

# Decommissioning Guidelines

Decommissioning a utility or service on VicTrack land

April 2026



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## Definitions

| Term                       | Definition   |
|----------------------------|--|
| Asset                      | Any facilities, equipment or other assets owned by the Licensee installed on VicTrack Land   |
| Asset Owner                | The owner of a utility, service or infrastructure located on, over or under VicTrack Land. May also be referred to as the Licensee   |
| Approved Purpose           | Purpose as agreed upon by VicTrack   |
| Contamination/Contaminated | Existence or likely existence of any substance (whether a solid, liquid or gas) of any kind or concentration, whether existing or future comprising: <ul style="list-style-type: none"><li>▪ Anything which would make the VicTrack Land 'polluted' as defined in section 4 of the Environmental Protection Act 1970 (Vic);</li><li>▪ Anything which would or would be likely to make the VicTrack Land unsafe or in breach of the Occupational Health and Safety Act 2004 (Vic); and</li><li>▪ Anything which is identified as a pollutant in any State Environment Protection Authority or any Environmental Law</li></ul> |
| Danger Zone                | Area within 3 meters of the outside of the outer rail edge   |
| Decommissioning Plan       | Plan detailing the works and the decommissioning or abandonment methodology proposed to be undertaken on an Asset located within VicTrack Land or attached to VicTrack Infrastructure.   |
| Environmental Law:         | All laws (including common law, Acts of Parliament, regulations, policies and by-laws and all licences, permits and consents or approvals made pursuant to such laws), which regulate the environment including, but not limited to, laws relating to land use, planning, pollution of air or water, soil or groundwater contamination, chemicals, waste, use, handling, storage or transfer of dangerous goods, substances or any other aspect of protection of the environment or persons or property including, without limitation, the Environment Protection Act 1970 (Vic).  |

| Term               | Definition  |
|--------------------|---|
| Environmental Loss | <p>Loss, damage, cost, interest, expense, fee, penalty, fine, forfeiture, assessment, demand, action, suit, claim, proceeding, cause of action, liability or damages incurred by a person and includes without limitation:</p> <ul style="list-style-type: none"> <li>(a) Any costs and expenses of preparing any necessary environmental report or seeking any other necessary advice;</li> <li>(b) Any remedial action taken;</li> <li>(c) Any requirement by the Environment Protection Authority or any other person to take any action with respect to the VicTrack Land, or adjacent land or groundwater, which is enforceable under any Environmental Law; and</li> <li>(d) Any loss of value to the Licensed Area.</li> </ul> |
| EPA                | <p>Environment Protection Authority established under the Environmental Protection Act 1970 (Vic) and includes its predecessors in law, assigns and successors.</p>   |
| Hazardous Material | <p>Any substance, gas, liquid, chemical, mineral or other physical or biological matter;</p> <ul style="list-style-type: none"> <li>(a) That is or may become toxic, flammable, inflammable, explosive;</li> <li>(b) That is otherwise dangerous, harmful to the environment or any life form or which may cause pollution, Contamination or any hazard or increase in toxicity in the environment or may leak or discharge or otherwise cause damage to any person, property or the environment; or</li> <li>(c) That is a material or compound controlled, prohibited or regulated from time to time by any Environmental Law or by any safety Laws.</li> </ul>   |
| Law                | <p>Any requirement of any statute, statutory rule, regulation, proclamation, order-in-council, ordinance, by-law, Australian Standard or industry recognized code of practice whether State, Federal or otherwise, guidelines.</p>  |
|                    | <p>The area detailed in <b>Annexure C</b> at the location specified in <b>Item 11</b> of the schedule</p> <p>For licenses pre-dating the modern license format – the asset location within VicTrack land as reasonably defined in the License document or official Railway documentation.</p>   |

| Term                 | Definition   |
|----------------------|--|
| PTV                  | Public Transport Development Authority, a body corporate established under the Transport Integration Act 2010 (Vic) of 750 Collins Street, Docklands, Victoria (trading as Public Transport Victoria).   |
| Redundant Service    | Utility or Service that is non-operational remaining in-situ within VicTrack Land or attached to VicTrack Infrastructure.  |
| Safety Legislation   | Any legislation applicable to occupational health and safety, rail safety, road transport, dangerous good, gas and petroleum safety and electrical safety; any regulations made under that legislation; and any directions or notices issued by any relevant authority or any code of practice or compliance code applicable to the Licensed Area or any part of it or the Approved Purposes.  |
| Safety Requirements  | Any direction, instruction, request or requirement notified by a Transport Business to the Asset Owner in writing relevant to or necessary for compliance by a Transport Business or the Asset Owner with any applicable Safety Legislation.   |
| Service/Utility      | Any pole, conductors, guys, transmission tower, sub-stations, conduits, electricity cable, fibre optic cable, culvert, drain, sewer, pipe, encasement, cathodic protection, anode bed, valves, pits, telecommunication towers, monopoles, huts and any Services and associated infrastructure installed within VicTrack Land located either along, under, over or attached to VicTrack infrastructure including bridges, rails which is owned by a person, company, statutory authority, utility, State or local government body or other person or corporation. |
| Third Party Assets   | Assets or infrastructure including, but not limited to, electricity, petroleum, gas, water, sewerage, drainage and telecommunications pipes, cables and conduits, ground water monitoring wells, shared user pathways or any other service that is owned, managed or provided by a party other than the Transport Businesses and located within the Licensed Area or VicTrack Land.  |
| Transport Business   | VicTrack, PTV, Transport Safety Victoria, the operators of the metropolitan, regional and interstate and light rail networks, tourist and heritage railways and any other organisation using the VicTrack Land or the VicTrack Infrastructure to carry out a business providing transportation services.   |
| Transport Operations | Operations of any Transport Business or other authorised person that relies upon property owned or controlled by VicTrack to conduct its operations.   |

| Term          | Definition   |
|---------------|--|
| VicTrack      | Victorian Rail Track, a statutory corporation established under Section 8 of the Rail Corporations Act 1996 (Vic) and continued under section 116 of the Transport Integration Act 2010 (Vic) and includes its predecessors in law, assigns and successors.  |
| VicTrack Land | Land in respect of which VicTrack is the registered proprietor, is entitled to be registered proprietor or which is vested in or allocated to VicTrack or in respect of which VicTrack has the power to grant rights to other persons.   |
| Works         | The process of decommissioning, demolition or abandonment of a Service and associated infrastructure by hand or mechanical digging, excavation, removal, backfilling, capping of assets owned by an Asset Owner whether the Service be licensed or residing within VicTrack Land pursuant to statutory powers. |

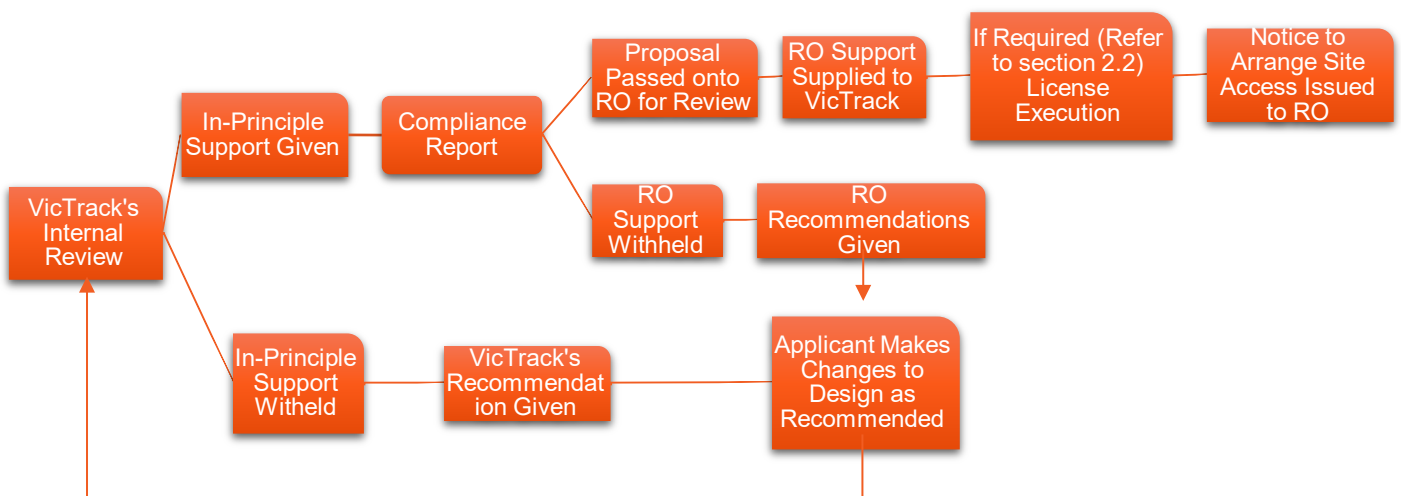
## Initiating Your Application

To initiate your application, you will be required to submit the following documentation to the Utilities and Services team through [services@victrack.com.au](mailto:services@victrack.com.au);

- Complete the [Install Utilities Form](#) via the VicTrack website.
- A3 PDF design drawings in line with VicTrack standards as outlined in VicTrack's Design Requirements and Guidelines (April 2026) document
- Where your proposal includes the abandonment of pipe underneath rail tracks – calculations demonstrating the capacity of the pipe grouting material to support rail loadings in complete isolation to the existing pipe (note: the internal cavity of all abandoned pipes must be filled with inert grouting material). Calculations can be submitted in the initial application or during the In-Principle review process.
- Supporting reasoning with evidence for proposals which do not include the complete removal of the asset to be decommissioned (note the Danger Zone is typically exempt, as removal is considered highly onerous and potentially hazardous).
- Decommissioning plan – 1-2 pages or as sufficient to detail the scope, methodology, timelines and, as necessary for proposals to abandon pipe within VicTrack land, maintenance/inspection schedules in future as described in the [Post Abandonment Plans \(Asset Monitoring\)](#) section.

For any pre-application support or supply of above listed documents please contact the Utilities and Services team through [services@victrack.com.au](mailto:services@victrack.com.au)

After receipt of the above documentation, your proposal will proceed through a modified version of VicTrack's Third Party Access application process. The below schematic provides a general overview of the process.



RO = Rail Operator (V/Line, Metro Trains Melbourne, ARTC)

## Decommissioning Assets

VicTrack invariably gives preference to decommissioning plans proposing the complete removal of the asset from VicTrack land – any proposals to abandon the entirety, or part, of an asset within VicTrack land must be accompanied by sufficient supporting evidence as to why it may be beneficial to VicTrack as compared with complete removal.

Proposals to abandon assets within VicTrack land with sufficient supporting evidence, as viewed by VicTrack, may or may not be supported.

The decommissioning of all Utilities and Services shall be undertaken in compliance with;

- Any terms and conditions of a Licence previously entered into between VicTrack and the Asset Owner
- The decommissioning plan, design drawing and works methodology approved by VicTrack and the relevant Transport Businesses.
- The Environmental Protection Act 1970
- Occupational Health and Safety Act 2004 (Vic)
- Relevant Environmental Protection Regulations
- Relevant Laws, Australian Standards, Policies, Codes of Practice and Guidelines

## Decommissioning Plan

Your decommissioning plan shall detail the scope, methodology and timeliness of works within VicTrack land.

The plan shall demonstrate how works are to be undertaken in such a manner so as to eliminate or minimise risks to human health and safety, the environment, existing assets and risks to current and future transport operations.

Decommissioning must consider the disconnection, removal and disposal of all infrastructure and the entirety of its associated apparatus (i.e. venting pipes, encasement pipes, pits, footings, foundations or guy wires for overhead assets)

Where a Service is attached to an existing bridge, either road over rail or rail over road, all fittings, attachments and/or pipelines must be removed.

Where a Service was used to store or transport a product that is a Hazardous Material, Dangerous Good, or other non-inert material, VicTrack will require a validating report prepared by an independent party with suitable experience. The validation report shall provide evidence that all services and associated infrastructure have been removed and any soil and groundwater contamination caused by the services have been removed and or remediated.

## Abandonment of Assets

Subject to the results of a risk assessment, VicTrack may or may not provide approval for a service to be abandoned within VicTrack land.

Where VicTrack agree to an abandoned asset remaining within VicTrack land, the Asset owner will need to ensure that:

- All appurtenances are to be removed within the top two metres below the finished surface;
- In pipelines used for the conveyance of a material defined as a Hazardous Material, the pipe must be fully cleansed with all chemicals/cleaning substances used also removed from the pipe.
- All voids to be filled with clean fill or inert grout capable of supporting rail loadings, specifically the internal cavity of the pipe (pipe endings shall be capped to prevent loss of fill material) (See section 2.4 detailing this requirement more precisely)
- CCTV records including post removal contaminant testing results shall be provided to VicTrack for record purposes where appropriate.
- Post removal contaminant testing results shall be provided to VicTrack for record purposes where appropriate.
- Photographs before and after demonstrating the land has been “made good”

Any abandonment of a service is subject to a formal licence agreement continuing between VicTrack and the Asset Owner. Amongst others, the licence agreement will include conditions and may be updated in relation to:

- VicTrack's indemnity regarding issues arising from the presence of the subject asset
- Details of the asset owner
- Minimum requirements for inspections and on-going maintenance
- The process regarding make good works should the pipeline show signs of deterioration that may impact on the structural integrity of transport operations

### Post Abandonment Plans (Asset Monitoring)

Subsequent to approval being granted for the abandonment of a service within VicTrack land, the asset owner shall continue to remain wholly liable for that asset for so long as it remains within VicTrack land.

As part of the licence agreement, VicTrack will require the development of a post-abandonment plan. The plan shall extend for the length of time which the service is to remain within VicTrack land and establish:

- The asset inspection schedule
- The information to be provided to VicTrack as part of each inspection
- Protocols for maintenance and/or rectification works to ensure that the abandoned service remains in a safe condition and ensures that risks to Transport Operations and safety are eliminated.

The post-abandonment plan must also include GPS co-ordinates and a plan showing the exact location of the asset.

All costs associated with asset monitoring, inclusive of any repairs, maintenance or make good works, shall be borne by the asset owner until such time that the service is removed from VicTrack land.

## Grouting of Abandoned Assets

The stoppage in service to an undertrack pipe may significantly increase risks to rail operations. Factors such as material deterioration and the absence of any internal pressure opposing soil and rail loadings has potential to increase the likelihood of pipe collapse, soil settlement and rail track alignment alteration, increasing the risk of derailment to unacceptable levels.

As a control, VicTrack require that all abandoned/redundant services be filled with a grouting material of minimum 2MPa compressive strength – and in any case supporting calculations certified by an independent engineer engaged by the asset owner must be provided to VicTrack. Calculations should confirm the grouting materials capacity to support rail live loads and formation dead loads should complete deterioration of the subject asset occur, whence it can no longer perform in any structural capacity.

## Backfilling of Trenches

Where a service has been removed from VicTrack land, all details relating to the proposed trenching and compaction are to be provided. Excavations are required to be backfilled and compacted to the requirements of AS4799-2000 Section 3.9.

The fill must be sourced from an approved facility, with a certificate provided to VicTrack certifying that the soils are classified as clean fill material in accordance with EPA guidelines. Backfilling of open drainage channels shall be with approved imported materials compacted in accordance with the requirements outlined in AS4799-2000.

## Temporary Suspension of Service in Pipelines Carrying Flammable Product

In accordance with AS2885.1 – Where a pipeline is considered as not being subject to internal corrosion and the Asset Owner is proposing to suspend the operation of the pipeline in a non-flowing condition for an extended period beyond routine maintenance – the asset owner shall notify VicTrack of the proposal to suspend operations.

Approval from VicTrack will be conditional to;

- A risk assessment considering hazards to transport operations and safety requirements;
- Formal agreement being reached between VicTrack and the asset owner with respect to an inspection and maintenance regime to ensure the structural integrity of the pipeline is maintained and risks to transport operations are eliminated.

VicTrack, in consultation with the Transport Businesses, may grant approval for the hydrocarbon contents of the pipeline to be stored within the pipeline for the duration of the suspension in accordance with AS2885.3, section 8.9.

Where a suspended pipeline is subject to internal corrosion, VicTrack will request the asset owner to comply with the requirements of AS2885.3 - The pipeline and any pipeline encasement or associated infrastructure shall be removed from VicTrack land.

## Environmental Considerations

Where the carrier pipe has been used for the conveyance of Hazardous Materials, the pipeline shall require purging or flushing with the appropriate capture of all liquids and materials.

Where part of the pipe itself is known or suspected to contain Hazardous Material, removal by a suitably licenced person shall be required.

In the circumstance involving the possible presence of Asbestos Material, the Asset Owner is required to comply with VicTrack's Asbestos Management Plan (& Hazardous Building Materials) VT-SP032, and shall submit a Safe Work Method Statement and Job Safety Analysis for the specific works.

If any unexpected asbestos materials are uncovered during the works, the Asset Owner and their contractor/s must stop works immediately and provide an Incident Report to VicTrack.

The Asset Owner is responsible for engaging an asbestos removal contractor to remove and dispose of asbestos at their own cost. All asbestos removal contractors shall possess the appropriate licence to handle and remove asbestos and shall undertake removal works in accordance with the relevant OH&S (Asbestos) Regulations.

The Asset Owner or their contractor shall have in place the relevant systems and must facilitate the role of VicTrack, the relevant rail operator or representative, in auditing the contractor's Safety System & Environmental System.

## Rehabilitation of VicTrack Land

At the completion of decommissioning or abandonment works, all disturbed areas shall be reinstated to the site condition equal or superior to that present at the lease/licence commencement date, and as mutually agreed upon between the asset owner and VicTrack. As appropriate, the vegetation types used for rehabilitation are to be agreed upon with VicTrack.

## Document Owner

| Group          | Contact                     | Details  |
|----------------|-----------------------------|--|
| Property Group | Utilities and Services Team | <a href="mailto:services@victrack.com.au">services@victrack.com.au</a> |