# ESSO AUSTRALIA PTY LTD

## Esso Pipeline Replacement Project

**EMEL-PLA-355-PM004**  
**PIPELINE CONSULTATION PLAN**

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1.0 PROJECT OVERVIEW

1.1. About Esso

ExxonMobil Australia, through its brands Esso and Mobil, has had a significant role in the development of Australia’s oil and gas resources and has a business history in this country stretching back more than 110 years.

ExxonMobil is one of Australia's largest oil and gas producers. Activities cover exploration and production of oil and gas, petroleum refining and supply of fuels (including natural gas), lubricants and chemical products.

Since 1969, ExxonMobil subsidiary Esso Australia Pty Ltd has operated the Bass Strait offshore oil and gas fields and associated production and processing facilities. Esso operates 23 offshore platforms and installations in Bass Strait which feed a network of 600km of underwater pipelines and keep the oil and gas flowing, 24 hours a day to onshore facilities at Longford for processing. Longford, with its three gas plants and one crude oil stabilisation plant, is one of the most important industrial facilities in Australia. It has been operating for more than 40 years and in that time the oil and gas passing through its network of pipes and vessels has contributed significantly to the national economy, fuelling growth in industry and employment. These products have also delivered substantial direct revenue to the Commonwealth and Victorian governments.

Longford has been supplying most of Victoria's gas requirements since 1969. It also supplies gas to New South Wales and Tasmania. Longford also currently supplies around 20 percent of Australia's crude oil requirements. This energy supply has supported a myriad of industries including power generation, transportation, gas retailing, plastics, petrochemicals, manufacturing and minerals processing.

1.2. About the Project

The existing Longford to Long Island Point Liquids Pipeline (700mm diameter) transports crude oil and condensate that has been produced from Esso/BHP Billiton's Bass Strait oil and gas fields. The 187 kilometre pipeline runs from the Longford Gas Processing and Crude Oil Stabilisation Plants to the Long Island Point LPG Fractionation and Crude Oil Storage Plant. The condensate is produced as a part of the gas that is produced from the Bass Strait fields.

The Pipeline operates under two pipeline licences:

- PL126 (Longford to Westbury) – constructed in 1980;
- PL35 (Westbury to Long Island Point) – constructed in 1969. This pipeline originally flowed crude oil/condensate the full length from Longford to Long Island Point. The first 90 kilometres from Longford to Westbury was replaced in 1980.

Figure 1 provides an overview map of the pipeline.

We continue to monitor, assess and invest in the integrity of this pipeline to ensure it operates safely and reliably. However, we have now assessed that the pipeline is nearing the end of its operational life and the preferred option is to replace it. Detailed specifications are yet to be developed but a replacement pipeline is expected to be a steel pipeline of 350mm in diameter with corrosion protection and a telemetry system for operations monitoring and control.
The replacement pipeline will be constructed along the existing pipeline route where Esso has an easement set aside for its pipelines. Wherever possible, Esso will seek to locate the replacement pipeline within the existing easement. There are a small number of locations where, due to restricted space within the existing easement, Esso may seek to position the replacement pipeline outside of the existing easement. In these locations a new easement will be negotiated with the landowner / occupier concerned.

To facilitate the construction of the replacement pipeline, temporary work space in addition to and adjacent to the existing easement may be required. Agreements regarding use of these areas will be negotiated with the landowner / occupier in advance of any activities being undertaken on the property.

It is proposed to proceed with project planning and consultation in 2013 to target a commencement of construction in late 2014, subject to obtaining the necessary approvals.
Figure 1: Overview map of existing Longford to Long Island Point Liquids Pipeline
2.0 ESSO CONSULTATION COMMITMENT

Esso’s stated commitment is

“Our approach to corporate citizenship involves more than compliance with applicable laws, sound business practices and operational excellence. We are also committed to supporting and engaging with the communities in which we operate. We consider our community relationships an essential element of our business.”

3.0 THIS PIPELINE CONSULTATION PLAN

This Pipeline Consultation Plan has been developed in accordance with the Guidelines for the Preparation of Pipeline Consultation Plans, Pipelines Act 2005 (Department of Primary Industries, December 2008). This Pipeline Consultation Plan outlines the key objectives, tools and actions required to consult with landowners and occupiers during the Esso Pipeline Project (“the Project”).

4.0 PIPELINE CONSULTATION PLAN OBJECTIVES

The objectives of this Pipeline Consultation Plan are to:

- Ensure a consistent consultation approach is adopted during the Project;
- Meet the statutory requirements and expectations of regulatory agencies in relation to the consultative processes used by the Project for landowners and occupiers;
- Ensure that consultation activities enable landowners and occupiers to better understand the Project through the timely distribution of project information that is presented in an understandable format;
- Ensure that Esso is able to understand the views of landowners and occupiers;
- Ensure landowners and occupiers are sufficiently informed about the Project, the aspects that they can influence, and their rights;
- Allow landowners and occupiers to have input into those aspects of the Project that could affect them; and
- Outline the process of consultation with landowners and occupiers and the complaints process, to ensure consistency with regulatory requirements.
5.0 PIPELINE PROJECT LANDOWNERS AND OCCUPIERS

5.1. Private Landowners and Occupiers

Preliminary project investigation indicates that approximately 320 private landowners are directly associated with the Project having the pipeline easement on their property.

Appropriate and timely consultation with landowners and occupiers will be carried out throughout the Project. Direct contact with landowners and occupiers will be the main method of contact to achieve the following objectives:

- To establish a good working relationship with each directly affected landowner and, where applicable, occupier;
- To ensure the provision of accurate project information;
- To ensure the documentation of any concerns; and
- To provide direct feedback on the follow up of any agreed control measure(s) or action(s).

The basic consultation steps between Esso and landowners and occupiers during the Project are summarised in Figure 2 below, and illustrated in more detail in Table 1.

5.2. Public Landowners and Occupiers

The Crown Lands Minister along with public land administrative agencies (e.g. Department of Environment and Primary Industries, Parks Victoria, Local Government, VicRoads, VicRail, etc) will be consulted similarly to the private landowners and occupiers, and as required under the Pipelines Act 2005, to ensure that the obligations under the Act are met.

5.3. Indigenous Groups

Esso recognises that indigenous groups have a role within the Project, and that providing accurate and timely information to indigenous groups is a necessary and important component of the Project’s responsibilities.

Esso recognises that the individuals and representative bodies involved in the Project will have an active interest in the cultural heritage assessment process and development of the project Cultural Heritage Management Plan.
### Figure 2: Description of consultation activities

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<th>Project Stage</th>
<th>Activities</th>
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| Prepare Landowner Database        | • Identify landowners - desktop survey.  
• Title details (owner, Lot and DP number, mailing and street address.)                                                                                                                                         |
| Announce Project                  | • In accord with DSDBI approved Pipeline Consultation Plan  
• Esso engages affected landowners and occupiers, confirms individual contact details and arrangements, and provides initial Project Information Pack.  
• Esso publicly announce the Project                                                                                                      |
| Prepare for land studies          | • To facilitate initial easement inspections, and prepare for the necessary studies, Esso serves landowners and occupiers with Notice of Intention to Enter Land for the Purpose of Survey, as stipulated under s.19 of Pipelines Act 2005. Consent is required prior to entering land for survey. |
| Land Access                       | • Esso will negotiate with landowners and occupiers over arrangements for pipeline construction and operation, including land access arrangements, land management plan, etc.  
• Negotiations may include details of compensation, ongoing access and rehabilitation arrangements.                                                |
| Environment Assessment process    | • Esso undertake environmental and cultural heritage studies.  
• Esso supplies landowner with Notice of Pipeline Corridor, under s.27 of the Act, and r.7 of the Regulations.                                                                                      |
| Approvals                         | • Esso completes pipeline approvals processes, exercise easement option (if required), and applies for Licence to Construct.  
• All landowners and occupiers receive a Notice of Pipeline Licence Application, under s.32 of the Act, once pipeline application lodged. Landowners and occupiers have statutory opportunity to make submissions to the Minister about the pipeline licence application.  
• A copy of the Notice of Pipeline Licence Application is published in one or more newspapers that circulate generally in Victoria and throughout the areas to which the notification relates |
| Construction                      | • Once Licence to Construct received, Esso completes easement documentation and landowner arrangements, including any related compensation.  
• Safety and Environmental Management Plans developed and approved.  
• Pipeline constructed, commissioned and agreed rehabilitation completed.                                                                   |
| Post-Construction Operations      | • Pipeline operation approved and access arrangements confirmed with landowner.  
• Post construction rehabilitation agreed or referred to third party  
• Esso accesses land for periodic pipeline inspection/maintenance as required.                                                                                                                |
6.0 INFORMATION FOR LANDOWNERS / OCCUPIERS

6.1. General

The Project is committed to developing and maintaining positive relationships with landowners and occupiers.

The effectiveness of Esso’s consultation process is dependent on effective collation and dissemination of Project information. This will be made available to landowners and occupiers using a range of communication methods aimed at keeping landowners and occupiers fully informed.

Information will cover various aspects of the Project, including the following:

- The rationale for the Project;
- The assessment process and where the Project sits within this process;
- The relationship between the assessment process and landowner / occupier consultation; and
- Advice on opportunities for feedback and discussion.

From the first contact, and in all related project correspondence, Esso will inform landowners and occupiers that the Department of State Development, Business and Innovation is the regulator of the activity and that a landowner or occupier may contact the Department at any time. The Department’s contact details will be provided.

6.2. Introduction Information for Landowners and Occupiers

Figure 2 provides an overview of consultation with landowners and occupiers that will occur during the life of the Project, and notices to be provided under the Pipelines Act 2005 (the Act). This process is discussed in more detail below and includes reference to the legal obligations of Esso, as a proponent, under the Act.

Note that the apparently “legalistic” elements of the process, such as the serving of Notices, are not optional steps for Esso, but are mandated in the Act.

As required by s.17 (2) of the Act, the following information is included in this Pipeline Consultation Plan.

6.2.1. General Survey Information

General information about the types of activities to be undertaken by Esso for surveys associated with the construction and operation of the proposed pipeline are to be provided as part of the notice of intention to survey which will be generally in the form of the sample shown in Appendix 1 of this Pipeline Consultation Plan.

6.2.2. How Potential Impacts Are Managed

Potential adverse impacts on private and public land are to be avoided by careful survey of the land, consultation with landowners and occupiers, a land pre-condition report and land management plan agreed by the landowner / occupier. Where adverse impacts cannot be
reasonably avoided the impacts will be minimised and then compensation for the impacts will be agreed with the landowner / occupier.

Potential adverse impacts on health and safety will be managed within the framework of Esso’s stringent health and safety regime, including a permitting system for everyone entering the project/work area, training and inductions and reporting and auditing.

Potential adverse impacts on the environment are taken seriously. The construction footprint will be minimised by locating the pipeline within the existing easement wherever possible. Comprehensive surveys will be undertaken of the entire area with emphasis on habitat for endangered species. Environmental impacts will be mitigated by a range of methods including:

- Planning and design to avoid, where possible, areas classified as potential high impact environmental areas
- Keeping land and vegetation disturbance to a minimum
- Minimising sedimentation and erosion by adopting International Erosion Control Association guidelines
- Adopting appropriate biosecurity measures
- Applying specialist impact mitigation where listed species are known or predicted
- Ensuring the workforce is fully briefed and informed regarding environmental management
- High quality environmental oversight of construction
- Detailed approved rehabilitation plans

Plans to be prepared will include those detailed below.

**Construction Environment Management Plan.** A Construction Environmental Management Plan will be developed and informed by information collected from a range of field surveys. The document will identify sensitive environmental areas and detail the construction methodologies to minimise environmental impacts.

**Construction Safety Management Plan.** A Construction Safety Management Plan will be developed to meet the applicable Esso polices, Australian Standard AS 2885 requirements and Victorian OH&S legislation. The document will detail the systems and processes the construction contractor shall implement including hazard alert protocols, incident reporting, safety meetings and hazard analysis processes.

**Cultural Heritage Management Plan.** A Cultural Heritage Management Plan will be developed from the data generated from desk top studies, a standard assessment and if required a complex assessment. The document will detail the construction methodologies to minimise construction and ongoing operation impacts on sensitive cultural heritage areas.

**Operations Environment Management Plan** In the development of an Operations Environmental Management Plan, ongoing activities that support the operation of the pipeline will be assessed and work practices defined to minimise impacts on the environment.
Operations Safety Management Plan  The Operations Safety Management Plan will be developed to provide an integrated safety management approach in line with Esso’s existing safety management policies and practices for pipeline operations.

6.2.3.  Project Introduction Material
A range of Project introduction material will be provided to landowners and occupiers including the material listed below:

- The approved Pipeline Consultation Plan
- Notice of Intention to Enter Land for Survey (for non Crown land) (Appendix 1)
- Notice of Pipeline Corridor (Appendix 2)

Some key facts about the Project:

- Environmental studies, environmental assessment referrals and associated environmental management plans will be completed prior to construction and operation of the proposed pipeline;
- Cultural heritage studies will be carried out and a Cultural Heritage Management Plan will be produced;
- Wherever possible Esso will seek to locate the replacement pipeline within the existing easement;
- Esso is committed to providing fair, adequate and equitable compensation to impacted landowners for disturbance and loss of production in accordance with the Pipelines Act 2005, and the Australian Pipeline Industry Association/Victorian Farmers Federation Pipeline Easement Guidelines;
- All activities will be undertaken in accordance with the laws of the State of Victoria and where relevant the Commonwealth of Australia. This includes, but is not limited to provisions under the:
  - Pipelines Act 2005 – this is the primary Act under which the Project proposals are assessed;
  - Environment Protection & Biodiversity Conservation Act 1999 (Commonwealth);
  - Native Title Act 1993 (Commonwealth);
  - Environmental Effects Act 1978;
  - Flora and Fauna Guarantee Act 1988;
  - Aboriginal Heritage Act 2006;
  - Coastal Management Act 1995;
  - Catchment and Land Protection Act 1994;
  - Water Act 1989;
  - Environment Protection Act 1970; and
  - Road Management Act 2004.

6.2.4.  Service of Regulatory Notices
In order to protect the interests of landowners and occupiers, the Act requires a formal process for the service of Notices to Landowners and occupiers. The Act also requires that,
for this Project, Esso will be responsible for the service of such Notices. The intended procedure for the service of Notices is outlined below:

- Attempt to arrange a face-to-face meeting with the landowner/occupier, for the purpose of explaining the related activity, and for service of the Notice;
- Hand deliver the Notice at the meeting, and obtain the landowner’s/occupier’s acknowledgement via a signed receipt; and
- Should the landowner/occupier not be available for a meeting, the Notice will be served via registered post, and a delivery receipt obtained.

Landowners and occupiers affected by the Project are encouraged by Esso to seek independent legal advice on any concerns they may have with regard to legal implications of the Project which could include the Project’s potential impact on their land and its use or any other legitimate concern.

Pre-defined and agreed reasonable costs incurred in seeking advice in relation to the Project will be reimbursed by Esso.

6.2.5. A Notice of Intention to Enter Land for the Purpose of Survey (Section 19)

Under s.19 of the Act, Esso is required to deliver a Notice to each landowner and occupier of affected land (including the Crown), advising of Esso’s intention to enter the land for the purpose of a survey (such as an environmental survey). In issuing this notice Esso will seek consent from the landowner/occupier to access their property to undertake survey works.

If after 14 days from the date that the notice of Intention to Enter Land for the Purpose of Survey is issued the landowner declines to grant access there is provision under section 22 of the Act for the seeking of Ministerial approval to do so.

Appendix 1 Sample Notice of Intention to Enter Land for Survey provides an example of a Notice of Intention to Enter Land for Survey.

6.2.6. A Notice of Pipeline Corridor (Section 27 and Regulation 7)

Prior to applying for the Pipeline Licence, a Notice of Pipeline Corridor, as prescribed in regulation 7, must be served to each landowner and occupier of land inside the pipeline corridor.

Appendix 2 Sample Notice of Pipeline Corridor provides an example of a Notice of Pipeline Corridor.

This Notice must be sent to all directly-affected landowners and occupiers. The Notice describes the proposed pipeline corridor, includes a plan of the proposed corridor and states the intended use of the proposed pipeline. This notice lapses after twelve months, unless the Minister in writing extends that period.

6.2.7. A Notice of Pipeline Licence Application (Section 32)

The Notice of Pipeline Licence Application will also be published in one or more newspapers that circulate generally in Victoria and throughout the areas to which the notification relates.
Following submission of the Pipeline Licence Application to the Minister, a Notice of Pipeline Licence Application, under section 32 of the Act, must be served by Esso to each landowner and occupier directly affected by the Licence Application.

There is a statutory opportunity for landowners and occupiers to make submissions to the Minister about the pipeline licence application. This is described in the Pipelines Act which can be found at ‘Victorian Law Today’ and ‘Acts’ at legislation.vic.gov.au. The Notice of Pipeline Licence Application provided to the landowner / occupier includes a date for submissions determined by the Minister. Landowners and occupiers have until the submission date to make a written submission to the Minister regarding the Pipeline Licence Application.

6.2.8. Application to Alter Authorised Route (Section 68)

This is a provisional requirement in relation to the Project. Under s.68 of the Act, if Esso proposes to significantly alter the authorized pipeline route, Esso must consult with all owners and occupiers of the land affected and any responsible authorities who might be affected by the proposed alteration. Esso will take all reasonable steps to reach agreement with those persons on the proposed alteration.

6.2.9. Rehabilitation of Easement (Section 145 and 148)

Under s.145 of the Act, Esso must rehabilitate following construction of the approved pipeline at its own expense. The land must be restored as far as practicable to the purposes for which it was used prior to disturbance in relation to pipeline construction.

Under s.148 of the Act, in the event that Esso fails to rehabilitate the land as agreed prior to commencement of construction, a landowner may do so in lieu of Esso, and may recover reasonable expenses incurred in carrying out the rehabilitation.

6.2.10. Existing Pipeline Operations

Note that the service of regulatory notices as described above relates to the proposed new pipeline. The existing pipeline will continue to operate until the replacement pipeline has been constructed and is ready for operation. The licence to operate the existing pipeline includes provision to access the pipeline on private land.

Esso Pipeline Operations operate and maintain the existing pipeline. This team will continue to make arrangements for access with landowners and occupiers as required for ongoing inspections and maintenance.

6.2.11. Overview of Construction

Using the Existing Easement

To minimise the disruption and impacts to landowners and occupiers and the broader community, wherever possible Esso will seek to locate the replacement pipeline within the existing easement. There are a small number of locations where, due to restricted space within the existing easement, Esso may seek to position the replacement pipeline outside of the existing easement. In these locations a new easement will be negotiated with the landowner concerned.
Initial Survey

Environmental, cultural heritage and other surveys will be carried out to prepare Project assessment documentation. Prior to starting these activities, affected landowners and occupiers will be consulted about the timing and location of survey and access needs. Access protocols relating to biosecurity management, physical access requirements, hours of operation, etc. will be documented.

Setting up Work Areas

The construction process can include making provision for the following work areas and machinery:

- Pipe lay down yards;
- Construction material stockpiles;
- Construction camps (if needed); and
- Setup areas for Horizontal Directional Drilling (where required)

These work areas are integral to the pipeline construction and help ensure it is installed in the shortest period possible and in a safe and environmentally sound manner.

Extra work areas, required for construction, will be agreed with the relevant landowners and occupiers. Landowners and occupiers will be consulted over any proposed fence or gate realignments required, and their timing. Related compensation will be negotiated in advance of works commencing.

Clear and Grade

This construction phase involves preparing the pipeline easement, plus extra work space as agreed with landowners and occupiers. The combined easement and extra work space is commonly referred to as the construction right-of-way.

Common set-up within the construction right-of-way

The construction right-of-way will be clearly identified, and fenced off if required. Typically, the right-of-way can be between 25 – 40 metres in width. Landowners and occupiers will be consulted over aspects such as clear and grade timing, arrangements for fencing, dust and noise management, biosecurity, etc. They will have the opportunity to ensure issues agreed as part of the Property Management Plan negotiations are satisfactorily managed.
Trenching

A grader stockpiles the topsoil in a windrow to the side prior to excavating the trench.

A decision on final trenching techniques will be decided in conjunction with the construction contractor; however a specialised rotary trenching machine or excavator would typically be used to dig the trenches.

Issues such as hours of operation and dust and noise management will be discussed with the landowners and occupiers.

Horizontal Directional Drilling

Horizontal Directional Drilling is a pipeline installation method used when routine trenching techniques are not suited to the conditions, such as crossing watercourses or some public roads.

Specialist operators drill a hole beneath the surface, at a shallow angle, and then pull a welded length of pipe through the hole without disturbing the surface.

Welding

Specially qualified welders join the lengths of pipes together adhering to relevant fire regulations and restrictions. Welds are inspected using x-ray or ultrasonic equipment, and the joint is then coated to protect against corrosion.
Lowering In

After final quality assurance checks, the pipe is lowered into the trench using specialist side-boom tractors or excavators.

Backfill

When the pipe is in place the excavated subsoil is compacted back into the trench. The topsoil is then re-instated over the disturbed trench area to the contour of the land, so pasture or other groundcover can be rehabilitated.

Easement Rehabilitation

Rehabilitation of the site will be undertaken in accordance with industry standards taking into consideration any detailed additional landowner or occupier requirements.

Permanent markers to show pipeline location will remain after rehabilitation, as required by the Australian Standard AS 2885.

Hydrotesting

Hydrotesting of the pipeline verifies the strength of the pipeline and ensures that there are no leaks. Hydrotesting involves filling the pipeline with water and pressurising it. The hydrotest process is assessed by the regulator to ensure that the operation of the pipeline will not harm the environment and will operate safely. The regulator will also assess and approve hydrotesting noise and dust impacts.

The discharge of liquids used in hydrotesting into natural water bodies is not permitted, and disposal will comply with relevant regulations. Once the pipeline has been appropriately tested, it will be cleaned, dried and purged before operations are started.

Eventual decommissioning of this proposed pipeline

A licenced pipeline must be decommissioned in accordance with the Australian Standard AS 2885 and the approved decommissioning plan. The Pipelines Act 2005 require this decommissioning plan to be approved by the regulatory authority.

If the decommissioned pipeline is left in place, appropriate measures will be taken to prevent contamination of soil or groundwater and to avoid land subsidence impacts.

6.2.12. The Rehabilitation Process

Progressive Reinstatement

Once pipe laying is complete and trenches have been backfilled and compacted, rehabilitation crews will take over, and start the following:

- Confirmation of arrangements, applicable biosecurity procedures and rehabilitation schedule;
- Rehabilitation, in accordance with agreed Construction Line List and Property Management Plan specifications, plus any supplementary contract documentation or conditions of project approval;
- Subsoil preparation in accordance with regional practice and agronomic recommendations;
- Reinstatement of drainage channels, pastures and waterways to pre-construction carrying capacity;
- Re-spreading of cleared topsoil;
- Specialised erosion and sediment control as agreed with the Landowner. Controls can include hydromulch, turf, broadcast seeding or erosion control blankets;
- Replacement of removed fences, gates and other infrastructure;
- Weed control, and
- Maintaining erosion and sediment controls.

**Sign Off Procedure**

Once initial land stabilisation is deemed to be in accordance with the Property Management Plan, the landowner / occupier will be asked to sign off that any of the property’s infrastructure that was affected has been reinstated, and that the land is stable. Once this initial stabilisation is verified, the longer term restoration of the land can commence.

**Long Term Restoration**

To ensure rehabilitation objectives are met in the long term, the ongoing success of the rehabilitation will be monitored to ensure the land value is restored as far as possible to its pre-existing level.

If the land cannot be adequately restored, then compensation arrangements may apply.

**Rehabilitation Bond**

A State Government held rehabilitation bond is the landowners’ guarantee that the land and surrounding infrastructure will be reinstated and restored to its previous condition or better.

The Project rehabilitation bond provided by Esso to the government guarantees that disturbed land will be rehabilitated even if, for some unexpected reason, Esso cannot fulfil rehabilitation obligations.

The rehabilitation bond will be held for the duration of the Project and only invoked if Esso fails to complete its rehabilitation commitments in accordance with the Project approval conditions.

6.3. **Consultation Methods**

Consultation frequency and method will vary throughout the Project and between landowners and occupiers. Frequency of consultation will be based upon the level of interest or involvement and will ensure that landowners and occupiers remain well informed.

Esso’s consultation methods and activities have been designed to ensure that:

- Landowners and occupiers are provided with timely information;
- Landowners and occupiers can access information about the Project in a way that suits their needs;
- Landowners and occupiers understand the Project’s potential impacts and proposed management measures; and
Consultation begins early In order to build trust and foster harmonious relationships that continue through the Project.

Consultation methods with landowners and occupiers will include:

- Face-to-face discussions and meetings;
- Letters;
- Fact sheets;
- Website;
- Assigning a nominated Project Contact for each landowner / occupier; and
- Advice of public display of regulatory documentation.

The primary contact for landowners and occupiers will be the Land Liaison Officers. Each Land Liaison Officer will engage with landowners and occupiers to provide information, to identify issues and to facilitate the resolution of these issues. The role and responsibilities of the Land Liaison Officer role will be described in the Letter of Introduction which will be provided to all landowners and occupiers.

If the landowner or occupier is not satisfied with the level of information, or is concerned with the behaviour of the Land Liaison Officer, they may contact the Community and Stakeholder Manager – Esso Pipeline Project, using contact details provided in the Letter of Introduction.

6.3.1. Face-to-Face Discussion and Meetings

Meeting landowners and occupiers face-to-face builds relationships and trust and is the best method to ensure landowners and occupiers understand the pipeline planning and construction processes.

6.3.2. Letters

Letters will be used as an initial consultation tool to introduce the project to landowners and occupiers and establish appropriate forms of communication that will be used during the Project. They will be used throughout the Project to provide formal correspondence and also to inform landowners and occupiers of Project developments or upcoming activities. When appropriate, letters will also be used to provide a formal written response to landowners and occupiers in relation to specific issues, concerns or requests.

6.3.3. Website

The Esso website www.exxonmobil.com.au (also reachable via www.esso.com.au) will be updated to include information regarding the Project. The website will:

- Contain details on Esso and the Project;
- Describe the permitting process;
- Describe the benefits of the Project;
- Contain any fact sheets or newsletters as they are developed;
- Contain details of public displays and information sessions;
- Allow documents produced for public display to be downloaded; and
• Provide methods for contacting, providing feedback to, or registering complaints with Esso.

6.3.4. Community Contact

To allow landowners and occupiers to gain information, provide feedback or register complaints, a dedicated toll free 1800 phone number, project email and postal address will be established before first contact with landowners and occupiers, to operate at all times, but particularly for emergency or abnormal situations. All contacts will be logged and the response will be assigned to the relevant member of the project team. The 1800 number will also provide an immediate out-of-hours response to urgent landowner issues.

6.3.5. Public Display of Regulatory Documentation

Assessment documents will be placed on public exhibition for comment as part of the statutory approval process following submission to the Regulator. Esso will publicise the timing of the public exhibition period and will display planning and assessment documentation on the Project website.
7.0 ESTIMATED PROJECT TIMELINE, TIMEFRAME FOR CONSULTATION AND CONSULTATION ACTIVITIES

7.1. Approvals Process and Estimated Project Timeline

Prior to construction, the proposed pipeline must be granted a Pipeline Licence under the Pipelines Act 2005.

As the Project planning progresses and detailed timeframes become clearer, Esso will consult and inform the landowners and occupiers as appropriate.

7.2. Timing and Method of Consultation

Table 1 outlines the anticipated timeframe of key consultation with landowners and occupiers throughout the Project, along with the consultation methods to be employed.
## Table 1: Key Interactions, Activities and Consultation with Landowners and occupiers

<table>
<thead>
<tr>
<th>Purpose</th>
<th>Method</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Initial Consultation and service of initial Notice</strong></td>
<td></td>
</tr>
<tr>
<td>Anticipated Timing: Q3 2013 (Consent to enter land for survey, Project Design and Formulation)- follows approval of Pipeline Consultation Plan</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Letter introducing the Project and outlining Project contact details. Introductory meeting to introduce the Project, outline timelines and objectives and present initial Project consultation materials. Present Notice of Intention to Enter Land for the Purpose of Survey.</td>
</tr>
<tr>
<td>2</td>
<td>Follow up meeting(s) to agree to access arrangements for survey. Meeting will also provide an opportunity to provide input into the alignment ,i.e. identifying key constraints, biosecurity provisions or access requirements of the landowners and occupiers.</td>
</tr>
<tr>
<td><strong>Ongoing Consultation while field assessments are being carried out</strong></td>
<td></td>
</tr>
<tr>
<td>Anticipated Timing: Q3/Q4 2013 (Field Assessments) - following landowner agreeing terms for access to land</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Consult with landowner / occupier prior to each survey to confirm access and any changes to conditions.</td>
</tr>
<tr>
<td>4</td>
<td>Ongoing consultation addressing any issues raised by landowner / occupier</td>
</tr>
<tr>
<td><strong>Service of Notice of Pipeline Corridor</strong></td>
<td></td>
</tr>
<tr>
<td>Anticipated Timing: Q3 and Q4 2013 (Alignment Refinement) - follows selection of preferred pipeline corridor</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Meeting arranged with landowner / occupier, and Notice of Pipeline Corridor will be issued to the landowner/occupier Easement negotiations (if required) will commence including land valuation and assessment</td>
</tr>
<tr>
<td>6</td>
<td>Ongoing negotiation and consultation with landowner / occupier or a delegated representative until agreement on the easement and compensation is reached</td>
</tr>
<tr>
<td><strong>Notice of Pipeline Licence Application</strong></td>
<td></td>
</tr>
<tr>
<td>Anticipated Timing: Q1 &amp; Q2 2014 (Licence Submission and Assessment) - follows lodgement of Pipeline Licence Application</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Meeting arranged with landowner / occupier and Notice of Pipeline Licence Application provided to landowner / occupier. Explain opportunity to make a submission into the decision making process.</td>
</tr>
<tr>
<td>8</td>
<td>Ongoing consultation and Project updates on progress of application. Addressing any issues as raised by landowner / occupier.</td>
</tr>
</tbody>
</table>

**Pre-construction consultation**
## Purpose

<table>
<thead>
<tr>
<th>Purpose</th>
<th>Method</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Anticipated Timing:</strong> Q3 2014 (Licence Approval &amp; Construction)- after Pipeline Licence Approval</td>
<td></td>
</tr>
<tr>
<td>9 Meetings held with landowner / occupier prior to construction to assist in preparing Land Management Plans, Construction Line Lists, Rehabilitation Plans and any other relevant documentation</td>
<td>In person</td>
</tr>
</tbody>
</table>

### Construction consultation

**Anticipated Timing:** Q3 and Q4 2014; Q1 and Q2 2015 (Construction)- follows Consent to Construct being provided by Department of State Development, Business and Innovation and Energy Safe Victoria

| 10 | Ongoing consultation throughout construction to notify and update contractor / construction progress in relation to each property and to address any issues raised by the landowner/occupier. | In person, phone or mail |

### Post Construction consultation

**Anticipated Timing:** Q2 and Q3 2015 (Post Construction) - follows completion of construction

| 11 | Meeting with landowner / occupier to ensure reinstatement has been completed and monitor ongoing rehabilitation. Any issues to be resolved through ongoing consultation between the parties. Notification of access to remove temporary structures (i.e. sediment and erosion control measures) or undertake site specific inspections (i.e. Cathodic Protection beds) as required. | In person, by phone or other method as preferred |

### Consultation through operation of the pipeline

**Anticipated Timing:** Q3 2015 Onwards (Post Construction)- follows granting of Consent to Operate by Department of State Development, Business and Innovation and Energy Safe Victoria

| 12 | Ongoing consultation through the operation of the pipeline in accordance with the easement conditions for access | In person, phone or mail |

The activities and timeframes described above do not take into account the process that would be adopted should it become necessary for any easements to be compulsorily acquired.
8.0 COLLECTION OF INFORMATION AND RESPONSE TO STAKEHOLDERS

The Project’s Stakeholder Information Management System will hold copies of correspondence, agreements, and records of contact with landowners and occupiers consulted by Esso during the Project.

The system will include a checklist of activities required for the completion of Project consultation and easement negotiations. It will also record enquiries, feedback and complaints raised and details of response resolution.

Following collection of information and feedback from landowners and occupiers, there is a responsibility to communicate the views of the Project or information requested back to the parties.

The following response process will be implemented by Esso:

1. Feedback offered, enquiry made or complaint raised
2. Enquiry, feedback or complaint recorded in the project Stakeholder Information Management System
3. Project investigates and undertakes one of the following:
   a. Accepts the suggestion/ question/ complaint
   b. Proposes an alternative to the suggestion or complaint
   c. Reports that the suggestion or complaint requires no further action
   d. Defers action until the relevant information (e.g., outcomes from baseline studies) is known or made available.
4. Landowner / occupier is advised of the outcome and the reasons for the outcome and this is documented in the Stakeholder Information Management System.

Responses will be provided as quickly as practicable to landowners and occupiers.

Information collected in discussions with landowners and occupiers will be used for Project purposes only by Esso and its Project contractors. Esso acknowledges the requirement to manage personal information in compliance with the Victorian Information Privacy Act 2000.
9.0 ISSUES MANAGEMENT

Esso takes complaints about its activities seriously. The issues management process for the Project has the following aims:

- To resolve landowner / occupier complaints with the Project in a timely fashion; and
- To apply learnings from a complaint, to reduce the likelihood of complaints as the Project progresses.

A dedicated 24-hour a day, 7 day a week 1800 freecall number will be in operation and the associated response process will be implemented by Esso as follows:

1. Stakeholder makes an enquiry, leaves feedback or registers a complaint
2. Enquiry, feedback or complaint recorded in the project Stakeholder Information Management System
3. Project investigates and undertakes one of the following:
   a. Accepts the suggestion/ question/ complaint
   b. Proposes an alternative to the suggestion or complaint
   c. Reports that the suggestion or complaint requires no further action
   d. Defers action until the relevant information (e.g., outcomes from baseline studies) is known or made available.
4. Stakeholder is advised of the outcome and the reasons for the outcome and this is recorded

A response will be provided as quickly as possible, and if a timeframe has been committed this will be monitored. If a committed timeframe cannot be met then Esso will contact the stakeholder to provide an updated timeframe for response.

If a dispute cannot be resolved, then a mediator or arbitrator may be used to assist in such resolution. Estimated timelines for resolution will be communicated in advance.
10.0 RESOURCING AND RESPONSIBILITIES

10.1. General

Esso recognises the benefits of landowners and occupiers having a clear understanding of who is responsible for various aspects of the Project because confusion over these matters can cause landowner or occupier frustration.

Esso has assigned Project personnel as follows:

- Community and Stakeholder Manager;
- Land Liaison Officers who will be responsible for consultation with landowners and occupiers;
- Delivery Manager, responsible for ensuring that commitments made by Esso to landowners and occupiers are communicated to Esso’s pipeline contractors; and
- Administration and support staff.

10.2. Measurement

In order to monitor the effectiveness of consultation as the Project progresses, Esso will measure the effectiveness of landowner and occupier consultation against the following criteria:

- All enquiries, feedback and complaints are recorded and documented;
- All enquiries, feedback and complaints are responded to and responses documented including response timeframes.
11.0 COMPULSORY ACQUISITION - STATUTORY PROCESS

The replacement pipeline is expected to be installed within the existing easement, with the exception of a small number of locations possibly requiring extension to the existing easement.

Where an extension of the easement is required the Pipelines Act 2005 provides that Esso and the owner of any private land may enter into an agreement to obtain an easement over that land for the purposes of the pipeline. This is usually achieved through negotiation.

If, after six months of negotiation, there is no agreement to obtain an easement, Esso may apply to the regulatory authorities for compulsory acquisition of an easement.

The following process is a summary of the steps that would be undertaken in accordance with the Pipelines Act 2005, for compulsory acquisition of an easement. This is a reflection of the provisions within the Act only and does not constitute legal advice:

- If Esso, after diligent efforts, cannot negotiate an easement agreement with a landowner within six months from the service of Notice of Pipeline Corridor (unless application is made to the Minister to abridge this timeframe, under s.90(4) of the Act), it may seek the Minister’s consent to compulsorily acquire the easement.

- This process is initiated by submitting an application to the Minister for Consent to Compulsorily Acquire an Easement Over Private Land, and Esso is required to serve a copy of the application upon anyone with an interest in the land. The notice will contain a statement of rights and obligations, which will include the interested party’s right to make a written submission to the Minister by a specified date, determined by the Minister. Esso will also provide the Registrar of Titles with the prescribed Notice of Application, without delay, which the Registrar will record.

- The Minister’s decision regarding the application for compulsory acquisition will be made within 28 days of the submission date, and should the Minister grant the application, a Notice of Acquisition detailing the acquisition will be published in the Government Gazette - at which time the easement(s) shall vest in Esso’s favour. The Notice of Acquisition will also be served upon all interested parties, and will be published in a newspaper generally circulating in the area of the acquisition.

- Within 14 days of the notice of acquisition being gazetted, Esso will make a fair and reasonable compensation offer to the landowner, in accordance with the provisions of the Land Acquisition and Compensation Act. The interested parties in the land have a three month period to respond to the offer, and may lodge a claim for compensation with Esso within this period. Esso will consider any claim and respond within three months of it being received. If agreement over the level of compensation payable cannot be reached, either Esso or the landowner may refer the matter to the Victorian Civil and Administrative Tribunal for amounts less than $50,000, or may seek a court hearing for disputes over $50,000.
Esso Pipeline Replacement Project
Pipeline Consultation Plan

- Esso is required to attempt to negotiate the terms of access and to give a minimum of seven days’ notice prior to entry into possession of the land. Where the land is the principal place of residence or business, Esso cannot take possession of the land until after three months from the date of acquisition, unless an agreement is reached with the landowner(s) for access and possession of the land.

There are publications available from the Department of State Development, Business and Innovation on this matter:

- Onshore pipeline approval process in Victoria, 2005
- Pipelines - landowner questions answered, July 2004
- Advice on acquisition of pipeline easements, July 2004
- Compulsory acquisition of easements for pipelines, July 2004
12.0  FURTHER INFORMATION

12.1.  Esso Contact Information

Esso is the pipeline proponent – Esso’s contact details are:

Esso Australia Pty Ltd

12 Riverside Quay, Southbank Vic 3006
Postal address: GPO Box 400, Melbourne VIC 3001
Telephone: 03 9270 3333

Project 24/7 Hotline – 1800 number to be advised

Esso Website Project page – to be advised

Project Contact – Community and Stakeholder Manager – Esso Pipeline Project

12.2.  Regulatory Agencies for Pipelines

Listed below are alternative sources of information other than Esso;

**Department of State Development, Business and Innovation**

The Department of State Development, Business and Innovation is the Victorian Government’s lead agency for the promotion and facilitation of the State’s economic development. The Department develops and implements a diverse range of programs, initiatives and projects designed to attract and facilitate investment, encourage exports, generate job opportunities, stimulate innovation, and promote Victoria nationally and internationally.

In addition, the Department maintains a licensing and permitting system for exploration, resource development and operations, including for pipeline activities, and regulates the industry to ensure that environmental management standards are met.

Minerals and Petroleum Division
GPO Box 4440
1 Spring Street
MELBOURNE, VIC 3001
Phone: (03) 9658 4414
Fax: (03) 9658 4499
Website: http://www.dpi.vic.gov.au/minpet/
Energy Safe Victoria

Energy Safe Victoria (ESV) is the independent technical regulator responsible for electricity, gas and pipeline safety in Victoria.

Their role is broad and includes overseeing the design, construction and maintenance of electricity, gas and pipeline networks across the state.

ESV is led by the Director of Energy Safety (Director), who is appointed under the Energy Safe Victoria Act 2005. This Act is administered by the Minister for Energy and Resources, Hon. Nicholas Kotsiris.

The Director is also the Chief Executive Officer (CEO) of ESV.

Contact Details:
Level 3, 4 Riverside Quay
SOUTHBANK, VIC 3006
Postal Address: PO Box 262, Collins Street West, VIC 8007
Phone: (03) 9203 9700
Fax: (03) 9686 2197
Email: info@esv.vic.gov.au
Website: http://www.esv.vic.gov.au/

12.3. Legislation

Victorian

Commonwealth
Website: http://www.comlaw.gov.au/ or http://www.austlii.edu.au

Primary Act:
- Pipelines Act 2005 (Victoria)

Other Applicable Acts
- Environment Protection & Biodiversity Conservation Act 1999 (Com);
- Native Title Act, 1993 (Com)
- Environmental Planning and Assessment Act 1987 (Vic)
- Environmental Effects Act 1978 (Vic);
- Flora and Fauna Guarantee Act 1988 (Vic);
- Aboriginal Heritage Act 2006 (Vic);
- Coastal Management Act 1995 (Vic);
- National Parks Act 1975 (Vic);
- Catchment and Land Protection Act 1994 (Vic);
- Water Act 1989 (Vic);
- Environment Protection Act 1970 (Vic); and
- Road Management Act 2004 (Vic).
Primary Applicable Australian Standards:

- AS 2885.3-2001  Pipelines - Gas and Liquid Petroleum – Operation & Maintenance

12.4. Pipeline-related Publications

Available from the Australian Pipeline Industry Association (APIA):

- Onshore pipeline projects - Construction Safety Guidelines, 2005
- APIA/VFF Pipeline Easement Guidelines, 2004
- APIA Code of Environmental Practice - Onshore Pipelines, 2005

Available from the Victorian Farmers Federation (VFF):

- Pipeline Development Brochure

Available from the Ministerial Council on Minerals and Petroleum Resources:

- Principles for Engagement with Communities and Stakeholders, 2005
## 13.0 APPENDICES

<table>
<thead>
<tr>
<th>Appendix 1</th>
<th>Sample Notice of Intention to Enter Land for Survey (for non Crown land)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appendix 2</td>
<td>Sample Notice of Pipeline Corridor</td>
</tr>
</tbody>
</table>
Appendix 1  Sample Notice of Intention to Enter Land for Survey (for non Crown land)
Notice of Intention to Enter Land for Survey

Pipelines Act 2005 - Section 19

Pipelines Regulations 2007 - Regulation 6

[for Private Land - To: [Name and address of the owner and occupier of the land]

[for Crown Land – To: [Name and address of Crown Land Minister or name and address of the occupier]

In accordance with Section 19(1) of the Pipelines Act 2005, Esso Australia Pty Ltd (ABN 49 000 018 566) of 12 Riverside Quay Southbank, Victoria 3000 hereby gives you Notice of its intention to enter your land for the purpose of a survey.

In accordance with Section 19 of the Act and Regulation 6 of the Pipelines Regulations 2007 (the Regulations), this Notice also contains the following information and is accompanied by the “approved consultation information”: Intended use of the proposed pipeline

The proposed pipeline will replace the existing liquids pipeline that runs from the Longford Crude Stabilisation Plant in South Gippsland, Victoria, to the Long Island Point Crude Storage Facility, at Hastings 75 km south-east of Melbourne. The proposed pipeline will transport stabilised crude oil/condensate between Esso’s facilities at Longford and Long Island Point.

Details of proposed survey

The proposed survey will conduct engineering, environmental, cultural heritage and cadastral surveys as well as any additional specialist surveys required for the design and construction of the proposed Esso Pipeline Project.

Information about the type of activities to be undertaken for the purpose of the survey and the construction and operation of the pipeline.

See approved consultation information provided with this Notice.

Name and address of the person or body engaged to carry out the survey for the proposed pipeline

[Consultant or contractor’s details: name and address] or [Esso Australia Pty Ltd] will be coordinating and managing surveys. Prior to access, you will be notified of the survey to be carried out and the person or body engaged to conduct the survey.

Map of the proposed pipeline route

A map is attached of the proposed pipeline route over your land showing:

- the relevant part of the land over which the survey is proposed to be made; and
- the location of that land including the allotment and selection numbers, parish and municipal names and the boundaries of adjacent lands relating to the proposed survey.
- [for Crown land map to show sufficient detail to identify the land]

[Map of the proposed pipeline route]

Note to owners/occupiers of land
Under Section 20 of the Act, Esso Australia Pty Ltd must take all reasonable steps to reach agreement with you in relation to the entry onto your land for the purpose of conducting a survey for the proposed pipeline.

If Esso Australia Pty Ltd is unable to obtain your agreement within 14 days after this notice has been given to you, Esso Australia Pty Ltd may apply to the Minister for consent to enter your land under Section 22 of the Act.

Signed by Proponent:

Dated:
Appendix 2  Sample Notice of Pipeline Corridor
NOTICE UNDER SECTION 27 OF THE PIPELINES ACT 2005 TO OWNERS AND OCCUPIERS OF LAND IN A PIPELINE CORRIDOR

To: [Name and address of the owner or occupier of the land within the proposed pipeline corridor]

I, Esso Australia Pty Ltd (ABN 49 000 018 566), am considering applying for a licence to construct and operate a pipeline over the following land:

[Description of the land (including, if appropriate, a sketch showing the relevant part of the land) and title particulars]

A copy of the plan showing the proposed pipeline corridor is attached to this Notice.

The proposed pipeline is: to replace the existing liquids pipeline that runs from the Longford Crude Stabilisation Plant in South Gippsland, Victoria, to the Long Island Point Crude Storage Facility, at Hastings 75 km south-east of Melbourne. The proposed pipeline will transport stabilised crude oil/condensate between Esso’s facilities at Longford and Long Island Point.

Information regarding the proposed pipeline, including the processes that will be followed for obtaining required approvals and details of how Esso Australia Pty Ltd proposes to consult with you [is attached]/[was given to you] with the notice of intention to enter land for survey issued on [date issued].

Signature of the proponent:

Date:

[Copy of a plan drawn to an appropriate scale showing the proposed pipeline corridor attached]

1 A pipeline corridor is an area of land being considered as a possible suitable location for the siting of a pipeline regulated by the Pipelines Act 2005. The final location of the proposed pipeline within the corridor is subject to consultation and approval under the Pipelines Act 2005.

2 Under section 27(3) of the Pipelines Act 2005 this Notice lapses after 12 months from the date of this notice, unless the Minister administering that Act extends that period in writing.