



## Making a submission on applications for 15 year no-coverage determinations under the National Gas Law

(January 2010)

### 1 Background

- 1.1 Under the National Gas Law (NGL) the National Competition Council (Council) is responsible for considering applications relating to access to natural gas transmission and distribution pipeline systems. This includes applications relating to coverage, light regulation of pipelines, pipeline classification and greenfields pipeline incentives.
- 1.2 This note provides guidance regarding making submissions to the Council in relation to applications for 15-year no-coverage determinations under the NGL for proposed new pipelines, otherwise referred to as ‘greenfields pipeline incentives.’ It sets out the process the Council uses in determining the appropriate classification of the proposed pipeline<sup>1</sup> and preparing its recommendation to the relevant Minister as to whether or not to grant the application. The note describes how parties with an interest in an application can make submissions that the Council will take into account in making its recommendation. The Council reserves its right to depart from the process set out where it considers this necessary and to amend this process from time to time.
- 1.3 The Council has developed a multi part Gas Guide to its areas of responsibility under the NGL. The Gas Guide is in four parts and each part is available to download from the Council’s website ([www.ncc.gov.au](http://www.ncc.gov.au)). Parties intending to make a submission on a 15 year no-coverage application are advised to consult Part D of the Gas Guide.
- 1.4 The Council undertakes public consultation in relation to 15 year no-coverage applications under the NGL. Two opportunities for public submissions are provided—the Council invites written submissions initially in response to the application, and again following the release of its classification decision and draft recommendation.
- 1.5 The National Gas Rules (NGR) specify the consultative procedures the Council follows in considering applications under the NGL. In considering 15 year no-coverage

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<sup>1</sup> The NGL classifies gas pipelines according to (a) whether they are transmission or distribution pipelines, (b) whether they are domestic or international pipelines and (c) for domestic pipelines, the State or Territory jurisdiction in which they are located or with which they are most closely associated. The classification of a proposed pipeline subject to a no-coverage application determines which State, Territory or Commonwealth Minister is responsible for deciding the application (relevant Minister).

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applications the Council must proceed in accordance with the standard consultative procedure set out in the NGR.

## 2 Process for considering 15 year no-coverage applications

- 2.1 Following the receipt of an application<sup>2</sup>, the Council gives notice of the application in *The Australian* newspaper and publishes a public copy of the application on its website (www.ncc.gov.au). The Council also contacts likely interested parties to advise them of the application.
- 2.2 The Council's notice will call for submissions on the application. The NGR provides 15 business days<sup>3</sup> (from the date of the notice) for these submissions. **The Council generally will not extend this first submission period.**
- 2.3 After the close of submissions, the Council publishes the submissions on the application on its website. At this stage the Council also sets out its timetable for the subsequent steps in its process for: issuing a classification decision and draft recommendation, inviting submissions on the draft recommendation, and making a final recommendation. An indication of the possible timing of various phases of the Council's process is set out in Appendix A (see also section 3 below.)
- 2.4 Based on the information contained in the application, in the submissions, and from its own research, the Council prepares and publishes its classification decision and a draft recommendation setting out the Council's analysis and draft conclusions. The Council then seeks further submissions on the draft recommendation.<sup>4</sup> The NGR provides at least 15 business days for submissions on a draft recommendation. Given the overall four month time limit for considering 15 year no-coverage applications, the Council generally provides the prescribed 15 business days for these submissions. However, where an application raises particularly difficult or complex issues the Council may provide a longer period.
- 2.5 The Council may also consider extending a submission period in response to requests from interested parties. Interested parties that consider that an application raises

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<sup>2</sup> The Council has a power to summarily reject an application that is non-complaint or frivolous. Such an action must be taken within 10 business days of receiving such an application. A decision to reject an application must be given to an applicant in writing and set out the Council's reasons.

<sup>3</sup> Business day means a day that is not a Saturday or Sunday or a public holiday observed on the same day in each of the participating State and Territory jurisdictions—New Year's Day, Australia Day, Good Friday, Easter Monday, ANZAC Day and Christmas Day.

<sup>4</sup> The standard consultation procedure also includes a process for notifying applicants where a draft decision/recommendation identifies changes to an application that the Council considers should be made and providing an opportunity for an applicant to modify a proposal prior to the draft decision/recommendation being released.

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issues that require an extended submission period should make this view known to the Council as early as possible and should specify the reasons why an extended submission period is needed. Wherever possible, parties should indicate where there is likely to be a need for additional time when making submissions on the application. Where a need for an extended submission period or the extension of an existing submission deadline is identified at a later stage, a request should be made immediately. The Council will assess such requests on a case by case basis.

- 2.6 Following the close of submissions on the draft recommendation, the Council publishes submissions on its website.
- 2.7 The Council then has 20 business days (from the closing of submissions on the draft recommendation) to make its final recommendation. When the final recommendation is made, the Council provides it to the applicant, the relevant Minister and publishes it on its website. Recommendations are also made available for inspection at the Council's office. The relevant Minister must use his or her best endeavours to make a decision on the application within 30 days of receiving the Council's final recommendation. A 15 year no coverage decision takes effect from the commissioning of the proposed pipeline.

### 3 Time limits

- 3.1 Under the NGL the Council generally must provide a final recommendation on a no-coverage application to the relevant Minister within four months of receiving the application.<sup>5</sup> Under the NGR the Council may extend this overall four month period by up to two months where
  - an application involves questions of unusual complexity or difficulty, or
  - an extension of time has become necessary because of circumstances beyond the Council's control.
- 3.2 If the Council extends the four month time limit, it gives notice of the extension to the applicant and the relevant Minister and publishes a notice of the extension on its website and in *The Australian* newspaper.
- 3.3 The NGR also provide that where the NGL fixes a time limit then for the purpose of calculating elapsed time certain periods may be disregarded, if the Council so decides. The Council may 'stop the clock' for:
  - any period allowed to an applicant for the correction or revision of an application

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<sup>5</sup> The NGL provides that a decision is not to be taken to be an invalid decision only because the decision is not made within the specified period of time.

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- any period allowed for public submissions on an application or on a draft recommendation, and
  - the period between the commencement and conclusion of any court proceedings to determine questions arising from an application or the Council's handling of the application.<sup>6</sup>
- 3.4 Generally the Council is unwilling to undertake substantive consideration of an application, and in particular to seek submissions, where an application needs to be corrected or revised. The Council is likely to stop the clock in such situations.
- 3.5 The Council is not likely to stop the clock for public submission periods unless extended submission periods are required due to an application raising unusually complex or difficult issues.
- 3.6 The Council will consider stopping the clock in the event of court proceedings on a case by case basis.

## 4 What should a submission contain?

- 4.1 The Council considers that submissions relating to an application for a 15 year no-coverage determination under the NGL should:
- identify the organisation or person making the submission and their interest in the application (a submission cover sheet is attached at the end of this guide for this purpose – see Appendix B)
  - address some or all of the criteria and factors applicable to no-coverage determination, including the National Gas Objective and, for submissions on the application, the factors and criterion applicable to the appropriate classification of the proposed pipeline. An overview of the coverage and classification criteria is available in Part D of the Gas Guide
  - support assertions and conclusions with relevant facts and analysis
  - provide the source of statistics and similar factual information included in a submission
  - spell out critical assumptions used for estimating or modelling demand, costs or other forecasts or projections
  - ensure any quotations and references to other sources made are accurate and complete

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<sup>6</sup> Other grounds for 'stopping the clock' in calculating time periods are also specified in the NGL/NGR but these do not appear to apply in relation to the Council's areas of responsibility.

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- ensure material provided by independent experts meets the requirements of the Federal Court’s *Guidelines for Expert Witnesses in Proceedings in the Federal Court of Australia*.<sup>7</sup>
- 4.2 Each paragraph of a submission should be numbered to assist in referencing submissions in the Council’s recommendation. Pages should also be numbered. Appendices and other supporting materials should also be clearly identified and where possible these too should contain numbered paragraphs.
- 4.3 **Submissions on an application** should address the basis on which the applicant has sought a no-coverage determination, any matters relevant to the classification of the pipeline and any other issues that a party considers the Council should take into account given the criteria and other prescribed factors relevant to a pipeline classification decision and a no-coverage determination. Where a party considers that an application raises issues that will require an extended submission period, this should be addressed and explained in its submission responding to the application.
- 4.4 **Submissions on a draft recommendation**) should focus on the preliminary analysis and conclusions in the draft recommendation and seek to provide additional information and analysis to that already available to the Council. It is unnecessary to repeat submissions already made. In most cases the Council expects that all significant issues should have been highlighted in the application, in earlier submissions on an application, or in discussions with Council staff, so that they can be considered in the classification decision and draft recommendation. If new issues are to be raised at this stage (after the classification decision and draft recommendation is published) the relevant submission should address why the matter could not have been raised earlier.

## 5 Publication of submissions and requests for confidentiality

- 5.1 The Council publishes each submission on its website as soon as practicable after the submission closing date.
- 5.2 Where a submission is made by an individual on their own behalf, the Council identifies the submission on its website by publishing the individual’s name, any affiliation the individual advises to the Council and the individual’s state or territory of residence.
- 5.3 The Council encourages submitting parties to ensure their submissions are public documents. Anyone intending to request that part of a submission be treated in confidence should first discuss the matter with Council staff. Specific reasons for confidentiality will need to be provided. The Council considers that it would be unlikely for a situation to arise where a party could claim confidentiality over a

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<sup>7</sup> See [www.fedcourt.gov.au/how/prac\\_direction.html](http://www.fedcourt.gov.au/how/prac_direction.html).

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submission in its entirety, but some specific commercially valuable information may be withheld.

- 5.4 If the Council refuses a request for confidentiality, it will advise the relevant party of its decision and will return the whole or relevant part of the submission to the interested party in accordance with relevant requirements of the NGL and NGR.
- 5.5 A submission containing confidential information should have the confidential sections clearly identified and marked 'confidential'. A second public copy of the submission, with all the confidential material removed, should also be provided to the Council. The Council will publish this non-confidential 'public' copy of the submission. Parties making submissions are responsible for ensuring confidential material cannot be restored from public versions of submissions that are provided in hard copy and PDF electronic format.
- 5.6 Although the Council may accept a submission containing confidential information, the Council may be required to make available any information held by it, including confidential information, in accordance with the provisions of the *Freedom of Information Act 1982 (Cth)*, orders of a court or tribunal or as otherwise authorised or required by law. The Council is also empowered to share confidential information with the relevant Minister, the Australian Energy Regulator, the Australian Competition and Consumer Commission the Australian Energy Market Commission and state or territory regulatory bodies.
- 5.7 The Council takes all reasonable measures to protect information given to it in confidence from unauthorised use or disclosure.

## **6 Lodging a submission**

- 6.1 Submissions should be lodged with a submission cover sheet attached (see Appendix B or the Council's website). The completed cover sheet should provide all relevant contact details that allow verification of the authenticity of the submission—the name of the person providing the submission, organisation represented and position details (where relevant) and a phone contact, email and postal address.
- 6.2 The Council requires two copies of a submission—an electronic copy and a hard copy.
- 6.3 Electronic copies of submissions should be provided in formats that can be opened in Microsoft Word and in Adobe Acrobat (PDF). Where possible the Council would prefer electronic copies (particularly the main text of submissions) to be formatted to allow content copying and searching. It is the Council's usual practice to publish submissions and other documents on its website in PDF format.<sup>8</sup>

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<sup>8</sup> The Council will consider providing documents in other electronic formats on request, subject to confidentiality and other relevant concerns.

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- 6.4 Electronic submissions in excess of 10Mb are not accepted by the Council's email system and are generally slow to download. Such large files should be avoided. If this is an issue please contact Council staff as far in advance of a submission closing date as possible.
- 6.5 An electronic copy of submissions should be emailed to the Council at the email address nominated by the Council on its website for that project.
- 6.6 A hard copy should be posted to:
- Greenfields Submissions  
National Competition Council  
Level 9, 128 Exhibition Street  
Melbourne VIC 3000
- 6.7 Any queries can be directed to the Council Secretariat on (03) 9981 1600.

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## Appendix A – Standard consultation timetable

	Time allowed (business days)	Cumulative time (business days)
Application received		0
Notice published		3-5
Submissions on application close	15	20
Publication of classification decision and draft recommendation	15-20	35-40
Submissions on draft recommendation close	15-30	50-70
Final recommendation	20	70-90
Total time for standard consultation procedure		70-90

This timetable is indicative only. The time may be extended or the clock stopped where necessary. The Council will advise its intended timetable for an application after considering submissions on an application, including any requests for extended submission periods.

## Appendix B – Submission coversheet

### Re application for 15 year no-coverage under the NGL

Please complete and submit this form along with your submission.

**1. By email to:**

[project name]@ncc.gov.au

**AND**

**2. In hard copy to:**

National Competition Council  
GPO Box 250  
Melbourne VIC 3001

Individual/Organisation/Company: \_\_\_\_\_

Email address: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb/town: \_\_\_\_\_

State: \_\_\_\_\_

Postcode: \_\_\_\_\_

Principal contact: \_\_\_\_\_

Position/title: \_\_\_\_\_

Telephone: \_\_\_\_\_

#### Declaration

To the best of my knowledge and belief: the information provided in the submission is true, correct and complete; complete copies of supporting materials or evidence have been provided and/or clearly identified; all estimates are identified as such and are the best estimates of the underlying facts and; all the opinions expressed are sincere.

\_\_\_\_\_  
Signature of authorised person

\_\_\_\_\_  
Office held/title/position

\_\_\_\_\_  
(Print) Name of authorised person

\_\_\_\_\_  
Date

Note: If the submitting party is a corporation or organisation, state the position occupied in the corporation by the person signing. If signed by a solicitor on behalf of the submitting party, this fact must be stated.

#### Please indicate if your submission:-

contains NO confidential material

contains SOME **confidential** material (in which case please provide two copies of the submission – one with all of the confidential information removed and this copy with the confidential information clearly identified and marked)