

MOUNT KEIRA SCOUT CAMP

CONSERVATION MANAGEMENT PLAN Volume 2



ROBERTSON & HINDMARSH PTY LTD
VERSION 2.5
12 FEBRUARY 2019

MT KEIRA
SCOUT CAMP



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MANAGEMENT PLAN
Volume 2

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Front cover illustrations:

Top left: Main Camp

Source: Robertson & Hindmarsh June 2013

Top right: Doorway to Lodge

Source: Robertson & Hindmarsh June 2013

Bottom left: The Chapel

Source: Robertson & Hindmarsh June 2013

Bottom right: Rovers Den

Source: Robertson & Hindmarsh June 2017

Title page illustration (opposite):

Hoskin's Gateway

Source: Robertson & Hindmarsh Pty Ltd, 2017

CMP VERSION CONTROL			
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1.3	May 2013	Volume 1 finalised as "Mt Keira Scout Camp Conservation Analysis Report". Available on-line.	R&H
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3.	A2 Sorensen Memorial Pathway
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5.	B1, B3 & B4 Lodge cleared area, stone walls, sundial, flagpole & bell
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7.	B5 The Lodge
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10.	D2 Cub Lair Kitchen
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14.	E3 Camp HQ/Control Centre
15.	E5 Charles Jackson Chalet
16.	E6 Mount Keira Rover Den
17.	E7 Rovers' Amphitheatre
18.	F4 Camp Warden's Cottage
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25.	H Ring's Farm & Scout Camp Water Supply

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8.0 INTRODUCTION - THE SITE: BUILDINGS & PRECINCTS

For ease of reference within the CMP the site has been divided into eight precincts and the buildings and significant site features numbered within each precinct. These precincts do not reflect any Scout licence boundaries but reflect functional and symbolic areas of the Camp and the surrounding adjoining areas of the non-licence area of the Illawarra Escarpment State Conservation Area.

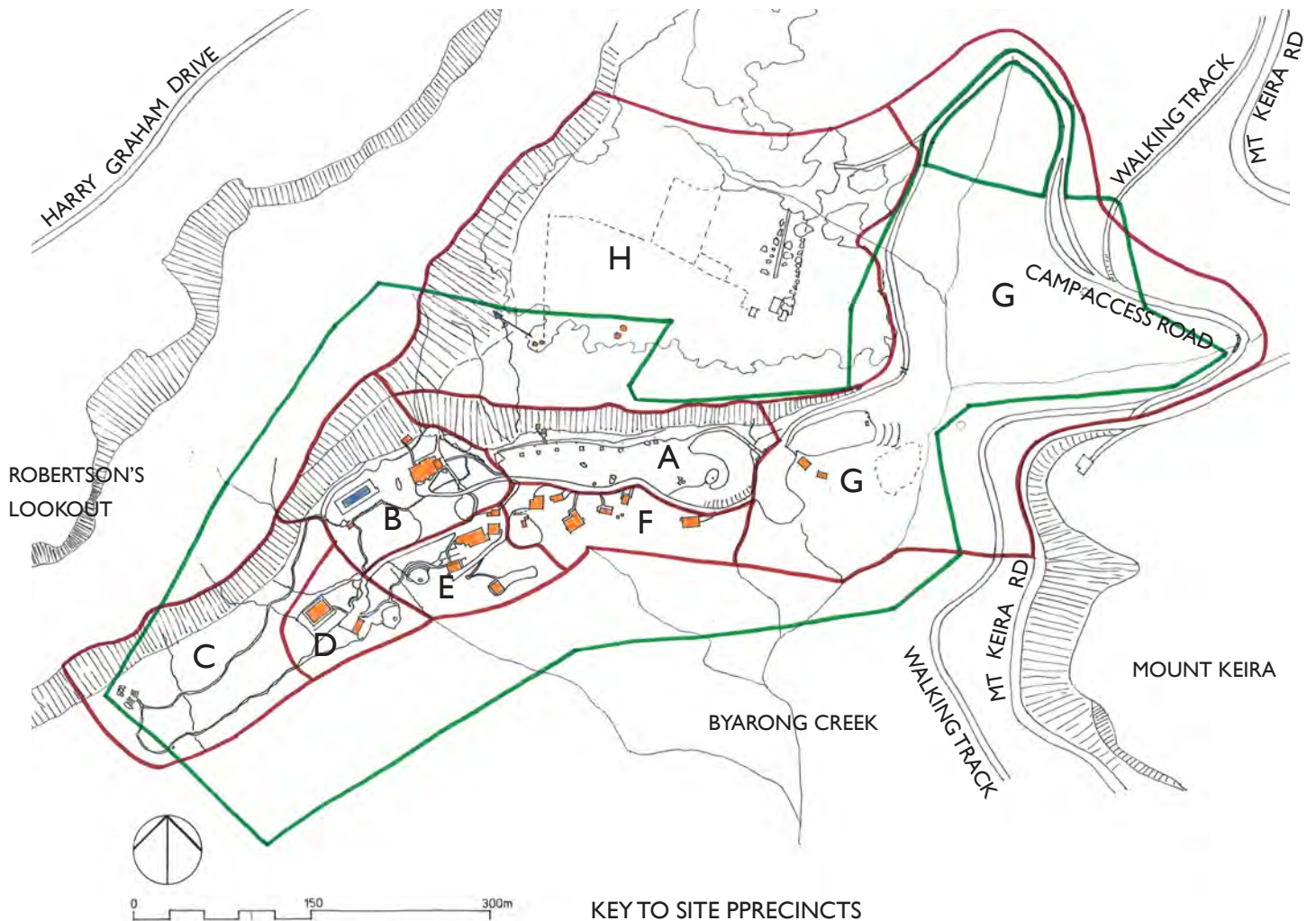


Figure 8.1 Location of the Precincts (red outline) and the approximate location of the Scout Camp Licence Area (green outline) executed on 11/4/2005

Source: Robertson & Hindmarsh Pty Ltd, 2013

KEY TO SITE PRECINCTS

- | | |
|------------|--|
| Precinct A | - Main Camping Flat |
| Precinct B | - Lodge and Swimming Pool |
| Precinct C | - Chapel |
| Precinct D | - Cubs' Area |
| Precinct E | - Camp Kitchen, Camp Fire Circle & Rovers |
| Precinct F | - Service Area |
| Precinct G | - Car Park, Northcott Flat & Entrance Road |
| Precinct H | - Ring's Farm & Scout Camp Water Supply |

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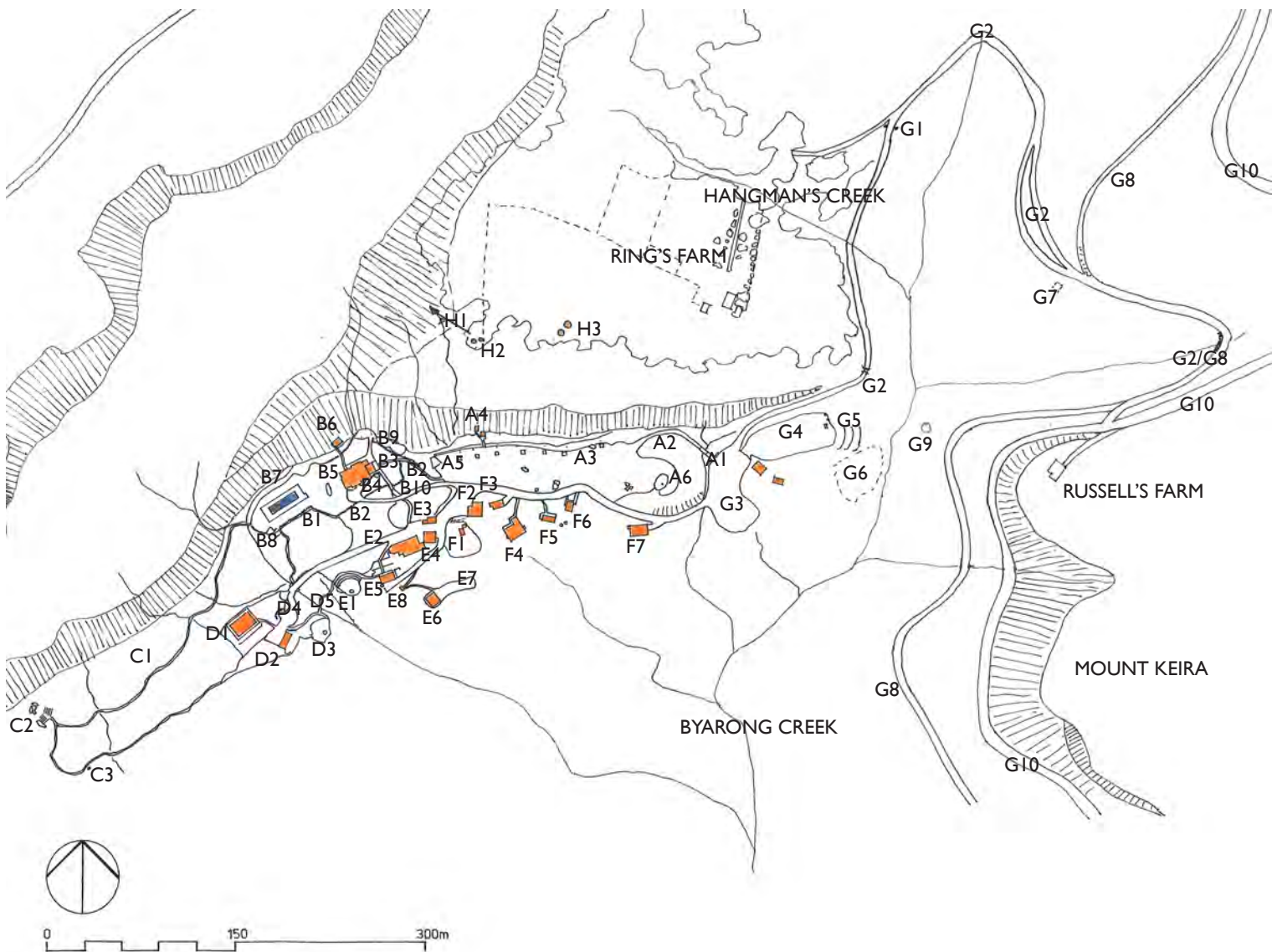


Figure 8.2 Location of the buildings. The Key to the buildings is on the following page.

Source: Robertson & Hindmarsh Pty Ltd, 2013

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KEY TO BUILDINGS ON SITE PLAN

(figure 8.2)

- A1 A.S. Hoskins Gateway
- A2 Sorensen Memorial Pathway
- A3 Main Camping Flat
- A4 Electrical sub-station
- A5 Baden-Powell Commemorative Grove
- A6 Flagpole
- B1 Stone walls (by Sorensen)
- B2 Paths from Camping Flat to Lodge (by Sorensen)
- B3 Flagpole and bell
- B4 Sundial
- B5 The Lodge
- B6 Lodge chair store
- B7 Swimming pool
- B8 Swimming pool pump house and chemical store
- B9 The Glen
- B10 Lodge Road (concrete driveway)
- C1 Path to the Chapel
- C2 The Chapel
- C3 Site of the Wishing Tree (destroyed)
- D1 Cub Lair
- D2 Cub Lair Kitchen
- D3 Cub Lair Jungle Circle
- D4 Cubs's area turning circle and roadway
- D5 Cubs' Area footpath to the Campfire Circle
- E1 Campfire Circle
- E2 Camp Kitchen
- E3 Camp HQ/Control Centre
- E4 Fairfax Cottage
- E5 Charles Jackson Chalet
- E6 Mount Keira Rover Den
- E7 Rovers' amphitheatre
- E8 Electrical storage hut
- F1 "Cabbage Patch"
- F2 Men's Shed/Training Shed
- F3 Warden's Garage
- F4 Camp Warden's Cottage
- F5 Male ablution block
- F6 Female ablution block
- F7 Shelter
- G1 Commemorative gates
- G2 Camp Road (camp access road)
- G3 Main Car Park
- G4 Northcott Flat
- G5 Corrimal Flat
- G6 Adventure Valley
- G7 Site of former Allawah Hut (demolished)
- G8 Old Mount Keira Road alignment
- G9 Approximate site of mine furnace flue
- G10 Current Mount Keira Road alignment
- H1 Water supply weir
- H2 Water supply tanks (plastic)
- H3 Water supply tanks (concrete)



9.0 CONSTRAINTS AND OPPORTUNITIES

9.1 CONSTRAINTS

Constraints on the development and use of the site arise from various categories such as:

- Cultural significance,
- Statutory requirements and controls such as Commonwealth and New South Wales government acts and ordinances,
- Physical conditions of the buildings and site,
- Mt Keira Scout Camp financial, physical and personnel resources.

Each of these categories of constraints are discussed in the following sections.

9.2 CULTURAL SIGNIFICANCE

Whilst the Mt Keira Scout Camp site is not listed on the State Heritage Register it has been assessed as an item of cultural significance for the State and, under some of the criteria, of potentially National significance. See Volume 1 of this CMP for the assessment of the site and the individual buildings on the site. As a consequence of the assessed levels of significance, the site, significant buildings and site features should be conserved for current and future generations as a part of Australia's national patrimony.

Intervention in the physical fabric and planning of the significant buildings and site features can have an irrevocable detrimental impact on the significance of the site as most buildings and their settings are significant because of their physical existence as well as the setting for historical events.

The level of significance of the various elements that comprise the Mt Keira Scout Camp site determine the approach to the development and use of those elements.

The following table sets out terms used to describe the levels (or gradings) of significance for different components of the place, and is taken from the NSW Heritage Office publication *Assessing Heritage Significance* (2001).

Grading	Application to Mt Keira Scout Camp
Exceptional (E)	Original forms, spaces, elements and fabric. These may include some alterations which are of a minor nature and/or do not detract from significance or which, when reversed, will reinstate the identified E level of significance.
High (H)	Original forms, spaces, elements and fabric that have undergone alterations of a more substantial nature than E (above) that provide evidence of its more significant attributes.
Moderate (M)	Additions/alterations to the original element, including later modifications related to ongoing function or those that replicated original fabric. Elements with less individual heritage value, but which contribute to some degree to the overall significance of the place.
Little (L)	Added or altered spaces, elements and fabric which detract from significance and/or may obscure more significant attributes.
Neutral (N)	Added or altered spaces, elements and fabric which do not detract from, or add to, significance.
Intrusive (I)	Added or altered spaces, elements and fabric which damage the item's significance.



9.3 STATUTORY CONSTRAINTS

9.3.0 HEIRARCHY OF PLANNING DOCUMENTS

The heirarchy of acts applicable to all development activity in New South Wales is:

- Disability Discrimination Act, 1992,
- Environmental Planning & Assessment Act, 1979,
- Heritage Act, 1977,
- National Construction Code (incorporating the Building Code of Australia).

In addition the heirarchy of planning documents relating to the Mt Keira Scout Camp site is:

- National Parks and Wildlife Act, 1974,
- National Parks and Wildlife Regulation 2009,
- Illawarra State Conservation Area Plan of Management, June 2011,
- Mt Keira Scout Camp Licence Agreement (current version),
- Mt Keira Scout Camp Commercial Activities Consent (current version),
- Mt Keira Scout Camp Conservation Management Plan (this document).

9.3.1 ENVIRONMENTAL PLANNING AND ASSESSMENT ACT, 1979 (NSW)

The Environmental Planning & Assessment Act 1979 (EP&A Act) governs strategic planning and development assessment processes undertaken by State and Local Government in NSW. It is necessary, in most cases, to submit a Development Application to the relevant Local Council for permission to erect or alter a building, demolish a building or change the use of an existing building.

However, for lands gazetted under the National Parks and Wildlife Act 1974, the OEH is not required to submit Development Applications to local councils under the EP&A Act.

9.3.2 NATIONAL PARKS AND WILDLIFE ACT, 1974 (NSW)

In addition to a range of other environmental and land management matters, the National Parks and Wildlife Act 1974 (NP&W Act) also includes provisions that apply to Aboriginal objects and places. If Aboriginal objects and places are found, the OEH Parks & Wildlife Service must be informed under Section 91 of the Act and permits may apply under Section 90. A licence also may be required under the Act to damage or destroy threatened fauna species. Penalties apply for the destruction of Aboriginal objects and places, and the harm of any protected species.

9.3.3 HERITAGE ACT, 1977 (NSW)

Mt Keira Scout Camp is currently not listed on the State Heritage Register. However, based on the heritage assessment of the Camp identifying a number of features, structures etc as being of state or national significance, it is recommended that the Camp be managed as if it were listed on the State Heritage Register.

Under the State Environmental Planning Policy (Infrastructure) 2007, development for any infrastructure purpose may be carried out on land reserved under the National Parks and Wildlife Act 1974 without consent with some exceptions including: demolition of any buildings with a floor area under 250m² is not permitted where such buildings are State or local heritage items or part of State or local heritage items.



9.3.4 DISABILITY DISCRIMINATION ACT, 1992 (COMMONWEALTH)

9.3.4.1 DISABILITY DISCRIMINATION ACT, 1992

The Commonwealth *Disability Discrimination Act, 1992* (DDA) makes it unlawful to discriminate against people on the grounds of their disability. Section 23 of the Act requires non-discriminatory access to premises which the public or a section of the public is entitled or allowed to use.

The Act does not require equitable access to be provided to single dwellings. Where the Act does apply, heritage places are not exempt from it, although the Australian Human Rights Commission has advised that heritage significance may be taken into account when considering whether providing equitable access would result in unjustifiable hardship.

The *Disability Discrimination Act* states that, where a physical feature makes it impossible or unreasonably difficult for disabled people to make use of services, a service provider has to take reasonable steps to remove the feature, alter it so that it no longer has that effect, provide a reasonable means of avoiding it or provide a reasonable alternative method of making the service available.

9.3.4.2 ACCESS TO PREMISES (PREMISES STANDARDS) UNDER THE DDA

The Commonwealth's *Disability (Access to Premises - Buildings) Standards (the Premises Standards)* made under the *Disability Discrimination Act, 1992* (DDA) applies to all new building work and to "affected parts" of existing buildings.

The affected part of a building (new or existing) is defined as:

- (a) the principal pedestrian entrance of an existing building that contains a new part, and
- (b) any part of an existing building, that contains a new part, that is necessary to provide a continuous path of travel from the entrance to the new part.

A general exemption to compliance with the *Premises Standards* is provided where compliance would cause unjustifiable hardship. Compliance with the *Premises Standards* is still required to the maximum extent not involving unjustifiable hardship. Assessment of unjustifiable hardship can be made by the Access Advisory Committee set up by the Building Professionals Board. The significant heritage impact of such access work on a building of heritage significance may be deemed unjustifiable hardship.

The *Premises Standards* do not apply to Class 1a buildings (ie single occupancy dwellings). Section 9.3.5 lists the classes of the main buildings on the site.

9.3.4.3 EFFECT OF THE DDA

If a building is used for anything other than a single Class 1a building and if works are proposed to the building (either requiring a Development Application for Government buildings or a Construction Certificate, for private buildings) then the building will have to comply with the *Disability (Access to Premises - Buildings) Standards (the Premises Standards)* made under the *Disability Discrimination Act, 1992*.

Currently, the site itself and all the buildings on the site do NOT provide equitable access and it would be difficult to provide given the changes of level on the site and existing steps into all buildings. Compliance would, in some instances, mean constructing visually dominating ramps and enlarging existing door openings which would impact detrimentally on the environment (built and natural). As an interim measure, Scouts have built moveable ramps for each building to facilitate access through doorways.

There are inadequate equitable facilities on the site, however, the Mount Keira Scout Camp proposes to address this by building new accessible facilities at Northcott Flat, at the Camp Kitchen and adjacent to the Lodge.



9.3.5 BUILDING CODE OF AUSTRALIA

The *National Construction Code* (NCC), incorporating the *Building Code of Australia* (BCA) is a national set of building regulations with some state-specific variations. The performance requirements of the *BCA* are mandatory, although the introductory sections of the Code make clear that not all requirements will apply to a given case. The Code also includes 'deemed-to-satisfy' requirements which are accepted as meeting the performance requirements. However, the Code also makes provision for alternative solutions to meet the performance requirements, subject to satisfactory verification.

Under the *Environmental Planning and Assessment Regulation, 2000*, all new building work must be carried out in accordance with the *Building Code of Australia*. In the case of an existing building, there is generally no requirement to comply with the *BCA* unless works are being carried out. However, where works (in particular alterations or additions) are proposed to the place, the building will need to comply on completion with the relevant [performance] requirements of the *Building Code of Australia* (*EP&A Act Regulation Clause 145*). In addition, where an existing building has a change of use, the structural capacity and fire safety of the building must be appropriate for the new use, while for a building which undergoes alterations without a change of use, the structural capacity and fire safety of the building must not be compromised by the work (*EP&A Act Regulation Clause 143*).

In certain circumstances, exemption can be obtained from the requirements of the *BCA* under Clause 187 of the *EP&A Regulation*. Because in most cases there will be an acceptable alternative solution to satisfy the performance requirements of the *BCA*, applications for exemption are sought comparatively rarely. If such an application is contemplated, it should be sought at development application stage.

Compliance with the *Building Code of Australia* is possible with varying degrees of impact on the Cultural Significance of the place depending upon the uses to which the building is put.

Where intervention into the original design or fabric of the building in order to provide compliance requires the loss of building fabric, then a fire-engineered solution is to be developed that seeks to retain the significant fabric. Fire engineered solutions are those designed by fire engineering experts to achieve a fire safety outcome that fulfills the objectives of the *Building Code of Australia* (*BCA*) but uses a solution or fire protection system that is not included in the *BCA* as a "deemed-to-comply" solution.

The identification and removal of hazardous materials needs to take into account the heritage significance of the building. Where audits of buildings are carried out prior to any proposed works and those audits identify hazardous materials, strategies are to be prepared by qualified heritage consultants for either the on-site management of those materials or the safe removal of those materials without destruction of significant details or other materials.

The site contains buildings and areas with differing uses and as such, have different classes under the *Building Code of Australia*.

The *BCA* classes for buildings and structures on the site are:

Buildings	Class
Warden's Cottage	Class 1a
Cub Lair, Chalet	Class 3
Deputy Warden's Cottage (Fairfax)	Class 4 & Class 5
Lodge	Class 1b & Class 9
Camp Kitchen, Cub Kitchen	Class 6
Men's Shed, Shelter Shed	Class 9b

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Buildings	Class
Storage sheds, garage	Class 10a
Shower & Toilet blocks	Class 10a
Swimming pool	Class 10b
Rovers Den	Class 1b
Camp HQ/Control	Class 6

The Building Code of Australia schedules design and construction requirements depending on the class of the building. Applicable clauses detail requirements for fire safety (including fire resistance of materials and egress), health and amenity (room heights, natural light, ventilation, insulation), equitable access, energy efficiency, and glazing.

Compliance with current standards for the following may impact on heritage fabric, spaces and significance:

- Fire protection (including fire resistance of building materials, fire separation between occupancies, active fire fighting services),
- Fire warning (including smoke and/or heat detectors),
- Egress,
- Equality of access and equal provision of facilities,
- Fall prevention through window openings,
- Adequate space under timber floor structure
- Insulation,
- Ventilation,
- Natural lighting,
- Ceiling heights,
- Balustrade heights where more than 1m above ground level,
- Balustrade apertures where more than 125mm,
- Design of toilets (outward opening doors) & inclusion of airlocks,
- Ramp grades,
- Equitable access around the site, into and within buildings and facilities such as showers, toilets, doorways, corridor widths, etc.

9.4 NON-STATUTORY CONSTRAINTS

9.4.1 THE BURRA CHARTER, 2013

The NSW Office of Environment & Heritage, National Parks & Wildlife Service requires that this Conservation Management Plan be prepared in accordance with the requirements of *The Australia ICOMOS Charter for Places of Cultural Significance (The Burra Charter), 2013*. This report has been prepared in accordance with the *Burra Charter, 2013*.

Likewise, any work carried out on the place should be carried out in accordance with the principles of the Burra Charter. The Burra Charter advocates a balanced, careful and cautious approach to the carrying out of works, especially those that might impact on the significance of the place.

9.5 PHYSICAL CONSTRAINTS DUE TO SIGNIFICANCE

9.5.1 RETENTION ACCORDING TO SIGNIFICANCE

Buildings and site elements of Exceptional, High and Moderate significance must be retained. Buildings and elements of Neutral or Little significance should be retained but could be removed subject to approval. Intrusive buildings and site elements should be removed,

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subject to approval.

Refer to Sections 6.6 & 6.7 of this CMP for levels of significance of individual buildings and structures, and of the main elements within those buildings and structures.

9.6 PHYSICAL CONSTRAINTS

9.6.1 INSTABILITY OF THE SITE

The site is located on the steep slopes of the Illawarra Escarpment. The site is accessed from either the top or bottom of the escarpment via Mt Keira Road which is a narrow, winding road susceptible to rockfall and landslides. The road was closed below the site between 2012 and 2014 so that Wollongong City Council could undertake stabilisation and repair works on the road.

The site itself is also subject to rockfall and landslide risks as identified in the past geotechnical assessment reports of the site (URS report of 2002 and URS update of 2010). The site is in a locale of high rainfall. To minimise risk to visitors at the site, the site is subject to an Occupancy Plan, whereby once a heavy rainfall event reaches a numerical threshold, it triggers a two-step early warning system of, firstly, prepare to evacuate and then, evacuate.

9.6.2 ACCESS TO, AND AROUND, THE SITE

The access road from Mount Keira Road to the camp is a one-lane wide, winding road with sharp bends and blind corners. There are passing bays in parts of the access road. The access road is unsuitable for large buses and trucks. When large buses bring school children and other visitors to the site, the buses often park on the access road in the vicinity of Allawah and the attendees have to walk the remainder of the way to the camp. The parked buses on the access road can then form an impediment to other traffic entering the camp site.

Because of the steep nature of the site, most buildings are not currently accessible by complying ramps of 1:14 gradient. Even if the buildings were accessible by complying ramps or roads, all major buildings currently have steps at entry doors. In addition, some of the significant landscape features, such as the stone steps from the Main Camping Flat to the Lodge, preclude equitable access and any attempt to make the access comply would destroy the significance of the item.

Car parking on the portion of the site closest to the buildings is limited and the majority of cars must be accommodated in the main car park. However, during open day events the main car park is needed as a turning circle for the shuttle buses that bring attendees up from the base of Mount Keira.

9.6.3 SITE SERVICES

The site is supplied with 3-phase mains electricity via a new connection to the state electricity supply grid.

Water is drawn from a fresh water spring immediately above the site adjacent to Ring's Farm. The water is tested regularly through water drawn from a testing tap fixed to the side of the Warden's Cottage. The water is treated by Scouts on a regular basis.

Sewage is collected on site in septic tanks. Some of the buildings in the central area of the site are connected to an Ecomax treatment system. The Lodge, Cubs Lair, Cubs Camp Kitchen and the toilets adjacent to Northcott Flat are not connected to the Ecomax system and their separate septic tanks have to be pumped out.

Both the water supply and the sewage treatment and disposal systems place limits on the



development of the site.

9.6.4 ACCESSIBLE FACILITIES

The camp occasionally hosts gatherings of people with special access requirements. Temporary timber ramps for all buildings have been constructed for use during such occasions.

Semi-accessible toilet facilities have been created in the boys and girls toilet blocks adjacent to the Main Camping Flat. Whilst there are ramps leading to these facilities, the facilities themselves do not comply with the Australia Standard AS 1428 in terms of size and clearance around fixtures.

Flora's BBQ Area at the end of the Dining Room is on grade and is the only building permitting wheelchair access.

9.6.5 SITE PLANNING

Changing circumstances have illuminated the need for change in the planning of the camp. Not only do facilities have to be upgraded for safety and equitable access reasons but also the increasing accessibility of the camp to vehicle-transported visitors has increased the need for better "gate-keeping". For example, the location of the Camp Warden's Cottage is well-suited for access by campers and camp attendees but is poorly located to police the entry of people to the camp.

9.6.6 STORAGE OF DANGEROUS AND FLAMMABLE GOODS

There is no current complying storage building or structure for flammable goods and such goods are currently stored in the open behind Fairfax Cottage and beside the Camp Kitchen. Stockpiles of timber for use as firewood on the camp fires are located adjacent to the Mens Shed/Workshop building creating a potential fire hazard in the centre of the camp.

9.6.7 SITE SECURITY

The isolated nature of the site has left it susceptible to vandalism. As a result, security screens and shutters have been added to a number of buildings such as the Camp Warden's Cottage.

9.6.8 FERAL ANIMALS

Deer pose a problem because of their hoof damage to earthworks. There is always the potential for the camp water source to be contaminated by deer and there is evidence around the camp of deer damage to grassed areas.

9.7 USER CONSTRAINTS

9.7.1 SITE USES

The lease agreement between Mount Keira Scout Camp and the NSW Government facilitates specifically relates to facilitating ongoing use of the site for Scouting activities, use by school groups or the general public who are undertaking Scouting activities and conservation and environmental education.

Examples of activities that are not permitted on the site due to the instability of the geology and fragility and rarity of flora and fauna include: hang gliding, abseiling, rock climbing, cycling (except on sign posted roads & management trails), horse riding.

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9.7.2 REVIEWS/INSPECTIONS & REPORTING

Reviews, inspections and reporting for the Scout Camp will all be undertaken in accordance with relevant legislative, policy etc requirements.

Refer to the site's Cyclic Maintenance Plan (Appendix D) for the list of these requirements.

9.7.3 CHILD PROTECTION REQUIREMENTS

As a camp that houses children, the camp authorities have the responsibility for the children's protection. Requirements for the protection of children include the provision of facilities that maintain the children's privacy, such as separate shower and changing cubicles. Such cubicles have been created within the boys and girls toilet blocks at the Main Camping Flat.

All activities that occur within the Scout Camp must comply with the terms of this Licence and ensure that the activities do not impact on the natural or cultural heritage values of the site.

9.7.4 VOLUNTEER LABOUR AND DONATED GOODS

The Camp relies on a volunteer labour force for the provision of most of its maintenance and improvement works on the site and the community donates materials of various types, including disused appliances left at the site for recycling. The labour force and donated materials can determine the nature of the improvement works in terms of design and materials (an example of which is the new - 2017 - handrail beside the downstream culvert edge on the road to the Cubs Lair & Kitchen which is constructed on a base of donated steel beams laid on the ground). Whilst such works are undertaken with the best intentions they can impact negatively on the heritage significance of the place.

9.8 OPPORTUNITIES

The Mount Keira Scout Camp offers a number of opportunities that relate to its unique site. These opportunities should be embraced in its use as a Scout Camp.

- The rarity of the natural environment in terms of fauna and flora.
- The uniqueness of the environment with rare plant communities.
- A natural environment in close proximity to a major city.
- Experiencing a Scout Camp of high architectural and landscaping quality.
- Experiencing a rustic campsite.
- Ability to experience and learn about the natural environment first hand.
- Beautiful views of escarpment and views of Wollongong and Port Kembla.
- Utilisation of Men's Shed users (many highly skilled) to undertake maintenance & repairs on site.
- Potential to form part of a larger coastal walking track.

A list of authorised uses of the Scout Camp is identified in the Licence.

The current draft licence for the Camp includes compatible/permissible Scouting-related activities.

Activities that may be compatible with the approved uses could include the following:

- Bird watching,
- Bush food classes,
- Camping skills activities,
- Dance & movement workshops,
- Drama classes,
- Hiking,

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- Music camps,
- Painting camps,
- Photography & film making classes,
- Astronomy,
- Writing workshops.

9.9 OPPORTUNITY/CONSTRAINT IMPOSED BY ADJACENT DEVELOPMENT

The following proposal for development at Mount Keira will affect the setting of the Mount Keira Scout Camp and the State Conservation Area in both appearance and potential impact of visitations to the Camp site.

Wollongong City Council's proposal for development of the Mount Keira Summit Park includes the possibility for a cable car, an adventure park, a tree top walk, rock climbing, mountain bike trails, a native bird sanctuary, a zip line, an eco lodge, a café and function centre, budget accommodation for young backpackers (proposed for location at the Scout Camp). If this proposal, or part of this proposal proceeds, this has the potential to impact significantly on the Mt Keira Scout Camp such as increased numbers in the area particularly in terms of vehicles using the road. With increased numbers of people in the area, there is the potential for trespassing to occur on the Scout precinct and for buildings to be vandalised or broken into.



10.0 APPROVALS PROCESS

This section guides the environmental planning and assessment process for works and activities that will or are likely to be undertaken at the site, and outlines the approvals required. Please note that legislation and policies and procedures change over time: it is important that the most current version of such policies, procedures and legislation are used by the Proponent before each approval being sought for any proposed works within the Licence Area.

Key legislation relevant to works that will be undertaken is listed in Section 9.3 of this CMP.

10.1 REQUIREMENTS OF THE NATIONAL PARKS AND WILDLIFE ACT 1974 (NP&W ACT)

The Mount Keira Scout Camp lies on lands which were gazetted under the National Parks and Wildlife Act 1974 (NP&W Act) as part of Illawarra Escarpment State Recreation Area in 1980. In 2003, via an Act of NSW Parliament, all state recreation areas became state conservation areas (SCAs) to emphasise that the provision of recreation in these parks is secondary to the conservation of their natural and cultural values. Illawarra Escarpment SCA is managed by the NSW National Parks and Wildlife Service (NPWS), part of the Office of Environment and Heritage.

Because the Licence Area is within a park under the NP&W Act, any works on the buildings or grounds within the Scout Camp need to be:

- permissible under the NP&W Act AND
- authorised by NPWS.

The plan of management for Illawarra Escarpment SCA is considered subordinate legislation under the NP&W Act. Its provisions apply to the whole park, including the Scout Camp Licence Area. The current version of the plan is the Illawarra Escarpment State Recreation Area Plan of Management, adopted in 1987. A draft plan for Illawarra Escarpment SCA was exhibited in 2011 and has been submitted for Ministerial adoption. Once adopted, it will replace the 1987 plan.

The use and occupation of the Scout Camp by Scouts Australia is currently authorised by a licence under s.151 of the NPW Act. All conditions on the licence must be observed. The licence allows for some minor works to be carried out by Scouts Australia in the Licence Area without specific assessment and approval. These works are very limited in scope and must be carried out in a manner to avoid impacts on the natural and cultural heritage values of the Licence Area and the surrounding parts of Illawarra Escarpment SCA. Any works beyond this list require specific NPWS approval. Any organised events or substantial works not covered by the licence will prompt the need for a sustainability assessment under s.151B of the NP&W Act before the licence can be modified.

10.2 REQUIREMENTS OF THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979 (EP&A ACT)

The Environmental Planning & Assessment Act 1979 (EP&A Act) establishes the framework for strategic planning and development assessment processes in NSW. Part of this framework is the development and publication of environmental planning instruments, including Local Environmental Plans (LEPs) and State Environmental Planning Policies (SEPPs).

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10.2.1 DETERMINING AUTHORITY

As the Scout Camp is part of Illawarra Escarpment SCA, the Licence Area is zoned as E1 (National Parks and Nature Reserves) under the Wollongong Local Environmental Plan 2009. The objectives of this zone are to enable the management and appropriate use of land that is reserved under the NPW Act (or that is acquired under Part 11 of the NP&W Act), and to enable uses authorised under the NP&W Act. The land use table in the LEP identifies the following categories of uses:

- Permitted without consent - uses authorised under the NP&W Act
This reinforces the requirement for any works to be authorised by NPWS.
- Permitted with consent – nil
This indicates that Wollongong City Council is not a consent authority for any work in the park.
- Prohibited – any development not specified above.
For activities permitted without consent, NPWS is the determining authority. Development Applications to council are not required.

The definition of 'activity' is included in Division 5.1 of the EP&A Act and includes:

- the use of land,
- erection of a building,
- carrying out of a work,
- demolition of a building or work,
- any other act, matter or thing referred to in section 3.14 that is prescribed by the regulations for the purposes of this definition.

NPWS has a responsibility under Division 5.1 of the EP&A Act to ensure that there has been adequate consideration of the potential environmental impacts, including impacts on the park's natural, cultural and social values, before deciding (or 'determining') whether an activity may proceed.

The mechanism by which this consideration is typically made via a Review of Environmental Factors (REF). This is a formal assessment under Division 5.1 of the EP&A Act. OEH/NPWS has published guidelines and a template which need to be followed when preparing a REF for proposed works on NPWS lands. It looks at the impact on the natural and man-made environment (soft landscaping, hard landscaping and buildings) and the social, cultural and economic factors. Such impacts can be positive or negative.

Under the EP&A Act, the REF will be replaced by an Environmental Impact Statement (EIS) where the activity is likely to have a significant effect on the environment or significant effect on threatened species, or meets certain criteria, such as tourist and visitor facilities within national parks estate with a capital investment value more than \$10million. Hence, an EIS may be required instead of an REF if the activity affects cultural heritage items and the works are likely to have a high or major impact on the fabric, setting or community values. Under the EP&A Act, the scope of an EIS is determined by the NSW Department of Planning and Environment and must be placed on public exhibition.

10.2.2 EXEMPT DEVELOPMENT

The EP&A Act provides for some activities to be declared as exempt development under an environmental planning instrument because of their minor impacts. The environmental planning instrument of most relevance to activities undertaken by Scouts Australia is the

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State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (the Codes SEPP). These developments include some activities that, while considered to be of minimum impact in most built environments, may impact on the heritage values of the Scout Camp.

For these activities, a formal assessment is not required under EP&A Act. However, it is NPWS policy that a Conservation Risk Assessment (CRA) is completed to check that no more than a minor impact (including on heritage values) is likely to occur. Most exempt developments need to comply with specified standards under the Codes SEPP on a heritage item, such as the buildings and structures within the Scout Camp.

A CRA addresses potential impacts on:

- threatened species and ecological communities
- Aboriginal cultural heritage, objects or places
- historic heritage items or relics.

Some low-key exempt activities (such as maintenance and cleaning, or like-for-like repairs which do not involve damage or removal of significant fabric to a heritage building) do not require a CRA.

It is stressed that the identification of an activity as 'exempt development' does not remove the need for NPWS authorisation to be obtained before works commence (see Section 10.1).

Exempt development may not be carried out on land that comprises, or on which there is, an item that is listed on the State Heritage Register under the Heritage Act 1977 or that is subject to an interim heritage order under the Heritage Act 1977. This means that a REF would be required in these areas.

10.2.3 MAINTENANCE OF ASSET PROTECTION ZONES

Under the Rural Fires Act 1997, the environmental assessment for certain hazard reduction works is carried out under the Bush Fire Environmental Assessment Code rather than the EP&A Act. For example, maintenance of an asset protection zone may be approved through the issue of a Hazard Reduction Certificate by NPWS.

10.3 REQUIREMENTS OF THE HERITAGE ACT 1977

10.3.1 LOCAL HERITAGE

Mt Keira Scout Camp is listed as an item of local heritage significance under the Wollongong LEP. The surrounding area of Illawarra Escarpment State Conservation Area is listed as a heritage conservation area under the Wollongong LEP.

The REF template prompts consultation with the local council on any development that is likely to impact on items of local heritage.

10.3.2 STATE AGENCY HERITAGE REGISTER

The Scout Camp is listed on the s.170 Register for OEH/NPWS as recorded in the NPWS Historic Heritage Information Management System (HHIMS). Section 170A of the Heritage Act requires NPWS to comply with guidelines issued by the Heritage Council in relation to s170 listed heritage. <http://www.environment.nsw.gov.au/resources/heritagebranch/heritage/StateAgencyHeritageGuide.pdf>.

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The following are key considerations in NPWS's oversight of the Scout Camp:

- Heritage assets should, where feasible, continue to be maintained in their operational role. Where they are surplus to operational requirements, State agencies should aim to ensure that items are adaptively re-used for a purpose sympathetic to their heritage significance.
- Heritage assets are to be maintained in a manner which retains heritage significance, with the objective of preventing deterioration and avoiding the need for expensive "catch-up" maintenance and major repairs.
- Alterations should be planned and executed to minimise negative impacts on heritage significance (including curtilage and setting), and appropriate mitigating measures should be identified.
- State agencies should adopt processes to monitor and report on the relevance, effectiveness and efficiency of heritage assets and service delivery, and take prompt action to provide for optimal heritage conservation outcomes.

A Statement of Heritage Impact (SoHI) is a specialist report that explains why an item is of heritage significance, and describes the likely impact a proposal will have on that heritage significance and how any negative impacts will be mitigated. A SoHI is required to be submitted as part of any development proposal seeking heritage approval under the Heritage Act, such as S60 Applications and S57(2) Notifications to the NSW Heritage Council. NPWS requires it for works on local heritage sites and in places on State agency heritage registers. It helps inform the determination of an EIA. The SoHI must be prepared by an experienced heritage professional following the NSW Heritage Office guidelines.

10.3.3 STATE HERITAGE

The Scout Camp is currently not listed on the State Heritage Register. This, however, may change during the life of the CMP because the heritage assessment of the Scout Camp has identified several features, structures etc. as being of state significance. Hence, it is recommended that the Scout Camp be managed as if it were listed on the State Heritage Register.

The Heritage Act allows the Minister for Planning, on the recommendation of the Heritage Council, to grant exemptions for certain activities which otherwise require approval under the Heritage Act. If works are minor in nature and will have minimum impact on the heritage significance of the place, exemptions reduce the time and resources that otherwise would need to be expended. Typical activities that are subject to heritage exemptions include some building maintenance, maintenance and cleaning, or like-for-like minor repairs, and minor alterations to building interiors which do not involve damage or removal of significant fabric to a heritage building.

The Standard Exemptions under the Heritage Act also change over time, so it is important to always check that the latest version is complied with.

10.4 MEETING THE BUILDING CODE OF AUSTRALIA AND OTHER AUSTRALIAN STANDARDS

All public authorities are required to ensure that all new buildings, new building works (including alterations and additions) or a change in building use comply with the Building Code of Australia (BCA) and the Commonwealth's Disability (Access to Premises – Buildings) Standards 2010 (Premises Standards). All new infrastructure work must also be carried out in accordance with relevant Australian Standards and technical and industry

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codes.

The OEH Construction Assessment Procedures detail the processes needed to be undertaken to ensure that building and infrastructure works on NPWS lands meet these requirements. These procedures follow a risk management approach to determine whether the building or infrastructure works are at extreme, high, moderate or low risk.

These procedures are routinely amended, so it is important that the latest version of the procedures are complied with. The procedures are available to the public on the OEH website www.environment.nsw.gov.au.

Many works require certification to ensure that they meet the standards, and this usually requires specialist expertise. Building or infrastructure work that generally does not require certification under these procedures includes:

- maintenance and repairs to existing infrastructure
- minor non-structural alterations or refurbishment
- works being undertaken in accordance with the NPWS Park Facilities Manual.

Although certification may not be required for such works, it is highly recommended that such works be undertaken by suitably qualified and experienced personnel.

In many cases, works to heritage buildings and places will require alternative solutions to avoid harm to heritage values while still meeting the intent of the BCA, Premises Standards or Australian Standards. Projects must seek to avoid impacts as a priority. Where unacceptable heritage impacts are likely, the proposal should be reconsidered or modified.

It is strongly recommended that for proposals involving heritage buildings and places, an assessment of BCA, Premises Standards and Australian Standards requirements is undertaken early in project planning to inform likely uses, design requirements and environmental impact assessment. Attention needs to be paid to:

- fire safety (alarms and detectors, signs and lighting)
- access and egress (treads and risers on stairs, handrails, distance from exit)
- disability access, especially wheelchair access
- balustrades, especially height and gaps
- emergency access to bathrooms (such as lift-off toilet doors)
- fall prevention through windows

Professional advice and expertise must be sought. The NSW Heritage Office (OEH) has a Fire Access and Services Advisory Panel that may be able to assist with innovative solutions to minimise impacts on heritage items, particularly items on the State Heritage Register.

Construction cannot commence until all approvals have been provided by NPWS, which may be conditional. At the completion of works, where certification is required, the relevant application forms are to be submitted by the proponent to NPWS for approval. This must occur before occupation, with evidence from the BCA consultant that the works complies with the BCA and Premises Standard, and Australian Standards where applicable. Occupation can only occur once the relevant approvals have been provided by OEH/ NPWS to the proponent.



10.5 MINOR WORKS THAT DO NOT REQUIRE FORMAL APPROVAL OR ENVIRONMENTAL ASSESSMENT

10.5.1 MAINTENANCE

As per the Standard Exemptions under the Heritage Act, maintenance does not involve the removal of or damage to existing fabric or the introduction of new materials (this distinguishes it from repairs, restoration and reconstruction). Maintenance is a continuing process of protective care. Standard Exemption 1 defines typical maintenance work to include:

- the removal of vegetation and litter from gutters and drainage systems;
- re-securing and tightening fixings of loose elements of building fabric;
- lubricating equipment and services which have moving parts;
- the application of protective coatings such as lime wash, polish, oils and waxes to surfaces which have previously had such coatings applied; and
- cleaning by the removal of surface deposits using methods other than aggressive mechanical or chemical techniques such as high pressure, high temperature or strong solvents which may affect the substrate.

Landscape maintenance includes:

- weeding, watering, mowing grass, top-dressing, pest control, (excluding vertebrate pests such as rabbits and hares, foxes, deer, pigs and goats) and fertilizing necessary for the continued health of plants, without damage or major alterations to layout, contours, plant species or other significant landscape features;
- pruning (to comply with fire mitigation requirements such as maintenance of an Asset Protection Zone),
- removal of dangerous, non-hollow bearing dead trees.

Although the site is not yet listed on the State Heritage Register and the provisions of the Heritage Act currently do not apply, if the site does become listed on the State Heritage Register then the provisions of the Heritage Act would apply.

10.5.2 MINOR WORKS (INCLUDING CLEANING, REPAIRS AND PAINTING)

10.5.2.1 Cleaning

Cleaning, including the removal of surface deposits, organic growths or graffiti using low pressure water (less than 100 psi – 689.5kPa – at the surface being cleaned) and neutral detergents and mild brushing/scrubbing is classified as a minor work. All other cleaning is major work and requires assessment and approval.

10.5.2.2 Repairs

Repairs to an item which is of the type described below are classified as minor works:

- the replacement of services such as cabling, plumbing, wiring and fire services that uses existing service routes, cavities or voids or replaces existing surface mounted services and does not involve damage to or the removal of significant fabric.
- the repair (such as refixing and patching) or the replacement of missing, damaged or deteriorated fabric that is beyond further maintenance, which matches the existing fabric in appearance, material and method of affixing and does not involve damage to or the removal of significant fabric.

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Repairs must be based on the principle of doing as little as possible and only as much as is necessary to retain and protect the element. Therefore, replacement must only occur as a last resort where the major part of an element has decayed beyond further maintenance.

Any new materials used for repair must not exacerbate the decay of existing fabric due to chemical incompatibility, obscure existing fabric or limit access to existing fabric for future maintenance.

Repairs must maximise protection and retention of fabric and include the conservation of existing detailing, such as vents, capping, chimneys.

If replacement of large amounts of fabric is necessary, then assessment and approval from NPWS will be required.

Repairs must be carried out by licensed tradespeople with experience in the materials.

It is essential that the composition of elements of the fabric such as renders, mortars, timber species and metal types remain the same to assist with matching appearance and avoiding chemical incompatibility.

10.5.2.3 Painting:

Painting is classified as a minor work if the painting:

- does not involve the disturbance or removal of earlier paint layers other than that which has failed by chalking, flaking, peeling or blistering
- involves over-coating with an appropriate surface as an isolating layer to provide a means of protection for significant earlier layers or to provide a stable basis for repainting
- employs the same colour scheme and paint type as an earlier scheme if they are appropriate to the substrate and do not endanger the survival of earlier paint layers.

All other painting is not minor work, and will likely require formal approval from OEHL/NPWS following an assessment via a CRA.

Paint type and colours from an earlier colour scheme identified by a heritage consultant with paint scrapes must be notified to NPWS.

10.6 ACTIVITIES REQUIRING FORMAL APPROVAL

10.6.1 ACTIVITIES NOT NEEDING ASSESSMENT UNDER THE EP&A ACT

Minor works, other than cleaning, maintenance and painting as described above, MUST still be notified to NPWS. A form for Notification of Minor Works is attached for use for all minor works where a formal assessment under the EP&A Act is not required (see Appendix D in this volume of the CMP for the Mount Keira Scout Camp Minor Works Notification Form). The proponent completes the form, attaches any additional documentation, such as a CRA, and obtains written approval from NPWS before commencing the works. Once the approved works have been completed, the proponent must complete the Completed Minor Works Form (see Appendix E in this volume of the CMP for the Mount Keira Scout Camp Completed Minor Works Form) and provide to NPWS. The Completed Minor Works form is critical as it shows the work has been completed and confirms that the works were completed according to the approval and any conditions that may have been included.

Refer to Appendices A and B in this volume of the CMP for the EIA Flow Chart and the Approvals Process Flowchart.

Examples of works triggering this notification process but without further documentation

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(such as a CRA) are:

- where replacement of fabric is strictly like-for-like,
- replacing a cracked basin with a basin of the same design in the same location,
- replacing cracked or broken glazing with glass to match the existing (or original adjacent),
- replacing roofing and guttering (if same as what is being replaced),
- repainting in same colour as previously approved colour scheme,
- recarpeting,
- repairing damaged internal plaster walls,
- replacing degraded weatherboards with same profile and material,
- replacing a damaged window sash using same materials and sections,
- replacing damaged floor boards with same species and size.

A CRA will be required if the works are listed as exempt development under the Codes SEPP.

10.6.2 ACTIVITIES NEEDING ASSESSMENT UNDER THE EP&A ACT

For the purposes of this CMP, a formal assessment under the EP&A Act (such as an REF) is required for any works within the site that have been assessed as having Exceptional or High significance. This includes some works that would be otherwise considered minor works or exempt development in Section 10.6.1.

Examples where works may be considered exempt or minor but would require an REF are:

- any works to the Lodge other than where it is maintenance (painting, refinishing floors and where it involves replacing damaged items like-for-like)
- installing a ramped access to the Lodge (even if located at the rear of the building)
- altering bathrooms in the Lodge (such as installing vanity units, new WCs, basins, etc)
- installation of a luggage rack in the Lodge so that materials and fixing and impact on original fabric can be assessed
- installing new windows in existing window openings (such as at the Warden's Cottage) if the window material and type is changed and will alter the external appearance.

Any other works not listed in Sections 10.5 or 10.6.1 will also require an REF. Major developments may trigger the requirement for an EIS.

Any REF prepared needs to be consistent with OEH/NPWS's guidelines for preparing an REF and use the OEH/NPWS REF template (these are available at: www.environment.nsw.gov.au/research-and-publications/publications-search/guidelines-for-preparing-a-review-of-environmental-factors). The REF must include a SoHI.

10.7 PROCEDURES FOR PROPOSED WORKS AT MOUNT KEIRA SCOUT CAMP

The procedure that must be followed for proposed activities (as defined above) varies depending on the nature and complexity of the proposed activity and if any development constraints are made on the item under the Conservation Management Plan. Regardless of the complexity of the proposal, NPWS must be notified of all proposed activities other than for general maintenance, repairs and cleaning (as defined above).

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Before applying to OEH/NPWS for approval for proposed works, the proponent must first determine:

1. What the heritage significance of the item is;
2. The nature and scale of the works or activity proposed (including the appropriate level of environmental impact assessment);
3. What the potential impact on the significance of the item is.

Refer to the Approvals Process Flow Chart in the Appendices to this CMP to assess which approvals path is required.

The proponent will need to:

1. If not minor or exempt, assess the current NPWS guidelines for the Review of Environmental Factors (REF) in conjunction with NPWS Construction Assessment Procedures,
2. Prepare any relevant environmental impact assessment (REF or EIS) for the proposed works, together with a sustainability assessment (if applicable) and supporting Statement of Heritage Impact (SoHI).
3. Where proposed works relate to buildings and infrastructure, prepare and submit a New Works Certificate Application (NPWS form available on line) with design and compliances attached,
4. After the approval has been issued, commence the works and adhere to any conditions,
5. Prepare and submit a Completed Works Certificate Application (NPWS form available on line) prior to occupation, together with evidence of compliance with NCC/BCA/AS,
6. Occupation can occur, once written approval has been received from NPWS.

10.8 PROFESSIONAL ADVICE

Except for minor activities that will have no adverse impacts, advice from suitably qualified consultants (including heritage architects, heritage planners, archaeologists, arborists, landscape planners) should be sought early in a project or proposal. The authors of all documents and reports should be clearly stated and version control should be maintained.



11.0 CONSERVATION POLICIES

11.1 INTRODUCTION

This section sets out conservation policy recommendations to guide the care and development of the site so as to retain its cultural significance. Their intent is to:

- Retain the cultural significance of the site including its significant character, elements and fabric and relationship to its wider setting;
- Provide recommendations for the conservation (including adaptation) of areas, elements and fabric of the site;
- Identify elements which adversely affect the site and need modification or removal;
- Identify where and how adaptation and new works can be carried out that are compatible with the policies and will provide for the conservation and long-term security of the significant features of the site whilst also balancing the needs of approved Scouting activities as per the licence agreement.

11.2 THE CONSERVATION POLICIES

11.2.1 CONSERVATION IN ACCORDANCE WITH SIGNIFICANCE

Policy 1 - Significance Guides Planning and Development

The statement of cultural significance and assessments of the significance of individual elements must guide all planning for, and the carrying out, of work and activities on the place.

Policy 2 – Significance Guides Conservation

Individual assessments of significance must guide the conservation of significant areas, elements and fabric of the place as well as key visual and functional relationships. In this context conservation includes all the activities ascribed to it in *the Burra Charter* including maintenance, restoration, reconstruction preservation and adaptation.

Significant fabric must be retained and conserved in accordance with recognised conservation principles and procedures such as that included in the *Australia ICOMOS Burra Charter 2013*.

Policy 3 – Minimal Intervention

The overall approach to changes to the fabric identified to be retained and conserved requires a cautious approach of changing as much as necessary but as little as possible.

11.2.2 ADOPTION AND REVIEW OF POLICIES

Policy 4 – Adoption of CMP

The conservation policies set out in this document are to be adopted as a guide to future conservation and development of the place.

Policy 5 – Review of CMP

This CMP should be reviewed and updated within 5 years to remain relevant to ongoing change and use of the place, and statutory compliance. A review of the CMP should also be undertaken after significant changes to the property.

The CMP should be publicly available on the OEHL website.



11.2.3 MINIMISING IMPACTS OF CHANGE ON THE ENVIRONMENT AND SIGNIFICANT FABRIC

Policy 6 – Site Use

Site use and numbers accommodated on the site, on either an overnight or a day visit basis, are to be in accordance with the requirements of the licence between Mt Keira Scout Camp and the NPWS which, in general, require the use of the site for Scouting activities.

However, if numbers are restricted, the licence area can be used for short-term events.

Policy 7 – Minimise Impact on Heritage Significance

Any work to fabric of exceptional, high and moderate significance must be of a minor nature and have little or no adverse impact on the heritage significance of the place.

Policy 8 – Impact on Areas of Lesser Significance

Intervention for purposes other than conservation of the fabric must be restricted to areas of lesser rather than higher significance.

Policy 9 – Elements of Exceptional Significance

Elements of exceptional significance are rare or outstanding elements that directly contribute to the place's overall heritage significance. These elements must not be obstructed by new works, structures or services and they must be clearly visible and interpreted as part of any new works. Where elements of exceptional significance have been damaged they must be repaired with sympathetic materials in preference to replacement.

Policy 10 – Elements of High Significance

Elements of high significance have a high degree of original fabric and demonstrate key aspects of the place's overall heritage significance. These elements must not be obstructed by new works, structures or services and they must be clearly visible and interpreted as part of any new works. Where elements of high significance have been damaged they must be repaired with sympathetic materials in preference to replacement.

Policy 11 – Elements of Moderate Significance

Elements of moderate significance have been altered or modified or do not demonstrate the key aspect of the significance of the place. Minor change is acceptable so long as it does not adversely affect values and fabric of exceptional or high significance.

Policy 12 – Elements of Little Significance

Elements of little significance do not substantially add to the significance of the place in a positive way, neither do they detract from its overall significance. Elements of little significance may have been substantially altered or modified or may reflect non-significant phases of development. Changes are acceptable so long as they do not adversely affect values and fabric of exceptional high or moderate significance.

Policy 13 – Intrusive Elements

Intrusive elements detract from the clear interpretation of the place. Elements identified as intrusive should be removed.

11.2.4 MANAGING CHANGE

Policy 14 – Notification and Approval

As a minimum, all proposed work must be notified to the NPWS and a formal written response received before work commences. Work, other than maintenance or repair of the existing with like materials and finishes, will require formal approval in addition to notification.

Notification and/or seeking approval is to be undertaken in accordance with the procedures set out in this CMP. See Appendix B in this volume of the CMP for the Mount Keira Scout Camp Approvals Process Flowchart.



Policy 15 – Co-ordinated Approach to Development

Proposed changes or development must be considered within the context of the property as a whole. Piecemeal or incremental change must be avoided.

To assess the potential impact of a proposed development, Mt Keira Scout Camp licence holders are to produce a master plan that shows the location of possible extensions to the Jackson Chalet, Camp Kitchen, the Lodge and proposed new buildings (Mens Shed, toilet block & Shelter Shed). The Master Plan is to show that consideration has been given to the impact on the natural environment (eg stormwater, erosion & impact on vegetation) and the built environment (impact on heritage buildings deemed to be of Exceptional or High significance). The Master Plan is to show that consideration has been given to access (vehicular, pedestrian and emergency) onto the site, around the site and equitable access into buildings. The Master Plan is also to show proposed location of materials storage (including firewood & flammable goods) and recycling storage to reduce visual clutter and potential areas that could harbour vermin and/or provide fuel for fires.

Policy 16 – New Buildings

New buildings are to be of the highest design quality to reflect the care and skill with which the early buildings on the site were designed to enhance the natural environment (eg the Lodge, the Rovers Den and Jackson Chalet).

Any new extensions or proposed new buildings are to be subservient in scale and design to existing significant buildings, simple in form and sympathetic to the surrounding natural and cultural heritage environment.

Use of any new buildings are to be in accordance with the NPWS plan of management and any licences for the site. Such proposals will require NPWS approval.

Policy 17 – Geotechnical Monitoring

Mt Keira Scout Camp licence holders are to engage a qualified geotechnical consultant to monitor the areas most at risk of slippage and rockfall, generally behind the Chapel and the Glen. Future monitoring of the Scout Camp should occur as per geotechnical expert's recommendations.

Policy 18 – Emergency Evacuation and Risk Assessment

An Emergency Evacuation Plan is to be prepared by Mt Keira Scout Camp every 5 years or more frequently following any new issues or changes to the site. This Plan is to be prepared in accordance with NSW Emergency Management requirements.

A Risk Register that deals with all potential risks on the site, is to be prepared in accordance with current NSW emergency management standards. The Risk Register is to be reviewed annually and updated as required.

Policy 19 – Relevant and Experienced Advice

Relevant and experienced conservation advice and practitioners must be used to assist the development of works proposals for the place, for assessment and works programs for the place, grounds and archaeological remains, for carrying out conservation and related works on significant elements and fabric and for updating the CMP.

Policy 20 – Relevant and Experienced Direction

Any repair, conservation or reconstruction works must be undertaken with appropriate direction by a suitably qualified heritage consultant, architect and/or relevant materials specialist/s or conservator and with reference to historical documentation.

Policy 21 – Relevant and Experienced Tradesmen

All work to Exceptional or High significance elements shall be carried out by suitably qualified tradespeople with practical experience in conservation and restoration of similar heritage items.

Policy 22 – New Work

New work should be readily identifiable as such, but must respect and have minimal impact on the cultural significance of the place.

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Figure 2.3

Map of the Illawarra, 1834, by Thomas Mitchell Source: Mitchell Library, State Library of NSW, Z/M2 811.31/1834/1

Policy 23 – Reconstructions

Reconstruction is appropriate only where a place is incomplete through damage or alteration, and only where there is sufficient evidence to reproduce an earlier state of the fabric. In some cases, reconstruction may also be appropriate as part of a use or practice that retains the cultural significance of the place. Reconstruction should be identifiable on close inspection.

11.2.6 INAPPROPRIATE WORKS

Policy 24 – Replacing Inappropriate Materials

Previous maintenance or repair works using inappropriate materials or methods should be replaced, when practicable or necessary, using materials and methods which replicate the original, or otherwise retain the significance of the fabric as a whole.

11.2.7 ACCESSIBILITY

Policy 25 – Equitable Access

Changes to facilitate equitable access may only be acceptable if they can be designed and implemented to affect areas of lesser significance rather than those of higher significance, and where all the options to create reasonable access have been conscientiously investigated (and this investigation is demonstrated). Relevant and experienced advice and practitioners must be used to assist in works of this nature.

11.2.8 CODE COMPLIANCE

Policy 26 – Building Code of Australia Compliance

Compliance with building regulations should be achieved using their objectives and performance requirements rather than deemed-to-satisfy provisions of BCA. Where necessary use alternatives to the BCA's deemed-to-satisfy requirements provided that these can be demonstrated to achieve at least the same level of compliance with its performance requirements. Relevant and experienced advice and practitioners must be used to assist in works of this nature.

Policy 27 – Fire Safety

Buildings must not be used for any purpose for which compliance with building regulations would adversely affect their significance. This policy is not intended to rule out, for example, the sympathetic installation of fire safety equipment to enable a building to continue to be used.

Changes to achieve fire safety may be acceptable provided they are planned to occur in areas of lesser significance in preference to higher significance and that all alternatives are conscientiously investigated and demonstrated to have been investigated.

11.2.9 ADAPTATION FOR STRUCTURAL, SERVICE AND HAZARDOUS MATERIALS REASONS

Adaptations for practical reasons such as the following may need to be addressed:

- For structural reasons;
- For replacement of existing services;
- For installation of new services and equipment;
- To meet fire safety and other statutory requirements; or
- To deal with asbestos and other hazardous materials.

Policy 28 – New Services and Replacement of Existing Services

The insertion of new services is acceptable, so long as their installation minimises damage to fabric and they are concealed from view within areas of lesser significance or located in inconspicuous positions and designed to be self-effacing. The shortest distance between two points should not be considered necessarily the best solution for the running of services.

The use of wireless technology for the introduction of new electronic services must be considered.

No UPVC is to be used in external areas.

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Do not install satellite dishes or antennae on buildings.

Solar panels must not be installed on buildings of Exceptional or High Significance and, if installed on other buildings, they must not be visible from publicly accessible pathways or roadways.

Air conditioning units are not to be installed in the Lodge. If air conditioning units are to be installed in other buildings, approval must be sought beforehand and the air conditioning units must not face public pathways.

Policy 29 – Structural Adaptation

Adaptation of fabric to prevent structural failure of existing fabric is acceptable, provided that alteration of significant fabric is minimised. Relevant and experienced advice from a heritage engineer will be required.

Policy 30 – Hazardous Materials

Adaptation of fabric identified to be conserved where shown to contain or requiring removal of asbestos or other hazardous materials is acceptable. Removal of fabric, where it cannot practicably be sealed from future disturbance, is acceptable. In such cases and where exposed to view in its normal configuration, fabric must be replaced with fabric of matching appearance. All works involving hazardous materials must be undertaken in accordance with relevant legislation such as Work Cover and Environment Protection Authority.

11.2.10 CONSERVATION, MAINTENANCE AND REPAIR OF FABRIC - ONGOING

Policy 31 – Cyclical Maintenance Schedule

A regular cyclical maintenance schedule should be prepared and implemented to assist forward planning for the ongoing upkeep and conservation of the site, services buildings and structures.

The schedule should be reviewed annually and updated as required, for example when mandatory maintenance requirements change, assets materials are changed, buildings extended and new assets constructed.

A Cyclical Maintenance Plan is attached as Appendix G to this volume of the CMP.

11.2.11 VIEWS

Policy 32 – Conservation of Views

Significant views to and from the site are identified in this Conservation Management Plan and should be conserved. Changes to buildings or the landscape must not impede or obstruct a significant view and must not negatively impact upon a contributing element to a view. Significant views and vistas are included in Section 3.11 of Volume 1 of this CMP.

11.3 SPECIFIC CONSERVATION POLICIES

11.3.1 WALLS

Policy 33 - Timber Walls

Retain and maintain original external and internal timber framed walls (including their external cladding, internal linings and external and internal finishes). Where original elements have rotted beyond repair, scarf in new elements to match the original in profile, species and finish.

Policy 34 - Masonry Walls

34.1 Original masonry walls:

Retain and maintain the original stone or brick walls located in buildings (such as the foundation walls of the Lodge and Camp Kitchen and the fireplaces to the Lodge and the Rovers Den).



34.2 Sorensen stone walls:
Retain and maintain the low stone walls designed and constructed by Sorensen.

11.3.2 ROOFS

Policy 35 - Roof structure

35.1 Roof shapes:
Maintain the original profile, height and shape of the roofs on significant buildings.

35.2 Roof structure:
Retain and maintain the significant roof structural elements such as the timber and steel composite beams in the Lodge.

Policy 36 - Roof cladding

36.1 Roof cladding:
Retain and maintain all original roof cladding where practicable. Where roof cladding has reached the end of its servicable life, replace it with cladding to match the original.

36.2 Metal roof compatibility:
Where roofs are replaced, ensure that the metals used in roof sheeting, roof ridges and hips, valley gutters, eaves gutters and downpipes are compatible with one another and with the existing, original lead flashings. In general, metals furthest apart on the Galvanic Scale will corrode when in contact with one another or where water washes down a more noble metal to a less noble metal. As a guide, copper should not wash down onto any metal other than copper; zincalume should not wash down onto any metal other than copper and zincalume should not come into contact with lead.

Policy 37 - Rainwater goods

37.1 Metal rainwater goods compatibility:
Rainwater goods such as eaves gutters and downpipes must be compatible with the material of the roof cladding.

37.2 No UPVC on exterior:
UPVC rainwater goods are visually intrusive and are not to be used except where they are concealed from view within the building or underground. Emergency works may temporarily use UPVC piping, however, this is not to be permanently fixed and should be replaced as soon as the necessary permanent materials are acquired.

11.3.3 FLOORS

Policy 38 - Floor Boards

38.1 Original floor boards:
Retain all original floor boards to the interiors. If, however, boards are damaged beyond repair then replace with timber floor boards to match the existing in species, size and finish.

38.2 Original floor finishes:
Retain all original floor finishes. If required, new finishes are to match the original finishes.

11.3.4 DOORS AND WINDOWS

Policy 39 - Repair of Doors and Windows

39.1 Door & window repairs:
Retain and repair doors and windows using solid timber scarfed into the existing and retain and repair any original door or window furniture or hardware.

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39.2 Door & window replacement:

Where original elements have deteriorated beyond repair, salvage those items for future interpretation and construct new reproductions to match the details that have been identified as being significant. Such reproductions are to be date-stamped in an inconspicuous location to allow the element to be distinguished (upon close inspection) from the original material.

Policy 40 - Door and Window Security Screens

Other than to provide security to prevent fall from windows (see policies 65.3 and 68.6) do not install window security bars or security screen doors. Investigate options that do not impact on significant fabric and do not hinder egress from the buildings in cases of emergency.

11.3.5 PAINTING

Policy 41 - Exterior Colours

41.1 Colours utilised in materials and paints for buildings are to be recessive (ie dark) and consistent from building to building and structure to structure. The black presently utilised for exterior wall colours of The Lodge and the Rovers Den is to be retained, and the white, presently used for the windows and doors of the Lodge (or the original Manilla/Ochre), is to form the basis of the new colour palette for all other buildings on the site as these colours reflect the original design intent when the Mt Keira Scout Camp was established of emulating the Boy Scout Movement's rustic structures in the woods. The design and finishes of The Lodge's interior and the removed rustic log window planter boxes on the exterior are further evidence of this design intent.

41.2 Any new roofs, gutters and downpipes are to be in Colorbond 'Wallaby'. Any new metal clad buildings are to be in Colorbond 'Monument'.

41.3 Miscellaneous items around the camp (such as bollards, sign supports, handrails, etc) should also be painted in a uniform, dark, recessive colour such as black (or Colorbond 'Monument') in order not to distract from the landscape qualities of the site.

Policy 42 - Interior Colours

Repaint the interior of buildings to match the future approved colour schemes for the buildings. Generally, the interior colours of the significant buildings are to match the original colours and finishes. For example, the interior timberwork of the Lodge has a clear finish to the original timber panelling and moulds with white fibrous plaster ceiling and upper wall panels and the interior of the Warden's Cottage has dark stained clear finished timber wainscotting.

11.3.6 THE SITE

Policy 43 - Site Landscape Design

All the surrounding landscape elements and vegetation on the property are significant and should be conserved and managed in a manner that respects the design intent for Mt Keira Scout Camp but recognises the intention of creating and maintaining a bushfire Asset Protection Zone (APZ) to meet fire management requirements.

Included in this are the landscape elements placed on the site by Sorensen such as the low stone walls, steps, terraced gardens, stone-lined drains, the swimming pool, etc.

Policy 44 - Tree Preservation

44.1 Trees are to be preserved according to the terms of the licence.

44.2 Do not mark or fix anything to trees as per the agreement of the licence and do

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not pave directly under trees.

44.3 Monitor the health of trees in The Glen where paving and compaction at the base of trees due to foot traffic at weddings and other ceremonies could contribute to the loss of air to the tree roots and therefore result in the death of trees.

44.4 Engage an arborist to prepare reports on the health of the trees planted by Sorensen and other dignitaries (as identified in Volume 1 Appendix 13 of this CMP) and ensure these trees are maintained in a healthy state. Note trees planted by Sorensen, according to Ratcliffe, are paired jacarandahs and a *Cedrus atlantica* at the entry to the camp site and *Cedrus deodara* and *Cedrus atlantica* between the main camp and the Lodge.

44.5 Retain ALL Illawarra Flame trees and trees identified as significant in Appendix 13 of Volume 1 of this CMP. Ratcliffe believes that Sorensen undertook clearing of the site in glades but ensured that the Illawarra Flame trees were retained.

44.6 If any of the trees identified as significant (as identified in Volume 1 Appendix 13 of this CMP) die or have to be removed as a result of a qualified arborist's advice, the same species is to be replanted.

44.7 Remove non-original conifers that are growing against the walls of the Lodge and jeopardising the heritage fabric of the building.

Policy 45 - Road Access and Traffic

45.1 Public vehicular access is not permitted in asset protection zones.

45.2 Any new roads are subject to an EIA and require approval from NPWS; generally roads are to comply with relevant policies and procedures relating to roads, such as NPWS Roads Policy, Council or RMS road standards.

45.3 New roads to be bitumen, and not concrete, as bitumen has a "recessive" colour and concrete has an "intrusive" colour within the natural environment.

45.4 Edges of roads to be treated so that runoff across the road is diverted into drains. Where barriers are required to prevent vehicles leaving the roadway on steep hillsides, they are to be visually discrete.

45.5 Drainage/culverts are to be incorporated in the road design.

45.6 Handrails are to be incorporated in the road design and constructed in accordance with relevant Australian Standards.

Policy 46 - Paving

46.1 Non-slip paving:

An appropriate coloured paver, that is non-slip and that can be utilised long-term across the site, is to be selected to provide consistency and uniformity and of a colour appropriate for the site. Paving should be consistent in colour, material and size across the site. The paving should be dark in colour so as not to contrast with the natural colours of vegetation and grass. The exception to this is where paving relates to areas and buildings of Exceptional or High significance such as the steps leading to the Lodge and the sandstone paving around the Lodge and the lighter coloured paving around the pool coping (which all relate to the original design and materials of the Camp).

46.2 Swimming Pool surround:

Replace the current brick paving surrounding the swimming pool with sandstone flagging or reconstituted sandstone paving (with the appropriate slip resistance) to more closely match the existing coping pavers.

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46.3 Chapel path paving:

Remove the existing inappropriate floor tiles from the Chapel walkway and replace with an elevated galvanised steel or fibreglass¹ boardwalk that is robust, natural looking, non-slip and graded for equitable access, subject to NPWS approval.

46.4 Sorensen stone steps and paths:

Do not alter the stone flagging and stone steps from Main Camping Flat to the Lodge, from Fairfax Cottage to the Lodge, and around the Lodge as it is believed these are Sorensen-built steps.

Policy 47 - Site Signage

47.1 Sign Strategy:

Scouts are to develop a basic written and graphic sign strategy including information on materials to be used, colours of lettering and background, lettering font type, fixing of sign. Ensure consistency of signage throughout the Scout Camp.

NPWS Signs Policy:

No signs may be erected without NPWS approval. Signs within the Scout Camp are to comply with the current edition of the NPWS Signs Policy and be part of Scout's sign strategy where possible. However, alternative appropriate signage may be used at times, for example to enhance the historic values of the site. Such signage would require NPWS approval.

47.2 Emergency Signs:

The sign strategy should identify an emergency sign that will be consistently utilised throughout the camp. The emergency sign is to be easily read in times of heavy smoke and heavy fog and rain. Such signage is to be in accordance with Australian Standards and NSW Emergency Management requirements.

47.3 Tree identification system:

If the Mt Keira Scout Camp intends to retain tree identification as part of its education program, it is to prepare a tree identification system that is not visually prominent, is not affixed to trees or their roots and is similar to the signage used by the Wollongong Botanic Gardens.

47.4 Memorial and Commemorative Signs:

The existing memorial signs commemorating memorial plantings and important personages are to remain to assist in the cultural interpretation of the place. No new memorial and commemorative signs are to be installed.

47.5 Signage on rocks and trees:

Do not make any markings on or affix signs or plaques to rocks and trees. Existing signs on trees are to be removed but the 30 existing memorial plaques on rocks and buildings are to be retained to assist in the cultural interpretation of the place.

47.6 Interpretive Exhibition:

An Interpretive exhibition of panels may be installed in the Shelter Shed that provides information on the history of the site and the buildings and some background on some past important people who have visited the site.

47.7 Signs not on NPWS estate:

New or replacement signs that are not on NPWS estate, such as on Council road reserve that adjoins NPWS estate, will require approval from the relevant authority. Such signs are to be sympathetic to the surrounding environment.

¹ Fibreglass catwalks such as Treadwell manufactured by Access Systems

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Policy 48 - Exterior Light Fittings

Mt Keira Scout Camp is to determine an Exterior Lighting Replacement Strategy that sees the future removal of bollards and exterior wall mounted lights and their replacement with less conspicuous light fittings with the aim of installing discreet fittings that provide adequate lighting for the users with fittings that do not intrude visually on the site.

Selected light fittings are to incorporate low-energy sustainable lamps (solar powered and LED).

Changes to light fixtures and installation of new fixtures require approval from NPWS.

Policy 49 - Fencing, Bollards, Wheelstops and Barriers

49.1 Fencing:

Under the terms of the licence, no new fencing is permissible without NPWS consent. However, when existing fences are in need of maintenance or replacement they must comply with the current NPWS Boundary Fencing Policy.

49.2 Screening:

Screening, where required, must be discreet in its detailing and colour. All proposed screening is subject to NPWS approval.

49.3 Bollards:

Bollards should be constructed out of material that is resistant to termites and rot and they should be finished in a dark, recessive colour in order not to disrupt the visual flow of the site.

49.4 Wheelstops/barriers:

Wheelstops and barriers to prevent vehicles leaving finished roads should be constructed out of material that is resistant to termites and rot and they should be finished in a dark, recessive colour in order not to disrupt the visual flow of the site.

Policy 50 - Fires and Firewood

50.1 Asset Protection Zone:

The Asset Protection Zone is to be maintained to reduce overhanging foliage over buildings which in turn will reduce leaf litter on roofs and in gutters.

50.2 Fires in made fireplaces:

No fires are to be lit except in the designated fireplaces as scheduled in the licence.

50.3 No burning of materials:

Burning of materials (timber, grass & other combustible materials) is not to be carried out except with prior written consent of NPWS.

50.4 No collection of firewood:

To comply with the terms of the licence, no firewood is to be collected from the site. Only firewood supplied by Scouts and stored in designated areas is to be utilised for open fires. Firewood is to be kept at all times stacked neatly in the designated areas and not immediately against the external or internal fabric of any building or structure.

50.5 Donated firewood:

Donated timber items for firewood are to be cut to appropriate size for the approved fireplaces and stored neatly in the designated areas.

Policy 51 - Pest and Weed Management

51.1 Manage weeds:

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Within the licensed area, manage the establishment and spread of weeds in accordance with the Camp's licence, and as related legislation changes.

51.2 Weed disposal:

Dispose of weeds so they do not spread outside of the licensed area.

51.3 Remove bamboo:

Remove invasive bamboo located at the end of the main carpark as this is rapidly spreading. Ensure the carpark batter/slope remains stable.

51.4 No non-indigenous species:

Do not plant any non-indigenous species except to replace culturally significant exotic and memorial trees (as identified in the Plan of Significant Trees in Appendix 13 of Volume 1 of the Conservation Management Plan) that have reached the end of their lives.

Policy 52 - Pesticides and Poisons

52.1 Poisons to be avoided:

Use of pesticides and poisons is not permitted without NPWS consent.

52.2 No CCA-treated timber:

Do not use CCA-treated timber. Existing timber bollards and wheelstops in the car parks, when in need of replacement, are to be replaced with steel or concrete bollards and wheelstops.

Policy 53 - Site Services

53.1 Water:

The site's water source, a spring, is to be protected from potential vandalism and contamination by toxins and poisons entering the ground water and from contamination by feral animals. This protection may involve the construction of a surrounding security fence.

Water is to be tested and managed in accordance with current Australian water quality guidelines and NPWS Water Supply Quality Assurance Program.

Surety of water supply is to be protected by limiting the numbers of users of the Scout Camp site as per the terms of the licence.

53.2 Gas:

Bottled gas is to be delivered and stored in accordance with current legislation for storage and handling of dangerous goods and work health and safety regulations.

53.3 Power (Scouts dedicated line installed 2016):

Maintain clearance of trees from power lines annually.

53.4 Drainage/stormwater:

Where there is an addition to a building resulting in an increase of roof area and paved areas, stormwater and drainage must be dealt with so that no erosion of the site results and no concentrated runoff into Byarong Creek occurs.

53.5 Sewerage (The existing biolytic system was installed in 2010):

Part of the site is served by a biolytic system installed in 2010 and the remainder of the site is served by septic tanks.

The sewerage systems serve a fixed number of occupants and, as such, the numbers using the camp site served by those systems need to be restricted to those maximum numbers or the systems will need to be upgraded.

Regularly pump out all the septic tanks with waste products being legally disposed off-site. Provide Certification of septic tanks in the Cyclical Maintenance Plan.

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53.6 Waste Collection:

Waste is to be separated at point of use and recycled where possible. Waste is to be placed in approved bins in approved locations according to the licence. Donated items for scrap metal & income for Scouts, is to be located in designated screened areas so as not to be visually intrusive and so that it provides a safer environment.

Policy 54 - Storage of Materials

54.1 Permission to store flammables:

Do not store flammables, chemicals, gases and explosives without written approval being obtained from NPWS, unless these materials are necessary for lighting, heating, cleaning or maintenance of the licensed area.

54.2 Storage of flammable and dangerous goods:

Determine a more appropriate location for storage of approved flammable and dangerous goods (such as paints, fuel, chlorine, gas cylinders, welding gas cylinders) in accordance with the relevant Australian Standard and the current edition of the NSW Government Storage and Handling of Dangerous Goods Code of Practice.

54.3 Spill kits:

Spill kits are to be located at each location where chemicals are stored as per legal requirements.

54.4 Storage of building materials and firewood:

Do not store building materials, waste materials and firewood where they are an eyesore to the public and where they provide a potential fire source.

54.5 Storage of cleaning materials:

Do not store cleaning items (brooms etc) external to the building where it is possible to store inside; if this is not possible, incorporate proposals in long-term development strategies to build storage areas within the buildings or as part of an extension. Buildings where this should be addressed are Camp Kitchen, The Lodge, Cub Kitchen, and Jackson Chalet.

Policy 55 - Sheds

Sheds are to be reduced in number and storage is to be concentrated in a building designed to store flammable materials.

11.4 POLICIES FOR INDIVIDUAL ITEMS

11.4.1 INTRODUCTION

Policies for individual items are scheduled according to the precinct in which they are located. Levels of significance are shown with each item.

The precincts are:

- Precinct A - Main Camping Flat
- Precinct B - Lodge & swimming pool
- Precinct C - Chapel
- Precinct D - Cubs' Area
- Precinct E - Camp Kitchen, Camp Fire Circle, Rovers
- Precinct F - Service Area
- Precinct G - Car park, Northcott Flat, Entrance road
- Precinct H - Rings' Farm & Scout Camp Water Supply

See Section 6.5 in Volume 1 of this CMP for explanations of levels of significance.



11.4.2 PRECINCT A - MAIN CAMPING FLAT

Policy 56 - Precinct A: Hoskins Memorial Gateway (built 1960) - Exceptional

The Hoskins Memorial Gateway is to remain unaltered.

Policy 57 - Precinct A: Sorensen Pathway (built after 1948, refurbished 2014) - High

The Sorensen Pathway is to remain unaltered with the exception of replacing the light fittings in the long term.

Policy 58 - Precinct A: Main Camping Flat (built 1940) - Exceptional

58.1 Retain rocks & boulders:

Do not remove any stones, rocks or boulders from the camping flat.

58.2 Stone drains:

Stone drains are to remain unaltered (Note that Ratcliffe on p.60 of his book states that the stone drainage channels were constructed by Sorensen from stones gathered on the site).

58.3 Stone steps to Lodge:

Retain the stone steps and the garden between the Main Camping Flat and The Lodge.

58.4 Paved areas:

Do not introduce any additional paved areas.

58.5 Significant vegetation:

Retain all significant vegetation. Refer to Appendix 13 in Volume 1 of this CMP for the list of significant vegetation. See also Policy 44.6 regarding succession planting.

58.6 Lighting upgrade:

Upgrade lighting in the long term, as approved by NPWS.

58.7 Sheds:

Paint sheds in recessive black colour with the long term aim of removing the sheds and consolidating stored materials. In the meantime, install a fire extinguisher in the shed which is currently storing timber.

58.8 Redundant service pipes:

Remove redundant service pipes.

Policy 59 - Precinct A: Baden Powell Commemorative Grove (built 1989) - High

Retain the podium and flagpoles.

11.4.3 PRECINCT B - THE LODGE

Policy 60 - Precinct B: The Lodge (built 1940) - Exceptional

60.1 Equitable Access, equitable amenities and furniture storage:

Enable equitable access to the building by incorporating a separate but linked structure; this should include accessible amenities, storage for cleaning items (presently prominently left outdoors) and stackable furniture. The new building is to be located to the north of the original structure (see Appendix F of this volume of the CMP). Such a new structure is to form part of the Master Plan and will be subject to Development Approval.

60.2 Exterior colours:

Retain the existing exterior colours of the building (dark walls and white (or original Manilla/Ochre) windows and doors).

60.3 Do not paint clear-finished or unpainted timber:

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Do not paint existing clear finished timber members and internal lining and doors or unpainted timbers (such as the main room roof beams and roof struts).

60.4 Do not paint masonry:
Do not paint existing stone (internally or externally).

60.5 Reduce impact on Lodge flooring:
Restrict foot traffic and movement of furniture in the Lodge to reduce impact on the tallwood floor. Floor to be finished annually with non polyurethane floor finish.

60.6 No fixings to internal significant fabric:
Incorporate a policy in the users' manual of the building for commercial hiring that prevents fixing of materials to the heritage fabric. Use of blue tac, glue, nails, hooks, tacks etc are not permitted for fixing of decorations however, decorations may be tied or draped so that no fabric of the building is impacted.

60.7 Timber mantelpiece:
Do not remove the existing timber mantelpiece (a single solid piece of timber).

60.8 Original timber joinery:
Retain existing timber panelling, sapling cover battens, purpose built timber bunks beds, doors, door handles, robe hooks, etc. If bunk beds require additional safety upgrading the existing original features are to be retained and any additional features (such as safety rails) are to match the original in material and design.

60.9 Sundial:
Retain sundial (donated in 1941); replacement of stone base presently fretting, is to match existing.

60.10 Stone steps:
Replace cracked and broken stone thresholds and steps with new stones to match existing.

60.11 Repair of stonework:
Where stonework is to be repaired, do not use cement mortar but use a lime-based mortar compatible with the stone.

60.12 Termite-resistant bollards:
Provide termite resistant and maintenance free bollards where presently installed to restrict vehicular access around the Lodge².

60.13 Retain rock outcrops:
Do not remove any stone outcrops around the Lodge.

60.14 Retain Sorensen stone walls & scout logo:
Retain low stone garden walls and stone paving, including the paved Scout symbol at the front of the Lodge.

60.15 Time capsule:
Protect the area in the north-eastern corner of the verandah where a time capsule has been buried for opening in 2025.

60.16 Pine trees adjacent to Lodge:
Retention of the pine trees at the front of the Lodge is not essential as these are not from Sorensen's planting and were not planted by any visiting dignitaries. The 2 trees will eventually detrimentally impact on the building.

2 Replace the mid-green timber bollards with Replas recycled plastic 125mm square bollards in black.



Policy 61 - Precinct B: The Swimming Pool (built 1940) - Exceptional (fence Intrusive)

61.1 Retain rock outcrops:

Do not remove any stone outcrops around the pool area.

61.2 Retain Sorensen stone walls:

Do not remove or alter low stone walls (constructed by Sorensen).

61.3 Pool fence:

Installation of any new pool fence is to be a fence that is non intrusive as the original intent of the designer of the pool, Sorensen, was that it be a pool without a fence. A glass fence may be more appropriate. Any new approved fence is to meet relevant safety requirements.

In the short term, paint the pool fence a dark charcoal or black colour.

Installation of shade cloth to the pool fence is not to be undertaken for the reasons given above.

61.4 No pool structure:

To uphold Sorensen's intent for the pool, no structure is to be erected over the pool.

61.5 Pool paving:

Repave surrounds to pool with a paving material such as sandstone flagging that is more in keeping with the intent of Sorensen and presents a continuous material.

61.6 Pool tank tiling:

When replacing cracked tiles to pool tank with tiles to match the original tiles in size and colour.

61.7 Pool equipment shed:

Paint pool equipment room in dark recessive colour.

Policy 62 - Precinct B: The Glen (built 2002) - Intrusive

62.1 Area of paving:

Do not extend the existing paved area beyond its existing footprint.

62.2 AIR bricks:

Retain existing stamped AIR pavers (produced by Australian Industrial Refractory for use in the steel furnaces) if the paved area remains in the Glen.

62.3 Fixed seating:

Any new fixed seating is to be appropriate in design and colour for the site and to be approved by NPWS including the method of fixing.

62.4 No fixings to trees:

Do not make any fixings, including signs, light fittings and electrical conduits to trees and rocks.

62.5 Wiring to lights:

Any new lighting is to be installed with underground conduits and no aerial wiring is to be installed.

11.4.4 PRECINCT C - CHAPEL

Policy 63 - Precinct C: The Chapel (built 1940) - Exceptional

63.1 Usage:

There are currently risk-based restrictions on the use of the Chapel. Refer to the latest geotechnical slope risk assessment and any other relevant documents for restrictions on the use of the Chapel and access to the Chapel.

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63.2 Retain Rocks:

Do not remove any rocks or stones including man-made stone walls and steps.

63.3 Pathway to Chapel:

Upgrade the current pathway to the chapel in accordance with the current NPWS Walking Tracks Policy and incorporate equitable access where possible. Any new pathway is not to increase erosion or impede the natural overland water flow.

63.4 Chapel users restricted to Chapel area:

Restrict Chapel visitor access to the seating and pulpit areas of the Chapel to avoid damage to the surrounding bush areas. This includes a prohibition to climbing or decorating boulders and trees.

63.5 Use of trees prohibited:

Include a rule in Mt Keira Scout Camp's FAQ for weddings that trees are not to be climbed and that no plants or flowers are to be removed.

63.6 Use of rocks prohibited:

Include a rule in Mt Keira Scout Camp's FAQ for weddings that no rocks are to be climbed, removed and no fixings mounted on rocks are to be permitted.

63.7 Installation of decorations:

Include a rule in Mt Keira Scout Camp's FAQ for weddings that decorations can only be installed by tying or draping. No glue, nails, tacks etc are to be used for installation of decorations. All decorations are to be removed at the completion of weddings.

63.8 Pulpit step:

Removal of the non-original timber step in the pulpit is permitted and the building of a new platform is permitted with approval.

63.9 New seating:

When seats are required to be renewed, replace with the same materials and method of fixing and to the same extent.

11.4.5 PRECINCT D - CUBS' AREA

Policy 64 - Precinct D: Cub Lair (built 1958) - Intrusive

64.1 Exterior colour scheme:

Incorporate a new recessive exterior colour scheme when repainting the exterior of Cub Lair to match the exterior colour scheme of the Lodge.

64.2 Extension to Cub Lair:

Cub Lair has the potential to be enlarged to introduce larger bunk space area (dependent on numbers not exceeding the maximum listed in the licence, presently 12 adults and 30 children) at which stage a storage area and equitable access to the building should be incorporated and the septic tank upgraded. See Appendix F of this volume of the CMP.

64.3 Accessible facilities:

Provide accessible shower and toilet facilities in new additions to the building.

64.4 New floor boards:

When floor boards are replaced due to damage by termites, replace with narrow floor boards to match existing.

Policy 65 - Precinct D: Cub Kitchen (built 1966) - High

65.1 Sympathetic additions:

Any proposed pergola/roof to provide additional gathering/sheltering space for barbecues is to be designed so that it does not detract from the Kitchen building's design or impact on

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the steep slope adjacent to the building.

65.2 External painting:
Do not paint brickwork.

Retain presently painted/stained timber.

Repaint items presently painted green in less intrusive colour (black or charcoal).

65.3 Window screens:
Install security/flyscreen mesh equal to Amplimesh Supascreen 316 marine grade stainless steel to openable windows where the drop from the window sill to the outside is 2m or more to comply with Building Code of Australia clauses regarding Fall Prevention (clauses 3.9.2.5 & D2.24).

65.4 Storage:
Future development for the Kitchen should incorporate storage for furniture and cleaning items that are presently located outside the building.

Policy 66 - Precinct D: Cub Lair Jungle Circle (built 1971) - Exceptional

Do not alter the layout or finishes of the Cub Lair Jungle Circle.

11.4.6 PRECINCT E - CAMP KITCHEN, CAMP FIRE CIRCLE, ROVERS

Policy 67 - Precinct E: Camp Kitchen (built 1946, extended 1994 & 1998) - Exceptional

67.1 Existing building:
Retain the building.

67.2 Exterior painting:
Paint all presently green-painted elements in dark colour to match the Lodge.

Do not paint stone walls.

67.3 Timber posts:
In ongoing maintenance programme, repair circular timber posts that are rotting with scarfed-in matching timber rather than infilling with concrete.

67.4 Additions:
Any future new extensions to the building are to incorporate space for an accessible toilet, storage of cleaning items (such as brooms and mops) and for stackable furniture. Such an extension should be limited to the southwest of the building (extended from the Lyrebird Room) to limit impact on the original building when viewed from the roadway or from the Lodge. See Appendix F of this volume of the CMP.

67.5 Scout insignia:
Retain existing pebbled scout insignia on the façade of the building.

67.6 Pavers:
Retain existing stamped pavers (from AIR).

67.7 Planter box:
Remove aerial structure from planter box as it is visually intrusive.

Planter box to have suitable planting installed; alternatively top of planter box could have timber seat installed.

67.8 Tree by entry:
Removal of tree at entry to Camp Kitchen is permitted with approval, as its roots are lifting the paving and causing a trip hazard.

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67.9 Trip hazard:
Removal of trip hazard of two stones at entrance permitted with approval.

Policy 68 - Precinct E: Jackson Chalet (built 1967) - High

68.1 Existing building:
Retain the building.

68.2 Exterior painting:
Retain existing external stained timber.

Do not paint exterior masonry.

Paint all items presently painted green in a dark colour to match the Lodge.

68.3 Interior joinery:
Retain existing clear-finished timber bunks and seats in the bunk rooms.

68.4 Additions:
Any future extensions to the building are to be in the same materials as the current building and with the same roof line.

68.5 Door thresholds:
Replace cracked thresholds with terrazzo thresholds to match existing.

68.6 Fall prevention measures:
Remove existing bars and install security/flyscreen mesh equal to Amplimesh Supascreen 316 marine grade stainless steel to openable windows where the drop from the window sill to the outside is 2m or more to comply with Building Code of Australia clauses regarding Fall Prevention (clauses 3.9.2.5 & D2.24).

Policy 69 - Precinct E: Rovers Den (built 1942, extended 2003, refurbished 2004 & 2017) - Exceptional

69.1 Existing building:
Retain the existing building.

69.2 Exterior painting:
Paint barge boards to match the wall colour.

Paint windows, where presently painted green, white (or the original off white colour).

Retain stained timber battened interior boarding between Kitchen and Rovers' room.

69.3 Interior painting:
Do not paint exterior & interior brickwork to chimney.

69.4 Use of fireplace:
Use of fireplace is not permitted.

Policy 70 - Precinct E: Rovers Amphitheatre - Exceptional
Do not alter the layout or setting of the Rovers Amphitheatre.

Policy 71 - Precinct E: Campfire Circle (built 1957, upgraded 2006) - Exceptional
Retain existing stone steps and stone retaining walls.

Retain stepped paved seats.

Installation of additional steps uphill to prevent erosion is permitted, with approval, if the steps match the existing and drainage is incorporated in the design.



Policy 72 - Precinct E: Deputy Camp Warden's Cottage (Fairfax Cottage) (built 1991) - Intrusive

72.1 Exterior painting:

Paint exterior of building in colour scheme to match the Lodge.

72.2 Flammable materials storage:

Incorporate materials stored externally in an enclosed structure complying with standards for the storage of flammable materials and which is visually non-intrusive.

Policy 73 - Precinct E: Camp HQ/Control Centre (built 1945, altered and change of use) - High

73.1 Exterior painting:

Paint exterior of building presently painted green in colour to match the Lodge.

73.2 Use of building:

A use for the building is to be found that is compatible with the basic nature of the space (uninsulated, low ceiling).

73.3 Vegetation:

Keep vegetation away from building to the extent approved in the Asset Protection Zone.

11.4.7 PRECINCT F - CAMPWARDEN'S COTTAGE

Policy 74 - Precinct F: Camp Warden's Cottage (built 1936, extended numerous times) - High

74.1 Retain original/early parts of building:

The Warden's Cottage is the oldest building on the site (parts date from prior to 1936) and, as such, the original part must be retained, despite there having been numerous alterations over the years.

Retain existing fireplace and chimney.

Retain existing battened timber exterior cladding (especially the remaining original timber sapling battens on the south elevation).

74.2 Exterior painting:

Paint exterior of building in colour scheme to match the Lodge.

74.3 Windows:

New windows are to be made openable, whilst maintaining security, to allow for ventilation of the building and to prevent mould growth. Avoid the use of metal windows in this building and investigate methods of security that do not involve visually intrusive external screens.

74.4 Interior painting:

Do not change the colour of the existing internal dark stained timber panelling and skirtings.

Retain existing stained doors and door furniture.

74.5 Artwork:

Retain recent embroidered cupboard panels as this forms part of the Scout legacy.

74.6 Surface-mounted conduits:

Remove externally mounted electrical conduits.

Policy 75 - Precinct F: Male Ablution Block (built c. 1970s) - High

Retain external materials and colour scheme.

Policy 76 - Precinct F: Female Ablution Block (built 1990) - Intrusive

Reduce visual impact by cladding or painting exterior to match Male Ablution Block.

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Policy 77 - Precinct F: Storm Shelter (built 1968) - Neutral

77.1 New building:

Any new building to replace the current weather shelter; where it continues to be used as an educational space, is to have a complying (to BCA) ceiling height, provide equitable access and be insulated.

Any proposed new replacement building is to be non-dominant in its shape, selection of materials and colour.

Incorporate the existing chimney in any future building.

77.2 Exterior painting:

If the building remains, repaint the exterior in colours to match the Lodge.

Policy 78 - Precinct F: Men's Shed/Training Shed (built 1968, altered 1999) - Intrusive

78.1 Exterior painting:

If the existing building is retained, paint the exterior of the building in a colour scheme to match that of the Lodge.

78.2 New or replacement building:

Any new building (or addition to the existing) is to comply with the BCA (eg access, fire services, fire resistance, ventilation, thermal requirements, etc).

Any proposed new replacement building is to be a maximum of a single storey above the road and car park level, non-dominant in its shape, selection of materials and colour. Acceptable materials are concrete slab floor, steel structure clad in metal, with simple gable roof. Acceptable colours would replicate the recessive dark colours of the Lodge, and the Rovers' Den. Any building between the car park and Cabbage Patch would need to have a transparency to allow appreciation of the distant views.

Any new building to replace the current Mens' Shed is to be located in the same location as the current building and could continue to the south so long as there was a degree of transparency for views. See Appendix F of this volume of the CMP.

Any new building to replace the current Men's Shed is to have code complying separate storage for flammable goods.

Any new building to replace the current Men's Shed is to have storage for materials so none are left outside as currently occurs.

Policy 79 - Precinct F: Cabbage Patch - Intrusive

Materials stored in this area should be stored in a proper flammable store building (such as on the lower floor of an extended or new Men's Shed).

11.4.8 PRECINCT G - CAR PARK & NORTHCOTT FLAT

Policy 80 - Precinct G: Car Park (built 1940, resurfaced between 2013 & 2017) - Exceptional

80.1 Existing rocks:

Retain existing rock outcrop.

80.2 Bamboo:

Remove invasive bamboo.

Policy 81 - Precinct G: Northcott Flat (built 1947) - Exceptional

81.1 New amenities:

Rebuild shower and toilet block to incorporate accessible toilets and showers.

New toilet block is to be unobtrusive in design, utilising natural materials such as stained timber; and to be well ventilated and using the Male Ablutions Block as a template for design and external appearance.

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Rebuild storm shelter to match new toilet/shower block.

81.2 Paved areas:
Do not increase paved areas.

81.3 Rock outcrops:
Do not remove rock outcrops.

Policy 82 - Precinct G: Adventure Valley (built 1990, closed 2002) - Intrusive

82.1 Rehabilitate area:
Remove existing structures from area.

Remove weeds from area and rehabilitate bushland vegetation.

82.2 New facilities:

Any proposal to build a new bush obstacle course is subject to approval by NPWS and is to comply with relevant environmental planning and assessment requirements regarding development in proximity to Byarong Creek including the removal of vegetation, the potential to cause erosion and sediment runoff, and the removal of fauna habitat.

Policy 83 - Precinct G: Camp Commemorative Gates (built 1989) - Neutral

Do not alter the commemorative gates.

Policy 84 - Precinct G: Allawah - Moderate

84.1 Waste management:
Screen the commercial waste bins currently located in this area.

84.2 Bus layby:

Any proposal to build a bus layby must be approved by NPWS and is to comply with the relevant environmental planning and assessment requirements regarding the removal of vegetation, the potential to cause erosion and sediment runoff and the removal of fauna habitat etc.

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12.0 BIBLIOGRAPHY

Department of Environment and Conservation NSW, Protecting our National Parks from Pests and Weeds 2006

Eco Logical Australia, Management Prescriptions for Three Licence Areas within the Illawarra Escarpment State Conservation Area, October 2003

Heritage Council of NSW, Standard Exemptions for Works Requiring Heritage Council Approval, 2009

Illawarra Bush Fire Management Committee, Bush Fire Risk Management Plan 2015 to 2020

NPWS Construction Assessment Procedures 2011

NPWS Ecomax Sewerage Installation Project Archival Photographing Recording, 2 December 2010

NPWS Guidelines for Historic Heritage Approvals 2016

NPWS Park Management Policy Manual

NPWS Policies and Manuals (see below)

URS: Report of Geotechnical and Hydrological Assessment of Scouts Camp and Mount Kembla Spur House Site, Illawarra Escarpment State Conservation Area, 7 November 2002

URS: Slope Risk Assessment Update for Scouts Camp Illawarra Escarpment State Conservation Area, 2 May 2010

WEA Illawarra Ramblers Club, Walks, Paddles and Bike Rides in the Illawarra and Environs, December 2012

Wollongong City Council, Mt Keira Summit Park Background report May 2016

Wollongong City Council, Illawarra Escarpment State Conservation Area Walking Tracks

NPWS POLICIES

DECCW Waste Wise Events Guide, Property Leasing Guidelines

NSW NPWS Boundary Fencing Policy June 2017

NSW NPWS Events, Functions and Venues Policy 2010

NSW NPWS Fire Management Manual August 2016-17

NSW NPWS Memorial in Parks Policy January 2013

NSW NPWS Roads Policy 2012

NSW NPWS Signage Policy and Procedures April 2010 (available internally online)

NSW NPWS Vehicle Access Policy 2010

NSW NPWS Visitor Accommodation Policy October 2010

NSW NPWS Visitor Safety Policy and Procedures July 2009

NSW NPWS Walking Tracks Policy 2012

NSW NPWS Water Supply Quality Assurance Program 2016

SUMMARY OF RELEVANT NPWS POLICIES FOR MT KEIRA SCOUT CAMP

Boundary Fencing Policy June 2017:

Fences not permitted as part of the licence; however, note that there is currently a fence where the lockable entry gate is located so guidance needed if any repairs required

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Dept Environment, Heritage and Local Government: Child Protection Guidelines January 2006:

Restrictions on photographing children
Procedures for reporting child abuse

Events, Functions & Venues Policy July October 2010 (public document):

To facilitate and enhance visitor use, enjoyment and appreciation of cultural & natural values of park; ensuring that high environmental & sustainability standards are met; minimise conflict with neighbours; events & functions permissible where consistent with objectives of NPW Act; specific conditions may be imposed to do with payment of security/environmental bond; waste management and toilet facility requirements, if amplified sound is permitted, transport and access management requirements, if alcohol is permitted, risk, security and emergency management requirements, water & power requirements

See also DECCW Waste Wise Events Guide.

Fire Management Manual August 2016-17 (public document):

Primarily for NPWS staff

Has links to Illawarra Bush Fire Risk Management Plan 2015 to 2020 which lists Mt Keira as Precinct 2 Asset Display No 167 with a moderate risk of fire rated 4

Memorials in Parks Policy November 2012 (public document):

Consent from NPWS required for installation of a memorial and commemorative plaque

A tree planted as a memorial will not be identified at the site

Memorial must be culturally appropriate

Memorial must be of an appropriate design with minimal visual impact

Roads Policy August 2012:

Roads will minimise number of watercourse crossings

Roads will avoid unstable areas such as erodible soils and slip-prone areas

Roads will be fitted to topography to minimise earthworks

Environmental impact assessment must be prepared for all road construction or demolition including works beyond (drains, culverts, verges)

Signage Policies and Procedures July 2009 (not public) part of Park Signage Manual:

Required to inform the public about the environment and about potential safety risks

Signs to be consistent with the setting and minimise visual and environmental impacts

Signage strategy recommended

Signage placement & design must conserve natural & cultural values

Regulatory and warning messages must be balanced with positive messages about opportunities

Signs must be consistent with Australian Standards

Vehicles Access – General Policy December 2010 (public document):

To plan, manage and regulate vehicle access

To provide access for emergency vehicles

Does not cause unacceptable impacts on natural and cultural heritage

Public vehicular access is not permitted in asset protection zones

Visitor Accommodation Policy October 2010 (public document):

Provides for a range of accommodation types that meet high environmental and sustainability standards and facilitates the enjoyment and appreciation of the site; not strictly relevant to Scouts site

Visitor Safety Policy and Procedures July 2009 (public document):

Looks at risks and safety for visitors to parks

States need for Risk Register

Walking Tracks Policy December 2011 (public document):

Tracks are classified in accordance with Australian Standards

Tracks to have appropriate signage

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Aim to provide a quality walking experience which fosters appreciation, understanding and enjoyment of the natural and cultural heritage

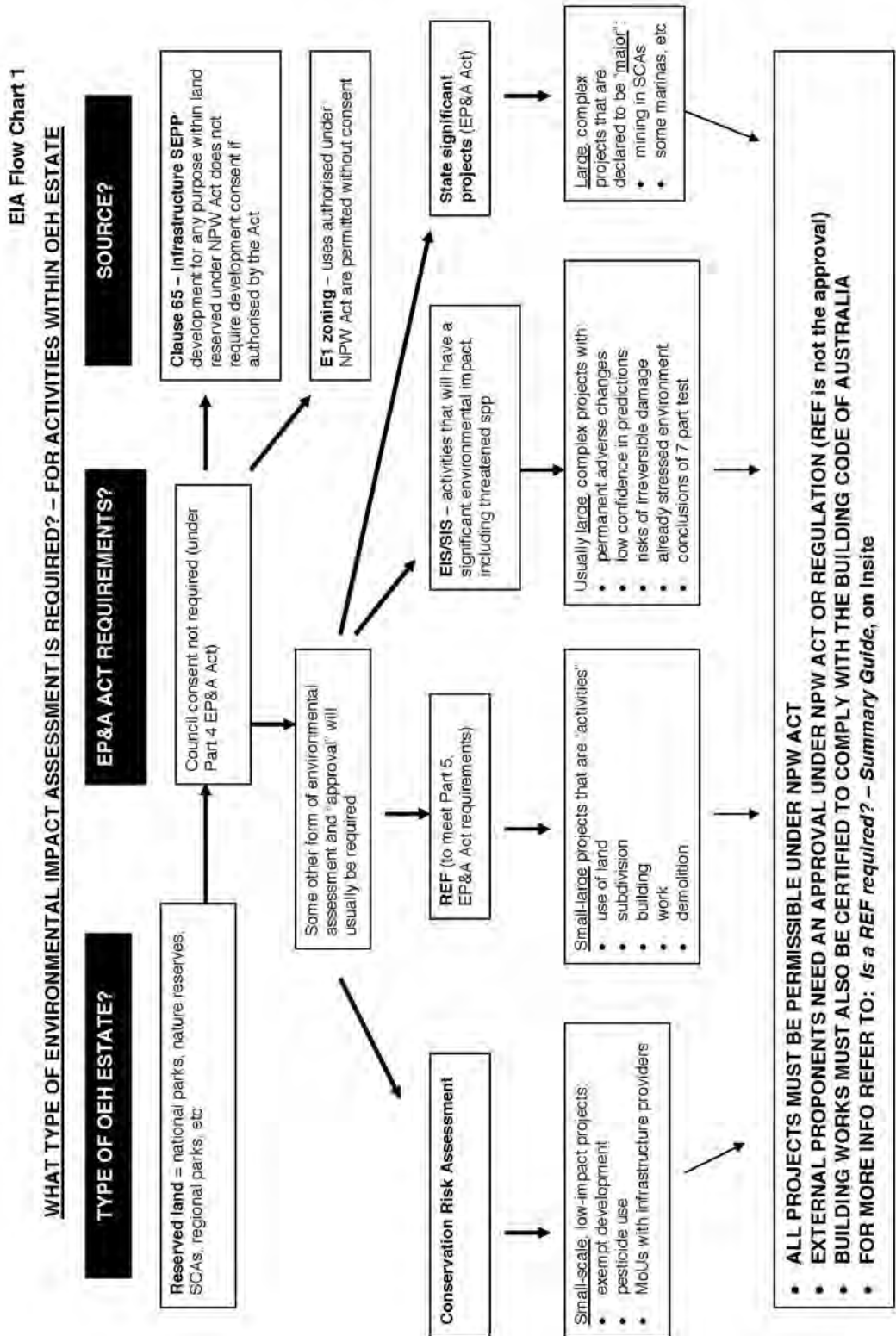
THE FOLLOWING NPWS POLICIES HAVE NOT BEEN REVIEWED AS THEY ARE NOT PUBLICALLY AVAILABLE OR ARE UNDERGOING AMENDMENT

- Adaptive Reuse of Heritage Places Policy October 2012
- Conservation Management Plan Policy and Guidelines July 2002 (public document)
- Cultural Heritage Conservation Policy July 2002
- Cultural Heritage Information Policy October 2001
- Environmental Education Policy June 2009
- Erosion Policy Statement July 2007 (not public)
- Noise Policy Statement July 2007 (not public)
- Use of Copper Chrome Arsenate Treated Timber Policy Directive August 2005 (not Public)
- Volunteer Policy July 2009 (not public): currently under review
- Water Quality Policy Statement July 2007 (not public)
- Weeds Policy Statement July 2007 (not public)



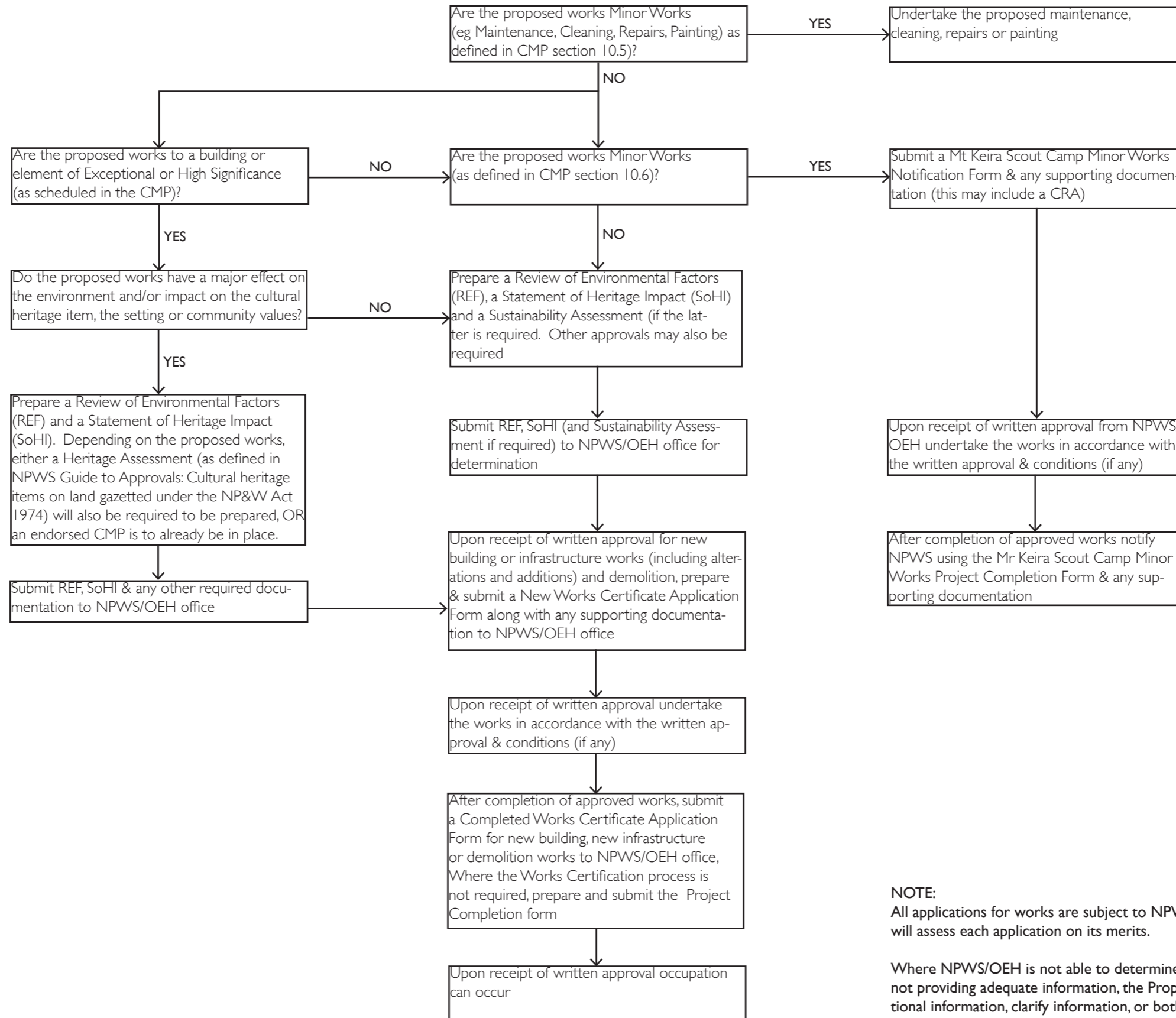
APPENDIX A

NPWS EIA FLOW CHART I





MT KEIRA SCOUT CAMP GUIDE TO APPROVALS PROCESS
FLOWCHART



NOTE:
All applications for works are subject to NPWS/OEH determination. NPWS/OEH will assess each application on its merits.

Where NPWS/OEH is not able to determine an application due to the Proponent not providing adequate information, the Proponent may be asked to submit additional information, clarify information, or both.

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APPENDIX B

STANDARD EXEMPTIONS TO WORK ON STATE HERITAGE REGISTER ITEMS

The NSW Heritage Council has published a guideline note to the Standard Exemptions under the NSW Heritage Act, latest edition 2009. The relevant and still current sections of the guideline note and the standard exemptions are reproduced below.

A Guideline has been prepared by the NSW Heritage Division that outlines the standard exemptions that apply to items on the State Heritage Register which can be downloaded from their website www.heritage.nsw.gov.au. The guideline notes that

INTRODUCTION

In NSW important items of our environmental heritage are listed on the State Heritage Register. Any changes to those items should respect and retain those qualities and characteristics that make the heritage place special.

Any major works proposed for State Heritage Register items therefore need to be assessed and approved by the Heritage Council to ensure that the heritage significance of the item will not be adversely affected.

However, the assessment process can waste the time and resources of both the owner and the Heritage Council if the works are only minor in nature and will have minimal impact on the heritage significance of the place. The Heritage Act allows the Minister for Planning, on the recommendation of the Heritage Council, to grant exemptions for certain activities which would otherwise require approval under the NSW Heritage Act.

There are two types of exemptions which can apply to a heritage item listed on the State Heritage Register:

1. standard exemptions for all items on the State Heritage Register. Typical activities that are exempted include building maintenance, minor repairs, alterations to certain interiors or areas and change of use.

2. site specific exemptions for a particular heritage item can be approved by the Minister on the recommendation of the Heritage Council.

These guidelines have been prepared to inform owners and managers of heritage items listed on the State Heritage Register about the standard exemptions. They also explain how to develop site specific exemptions for a heritage item.

The State Heritage Register

Heritage places and items of particular importance to the people of New South Wales are listed on the State Heritage Register. The Register was created in April 1999 by amendments to the Heritage Act 1977.

The key to listing on the State Heritage Register is the level of significance.

Only those heritage items which are of state significance in NSW are listed on the State Heritage Register.

WHY HAVE STANDARD EXEMPTIONS?

The standard exemptions apply to all items listed on the State Heritage Register. These

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exemptions came in to force on 5 September, 2008. They replace all previous standard exemptions.

The current exemptions replace those gazetted on 4 April 2006 and as amended 28 April 2006. They relate to a broad range of minor development and will result in a more streamlined approval process.

The purpose of the standard exemptions is to clarify for owners, the Heritage [Division] and local councils what kind of maintenance and minor works can be undertaken without needing Heritage Council approval. This ensures that owners are not required to make unnecessary applications for minor maintenance and repair.

The Heritage Council has prepared guidelines to help owners and managers to interpret and apply the standard exemptions. Those guidelines were first published in 2004 and have been incorporated into this document.

WHAT OTHER APPROVALS ARE NECESSARY TO DO WORK ON A HERITAGE ITEM?

The exemptions only reduce the need to obtain approval from the Heritage Council, under section 60 of the Heritage Act, to carry out works to a heritage item listed on the State Heritage Register. You should check with your local council for information on additional development and building approvals, and with the Heritage [Division] for other approvals which may be required under the Heritage Act, such as an Excavation Permit.

HOW TO RELATE THE STANDARD EXEMPTION CLAUSES TO YOUR HERITAGE ITEM

The standard exemption clauses can be grouped under two headings:

- maintenance and repairs;
- alterations.

Clauses have been kept as concise as possible to avoid ambiguities. The terminology used is consistent with the Australia ICOMOS Burra Charter. Australia ICOMOS is the Australian Chapter of International Council on Monuments and Sites, a UNESCO-affiliated international organisation of conservation specialists. The Burra Charter is a nationally accepted standard for assessing and managing change to heritage items.

Before you develop firm proposals for changes to the heritage item, take the following actions:

1. Check the boundaries of the item to which the State Heritage Register listing applies;
2. Check the exemptions which apply to your heritage item;
3. Read these explanatory notes to ensure that the work you propose is exempted, and check if prior Heritage Council notification and endorsement is required before the works are commenced;
4. If the work is not exempted, apply to the Heritage Council for approval under section 60 of the Heritage Act;
5. Check with the local council concerning other approvals that may be required;
6. Check with the Heritage Branch if the work you propose involves the disturbance of relics more than 50 years old.

STANDARD EXEMPTION 1: MAINTENANCE AND CLEANING

1. The following maintenance and cleaning does not require approval under subsection 57(1) of the Act:

- (a) the maintenance of an item to retain its condition or operation without the removal of or damage to the existing fabric or the introduction of new materials;

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(b) cleaning including the removal of surface deposits, organic growths or graffiti by the use of low pressure water (less than 100 psi at the surface being cleaned) and neutral detergents and mild brushing and scrubbing.

STANDARD EXEMPTION 2: REPAIRS

1. 1. Repair to an item which is of the type described in (a) or (b) below does not require approval under subsection 57(1) of the Act:

(a) the replacement of services such as cabling, plumbing, wiring and fire services that uses existing service routes, cavities or voids or replaces existing surface mounted services and does not involve damage to or the removal of significant fabric;

(b) the repair (such as refixing and patching) or the replacement of missing, damaged or deteriorated fabric that is beyond further maintenance, which matches the existing fabric in appearance, material and method of affixing and does not involve damage to or the removal of significant fabric.

STANDARD EXEMPTION 3: PAINTING

1. Painting does not require approval under subsection 57(1) of the Act if the painting:

(a) does not involve the disturbance or removal of earlier paint layers other than that which has failed by chalking, flaking, peeling or blistering;

(b) involves over-coating with an appropriate surface as an isolating layer to provide a means of protection for significant earlier layers or to provide a stable basis for repainting; and

(c) employs the same colour scheme and paint type as an earlier scheme if they are appropriate to the substrate and do not endanger the survival of earlier paint layers.

2. Painting which employs a different colour scheme and paint type from an earlier scheme does not require approval under subsection 57(1) of the Act, provided that:

(a) the Director-General is satisfied that the proposed colour scheme, paint type, details of surface preparation and paint removal will not adversely affect the heritage significance of the item; and

(b) the person proposing to undertake the painting has received a notice advising that the Director-General is satisfied.

3. A person proposing to undertake repainting of the kind described in paragraph 2 must write to the Director-General and describe the proposed colour scheme, paint type, details of surface preparation and paint removal involved in the repainting. If the Director-General is satisfied that the proposed development meets the criteria set out in paragraph 2(a) the Director-General shall notify the applicant.

STANDARD EXEMPTION 4: EXCAVATION

1. Excavation or disturbance of land of the kind specified below does not require approval under subsection 57(1) of the Act, provided that the Director-General is satisfied that the criteria in (a), (b) or (c) have been met and the person proposing to undertake the excavation or disturbance of land has received a notice advising that the Director-General is satisfied that:

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(a) an archaeological assessment, zoning plan or management plan has been prepared in accordance with Guidelines published by the Heritage Council of NSW which indicates that any relics in the land are unlikely to have State or local heritage significance; or

(b) the excavation or disturbance of land will have a minor impact on archaeological relics including the testing of land to verify the existence of relics without destroying or removing them; or

(c) a statement describing the proposed excavation demonstrates that evidence relating to the history or nature of the site, such as its level of disturbance, indicates that the site has little or no archaeological research potential.

2. Excavation or disturbance of land of the kind specified below does not require approval under subsection 57(1) of the Act:

(a) the excavation or disturbance of land is for the purpose of exposing underground utility services infrastructure which occurs within an existing service trench and will not affect any other relics;

(b) the excavation or disturbance of land is to carry out inspections or emergency maintenance or repair on underground utility services and due care is taken to avoid effects on any other relics;

(c) the excavation or disturbance of land is to maintain, repair, or replace underground utility services to buildings which will not affect any other relics;

(d) the excavation or disturbance of land is to maintain or repair the foundations of an existing building which will not affect any associated relics;

(e) the excavation or disturbance of land is to expose survey marks for use in conducting a land survey.

3. A person proposing to excavate or disturb land in the manner described in paragraph 1 must write to the Director-General and describe the proposed excavation or disturbance of land and set out why it satisfies the criteria set out in paragraph 1. If the Director-General is satisfied that the proposed development meets the criteria set out in paragraph 1 (a), (b) or (c) the Director-General shall notify the applicant.

STANDARD EXEMPTION 5: RESTORATION

1. Restoration of an item by returning significant fabric to a known earlier location without the introduction of new material does not require approval under subsection 57(1) of the Act.

2. The following restoration does not require approval under subsection 57(1) of the Act, provided that the Director-General is satisfied that the criteria in (a) have been met and the person proposing to undertake the restoration has received a notice advising that the Director-General is satisfied:

(a) the restoration of an item without the introduction of new material (except for fixings) to reveal a known earlier configuration by removing accretions or reassembling existing components which does not adversely affect the heritage significance of the item.

3. A person proposing to undertake restoration of the kind described in paragraph 2 must

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write to the Director-General and set out why there is a need for restoration to be undertaken and the proposed material and method of restoration. If the Director-General is satisfied that the proposed development meets the criteria set out in paragraph 2(a), the Director-General shall notify the applicant.

STANDARD EXEMPTION 6: DEVELOPMENT ENDORSED BY THE HERITAGE COUNCIL OR DIRECTOR-GENERAL

1. Minor development specifically identified as exempt development which does not materially impact on heritage significance, by a conservation policy or strategy within a conservation management plan which has been endorsed by the Heritage Council of NSW or by a conservation management strategy endorsed by the Director-General does not require approval under subsection 57(1) of the Act.

2. A person proposing to do anything of the kind described in paragraph 1 must write to the Director-General and describe the proposed development. If the Director-General is satisfied that the proposed development meets the criteria set out in paragraph 1, the Director-General shall notify the applicant.

STANDARD EXEMPTION 7: MINOR ACTIVITIES WITH LITTLE OR NO ADVERSE IMPACT ON HERITAGE SIGNIFICANCE

1. Anything which in the opinion of the Director-General is of a minor nature and will have little or no adverse impact on the heritage significance of the item does not require approval under subsection 57(1) of the Act.

2. A person proposing to do anything of the kind described in paragraph 1 must write to the Director-General and describe the proposed activity. If the Director-General is satisfied that the proposed activity meets the criteria set out in paragraph 1, the Director-General shall notify the applicant.

STANDARD EXEMPTION 8: NON-SIGNIFICANT FABRIC

1. The following development does not require approval under subsection 57(1) of the Act, provided that the Director-General is satisfied that the criteria in (a) have been met and the person proposing to undertake the development has received a notice advising that the Director-General is satisfied:

(a) the alteration of a building involving the construction or installation of new fabric or services or the removal of building fabric which will not adversely affect the heritage significance of the item.

2. A person proposing to do anything of the kind described in paragraph 1 must write to the Director-General and describe the proposed development. If the Director-General is satisfied that the proposed development meets the criteria set out in paragraph 1(a), the Director-General shall notify the applicant.

STANDARD EXEMPTION 9: CHANGE OF USE

1. The change of use of an item or its curtilage or the commencement of an additional or temporary use does not require approval under subsection 57(1) of the Act, provided that the Director-General is satisfied that the criteria in (a) and (b) have been met and the person proposing to undertake the change of use has received a notice advising that the Director-General is satisfied:

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(a) the use does not involve the alteration of the fabric, layout or setting of the item or the carrying out of development other than that permitted by other standard or site specific exemptions; and

(b) the use does not involve the cessation of the primary use for which the building was erected, a later significant use or the loss of significant associations with the item by current users.

2. A person proposing to change the use of an item or its curtilage or to commence an additional or temporary use of an item or its curtilage in the manner described in paragraph 1 must write to the Director-General and describe the changes proposed. If the Director-General is satisfied that the proposed development meets the criteria set out in paragraph 1(a) and (b), the Director-General shall notify the applicant.

STANDARD EXEMPTION 10: NEW BUILDINGS

1. Subdivision under the Strata Scheme (Freehold Development) Act or Strata Scheme (Leasehold Development) Act of the interior of a building that has been constructed since the listing of the item on the State Heritage Register or the publication of an interim heritage order in the Gazette which applies to the land does not require approval under subsection 57(1) of the Act.

2. Alteration to the interior of a building which has been constructed since the listing of the item on the State Heritage Register or the publication of an interim heritage order in the Gazette which applies to the land does not require approval under subsection 57(1) of the Act.

STANDARD EXEMPTION 11: TEMPORARY STRUCTURES

1. The erection of temporary structures does not require approval under subsection 57(1) of the Act, provided that the Director-General is satisfied that the criteria in (a) and (b) have been met and the person proposing to erect the structure has received a notice advising that the Director-General is satisfied:

(a) the structure will be erected within and used for a maximum period of 4 weeks after which it will be removed within a period of 2 days and not erected again within a period of 6 months; and

(b) the structure is not to be located where it could damage or endanger significant fabric including landscape or archaeological features of its curtilage or obstruct significant views of and from heritage items.

2. A person proposing to erect a structure of the kind described in paragraph 1 must write to the Director-General and set out the nature of the structure, the use for the structure and how long it will remain in place and the next occasion on which it is anticipated that the structure will be erected. If the Director-General is satisfied that the proposed development meets the criteria set out in paragraphs 1(a) and 1(b) the Director-General shall notify the applicant.

STANDARD EXEMPTION 12: LANDSCAPE MAINTENANCE

1. Landscape maintenance which is of the type described below does not require approval under subsection 57(1) of the Act:

(a) weeding, watering, mowing, top-dressing, pest control and fertilizing necessary for the continued health of plants, without damage or major alterations to layout, contours, plant species or other significant landscape features;

(b) pruning (to control size, improve shape, flowering or fruiting and the removal of

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diseased, dead or dangerous material), not exceeding 10% of the canopy of a tree within a period of 2 years;

(c) pruning (to control size, improve shape, flowering or fruiting and the removal of diseased, dead or dangerous material) between 10% and 30% of the canopy of a tree within a period of 2 years;

(d) removal of dead or dying trees which are to be replaced by trees of the same species in the same location; or

(e) tree surgery by a qualified arborist, horticulturist or tree surgeon necessary for the health of those plants.

2. A person proposing to undertake landscape maintenance in the manner described in paragraph 1(b) 1(c) or 1(d) must write to the Director-General and describe the maintenance proposed and provide certification by a qualified or experienced arborist, horticulturist or tree surgeon that the maintenance is necessary for the tree's health or for public safety. If the Director-General is satisfied that the proposed maintenance meets these criteria, the Director-General shall notify the applicant.

STANDARD EXEMPTIONS 13 & 14

These standard exemptions relate to signage (including temporary signage) and cemeteries and burial grounds.

STANDARD EXEMPTION 15: COMPLIANCE WITH MINIMUM STANDARDS AND ORDERS

1. Development which is required for the purpose of compliance with the minimum standards set out in Part 3 of the Heritage Regulation 1999 or an order issued under either:

(a) section 120 of the Heritage Act 1977 regarding minimum standards of maintenance and repair; or

(b) section 121S of the Environmental Planning and Assessment Act 1979 regarding an order which is consistent with a submission by the Heritage Council under subsection 121S(6) of that Act;

does not require approval under subsection 57(1) of the Act.

STANDARD EXEMPTION 16: SAFETY AND SECURITY

1. The following development does not require approval under subsection 57(1) of the Act, provided that the Director-General is satisfied that the criteria in (a) or (b) have been met and the person proposing to undertake the development has received a notice advising that the Director-General is satisfied:

(a) the erection of temporary security fencing, scaffolding, hoardings or surveillance systems to prevent unauthorised access or secure public safety which will not adversely affect significant fabric of the item including landscape or archaeological features of its curtilage; or

(b) development, including emergency stabilisation, necessary to secure safety where a building or work or part of a building or work has been irreparably damaged or destabilised and poses a safety risk to its users or the public.

2. A person proposing to undertake development of the kind described in paragraph 1 must write to the Director-General and describe the development and, if it is of the kind set out in 1(b), provide certification from a structural engineer having experience with heritage items confirming the necessity for the development with regard to the criteria set out in 1(b) and

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any adverse impact on significant fabric. If the Director-General is satisfied that the proposed development meets the criteria set out in paragraph 1(a) or (b), the Director-General shall notify the applicant.

STANDARD EXEMPTION 17: MOVABLE HERITAGE ITEMS

1. The temporary relocation of movable heritage items, including contents, fixtures and objects, to ensure their security, maintenance and preservation, for conservation or exhibition, to ensure health or safety, the need for a controlled environment for those heritage items, or to protect the place, and which are to be returned to their present location within six months, does not require approval under subsection 57(1) of the Act.

2. A person proposing to relocate a movable heritage item as set out in paragraph 1 must advise the Director-General in writing of the proposed location and the reasons for its relocation. If the Director-General is satisfied that the temporary relocation meets the criteria set out in paragraph 1 the Director-General shall notify the applicant.



FORM 1: MT KEIRA SCOUT CAMP MINOR WORKS NOTIFICATION FORM

Definition of minor works at end of this form

<p>PROPOSAL Provide brief description of proposal & attach plans of proposal where applicable or photos; if works involves replacing existing materials or fixtures nominate replacement</p>	<p>Description:</p>
<p>LOCATION (Refer to CMP) Nominate precinct in which proposal lies and show location on attached site plan and on floor plan of building if proposal is within a building</p>	<p>Precinct: Building: Significance:</p>
<p>REASON FOR PROPOSED WORKS List why the project is required such as to replace damaged materials, to comply with codes, to provide safer environment, to provide more comfortable environment</p>	<p>Why project is required: Relevant section of the CMP: Volume 1: Volume 2:</p>
<p>RISK FACTORS Provide description of potential risks in undertaking the proposal (such as protection of the environment, loss of heritage fabric, public safety, provision of safe workplace); attach labelled photos to assist in interpretation</p>	<p>Potential risks: Methods proposed to avoid risks:</p>
<p>ESTIMATED COST</p>	<p>\$</p>

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<p>TIMEFRAME</p>	<p>Start date:</p> <p>Completion date:</p>
<p>PROPOSED METHOD OF CONSTRUCTION FOR WORKS</p> <p>Describe materials to be used noting if new materials or second hand and method of works including tools & equipment/machinery to be used</p>	
<p>REMOVAL OF WASTE</p> <p>Itemise what will happen with waste and redundant materials</p>	
<p>PERSON/S RESPONSIBLE FROM SCOUTS FOR PROJECT</p>	<p>Name:</p> <p>Role:</p> <p>Contact:</p>
<p>Who will undertake the proposed works?</p>	<p>Contractor: Yes/No</p> <p>Volunteers (as part of contracted works): Yes/No</p> <p>Volunteers (with no contractor): Yes/No</p>
<p>CONTRACTOR</p> <p>Name of qualified contractor, contact details and licence number</p> <p>Note if volunteers undertaking work/s in conjunction with contractor</p>	<p>Contractor name:</p> <p>Company name:</p> <p>Licence No:</p> <p>Address:</p> <p>Mobile No:</p> <p>Works to be undertaken by contractor:</p> <p>Volunteers to be participating? Yes/NO (if yes see below)</p>

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FOR NPWS ONLY	
<p>DATE NOTIFICATION RECEIVED BY NPWS</p>	<p>Date: Is the information provided adequate for NPWS to fully understand the proposed works? Yes/No If “no”, what additional information is required?</p>
<p>APPROVAL BY NPWS</p>	<p>Date: Name: Position: Signature:</p>
<p>CONDITIONS OF APPROVAL</p>	

DEFINITION OF MINOR WORKS:

Works that do not require a formal EIA or Heritage Assessment but require notification to NPWS.

EXAMPLES OF MINOR WORKS REQUIRING COMPLETION OF THIS FORM:

- repainting in a colour other than the existing
- replacing fabric with fabric not matching (eg different basin)



**FORM 2:
MT KEIRA SCOUT CAMP
MINOR WORKS PROJECT COMPLETION FORM**

<p>PROPOSAL</p> <p>Provide description of proposal from NPWS approved Form 1</p>	<p>Description of completed works:</p>
<p>APPROVAL DATE</p>	<p>Date of approval from NPWS:</p> <p>NPWS person/s who approved proposal:</p>
<p>COMPLETION DATE</p> <p>Provide date when works fully completed (including undertaking the works associated with any conditions)</p>	<p>Date:</p>
<p>PROGRESS OF PROJECT</p> <p>Attach labelled photos that show before and after images of the works and include photos of the construction/ installation</p>	
<p>RISK FACTORS</p> <p>Note if any risks were encountered during the works & how these risks were dealt with</p>	<p>Risks encountered and how dealt with:</p>
<p>CONDITIONS</p> <p>Provide information that shows how conditions attached to the approval, if any, were met</p>	

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<p>REMOVAL OF WASTE Confirm whether removed materials are on site or off site; if retained on site where they were relocated to</p>	
<p>PERSON/S RESPONSIBLE FOR PROJECT List project manager/contact for proposal</p>	<p>Name: Role: Contact:</p>
<p>DATE Date this form signed</p>	<p>Date:</p>
<p>SIGNATURE Name & signature of person responsible for completing the form</p>	<p>Name: Role: Signature:</p>

<p>ATTACHMENTS SHOWING WORKS CARRIED OUT AND COMPLETED (eg Maps, plans, photos, diagrams, reports, etc)</p>
--

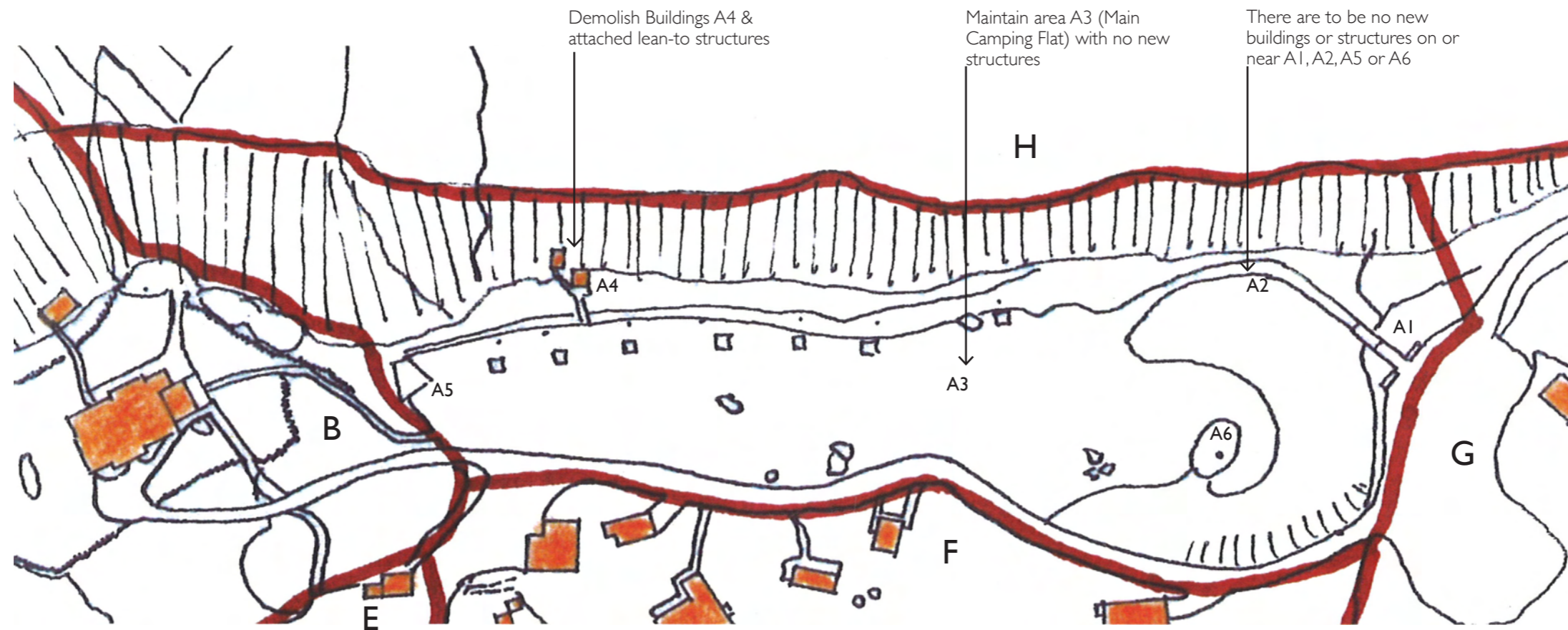
<p>FOR NPWS ONLY</p>	
<p>DATE FORM RECEIVED BY NPWS</p>	<p>Date: Is the information provided adequate for NPWS to fully understand the proposed works? Yes/No If "no", what additional information is required?</p>
<p>WHO RECEIVED THE FORM?</p>	<p>Name: Position:</p>



APPENDIX E
AREAS OF POSSIBLE CHANGE

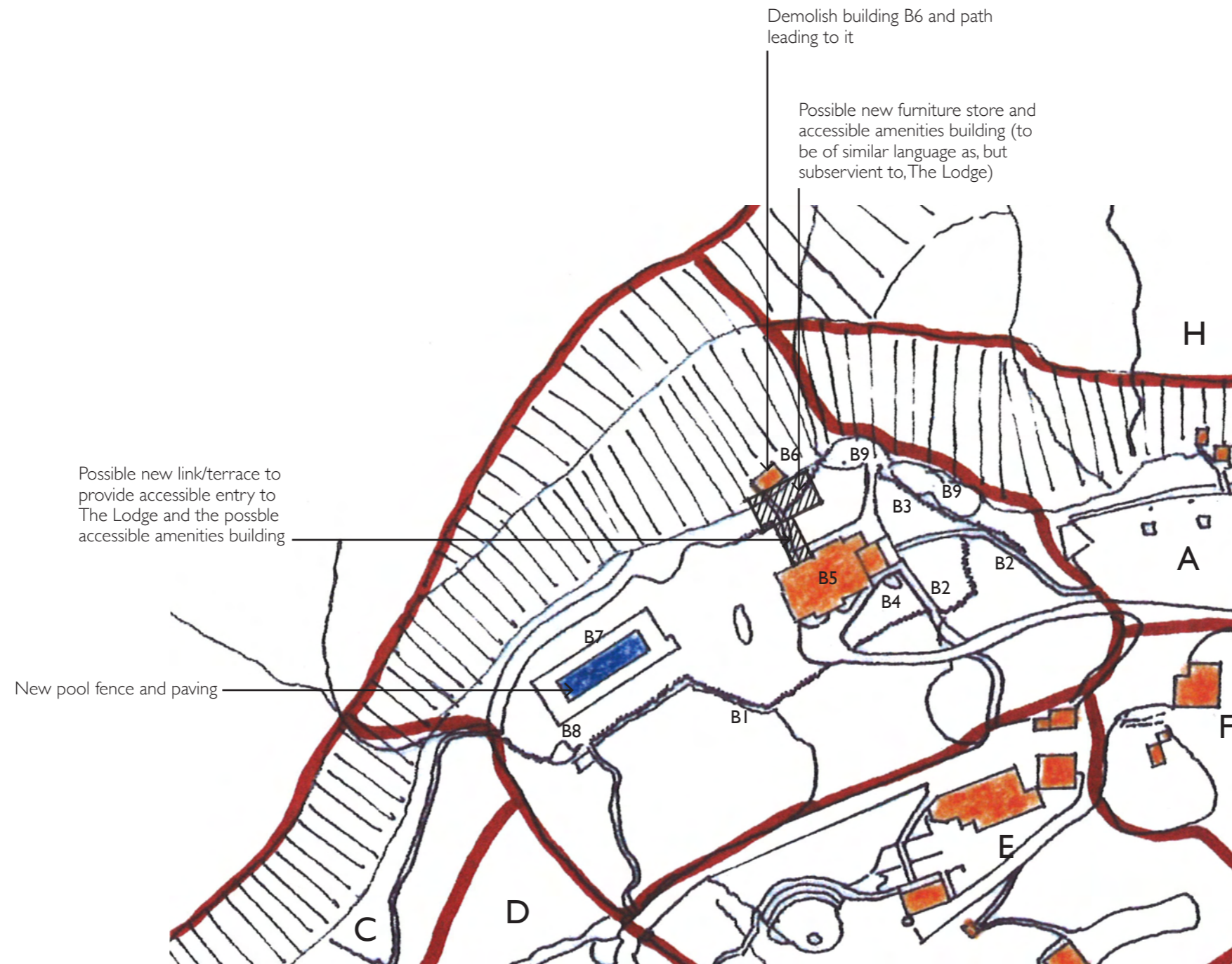
KEY TO BUILDINGS ON SITE PLAN

- A1 A.S. Hoskins Gateway
- A2 Sorensen Memorial Pathway
- A3 Main Camping Flat
- A4 Electrical sub-station
- A5 Baden-Powell Commemorative Grove
- A6 Flagpole



NO NEW STRUCTURES
IN THIS PRECINCT

PRECINCT A
MAIN CAMPING FLAT



APPENDIX E

AREAS OF POSSIBLE CHANGE

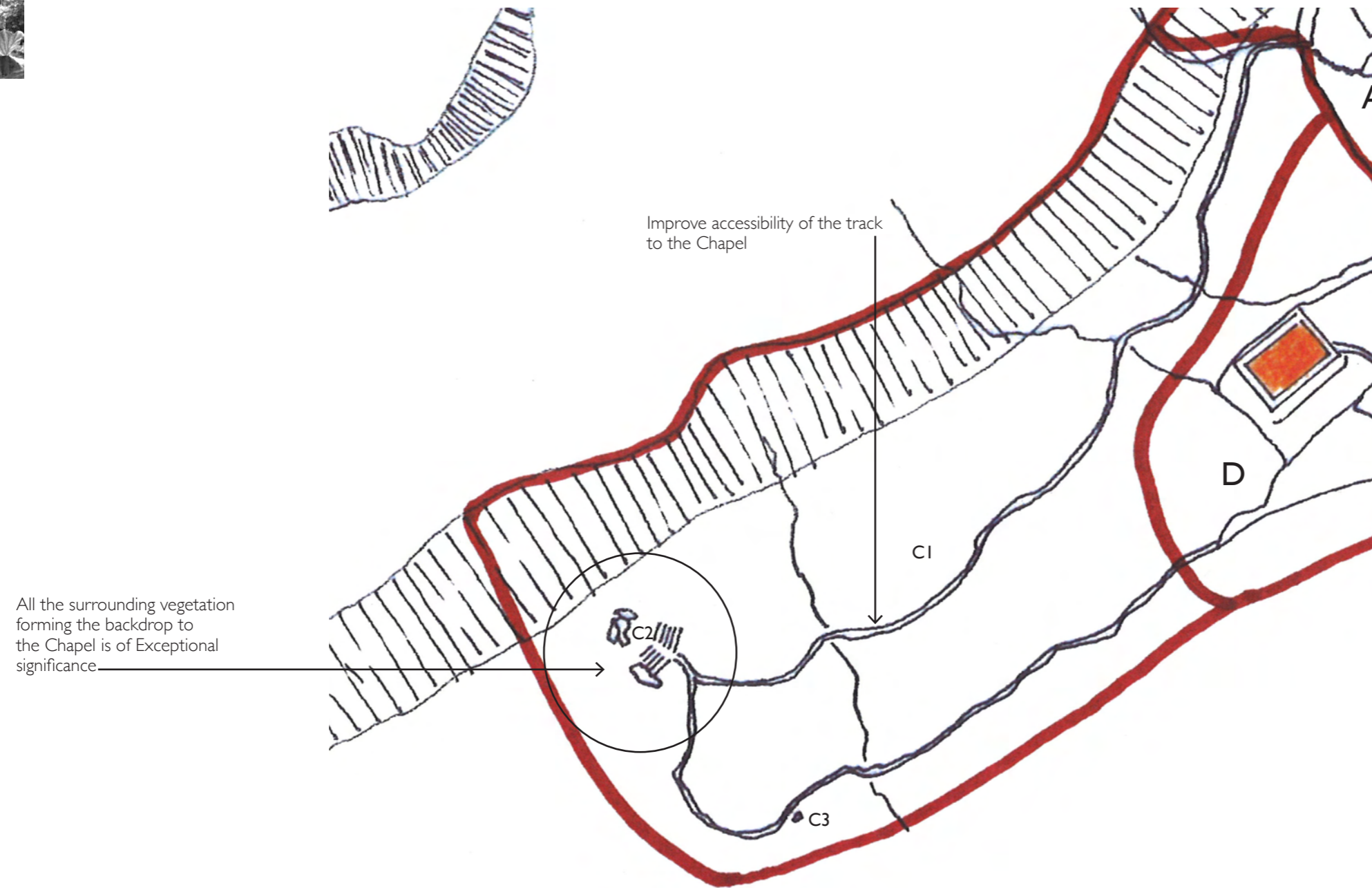
KEY TO BUILDINGS ON SITE PLAN

- B1 Stone walls (by Sorensen)
- B2 Paths from Camping Flat to Lodge (by Sorensen)
- B3 Flagpole and bell
- B4 Sundial
- B5 The Lodge
- B6 Lodge chair store
- B7 Swimming pool
- B8 Swimming pool pump house and chemical store
- B9 The Glen
- B10 Lodge Road (concrete driveway)

NO NEW STRUCTURES IN THIS PRECINCT
OTHER THAN A POSSIBLE NEW FURNITURE
STORE/ACCESSIBLE AMENITIES BUILDING,
ACCESSIBLE ENTRY TO THE LODGE & NEW
POOL FENCE

PRECINCT B

LODGE & SWIMMING POOL



APPENDIX E
AREAS OF POSSIBLE CHANGE

KEY TO BUILDINGS ON SITE PLAN

- C1 Path to the Chapel
- C2 The Chapel
- C3 Site of the Wishing Tree (destroyed)

NO NEW STRUCTURES OTHER THAN
EQUITABLE ACCESS WALKWAY IN THIS
PRECINCT

PRECINCT C

CHAPEL

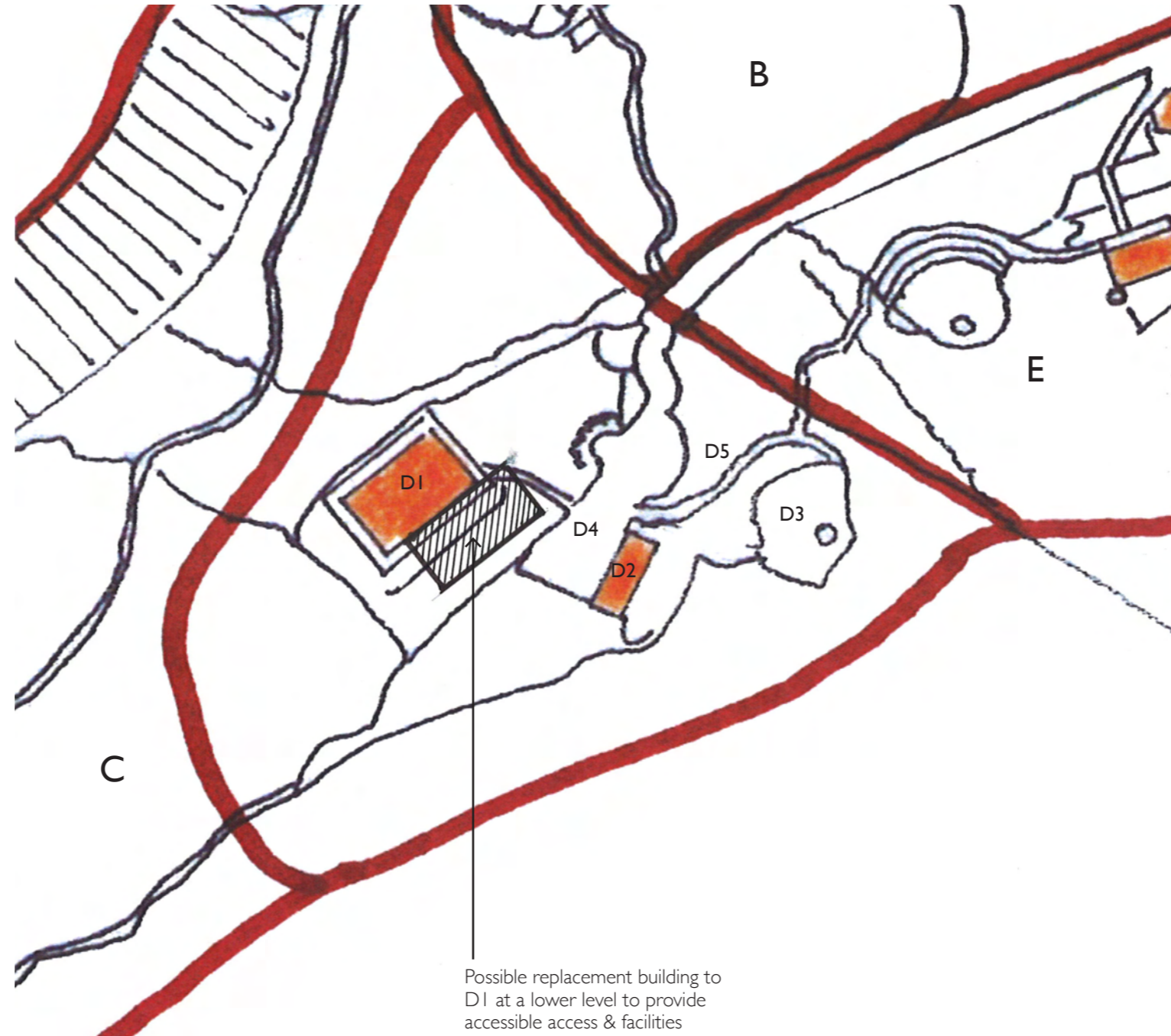


APPENDIX E

AREAS OF POSSIBLE CHANGE

KEY TO BUILDINGS ON SITE PLAN

- D1 Cub Lair
- D2 Cub Lair Kitchen
- D3 Cub Lair Jungle Circle
- D4 Cubs' area turning circle and roadway
- D5 Cubs' Area footpath to the Campfire Circle



PRECINCT D

CUBS' AREA

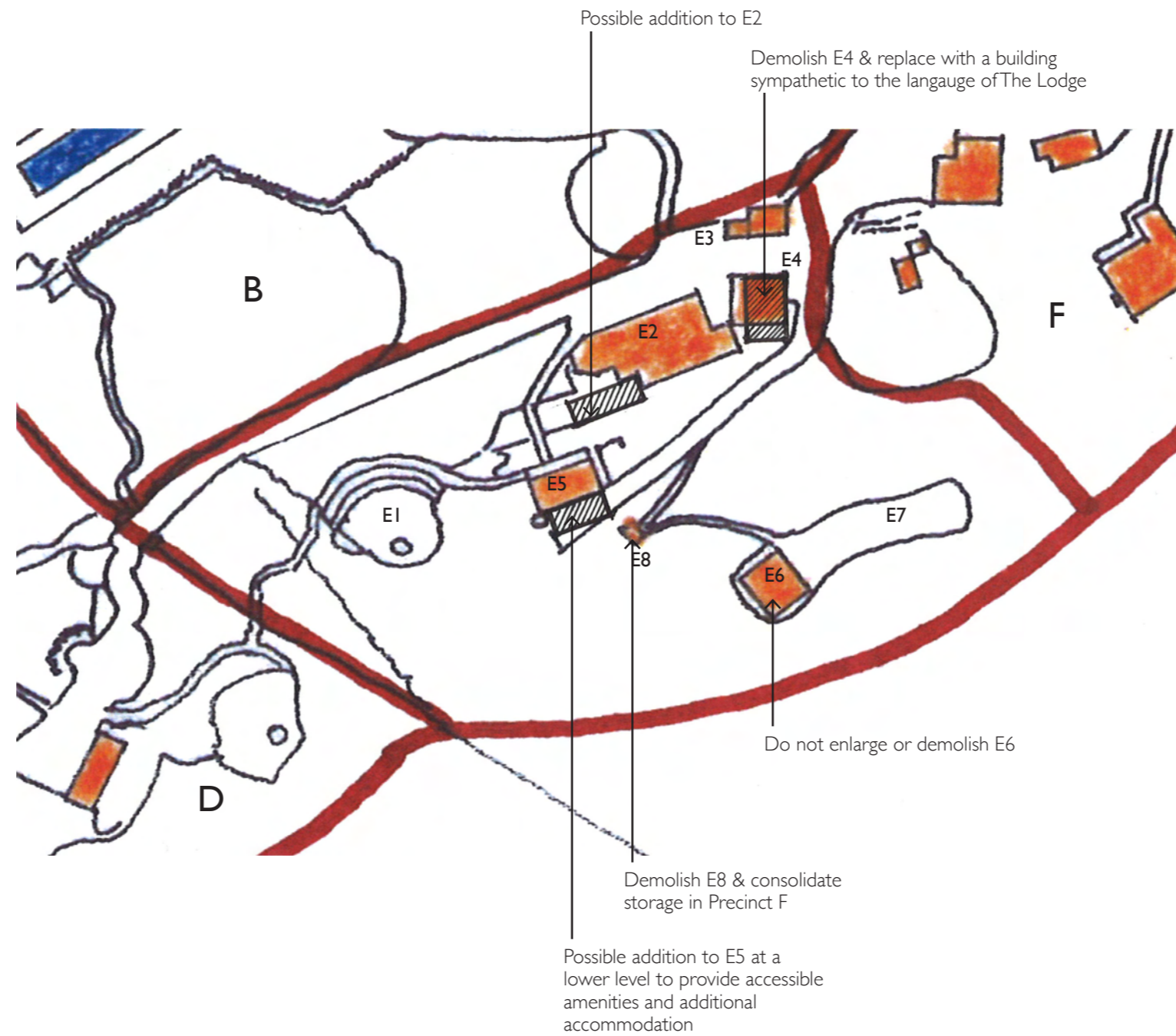


APPENDIX E

AREAS OF POSSIBLE CHANGE

KEY TO BUILDINGS ON SITE PLAN

E1	Campfire Circle
E2	Camp Kitchen
E3	Camp HQ/Control Centre
E4	Fairfax Cottage
E5	Charles Jackson Chalet
E6	Mount Keira Rover Den
E7	Rovers' amphitheatre
E8	Electrical storage hut



IN ORDER TO MAINTAIN VIEWS OVER THIS PRECINCT FROM PRECINCT B DO NOT RAISE THE HEIGHT OF ANY OF THE BUILDINGS IN PRECINCT E

PRECINCT E

CAMP KITCHEN, CAMP FIRE CIRCLE & ROVERS

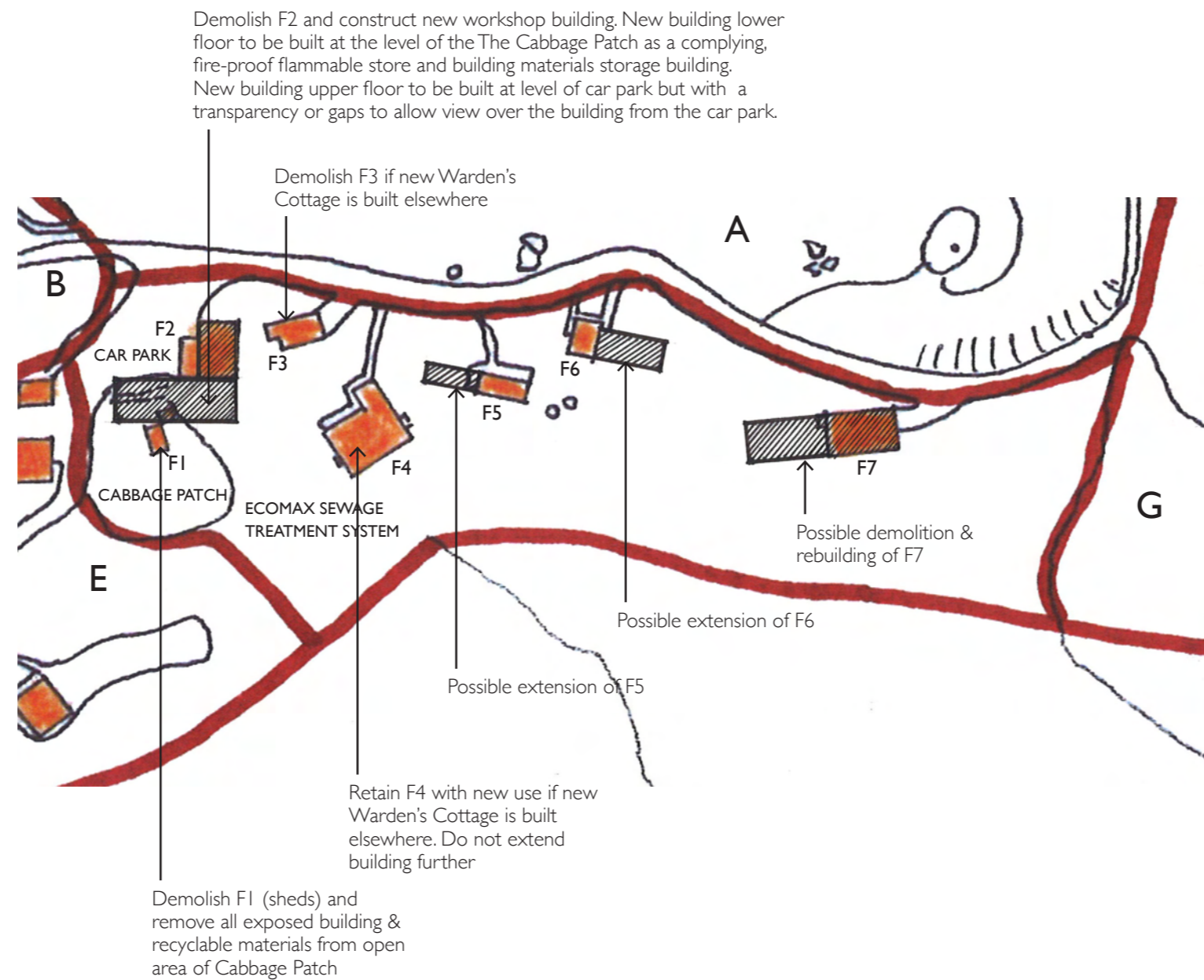


APPENDIX E

AREAS OF POSSIBLE CHANGE

KEY TO BUILDINGS ON SITE PLAN

- F1 "Cabbage Patch" & storage sheds
- F2 Men's Shed/Training Shed
- F3 Warden's Garage
- F4 Camp Warden's Cottage
- F5 Male ablution block
- F6 Female ablution block
- F7 Shelter



PRECINCT F

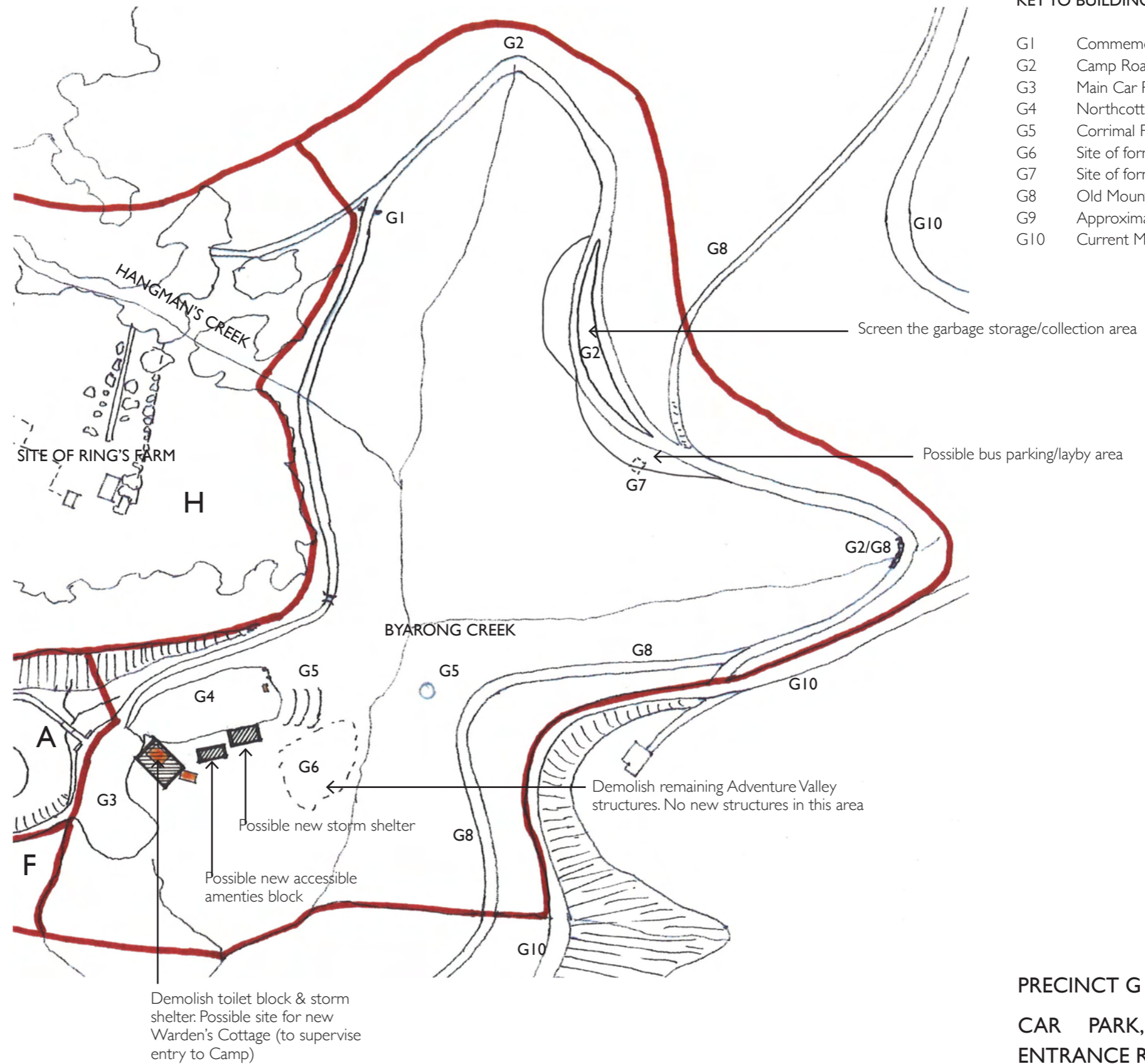
SERVICE AREA



APPENDIX E
AREAS OF POSSIBLE CHANGE

KEY TO BUILDINGS ON SITE PLAN

- G1 Commemorative gates
- G2 Camp Road (camp access road)
- G3 Main Car Park
- G4 Northcott Flat
- G5 Corrimal Flat
- G6 Site of former Adventure Valley
- G7 Site of former Allawah Hut (demolished)
- G8 Old Mount Keira Road alignment
- G9 Approximate site of mine furnace flue
- G10 Current Mount Keira Road alignment



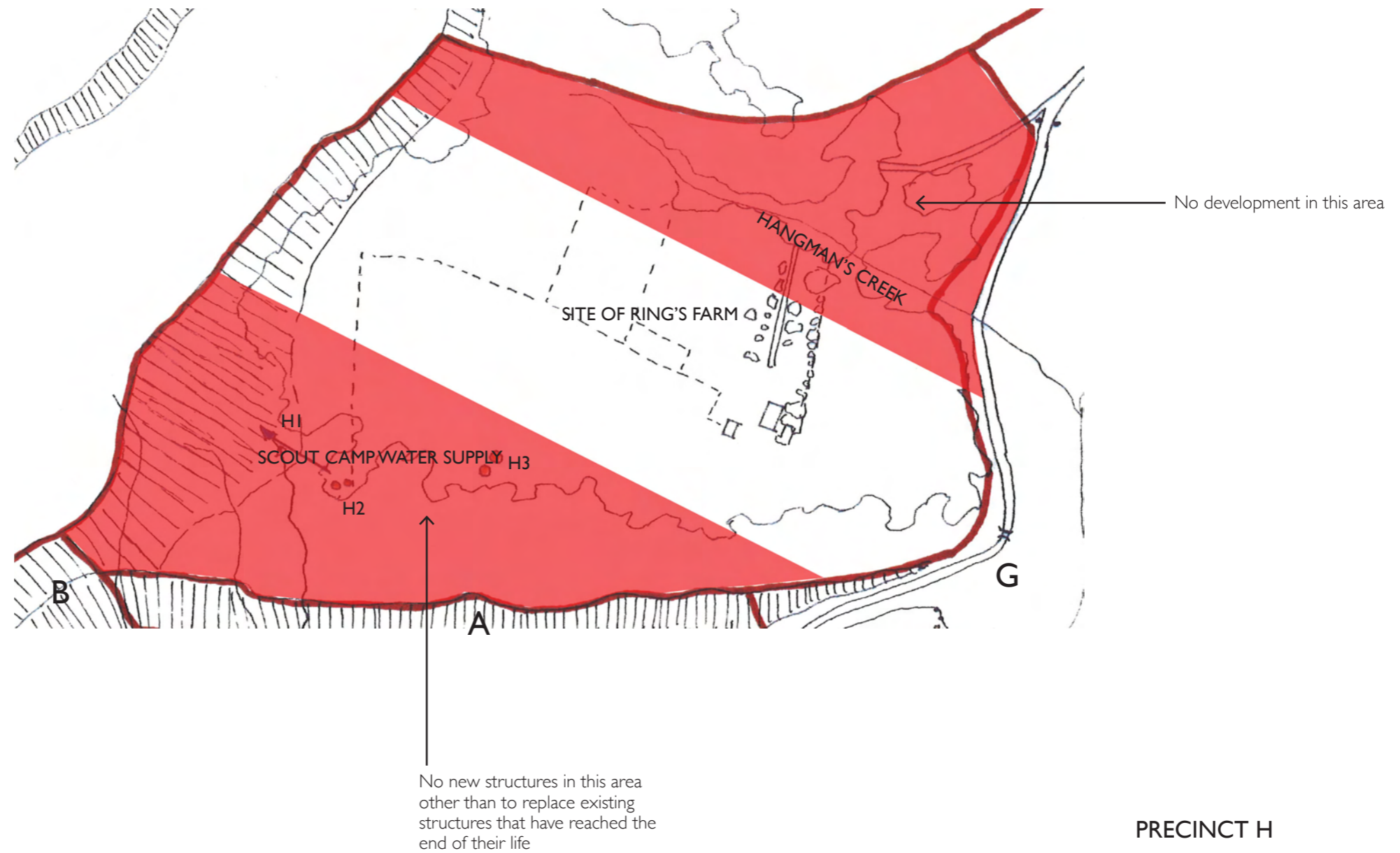
PRECINCT G
CAR PARK, NORTHCOTT FLAT &
ENTRANCE ROAD



APPENDIX F
AREAS OF POSSIBLE CHANGE

KEY TO BUILDINGS ON SITE PLAN

- H1 Water supply weir
- H2 Water supply tanks (plastic)
- H3 Water supply tanks (concrete)



PRECINCT H
RING'S FARM &
SCOUT CAMP WATER SUPPLY



CYCLICAL MAINTENANCE PLAN

No.	BUILDING NAME	BUILDING ELEMENT	MATERIAL	INSPECT FOR	SCOUTS REGULAR ACTIVITY	INSPECTION FREQUENCY	CONSERVATION TREATMENT	CONSERVATION POLICY	GUIDELINE / FURTHER ADVICE
	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
PRECINCT A MAIN CAMPING FLAT									
A	Generally	Sorenson plantings	Refer to CMP Vol 1 Appendix 13 for list	Health of trees planted by Sorenson	Not listed	Five yearly - Specialist advice	Routinely check the health of the cultural plantings by Sorenson	Policies 44 & 58.5 - CMP Volume 2	If the trees appear in poor health seek advice from an arborist. Succession planting is to be as per Policy 44.6 - CMP Volume 2
		Trees - both cultural and remnant plantings	Mature trees adjacent to buildings, pathways and camping flats	An inspection of all trees within the licence area that may impact on heritage values identified as High or above in CMP vol 1, be assessed, & a report provided as to the recommended treatment for any tree/large shrub. This report will then guide the priority works to be undertaken.	Inspection, assessment & report to be prepared by an experienced, qualified arborist."		As per the Arborists advice		Utilise the same process that NPWS is carrying out for dangerous trees in our public use areas eg walking tracks, camp sites, carparks etc. Although the whole licence area needs assessing, for the context of the CMP, trees should be assessed that could potentially impact on significant heritage assets eg limbs that may fall & damage roof etc
A1	A.S. Hoskins Gateway	Stone Clad Piers	Sandstone facing	Cracked stone panels, delaminating stone	Not specifically identified	Annual - include with September tasks	Biological growth / moss can be scrubbed off using nylon bristle brush. Do not blast or use abrasive materials	Policy 56 - CMP Volume 2	National Trust Principles of Cleaning Masonry Buildings - Section 5.4 Water Washing. Seek specialist advice if the cracking appears to be structural or panels need replacement
	Cast panels		Cracking or splitting	Not specifically identified	Annual - include with September tasks	Can be scrubbed/cleaned with mild soapy water. Do not use abrasive materials. No chemical treatments to be used	Exact nature of the material not yet determined		
	Bronze Plaques		Fixings or cracking	Not specifically identified	Annual - include with September tasks	Can be scrubbed/cleaned with mild soapy water. Do not use abrasive materials. Can be waxed if required.	US National Park Service - Caring for Outdoor Bronze Plaques		



CYCLICAL MAINTENANCE PLAN

No.	BUILDING NAME	BUILDING ELEMENT	MATERIAL	INSPECT FOR	SCOUTS REGULAR ACTIVITY	INSPECTION FREQUENCY	CONSERVATION TREATMENT	CONSERVATION POLICY	GUIDELINE / FURTHER ADVICE
MT KEIRA SCOUT CAMP			Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
A1	A.S. Hoskins Gateway continued		Bronze Numbering	Fixings	Not specifically identified	Annual - include with September tasks	Can be scrubbed/cleaned with mild soapy water. Do not use abrasive materials. Can be waxed if required	Policy 56 - CMP Volume 2	US National Park Service - Caring for Outdoor Bronze Plaques
		Archway	Copper Clad Arch (structure unknown)	Stability, corrosion of welds and fixings to structure	Not specifically identified	Annual - include with September tasks	Can be scrubbed/cleaned with mild soapy water. Do not use abrasive materials. Can be waxed if required		US National Park Service - Caring for Outdoor Bronze Plaques
			Bronze Lettering	Fixings	Not specifically identified	Annual - include with September tasks	Can be scrubbed/cleaned with mild soapy water. Do not use abrasive materials. Can be waxed if required		US National Park Service - Caring for Outdoor Bronze Plaques
			Scout Logo (copper)	Fixings	Not specifically identified	Annual - include with September tasks	Can be scrubbed/cleaned with mild soapy water. Do not use abrasive materials. Can be waxed if required		US National Park Service - Caring for Outdoor Bronze Plaques
A2	Sorenson Memorial Pathway	Pathway	Bitumen paving with painted surface	Erosion, potholes and camber to ensure draining. Slippery sections	Not specifically identified	Annual - include with July tasks, ie with other path works	Repairs to be of the same material and finish. Moss and leaf litter should be removed.	Policy 57 - CMP Volume 2	Do not use high pressure water blasting as this will damage the paint surface.
			Base of sinter fines, a waste by-product of the steel making process	Erosion, potholes and camber to ensure draining	Not specifically identified	Annual - include with July tasks, ie with other path works	Repairs to be of the same material		No relevant heritage guideline located
			Sandstone rocks forming edging	Alignment	Not specifically identified	Annual - include with July tasks, ie with other path works	Realign to reduce trip hazard		Advice on sourcing sandstone and documenting repairs can be provided by Public Works Advisory - Heritage Asset Advisory Service
			Light fittings		Not specifically identified	Annual - include with July tasks, ie with other path works	Modern fittings. No conservation treatment		Policy 48 - CMP Volume 2 No relevant guideline located



CYCLICAL MAINTENANCE PLAN

No.	BUILDING NAME	BUILDING ELEMENT	MATERIAL	INSPECT FOR	SCOUTS REGULAR ACTIVITY	INSPECTION FREQUENCY	CONSERVATION TREATMENT	CONSERVATION POLICY	GUIDELINE / FURTHER ADVICE
	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
A3	Main Camping Flat	Grassed area	Turf	Drainage	Not specifically identified	Annual - April with pruning			No relevant guideline located
		Boulders	Stone boulders - stone undetermined	Stability	Not specifically identified	Annual - include with July tasks, ie with other path works	Retain and do not fix additional plaques to the boulders	Policy 58 - CMP Volume 2	No relevant guideline located
		Exotic Plantings		Health, stability & overhanging branches	include in April tasks	Five yearly - Specialist advice	Maintaining trees to prolong life	Policies 44 & 58 - CMP Volume 2	Prune and/or fertilise to prolong health and longevity. Succession planting is to be as per Policy 44.6 - CMP Volume 2
		Commemorative trees at east end		Health, stability & overhanging branches	include in April tasks	Five yearly - Specialist advice	Follow specialist advice	Policy 44 - CMP Volume 2	Prune and/or fertilise to prolong health and longevity. Succession planting is to be as per Policy 44.6 - CMP Volume 2
		Identification plaques	Metal	Legibility & fixing	Not specifically identified	Annual - September	Commemorative plaques can be scrubbed/cleaned with mild soapy water. Do not use abrasive materials. Can be waxed if required	Policy 47.4 - CMP Volume 2	US National Park Service - Caring for Outdoor Bronze Plaques
		Bollard and wheel stops	Timber	Stability	Not specifically identified	Annual		Policy 49 - CMP Volume 2	
	Light poles	Steel	Modern galvanised steel light pole on concrete base	Stability, luminaires and power points working	Not specifically identified	Annual - February	Modern element	Policy 48 - CMP Volume 2	Modern element



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal		NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
	Water	Hose reel stands and drum	Bright green painted steel	Rust and peeling paint	Not specifically identified	Annual - August	Intrusive visually - repaint in recessive colour that does not draw attention to the element or use the Australian standard colour for service lines.	Policy 41 - CMP Volume 2	Modern element
A4	Sub-station huts	Metal clad	Steel	N/A	N/A	N/A	CMP recommends demolition of huts and recent lean-to additions	Policy 58.7 - CMP Volume 2	Modern element
A5	Baden-Powell Commemorative Grove	Flagpoles	Metal	Stability	Not specifically identified	Annual	Modern element, no conservation treatment required beyond routine maintenance	Policy 59 - CMP Volume 2	Modern element
PRECINCT B LODGE & SWIMMING POOL									
B	Generally	Sorenson plantings	Refer to CMP Vol 1 Appendix 13 for list	Broken limbs, die-back, unusual leaf drop			Routinely check the health of the cultural plantings by Sorenson	Policies 43 & 44 - CMP Volume 2	If the trees appear in poor health seek advice from an arborist. Succession planting to be as per policy 44, CMP Volume 2.
B1	Dry stone walls	Stone	Random sizes and shapes of stone	Stability		Annual - August, combine with getting pool ready for season	Repair using traditional drystone walling techniques only. Do not introduce new materials such as mortar or cement. Retain lichen and moss	Policy 60 - CMP Volume 2	Seek advice from a dry stone wall expert. Note that "dry stone walling is so durable because it contains no mortar to crack and fail, but is held together merely by the weight of stone, and by the skill of the builder who selected and fitted the stones together" Conservation Handbooks.com
B2	Paths from camping flat and kitchen to Lodge	Large stones laid as broad, wide steps without mortar	Stone	Levels and stability. Slipperiness	Combine with cleaning paths	Annual April -	If required re-lay existing paving stones to ensure level and stability	Policy 60 - CMP Volume 2	Type of stone not yet determined.
B3	Flagpole & Bell	Flagpole		Stability & rope deterioration	Not specifically identified		Modern replacement, no conservation treatment required	Policy 41 - CMP Volume 2	No relevant heritage guideline located
		Bell	Bronze	Fixing	Not specifically identified	Annual	Age of bell not yet determined		US National Park Service - Caring for Outdoor Bronze Plaques



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
		Support Frame	Timber saplings, paint finish	Fixings and rot	Not specifically identified	Annual	Modern painted timber structure, no conservation treatment required. Routine maintenance only		Modern element
B3	Flagpole & Bell continued	Railway tyre	Assumed to be steel	Paint failure and rust	Not specifically identified	Annual	Ensure paint finish is maintained to prevent deterioration of the metalwork. To prevent rapid paint failure utilise the same paint system		If further research reveals a significant provenance for the railway tyre, then seek the advice of a specialist conservator before undertaking any works. Repaint in colour as per the relevant policy.
		Pavement	Pavers with brick edging	Pavers or bricks out of alignment; moss growth	Not specifically identified	Annual	Realign to original position; remove moss growth with wire brush and water (do not use chemicals)	Policy 46 - CMP Volume 2	No relevant heritage guideline located
B4	Sundial	Sundial	Bronze		Not specifically identified	Annual	Can be scrubbed/cleaned with mild soapy water. Do not use abrasive materials. Metal can be waxed if required. Do not remove dull bronze patina	Policy 60.9 - CMP Volume 2	Seek expert advice before applying any coatings or patinas
		Column	Rock faced sandstone column with base and capital	Delamination	Not specifically identified	Annual	Delaminated stone can be pinned if required or replaced if damage severe, using matching stone. Do not use cement mortar but use lime-rich mortar		Advice on sourcing sandstone and documenting repairs can be provided by Public Works Advisory - Heritage Asset Advisory Service.
	Boulders	Commemorative plaque	Metal	Legibility	Not specifically identified	Annual	Commemorative Plaques can be scrubbed/cleaned with mild soapy water. Do not use abrasive materials. Can be waxed if required		Do not remove the dull bronze aged patina



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
B5	The Lodge	Post & beam posts, timbers & balustrades	Timber posts and saplings, originally creosote finish	Split timber, rot, loose fixing	Not specifically identified	Annual	Paint with black paint to match existing or Resene Cool Colour Zeus "Pitch Black".	Policy 41 and Policy 60 CMP Volume 2	Alternatively a black timber stain can be used.
		Plinth and part of walls	Sandstone	Loss of mortar	Not specifically identified	Annual	Replace missing mortar with lime-rich mortar. Do not use cement mortar	Policy 60.11 & Policy 60.14 - CMP Volume 2	Advice on sourcing sandstone and documenting repairs can be provided by Public Works Advisory - Heritage Asset Advisory Service
B5	The Lodge continued	Wall cladding	Vertical board & batten (using split tree saplings as battens)	Split timber, rot, loose fixing	Not specifically identified	Annual	Paint with black paint to match existing. Determine type of paint or stain used before repainting.	Policy 60.2 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 7.2 Painted Finishes. Also Resene Cool Colour Zeus "Pitch Black" Porters Palm Beach Black may also be used, as the original finish is more likely to have been a stain not a paint.
		Chimney	Random ashlar sandstone	Loose mortar, cracked eroded stone	Not specifically identified	Annual	Remove rigid flashings at junction of roof & stone and reinstall stepped lead flashing (coated to prevent inter-metal compatibility)	Policy 34 - CMP Volume 2	Use only a mortar that is softer than the stone and is compatible with the original mortar
		Gables	Timber shingles - dark stained	Loose or slipped shingles	Not specifically identified	Annual	Refix slipped shingles. Replace rotten shingles if required to match existing. Painted finish as creosote no longer used	Policy 60.2 - CMP Volume 2	Seek further advice if damage extends to structural timbers
		French doors	Timber, paint finish	Dropped doors; broken glass; cracked mullions	Not specifically identified	Annual	Ensure paint finish is well maintained so that the timber beneath does not deteriorate. If repainting, use the same paint system or paint will fail rapidly	Policy 60.2 - CMP Volume 2	Manilla/ochre paint finish originally. See also NSW Heritage Office, The Maintenance of Heritage Assets - A Practical Guide, Section 5 : Wood
		Verandah screens	Timber, paint finish	Cracked or broken glass, damaged glazing bars	Not specifically identified	Annual	Ensure paint finish is well maintained so that the timber beneath does not deteriorate. If repainting, use the same paint system or paint will fail rapidly	Policy 60.2 - CMP Volume 2	Manilla/ochre paint finish originally. See also NSW Heritage Office, The Maintenance of Heritage Assets - A Practical Guide, Section 5 : Wood & 7.2 Painted Finishes



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
		Verandah Elson	Timber	Rotting or split timber; termite damage	Specialist contractor to inspect for termites. Scouts to identify timber deterioration.	Annual	Cut in new lengths of board to replace board too damaged to repair	Policy XX - CMP Volume 2	Additional specialist advice can be sought if the Scouts do not have members familiar with the signs of timber deterioration.
B5	The Lodge continued	Windows	Timber sash windows painted white	Cracked or broken glass, damaged glazing bars; operation of opener	Not specifically identified	Annual	Ensure paint finish is well maintained so that the timber beneath does not deteriorate. If repainting, use the same paint system or paint will fail rapidly	Policy 60.2 - CMP Volume 2	Manilla/ochre paint finish originally. See also NSW Heritage Office, The Maintenance of Heritage Assets - A Practical Guide, Section 5 : Wood
		Roofing	Colorbond zincalume sheets & flashing (original lead removed or concealed)	Sheets needing refixing, holes, corroded fixing screws	With roof cleaning	Annual, February. Cleaning 3 monthly	Replace sheets with similar if required. Refix loose sheets and replace corroded fixings as necessary	Policy 36 - CMP Volume 2	Remove modern rigid flashing against chimney & reinstall stepped flashing (coated on top & underside to prevent metal incompatibility with modern zincalume sheeting)
		Wall lining internally	Plywood panelling with sapling cover battens	Damaged finish	Seek specialist advice	Annual	Repair finish to match existing	Policy 60.3 - CMP Volume 2	NSW Heritage Office, The Maintenance of Heritage Assets - A Practical Guide, Section 5 : Wood
		Ceiling lining	Fibrous plaster sheets	Sagging or stained sheets	Following roof works	Annual	Repair roof leaks, refix existing panel. Replace with similar materials when necessary	Maintenance only	No relevant heritage guideline located
		Flooring	Tallowood	Termite damage, scratches	Seek specialist advice regarding pest control.	Annual	Repair to match existing.	Policy 38 - CMP Volume 2	There is a limited potential for refinishing the boards because they are becoming thin. Investigate finishes such as Tung oil to minimise need for sanding. See also NSW Heritage Office, The Maintenance of Heritage Assets - A Practical Guide, Section 5 : Wood
	Landscaping to Lodge	Rear Terrace	Grassed	Weeds	December - Weed Control	Annual	No conservation treatment required beyond routine maintenance	n/a	NSW Heritage Office - The Maintenance of Heritage Assets - Section 9, Heritage Gardens & Grounds



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MT KEIRA SCOUT CAMP			Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
	Landscaping to Lodge continued	Stone paving and steps to building	Sandstone	Loss of mortar, cracking	Not specifically identified	Annual	Repair with lime-rich mortar, replace spalled or cracked step treads to match existing	Policy 60-10 & 60.11 - CMP Volume 2	Seek specialist advice from a Conservation Architect if substantial repairs are required.
		Red pavers with cream brick edging	Concrete	Uneven levels	Not specifically identified	Annual	Modern concrete pavers - no conservation treatment required. Replace with sandstone	Policy 46 - CMP Volume 2	No relevant heritage guideline located
		Path to furniture store	White tiles	Very slippery	Not specifically identified	N/A	Modern glazed tiles - no conservation treatment required. Replace with non slip sandstone ASAP	n/a	Modern element, routine maintenance only
		Balances	Timber	Rot or termite damage; fixing into ground	Not specifically identified	Annual	Repaint in dark colour to match Lodge walls. Replacement with alternative material when required	Policy 49 & Policy 60 - CMP Volume 2	NSW Heritage Office, The Maintenance of Heritage Assets - A Practical Guide, Section 5 : Wood
		Plantings	Conifers	Damage to the lodge and its foundations	Not specifically identified	N/A	Remove trees that are too close to the building	Policy 60 - CMP Volume 2	NSW Heritage Office, The Maintenance of Heritage Assets - A Practical Guide, Section 9 : Landscape
B6	Lodge Chair Store	Metal shed	Painted metal			N/A	Demolish	Policy 60.1 - CMP Volume 2	N/A
B7	Swimming Pool	Pool	Tank	Cracks	Not specifically identified	Annual	No conservation treatment beyond routine maintenance	Policy 61 - CMP Volume 2	No relevant heritage maintenance guideline located. Pool fencing legislation must be met.
		Tilework	Cream square body tiles to pool tank with black tiles to mark lanes on floor of pool	Cracked or missing tiles	Not specifically identified	Annual	Clean with soapy water and nylon brushes. Refix loose tiles. Replace missing tiles with new tiles to match original (note: such tiles may have to be manufactured as custom tiles)	Policy 61 - CMP Volume 2	

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MT KEIRA SCOUT CAMP			Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
		Tilework	Light blue and pink mottled tile at water edge	Cracked or missing tiles	Not specifically identified	Annual	Clean with soapy water and nylon brushes. Refix loose tiles	Policy 61.6- CMP Volume 2	
		Tilework	Dark blue rectangular tiles under coping tiles	Cracked or missing tiles	Not specifically identified	Annual	Clean with soapy water and nylon brushes. Refix loose tiles	Policy 61.6 - CMP Volume 2	
		Paving	Concrete paving coping tiles to edge of pool	Levels, cracks	Not specifically identified	Annual	No conservation treatment beyond routine maintenance	Policy 46 & policy 61.5 - CMP Volume 2	
B7	Swimming Pool continued	Paving	Modern clay pavers	Levels, cracks	Not specifically identified	Annual	No conservation treatment beyond routine maintenance	Policy 46 - CMP Volume 2	Modern element
		Pool Fencing & gate	Metal pool fencing	Gate catch to be fully operational	Not specifically identified	Monthly	Modern element, no conservation treatment. In the short term paint in dark colour. Long term, replace fence with a more sympathetic design.	Policies 41 & 61 - CMP Volume 2	No relevant heritage maintenance guideline located. Pool fencing legislation must be met.
B8	Swimming pool pump house	Metal shed	Metal	Corrosion, loose sheets, corrosion of fixings	Not specifically identified	Annual	Paint dark to match Lodge wall colour	Policy 61.6 - CMP Volume 2	Modern element
B9	The Glen	Brick pavers	AIR clay pavers	Stability and level	April - Clean paths to Glen	Quarterly	Relay where unevenness poses trip hazard; clean with wire brush & water to remove moss	Policy 62 - CMP Volume 2	The use of chemical cleaners is not recommended.
B10	Concrete Road	Concrete	Plain uncoloured concrete	Cracks, moss	Not specifically identified	Annual	Modern element. Colour to be made more recessive (ideally to match sandstone paving) so that the item does not stand out.	Policy 45 - CMP Volume 2	When resurfacing is required, select a more suitable colour.



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MT KEIRA SCOUT CAMP			Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
PRECINCT C		CHAPEL							
C	Generally	Vegetation	Refer to CMP Volume 1 Appendix 13 for list of significant trees	Fallen branches	May inspection	Five yearly	Routinely check the health of the native vegetation	Policy 44 CMP Volume 2	If the trees appear in poor health seek advice from an arborist. Succession planting is to be as per Policy 44.6 - CMP Volume 2
C1	Path to Chapel	Bridges	Timber	Rot, termite attack	May inspection	Annual	Repair to match existing.	Policy 63.2 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 9, Heritage Gardens & Grounds
		Paving	Stone	Level, cracked stones	May inspection	Annual	Relay existing stones where surface uneven		
			Brick pavers		May inspection		Replace like with like		
			Ceramic tiles		May inspection		Replace	Policy 46 - CMP Volume 2	
C2	Chapel	Pulpit and steps	Stone	Loose stones	May inspection	Annual	Replace dislodged stones without using mortar	Policy 63 - CMP Volume 2	
		Pews	Timber	Split timber and loose fixing	May inspection	Annual	Replace as necessary	Policy 63 - CMP Volume 2	Design of log pews is not original
		Boulders	Stone	Dislodged boulders	May inspection	5 yearly with Geotech	No conservation treatment	Policies 63.2 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 9, Heritage Gardens & Grounds
		Paving	Stone	Uneven surface	May inspection	Annual	Relay existing stones where surface uneven	Policies 17 & 63 - CMP Volume 2	
C3	Wishing Tree	No longer extant	N/A	N/A	N/A	N/A	None required, return to bushland. Tree died in 1989	N/A	N/A



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
	PRECINCT D	CUB'S AREA							
D	Generally	Vegetation	Refer to Appendix 13		April - pruning	Five yearly	Routinely check the health of the plantings	Policy 44 CMP Volume 2	If the trees appear in poor health seek advice from an arborist. Succession planting is to be as per Policy 44.6 - CMP Volume 2. NSW Heritage Office - The Maintenance of Heritage Assests - Section 9, Heritage Gardens & Grounds
D1	Cub Lair								
		Walls - exterior & interior	Painted concrete bricks	Cracks, peeling or flaking paint	Not specifically identified	5 yearly	Paint exterior in recessive colour	Policy 64 CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 7.2 Painted Finishes
		Gable ends	Painted vertical timber boards	Split timber; loose fixing	Not specifically identified	Annual	Repair like for like	Policy 33 & - Policy 41 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 5 Wood
		Verandah balustrade	Stone facing	Delaminating stones	Not specifically identified	5 yearly	Seek specialist advice regarding conservation treatment	Policy 34.1 CMP Volume 2	Advice on sourcing sandstone and documenting repairs can be provided by Public Works Advisory - Heritage Asset Advisory Service
		Windows	Painted timber	Rot, termite attack, loose putty	Not specifically identified	Annual	Ensure the paint finish is maintained to protect the timber work	Policy 64 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 7.2 Painted Finishes
		Doors	Painted timber	Rot, termite attack	Not specifically identified	Annual	Ensure the paint finish is maintained to protect the timber work	Policy 64 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 7.2 Painted Finishes
		Roofing	Painted corrugated steel	Rust, loose fixings	Not specifically identified	Annual	No conservation treatment required beyond routine maintenance	Policy 36 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 4 Roofing
		Paving	Concrete	Cracks	Not specifically identified	Annual	Determine the cause of the cracks and then repair using a similar composition and colour.	Policy 42 - CMP Volume 2	Modern element
		Floors	Narrow timber boards	Termites damage; scratches	Not specifically identified	Annual	Repair or replace damaged boards as necessary. Match timber type and width	Policy 38 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 5.3 Patching Timber Floor Boards
		Ceiling lining	Plasterboard	Staining	Not specifically identified	5 yearly	Replace with similar materials when necessary	n/a	Not original. Modern element



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
D1	Cub Lair continued	Bellows	Painted timber logs	Rot, termite attack	Not specifically identified	Annual	Paint in recessive colour so that the element is not highly visible; replace with alternative more durable material when required	Policy 41 & Policy 49 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 5 Wood
D2	Cub Kitchen							Policy 65 CMP Volume 2	
		Walls - exterior & interior	Clinker bricks	Cracks, loss of mortar	Not specifically identified	5 yearly	Repoint as necessary. Match colour of the existing mortar.		No relevant heritage guideline
		Cladding above windows	Stained vertically fixed timber boards	Split timbers, loose fixing, rot, termite attack	Not specifically identified	Annual	Replace like with like if necessary or repair		NSW Heritage Office - The Maintenance of Heritage Assets - Section 5 Wood
		Windows	Aluminium		Not specifically identified	5 yearly	No conservation treatment required beyond routine maintenance		Modern element
		Doors	Stained timber	Rot, termite attack	Not specifically identified	Annual	Replace like with like if necessary or repair		NSW Heritage Office - The Maintenance of Heritage Assets - Section 5 Wood
		Roofing	Concrete tiles	Cracked tiles	Not specifically identified	Annual	Replace like with like if necessary or repair		NSW Heritage Office - The Maintenance of Heritage Assets - Section 4, Roofing
		Barge boards	Stained timber	Split timber, rot, termite attack	Not specifically identified	Annual	Replace like with like if necessary or repair		NSW Heritage Office - The Maintenance of Heritage Assets - Section 5 Wood
		Paving	Concrete	Cracks, uneven	Not specifically identified	Annual	Replace like with like if necessary or repair		Modern element
		Floor Finish	Quarry tiles	Cracks, loose drummy tiles	Not specifically identified	5 yearly	Replace like with like if necessary or repair		Modern element
		Doors	Unfinished timber slats	Loose slats	Not specifically identified	Annual	Replace like with like if necessary or repair		NSW Heritage Office - The Maintenance of Heritage Assets - Section 5 Wood



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MT KEIRA SCOUT CAMP			Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.		
			Plantings		Pools & Tanks		Tilework			
			Fire Services		Signs, flagpoles, lighting					
D3	Jungle Circle							Policy 66 CMP Volume 2		
		Vegetation	n/a	Fallen limbs & dead plants	April Pruning	Annual	Remove debris as necessary	Policies 43 & 44 CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 9, Heritage Gardens & Grounds	
		Paving	Rammed earth retained with concrete blockwork and stone	Cracked or out-of-plumb walls	Not specifically identified	Annual	Repair like with like	Policy 46 CMP Volume 2	No relevant heritage guideline	
		Seating	Timber planks	Split timber, loose fixing, rot, termite attack	Not specifically identified	Annual	Replace with similar materials		NSW Heritage Office - The Maintenance of Heritage Assets - Section 5 Wood	
D4	Turning Circle	Road and turning circle	Gravel and concrete	Cracks, subsidence	June - Paint white lines	Annual	Repair like with like		No relevant heritage guideline	
D5	Footpath to Camp Fire Circle	Pavers	Terra cotta pavers	Cracks, level, slipperiness	Include in April tasks	Annual	Modern element, no conservation treatment required beyond routine maintenance		Heritage Victoria guideline on cleaning masonry - section on Organic growths. Available online	
PRECINCT E		CAMP KITCHEN, JACKSON CHALET, ROVERS DEN, ROVERS AMPHITHEATRE, CAMP FIRE CIRCLE								
E	Generally	Trees	n/a	Fallen limbs	Include in May tasks	Annual	n/a	Policies 43 & 44 CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 9, Heritage Gardens & Grounds	
E1	Camp Fire Circle	Vegetation	n/a	Fallen limbs & dead plants	Include in May tasks	Annual	n/a	Policies 43 & 44 CMP Volume 2	No relevant heritage guideline	
		Paving	Rammed earth retained with concrete blockwork and stone	Cracked or out-of-plumb walls	Include in May tasks	Annual	Modern element, no conservation treatment required beyond routine maintenance	Policies 46 & Policy 71 CMP Volume 2		
		Seating	Top of concrete wall	Cracked or out-of-plumb walls	Include in May tasks	Annual	Modern element, no conservation treatment required beyond routine maintenance	Policy 71 CMP Volume 2		



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No.	BUILDING NAME	BUILDING ELEMENT	MATERIAL	INSPECT FOR	SCOUTS REGULAR ACTIVITY	INSPECTION FREQUENCY	CONSERVATION TREATMENT	CONSERVATION POLICY	GUIDELINE / FURTHER ADVICE
	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
E2	Camp Kitchen	Structure	Undressed, painted timber posts & wall plate	Rot and/or termite damage	Not specifically identified	Annual	Scarf in new timber post bases after removing concrete patches. Repaint in black colour	Policy 67.3 CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 7.2 Painted Finishes
		Wall cladding	Random rubble stone	Loose stones and loss of mortar	Not specifically identified	Annual	Reset loose stones and repoint in mortar mix to match existing	Policy 41, 67.2 CMP Volume 2	No specific guideline located. Seek specialist advice from a Conservation Architect is substantial repairs are required.
		Wall cladding	Hardiplank weatherboards	Chipped boards, loose fixings	Not specifically identified	Annual	Repaint in dark, recessive colour	Policy 41 CMP Volume 2	Routine maintenance only.
		Doors	Painted timber	Rot and/or termite damage	Not specifically identified	Annual	Repair like with like. Ensure that the painted finish is maintained to protect the timberwork below.	Policy 41 & Policy 67.2 CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 7.2 Painted Finishes
		Windows	Painted timber	Rot and/or termite damage	Not specifically identified	Annual	Repair like with like. Ensure that the painted finish is maintained to protect the timberwork below.	Policy 41 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 7.2 Painted Finishes
		Windows	Aluminium	Deterioration and leaks	Not specifically identified	5 yearly	Modern element; no further conservation treatment required	n/a	Modern element
		Screen	Stained timber lattice	loose fixings	Not specifically identified	Annual	Modern element; no further conservation treatment required	n/a	Modern element
		Roofing	Corrugated steel	Rust, loose fixings	Not specifically identified	Annual	Short term retain; long term replace with dark coloured Colorbond	Policy 36 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 4, Roofing
		Paving	AIR clay bricks	Trip hazard due to lifting caused by vegetation	Not specifically identified	Annual	Relay existing pavers to provide even surface	Policy 67.6 - CMP Volume 2	Note : all of the locally supplied materials from the steelworks should be retained
	Planter Boxes	Cream face brick	Water damage	Not specifically identified	Annual	Modern element; no further conservation treatment required	Policy 67.7 - CMP Volume 2	Modern element	



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
E3	HQ Control Centre							Policy 41 & Policy 73 CMP Volume 2	
		Plantings					Cut back vegetation to reduce amount of debris on roofs		NSW Heritage Office - The Maintenance of Heritage Assets - Section 9, Heritage Gardens & Grounds
		Walls	Painted render	Cracks, peeling paint	Not specifically identified	Annual	Maintain the painted finish.		NSW Heritage Office - The Maintenance of Heritage Assets - Section 7.2 Painted Finishes
		Windows	Painted timber	Rot, termite attack	Not specifically identified	Annual	Repair like with like. Ensure that the painted finish is maintained to protect the timberwork below.		NSW Heritage Office - The Maintenance of Heritage Assets - Section 7.2 Painted Finishes
		Doors	Painted timber	Rot, termite attack	Not specifically identified	Annual	Repair like with like. Ensure that the painted finish is maintained to protect the timberwork below.		NSW Heritage Office - The Maintenance of Heritage Assets - Section 7.2 Painted Finishes
		Roofing & flashings	Painted metal sheets	Corrosion, loose sheets, corroded fixings	Cleaning every 3 months	Annual	Repair like with like		NSW Heritage Office - The Maintenance of Heritage Assets - Section 4, Roofing
E4	Fairfax Cottage							Policy 72 CMP Volume 2	
		Wall cladding	Fibre cement weatherboards	Cracked or broken sheets	Not specifically identified	Annual	Modern painted structure, no conservation treatment required. Paint in dark colour in the interim so does not stand out.	Policy 41 CMP Volume 2	Routine maintenance only until building replaced with new purpose built building
		Windows	Powder coated aluminium	Deterioration and leaks	Not specifically identified	Annual	Modern element, no conservation treatment required beyond routine maintenance	n/a	Modern element
		Roofing	Colorbond sheets	Leaf build up in gutters, loose sheets and leaks	Cleaning every 3 months	Annual	Modern element, no conservation treatment required beyond routine maintenance	n/a	Modern element
		Veranda/Balustrade	Painted timber	Rot, termite attack	Not specifically identified	Annual	Paint in dark colour so the element is recessive rather than standing out.	Policy 41 CMP Volume 2	Confirm if the balustrade is complying.



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal		NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
E5	Jackson Chalet	Wall cladding to lower level	Concrete bricks	Moss growth	Not specifically identified	Annual	Treat moss growth using steam or fungicide.	Policy 68 - CMP Volume 2	Heritage Victoria guideline on cleaning masonry - section on Organic growths. Available online
		Wall cladding & eaves lining to upper level	Stained timber weatherboards	Loose boards, rot, termite attack	Not specifically identified	Annual	Restain in colour to match Lodge	Policy 68.2 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 5, Wood
		Windows	Aluminium	Corrosion, ease of operation	Not specifically identified	Annual	Modern element, no conservation treatment required beyond routine maintenance	Policy 68.6 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 5, Wood
		Doors	Timber, stained	Rot, termite attack	Not specifically identified	Annual	Ensure that the stained finish is maintained to protect the timberwork below.	Policy 68 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 7.2, Paint Finishes
			Timber, painted	Peeling Paint	Not specifically identified	Annual	Ensure that the painted finish is maintained to protect the timberwork below. Repaint when required.	Policy 41 & Policy 68 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 7.2, Paint Finishes
		Door thresholds	Terrazzo	Cracks & failed fixing	Not specifically identified	Annual	Replace to match existing if chipped area cannot be repaired	Policy 68.5 - CMP Volume 2	No specific guideline located. Seek specialist advice from a Conservation Architect.
		Roofing	Brown concrete tiles	Cracks, loose tiles	Spring	Annual	Remove any plants growing in roof gutters and leaf litter and debris from gutters	Policy 36 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 4, Roofing
		Posts	Painted dressed timber	Rot, termite attack	Not specifically identified	Annual	Repaint in black colour	Policy 41 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 7.2, Paint Finishes
		Stair handrails & balustrades	Painted dressed timber	Rot and/or termite damage	Not specifically identified	Annual	Repaint in black colour	Policy 41 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assests - Section 5, Wood
		Paving	Concrete	Cracks, moss	April - Clean paths	Annual	Remove moss with wire brush and water	Policy 46 - CMP Volume 2	Chemical treatments are not recommended



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal		NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
E6	Rovers' Den	Foundation	Face bricks	Missing mortar, loose bricks	Not specifically identified	Annual	Re-lay loose bricks, repoint missing mortar from joints	Policy 69 - CMP Volume 2	No specific guideline located. Seek specialist advice from a Conservation Architect.
		Wall Cladding	Stained vertical timber boarding with sapling cover battens	Split timber, loose fixing, rot, termite attack	Not specifically identified	Annual	Repair like with like	Policy 33 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 5, Wood
		Chimney	Face brick with modern rigid flashing	Missing mortar, loose bricks	Not specifically identified	Annual	Replace rigid flashing with lead flashing (coated top and bottom to minimise metal incompatibility)	Policy 34 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 4, Roofing
		Door & Windows	Painted timber	Rot, termite attack, loose putty	Not specifically identified	Annual	Repair like with like. Ensure that the painted finish is maintained to protect the timberwork	Policy 41 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 7.2, Paint Finishes
		Roofing	Colorbond zincalume sheets	Corrosion, loose sheets, corroded fixings	Cleaning every 3 months	Annual	Remove any plants growing in roof gutters and leaf litter and debris from gutters	Policy 36 - CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 4, Roofing
		Paving	Mixture of brick paving, terracotta tiles, sandstone	Level, moss and slipperiness	Not specifically identified	Annual	Re-lay uneven paving units, remove moss	Policy 46 - CMP Volume 2	Do not use high pressure water blasting as this will damage surface of the sandstone.
E7	Rovers' Amphitheatre							Policies 70 & 71 - CMP Volume 2	
		Paving	Clay pavers	Uneven surface & slipperiness	Not specifically identified	Annual	Remove moss with wire brush and water	Also Policy 41 & 46	Chemical treatments are not recommended
		Dwarf Walls	Turfed earth edged with stone	Drainage & erosion	Not specifically identified	Annual	Repair like with like		No relevant heritage guideline located
E8	Electrical Storage Hut	Walls and roof	Painted steel	Leaf build up in gutters, loose sheets and leaks	Cleaning every 3 months	Annual	Repaint in black.		No relevant heritage guideline located



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
PRECINCT F		CAMP WARDEN'S COTTAGE, CAMP WARDEN'S GARAGE, FAIRFAX COTTAGE, HQ CONTROL CENTRE, TOILETS, SHELTER, MENS' SHED							
F	Generally	Plantings	Fallen limbs	Weeds and other invasive species	Not specifically identified	Five yearly	Routinely check the health of the vegetation	Policies 43 & 44 CMP Volume 2	If the trees appear in poor health seek advice from an arborist
F1	Cabbage Patch	Grassed area		Weeds and other invasive species	Not specifically identified	Annual	Demolish sheds and build purpose built storage within new Mens' Shed	Policy 79 CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 9, Heritage Gardens & Grounds
F2	Mens' Shed	Wall cladding	Painted corrugated steel	Corrosion, loose sheets, corroded fixings	Not specifically identified	Annual	Modern painted structure, no conservation treatment required. Paint in dark colour in the interim so recessive in the landscape	Policy 78 CMP Volume 2	No relevant heritage guideline located
		Windows	Aluminium	Deterioration and leaks	Not specifically identified	5 yearly	Modern structure, no conservation treatment required.		Modern element
		Door & windows	Painted timber	Rot, termite attack	Not specifically identified	Annual	Modern structure, no conservation treatment required.		Modern element
		Roller Door	Steel roller door	Corrosion, ease of use	Not specifically identified	Annual	Modern structure, no conservation treatment required.		Modern element
		Roofing	Ribbed steel	Corrosion, deteriorated fixings, also Leaf build up in gutters, loose sheets and leaks.	Cleaning every 3 months	Annual	Remove any plants growing in roof gutters and leaf litter and debris from gutters		Modern element



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal		NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
F3	Warden's cottage	Well cladding	Predominantly board and batten but some original narrow sapling battening remains	Split timbers, loose fixing, rot, termite attack	Seek specialist advice regarding pest control.	Annual	Do not remove original sapling battens. Paint in dark colour to match the Lodge	Policy 74 CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 5, Wood
		Windows	Powder coated aluminium	Deterioration and leaks	Not specifically identified	5 yearly	Modern element, no conservation treatment		
		Doors	Timber	Rot, termite attack		Annual	Modern element, no conservation treatment required beyond routine maintenance		Alternatively a black timber stain can be used.
		Fixed security shutters to openings	Powder coated steel	Deterioration and loose fixings	Not specifically identified	5 yearly	Modern fixture, no conservation treatment required		Modern element
		Roller security shutters to windows	Powder coated steel	Deterioration and loose fixings	Not specifically identified	5 yearly	Modern fixture, no conservation treatment required		Modern element
		Chimney	Bagged brickwork	Loss of bagging; Loss of mortar, Loose bricks	Not specifically identified	Annual	Modern element, no conservation treatment required beyond routine maintenance		Modern element
		Roofing	Corrugated steel	Corrosion, loose sheets, corroded fixings	Not specifically identified	Annual	Modern element, no conservation treatment required beyond routine maintenance		Modern element
		Paving	Brick pavers	Lifted or dropped paving	Include with April	Annual	Relay to remove uneven surface		Modern element



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal		NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
F4	Warden's garage	Walls	Colorbond metal	Corrosion, loose sheets, corroded fixings	Not specifically identified	Annual	Demolish. Paint dark colour in the interim	Policy 74 CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 4, Roofing
		Garage door	Galvanised steel roll-a-door	Corrosion, corroded fixings	Not specifically identified	Annual	Modern element, no conservation treatment required beyond routine maintenance		Modern element
		Roofing	Colorbond metal	Corrosion, loose sheets, corroded fixings	Cleaning every 3 months	Annual	Modern element, no conservation treatment required beyond routine maintenance		NSW Heritage Office - The Maintenance of Heritage Assets - Section 4, Roofing
F5	Male Ablutions Block	Walls (also part timber)	Stained horizontal timber weatherboards above face brick foundation	Rot, termite attack, split boards, moss	Not specifically identified	Annual	Modern structure, no conservation treatment required. Paint or stain timber in dark colour	Policy 75 CMP Volume 2	Modern element
		Glazing to saw tooth roof	Fixed clear glazing	Cracked or broken glass	Not specifically identified	Annual	No conservation treatment required beyond routine maintenance		NSW Heritage Office - The Maintenance of Heritage Assets - Section 4, Roofing
		Roofing	Corrugated metal with fibre glass inserts	Corrosion, loose sheets, corroded fixings	Cleaning every 3 months	Annual	Remove any plants growing in roof gutters and leaf litter and debris from gutters		NSW Heritage Office - The Maintenance of Heritage Assets - Section 4, Roofing
F6	Female Ablutions Block	Walls	Cream face brick	Staining, loss of mortar and rising damp	Not specifically identified	Annual	Modern painted structure, no conservation treatment required beyond routine maintenance	Policy 76 CMP Volume 2	Modern element
		Gables	Stained timber boarding	Rot, termite attack, split boards, moss	Not specifically identified	Annual	Modern structure, no conservation treatment required beyond routine maintenance		Modern element
		Glazing to saw tooth roof	Fixed clear glass	Cracked or broken glass	Not specifically identified	Annual	Modern structure, no conservation treatment required beyond routine maintenance		Modern element



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
		Roofing	Corrugated metal with fibre glass	Corrosion, loose sheets, corroded fixings	Cleaning every 3 months	Annual	Remove any plants growing in roof gutters and leaf litter and debris from		NSW Heritage Office - The Maintenance of Heritage Assets - Section 4, Roofing
F7	Shelter	Walls	Painted corrugated steel	Corrosion, loose sheets, corroded fixings	Not specifically identified	Annual	Paint in dark colour so building is recessive and does not dominate the landscape	Policy 77 CMP Volume 2	
		Roofing	Corrugated steel	Corrosion, loose sheets, corroded fixings	Cleaning every 3 months	Annual	Remove any plants growing in roof gutters and leaf litter and debris from gutters		NSW Heritage Office - The Maintenance of Heritage Assets - Section 4, Roofing
	PRECINCT G	CAR PARK, NORTHCOTT FLAT & ENTRANCE ROAD							
G	Generally	Sorenson plantings & exotic plantings	Refer to Appendix 13 for the list of plantings	Branches that are likely to fall	May- tree clearances	Five yearly - Specialist advice	Routinely check the health of the cultural plantings by Sorenson	Policy 44 CMP Volume 2	If the trees appear in poor health seek advice from an arborist. Succession planting is to be as per Policy 44.6 - CMP Volume 2
G1	Commemorative Gates	Post and gates	Galvanised steel	Corrosion of welds and fixings. Dropped gate leaves.		Annual		Policy 83 CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 3, Metalwork
G2	Camp Access Road	Road	Bitumen on road base with concrete edging and concrete and steel cross drains	Levels, poor drainage and pot holes		Annual	Repair like with like	Policy 45 CMP Volume 2	No relevant heritage guideline located



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MT KEIRA SCOUT CAMP			Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
G3	Carpark	Invasive Plantings	Bamboo	Bamboo	To be included in weed control works (December)	Annual	Remove invasive planting. Ensure the embankment is stabilised immediately after the removal" eg revegetating with local native species such as lomandra, temporary soil erosion control measures. followup (secondary) treatment of the bamboo infestation is highly likely, so need to include annual inspection of treated site, and undertake secondary treatment for as long as is required to eradicate the bamboo.	Policy 80 CMP Volume 2	Note that secondary treatment may be required.
G3	Carpark continued	Rock Outcrops	Naturally occurring	Cracks	With other carpark works	Annual	Retain and do not fix any further signs or plaques to the rocks	Policy 80 CMP Volume 2	Natural element
G4	Northcott Flat	Vegetation	Grass	Weeds and other invasive species	To be included in weed control works (December)	Annual	No conservation treatment beyond routine maintenance	Policy 82 CMP Volume 2	NSW Heritage Office - The Maintenance of Heritage Assets - Section 9, Heritage Gardens & Grounds
G4	Toilet block	Masonry					No conservation treatment beyond routine maintenance		Recommended for replacement
G5	Corrimal Flat	Grassed terraces	Grass	Weeds and other invasive species	To be included in weed control works (December)	Annual	No conservation treatment beyond routine maintenance		NSW Heritage Office - The Maintenance of Heritage Assets - Section 9, Heritage Gardens & Grounds
G6	Adventure Valley	Timber	Treated timber	N/A	N/A	N/A	No conservation treatment. Demolish	Policy 82 CMP Volume 2	N/A
G7	Allawah	Temporary bus parking	informal	N/A	N/A	N/A	Maintenance will be required once use formalised	Policy 84 CMP Volume 2	No relevant heritage guideline located
PRECINCT H		RING'S FARM & SCOUT CAMP WATER SUPPLY							



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	MT KEIRA SCOUT CAMP		Masonry		Timber		Metal	NOTE: This cyclic maintenance plan is intended to cover the key maintenance requirements for heritage listed assets within the Licence Area. It is not a full, complete list of all possible issues, and does not include cyclic maintenance requirements for non heritage listed assets/items.	
			Plantings		Pools & Tanks		Tilework		
			Fire Services		Signs, flagpoles, lighting				
H1-H3	Generally	Water Supply	Tanks	Leaks & obstructions to flow	Included	Checked monthly	No additional conservation requirements	Policy 53 - CMP Volume 2	In the Wollongong Catchment

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