



11.1 COMMUNITY ELECTRIC VEHICLE CHARGING PERMIT

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1. PURPOSE

- 1.1 To seek Council endorsement to proceed with a trial of a 'kerb charging' permit for residents with no off-street car parking to install electric vehicle chargers on Council land.

2. EXECUTIVE SUMMARY

- 2.1 Approximately eleven percent of greenhouse gas emissions from Port Phillip's community come from privately owned vehicles.
- 2.2 Changing from a traditional vehicle to an electric vehicle is one way our community can reduce their overall emissions.
- 2.3 The number of electric vehicles in Port Phillip is expected to grow in coming years. The Victorian Government has set a target for fifty percent of new vehicle sales to be zero emissions vehicles by 2030 and has offered incentives to residents and businesses to convert to zero emissions vehicles.
- 2.4 One of the barriers to purchasing an electric vehicle for residents and businesses of Port Phillip is they do not have access to off-street parking, meaning it can be difficult to charge an electrical vehicle.
- 2.5 One of the ways Council can facilitate uptake of electric vehicles for those without access to charging facilities on their property is to introduce a permit that enables the installation of an electric vehicle charger in the nature strip or footpath adjacent to their building, connected to their own electricity supply via an underground cable.
- 2.6 Officers have developed a set of Kerb Charging Facility Application Guidelines (Attachment 1) that comprise written and visual guidance to clarify where an electric vehicle charging facility may be appropriate, the application process, the associated fees, the design guidelines and expectations.
- 2.7 It is proposed to trial this permit type commencing in December 2021 by issuing the permit to up to five applicants with a permit that expires no later than 31 December 2023. The learnings from this trial will then be incorporated into longer term policy development.



3. RECOMMENDATION

That Council:

- 3.1 Endorses a trial of a 'Kerb Charging Permit' for residents and businesses with no off-street parking to install electric vehicle chargers on Council land. At the end of the first twelve months of the trial, the CEO will arrange for a review on the progress of the trial and report back to Council at the earliest opportunity to enable Council to determine future direction in this policy area.
- 3.2 Authorises the CEO or delegate to provide a 'Kerb Charging Permit' to up to five properties, with these permits to expire no later than 31 December 2023.
- 3.3 Endorses the Kerb Charging Facility Application Guidelines as outlined in Attachment 1 and delegates to the CEO the ability to make minor amendments to this document that do not alter its substantive intent prior to publishing them.
- 3.4 Notes the next steps associated with implementation and evaluation of the trial.

4. KEY POINTS/ISSUES

- 4.1 Approximately 11 per cent of Port Phillip's community greenhouse gas emissions comes from transport, including releasing 327,926 tons of carbon annually. Vehicles powered by fossil fuels also contribute significantly to urban air pollution, which impacts human health.
- 4.2 The current market for electric vehicles in Australia is very small but growing. Data provided from VicRoads in May 2020 shows there were 324 EVs registered to residents of City of Port Phillip, compared to 59 in 2015.
- 4.3 In June 2020, the Victorian Government announced a \$100 million package to support zero emissions vehicles, including subsidies for residents and businesses to purchase electric cars and a target that 50% of all new light vehicle sales will be zero emissions vehicles by 2030.
- 4.4 The number of electric vehicles in Port Phillip is expected to grow in coming years due to increasing availability of vehicles, lower costs and government incentives.
- 4.5 Some properties in Port Phillip do not have off-street parking and are unable to install charging infrastructure within their properties.
- 4.6 Since April 2019, Council officers have received 27 requests from members of the community saying that lack of access to charging facilities is a barrier to purchasing an electric vehicle.
- 4.7 The Council Plan 2021 includes an operating project to support the delivery of a Community Electric Vehicle Charging Program to facilitate uptake of electric vehicle ownership.
- 4.8 One of the ways Council can facilitate uptake of electric vehicles for those without access to charging facilities on their property is to introduce a permit for residents and businesses without access to off-street parking to install an electric vehicle charger in the nature strip or footpath adjacent to their building, connected to their own electricity supply via an underground cable.



- 4.9 The cost of installation, maintenance and removal would be at the expense of the permit holder. The approximate cost to purchase and install a kerb charging facility is \$4,000-\$5,500.
- 4.10 This kerb charging facility is a newly developed technology and officers are not aware of any similar permit schemes operating elsewhere in Australia.
- 4.11 It is proposed to trial administration of a permit with up to five properties to assess the impacts of this infrastructure and obtain feedback from permit holders and the community.
- 4.12 The proposed permit period would be up to two years, with all permits expiring no later than 31 December 2023.
- 4.13 The Council report that accompanied the 2021/22 Budget provided brief details on this initiative to enable fees to be charged in the event Council wished to establish a permit into the future. It also highlighted that a more detailed report on the policy and approach would be provided to Council for consideration and endorsement, which is the purpose of this further report.
- 4.14 In the Council budget report, it was briefly described that the trial would involve Council issuing permits for up to five properties in the first year. Upon completion of the more detailed policy work, officers now recommend the trial goes for two years, due to the cost of installing the infrastructure to ensure residents who participate have as much opportunity as possible to achieve an appropriate return on their investment both financially and environmentally.
- 4.15 This same Council budget report also described Council issuing up to five permits in the first year and assessing the success of the trial after 12 months. It is recommended that the issuing of the five permits not be restricted to the first year, so a maximum of five permits can be issued over the two years. Importantly, regardless of when the permit is issued within the trial period, it must expire no later than 31 December 2023.
- 4.16 The proposed fees for the permit, as approved in the Council budget, are as follows:
- Application fee: \$124
 - Annual renewal fee: \$100 per year
 - Bond: Case by case with minimum of \$500
- 4.17 Officers have developed draft Kerb Charging Facility Application Guidelines (Attachment 1) that comprise written and visual guidance to clarify where an electric vehicle charging facility may be appropriate, the application process, the associated fees, the design guidelines and expectations.
- 4.18 Key aspects of the Application Guidelines include:
- A permit does not grant the applicant any exemption from current or future parking restrictions and no changes to parking restriction would be implemented as part of this permit process.
 - The kerb charging infrastructure would be for the exclusive use of the permit holder. Energy regulations prohibit distribution of electricity to others.
 - Eligible applicants are residents and businesses in standalone properties that do not have access to off-street parking.



- If located in the footpath, a minimum effective footpath width of 1.5m must be maintained. In areas of high pedestrian usage, a higher minimum width may be required.
 - When not in use, the kerb charging facility must be lowered to ground level and secured to render it unusable.
 - The charger must only be used by the permit-holder and must not be commercially operated.
 - The charger must not include any advertising.
 - Council and other service authorities reserve the right to access footpath and underground services at any time.
- 4.19 As far as practical, sites will be selected to test the technology in a range of different locations and contexts. This will be particularly the case, if demand for permits is greater than five. Officers believe that given this is a new initiative, undertaking a trial of five provides a way to test but also manage expectations and any associated risks.
- 4.20 At the end of the first twelve months of the trial (December 2022), a review on the progress of the trial would be undertaken, with a report back to Council at the earliest opportunity. This report would also include a recommendation on next steps.
- 4.21 The reason it is proposed that the review commences after twelve months, while the trial continues, is so that Council can hear about how the trial is going and to address any issues or opportunities that have arisen. It also provides opportunity to communicate with permit holders the future policy position of Council with sufficient notice for them to make alternative arrangements, depending on the decision of Council.
- 4.22 The following will be recorded and considered as part of the trial evaluation and used to inform next steps:
- Feedback from permit applicants, through structured survey.
 - Feedback from other community members, within proximity of the trial locations.
 - Feedback from Councillors, Council officers and contractors, including consideration of any impacts to service delivery (i.e. maintenance, enforcement).
 - Council officer time and costs involved in administering the permit process.
 - Estimated carbon emissions reduced as a result of the trial using data obtained from permit applicants.
 - Number of requests to participate in the trial.
 - Number and nature of any feedback and complaints received on the trial.
- 4.23 This permit is proposed as part of a suite of options to encourage community uptake of electric vehicles. Other actions Council is undertaking to increase the uptake of electric vehicle ownership include:
- An Expression of Interest was released in June 2021 to invite service providers to install high-speed electric vehicle chargers in Council streets and public car parks at no cost to Council.



- Participation in a partnership with the Council Alliance for a Sustainable Built Environment and twenty-nine other councils to review the current Environmentally Sustainable Development Planning Policy and identify changes to current policy. This includes adding requirements for new developments to include electric vehicle charging infrastructure.
- Council has also provided information to the community regarding electric vehicles and advocated to the Victorian and Federal Government for investment and policy change.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 Since April 2019, Council officers have received 27 enquiries from community members wishing to purchase an electric vehicle requesting charging facilities. The majority of these requests came from residents with no access to off-street parking.
- 5.2 External agencies have been engaged through the development of the Guidelines, including Energy Safe Victoria, Department of Transport, electricity distribution companies.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 There is a risk that infrastructure works could damage Council assets. It is proposed that the permit includes a security bond payable to Council prior to the commencement of any works. Any costs incurred by Council to repair damaged assets would be deducted from the bond.
- 6.2 It is proposed that permits include a condition that Council reserves the right to remove the facility or be granted access to the facility for temporary access. All facilities would be registered on Dial Before You Dig.
- 6.3 Permit holders must demonstrate that they hold Public Liability Insurance that covers the facility, generally as part of home insurance.
- 6.4 Any breach of permit conditions may result in enforcement action against the permit holder, in accordance with Council's Local Laws and associated procedures. This includes removal of the facility.

7. FINANCIAL IMPACT

- 7.1 It is proposed that the permits include application fees and ongoing permit fees which have been designed to cover the cost of staff time required to administer the permits.

8. ENVIRONMENTAL IMPACT

- 8.1 The actions support the uptake of electric vehicles and a reduction of transport-related emissions and improved air quality.

9. COMMUNITY IMPACT

- 9.1 A larger availability of charging options in our municipality generating more certainty for residents willing to purchase an electric vehicle.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.1 The Council Plan 2021 includes a Community Electric Vehicle Charging Program operating project to facilitate uptake of electric vehicle ownership.
- 10.2 This action supports the Council and Victorian Government targets to achieve net zero community emissions by 2050.



- 10.3 Act & Adapt Action 21: Support the uptake of EVs, including installation of public charging stations and investigation of planning controls to require charging infrastructure in new developments.
- 10.4 Move, Connect, Live Action 42: Support the use of electric vehicles through a variety of measures including the investigation of options to use the planning scheme to facilitate electric vehicle charging infrastructure in new developments

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

- 11.1.1 September 2021 - Council officers will make details of the permit available to the community.
- 11.1.2 December 2021 (trial commences) - Officers will support applicants to progress up to five permits for properties without off street parking.
- 11.1.3 December 2021 – December 2023 - Officers will work with the community through the two-year trial period.
- 11.1.4 December 2022 - At the end of the first twelve months of the trial, the CEO will arrange for a review on the progress of the trial to be undertaken and report back to Council at the earliest opportunity, including any recommended actions to address any issues or opportunities that have arisen.
- 11.1.5 2023 – Council resolves longer-term policy position and communicates this to all permit holders and the broader community.
- 11.1.6 31 December 2023 – trial ends, all permits issued throughout the trial period expire no later than this date. Dependent upon Council resolution, further permits may be issued, or the trial may be concluded.

11.2 COMMUNICATION

- 11.2.1 Details of the permit will be made available on Council's webpage and shared via social media and through existing Council programs.
- 11.2.2 Council officers will contact community members who have previously expressed interest in receiving information about a permit.

12. OFFICER DIRECT OR INDIRECT INTEREST

- 12.1 No officers involved in the preparation of this report have any material or general interest in the matter.

ATTACHMENTS

1. Application Guidelines