritage Division, as Delegate of the NSW Heritage Council provide comment on the Draft Heritage Management Plan (CHMP) for the North West Rail link. Consultation with the Heritage Council is required under the Ministers Conditions of Approval for projects 5100 and 5414. Attached to your letter was a copy of the Draft CHMP and its relevant Appendices.

Whilst the draft CHMP is generally adequate to help manage the impacts to heritage during construction there are a number of minor issues which need resolving prior to the plan being signed off. These are detailed below:

- On page 9 under the section titled 'Statutory Requirements' (dot point two), it states that the Heritage Act considers that 'items 50 years or older are also considered heritage items and need to be managed as such'. This is not correct. The Heritage Act makes no mention of age in terms of protection, but rather, need to meet a significance threshold.
- As above, dot point 4 – The National Parks & Wildlife Act provides statutory protection for Aboriginal Objects, not 'relics'.
- Page 33, Section 13, Point 2. The NSW Heritage Office is no longer the title of the agency. The correct reference is to the Heritage Division, Office of Environment & Heritage.
- Page 33, Section 13, Point 4- in the event of inadvertent impact on Non-Aboriginal or Aboriginal heritage sites which are to be protected, how and by who will they be made good? This information should form part of this Planning and Response Section.
- Appendix 1 (Sensitive Area Maps) appeared to contain random architectural and archaeological drawings of various sites. It can only be surmised that this is fill because the real maps have not been drafted yet. These need to be finalised and incorporated in to the report.

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



- Appendix 3 (NSW Heritage Division/Council Consultation Log) did not contain any information. This should be included to allow the Heritage Division/Council the opportunity to verify all consultation records.
- Appendix 5 (site Specific Heritage Impact Minimisation and Mitigation Report, Non-Indigenous Archaeological Heritage) – Section 3.3.1 – Site Specific Mitigation Measures for the archaeological site of the White Hart Inn: this section is missing information as it states 'Further details are TBC by client'. No comment can be provided at this stage.
- Appendix 8 (Procedure for Unexpected Heritage finds) was missing page 4 & 5. Therefore no comment can be provided regarding the Unexpected Finds Protocols for historic heritage.

If you have any questions regarding the above advice, please feel free to contact Katrina Stankowski at [Katrina.Stankowski@heritage.nsw.gov.au](mailto:Katrina.Stankowski@heritage.nsw.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ed Beebe'.

03/05/2014

**Ed Beebe**

A/Manager, Conservation  
Heritage Division  
Office of Environment & Heritage

**As Delegate of the NSW Heritage Council**

# Construction Heritage Management Plan

NWRL – Surface and Viaduct Civil Works



**Transport  
for NSW**

Objective reference: A3351635

6 May 2014

Dear Stakeholder

## **NWRL Surface and Viaduct Civils (SVC) Heritage Management Plan**

As Registered Aboriginal Parties for the North West Rail Link (NWRL) project we are seeking your review of the attached draft Heritage Management Plan for the Surface and Viaduct Civils works package.

The viaduct takes the North West Rail Link above ground for 4 km between Kellyville and Rouse Hill beginning just past Balmoral Road, Kellyville. This management plan has been produced by our SVC contractor (Impregilo Salini JV) and will be implemented following consultation for the management of indigenous heritage requirements under Planning Approval SSI-5100 and SSI-5414.

Matthew Kelleher from Kelleher Nightingale has been appointed as Indigenous Heritage advisor by the NWRL to oversee Indigenous heritage issues and will act as a single point of contact for the purpose of this consultation. Please provide any feedback to Matthew Kelleher from Kelleher Nightingale ([matthew.kelleher@knconsult.com.au](mailto:matthew.kelleher@knconsult.com.au)), or contact him by phone on 0400 821 264 if you have any questions.

This opportunity to review is being extended to you between the period of 6<sup>th</sup> of May to the 2<sup>nd</sup> of June 2014.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Stuart Hodgson'.

**Stuart Hodgson**  
Principal Manager, Sustainability  
Customer Strategy and Planning  
North West Rail Link

Attachment – Surface and Viaduct Civils (SVC) Heritage Management Plan