

## PURPOSE

The purpose of this Policy is to provide guidelines for the establishment, operation, management and removal of Electric Vehicle Charging Infrastructure (EVCI) on Council Land in the Wollongong Local Government Area (LGA).

## POLICY INTENT

The main objectives of this policy are to -

- 1 Provide guidelines for the, establishment, operation, management, maintenance and removal of EVCI on appropriate parcels of Council Land in the Wollongong LGA.
- 2 Clearly outline the roles and responsibilities of third-party providers and Council in relation to the establishment, operation, management and removal of EVCI.
- 3 Promote visitation to the region by encouraging the placement of EVCI at desirable tourist locations.
- 4 Support the uptake of EVs which will aid the community in reducing transport-related emissions in the Wollongong LGA.
- 5 Support residents to access publicly accessible EVCI as part of an integrated transport network.
- 6 Address range anxiety by facilitating the development of a convenient and affordable publicly accessible charging network.
- 7 Increase public awareness of EVs and EVCI.

## WOLLONGONG 2028 OBJECTIVES

This Policy supports the delivery of the following Wollongong 2028 goals -

- ‘Goal 1 – We value and protect our environment’.
- ‘Goal 2 – We have an innovative and sustainable economy’.
- ‘Goal 6 – We have affordable and accessible transport’.

Specifically, it contributes to the following strategies and deliverables-

Goal	How will we get there?
1 We value and protect our environment	1.3 Increase our resilience to natural disasters and a changing climate to protect life, property, and the environment
	1.4 Work together to achieve net zero carbon emissions and reduce waste
2 We have an innovative and sustainable economy	2.5 Work with partners to facilitate sustainable and green industries
	2.7 Promote the Wollongong Local Government Area as an event, conference and visitor destination

Goal	How will we get there?
6 We have affordable and accessible transport	6.1 Plan for the delivery of multi-modal public transport together with sustainable transport modes such as the Gong Shuttle, walking and cycling to meet the community’s needs
	6.3 Effective and integrated regional transport with a focus on road, bus, rail and freight movement (including the port of Port Kembla)
	6.5 Advocate for strong transport links within the LGA and connections to Sydney, and the Southern Highlands to provide physical and economic opportunities

Activities undertaken under this Policy will be planned for and delivered in an environmentally sustainable and responsible manner, recognising we are in a state of climate emergency. This Policy contributes to goals and outcomes in the following sustainability-related plans and strategies:

Sustainable Wollongong 2030: A Climate Healthy City Strategy – A city whose Council shows leadership; A city that works together; and A low emissions city.

Climate Change Mitigation Plan 2020-2022 – Climate Change Leadership and Planning; Transport; and Working with Our Community.

This Policy also supports the achievement of the following Sustainable Development Goals –



**POLICY**

**EVCI Provider Selection**

Council aims to ensure the appropriate establishment of EVCI on Council Land, that this infrastructure will be installed and operated in a safe, well-managed and sustainable manner and will be an ongoing asset for the community. Council will coordinate/facilitate the installation and operation of EVCI on Council Land by a suitable provider through a public procurement process, to ensure a transparent and competitive approach.

Key aspects of the EVCI procurement process include -

- Demonstrating experience, skills and resources in establishing, operating and managing EVCI.
- Nomination of sites from a list of pre-determined site/s provided by Council.
- Developing a design layout of the overall EVCI site including details of parking, signage, safety, access, traffic management, type of charger/compatibility and required power supply in accordance with the design requirements outlined in this Policy.
- Provision of a suitable management plan for operation, maintenance and removal of EVCI.

Successful providers will be required to enter into a lease/licence/agreement (unless other consent pathways are identified) with Council for the site.

## Site Selection Criteria and Design Requirements

### Site Selection Criteria

Council will facilitate the provision of publicly available EVCI by pre-selecting preferred sites for hosting EV charging by undertaking analysis against the site selection criteria outlined below.

The following criteria will be considered by Council when selecting location(s) for EVCI -

- Council owned or managed land.
- Current and anticipated future land use of the site.
- Existing car parking availability (preferably off-street).
- Minimal impact on car parking availability for Internal Combustion Engine Vehicles (ICEVs).
- Close proximity to public transport and a range of amenities including but not limited to train stations, bus routes, bike paths, shade, water drinking facilities, toilets, seating, food outlets, tourist locations and other attractions.
- Avoids negative impacts on traffic and active transport i.e. hazard or obstruction to cycling or pedestrian infrastructure.
- Accessibility during day and night and across the week.
- Compliance with AS/NZS 60079.10.1, *Explosive gas atmospheres*.
- Acceptable visual impact associated with installed infrastructure.

### Approval and Design Requirements

It is the provider's responsibility to obtain any consents or approvals required for the installation of EVCI. Approval may fall within the exempt development provisions of the State of the Environment Planning Policy (Infrastructure) 2007 or require a Development Application (DA).

The following design requirements must be addressed when developing a design layout of the overall EVCI site:

#### Power

EVCI must have suitable access to an existing electrical supply. Sites with sufficient supply to support EVCI will be prioritised. Should a site require supply upgrades, it is the responsibility of the provider to organise and fund this process. Exceptions to this may be considered in discussion with Council and if Council is already looking to upgrade electrical supply at the site.

#### Safety

Dedicated EV parking bays shall comply with DCP Chapter E2: Crime Prevention through Environmental Design. The location of the charging stations must be easily seen by pedestrians and vehicles, with passive surveillance from nearby properties/premises and have adequate lighting. Parking signage must be in accordance with Australian Standard 1742 and provide information on the safe use of charging stations. EVCI must be managed and maintained by the provider throughout the operation of the facility to ensure continued good working order and ensure public safety.

#### Access

The EV parking spaces should be of adequate size for the charging of EVs. The location of charging stations must be connected to the wider transport network i.e. nearby train stations, bus stops etc., must not impede cycling or pedestrian infrastructure, and must allow for disability access compliant with the *Disability Discrimination Act 1992*. The dedicated EV parking bays are to only be used by EVs while

charging; appropriate signage and labelling of dedicated EV parking bays must clearly identify this. Appropriate charging time restrictions will be discussed with Council and included in the lease/licence/agreement. EVCI must be in areas with mobile phone reception. Providers must ensure that the community can easily access and use charging stations including access to any provider-specific apps, registration processes and/or payment methods.

### **Signage**

There are several requirements for signage that must be addressed by providers to ensure that the community is aware of the location of EVCI and any restrictions associated with EVCI -

- Wayfinding signage to help EV drivers navigate to EVCI.
- Station signage which identifies the location of EVCI; highlights designated EV parking spots; and communicates restrictions regarding use such as time limits on parking/charging.

The location, amount, and wording of EV wayfinding signage may be subject to approval from Transport NSW.

### **Sustainability**

The provision, establishment, operation, management, maintenance and removal of EV charging stations and supporting infrastructure must be in line with DCP Chapter A2: Ecologically Sustainable Development. To reduce the environmental impact of EVCI and contribute to emissions reductions, Council encourages the use of 100% renewable energy or green power to power EVCI.

### **Types of Charging Stations and Connections**

Council will consider a range of EVCI, consistent with the NSW Government's EV Strategy and its goal of 'building a world-class electric vehicle charging network', including –

- Level 2 chargers (AC 7-22kW) for commuter parking sites and car parks with unlimited or 4-8 hour parking limits.
- Level 3 chargers (DC 50-350kW) for high amenity locations and transit corridors with 2 hour or less parking limits.

Council requires a minimum of two chargers to be installed at any one location, as chargers will be in high demand. EVCI and parking spaces should cater for all types of EV charging connections used by vehicle manufacturers and the location of their charging points on all types of vehicles.

### **Maintenance**

EVCI providers will be responsible for maintaining the function of EVCI to a high standard to ensure adequate availability of EV charging for users.

### **Leasing/Licencing Requirements**

Providers are subject to the specific conditions and obligations outlined in the leasing/licencing agreement as agreed with Council. The nature of the lease/licence agreement will be determined on a case-by-case basis and will consider factors, including but not limited to the provider, proposed site and design, maintenance obligations, public safety and legal liability, insurance requirements and desired length of operation of EVCI. Discussion with Council will determine site-specific conditions which the provider will be subject to under the lease/licence agreement arrangement. Leasing/licencing of sites on Council Land must be in accordance with Council's Leases and Licences of Council Owned and Managed Land, Buildings and Public Roads Policy.

The acquittal process and terms of payment will be determined in lease/licence/agreement arrangements. The provider will be required to provide a security or bond to Council prior to the commencement of the lease/licence agreement and installation of EVCI. Any further upgrade or expansion of the EVCI will be subject to further consideration and consent from Council.

Council reserves the right to terminate a lease/licence agreement with a provider of EVCI and require the removal of EVCI and supporting infrastructure if a breach of the lease/licence agreement occurs. In these circumstances, the provider of EVCI would be required to make good the land. Providers are subject to the specific conditions and obligations outlined in the leasing/licencing agreement as agreed with Council.

### **Council's Role**

Council will -

- Identify sites preferred for hosting EVCI.
- Manage the public engagement process related to site selection.
- Conduct a public procurement process to select suitable EVCI and providers.
- Provide input into the design plan for selected site(s) for EVCI on Council Land.
- Promote EVCI by making information freely available to the community such as the location of charging stations in the Wollongong LGA.

### **Provider's Role**

Providers will -

- Be required to enter into a lease/licence agreement with Council.
- Prepare and negotiate a design plan for selected site(s) in accordance with the design requirements set out above, including all operational and environmental controls.
- Be responsible for the installation (including appropriate power supply), operation, management, maintenance and removal associated with EVCI and all supporting infrastructure.
- Be responsible for and bear the cost for any upgrades required for the existing electrical supply infrastructure to have the capacity to cater for EVCI.
- Remain responsible for any upgrades in plug and connection hardware that may be required as EV technology develops.
- Provide access by arrangement, for educational or promotional activities in partnership with Council.
- Provide Council with access to data related to the operation of EVCI.

### **LEGISLATIVE REQUIREMENTS**

The provider is required to comply with all relevant legislation and obtain all applicable approvals and consents. Consideration must be given to Council Policies that may apply to various aspects of the establishment, management, maintenance, operation and removal of EVCI on Council Land.

### **REVIEW**

This Policy will be reviewed every three years from the date of each adoption of the policy, or more frequently as required.

### **REPORTING**

Providers must fulfill any reporting requirements as outlined in the lease/licence agreement with Council.

## RELATED STRATEGIES, POLICIES AND PROCEDURES

- Sustainable Wollongong 2030: A Climate Healthy City Strategy.
- Climate Change Mitigation Plan 2020-2022.
- Lease and Licenses of Council Owned and Managed Land, Buildings and Public Roads Policy.
- Sustainable Procurement Policy.

## DEFINITIONS

**Council** – Refers to Wollongong City Council.

**Provider** – A company or organisation which provides/supplies EVCI.

**Council land** – For the purpose of this Policy, Council Land is defined as either –

- Council owned land that is classified as “operational” land or “community” land under the *Local Government Act 1993*; or
- Council managed Crown land where Council is appointed Crown Land Manager under the Crown Land Management Act 2016; or
- Council managed Crown land that has “devolved” to Council for management under s.48 of the *Local Government Act 1993* (this type of Crown land would be subject to a lease or licence with the Department of Planning and Environment – Crown Lands, and this Council Policy); or
- Road reserve where Council is the roads authority under the *Roads Act 1993*.

## Electric Vehicle (EV)

This describes a range of different vehicles that are powered by an electric motor with a battery on its own or accompanied by a fuel-powered internal combustion engine. This includes Plug-in Hybrid Electric Vehicles (PHEVs).

## EV Charging Infrastructure (EVCI)

Infrastructure that supplies and supports the provision of electric energy to recharge EVs. This includes charging stations, signage, designated parking bays and all other supporting infrastructure.

## Internal Combustion Engine Vehicle (ICEV)

A vehicle that is powered by an engine that burns petrol, oil, or other fuel with air inside the engine.

## Range Anxiety

The fear that when driving an EV vehicle, it will run out of charge and the driver will be stranded due to the inability to recharge.

APPROVAL AND REVIEW	
Responsible Division	City Strategy
Date adopted by Council	8 May 2023
Date/s of previous adoptions	7/12/2020 <sup>1</sup>
Date of next review	December 2024

---

<sup>1</sup> Policy title Electric Vehicle Charging Stations on Public Land