Kurnell Refinery Conversion Project

Aboriginal and Non-Aboriginal Heritage Objects Management Plan

CALTEX REFINERIES (NSW) PTY LTD

January 2014

1 INTRODUCTION

Caltex propose to convert the petroleum refinery in Kurnell (the 'Site') to a finished fuel terminal facility (the Project). The Project is being undertaken in accordance with Development Consent from the Department of Planning and Infrastructure (Application Number: SSD 5544).

This Aboriginal and Non-Aboriginal Heritage Objects Management Plan has been prepared in response to Development Consent conditions C33 and C34 which states:

> ***Potential for Discovery of Aboriginal and Non-Aboriginal Heritage Objects***
>
> *If during the course of construction the Applicant becomes aware of any previously unidentified heritage object(s), all work likely to affect the object(s) shall cease immediately and the Heritage Council of New South Wales shall be notified immediately in accordance with section 146 of the Heritage Act 1977. Relevant works shall not recommence until written authorisation from the Heritage Council of NSW is received by the Applicant.*
>
> and
>
> *If during the course of construction the Applicant becomes aware of any previously unidentified Aboriginal object(s), all work likely to affect the object(s) shall cease immediately and the OEH informed in accordance with section 89A of the National Parks and Wildlife Act 1974. Relevant works shall not recommence until written authorisation from OEH is received by the Applicant.*

1.1 Background

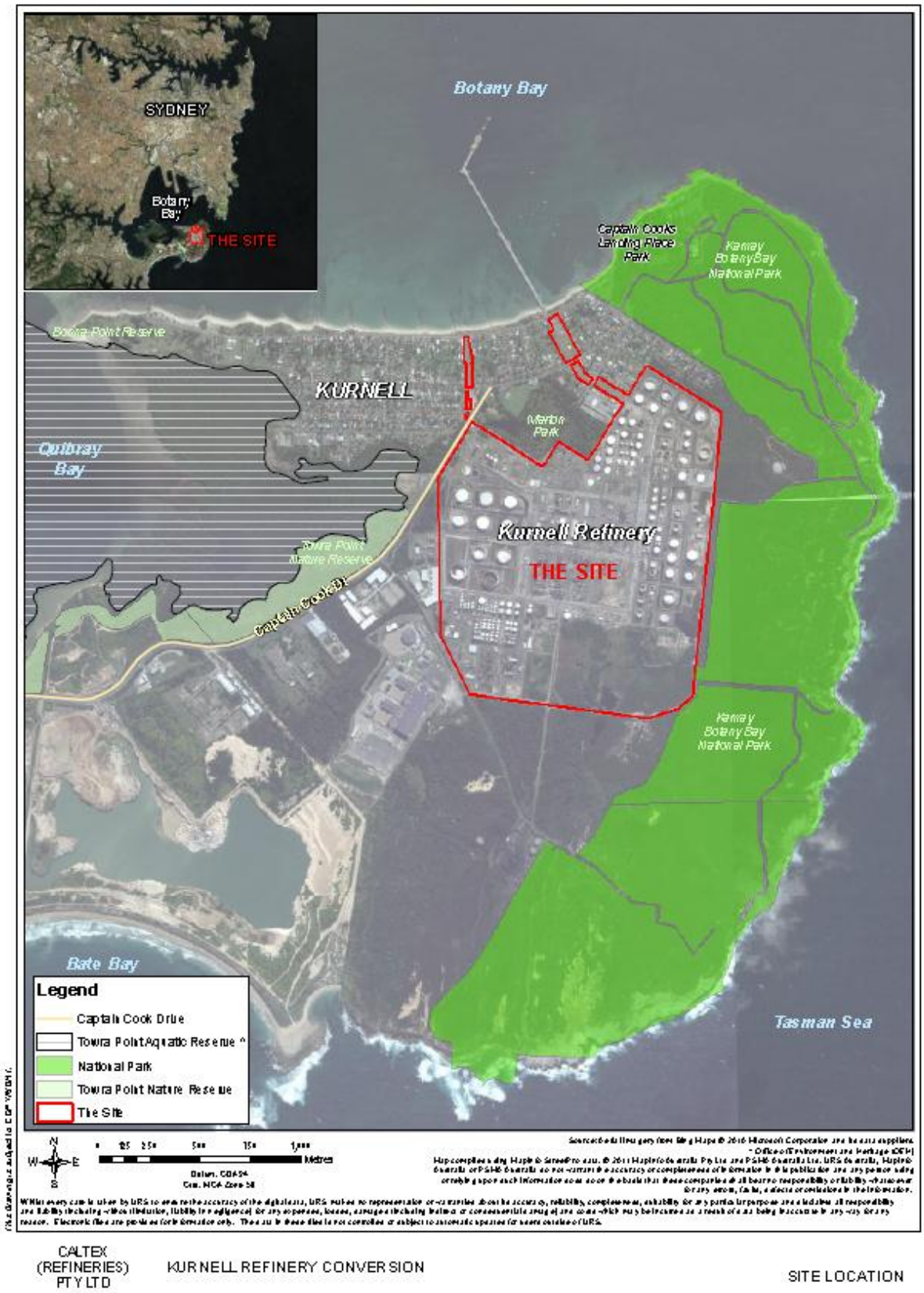
Kurnell Refinery is located on the Kurnell Peninsula within the Sutherland Shire Local Government Area (SS LGA), approximately 15 kilometres (km) south of Sydney's Central Business District (CBD). The refinery was commissioned in 1956 and is currently used to receive and store crude oil and some refined products as well as for refining crude oil into refined products. The crude oil is delivered to the refinery via ships that dock at Kurnell Wharf in Botany Bay. These materials are transferred via pipeline to storage tanks on the Site. The crude oil is then piped from the storage tanks to the crude distillation units for processing into fuels to supply the NSW and ACT markets. **Figure 1** shows the location of the Site.

The Project comprises:

- Continued use of parts of the Site in a manner similar to that currently in place for the storage and distribution of petroleum product;
- Cleaning and modification of some of the existing tanks on Site to store refined product (i.e. finished product tanks); and
- A range of ancillary works to improve efficiency and capability for use as a terminal.

It is expected that the proposed works would be carried out over a 54 month period.

The ultimate aim of the Project is to allow the Site to be utilised as a terminal where finished products can be received by ship, stored in tanks before leaving the Site by pipeline to the Caltex Banksmeadow Terminal, Silverwater Terminal, Joint User Hydrant Installations (JUHI) facility at Sydney Airport, or to the Caltex Newcastle Terminal via the Newcastle Pipeline.



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KURNELL REFINERY CONVERSION

SITE LOCATION

Figure 1: Site Location Caltex Kurnell Refinery.

1.2 Environmental Protection License

The refinery currently operates in accordance with an Environmental Protection License (EPL number: 837) issued by the NSW Environment Protection Authority. This EPL contains numerous operational conditions and Pollution Reduction Programs (PRPs). All work undertaken during this project will comply with the conditions within this EPL.

2 OBJECTIVES

The objective of this Plan is to manage any aboriginal or non-aboriginal heritage objects discovered during the Project. To address this objective, the Management Plan documents:

- The management measures, actions and associated performance indicators, that will be implemented throughout the Project;
- The proposed monitoring program that will be implemented; and
- Key project management roles and responsibilities and reporting requirements.

3 PROJECT OVERVIEW

The work associated with the Project is consistent with routine maintenance and replacement of plant and equipment undertaken as part of normal refinery operations. The Project will install the following items of equipment at the Site:

- Eight transfer pumps;
- New product lines between the Oil Movement Centre (OMC) and the jet, diesel and gasoline finished product tanks;
- New slops line between the OMC and slops tanks;
- Pipe supports and associated civil works for the pipeline runs; and
- Associated valves and pipework on plot.

Table 1 provides a description of the various works proposed for the Project.

Table 1 - Proposed Project Works

Discipline	Description	Plant Locator
Mechanical	Installation of eight off transfer pumps.	Various Pump Plots around the Site
Piping	Fabrication and installation of process piping through the various pipeways between the OMC and the various finished product storage tanks.	Various Pipeways and Tank Bunds around the Site
Civil	Supply and installation of new equipment footings and concrete paved areas.	Various Tank Bunds and Pump Plots
Structural	Fabrication and installation of new concrete and structural steel pipe supports, new access platforms to product tanks and access stairs and jump-overs on plot.	Various Pipeways and Tank Bunds around the Site
Electrical	Installation of LV power cables, LV boards and termination at LV board and electrical equipment.	Various Pump Plots and Tank Bunds around the Site
Instrumentation	Installation of instrumentation, cable trays and associated cabling.	Various Pump Plots, Pipeways and Tank Bunds around the Site

The work that will be carried out during the Project is not anticipated to disturb a significant area of the site or excavate ground that has not previously been disturbed. The potential for encountering a heritage object is considered very low based on the history of the site and past ground disturbance.

For the purpose of this management plan a heritage object, or a potential heritage object, is considered to be an anthropogenic artifact, structure or implement that is not related to refinery operations.

3.1 Project Program

The approximate Project program is shown in Table 2.

Table 2 - Approximate Project program

Task	Date
Detailed Engineering and Design Start	Mid 2012
Engineering and Design Completed	Q2 2013
Tank Conversions Start	Q3-Q4 2013
Installation of Piping, Pumps and Associated Infrastructure	Q3-Q4 2013
Construction on Piping Completed	Q2 2014
Kurnell Refinery Shutdown	Q3 – Q4 2014
Continued Tank Conversions	Q4 2014 – Q4 2016
Conversion to Terminal Completed	Q4 2016

4 IMPLEMENTATION

4.1 Responsibilities

Overall responsibility for the implementation of this Aboriginal and Non-Aboriginal Heritage Objects Management Plan rests with Caltex. All employees and the Contractor will meet the requirements of this Management Plan and associated procedures. Management actions set out in this Management Plan may be delegated in writing by Caltex to the specific Contractor.

Key Project personnel including the Caltex Project Manager, Caltex EMR, Contractor Project Manager and each Contractor's Environment / HSE Representative, will ensure that all management actions are undertaken to a satisfactory standard and that all personnel are aware of their responsibilities with respect to environmental matters. There will be dedicated staff to manage environmental issues (or integrated HSE matters) during the implementation and operational phase of the project. A general outline of responsibilities in relation to environmental management is provided below:

Caltex Project Manager

- Overall accountability for the environmental management of the Project.
- Implementation of the Caltex Environmental Policy with respect to the Project.
- Overall responsibility for development, implementation, maintenance and compliance with this Management Plan.

Caltex Environmental Management Representative (EMR)

- Accountable for environmental matters on the Project.
- Provide support to Caltex personnel and the Contractor as required to ensure this Management Plan is implemented and complied with.
- Review effectiveness and implementation of this Management Plan.
- Monitor the implementation of all required environmental management actions and compliance with legislation.
- Undertake environmental auditing as required.
- Implement *Protection of the Environment Operations Act 1997* (POEO Act) notification requirements in the event of a pollution incident (these requirements can be delegated to appropriate personnel by the EMR).

All Personnel (Caltex and the Contractor)

- Comply with the requirements of this Management Plan.
- Report all environmental incidents as they occur.
- Attend environmental inductions or any other training as required.

4.2 Induction

Caltex has a site induction program that all contractors and employees are required to complete prior to undertaking any work.

All Caltex employees and the Contractor are required to undertake the Caltex Project Induction before they can commence work on the Project.

4.3 Training

All Project personnel will have the experience and necessary training to carry out their required tasks, including in the use of equipment and the implementation of this Management Plan.

Caltex and the Contractor will each maintain a Training Register that records all environmental training completed by its personnel, including records of attendance at awareness training and toolbox talks, as well as competency assessments.

4.4 Incident Management

Caltex will continue to implement its existing incident management procedures, including for response to, investigation and reporting of incidents.

A comprehensive Emergency Management System is currently implemented at the Kurnell Refinery, with associated response and safety equipment held on site. Key personnel are trained to support the implementation of the system. Regular training exercises are carried out by Caltex

4.5 Compliance Management

Caltex has a complaint management procedures for the investigation, response and reporting of complaints.

Caltex manages all community complaints in accordance with the requirements of EPL 837, including:

- Reporting complaints in the Annual Return for EPL 837
- Keeping a legible record of all complaints made to Caltex and its Contractors, including:
    - The date and time of the complaint
    - The method by which the complaint was made
    - Any personal details of the complainant which were provided by the complainant or, if no such details were provided, a note to that effect
    - The nature of the complaint
    - The action taken by Caltex in relation to the complaint, including any follow-up contact with the complainant
    - If no action was taken by Caltex, the reasons why no action was taken

Caltex will continue to operate its 24-hour hotline number (1800 802 385 toll free) to receive feedback and complaints associated with the Project. All feedback and complaints will be relayed to the EMR and relayed to the Refinery Manager, Community Relations Manager and the Environmental Protection Superintendent, as relevant depending on their nature.

Any feedback and complaint records will be logged in the Complaints Register, tracked and where relevant, responded to. Responses to complaints will be made, where reasonably possible, within 48 hours of receiving the complaint.

5 ENVIRONMENTAL PROCEDURES

Specific control measures required to undertake the Project including the Performance Objectives, Management Actions, Performance Indicators, Monitoring, Reporting and Corrective Actions set out in the following sections.

Suitable equipment, facilities, training, work practices and other necessary precautions will be taken to minimise impacts to the environment and the risk of pollution.

All Caltex and Contractors personnel will implement reasonable and practicable measures to avoid or minimise impacts to the environment that may arise from the Project.

5.1 Management Actions

The heritage object management actions include;

- Cessation of any excavation works if a heritage, or potential heritage, object is encountered.
- The inspection of any undisturbed ground prior to the commencement of excavation activities.

5.2 Performance Indicators

The following performance indicators will be implemented during the project:

- All objects are identified and reported in accordance with this plan.

5.3 Monitoring

The key monitoring requirements for this Project:

- The Contractor inspects all areas to be excavated and during all excavation activities.

5.4 Reporting

The reporting requirements for heritage objects management include;

- The Contractor will report any heritage, or potential heritage, object to the Caltex EMR as soon as possible. The EMR will notify the Heritage Council of New South Wales and the OEH of any heritage, or potential heritage, objects encountered as soon as possible.

5.5 Corrective Action

The corrective actions to be implemented during the Project include:

- In the event an object is detected work stops and a heritage assessment of the area is undertaken.