



Figure 27. The west (top) and southeast (bottom) views of the study area depicting the asphalt car park and driveway as well as associated concrete curbs associated with the previous Downer Club and CSDO buildings.



Figure 28. The east view of the slightly elevated (c.5-10 cm) 13 m wide strip of land along the south boundary of the study area (top) and south view of the landscaping and Dickson Channel adjacent to the study area beyond the fence line. The fence line demarcates the south boundary of the study area (bottom).



Figure 29. The east (top) and west (bottom) views of the exposed ground surface within the central and western half of the study area. Ground surface visibility (GSV) is generally poor (< 30%) due to dense grass and weed cover as well as overlying backfill material from geotechnical investigations, with small patches of land having moderate GSV (c.30-50%) variably distributed within this area.



Figure 30. Close-up views of varying ground surface visibility (GSV) at different locations on the exposed ground surface within the central and western half of the study area, from relatively poor (c.10% GSV; top) to moderate (c.50% GSV; bottom). A thin bed of gravel overlies a surface layer of reddish-brown sandy clay fill across the entire exposed ground surface at the study area.



Figure 31. The west view (top) of one of six geotechnical borehole (6A) and test pit (6T) locations, revealing a profile (bottom) comprising reddish clay fill material (c.0-25 cm) overlying dark brown silty sand of the Quaternary alluvium (> c.25 cm) underlying the study area.

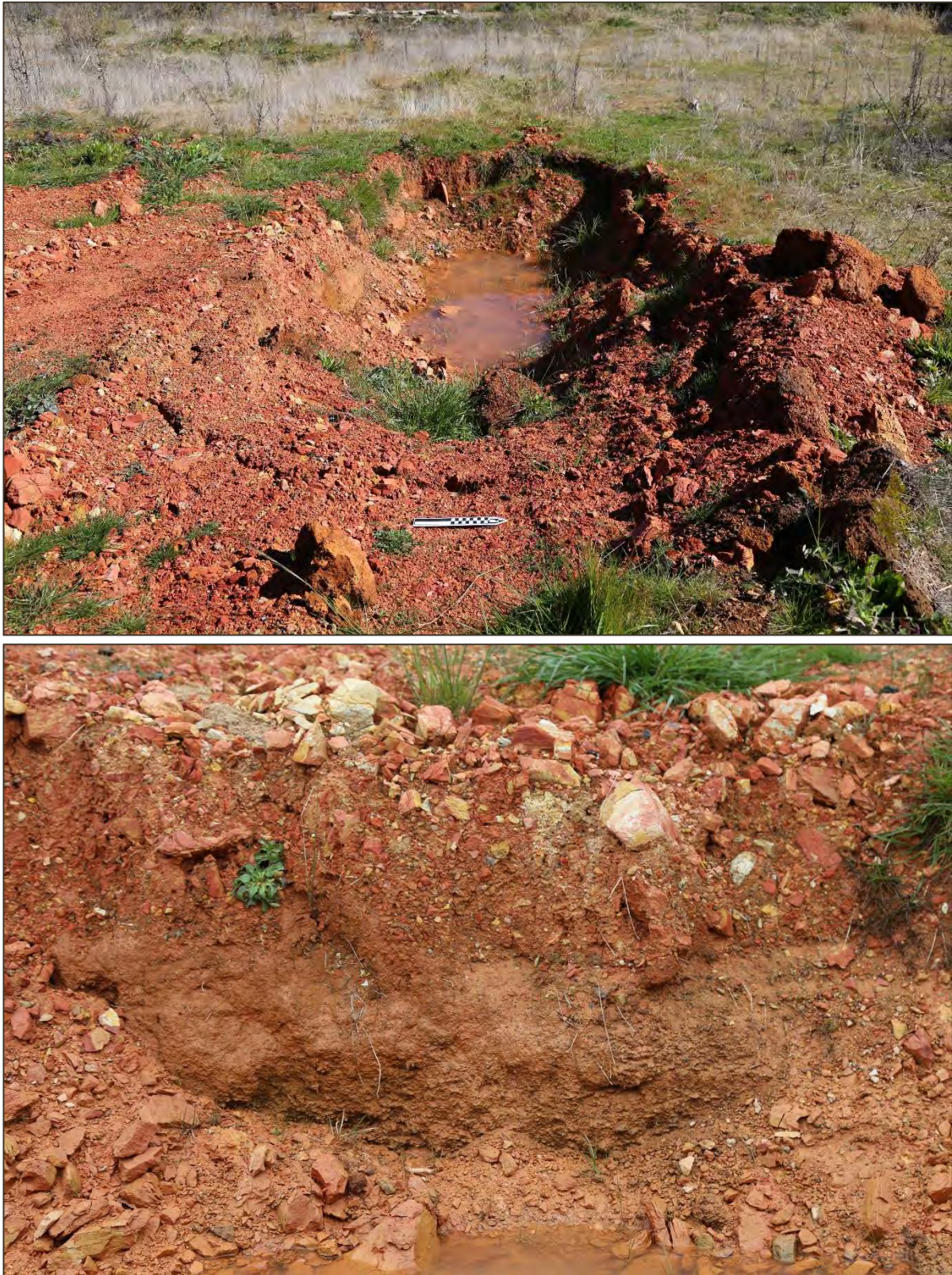


Figure 32. The west view (top) of one of six geotechnical borehole (3A) and test pit (3T) locations, revealing a profile (bottom) comprising reddish clay fill material (c.0-15 cm) overlying dark brown silty clay of the Quaternary alluvium (> c.15 cm) underlying the study area. Note the fragments of pink weathered and weak siltstone scattered as backfill debris on the ground surface excavated from the underlying bedrock during geotechnical excavations (see Section 2).



Figure 33. Various building and infrastructure remains associated with the Downer Club and CSDO variably distributed across the entire surface of the study area. These structures and remains include the substation electrical box and concrete pedestal installed in 1993 (top, left), a sub-surface ceramic stormwater pipe (top, right), a sub-surface electrical wiring and easement (middle, left), concrete and brick structural remains (middle, right), sub-surface stormwater drainage and access (bottom, left) as well as concrete curb and pedestrian pavement remains (bottom, right).



Figure 34. Two of 11 potential fragments of the concrete, whitewashed, central ring marker of the former Canberra Aerodrome (1924-1926) collected near the study area (Courtesy of Jane C. Goffman).

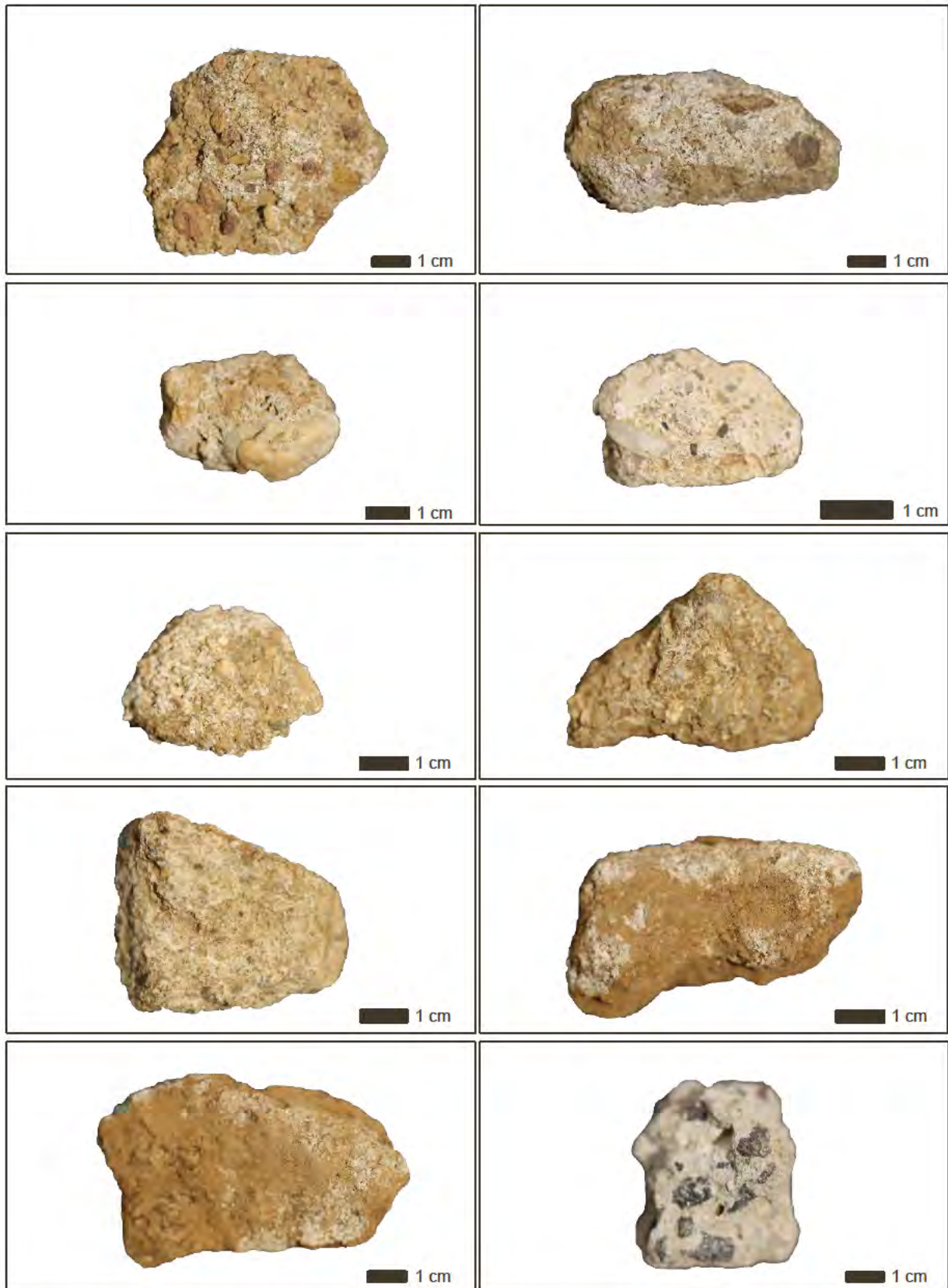


Figure 35. Nine of 11 potential fragments of the concrete, whitewashed, central ring marker of the former Canberra Aerodrome (1924-1926), and a modern concrete fragment (bottom, right) collected near the study area (Courtesy of Jane C. Goffman).



Figure 36. The north (top) and west (bottom) views of the approximate area within which the 11 potential fragments of the central ring marker and a modern concrete fragment were collected by Jane C. Goffman adjacent to the study area. Note that this area also overlaps with the historical location and extent of the ring marker (see Figure 22).



Figure 37. A fragment of the concrete curb associated with the previous car park and driveway of the previous Downer Club and CSDO (top) located at the northwest corner of the study area, and a close-up image of its poorly-sorted gravel and sand aggregate on its surface (bottom).



Figure 38. The west view of the Dickson Channel south of the study area (top), and a close-up image of its well-sorted sand aggregate on its surface (bottom).



Figure 39. One of the four concrete, whitewashed, lockspits (top) marking the southeast corner of the landing ground of the former Canberra Aerodrome presently located within the grounds of the Dickson Wetland (c.400 m southeast of the study area), and a close-up view of its exterior surface (Source: Kent and Oglethorpe 2020, Attachment 2).

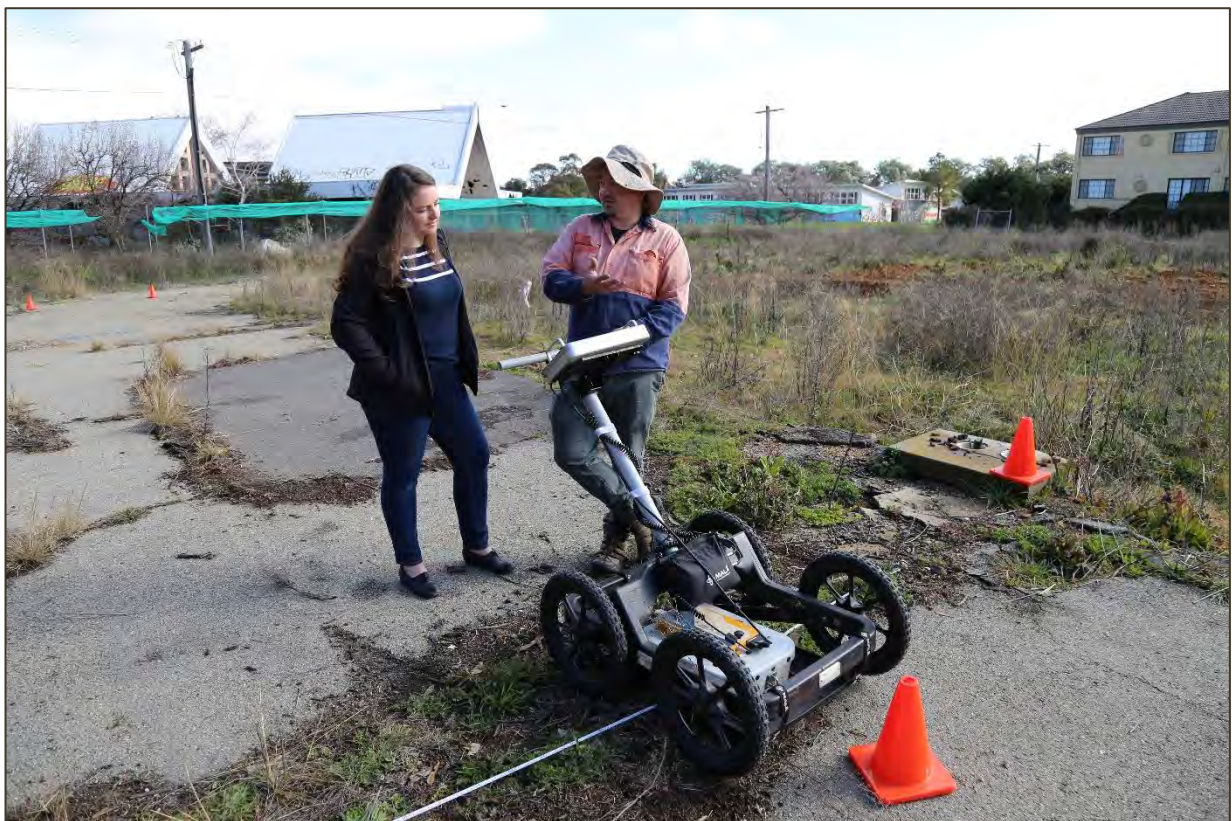


Figure 40. Dr. Sam Player (Geoprospection) unpacking and setting up the ground-penetrating radar (GPR) for survey at the study area (top), and explaining to Skye Roland (Housing ACT) the principles and methodology of GPR surveying.

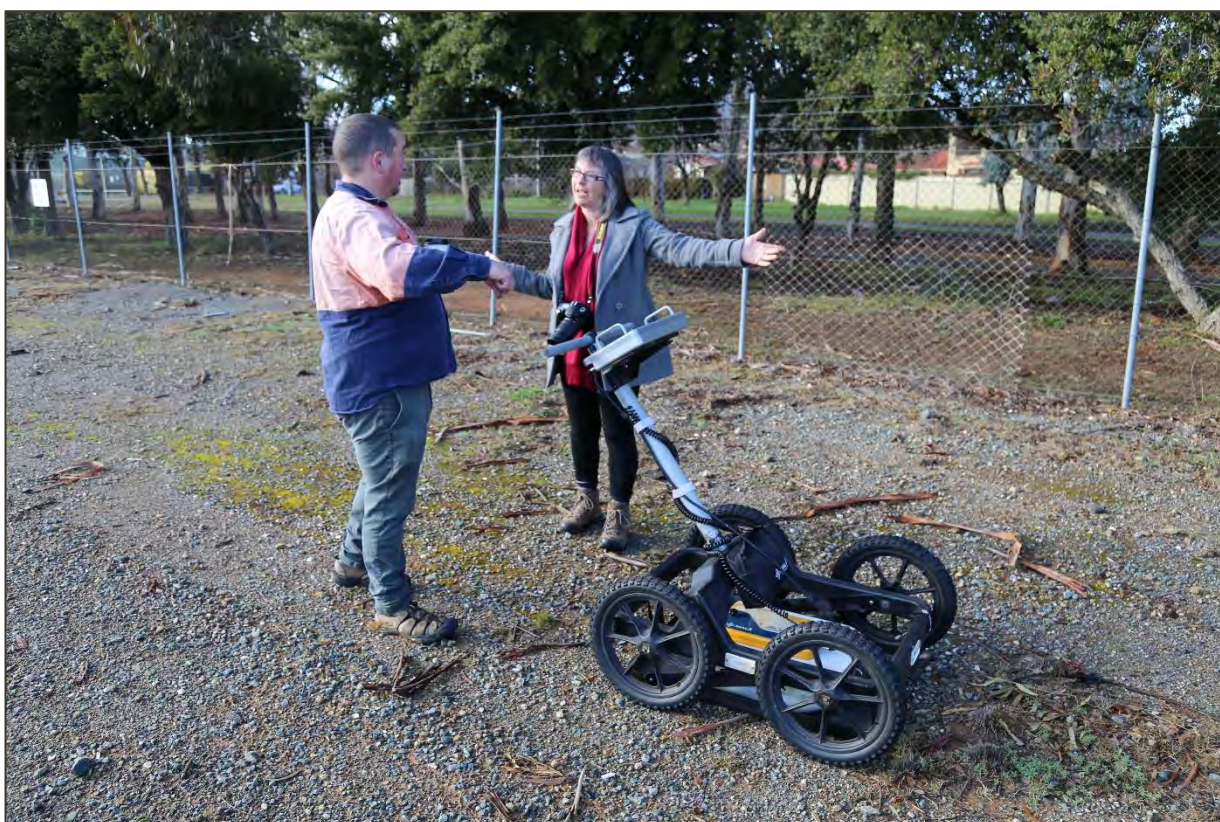


Figure 41. Dr. Sam Player (Geoprospection) conducting the ground-penetrating radar (GPR) survey at the study area in the presence of representatives from the identified stakeholder groups and other interested parties (top), and discussing the potential presence of sub-surface remnants of the ring marker with Jane C. Goffman (Active Planning) (bottom).



Figure 42. Dr. Sam Player (Geoprospection) conducting the ground-penetrating radar (GPR) survey within and around the historical location of the ring marker at the study area (top and bottom).



Figure 43. Dr. Sam Player (Geoprospection) conducting the ground-penetrating radar (GPR) survey within and around the historical location of the ring marker on the adjacent land (Block 26, Section 72) south of the study area (top and bottom).



Figure 44. The location of the three ground-penetrating radar (GPR) survey grids (1-3; outlined in cyan) established near the southwest corner of the study area along its south boundary, and the individual GPR survey transects across each of these three grids conducted on 13 August 2020 (outlined in grey) (Source: Geoprospection 2020).



Figure 45. The georeferenced depth-slices at 650 mm beneath ground surface over the three ground-penetrating radar (GPR) survey grids (1-3; outlined in cyan) (Source: Geoprospection 2020).

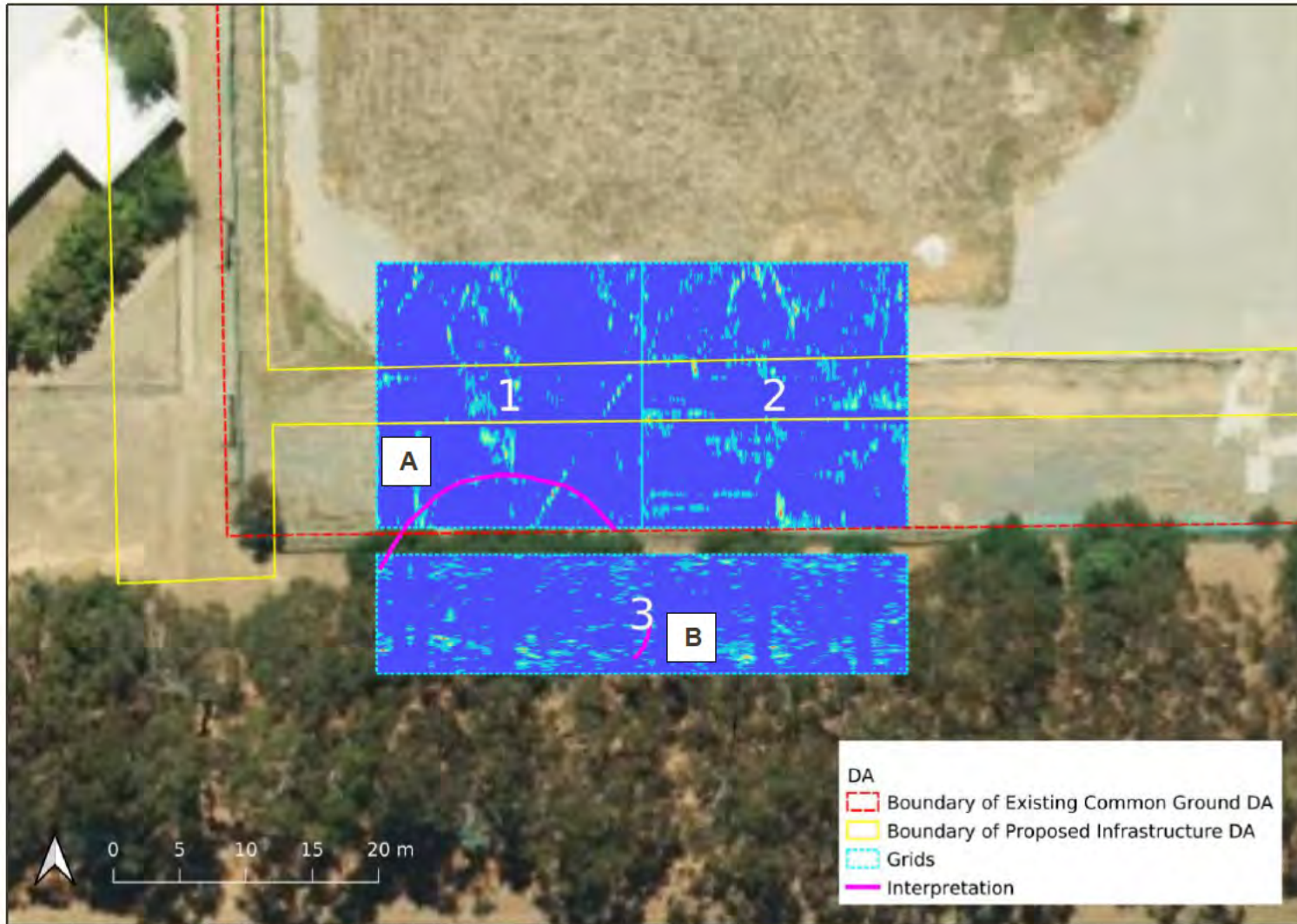


Figure 46. The georeferenced depth-slices at 650 mm beneath ground surface over the three ground-penetrating radar (GPR) survey grids (1-3; outlined in cyan), with the interpreted presence of two fragments of the ring marker (Fragments A and B) indicated in pink (Source: Geoprospection 2020).



Figure 47. The georeferenced depth-slices at 650 mm beneath ground surface over the three ground-penetrating radar (GPR) survey grids (1-3; outlined in cyan), with an extrapolation of a complete ring from the interpreted presence of Fragments A and B (see Figure 46) indicated in pink (Source: Geoprospection 2020).

## 6. Impact assessment

The apex of Fragment A lies 4 m south of the proposed infrastructure easement for the development (Figure 46; see also Figure 3) and is unlikely to be impacted by works associated with the infrastructure easement provided safeguards are in place.

Some of the proposed landscaping works in the general vicinity of Fragment A consist of planting three exotic trees and the laying of a concrete and stone pavement. These works lie outside the area where Fragment A is located but care will need to be taken to ensure that inadvertent damage is not done as a result of the movement of heavy machinery and related activities.

Based on the details of the proposed development (see Section 1) and the results from the GPR survey (Section 5), the location of Fragment A overlaps with only minor landscaping works planned for this section of the study area (Figure 4). Specifically, the location of Fragment A will undergo minor ground disturbance associated with returfing works (Figure 4). This has the potential to move and further damage fragments of ring marker below the surface but would cause no significant impacts to the significance of the archaeological resource provided the recommendations presented in this report are observed (Section 7).

## 7. Conclusions and recommendations

### 7.1 Conclusions

The results of archaeological investigations at the study area have demonstrated that while there is low potential for sub-surface Aboriginal objects to occur within the study area, there remains a high potential for sub-surface non-Aboriginal historical objects – in the form of fragmented remains of the concrete, whitewashed, central ring marker associated with the former Canberra Aerodrome (1924-1926) – to remain extant within the study area.

The high potential for ring marker remnants to be present within the study area is not only supported by their depiction on historical aerial images in 1950 and 1958, but also the recent recovery of small fragments of concrete on the ground surface within and around the original location of the ring marker between 1924 and 1926.

Further, the results of the targeted geophysical survey over this locality using the ground-penetrating radar (GPR) identified two potential sub-surface fragments (A and B) of the ring marker. Fragment A, in particular, appears to be a relatively large section of the ring marker (17.8 m in length) and is located within the study area close to its south boundary.

### 7.2 Recommendations

The unexpected finds protocol (UFP) prepared for this project (Appendix 5) should be adopted by the developers and made known to all relevant personnel.

A cultural heritage induction process for all staff and contractors working on the proposed development should be implemented prior to their commencing work on the development area. The cultural heritage induction should include:

- Informing all relevant personnel of the potential archaeological resource within the study area, including its significance.
- Familiarizing all relevant personnel with the UFP.
- Alerting all relevant personnel to their cultural heritage statutory obligations under the ACT *Heritage Act 2004*.

The location of Fragment A should be established as a 'No go zone' during ground disturbance works on site. This 'No go zone' will comprise a 2 m semi-circular buffer around the location of Fragment A against the south boundary of the study area (Figure 48). This buffer should be measured from the apex of Fragment A, and at the two points (west and east) where it intersects with the south boundary of the study area (Figure 48). The coordinates for these three points are as follows:

Point description	Easting (GDA 94 MGA Zone 55)	Northing (GDA 94 MGA Zone 55)
Northern apex (A on figure)	695194.93	6097090.82
Western intersection with study area boundary (B on figure)	695186.45	6097085.84
Eastern intersection with study area boundary (C on figure)	695203.73	6097086.11

This buffer zone should be fenced or otherwise effectively demarcated to indicate that it should not be disturbed without permission from the project manager and/or site supervisor. In the event that unplanned development works (i.e. outside of the planned landscaping works in this area) cannot be avoided within this buffer, a heritage professional must be consulted to assess the potential impact of these works on Fragment A before work commences. Monitoring of these works by a heritage professional (archaeologist) may also be necessary.

When the location of Fragment A is the subject of the proposed returfing landscape works, a program of archaeological monitoring should be undertaken by a heritage professional (archaeologist). This is to ensure that any ground disturbance (e.g. land grading, returfing, etc) in this area would not impact on Fragment A which is likely to occur between 300 and 650 mm beneath the existing ground surface at this locality (see Section 5).

Landscape architects of the proposed development might consider modifying the existing plans for landscaping works to provide a level of heritage interpretation in the location of the ring marker. The object should be to communicate the history and significance of the place to the wider public. This should be undertaken by a landscape architect with experience in heritage interpretation, or in consultation with a heritage practitioner with skills in that field.

One form of heritage interpretation at this locality that would be appropriate is the archaeological excavation of Fragment A as a research project and/or public archaeology exercise. If this option is adopted, it would be necessary to first apply for an excavation permit from the ACT Heritage Council (via ACT Heritage).

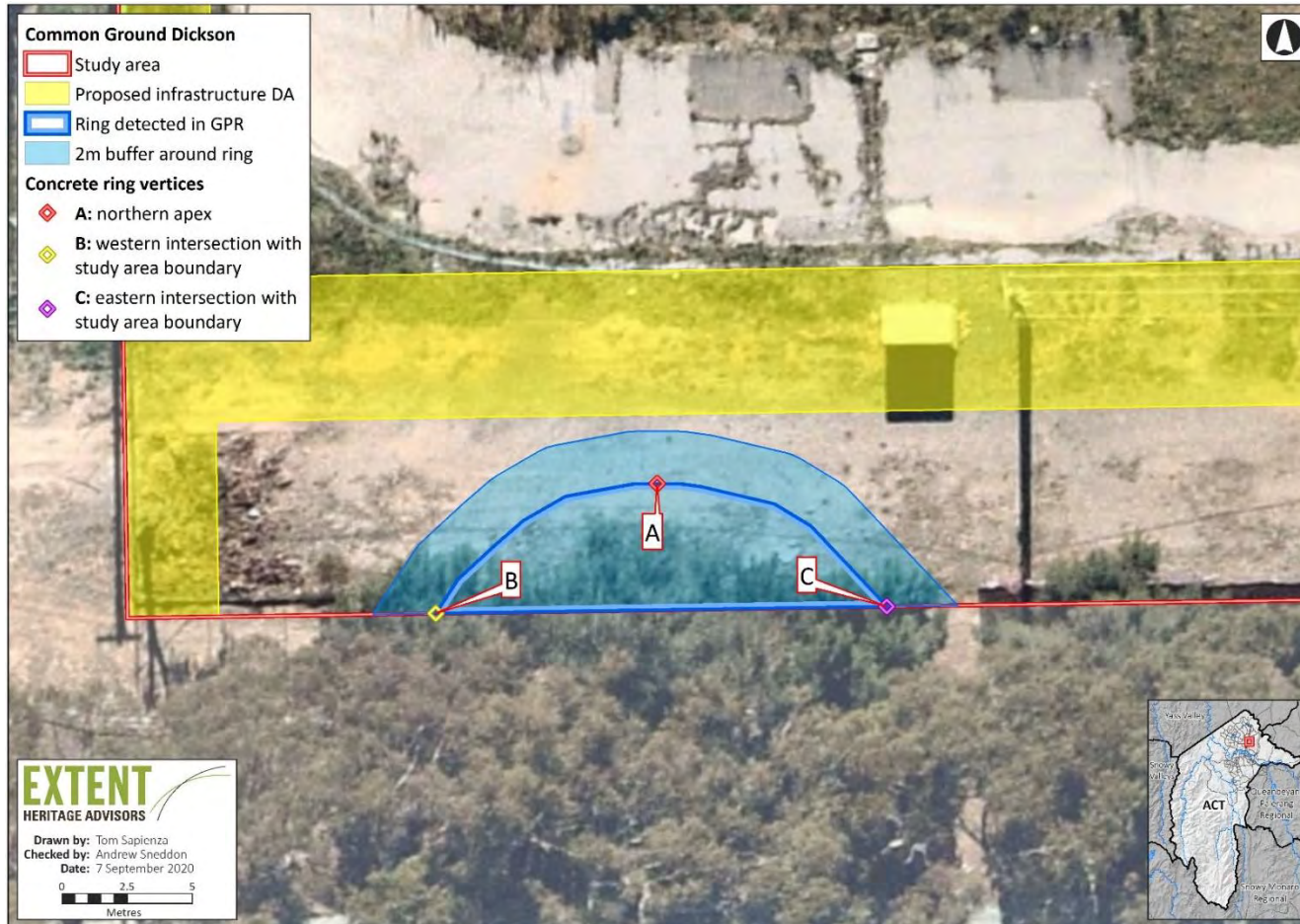


Figure 48. Plan of the south-west section of the study area depicting the proposed 2 m buffer zone around Fragment A.

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## Appendix 1. Legislation

### A1.1. Commonwealth legislation

#### *Aboriginal and Torres Strait Islander Heritage Protection Act 1984*

The *Aboriginal and Torres Strait Islander Heritage Protection Act 1984* was enacted at a federal level to preserve and protect areas (particularly sacred sites) and objects of particular significance to Aboriginal Australians from damage or desecration. Steps necessary for the protection of a threatened place are outlined in a gazetted Ministerial Declaration (Sections 9 and 10). This can include the preclusion of development.

As well as providing protection to areas, it can also protect objects by Declaration, in particular Aboriginal skeletal remains (Section 12). Although this is a federal Act, it can be invoked on a state level if the state is unwilling or unable to provide protection for such sites or objects.

#### *Environment Protection and Biodiversity Conservation Act 1999*

The *Environment Protection and Biodiversity Conservation Act 1999* provides for the protection of natural and cultural heritage places. The Act establishes (amongst other things) a National Heritage List (NHL) and a Commonwealth Heritage List (CHL). Places on the NHL are of natural or cultural significance at a national level and can be in public or private ownership. The CHL is limited to places owned or occupied by the Commonwealth which are of heritage significance for certain specified reasons.

Places listed on the NHL are considered to be of state and local heritage value, even if state or local various heritage lists do not specifically include them.

The heritage values of places on the NHL or the CHL are protected under the terms of the EPBC Act. The Act requires that the minister administering the Act assess any action which has, will have, or is likely to have, a significant impact on the heritage values of a listed place. The approval (or rejection) follows the referral of the matter by the relevant agency's minister.

#### *Native Title Act 1993*

The *Native Title Act 1993* provides recognition and protection for native title. The Act established the National Native Title Tribunal to administer native title claims to rights and interests over lands and waters by Aboriginal people. The Tribunal also administers the future act processes that attract the right to negotiate under the *Native Title Act 1993*.

The Act also provides for Indigenous land use agreements (ILUA). An ILUA is an agreement between a native title group and others about the use and management of land and waters. ILUAs were introduced as a result of amendments to the *Native Title Act* in 1998. They allow people to negotiate flexible, pragmatic agreements to suit their particular circumstances.

An ILUA can be negotiated over areas where native title has, or has not yet, been determined. They can be part of a native title determination, or settled separately from a native title claim. An ILUA can be negotiated and registered whether there is a native title claim over the area or not.

## A1.2. ACT territory legislation

### *Planning and Development Act 1979*

The *Planning and Development ACT 2007* ( the 'P&D Act') requires that environmental and heritage impacts are considered by various consent authorities prior to granting development approvals. The relevant sections of the P&D Act are:

- Chapter 7, Part 7.3, Division 7.3.6: Conditions subject to which a development approval in relation to land may be given, other than an approval for a code track proposal.
- Schedule 4, Part 4.3: Development proposals requiring Environmental Impact Statements (EIS) – areas and processes.

Once a development application that relates to a registered, provisionally registered or nominated heritage place or object is made:

- The planning and land authority provides a copy of the development application to the ACT Heritage Council ('Heritage Council').
- Within 15 working days, the Heritage Council provides advice to the planning and land authority about the effect of the development on the heritage significance of the place or object, and on ways to avoid or minimise its impact on heritage significance. This advice may also recommend conditions on any approval of the development including:
  - measures to conserve its heritage significance;
  - conservation requirements under applicable heritage guidelines;
  - and/or a conservation management plan approved by the Heritage Council.
- The planning and land authority must consider the Heritage Council's advice when approving or refusing the development application.
- The Heritage Council may apply to the ACT Civil and Administration Tribunal for review of the authority's decision.
- If the authority refuses a development application, or approves it with conditions, the proponent and other interested persons may apply to the ACT Civil and Administrative Tribunal for review of the decision.

### *Heritage Act 2004*

The *Heritage Act 2004* (the 'Act') provides statutory protection for Aboriginal objects (material evidence of Indigenous occupation) and Aboriginal places that are registered with the ACT Heritage Register across the territory.

Under the Act, an 'object' is defined as:

A natural or manufactured object, but does not include a building or any other man-made structure.

A 'place' is defined by the Act as anything that is not an object, including the following:

- (a) a site, precinct or parcel of land;
- (b) a building or structure, or part of a building or structure;
- (c) the curtilage, or setting, of a building or structure, or part of a building or structure;
- (d) an object or feature historically associated with, and located at, the place.

The Act defines an Aboriginal object to be:

An object associated with Aboriginal people because of Aboriginal tradition.

Further, it defines 'Aboriginal tradition' to mean:

The customs, rituals, institutions, beliefs or general way of life of Aboriginal people.

An Aboriginal place is defined by the Act as:

A place associated with Aboriginal people because of Aboriginal tradition.

It is an offence to engage in conduct that causes damage of an Aboriginal object and place. Anyone who discovers an Aboriginal place or object must take reasonable steps to report the discovery to the Heritage Council (and ACT Heritage), as soon as practicable after the day of the discovery.

The operation of the Act is administered by ACT Heritage at the Environment, Planning and Sustainable Development Directorate (EPSDD). To this end, ACT Heritage has published general information sheets with regards to the management of Aboriginal Cultural Heritage in development contexts, including:

- *Heritage in the ACT* (EPSDD 2019),
- *ACT Heritage Council* (EPSDD 2019),
- *How does Heritage affect Planning and Development?* (EPSDD 2019),
- *What are Heritage Agreements* (2019)
- *What are Heritage Guidelines* (2019), and
- *Cultural Heritage Reporting Policy* (2015).

These guidelines can be accessed and downloaded from the EPSDD website here: <https://www.environment.act.gov.au/heritage/publications-and-resources>.

## Appendix 2. Stakeholder liaison



06 August 2020

Attention: ACT Heritage Council  
ACT Heritage  
Environment, Planning and Sustainable Development Directorate  
GPO Box 158  
Canberra City, ACT, 2602

**Re: Notice of Archaeological Investigations – Proposed Public Housing Development ('Common Ground Dickson') at 8 Hawdon Place, Dickson, ACT, 2602.**

Dear ACT Heritage Council,

I am writing to notify you that Extent Heritage Pty Ltd has been engaged by Housing ACT to undertake archaeological investigations for a proposed development comprising the construction of a multi-unit public housing named 'Common Ground Dickson'. The proposed development is to be located on a land parcel – Block 25, Section 72 Dickson – at 8 Hawdon Place, Dickson, ACT, 2602 (the 'study area'; Figure 1 and Figure 2).

The site may include the archaeological remains of a concrete, whitewashed, central ring marker (measuring approximately 20m in diameter) deriving from the former Canberra Aerodrome (1924-1926). We note that the nomination application associated with these remains was recently accepted by the ACT Heritage Council, and the Original Canberra Aerodrome remnants, Dickson, is now listed as a 'nominated' place on the ACT Heritage Register. Our investigations will be entirely non-invasive. We do not propose to collect any surface artefacts that may be identified through the survey, although their locations would be accurately recorded.

We will be undertaking a site assessment and report for the study area which will meet the requirements of the Cultural Heritage Reporting Policy observed by the ACT Heritage Council (2015) for the proposed development. Our methodology includes desktop research, undertaking a pedestrian surface survey at the study area as well as conducting a targeted geophysical survey with a ground-penetrating radar (GPR) focusing on the historical location of the central ring marker.

Please do not hesitate to contact me [REDACTED] if you have any questions regarding our archaeological investigations at the study area, or if representatives of the ACT Heritage Council wish to make a broader contribution as 'stakeholders' identified by our brief.

**EXTENT HERITAGE PTY LTD**  
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**SYDNEY**  
Level 3/73 Union St  
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**MELBOURNE**  
13/240 Sydney Rd  
Coburg  
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**BRISBANE**  
Level 12, 344 Queen St  
Brisbane  
P 07 3051 0171

**PERTH**  
1/191 St Georges Tce  
Perth  
P 08 9381 5206



Kind regards,



**Heritage Advisor | Extent Heritage**



Figure 1. The study area (outlined in red) within the wider landscape.



Figure 2. The study area (outlined in red) at 8 Hawdon Place, Dickson, ACT, 2602.



07 August 2020

Attention: Gary Kent  
President  
National Trust of Australia (ACT)  
Unit 2.03, Level 2, Griffin Centre  
20 Genge Street,  
Canberra City, ACT, 2601

**Re: Notice of Archaeological Investigations – Proposed Public Housing Development ('Common Ground Dickson') at 8 Hawdon Place, Dickson, ACT, 2602.**

Dear Gary,

I am writing to notify you that Extent Heritage Pty Ltd has been engaged by Housing ACT to undertake archaeological investigations for a proposed development comprising the construction of a multi-unit public housing named 'Common Ground Dickson'. The proposed development is to be located on a land parcel – Block 25, Section 72 Dickson – at 8 Hawdon Place, Dickson, ACT, 2602 (the 'study area'; Figure 1 and Figure 2).

The site may include the archaeological remains of a concrete, whitewashed, central ring marker (measuring approximately 20m in diameter) deriving from the former Canberra Aerodrome (1924-1926). We note that the nomination application associated with these remains was recently accepted by the ACT Heritage Council, and the Original Canberra Aerodrome remnants, Dickson, is now listed as a 'nominated' place on the ACT Heritage Register. Our investigations will be entirely non-invasive. We do not propose to collect any surface artefacts that may be identified through the survey, although their locations would be accurately recorded.

We will be undertaking a site assessment and report for the study area which will meet the requirements of the Cultural Heritage Reporting Policy observed by the ACT Heritage Council (2015) for the proposed development. Our methodology includes desktop research, undertaking a pedestrian surface survey at the study area as well as conducting a targeted geophysical survey with a ground-penetrating radar (GPR) focusing on the historical location of the central ring marker. This includes the GPR survey of a portion of the adjacent land parcel (Block 26, Section 72) to the south of the study area where the central ring marker is known to have historically occupied.

Please do not hesitate to contact me [REDACTED] if you have any questions regarding our archaeological investigations at the study area, or if representatives from your organisation wish to make a broader contribution as 'stakeholders' identified by our brief.



Kind regards,



**Heritage Advisor | Extent Heritage**



Figure 1. The study area (outlined in red) within the wider landscape.



Figure 2. The study area (outlined in red) at 8 Hawdon Place, Dickson, ACT, 2602. Part of the adjacent land parcel (Block 26, Section 72) to the south of the study area where the central ring marker is known to have historically occupied will also be surveyed by the GPR in this project.



07 August 2020

Attention: [REDACTED]  
3 Squadron, Royal Australian Air Force Association

**Re: Notice of Archaeological Investigations – Proposed Public Housing Development ('Common Ground Dickson') at 8 Hawdon Place, Dickson, ACT, 2602.**

Dear [REDACTED]

I am writing to notify you that Extent Heritage Pty Ltd has been engaged by Housing ACT to undertake archaeological investigations for a proposed development comprising the construction of a multi-unit public housing named 'Common Ground Dickson'. The proposed development is to be located on a land parcel – Block 25, Section 72 Dickson – at 8 Hawdon Place, Dickson, ACT, 2602 (the 'study area'; Figure 1 and Figure 2).

The site may include the archaeological remains of a concrete, whitewashed, central ring marker (measuring approximately 20m in diameter) deriving from the former Canberra Aerodrome (1924-1926). We note that the nomination application associated with these remains was recently accepted by the ACT Heritage Council, and the Original Canberra Aerodrome remnants, Dickson, is now listed as a 'nominated' place on the ACT Heritage Register. Our investigations will be entirely non-invasive. We do not propose to collect any surface artefacts that may be identified through the survey, although their locations would be accurately recorded.

We will be undertaking a site assessment and report for the study area which will meet the requirements of the Cultural Heritage Reporting Policy observed by the ACT Heritage Council (2015) for the proposed development. Our methodology includes desktop research, undertaking a pedestrian surface survey at the study area as well as conducting a targeted geophysical survey with a ground-penetrating radar (GPR) focusing on the historical location of the central ring marker. This includes the GPR survey of a portion of the adjacent land parcel (Block 26, Section 72) to the south of the study area where the central ring marker is known to have historically occupied.

Please do not hesitate to contact me [REDACTED] if you have any questions regarding our archaeological investigations at the study area, or if representatives from your organisation wish to make a broader contribution as 'stakeholders' identified by our brief.



Kind regards,



**Heritage Advisor | Extent Heritage**



Figure 1. The study area (outlined in red) within the wider landscape.



Figure 2. The study area (outlined in red) at 8 Hawdon Place, Dickson, ACT, 2602. Part of the adjacent land parcel (Block 26, Section 72) to the south of the study area where the central ring marker is known to have historically occupied will also be surveyed by the GPR in this project.

**From:** [REDACTED]  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Re: Notification letter to the 3 Squadron RAAF Association re. Common Ground Dickson Archaeological Investigations.  
**Date:** Saturday, 8 August 2020 3:38:27 PM  
**Attachments:** [FB\\_423c721a-4cd0-481a-91f8-780e9f111549.png](#)  
[LinkedIn\\_ebc4f2a1-55e1-4efe-8f0e-103053dbb87b.png](#)  
[Insta\\_64ba6810-999a-4a57-a859-66d10d805618.png](#)  
[3 Squadron RAAFA Notification Letter - Common Ground Dickson - Extent Heritage.pdf](#)

---

Dear [REDACTED]

Many thanks for this notification.

3 Squadron Association would like to wish you every success.

Our application to *ACT Heritage* was submitted jointly with the *National Trust ACT*. If our Association can provide you with any further assistance, we would be quite happy for you to save duplication by directly emailing our local Dickson contact, [REDACTED], one of the NT-ACT directors. [REDACTED]

- You will be aware that *ACTmapi* have very generously [plotted](#) the 1926 Aerodrome survey against their current Canberra grid. Based on some surface-remnants (which appear to be the SE Lockspit, in Dickson Wetlands Park, observed and photographed by [REDACTED]) I suspect that there may be a slight mis-alignment of the *ACTmapi* aerodrome map, by about five metres to the west.

I suggest that the SE Lockspit in the park may be a good place to check the alignment of the *ACTmapi* grid, and at the same time test your GPR equipment for the level of ground-return from that type of structure. (It appears that local loose stone fill was used in the concrete. [REDACTED] also has a loose concrete fragment collected near the *Common Grounds* project, which appears to be the right stuff.) I imagine that such a test would greatly improve your productivity in searching for the original Aerodrome Centre-Ring.

With Warm Regards,

[REDACTED] BEng(Hons.), MBA.  
NSW Treasurer. No.3 Squadron RAAF Association.  
129 Jersey Rd, Woollahra NSW.

Website: [Sacrifice during the Survey of Canberra 1926](#)

On 7/08/2020 5:10 pm, [REDACTED] wrote:

Dear [REDACTED]

Please find attached a notification letter to the 3 Squadron RAAF Association regarding the upcoming archaeological investigations for the proposed public housing development ('Common Ground Dickson') at 8 Hawdon Place, Dickson, ACT 2602.

Please do not hesitate to contact me [REDACTED] if you

have any questions regarding this project.

Sincerely,

[REDACTED]  
Heritage Advisor

T [REDACTED]

[extent.com.au](https://www.extent.com.au)

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## Appendix 3. Aboriginal objects and places

The following document is published by the Environment, Planning and Sustainable Development Directorate (EPSDD 2019) and provides a summary of Aboriginal objects and places typically identified within the ACT. These objects, or parts thereof, may be encountered as unexpected archaeological object(s) during construction and maintenance works.



**ACT**  
Government



# ABORIGINAL PLACES

IN THE ACT





## SCARRED TREES

Culturally, scarred trees were created when Aboriginal people removed bark for a variety of purposes such as making canoes, shields and containers.

Scarred trees in the ACT are old as the creation of scars ceased in the mid to late 19th century. As a consequence the scars will have quite a large amount of regrowth around the outer edges.

These scars were created using stone axes. There may be axe marks visible in the sap wood, but in most instances these will be obscured by regrowth.

Culturally created scars are often symmetrical. The size will vary greatly depending on the purpose for which the bark was intended.



## FLAKED STONE ARTEFACT SCATTERS

Stone artefact scatters are mainly composed of flaked stone artefacts and cores. They are the most common site type in the ACT. They can be found almost anywhere, but are more often found in relatively sheltered, well-drained location that have access to a water source.

Artefact scatters can range in size from two to several thousand artefacts. A site is defined as two or more artefacts found within 25 metres of each other. Artefacts can also be found in isolation

Flakes may be identified by the following characteristics:

- Flakes have relatively sharp edges, possibly with retouch (smaller flakes removed from the edge to sharpen it further).
- A bulb of percussion can usually be found on the ventral surface (the 'front' side, where it detaches from the core), just below the striking platform.
- Flakes are usually only a few centimetres long (i.e. 1-5 cm).
- One end of the flake will have a striking platform, which is the area where the original core was struck in order to remove the flake. Sometimes there can be a fracture mark at the impact point on the platform.
- The dorsal surface (the back of the flake, which was exposed prior to the flake being detached from the core) can sometimes show evidence of one or more previous flake scars.

Characteristics diagnostic for cores are:

- Cores are the original rock from which the flakes are detached.
- These are most often identified by the presence of one or more flake scars.

Another way to help identify flakes is to look for stone types that are exotic to the local area.





## GRINDING GROOVES AND GROUND STONE IMPLEMENTS

Grinding grooves are often found close to water courses in areas with rock outcrops. They are formed during the production of axes or by crushing, grinding or pounding materials on rocks.

They are identified by one or more worn depressions on the grinding surface.

Within the depressions there may be glossy stains caused by fats or stains from pigment.

Grinding stones (base) were relatively large stones used to crush, grind or pound materials.

- These have one or more worn depressions on the grinding surface.
- Within the depressions there may be glossy stains caused by fats, or pigment staining.

The stones used to grind are usually flat or rounded. They will be worn smooth. Generally, grinding stones (top) will comfortably fit into the hand.

Ground-edge axes come in various shapes, including elongated forms, round and oval shapes.



## STONE ARRANGEMENTS

Stone arrangements were made by Aboriginal people for a range of purposes, including as a part of ceremonial sites.

Any arrangement that does not appear to be naturally occurring could potentially be of Aboriginal origin. Stone arrangements created by Aboriginal people range from simple cairns or piles of rock to more elaborate arrangements such as straight, curved or circular stone arrangements or standing slabs of rocks.



## ROCK SHELTERS AND ROCK ART SITES

Aboriginal rock shelters are naturally formed shelters that were used for protection from the elements and ceremonies. Most were used on a recurring basis, while others may have been used infrequently.

Any protected rock overhang has the potential to have been used by Aboriginal people. Within the ACT, suitable sites mainly occur in granite outcrops. Overhangs offering the most suitable shelter are usually situated on north-facing slopes. Rock shelters may contain painted surfaces or other artefact types such as stone tools. There is the potential that deposits within rock shelters have become deeply layered and therefore contain cultural deposits accumulated over a long period of time.



## ABORIGINAL QUARRY SITES

Aboriginal quarry sites are location where stone materials were obtained by Aboriginal people for production of stone artefacts.

Quarry sites can be identified through:

- evidence of stone being extracted from stone outcrops
- presence of shattered stone
- presence of flakes, cores and/or quarried pieces that are of a suitable size for carrying
- negative flake scars on rock faces
- presence of fine-grained stone suitable for artefact production.

## ABORIGINAL BURIALS

A variety of burial types have been found within the ACT. Examples include burials:

- under stone cairns or rock piles
- dug into the side of hill slopes
- in pits dug into the ground
- in naturally formed caves.

If a burial was placed in the ground, remains will often be found in relatively deep, loosely compacted soils that are generally close to water. Pit burials are often fired before burial; this will be evidenced by baked clay and charcoal.

If you suspect you have found a burial site, do not disturb anything in the area. It may be a crime scene. Contact ACT Policing on 13 14 44 immediately.

## LEGISLATIVE REQUIREMENTS

It is a requirement of the *Heritage Act 2004* that all Aboriginal cultural sites identified within the ACT are reported to the ACT Heritage Council (the Council) within five days. This notification can occur through contacting ACT Heritage.

Contacts for ACT Heritage:

- call 13 22 81 and ask for the Aboriginal Liaison Officer or Heritage Archaeologist
- email [heritagereferrals@act.gov.au](mailto:heritagereferrals@act.gov.au)

It is an offence under the Act to disturb an Aboriginal site without prior approval of the Council.

People involved in land management activities such as weed spraying, revegetation, trail construction, landscaping etc. often have access to areas away from the suburban centres. Many sites exist in the ACT and more are being discovered on a regular basis.

*If you believe you may have discovered an Aboriginal site or object, please contact ACT Heritage.*



## Appendix 4. GPR Report (Geoprospection 2020)

# Ground-penetrating Radar Survey for the Common Ground Dickson Archaeological Investigations, Dickson, ACT.

Report to Extent Heritage

2nd September 2020



**SAM PLAYER**

**Geoscientist**

**GEOPROSPECTION**

ABN 35 112 653 167

12 Hughes Avenue

Lawson, 2783

Email: [samplayer@geoprospection.com.au](mailto:samplayer@geoprospection.com.au)



## 1 Introduction

Geoprospection was commissioned to conduct a ground-penetrating radar (GPR) survey at the Dickson Common Ground, Dickson, ACT. The aim was to determine whether any remains of the concrete central ring marker associated with the former Canberra Aerodrome (1924-1926), identified through historical plans, at the proposed public housing development at 8 Hawdon Place, Dickson ACT 2602. The site was largely clear of ground obstructions excepting some electrical infrastructure and tall weeds.

## 2 Ground-penetrating Radar (GPR)

GPR is an active geophysical method that utilises the reflective and refractive properties of electromagnetic radiation passing through mediums of differing physical properties. The degree to which a medium reflects or transmits electromagnetic radiation is referred to as its dielectric permittivity. Objects or layers of materials under the ground surface can be identified by emitting electromagnetic radiation at a location and measuring the return times of the signal. A returned signal of relatively large amplitude indicates that the signal has passed between two mediums of differing dielectric permittivity. The time at which the signal returned is proportional to its distance from the transmitting antenna. In that manner, objects and layers beneath the subsurface can be imaged for analysis and interpretation. Further details of the method can be found in Davis and Annan (1989) and Conyers (2004).

## 3 Method

A grid was established from a baseline created by aligning a long tape parallel to a fence bounding the southern edge of the property. An arbitrary Cartesian coordinate system was assigned to the grid and three rectangular areas marked for convenience of survey (Figure 1).

A MALA X3M control unit was coupled with a 500MHz antennae to measure a series of parallel lines within the established grid area, spaced equally at 0.5 m. Given the circular shape of the target there was no advantage in any particular direction of measurement. Convenience of survey direction was therefore preferred over survey orientation. For each measured line samples were recorded at 0.03 m increments. Signal travel velocity was estimated at 0.09 nm and sufficient time window was recorded to allow imaging up to approximately 2 m depth.

Data was processed in ReflexW 9 (Sandmeier, 2020) and included application of signal start time adjustment, dewow, an energy decay gain, and background removal. For depthslice production a stolt migration was performed. The processed lines were meshed into a 3-dimensional array using custom python scripts employing the numpy (Oliphant, 2006) package. The matplotlib (Hunter, 2007) package was utilised to output 2-dimensional radargram and timeslice images from the array; radargrams are vertically oriented 2-dimensional images showing the amplitudes of a GPR measurement line plotted against distance and time/depth; depthslices are planview 2-dimensional images showing amplitude over space at a defined depth range (e.g. 0-5cm).

## 4 Results and Discussion

Each radargram and depthslice produced from the survey is presented individually in the appendix to allow validation of the analysis and interpretation presented here. A planview map (depthslice)



Figure 1: Location of survey lines measured within a grid of 3 areas marked by blue bounding boxes.

at 650 mm depth is presented in Figure 2 in which an arc can be traced at the southern edge of Area 1, and potentially also in the western end of Area 3. Interpretative is highlighted in Figure 3. Linear electrical services are also evident.

The concrete central ring marker associated with the former Canberra Aerodrome (1924-1926) was clearly resolved in GPR imagery, although more-so inside the property boundaries than outside. Potentially the ring does not occur outside the property boundaries, which is counter-intuitive given that ground disturbance within the property boundaries is arguably greater. However, the absence of the ring outside of the property boundary might be explained by differing ground-conditions reducing the dielectric contrast between the ring and surrounding matrix.



Figure 2: Georeferenced Depthslices at 650 mm showing an arc in Areas 1 and 3. Basemap source: SixMaps.



Figure 3: Interpretation of an arc traced over depthslices at 650 mm. Basemap source: SixMaps.



## References

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- Oliphant, T. (Jan. 2006). *Guide to NumPy*.
- Sandmeier, K. (2020). *ReflexW: Version 9*.

## Appendix 5. Unexpected Finds Protocol

# EXTENT

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## Common Ground Dickson Unexpected Finds Protocol (UFP)

Prepared for Housing ACT



Sydney  
Melbourne  
Brisbane  
Perth

[extent.com.au](http://extent.com.au)

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## 1. Background and purpose of document

Extent Heritage Pty Ltd ('Extent Heritage') has been engaged by Housing ACT to undertake archaeological investigations for a proposed development comprising the construction of a multi-unit public housing named 'Common Ground Dickson'. The proposed development is to be located on a land parcel – Block 25, Section 72 Dickson – at 8 Hawdon Place, Dickson, Australian Capital Territory (ACT), 2602 (the 'site'; Figure 1 and Figure 2).

The site may contain sub-surface archaeological remains of a concrete, whitewashed, central ring marker (measuring approximately 20 m in diameter) deriving from the former Canberra Aerodrome (1924-1926) which occupied this locality (Figure 3). The nomination application associated with these remains was recently accepted by the ACT Heritage Council ('Heritage Council'), and the Original Canberra Aerodrome remnants, Dickson, is now listed as a 'nominated' place on the ACT Heritage Register.

As a part of archaeological investigations at the site, Extent Heritage has developed an Unexpected Finds Protocol (UFP) that clearly sets out how any unanticipated archaeological objects or features would be managed if they are encountered over the course of the proposed development.

This UFP includes a summary of the legislative context within which it operates, including the Australian Capital Territory (ACT) *Heritage Act 2004* and the *Planning and Development Act 2007*. Extent's brief was to focus on non-Aboriginal archaeological heritage, however, some guidance in relation to potential Aboriginal archaeology has been included for your assistance.

This document provides relevant information regarding cultural heritage objects and places in Section 3, followed by the technical procedure of the UFP in Sections 5 and 6. Supplementary information referenced by this document can be found in Appendices A and B.

## 2. Scope

This UFP applies to the location described in Section 1. It was developed in conjunction with archaeological geophysical investigations at the proposed 'Common Ground Dickson' development. However, no physical excavation has been undertaken at the site and there remains potential for significant archaeology to exist there.

If unexpected archaeological objects are encountered, this UFP must be followed. The UFP provides direction on when to stop work, where to seek technical advice and if required, how to notify the relevant authorities.

This UFP applies to:

- the discovery of any unexpected archaeological object(s) (e.g. during construction work), where any contractors involved in the construction process do not have the approval to disturb the object(s), or where safeguards for managing the disturbance (apart from this procedure) are not contained in the development application.

This UFP must be followed by all Housing ACT staff and contractors that are associated with the construction works for the proposed development.

This UFP does not apply to the discovery and disturbance of archaeological object(s) as a result of a cultural heritage assessment undertaken in accordance with the *Cultural Heritage Reporting Policy* published and implemented by the ACT Heritage Council (2015, 8), as part of the following statutory processes under the *Heritage Act 2004*:

- a Heritage Guideline [s76(2)(i)];
- a Heritage Direction [s76(2)(ii)];
- a Heritage Agreement [s76(2)(iii)];
- a Conservation Management Plan approved by the Heritage Council [s76(2)(iv)];
- a Development Approval under the *Planning and Development Act 2007* [s76(2)(v)];
- an Excavation Permit approved by the Heritage Council [s76(2)(vi)];
- a Statement of Heritage Effect approved by the Heritage Council [s76(2)(vii)].

Any construction environment management plan (CEMP) for this development should make reference to and/or include this UFP. Where an approved CEMP exists, it should be followed in the first instance. Where there is a difference between the approved CEMP and this UFP, the approved CEMP will usually prevail. Where an approved CEMP does not provide sufficient detail on particular issues, this UFP should be used as additional guidance.

### 3. Types of unexpected archaeological objects and their legal protection

The roles of project staff and contractors on site are critical to the early identification and protection of unexpected archaeological object(s). Appendices A and B illustrate the wide range of non-Aboriginal ('historic') and Aboriginal archaeological objects that may be encountered and serves as a photographic guide for reference on site. Any potential unexpected archaeological object(s) encountered at the site must be identified and assessed by a heritage professional (usually an archaeologist) and/or a staff from ACT Heritage.

'Unexpected archaeological object(s)' refers to any unanticipated discovery of a bona fide or potential archaeological object(s) for which the developer does not have approval to 'disturb' or does not have a safeguard in place (apart from this UFP) to manage the disturbance.

'Disturbance' refers to the conduct of any physical interference with the object(s) that results in it being destroyed, defaced, damaged, harmed, impacted or altered in any way – including unsanctioned archaeological investigations.

Any potential discoveries within the study area would typically fall within the following categories:

- (a) Non-Aboriginal ('historic') objects and places;
- (b) Aboriginal objects and places;

The relevant legislation that applies to these categories is described below.

#### 3.1 Non-Aboriginal ('historic') objects and places

In the Australian Capital Territory (ACT), non-Aboriginal 'historic' objects and places are afforded statutory protection under the *Heritage Act 2004* (the 'Act'). Under Part 13, Section 73 of the Act, it is an offence to engage in conduct that diminishes the heritage significance of an object or place, and/or is reckless about whether the conduct would diminish the heritage significance of the object or place. A breach of Part 13, Section 73 of the Act could result in prosecution and significant fines.

Under the Act, an 'object' is defined as:

A natural or manufactured object, but does not include a building or any other man-made structure.

A 'place' is defined by the Act as anything that is not an object, including the following:

- (a) a site, precinct or parcel of land;
- (b) a building or structure, or part of a building or structure;
- (c) the curtilage, or setting, of a building or structure, or part of a building or structure;

(d) an object or feature historically associated with, and located at, the place.

Examples of non-Aboriginal ‘historic’ objects and places that may be encountered within the ACT include historical artefacts such as ceramic and glass bottles as well as various structural remains made of wood, bricks, sandstone and concrete (RMS 2015, Appendix A; see Appendix A below).

In the context of the Common Ground Dickson, and its association with the ACT’s early history of aviation, the types of ‘objects’ that may be present include:

- Broken concrete deriving from the whitewashed, central ring marker (measuring approximately 20m in diameter) used by the former Canberra Aerodrome (1924-1926; see Figure 4–Figure 6).
- Isolated artefacts suggestive of aviation activities (e.g. fragments of machinery, tools, etc).

The discovery of any objects associated with the Canberra Aerodrome would relate to a place nominated for listing on the Register and would be protected by the Act. They should be managed according to the steps provided in Section 5 below.

### 3.2 Aboriginal objects and places

Similarly, Aboriginal objects and places are afforded statutory protection under the Act. Under Part 13, Section 75 of the Act, it is an offence to engage in conduct that causes damage to an Aboriginal object or place, and/or is reckless or negligent about whether the conduct would cause damage to the object or place. A breach of Part 13, Section 75 of the Act could result in prosecution leading up to significant fines.

Hence, the Act defines an Aboriginal object to be:

An object associated with Aboriginal people because of Aboriginal tradition.

Further, it defines ‘Aboriginal tradition’ to mean:

The customs, rituals, institutions, beliefs or general way of life of Aboriginal people.

An Aboriginal place is defined by the Act as:

A place associated with Aboriginal people because of Aboriginal tradition.

There is generally low potential for Aboriginal objects to be at the site. However, isolated flaked and ground stone artefacts are sometimes found in similar environments in the ACT (see Appendix B below).

Under Part 8, Section 51 of the Act, the discovery of potential Aboriginal objects or places must be reported to the Heritage Council within 5 working days after the day of discovery. Failure to do so will be considered a strict liability offence. A guide on how to report these discoveries is provided in Section 5 below.

## 4. Roles and responsibilities

The following table outlines the roles and responsibilities relevant to this UFP.

Table 1. Roles and responsibilities relevant to this UFP.

Role	Definition and Responsibilities
Archaeologist	Heritage professional contracted on a project basis to provide heritage and archaeological advice and technical services (i.e. archaeological survey and excavation, heritage compliancy reports, etc).
Project manager	The principal manager of the proposed works. Ensures that all aspects of this UFP is implemented over the course of the proposed works and adhered to by all staff and contractors on site.
Representative Aboriginal Organisation (RAO)	<p>An entity declared under Part 2, Section 14 of the <i>Heritage Act 2004</i> by the Minister. The ACT Heritage Council consults with the Representative Aboriginal Organisations (RAOs) as soon as practicable after a discovery of Aboriginal object(s) or place(s) is reported, in order to decide if the discovery is to be provisionally registered on the Heritage Register. The RAOs also advice the Heritage Council on whether it will restrict the information about the location or nature of the object(s) or place(s) from public domain to avoid any potential harm on its heritage significance.</p> <p>The list of RAOs in the ACT can be found here:  <a href="https://www.environment.act.gov.au/heritage/development-at-heritage-sites/consultants_and_trades_directory/consultants_directory/representative-aboriginal-organisations">https://www.environment.act.gov.au/heritage/development-at-heritage-sites/consultants_and_trades_directory/consultants_directory/representative-aboriginal-organisations</a>.</p>

## 5. Unexpected Finds Protocol

Upon discovery of a potential, unexpected archaeological object(s), the following UFP procedure must be followed. There are 7 steps in this procedure. The following table outlines the details of specific tasks along each step of the UFP.

Table 2. The 7 steps and tasks of the UFP as well as the roles and responsibilities relevant to this procedure.

Step	Task	Responsibility	Supplementary Information
<b>1</b>	<b>Stop work, protect potential archaeological object(s) and inform project manager.</b>		
1.1	Stop all work in the immediate area of the archaeological object(s) and notify the project manager.	All.	Appendices A and B [Identifying unexpected archaeological object(s)].
1.2	Where practical, use high visibility fencing or any other form of barrier to establish a 'no-go zone' around the object(s).	Project manager.	-
1.3	Inform all site personnel about 'no-go zone'. No further interference – including various works, ground disturbance, touching or moving the object(s) must occur within the 'no-go zone'.	Project manager.	-
1.4	Once the above steps are taken, proceed to Step 2.	Project manager.	-
<b>2</b>	<b>Contact and engage a heritage professional (archaeologist).</b>		
2.1	Contact a heritage professional (archaeologist) to discuss the location and extent of the object(s). The information and data collected at this stage will be used to inform Steps 3 and 4 of the UFP.	Project manager.	Appendices A and B [Identifying unexpected archaeological object(s)].



Step	Task	Responsibility	Supplementary Information
2.2	<p>If determined to be required, arrange for site access for the heritage professional (archaeologist) to inspect the object(s) as soon as practicable.</p> <p>In most cases, a site inspection is required for conducting a preliminary assessment and recording of the object(s).</p>	<p>Project manager; and Heritage professional (archaeologist).</p>	-
2.3	Once the above steps are taken, proceed to Step 3.	<p>Project manager; and Heritage professional (archaeologist).</p>	-
<b>3</b>	<b>Complete preliminary assessment and recording of the potential archaeological object(s).</b>		
3.1	<p>Engaged heritage professional (archaeologist) to conduct preliminary assessment and formal recording of the object(s) using the provided form (Appendix C).</p> <p>The information and data collected at this stage will be used to inform Steps 3 and 4 of the UFP. If required (see Step 6.5 below), this information and data must be incorporated into the CHAR.</p>	Heritage professional (archaeologist).	<p>Appendices A and B [Identifying unexpected archaeological object(s)];  Appendix C.</p>
3.2	Subject to assessment by the heritage professional (archaeologist) on site, work may recommence at a set distance from the object(s). This is to protect any other associated archaeological material that may exist in the vicinity	<p>Project manager; and/or Heritage professional (archaeologist).</p>	-
3.3	<p>Is the object(s) an Aboriginal or non-Aboriginal ('historic') object and/or place?</p> <p><b>If uncertain or yes, proceed to Step 4.</b></p> <p><b>If no, proceed directly to Step 7.1.</b></p>	Heritage professional (archaeologist).	<p>Appendices A and B [Identifying unexpected archaeological object(s)];  Appendix C.</p>



Step	Task	Responsibility	Supplementary Information
<b>4</b>	<b>Protect the archaeological object(s) and notify the ACT Heritage Council.</b>		
4.1	Where the object(s) is determined to be an Aboriginal or non-Aboriginal ('historic') object and/or place, it must be protected from any impact or harm (e.g. from works, inclement weather or unauthorized human interactions).	Project manager	-
4.2	Where the object(s) is determined to be an Aboriginal or non-Aboriginal ('historic') object and/or place, it must be reported to the ACT Heritage Council ('Heritage Council') within five working days in writing.	Heritage professional (archaeologist).	Section 6.
4.3	All formal and informal correspondence with the Heritage Council must be logged in a file as a project record for future reference.	Project manager; and/or Heritage professional (archaeologist).	-
4.4	Can the object(s) be avoided in development works? <b>If yes, proceed to Step 5.</b> <b>If no, proceed to Step 6.</b>	Project manager; and/or Heritage professional (archaeologist).	-
<b>5</b>	<b>Avoid any further impact on archaeological object(s)</b>		
5.1	Where possible and appropriate, discussions should occur with design engineers and/or architects to consider and implement re-design options to avoid any development impact on the object(s).	Project manager; and/or Heritage professional (archaeologist).	-



Step	Task	Responsibility	Supplementary Information
5.2	If an existing Heritage Direction, Heritage Guideline or Heritage Agreement (issued by the Heritage Council and/or Minister under Parts 5, 11 and 15 of the <i>Heritage Act 2004</i> respectively) is already in place for the development, the project must abide by the terms and conditions stipulated in the existing Heritage Direction, Guideline or Agreement.	Project manager; and Heritage professional (archaeologist).	-
5.3	The heritage professional (archaeologist) must submit a letter or brief report to the Heritage Council within five working days after site inspection (excluding any additional time taken for design engineers and/or architects to consider and propose re-design options for the development, if possible) to outline the details of the final re-design option and specify how it avoids any further impact on the object(s).	Heritage professional (archaeologist).	-
5.4	The project manager must review the re-design to ensure all recommendations can reasonably be implemented. Seek additional advice from the ACT Environment, Planning and Sustainable Development Directorate (EPSDD), if required.	Project manager	-
5.5	Under Parts 5, 11 and 15 of the <i>Heritage Act 2004</i> , the Heritage Council and/or Minister may also issue a Heritage Direction, Heritage Guideline or Heritage Agreement for the object(s) and/or site respectively, if there are none in place for the site.  If issued, the Heritage Direction, Guideline or Agreement must be followed strictly on site.	Project manager; and Heritage professional (archaeologist).	-
5.6	Once the above steps are taken, proceed directly to Step 7.2.	Project manager; and Heritage professional (archaeologist).	-
<b>6</b>	<b>Conduct salvage excavation of archaeological object(s)</b>		

Step	Task	Responsibility	Supplementary Information
6.1	<p>If impact on the archaeological object(s) from development works cannot be avoided, the heritage professional (archaeologist) must apply for an excavation permit (on behalf of the development project) with the Heritage Council. An excavation permit can also be sought by the heritage professional (archaeologist) for research purposes.</p> <p>Please note that a decision on the application for an excavation permit may take up to 15 working days to process.</p>	Heritage professional (archaeologist).	-
6.2	<p>If an existing Heritage Direction, Heritage Guideline or Heritage Agreement (issued by the Heritage Council and/or Minister under Parts 5, 11 and 15 of the <i>Heritage Act 2004</i> respectively) is already in place for the development, the salvage excavation and development works must abide by the terms and conditions stipulated in the Heritage Direction, Guideline or Agreement.</p>	Project manager; and Heritage professional (archaeologist).	-
6.3	<p>If an excavation permit is granted by the Heritage Council, conduct the salvage excavation of the archaeological object(s) on site, and abide by the terms and conditions stipulated by the Heritage Council.</p>	Heritage professional (archaeologist).	-
6.4	<p>Under Parts 5, 11 and 15 of the <i>Heritage Act 2004</i>, the Heritage Council and/or Minister may also issue a Heritage Direction, Heritage Guideline or Heritage Agreement for the object(s) and/or site respectively, if there are none in place for the site.</p> <p>If issued, the Heritage Direction, Guideline or Agreement must be followed strictly on site.</p>	Project manager; and Heritage professional (archaeologist).	-
6.5	<p>Upon completion of the salvage excavation, the heritage professional (archaeologist) must prepare a Cultural Heritage Assessment Report (CHAR) about the unexpected discovery and salvage excavation of the archaeological object(s) according to the <i>Cultural Heritage Reporting Policy</i> stipulated by the Heritage Council (2015). The CHAR must also incorporate the preliminary assessment and formal recording of the object(s) conducted during Step 3 (above).</p>	Heritage professional (archaeologist).	-
6.6	<p>If object(s) are to be removed from site, ensure that short term, secured storage locations are identified or provided before their eventual transfer to the official custodian as identified by the Heritage Council.</p>	Project manager;	-



Step	Task	Responsibility	Supplementary Information
		and Heritage professional (archaeologist).	
6.7	Once the above steps are taken, proceed to Step 7.2.	Project manager; and Heritage professional (archaeologist).	-
<b>7</b>	<b>Resume work.</b>		
7.1	If the object(s) is determined to not be a bona fide archaeological object by the heritage professional (archaeologist), the project manager can authorize development works to resume.  The project manager must document this incident as a project record for future reference.	Project manager; and Heritage professional (archaeologist).	-
7.2	Seek written clearance from the Heritage Council to resume work on site. If required, resumption of work must abide by the stipulated terms and conditions of any Heritage Direction, Guideline or Agreement issued for the site.  Where archaeological salvage excavations have been conducted, clearance will only be given once these works are completed. Ongoing consultation and monitoring by Registered Aboriginal Organisations (RAOs) and other stakeholders identified by the Heritage Council may also occur for the remaining duration of the development works.	Project manager	Section 6.
7.3	If required, ensure that any further cultural heritage reporting and/or conditions are completed and/or fulfilled within the required timeframes. This include transfer of custodianship for any salvaged archaeological object(s) as well as mitigation and conservation strategies on site.	Project manager; and	-



Step	Task	Responsibility	Supplementary Information
		Heritage professional (archaeologist).	
7.4	If additional potential unexpected archaeological object(s) are discovered on site, repeat this UFP from Step 1.	Project manager	-

## 6. Seeking advice

All Housing ACT staff and contractors involved in this project should ensure that they are aware of this UFP and understand the roles and responsibilities of the personnel involved in this protocol.

Technical archaeological or heritage advice regarding a potential unexpected archaeological object(s) should be sought from a heritage professional (archaeologist) in the first instance to determine the subsequent course of action. Technical advice can also be sought from ACT Heritage to assist with reviewing the recommendations made by the heritage professional (archaeologist) for the object(s).

The contact information for key organisations relevant to this UFP are listed in the following table:

Table 3. Contact information for key organisations relevant to this UFP.

Organisation	Contact information
ACT Heritage and ACT Heritage Council (Environment, Planning and Sustainable Development Directorate)	<p>General enquiries: 13 22 81.</p> <p>Email: <a href="mailto:heritage@act.gov.au">heritage@act.gov.au</a></p> <p>Website: <a href="https://www.environment.act.gov.au/heritage">https://www.environment.act.gov.au/heritage</a></p> <p>Postal address: Dame Pattie Menzies House, Dickson GPO Box 158 Canberra ACT 2601</p>
Housing ACT (Community Services Directorate)	<p>General enquires: 13 34 27</p> <p>Email: <a href="mailto:housing.customerservice@act.gov.au">housing.customerservice@act.gov.au</a></p> <p>Website: <a href="https://www.communityservices.act.gov.au/hcs">https://www.communityservices.act.gov.au/hcs</a></p> <p>Postal address: Locked Bag 3000, Belconnen DC ACT 2617</p>

## References

RMS (Roads and Maritime Services, NSW Transport). 2015. *Unexpected Heritage Items. Heritage Procedure 02*. North Sydney: Environmental Branch, Roads and Maritime Services.

EPSDD (Environment, Planning and Sustainable Development Directorate, ACT). 2019. 'Aboriginal Places in the ACT'. Environment, Planning and Sustainable Development Directorate (PDF/website). Last modified 2019.

[https://www.environment.act.gov.au/\\_data/assets/pdf\\_file/0007/1226662/Heritage-Factsheets-Aboriginal-site-types-in-the-ACT-2018.pdf](https://www.environment.act.gov.au/_data/assets/pdf_file/0007/1226662/Heritage-Factsheets-Aboriginal-site-types-in-the-ACT-2018.pdf).

Heritage Council (ACT Heritage Council). 2015. *Cultural Heritage Reporting Policy*. Canberra: Environment and Planning Directorate, ACT Government.



Figure 1. The site (outlined in red) within the wider landscape.



Figure 2. The site (outlined in red) at 8 Hawdon Place, Dickson, ACT, 2602.



Figure 3. The location and extent of the concrete, whitewashed, central ring marker as indicated on its nomination application for heritage listing (in yellow), as estimated from the 1926 *Plan of Contour Survey of Aerodrome Site Canberra* (in blue) and its theoretical standard dimensions – a 3 feet wide concrete ring (in red) encircling an area measuring 50 feet in diameter from its centroid – as described in Attachment 5 of its nomination application for heritage listing in the ACT.



Figure 4. Potential fragment of the whitewashed, central ring marker of the former Canberra Aerodrome (1924-1926) collected near the study area (Courtesy of Jane C. Goffman).



Figure 5. Another potential fragment of the whitewashed, central ring marker of the former Canberra Aerodrome (1924-1926) collected near the study area (Courtesy of Jane C. Goffman).



Figure 6. A fragment of modern concrete collected near the study area (Courtesy of Jane C. Goffman).

## Appendix A. Non-Aboriginal ('historic') objects and places

The following document is extracted from the *Unexpected Heritage Items. Heritage Procedure 02* document published by the Roads and Maritime Services, New South Wales Transport (RMS 2015, Appendix A) and provides a summary of non-Aboriginal objects and places that may be encountered as unexpected archaeological object(s) during construction and maintenance works.

## Appendix A

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### Identifying Unexpected Heritage Items

The following images can be used to assist in the preliminary identification of potential unexpected items (both Aboriginal and non-Aboriginal) during construction and maintenance works. Please note this is not a comprehensive typology.



**Top left hand picture continuing clockwise:** Stock camp remnants (Hume Highway Bypass at Tarcutta); Linear archaeological feature with post holes (Hume Highway Duplication), Animal bones (Hume Highway Bypass at Woomargama); Cut wooden stake; Glass jars, bottles, spoon and fork recovered from refuse pit associated with a Newcastle Hotel (Pacific Highway, Adamstown Heights, Newcastle area).



**Wood stave water pipe**



**Tram tracks**



**Retaining wall**



**Cistern**

**Top left hand picture continuing clockwise:** Woodstave water pipe with tar and wire sealing (Horsley Drive); Tram tracks (Sydney); Brick lined cistern (Clyde); Retaining wall (Great Western Highway, Leura).



**Top left hand picture continuing clockwise:** Road pavement (Great Western Highway, Lawson); Sandstone kerbing and guttering (Parramatta Road, Mays Hill); Telford road (sandstone road base, Great Western Highway, Leura); Ceramic conduit and sandstone culvert headwall (Blue Mountains, NSW); Corduroy road (timber road base, Entrance Road, Wamberai).



Alignment pin



Survey tree



Alignment stone



Survey tree



Milestone



**Top left hand corner continuing clockwise:** Alignment Pin (Great Western Highway, Wentworth Falls); Survey tree (MR7, Albury); Survey tree (Kidman Way, Darlington Point, Murrumbidgee); Survey tree (Cobb Highway, Deniliquin); Milestone (Great Western Highway, Kingswood, Penrith); Alignment Stone (near Guntawong Road, Riverstone). Please note survey marks may have additional statutory protection under the *Surveying and Spatial Information Act 2002*.



**Top left hand corner continuing clockwise:** Remnant bridge piers (Putty Road, Bulga); Wooden boundary fence (Campbelltown Road, Denham Court); Dairy shed (Ballina); Golden Arrow Mine Shaft.

## Appendix B. Aboriginal objects and places

The following document is published by the Environment, Planning and Sustainable Development Directorate (EPSDD 2019) and provides a summary of Aboriginal objects and places typically identified within the ACT. These objects, or parts thereof, may be encountered as unexpected archaeological object(s) during construction and maintenance works.



**ACT**  
Government



# ABORIGINAL PLACES

IN THE ACT





## SCARRED TREES

Culturally, scarred trees were created when Aboriginal people removed bark for a variety of purposes such as making canoes, shields and containers.

Scarred trees in the ACT are old as the creation of scars ceased in the mid to late 19th century. As a consequence the scars will have quite a large amount of regrowth around the outer edges.

These scars were created using stone axes. There may be axe marks visible in the sap wood, but in most instances these will be obscured by regrowth.

Culturally created scars are often symmetrical. The size will vary greatly depending on the purpose for which the bark was intended.



## FLAKED STONE ARTEFACT SCATTERS

Stone artefact scatters are mainly composed of flaked stone artefacts and cores. They are the most common site type in the ACT. They can be found almost anywhere, but are more often found in relatively sheltered, well-drained location that have access to a water source.

Artefact scatters can range in size from two to several thousand artefacts. A site is defined as two or more artefacts found within 25 metres of each other. Artefacts can also be found in isolation

Flakes may be identified by the following characteristics:

- Flakes have relatively sharp edges, possibly with retouch (smaller flakes removed from the edge to sharpen it further).
- A bulb of percussion can usually be found on the ventral surface (the 'front' side, where it detaches from the core), just below the striking platform.
- Flakes are usually only a few centimetres long (i.e. 1-5 cm).
- One end of the flake will have a striking platform, which is the area where the original core was struck in order to remove the flake. Sometimes there can be a fracture mark at the impact point on the platform.
- The dorsal surface (the back of the flake, which was exposed prior to the flake being detached from the core) can sometimes show evidence of one or more previous flake scars.

Characteristics diagnostic for cores are:

- Cores are the original rock from which the flakes are detached.
- These are most often identified by the presence of one or more flake scars.

Another way to help identify flakes is to look for stone types that are exotic to the local area.





## GRINDING GROOVES AND GROUND STONE IMPLEMENTS

Grinding grooves are often found close to water courses in areas with rock outcrops. They are formed during the production of axes or by crushing, grinding or pounding materials on rocks.

They are identified by one or more worn depressions on the grinding surface.

Within the depressions there may be glossy stains caused by fats or stains from pigment.

Grinding stones (base) were relatively large stones used to crush, grind or pound materials.

- These have one or more worn depressions on the grinding surface.
- Within the depressions there may be glossy stains caused by fats, or pigment staining.

The stones used to grind are usually flat or rounded. They will be worn smooth. Generally, grinding stones (top) will comfortably fit into the hand.

Ground-edge axes come in various shapes, including elongated forms, round and oval shapes.



## STONE ARRANGEMENTS

Stone arrangements were made by Aboriginal people for a range of purposes, including as a part of ceremonial sites.

Any arrangement that does not appear to be naturally occurring could potentially be of Aboriginal origin. Stone arrangements created by Aboriginal people range from simple cairns or piles of rock to more elaborate arrangements such as straight, curved or circular stone arrangements or standing slabs of rocks.



## ROCK SHELTERS AND ROCK ART SITES

Aboriginal rock shelters are naturally formed shelters that were used for protection from the elements and ceremonies. Most were used on a recurring basis, while others may have been used infrequently.

Any protected rock overhang has the potential to have been used by Aboriginal people. Within the ACT, suitable sites mainly occur in granite outcrops. Overhangs offering the most suitable shelter are usually situated on north-facing slopes. Rock shelters may contain painted surfaces or other artefact types such as stone tools. There is the potential that deposits within rock shelters have become deeply layered and therefore contain cultural deposits accumulated over a long period of time.



## ABORIGINAL QUARRY SITES

Aboriginal quarry sites are location where stone materials were obtained by Aboriginal people for production of stone artefacts.

Quarry sites can be identified through:

- evidence of stone being extracted from stone outcrops
- presence of shattered stone
- presence of flakes, cores and/or quarried pieces that are of a suitable size for carrying
- negative flake scars on rock faces
- presence of fine-grained stone suitable for artefact production.

## ABORIGINAL BURIALS

A variety of burial types have been found within the ACT. Examples include burials:

- under stone cairns or rock piles
- dug into the side of hill slopes
- in pits dug into the ground
- in naturally formed caves.

If a burial was placed in the ground, remains will often be found in relatively deep, loosely compacted soils that are generally close to water. Pit burials are often fired before burial; this will be evidenced by baked clay and charcoal.

If you suspect you have found a burial site, do not disturb anything in the area. It may be a crime scene. Contact ACT Policing on 13 14 44 immediately.

## LEGISLATIVE REQUIREMENTS

It is a requirement of the *Heritage Act 2004* that all Aboriginal cultural sites identified within the ACT are reported to the ACT Heritage Council (the Council) within five days. This notification can occur through contacting ACT Heritage.

Contacts for ACT Heritage:

- call 13 22 81 and ask for the Aboriginal Liaison Officer or Heritage Archaeologist
- email [heritagereferrals@act.gov.au](mailto:heritagereferrals@act.gov.au)

It is an offence under the Act to disturb an Aboriginal site without prior approval of the Council.

People involved in land management activities such as weed spraying, revegetation, trail construction, landscaping etc. often have access to areas away from the suburban centres. Many sites exist in the ACT and more are being discovered on a regular basis.

*If you believe you may have discovered an Aboriginal site or object, please contact ACT Heritage.*



## Appendix C. Unexpected archaeological object(s) recording form

<b>Unexpected archaeological object(s) recording form</b> <small>To be completed by a heritage professional (archaeologist)</small>		
<b>Date:</b>		<b>Recorded by:</b> (Name and position)
<b>Project name:</b> (include stage/phase where applicable)		
<b>Description of works undertaken:</b> (at the point of discovery)		
<b>Description of exact location of object(s):</b> (include address where applicable)		
<b>Description of object(s):</b> (What type of object(s) is it likely to be? Please tick the appropriate box below and provide a short description of its nature, condition, dimensions and other relevant information that would be useful for identification)		
<b>A. Aboriginal object and/or place</b>	<input type="checkbox"/>	
<b>B. Non-Aboriginal ('historic') object and/or place</b>	<input type="checkbox"/>	
<b>Sketch of object(s):</b> (Please sketch a section and plan view of the object(s) in relation to its immediate environment, and note if any pictures were taken)		

Section view:	Plan view:		
<b>Preliminary assessment and action taken:</b> [Please tick either A or B; in both cases, the object(s) must be assessed by a heritage professional (archaeologist)]			
<b>A. Object would not be further impacted by works</b> <input type="checkbox"/> [Describe how works would avoid impact on the object(s)]			
<b>B. Object would be further impacted by works</b> <input type="checkbox"/> [Describe how works would impact on the object(s)]			
<b>Name and Signature:</b> (Heritage Professional)		<b>Name and Signature:</b> (Project Manager)	

# EXTENT

HERITAGE ADVISORS  
TO AUSTRALIA AND  
THE ASIA PACIFIC



## Common Ground Dickson Unexpected Finds Protocol (UFP)

Prepared for Housing ACT

September 2020v2 – Final



Sydney  
Melbourne  
Brisbane  
Perth

[extent.com.au](http://extent.com.au)

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# 1. Background and purpose of document

Extent Heritage Pty Ltd ('Extent Heritage') has been engaged by Housing ACT to undertake archaeological investigations for a proposed development comprising the construction of multi-unit public housing named 'Common Ground Dickson'. The proposed development is to be located on a land parcel – Block 25, Section 72 Dickson – at 8 Hawdon Place, Dickson, Australian Capital Territory (ACT), 2602 (the 'site'; Figure 1 and Figure 2).

The site contains sub-surface archaeological remains of a concrete, whitewashed, central ring marker (measuring approximately 20 m in diameter) deriving from the former Canberra Aerodrome (1924-1926) which occupied this locality (Figure 3). The nomination application associated with these remains was recently accepted by the ACT Heritage Council ('Heritage Council'), and the Original Canberra Aerodrome remnants, Dickson, is now listed as a 'nominated' place on the ACT Heritage Register. Management recommendations for the ring marker are contained in the Archaeological Management Plan (AMP) that this document forms an appendix to.

There remains the possibility that unexpected archaeological materials (both Aboriginal and non-Aboriginal) may exist at the site outside of the area of the ring marker. Therefore, Extent Heritage has developed this Unexpected Finds Protocol (UFP) that clearly sets out how any unanticipated archaeological objects or features outside of the identified ring marker would be managed if they are encountered over the course of the proposed development.

If unexpected archaeological objects are encountered during construction, this UFP must be followed. The UFP provides direction on when to stop work, where to seek technical advice and if required, how to notify the relevant authorities.

This UFP applies to the discovery of any unexpected archaeological object(s) (e.g. during construction work), where any contractors involved in the construction process do not have the approval to disturb the object(s), or where safeguards for managing the disturbance (apart from this procedure) are not contained in the development application.

This UFP must be followed by all Housing ACT staff and contractors that are associated with the construction works for the proposed development.

Whilst the focus of this UFP is on non-Aboriginal archaeological heritage, some general guidance relating to potential Aboriginal archaeology has also been included.

This UFP includes a summary of the legislative context within which it operates, including the Australian Capital Territory (ACT) *Heritage Act 2004* (the Act) and the *Planning and Development Act 2007*, as well as the development approvals issued for the proposal by the Minister for Planning and Land Management, ACT.

Information regarding cultural heritage objects and places in Section 3, followed by the technical procedure of the UFP in Sections 4, 5 and 6. Supplementary information referenced by this document can be found in Appendices A and B.

This UFP will be included in the project Construction Environmental Management Plan (CEMP) and will form part of the induction process for all project personnel.

## 2. Types of unexpected archaeological objects and legislative context

‘Unexpected archaeological object(s)’ refers to any unanticipated discovery of a bona fide or potential archaeological object(s) for which the developer does not have approval to ‘disturb’ or does not have a safeguard in place (apart from this UFP) to manage the disturbance.

‘Disturbance’ refers to the conduct of any physical interference with the object(s) that results in it being destroyed, defaced, damaged, harmed, impacted or altered in any way – including unsanctioned archaeological investigations.

Any potential discoveries within the study area would typically fall within the following categories:

- (a) Non-Aboriginal (‘historical’) objects and places;
- (b) Aboriginal objects and places;

Appendices A and B illustrate the range of non-Aboriginal (‘historical’) and Aboriginal archaeological objects that may be encountered and serves as a photographic guide for reference on site. Any potential unexpected archaeological object(s) encountered at the site must be identified and assessed by a heritage professional (usually a qualified archaeologist) and/or staff from ACT Heritage Council.

The relevant legislation that applies to these categories is described below.

### 2.1 Non-Aboriginal (‘historical’) objects and places

In the Australian Capital Territory (ACT), non-Aboriginal ‘historical’ objects and places are afforded statutory protection under the *Heritage Act 2004*. Under Part 13, Section 74 of the Act, it is an offence to engage in conduct that diminishes the heritage significance of an object or place, and/or is reckless about whether the conduct would diminish the heritage significance of the object or place. A breach of Part 13, Section 74 of the Act could result in prosecution and significant fines.

Under the Act, an ‘object’ is defined as:

A natural or manufactured object, but does not include a building or any other man-made structure.

A ‘place’ is defined by the Act as anything that is not an object, including the following:

- (a) a site, precinct or parcel of land;
- (b) a building or structure, or part of a building or structure;

- (c) the curtilage, or setting, of a building or structure, or part of a building or structure;
- (d) an object or feature historically associated with, and located at, the place.

Examples of non-Aboriginal 'historical' objects and places that may be encountered within the ACT include historical artefacts such as ceramic and glass bottles as well as various structural remains made of wood, bricks, sandstone and concrete.

In the context of the Common Ground Dickson, and its association with the ACT's early history of aviation, the types of 'objects' that may be present include:

- Broken concrete deriving from the whitewashed, central ring marker (measuring approximately 20m in diameter) used by the former Canberra Aerodrome (1924-1926).
- Isolated artefacts suggestive of aviation activities (e.g. fragments of machinery, tools, etc).

The discovery of any objects associated with the Canberra Aerodrome would relate to a place nominated for listing on the Register and would be protected by the Act. They should be managed according to the steps provided in Section 4 below.

## 2.2 Aboriginal objects and places

Similarly, Aboriginal objects and places are afforded statutory protection under the Act. Under Part 13, Section 75 of the Act, it is an offence to engage in conduct that causes damage to an Aboriginal object or place, and/or is reckless or negligent about whether the conduct would cause damage to the object or place. A breach of Part 13, Section 75 of the Act could result in prosecution leading up to significant fines.

Hence, the Act defines an Aboriginal object to be:

An object associated with Aboriginal people because of Aboriginal tradition.

Further, it defines 'Aboriginal tradition' to mean:

The customs, rituals, institutions, beliefs or general way of life of Aboriginal people.

An Aboriginal place is defined by the Act as:

A place associated with Aboriginal people because of Aboriginal tradition.

There is generally low potential for Aboriginal objects to be at the site. However, isolated flaked and ground stone artefacts are sometimes found in similar environments in the ACT (see Appendix A below).

Under Part 8, Section 51 of the Act, the discovery of potential Aboriginal objects or places must be reported to the Heritage Council within 5 working days after the day of discovery. Failure to do so will be considered a strict liability offence. A guide on how to report these discoveries is provided in Section 5 below.

## 2.3 Development Approvals

The project has been issued two development approvals (DAs):

- DA 201936662 for the construction of a new building up to 6 storeys and associated infrastructure pursuant to section 162 of the *Planning and Development Act 2007* was issued by the Minister for Planning and Land Management on 7 August 2020; and
- DA 202037196 for the construction of 16 on-street car parking spaces on Hawdon Place and associated infrastructure pursuant to section 162 of the *Planning and Development Act 2007* was issued by the Minister for Planning and Land Management on 7 August 2020.

Both DAs are subject to several conditions including those pertinent to heritage, as follows:

### 1. Heritage Management

The development shall comply with the following conditions to the satisfaction of the ACT Heritage Council:

(a) Prior to the commencement of works, a qualified archaeologist is to undertake the following works within the development area as it relates to the nomination application: undertake an archival recording of any surface remnants of the Original Canberra Aerodrome; assess the potential for additional subsurface remnants to occur; and provide recommendations for any further heritage management actions.

(b) A report on the outcomes of the above is to be submitted to and endorsed by the ACT Heritage Council prior to the commencement of works.

(c) An Unexpected Finds Protocol shall be developed for the project and endorsed by the ACT Heritage Council, prior to the commencement of works, which sets out how any additional heritage remnants encountered during construction works would be managed.

*Note: The existing and proposed electrical infrastructure on Block 25 Section 72 Dickson is likely to be located within the development area as it relates to the nomination application. Amended plans to relocate electrical infrastructure, and hard and soft landscaping, and the like may be required and, if necessary, may be submitted under section 165 of the Act (refer to Condition 2 below).*

*The Lessee for Block 25 Section 72 Dickson shall in good faith continue conversation with relevant members of the community and stakeholders to establish how an acknowledgement may be incorporated /recognised in the new development by way of a planting in the community garden or another appropriate method(s) of recognition.*

In response to Condition 1(a) the 'Common Ground Dickson Cultural Heritage Assessment' was prepared by Extent Heritage in September 2020.

In response to Condition 1(b) an Archaeological Management Plan has been prepared (September 2020). This UFP has been prepared in response to Condition 1 (c).

### 3. Unexpected Finds Protocol

Upon discovery of a potential, unexpected archaeological object(s), the following UFP procedure must be followed. There are 7 steps in this procedure. The following table outlines the details of specific tasks along each step of the UFP.

Table 1. The 7 steps and tasks of the UFP as well as the roles and responsibilities relevant to this procedure.

Step	Task	Responsibility	Supplementary Information
<b>1</b>	<b>Stop work, protect potential archaeological object(s) and inform project manager</b>		
1.1	Stop all work in the immediate area of the archaeological object(s) and notify the project manager.	All	Appendices A and B [[Identifying unexpected archaeological object(s)].
1.2	Where practical, use high visibility fencing or any other form of barrier to establish a 'no-go zone' around the object(s).  The 'no-go zone' should include a protective buffer of minimum 1.5 m from the heritage find.	Project manager	-
1.3	Inform all site personnel about the 'no-go zone'. No further interference – including various works, ground disturbance, touching or moving the object(s) must occur within the 'no-go zone'.	Project manager	-
1.4	Once the above steps are taken, proceed to Step 2.	Project manager	-
<b>2</b>	<b>Contact and engage a heritage professional (archaeologist)</b>		

Step	Task	Responsibility	Supplementary Information
2.1	<p>Contact a heritage professional (qualified archaeologist) to discuss the location and extent of the object(s).</p> <p>The information and data collected at this stage will be used to inform Steps 3 and 4 of the UFP.</p>	Project manager.	Appendices A and B [Identifying unexpected archaeological object(s)].
2.2	<p>If determined to be required, arrange for site access for the heritage professional (qualified archaeologist) to inspect the object(s) as soon as practicable. The timing of a site inspection will be responsive to the demands of the project and determined in consultation with Project Manager</p> <p>In most cases, a site inspection is required for conducting a preliminary assessment and recording of the object(s).</p>	Project manager; and Heritage professional (archaeologist).	-
2.3	Once the above steps are taken, proceed to Step 3.	Project manager; and Heritage professional (archaeologist).	-
<b>3</b>	<b>Complete preliminary assessment and recording of the potential archaeological object(s)</b>		
3.1	<p>Engaged heritage professional (qualified archaeologist) to conduct preliminary assessment and formal recording of the object(s) using the provided form (Appendix B). This assessment should include the assessment of heritage significance of any finds encountered.</p> <p>The information and data collected at this stage will be used to inform Steps 3 and 4 of the UFP. If required (see Step 6.5 below), this information and data must be incorporated into the CHAR.</p>	Heritage professional (archaeologist).	Appendices A and B [Identifying unexpected archaeological object(s)]; Appendix C.
3.2	Where the heritage find is a known/suspected Aboriginal object, the heritage inspection and preliminary assessment at this stage must also include the Registered Aboriginal Organisations (RAOs).	RAO/s	

Step	Task	Responsibility	Supplementary Information
3.3	<p>Subject to assessment by the heritage professional (qualified archaeologist) on site, work may recommence at a set distance from the object(s). This is to protect any other associated archaeological material that may exist in the vicinity.</p> <p>Any recommencement of construction works at this stage should also be subject to the Heritage Council's advice, to confirm that distance and protective fencing from the heritage find is adequate.</p>	<p>Project manager; and/or Heritage professional (qualified archaeologist) / RAO/s.</p>	-
3.4	<p>Is the object(s) an Aboriginal or non-Aboriginal ('historical') object and/or place?</p> <p><b>If uncertain or yes</b>, proceed to Step 4.</p> <p><b>If no</b>, proceed directly to Step 7.1.</p>	Heritage professional (archaeologist).	<p>Appendices A and B [Identifying unexpected archaeological object(s)];</p> <p>Appendix C.</p>
<b>4</b>	<b>Protect the archaeological object(s) and notify the ACT Heritage Council</b>		
4.1	Where the object(s) is determined to be an Aboriginal or non-Aboriginal ('historical') object and/or place, it must be protected from any impact or harm (e.g. from works, inclement weather or unauthorized human interactions).	Project manager	-
4.2	Where the object(s) is determined to be an Aboriginal or non-Aboriginal ('historic') object and/or place, it must be reported to the ACT Heritage Council ('Heritage Council') within five (5) working days in writing.	Heritage professional (archaeologist).	Section 6.
4.3	All formal and informal correspondence with the Heritage Council must be logged in a file as a project record for future reference.	<p>Project manager; and/or Heritage professional (archaeologist).</p>	-
4.4	<p>Can the object(s) be avoided in development works?</p> <p><b>If yes</b>, proceed to Step 5.</p>	Project manager; and/or	-

Step	Task	Responsibility	Supplementary Information
	If no, proceed to Step 6.	Heritage professional (archaeologist).	
<b>5</b>	<b>Avoid any further impact on archaeological object(s)</b>		
5.1	Consideration of measures to avoid or minimise heritage impacts, where reasonably practicable, reflecting <i>Heritage Act 2004</i> provisions should be given in this stage.	Project manager; and/or Heritage professional (archaeologist).	-
5.2	Where possible and appropriate, discussions should occur with design engineers and/or architects to consider and implement re-design options to avoid any development impact on the object(s).	Project manager; and/or Heritage professional (archaeologist).	
5.3	If an existing Heritage Direction, Heritage Guideline or Heritage Agreement (issued by the Heritage Council and/or Minister under Parts 5, 11 and 15 of the <i>Heritage Act 2004</i> respectively) is already in place for the development, the project must abide by the terms and conditions stipulated in the existing Heritage Direction, Guideline or Agreement.	Project manager; and Heritage professional (archaeologist).	-
5.4	The heritage professional (archaeologist) must submit a letter or brief report to the Heritage Council within five working days after site inspection (excluding any additional time taken for design engineers and/or architects to consider and propose re-design options for the development, if possible) to outline the details of the final re-design option and specify how it avoids any further impact on the object(s).	Heritage professional (archaeologist).	-

Step	Task	Responsibility	Supplementary Information
5.5	The project manager must review the re-design to ensure all recommendations can reasonably be implemented. Seek additional advice from the ACT Environment, Planning and Sustainable Development Directorate (EPSDD), if required.	Project manager	-
5.6	Under Parts 5, 11 and 15 of the <i>Heritage Act 2004</i> , the Heritage Council and/or Minister may also issue a Heritage Direction, Heritage Guideline or Heritage Agreement for the object(s) and/or site respectively, if there are none in place for the site.  If issued, the Heritage Direction, Guideline or Agreement must be followed strictly on site.	Project manager; and Heritage professional (archaeologist).	-
5.7	Once the above steps are taken, proceed directly to Step 7.2.	Project manager; and Heritage professional (archaeologist).	-
<b>6</b>	<b>Conduct salvage excavation of archaeological object(s)</b>		
6.1	If impact on the archaeological object(s) from development works cannot be avoided, the heritage professional (archaeologist) must apply for a Statement of Heritage Effect (SHE) (on behalf of the development project) with the Heritage Council. A SHE can also be sought by the heritage professional (archaeologist) for research purposes.	Heritage professional (archaeologist).	-
6.2	If an existing Heritage Direction, Heritage Guideline or Heritage Agreement (issued by the Heritage Council and/or Minister under Parts 5, 11 and 15 of the <i>Heritage Act 2004</i> respectively) is already in place for the development, the salvage excavation and development works must abide by the terms and conditions stipulated in the Heritage Direction, Guideline or Agreement.	Project manager; and Heritage professional (archaeologist).	-



Step	Task	Responsibility	Supplementary Information
6.3	If an excavation permit is granted by the Heritage Council, conduct the salvage excavation of the archaeological object(s) on site, and abide by the terms and conditions stipulated by the Heritage Council.	Heritage professional (archaeologist).	-
6.4	Under Parts 5, 11 and 15 of the <i>Heritage Act 2004</i> , the Heritage Council and/or Minister may also issue a Heritage Direction, Heritage Guideline or Heritage Agreement for the object(s) and/or site respectively, if there are none in place for the site.  If issued, the Heritage Direction, Guideline or Agreement must be followed strictly on site.	Project manager;  and  Heritage professional (qualified archaeologist).	-
6.5	Upon completion of the salvage excavation, the heritage professional (qualified archaeologist) must prepare a salvage report that describes the outcomes of the excavation according to the <i>Cultural Heritage Reporting Policy</i> stipulated by the Heritage Council (2015). The salvage report must also incorporate the preliminary assessment and formal recording of the object(s) conducted during Step 3 (above).	Heritage professional (qualified archaeologist) and/or RAOs.	-
6.6	If object(s) are to be removed from site, ensure that short term, secured storage locations are identified or provided before their eventual transfer to the official custodian.  Salvaged Aboriginal objects would be the property of the Territory and must be deposited with the Heritage Council.  Salvaged historical archaeological objects should be managed by the proponent. An appropriate management would be provided in the salvage report and endorsed by the Heritage Council.	Project manager;  and  Heritage professional (archaeologist) and/or RAOs.	-
6.7	Once the above steps are taken, proceed to Step 7.2.	Project manager;  and  Heritage professional (archaeologist).	-
<b>7</b>	<b>Resume work</b>		

Step	Task	Responsibility	Supplementary Information
7.1	<p>If the object(s) is determined to not be a bona fide archaeological object by the heritage professional (archaeologist), the project manager can authorize development works to resume.</p> <p>The project manager must document this incident as a project record for future reference.</p>	<p>Project manager; and Heritage professional (archaeologist).</p>	-
7.2	<p>Seek written clearance from the Heritage Council to resume work on site. If required, resumption of work must abide by the stipulated terms and conditions of any Heritage Direction, Guideline or Agreement issued for the site.</p> <p>Where archaeological salvage excavations have been conducted, clearance will only be given once these works are completed. Ongoing consultation and monitoring by RAOs and other stakeholders identified by the Heritage Council may also occur for the remaining duration of the development works.</p>	<p>Project manager</p>	Section 6.
7.3	<p>If required, ensure that any further cultural heritage reporting and/or conditions are completed and/or fulfilled within the required timeframes. This includes transfer of custodianship for any salvaged archaeological object(s) as well as mitigation and conservation strategies on site.</p>	<p>Project manager; and Heritage professional (archaeologist).</p>	-
7.4	<p>If additional potential unexpected archaeological object(s) are discovered on site, repeat this UFP from Step 1.</p>	<p>Project manager</p>	-

## 4. Roles and responsibilities

The roles of project staff and contractors on site are critical to the early identification and protection of unexpected archaeological object(s).

The following table outlines the roles and responsibilities relevant to this UFP.

Table 2. Roles and responsibilities relevant to this UFP.

Role	Definition and Responsibilities
Archaeologist	Heritage professional contracted on a project basis to provide heritage and archaeological advice and technical services (i.e. archaeological survey and excavation, heritage compliancy reports, etc).
Project manager	The principal manager of the proposed works. Ensures that all aspects of this UFP is implemented over the course of the proposed works and adhered to by all staff and contractors on site.
Representative Aboriginal Organisation (RAO)	<p>An entity declared under Part 2, Section 14 of the <i>Heritage Act 2004</i> by the Minister. The ACT Heritage Council consults with the RAOs as soon as practicable after a discovery of Aboriginal object(s) or place(s) is reported, in order to decide if the discovery is to be provisionally registered on the Heritage Register. The RAOs also advise the Heritage Council on whether it will restrict the information about the location or nature of the object(s) or place(s) from public domain to avoid any potential harm on its heritage significance.</p> <p>Also refer to <i>Heritage (Representative Aboriginal Organisations) Declaration 2006 (No 1)* Notifiable instrument 2006-298</i></p> <p>The list of RAOs in the ACT can be found here:  <a href="https://www.environment.act.gov.au/heritage/development-at-heritage-sites/consultants_and_trades_directory/consultants_directory/representative-aboriginal-organisations">https://www.environment.act.gov.au/heritage/development-at-heritage-sites/consultants_and_trades_directory/consultants_directory/representative-aboriginal-organisations</a></p>
ACT Heritage Council	The ACT Heritage Council is an independent, statutory body responsible for compliance with provisions under the <i>Heritage Act 2004</i> . The Heritage Council is responsible for identification, assessment, conservation and promotion of heritage places and objects in the ACT; decision making about the registration of heritage places and objects; provision of advice on works and development matters in accordance with the ACT's planning instruments; assistance with appropriate management of heritage places and objects and encouragement of public interest in and awareness of heritage places and objects in the ACT.
ACT Planning and Land Authority	The ACT Planning and Land Authority is a statutory body responsible for, amongst other functions, to recommend to the Minister the carrying out of works that are conserved desirable to maintain or enhance the character of the National Capital, to perform planning services with the approval of the Minister.

## 5. Seeking advice

All Housing ACT staff and contractors involved in this project should ensure that they are aware of this UFP and understand the roles and responsibilities of the personnel involved in this protocol.

Technical archaeological or heritage advice regarding a potential unexpected archaeological object(s) should be sought from a heritage professional (qualified archaeologist) and relevant RAOs in the first instance to determine the subsequent course of action. Technical advice can also be sought from the ACT Heritage Council to assist with reviewing the recommendations made by the heritage professional (qualified archaeologist) and/or RAOs for the object(s).

The contact information for key organisations relevant to this UFP are listed in the following table:

Table 3. Contact information for key organisations relevant to this UFP.

Organisation	Contact information
ACT Heritage and ACT Heritage Council (Environment, Planning and Sustainable Development Directorate)	<p>General enquiries: 13 22 81.</p> <p>Email: <a href="mailto:heritage@act.gov.au">heritage@act.gov.au</a></p> <p>Website: <a href="https://www.environment.act.gov.au/heritage">https://www.environment.act.gov.au/heritage</a></p> <p>Postal address: Dame Pattie Menzies House, Dickson GPO Box 158 Canberra ACT 2601</p>
RAOs	<p>Company: Buru Ngunnawal Aboriginal Organisation</p> <p>Contact: Mr Wally Bell</p> <p>Telephone: 02 6259 1672; 0419 425 347</p> <p>Email: <a href="mailto:walbell@bigpond.net.au">walbell@bigpond.net.au</a></p> <p>Company: King Brown Tribal Group</p> <p>Contact: Ms Tina Brown</p> <p>Telephone: 0466 412 769</p> <p>Email: <a href="mailto:tina.kingbrown@gmail.com">tina.kingbrown@gmail.com</a></p> <p>Company: Little Gudgenby River Tribal Council</p> <p>Contact: Ms Matilda House</p> <p>Telephone: 0406 074 492</p> <p>Company: Ngarigu Currawong Clan</p> <p>Contact: Mr James Mundy</p> <p>Telephone: 0432 696 004</p>

Organisation	Contact information
Housing ACT (Community Services Directorate)	General enquires: 13 34 27 Email: <a href="mailto:housing.customerservice@act.gov.au">housing.customerservice@act.gov.au</a> Website: <a href="https://www.communityservices.act.gov.au/hcs">https://www.communityservices.act.gov.au/hcs</a> Postal address: Locked Bag 3000, Belconnen DC ACT 2617

## References

RMS (Roads and Maritime Services, NSW Transport). 2015. *Unexpected Heritage Items. Heritage Procedure 02*. North Sydney: Environmental Branch, Roads and Maritime Services.

EPSDD (Environment, Planning and Sustainable Development Directorate, ACT). 2019. 'Aboriginal Places in the ACT'. Environment, Planning and Sustainable Development Directorate (PDF/website). Last modified 2019.

[https://www.environment.act.gov.au/\\_data/assets/pdf\\_file/0007/1226662/Heritage-Factsheets-Aboriginal-site-types-in-the-ACT-2018.pdf](https://www.environment.act.gov.au/_data/assets/pdf_file/0007/1226662/Heritage-Factsheets-Aboriginal-site-types-in-the-ACT-2018.pdf).

Heritage Council (ACT Heritage Council). 2015. *Cultural Heritage Reporting Policy*. Canberra: Environment and Planning Directorate, ACT Government.



Figure 1. The site (outlined in red) within the wider landscape.



Figure 2. The site (outlined in red) at 8 Hawdon Place, Dickson, ACT, 2602.



Figure 3. The location and extent of the concrete, whitewashed, central ring marker as indicated on its nomination application for heritage listing (in yellow), as estimated from the 1926 *Plan of Contour Survey of Aerodrome Site Canberra* (in blue) and its theoretical standard dimensions – a 3 feet wide concrete ring (in red) encircling an area measuring 50 feet in diameter from its centroid – as described in Attachment 5 of its nomination application for heritage listing in the ACT.



Figure 4 Potential fragment of the whitewashed, central ring marker of the former Canberra Aerodrome (1924-1926) collected near the study area (Courtesy of Jane C. Goffman).



Figure 5 Another potential fragment of the whitewashed, central ring marker of the former Canberra Aerodrome (1924-1926) collected near the study area (Courtesy of Jane C. Goffman).



Figure 6 A fragment of modern concrete collected near the study area (Courtesy of Jane C. Goffman).

## Appendix A. Aboriginal objects and places

## Appendix B. Unexpected archaeological object(s) recording form

Unexpected archaeological object(s) recording form		
To be completed by a heritage professional (archaeologist)		
<b>Date:</b>		<b>Recorded by:</b> (Name and position)
<b>Project name:</b> (include stage/phase where applicable)		
<b>Description of works undertaken:</b> (at the point of discovery)		
<b>Description of exact location of object(s):</b> (include address where applicable)		
<b>Description of object(s):</b> (What type of object(s) is it likely to be? Please tick the appropriate box below and provide a short description of its nature, condition, dimensions and other relevant information that would be useful for identification)		
<b>A. Aboriginal object and/or place</b>	<input type="checkbox"/>	
<b>B. Non-Aboriginal ('historic') object and/or place</b>	<input type="checkbox"/>	

<p><b>Sketch of object(s):</b>          (Please sketch a section and plan view of the object(s) in relation to its immediate environment, and note if any pictures were taken)</p>		
<p>Section view:</p>		<p>Plan view:</p>
<p><b>Preliminary assessment and action taken:</b>          [Please tick either A or B; in both cases, the object(s) must be assessed by a heritage professional (archaeologist)]</p>		
<p><b>A. Object would not be further impacted by works</b> <input type="checkbox"/>          [Describe how works would avoid impact on the object(s)]</p>		
<p><b>B. Object would be further impacted by works</b> <input type="checkbox"/>          [Describe how works would impact on the object(s)]</p>		

<b>Name and Signature:</b> (Heritage Professional)		<b>Name and Signature:</b> (Project Manager)	



1 October 2020

Attention: Skye Roland  
Infrastructure and Contracts, Housing ACT  
Major Project Canberra, ACT Government  
GPO Box 158  
Canberra ACT 2601

Dear Ms Roland,

## Common Ground Dickson—Central Ring Marker Test Excavation— Archaeological Work Method Statement

Extent Heritage has been engaged by Housing ACT to prepare an Archaeological Work Method Statement (AWMS) to provide guidance and methodology for subsurface archaeological test excavation at the above site. The aim of the test excavation is to verify that the feature identified in the recent ground penetrating radar (GPR) survey is the central ring marker associated with the former Canberra Aerodrome (1924-126), and to accurately map its location in relation to development works.

This AWMS has been informed by The Common Ground Dickson Cultural Heritage Assessment Report (Extent Heritage, September 2020) and the Common Ground Unexpected Finds Protocol (UFP) (Extent Heritage, September 2020v2), and it should be used in conjunction with them.

The information obtained from the test excavation will be used to inform the development plans in compliance with Condition 2(f) identified in the Notice of Decision for DA201936662, and Condition 2(c) identified in the Notice of Decision for DA202037196.

This AWMS should be submitted to the ACT Heritage Council for endorsement prior to the commencement of testing works.

Yours sincerely,



**Associate Director, National Technical Lead Archaeology | Extent Heritage**

# Archaeological Work Method Statement

## Test excavation strategy

It is proposed that four test trenches be excavated within the mapped area of the central ring marker, as follows:

- Three 1m x 1.5m test trenches along the outer radius of the marker to capture the edge; and
- One 1m x 1m test trench in the centre of the ring marker to test for the presence and integrity of the fabric.

The locations of the test trenches were determined by the location of anomalies identified by the GPR survey (see Appendix A and Appendix B).

The proposed measurements of the test trenches are based on the assumption that the GPR returns are relatively accurate. However, to ensure that parts of the marker can be appropriately exposed and defined, it may be necessary to extend the test trenches by additional lengths. Once the fabric and circumference of the marker are exposed, the excavation will cease.

The proposed test trenches will be located a safe distance away from the designated Tree Protection Zone (TZP) (Appendix C).

## Test excavation methodology

The following excavation methodology would apply to the investigation of archaeological remains identified on site:

- Prior to the onsite works commencing, a site-specific Environmental Safe Work Method Statement (ESWMS) will be prepared.
- Surveying of the test trenches will be undertaken by a professional surveyor prior to the excavation commencing.
- All test trenches will be excavated and cleaned by hand. Stratigraphic depositional order will be followed to ensure that if any artefacts are identified they are allocated their accurate provenance. This process will continue until the extent of the structural remains in the trench have been identified.
- Hand tools such as pointing trowels, shovels, hoes, brushes and pans will be used in manual excavation, either for cleaning up excavated areas or revealing exposed features or deposits.
- Spoil will be stockpiled adjacent to the trench during the archaeological testing.
- The test excavation would be undertaken under the Excavation Director's supervision, who would undertake all necessary investigation, detailed recording and protection of the

exposed relics in accordance with this AWMS and would make informed decisions about the need for the extension of the test trenches.

- The procedures outlined in the tree protection notes provided in Appendix 3 will be implemented during the test excavation.
- Prior to the backfilling at the completion of the test excavation, the test trenches containing archaeological evidence would be protected with geofabric and marked for easier identification during the subsequent phases of works.

## Site recording

Archaeological recording of the site would be conducted according to the following procedure:

- A survey datum, keyed to Australian Height Datum (AHD) would be established to record the levels of extant deposits and features. GPS coordinates of each test trench will also be taken to record the exact location and size of the excavated area.
- Scaled site plans of the exposed remains and profile or cross-section drawings (if relevant) will be prepared to show the location of archaeological deposits and features revealed by excavation. These will be keyed to the site datum.
- The location, dimensions and characteristics of the exposed archaeological remains and deposits will be recorded on sequentially numbered pro-forma context recording sheets.
- Photographic recording of all archaeological features and phases of onsite works would be undertaken, using a scale bar and north arrow.

## Artefact management

- Any artefacts retrieved during the on-site works will be collected, cleaned and catalogued in accordance with the investigation methodology recommended in this report and best archaeological practice. Bulky artefact types, such as building materials, may be sampled.
- Any artefacts retrieved would be provenanced according to their contexts.
- Artefacts will be bagged in suitable polyethylene bags, tagged with labels and put in an agreed temporary secure storage location.
- All artefacts will be retained for analysis during the post excavation phase of archaeological works in order to fully answer the research questions that guide the archaeological investigation. This analysis would take place off site and would be conducted by various qualified specialists. The results of the analysis would be included as part of a final report.
- At the conclusion of the project the artefacts will be handed over to the client for retention and/or lodgement in an appropriate storage facility.

## Team

- Archaeological test excavation would be directed by Anita Yousif, who has been approved by Heritage NSW and Heritage Victoria to direct excavations of local and State heritage significant sites. Anita would be assisted by Tse Siang Lim, Heritage Advisor and Archaeologist skilled in identification of both historical and Aboriginal archaeological remains.
- Assistance with excavation would be provided by skilled labour, as required.
- A professional Surveyor would be engaged to take RLs and GIS reference points.

## Reporting

At the completion of the test excavation, a succinct report presenting the results of onsite works would be prepared and lodged with the ACT Heritage Council. The report would also provide recommendations for the future management of archaeological resources as part of the overall project.

The report will include:

- a description of the results of the investigation, including a discussion of the nature of the archaeological remains recorded.
- the results of any post-excavation analysis undertaken, including artefact should any be retrieved.
- site records, including artefact catalogues, measured drawings and photographs, where appropriate.
- conclusions relating to the nature and extent of surviving archaeological remains.
- identification of the repository for material recovered from the site.

## Conclusions and Recommendations

This AWMS has been prepared to provide guidance and methodology for subsurface archaeological test excavation that aims to verify the presence or absence of the feature identified in the recent ground penetrating radar (GPR) survey as the central ring marker associated with the former Canberra Aerodrome (1924-126).

The results of the test excavation will be used to inform the development plans.

In addition to this AWMS, the Common Ground Unexpected Finds Protocol (UFP) (Extent Heritage, September 2020v2) should also be observed.