

# **FUTURE USE, DEVELOPMENT AND MANAGEMENT**





## Legislative Requirements

Uses and developments at Soldiers Point must be consistent with:

- the site as a declared Aboriginal Place;
- the objectives of this PoM, including the relevant *Local Government Act* category and its core objectives;
- Relevant legislation, specifically the *Local Government Act 1993*, *National Parks and Wildlife Act 1974* and the *Environmental Planning and Assessment Act*;
- the zoning under the *Port Stephens Local Environmental Plan (2013)*.

## Zoning

The Port Stephens Local Environmental Plan 2013 sets out, in general terms, what types of developments are permissible within the RE1 Public Recreation zone, and provisions for conservation of culturally significant items. This PoM is an important supporting document for any future proposed works.

## Permitted activities

Whilst it is not possible to forecast every potential use, development or structure that may occur at Soldiers Point, these activities should be generally compatible with the intended function of the land, its role as an Aboriginal Place and the wider community context. These may be an application for use of the site, because funding or another opportunity becomes available, or to address a future need or management issues.

Tables 8 and 9 below have been developed to guide future use for the site:

*Permitted Uses (Scale and Intensity of future uses and development);*

This table indicates the type of activities that are permitted and will not harm the values of the Aboriginal Place

*Activities that may harm an Aboriginal Place;*

This table indicates the types of activities that may harm the Aboriginal Place and which activities are either prohibited, require an AHIP or require advanced notice to the Registered Aboriginal Parties.

## Permitted Uses - Scale and Intensity of future uses and development

This section outlines the types of activities that will not harm the values of the Aboriginal Place and that will not require an AHIP or advanced notice to the Registered Aboriginal Parties to the site.

Below is a list of general conditions for the Aboriginal Place, followed by Table 8 which provides more details on permitted activities within each of the zones (refer Figure 5 – Management Focus Areas).

General conditions for future use:

- Any work or study conducted on the Soldiers Point Aboriginal Place which is not authorised by the PoM must have an Aboriginal Heritage Impact Permit (AHIP). Contact OEH for further information;
- Undertaking cultural and heritage assessments before undertaking works through the relevant Aboriginal Heritage Impact Permit process (AHIPs);
- Include an exclusion or buffer zone for activities that could harm the place – this can be temporarily marked during works and removed once completed;
- Consult with and involve the Registered Aboriginal Parties to any Aboriginal Heritage Impact Permit for the site;
- Manage fire to prevent large fires;
- Educate people on the significance of the Aboriginal Place and safe practices;
- Develop an appropriate Archaeological Management Plan to recover eroded or exposed sites, avoiding activities that will disturb the subsurface;
- Not removing or collecting physical material unless authorized;
- Planting vegetation to stabilise the ground to prevent further erosion while not harming any burials;
- Treat discovered human remains with respect and dignity at all times, and follow relevant legal requirements by reporting the remains to the NSW Police Force in the first instance and if suspected or established as Aboriginal remains OEH and the Aboriginal community should also be contacted;
- Relocating existing roads, pathways or other high use areas when possible to prevent harm to the place;
- Routinely monitoring or inspecting sites for harm to the Aboriginal Place, such as gradual changes to the landscape (e.g. erosion).



**Table 8 – Permitted Uses – Scale and Intensity of future uses and development**

Management Area	Use / Activity	Scale and Intensity
<p><b>Area 1:</b> <b>North-eastern Foreshore</b></p>	<p>Boating activities subject to Waterways Authority Approval.</p> <p>Casual or informal recreational use.</p> <p>Commercial filming and still photography (subject to Council approval. Council to notify Screen Hunter of requirement to provide Registered Aboriginal Parties to the Aboriginal Heritage Impact Permit with seven days notification).</p> <p>Dinghy and watercraft storage.</p> <p>*Maintenance / minor works (refer Scale and Intensity for specifics).</p> <p>Signage general (including compliance, directional, interpretive, identification and safety).</p> <p>Temporary activities require a casual booking or permit from Council. Council permits approval subject to satisfying specific criteria including nature of activity, number of participants, timing.</p> <p>Weddings.</p>	<p>No activity should take place which could harm or damage the cultural significance of the Aboriginal Place.</p> <p>*A methodology for carrying out minor works and maintenance within the Aboriginal Place is to be determined within 90 days of the adoption of this PoM and reviewed annually. The methodology will provide specific procedures and guidance on how to manage impacts to the land, including cultural awareness and site identification training for key Council staff.</p>



Permitted Uses Table (continued)

Management Area	Use / Activity	Scale and Intensity
Area 2: Everitt Park	<p>Casual or informal recreational use.</p> <p>Commercial filming and still photography (subject to Council approval. Council to notify Screen Hunter of requirement to provide Registered Aboriginal Parties to the Aboriginal Heritage Impact Permit with seven days notification).</p> <p>*Maintenance / Minor works (refer Scale and Intensity for specifics).</p> <p>Signage general (including compliance, directional, interpretive, identification and safety).</p> <p>Temporary activities require a casual booking or permit from Council. Council permits approval subject to satisfying specific criteria including nature of activity, number of participants and timing.</p>	<p>No activity should take place which could harm or damage the cultural significance of the Aboriginal Place.</p> <p>*A methodology for carrying out minor works and maintenance within the Aboriginal Place is to be determined within 90 days of the adoption of this PoM and reviewed annually. The methodology will provide specific procedures and guidance on how to manage impacts to the land, including cultural awareness and site identification training for key Council staff.</p>



Permitted Uses Table (continued)

Management Area	Use / Activity	Scale and Intensity
Area 3: Car Park and Boating Facilities	Boating activities subject to Waterways Authority Approval.	No activity should take place which could harm or damage the cultural significance of the Aboriginal Place.
	Car parking area ancillary to the use of the community land, including the development of additional parking along access road.	*A methodology for carrying out minor works and maintenance within the Aboriginal Place is to be determined within 90 days of the adoption of this PoM and reviewed annually.
	Casual or informal recreational use.	The methodology will provide specific procedures and guidance on how to manage impacts to the land, including cultural awareness and site identification training for key Council staff.
	Commercial filming and still photography (subject to Council approval. Council to notify Screen Hunter of requirement to provide Registered Aboriginal Parties to the Aboriginal Heritage Impact Permit with seven days notification).	
	Dinghy and watercraft storage.	
	*Maintenance / Minor works (refer Scale and Intensity for specifics).	
	New boat ramp (subject to Council's Strategic Asset Management Planning process).	
	Signage general (including compliance, directional, interpretive, identification and safety).	
	Temporary activities require a casual booking or permit from Council. Council permits approval subject to satisfying specific criteria including nature of activity, number of participants and timing.	
	Weddings.	





Permitted Uses Table (continued)

Management Area	Use / Activity	Scale and Intensity
Area 4: Western Foreshore	Boating activities subject to Waterways Authority Approval.	No activity should take place which could harm or damage the cultural significance of the Aboriginal Place.
	Car parking area ancillary to the use of the community land, including the development of additional parking along access road.	*A methodology for carrying out minor works and maintenance within the Aboriginal Place is to be determined within 90 days of the adoption of this PoM and reviewed annually.
	Casual or informal recreational use.	The methodology will provide specific procedures and guidance on how to manage impacts to the land, including cultural awareness and site identification training for key Council staff.
	Commercial filming and still photography (subject to Council approval. Council to notify Screen Hunter of requirement to provide Registered Aboriginal Parties to the Aboriginal Heritage Impact Permit with seven days notification).	
	Dinghy and watercraft storage.	
	*Maintenance / Minor works (refer Scale and Intensity for specifics).	
	Sand replenishment.	
	Signage general (including compliance, directional, interpretive, identification and safety).	
Temporary activities require a casual booking or permit from Council. Council permits approval subject to satisfying specific criteria including nature of activity, number of participants and timing.		
Weddings.		



Permitted Uses Table (continued)

Management Area	Use / Activity	Scale and Intensity
Area 5: Western Holiday Park	Boating activities subject to Waterways Authority Approval.	No activity should take place which could harm or damage the cultural significance of the Aboriginal Place.
	Car parking area ancillary to the use of the community land.	
	Casual or informal recreational use.	*A methodology for carrying out minor works and maintenance within the Aboriginal Place is to be determined within 90 days of the adoption of this PoM and reviewed annually.
	Commercial filming and still photography (subject to Council approval. Council to notify Screen Hunter of requirement to provide Registered Aboriginal Parties to the Aboriginal Heritage Impact Permit with seven days notification).	The methodology will provide specific procedures and guidance on how to manage impacts to the land, including cultural awareness and site identification training for key Council staff.
	*Maintenance / Minor works (refer Scale and Intensity for specifics).	
	New installation of permanent eco tents.	
	Signage general (including compliance, directional, interpretive, identification and safety).	
	Temporary activities require a casual booking or permit from Council. Council permits approval subject to satisfying specific criteria including nature of activity, number of participants and timing.	
	Tourist accommodation in accordance with Council's commercial agreement pertaining to the site.	
Vehicular access subject to Council approval.		



Permitted Uses Table (continued)

Management Area	Use / Activity	Scale and Intensity
Area 6: Eastern Holiday Park and Memorial Hall	Car parking ancillary to the use of the community land.	No activity should take place which could harm or damage the cultural significance of the Aboriginal Place.  *A methodology for carrying out minor works and maintenance within the Aboriginal Place is to be determined within 90 days of the adoption of this PoM and reviewed annually. The methodology will provide specific procedures and guidance on how to manage impacts to the land, including cultural awareness and site identification training for key Council staff.
	Casual or informal recreational use.	
	Commercial filming and still photography (subject to Council approval. Council to notify Screen Hunter of requirement to provide Registered Aboriginal Parties to the Aboriginal Heritage Impact Permit with seven days notification).	
	Community hire / lease of hall.	
	*Maintenance / Minor works (refer Scale and Intensity for specifics).	
	Picnics /barbeques and associated facilities.	
	Signage general (including compliance, directional, interpretive, identification and safety).	
	Temporary activities require a casual booking or permit from Council. Council permits approval subject to satisfying specific criteria including nature of activity, number of participants and timing.	
	Tourist accommodation and office (in accordance with Council's commercial agreement pertaining to the site).	
	Weddings.	





Permitted Uses Table (continued)

Management Area	Use / Activity	Scale and Intensity
Area 7: Port Stephens Yacht Club	Activities in accordance with the Yacht Club lease agreement.	Lease of site to Port Stephens Yacht Club until 30 June 2021.
	Maintenance / Minor works.	Asset maintenance and repairs to the inside and outside of the building (all proposed external Yacht Club building works will be advised to the Registered Aboriginal Parties to the Aboriginal Heritage Impact Permit with 30 days' notice) .

Management Area	Use / Activity	Scale and Intensity
Area 8: Spencer Park	Car parking area ancillary to the use of the community land, including the development of additional parking.	No activity should take place which could harm or damage the cultural significance of the Aboriginal Place.
	Community hire.	*A methodology for carrying out minor works and maintenance within the Aboriginal Place is to be determined within 90 days of the adoption of this PoM and reviewed annually.
	Commercial filming and still photography (subject to Council approval. Council to notify Screen Hunter of requirement to provide Registered Aboriginal Parties to the Aboriginal Heritage Impact Permit with seven days notification).	The methodology will provide specific procedures and guidance on how to manage impacts to the land, including cultural awareness and site identification training for key Council staff.
	*Maintenance / Minor works (refer Scale and Intensity for specifics).	
	Passive recreation.	
	Signage general (including compliance, directional, interpretive, identification and safety).	
	Temporary activities require a casual booking or permit from Council. Council permits approval subject to satisfying specific criteria including nature of activity, number of participants and timing.	
Tennis and related sports.		



## Activities that could harm and Aboriginal Place

Harm to an Aboriginal object or place is defined in the National Parks and Wildlife Act 1974 (NP&W Act) to include any act or omission that destroys, defaces or damages an Aboriginal object or place or causes or permits the object or place to be destroyed, defaced or damaged. Harm to an Aboriginal Place is an offence under the NP&W Act, unless the harm was authorised by an Aboriginal Heritage Impact Permit (AHIP).

Table 9 illustrates the values of the area and outlines the types of activities that may harm the Aboriginal Place and which activities are either prohibited, requires an Aboriginal Heritage Impact Permit (AHIP) issued under Part 6 of the National Parks and Wildlife Act 1974 or require advanced notice to the registered stakeholders.

### Exemptions

There are exemptions to the strict liability offence of harming an Aboriginal Place when the relevant activity:

- relates to Aboriginal people 'carrying out traditional cultural activities (except commercial activities)' (section 87B of the NP&W Act)
- was required to conserve or protect an Aboriginal object or place and was carried out by a OEH officer or a person under the direction of that officer (section 87Aa of the NP&W Act)
- was required or permitted under a conservation agreement entered into under Division 12 of Part 4 of the NPW Act (section 87Ad of the NP&W Act)
- was authorised by or under the State Emergency and Rescue Management Act 1989 for an emergency within the meaning of that Act, and the act was reasonably necessary to avoid an actual or imminent threat to life or property (section 87Ac of the NP&W Act), or
- was any emergency fire fighting act or bush fire hazard reduction work within the meaning of the Rural Fires Act 1997 that is authorised or required to be carried out under that Act (section S87Ab of the NP&W Act).

### General Management Protocols

- Every 36 months a field survey of the place will be undertaken and the condition of the Place recorded, to be conducted by local Aboriginal community and OEH.
- Port Stephens Council will notify the Registered Aboriginal Parties to the Aboriginal Heritage Impact Permit that is associated with this PoM and OEH when Council is undertaking works or activities on the area even if the activity is included in the management plan, and once the activity is completed, will conduct an inspection for any harm to the place.
- An agreed approach to risk management will be adhered to.
- The stakeholders can meet once every 36 months, if not sooner to review the operation of the management plan, and consider recommending amendments to the plan to OEH.
- The Soldiers Point Aboriginal Place cultural values as well as mapping of the zones within the Aboriginal Place and permissible activities within each zone should be made readily available to all relevant Port Stephens Council staff, contractors and lessees. Briefings of relevant persons should be undertaken.
- Council asset management system should be updated with the relevant information for this area so as to mitigate harm.





**Table 9 - Activities that may harm an Aboriginal Place**

Cultural value or special significance of the Aboriginal Place	Examples of activities that could harm an Aboriginal Place	Is the activity consistent with the cultural values of the Aboriginal Place? Under what conditions could it be consistent, if any – Prohibited, AHIP, advanced notice to stakeholders?
Aboriginal burial ground Area 3, 4, 5 (refer Figure 6)	Most major landscape changes to the place such as clearing trees, development or modification of open space and existing built structures, all forms of excavation	AHIP required
	Maintenance of existing trees over 3m in height and/or 150mm trunk diameter	14 days advanced written notice to Registered Aboriginal Parties to the Aboriginal Place
	Human interference (vandalism, pilfering)	Prohibited
	Moving or collecting objects	AHIP required
	Maintenance of access stairs	14 days advanced written notice to Registered Aboriginal Parties to the Aboriginal Place
	Installation of fencing requiring excavating	AHIP required
	Installation of new posts requiring excavation	AHIP required
	Installation of signage	14 days advanced written notice to Registered Aboriginal Parties to the Aboriginal Place
	Installation or maintenance of dinghy storage	14 days advanced written notice to Registered Aboriginal Parties to the Aboriginal Place
	Revegetation of bush land edges and gaps: dig and plant up to 200mm in depth, back fill with in situ soil, tube stock	14 days advanced written notice to the Registered Aboriginal Parties to the Aboriginal Place
Emergency management of underground utilities	No later than 24 hours following the occurrence provide written notice to Registered Aboriginal Parties to the Aboriginal Place.	
	Planned management works to underground utilities	14 days advanced written notice to Registered Aboriginal Parties to the Aboriginal Place
Men's ceremonial area Area 6 (refer Figure 6)	Most major landscape changes to the place such as clearing trees, development or modification of open space and existing built structures, all forms of excavation	AHIP required



**Table 9 - Activities that may harm an Aboriginal Place (continued)**

Cultural value or special significance of the Aboriginal Place	Examples of activities that could harm an Aboriginal Place	Is the activity consistent with the cultural values of the Aboriginal Place? Under what conditions could it be consistent, if any – Prohibited, AHIP, advanced notice to stakeholders?
Middens Area 1a, 1b & 2 (refer Figure 6)	Installation of signage	14 days advanced written notice to Registered Aboriginal Parties to the Aboriginal Place
	Most major landscape changes to the place such as clearing trees, development or modification of open space and existing built structures, all forms of excavation	AHIP required
	Human interference (vandalism, pilfering)	Prohibited
	Moving or collecting objects	AHIP required
Continuous history of Aboriginal settlement and activity including: <ul style="list-style-type: none"> <li>· Reserve (1861)</li> <li>· Permanent houses constructed (1920s) and demolished (1980s)</li> <li>· Aboriginal's Inland Mission open air meetings</li> <li>· Tents (visitors from the Karuah mission)</li> <li>· Informal extension of the Karuah mission</li> </ul>	Installation of signage	14 days advanced written notice to Registered Aboriginal Parties to the Aboriginal Place
	Most major landscape changes to the place such as clearing trees, development or modification of open space and existing built structures, excavation	AHIP required
	Removing, relocating or collecting Aboriginal objects	AHIP required
Fishing and use of the marine environment, including: <ul style="list-style-type: none"> <li>· Traditionally and historically</li> <li>· Recreationally and professionally</li> <li>· Surrounding waterways</li> <li>· The point</li> </ul>	Vandalism	Prohibited
	Infrastructure development	AHIP required
Places associated with intergenerational teaching, to pass on knowledge to young people	Major landscape changes to the place such as clearing trees, quarrying, mining	AHIP required
	Destroying trees that were used for medicine and food and that are used for passing on knowledge	Prohibited





## Leases and Licences

A lease will be typically required where exclusive use or control of all or part of Soldiers Point is proposed.

Licences allow multiple and non-exclusive use of an area. A licence may be required where intermittent or short-term use or control of all or part of the site is proposed. A number of licences for different users can apply to the same area at the same time, provided there is no conflict of interest.

Leases and licences can be established by the Council for public or private purposes, providing they are consistent with the major objectives of this PoM, that they maintain the integrity of the Aboriginal cultural values, and that the residential and environmental amenity of surrounding areas is maintained. Licences and leases for the use of land for activities must be permissible under the Local Government Act 1993, the Port Stephens Council Local Environmental Plan 2013, this PoM, and pursuant to development consent if required.

### Existing leases and licences

This PoM authorises the current leases and licences until the end of their current terms before exercising any options (refer Table 5).

### Future use agreements

Leases and licences formalise the use of community land by groups and organisations. The Local Government Act 1993 requires that any lease or licence of community land be authorised by a PoM. Activities must be compatible with the categorisation and zoning of the land and provide benefits, services, or facilities for users of the land.

Pursuant to the provisions of Section 46 of the Act, Council may lease or licence community land in a PoM for purposes consistent with the categorisation and zoning of the land.

Activities generally include those permissible in the Port Stephens Council Local Environmental Plan 2013, are consistent with the core objectives of the applicable community land category, are in accordance with the Aboriginal Place, and those that do not interfere with the use and enjoyment of the parkland by other park users.

Authorisation of specific future leases, licences, casual hire, service agreements and deeds of agreement will be determined by Council. Approval will depend on the nature of the proposed lease or licence and Council would develop specific objectives and requirements tailored to the proposal.

To enable the Holiday Park to allocate sites to visitors to the park, short term licences will need to be allocated. The allocation of licences for such purposes would be in line with Section 46 (a) (i) and 46 (b)(iii) of the Local Government Act (as amended) 1993 and should be in accordance with the requirements of any relevant legislation of the time.

Public access to the site needs to be managed so that it is protected for future generations and provided in a controlled a structured manner. There is evidence of private properties developing access to the site without first gaining necessary approvals.

Fees for short-term, casual bookings will be in line with the fees and charges as published annually in the Schedule of Fees and Charges.

In assessing the suitability of Soldiers Point as a venue for particular performances and events, Council will apply the following criteria that the event should:

- not result in physical damage to the park;
- be available to all sectors of the community;
- not result in a significant impact on adjoining residents or other users of the park;
- organisers of the event should be responsible for cleaning up the site and repairing any damage that may occur; and
- in accordance with the site as an Aboriginal Place

Community land may be used for emergency purposes, including training, when the need arises.



## Master Plan

The Master Plan (refer Figure 7) has been developed to illustrate the major works and improvements proposed. These works have been identified to address the key management issues and objectives, addressed in Section 4 and include the actions listed in the table below (refer Table 10).

## Action Table

Table 10 - Action Table	
Traffic and Parking Management Study	Undertake a traffic and parking management study in relation to proposed additional parking along Soldiers Point Road, adjacent to Spencer Park tennis courts (refer master plan no.7) and Mitchell Street access road (refer master plan no.4)
Conservation Plan	Undertake conservation plan for the Ridgeway Avenue midden (refer master plan no.9)
Methodology for Minor Works and Maintenance	A methodology for carrying out minor works and maintenance within the Aboriginal Place to be determined within 90 days of the adoption of this PoM and reviewed annually.
Cultural Awareness and Site Identification Training	The methodology will provide specific procedures and guidance on how to manage impacts to the land, including cultural awareness and site identification training to be undertaken by key Council staff.
Signage Strategy	Create a Signage Strategy (within the first year following the adoption of this PoM). Funding for any actions derived from the strategy will be subject to Council's annual works programme and budget process.

## Funding

Funding is integral to implementing this plan and falls into two categories:

- Capital works funding for new facilities; and
- Operational budget for the ongoing maintenance and management of the Holiday Park and community land.

Additional sources of funding include, but are not limited to:

- Section 94 contributions utilised for new landscaping and/or facilities which complement the core management objectives;
- Site revenue – potential income generated by leases, licences, parking fees, and from applicants for approved functions and events; and
- Grants - several State and Federal Government grants are available to assist with the Capital works on the site.

Funding arrangements for the site need to address recurrent costs of management and maintenance, together with capital costs for new facilities or upgrading works. Funding for the construction of new facilities is generally through the annual budgeting process, but special projects may be partly funded through NSW Government grant applications, which may involve matching funding from Council.

## Review of this Plan of Management

The Soldiers Point Aboriginal Place PoM should be reviewed and updated at least every five years. This will ensure that the PoM continues to reflect, as best possible, the needs of the community and the resources required to meet its objectives.





Figure 7: Master Plan



# Soldiers Point Aboriginal Place Master Plan







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## LEGEND

- 1 BREAKWALL AND BOAT RAMP FACILITY
- 2 CAR PARKING
- 3 EVERITT PARK
- 4 ACCESS ROAD
- 5 YACHT CLUB
- 6 CARAVAN PARK
- 7 SPENCER PARK
- 8 SOLDIERS POINT COMMUNITY HALL
- 9 ABORIGINAL MIDDEN SUBJECT TO FUTURE CONSERVATION PLAN
- \* PROPOSED ADDITIONAL BOAT LAUNCHING RAMP FACILITY
- ■ PROPOSED ADDITIONAL CAR PARKING SUBJECT TO FURTHER STUDIES





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Umwelt (2009), *Living on the Edge - A Foreshore Management Plan for Port Stephens*

Umwelt (2009), *Soldiers Point Boating and Infrastructure and Foreshore Management Plan*



## APPENDIX A

**List of Contacts** – contact details are kept confidentially with Port Stephens Council

Organisation	Role	Contact person
Port Stephens Council	Land owner	General Manager – Wayne Wallis
Thou Walla Sunset Retreat	Managing Contractor of Council holiday park	Andrew Daff
Office of Environment and Heritage	Culture and heritage protection	Sonia Limeburner Team Leader - (Heritage Division)
Office of Environment and Heritage	Aboriginal Heritage Impact Permit	Archaeologist - Nicole Davis
Worimi Local Aboriginal land Council	Registered Aboriginal Party to AHIP	CEO – Andrew Smith
Mur-roo-ma Inc.	Registered Aboriginal Party to AHIP	CEO – Anthony Anderson
Mur-roo-ma Inc.	Registered Aboriginal Party to AHIP	Rebecca Young
Nur-run-gee Pty Ltd	Registered Aboriginal Party to AHIP	Director – Lennie Anderson
	Registered Aboriginal Party to AHIP	Viola Brown
	Registered Aboriginal Party to AHIP	Lorraine Lilley
	Registered Aboriginal Party to AHIP	Neville Lilley
	Registered Aboriginal Party to AHIP	Valerie Merrick
	Registered Aboriginal Party to AHIP	Carol Ridgeway-Bissett
	Registered Aboriginal Party to AHIP	Graeme Russell
	Registered Aboriginal Party to AHIP	Nadine Russell





## APPENDIX B

Chronology of consultation that led to the Soldiers Point Aboriginal Place Plan of Management.

Date	Consultation item
3 July 2014	Workshop 1 held at Port Stephens Yacht Club, 13 Aboriginal community attendees, 2 officers from OEH, 4 Council staff including General Manager
15 July 2014	Two Way Conversation with Port Stephens Council Mayor and Councillors
26 August 2014	Port Stephens Aboriginal Strategic Committee
30 September 2014	Site inspection to Soldiers Point with Port Stephens Council Mayor, Councillors and local Aboriginal representatives.
9 December 2014	Workshop 2 held at Port Stephens Yacht Club – 5 Aboriginal community attendees (plus 3 apologies), 2 OEH officers, 6 Council staff including General Manager (plus 1 apology).
December 2014	Informal discussion with Soldiers Point Community Group Inc and the Community Engagement Officer
1 December 2014 to 30 January 2015	As required by legislation, advertisements calling for Registered Aboriginal Parties to any Aboriginal Heritage Impact Permit associated with the proposed Aboriginal Place for Soldiers Point ran through December 2014 and January 2015. Eleven parties registered through this process and these parties will be the primary points of contact for any further consultation relating to the proposed Aboriginal Place should it be endorsed by Council or declared by the NSW Minister for Environment
4 February 2015	A cultural assessment site inspection was held with members of the Aboriginal community and officers from the OEH
11 February 2015	Meeting with Soldiers Point Tidy Towns and Land Care group, Community Services Manager and Community Engagement Officer to explain Aboriginal Place process
6 February to 13 February 2015	Draft Soldiers Point Plan of Management version 02 released for comment to Registered Aboriginal Parties and Aboriginal stakeholders that participated in Workshop 1 and Workshop 2.
24 February 2015	Port Stephens Aboriginal Strategic Committee
3 March 2015	Telephone and email advice of Aboriginal Place process to Port Stephens Yacht Club and Soldiers Point Tennis Club
6 March 2015	Meeting with three Maaingal knowledge holders and Community Services Section Manager
16 March 2015	Meeting with Executive Committee of Port Stephens Yacht Club and Community Services Section Manager
17 March 2015	Two Way Conversation with Port Stephens Council Mayor and Councillors
24 March 2015	Report to Council recommending public exhibition of draft Plan of Management
31 March 2015	Advertisement in Koori Mail for face to face consultation session at Soldiers Point Hall regarding Aboriginal Place nomination
1 April 2015	Draft Plan of Management goes on public exhibition from 1 April - 15 May 2015
2 April 2015	Public exhibition advertised in the Examiner
8 April 2015	Letterbox drop to adjacent residents
28 April 2015	Media Release regarding face to face session and corresponding story in Examiner
30 April 2015	Additional advertisement in the Examiner paper for the face to face consultation session.
2 May 2015	Face to face session at Soldiers Point Memorial Community Hall, Soldiers Point.
12-14 May 2015	Extension to public exhibition period extended to 29 May 2015. Key stakeholders notified and advertisements placed in the Examiner and Koori Mail.
21 May 2015	Meeting with Port Stephens Yacht Club committee to discuss lease, land classification and Aboriginal Place management
29 May 2015	Public Exhibition period for the draft Plan of Management closes
13 July 2015	Review of submissions to the public exhibition held with representatives from Workshop 1 and 2
21 July 2015	Two way conversation with Port Stephens Councillors and Mayor









