

# Australian Gas Infrastructure Group Non-Scheme Pipeline User Access Guide

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## 1. REQUIREMENTS OF A USER ACCESS GUIDE

Australian Gas Infrastructure Group (AGIG) has developed this guide for prospective customers of its pipelines and networks that are not covered pipelines or networks under the National Gas Rules. These are our “non-scheme pipelines and networks”.

This guide has been designed to be a one stop guide to help you obtain access to services on our pipelines, gas storage facilities and networks. The guide sets out the following:

- A list of our non- scheme gas transmission pipelines
- A list of our gas storage facilities
- A list of all our non-scheme gas distribution networks
- Contact details for our gas transmission, gas storage and gas distribution teams
- The process for making an access request on our non-scheme gas transmission and distribution networks
- The fees and charges for making a request

Through this guide we will direct you to the asset and the team that will best meet your requirements.

While we are required by law to make certain information available<sup>1</sup>, this guide has been prepared to facilitate the process for securing access to the sort of service that you are seeking.

If, however, at any time you are unsure about anything, we encourage you to contact our commercial team on the contact details outlined in Section 3.

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<sup>1</sup> NGR 558(6) outlines the information that is required to be included in a user access guide

## 2. WHO ARE YOU DEALING WITH

At AGIG, there are different entities you will deal with, depending on the pipeline or network you are seeking to access a pipeline service. The tables below list the names of the entities of our non-scheme pipelines and networks. There might be different requirements for regulated pipelines and networks (not listed below) set by the regulator.

However, we are all part of one group, the Australian Gas Infrastructure Group (AGIG) and any enquiry can be directed to the contacts provided in Section 3 of this guide.

### Transmission Pipelines

State	Pipeline	Service Provider
NT	Palm Valley Pipeline	Australian Gas Networks Limited
SA	Riverland Pipeline	Australian Gas Networks (SA) Limited
QLD	Wide Bay Pipeline	Australian Gas Networks Limited
NSW	Illabo to Tumut Pipeline	Australian Gas Networks (NSW) Pty Ltd
QLD	Bundaberg Pipeline	Australian Gas Networks Limited
QLD	Grantham Pipeline	Australian Gas Networks Limited
WA	Ashburton West Pipeline System	DBP Development Group Pty Limited
WA	Fortescue River Gas Pipeline	Fortescue River Gas Pipeline JV

### Gas Storage Facilities

State	Storage Facility	Service Provider
WA	Tubridgi Gas Storage Facility	DDG Tubridgi Pty Ltd

### Distribution Networks

State	Network	Service Provider
NSW	Wagga Wagga	Australian Gas Networks (NSW) Pty Ltd
NSW	Monaro	Australian Gas Networks (NSW) Pty Ltd
NSW	Riverina	Australian Gas Networks (NSW) Pty Ltd
NSW	Tumut	Australian Gas Networks (NSW) Pty Ltd
NSW	Moama	Australian Gas Networks Limited
NSW	Murray Valley	Australian Gas Networks Limited

VIC	Mildura	Australian Gas Networks Limited
QLD	Wide Bay	Australian Gas Networks Limited
NT	Alice Springs	Australian Gas Networks Limited

### 3. CONTACT DETAILS

This section outlines the contact details you should contact to make preliminary enquiries and to whom access requests can be sent. The relevant contract details are set out for both transmission pipelines and distribution networks.

#### **Transmission Pipelines**

Commercial Manager Pipelines

(08) 9223 4300

[dbpnotices@agig.com.au](mailto:dbpnotices@agig.com.au)

#### **Gas Storage Facilities**

Commercial Manager Storage

(08) 9223 4300

[dbpnotices@agig.com.au](mailto:dbpnotices@agig.com.au)

#### **Distribution Networks**

Commercial Manager

(08) 8227 1500

[Chris.hewson@agig.com.au](mailto:Chris.hewson@agig.com.au)

## 4. ACCESS REQUEST PROCESS<sup>2</sup>

### Making an Access Request

If you require access to a service on one of our pipelines, storage facilities or networks, you are encouraged to make preliminary enquiries by discussing your requirements with our contact person in Section 3 of this guide.

However, at any time, you may submit an access request for one of our pipelines or networks by following the process outlined in this section. Please note that the gas storage facilities are not covered under the NGR 558(6).

An access request must be submitted using the form in Appendix 1 of this Guide. It must include sufficient information reasonably required to enable us to prepare an access offer in relation to the access sought or to determine whether we need to undertake further investigations in relation to the access request.

In particular, the access request must:

- Specify the quantity and duration of capacity required and a date when commencement of access is required;
- Specify the inlet and outlet points at which you require gas to be received into the pipeline and delivered from the pipeline;
- For access to transmission pipelines the delivery pressure and temperature are also required; and
- Contain such other information as is required by the user access guide or which the service provider might otherwise reasonably require, from time to time, in order to assess the prospective users request.

We will notify you within 5 business days whether your access request is complete or incomplete. If it is complete, it will be a Complying Access Request. If an access request is incomplete, we will notify you and specify the information required to complete the access request. Once you have provided the specified information, we will tell you within 5 business days whether it is a Complying Access Request.

We will notify you within 10 business days of receiving a Complying Access Request if we need to undertake further investigations in relation to your access request (See Section 5).

You may amend the details of the Complying Access Request with our consent.

### Access Offer

Following receipt of a Complying Access Request, if we have not advised you that we need to undertake further investigations in relation to your access request, we will prepare an access offer that:

- sets out the price and other terms and conditions on which we offer to make the pipeline service or pipeline services requested in the access request available to you;
- contains the details of any works to be undertaken by us and you (where relevant) and any applicable technical and performance specifications; and
- be in a form capable of acceptance by you so as to constitute a new access contract.

We must make you an access offer within the period agreed by us or if no period is agreed between us:

(a) unless paragraph (b) applies - within 20 business days after receiving the Complying Access Request; and

(b) if we are required to carry out further investigations in relation to your access request - within 60 business days after receiving the Complying Access Request.

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<sup>2</sup> Under NGR 558(6)(c), the User Access Guide must describe the process for making an access request, the information to be included with the access request (subject to subrule (7)) and response times

We are however, not required to make an access offer in relation to a pipeline service if:

- (a) the Complying Access Request has been withdrawn;
- (b) we have concluded that it is not technically feasible or consistent with the safe and reliable operation of the pipeline to provide the pipeline service requested by you, having used all reasonable efforts to accommodate your requirements; or
- (c) the provision of the pipeline service requested by you would require the extension of our pipeline or network.

If we do not make an access offer for the reason specified above, we will give you:

- (a) written reasons explaining why the requested pipeline service cannot be provided; and
- (b) if there is some prospect that it will become possible to provide the requested pipeline service at some time in the future – details of when the requested pipeline service is likely to become available.



## 5. FURTHER INVESTIGATIONS

As outlined in Section 4, if investigations are required to be undertaken prior to responding to the access request, we will outline a proposal to you for carrying out the further investigations (*FEED Proposal*).

The FEED Proposal will include:

- (a) a statement of the nature and scope of work of the investigation;
- (b) a plan (including a time schedule) for carrying out and completing the investigation;
- (c) a statement of the reasonable costs of the investigation you would be required to meet; and
- (d) any other information reasonably required by us for the purposes of the investigation.

Where further investigations are required, an access offer will be made within 60 business days after receiving the Complying Access Request unless a later period is agreed between you and us.

## 6. CONFIDENTIALITY

Subject to any agreement between the service provider and the prospective user, the service provider and prospective user will keep the contents of any access request and the terms of any access agreement entered into confidential, unless the consent of the other party is provided for its disclosure.

## 7. GOOD FAITH NEGOTIATIONS

AGIG and you as the prospective customer must negotiate in good faith with each other as to whether access can be granted and the terms and conditions for the provision of that access.

You also have the right to refer an access dispute to arbitration under section 216J of the NGL.

Further, NGR 559(7) requires a service provider and a prospective user must negotiate in good faith about the terms and conditions on which further investigations will be carried out, including the basis for determining reasonable costs of the further investigations to be paid by the prospective user and any reasonable extension to the time period in NGR 560(2) to enable the further investigations to be completed.

## 8. INFORMATION EXCHANGE

NGR 562 is as follows:

*(1) In negotiations under this Part, each party to the negotiations must, in requesting or providing access negotiation information, do so in a manner and at a time consistent with the duty of the party to negotiate in good faith.*

*(2) A prospective user who is party to negotiations under this Part may from time to time by notice request a service provider who is party to the negotiations to provide access offer information in relation to any aspect of the matters being negotiated.*

*(3) Subject to subrules (8) and (9), a service provider given a notice under subrule (2) must comply with the request within 15 business days of the notice or any longer period agreed by the prospective user.*

*(4) Access offer information provided in response to a request under subrule (2) must:*

*(a) comply with the access information standard as if the information were information required to be published under this Part;*

*(b) be relevant to the subject matter of the request; and*

*(c) be provided in a readily readable form including where requested in electronic file format with all underlying data files and inputs.*

*(5) A party to negotiations under this Part:*

*(a) may from time to time by notice request another party to the negotiations to provide access negotiation information of the other party that the other party is seeking to rely on in relation to a specific matter arising in the negotiations; and*

*(b) subject to subrule (6), may during the course of the negotiations by notice request another party to the negotiations to provide all access negotiation information of the other party.*

*(6) A party to negotiations under this Part:*

*(a) must give a notice under subrule (5)(b) before the party issues an access dispute notice in relation to the subject matter of the negotiations; and*

*(b) must not issue an access dispute notice earlier than 15 business days after the notice under subrule (5)(b) is given.*

*(7) Subject to subrules (8) and (9), a party to negotiations under this Part must provide access negotiation information requested by another party to the negotiations under subrule (5) within 15 business days of the request or any longer period agreed by the party making the request.*

*(8) A party to negotiations under this Part is not required to provide an item of information requested by another party under this rule where:*

*(a) to do so would breach a confidentiality obligation owed in respect of that information to an unrelated third party; and*

*(b) the third party has not given consent to the disclosure despite reasonable efforts having been made to obtain that consent.*

*(9) A person cannot be required under this Division or Division 4 to disclose:*

*(a) information that is the subject of legal professional privilege; or*

*(b) documents that would disclose information subject to legal professional privilege.*

# APPENDIX A: ACCESS REQUEST FORM

## TAX INVOICE Australian Gas Infrastructure Group ACCESS REQUEST FORM

This is an Access Request Form, in accordance with the User Access Guide for non-scheme pipelines. The terms and conditions for the service are subject to negotiation between Operator and Prospective Shipper.

### 1. PROSPECTIVE SHIPPER DETAILS

<b>Name</b>	
ABN	
Telephone Number	
Facsimile Number	
Email	
Nominated Representative	

### 2. OPERATOR DETAILS

<b>Name</b>	
<b>ABN</b>	
<b>Address</b>	
<b>Telephone Number</b>	
<b>Facsimile Number</b>	
<b>Email</b>	
<b>Nominated Representative</b>	

### 3. SERVICE DETAILS

<b>Requested Service</b>	
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<b>Requested Service Start Date</b>	
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<b>Requested Service End Date</b>	
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### 4. INLET AND OUTLET POINTS

The following are to be the Inlet Points, Outlet Points and Contracted Capacity for Service as at the Capacity Start Date.

#### ITEM 1: INLET POINTS: DESCRIPTION AND CONTRACTED CAPACITIES

Location	Designation	Contracted Capacity (TJ/d)
1.		
2.		
3.		
<b>TOTAL:</b>		

## ITEM 2: OUTLET POINTS: DESCRIPTION AND CONTRACTED CAPACITIES

	Location	Designation	Contracted Capacity (TJ/d)
1.			
2.			
3.			
<b>TOTAL:</b>			

## 5. CREDITWORTHINESS

Prospective Shipper represents and warrants that copies of its latest set of audited accounts and (if applicable) its Constitution are attached.

## 10. PRESCRIBED FEE

This Access Request Form is accompanied by the Prescribed Fee (\$5,000) (plus the amount of GST payable in respect of the Prescribed Fee). This Access Request Form is to be treated by Prospective Shipper as a tax invoice in connection with the Prescribed Fee.

Executed by Prospective Shipper:

Executed by  
*[insert Prospective Shippers Details and ABN]* in  
 accordance with section 127 of the Corporations Act  
 2001:

Signature – Director

Signed – Director/Secretary

Title

Title

Name (block letters)

Name (block letters)