MINUTES
WA Electric Vehicles Working Group

Date 5 June 2018
Time 1:00-2:00 PM
Venue The Atrium, Room 6.03 (DWER Boardroom)

Present
Graeme O’Neil Department of Transport
Louis Bettini Main Roads Western Australia
Peter Reis Department of Finance - State Fleet
Angela Nuon Department of Finance - State Fleet
Alison Morley Western Power
Mel Mercer-Royce Western Power
Dev Taylor Horizon Power
Ian Duncan Western Australian Local Government Association
Sasha Pendal Synergy
Mena Gilchrist Department of Treasury - Public Utilities Office
Melinda Hayes Department of Jobs, Tourism, Innovation and Science
Lisa Harry (Chair) Department of Water and Environmental Regulation
Iqbal Samnakay Department of Water and Environmental Regulation
Florence Soriano Department of Water and Environmental Regulation

Apologies
Aden Barker Department of Treasury – Public Utilities Office
Mike Houlahan Horizon Power
Paul Kasper Department of Finance – Building Management and Works

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<tr>
<th>Item</th>
<th>Summary of discussions</th>
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<tr>
<td>1</td>
<td>Welcome, introductions, apologies</td>
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<tr>
<td></td>
<td>The Chair opened the meeting at 1:00PM, welcomed participants and introduced the agenda items.</td>
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<td></td>
<td>The Chair noted that copies of the minutes from each WA Electric Vehicle Working Group (WG) meeting will be provided to the Minster for Environment and Minister for Innovation and ICT.</td>
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<td>2</td>
<td>Terms of Reference</td>
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The Chair provided background information on the formation of the WG and its purpose, and solicited comments from the group regarding the proposed work streams in the draft Terms of Reference. The discussions are summarised as follows.

2.1 Work Streams, sub-groups and governance

2.1.1 The Department of Jobs, Tourism, Science and Innovation (JTSI) has been identified as potential lead for the first work stream on how to build market and promote uptake of electric vehicles (EVs).

- The Department of Water and Environmental Regulation (DWER) will work with JTSI to refine the focus of this work stream to best support the other work streams and to fit with JTSI’s portfolio responsibilities. This may involve changing the focus to examining and promoting industry opportunities.
- JTSI will confirm in the near future whether it is able to lead this work stream (Action 1).

2.1.2 Main Roads Western Australia (MRWA) and Western Power will co-lead the development of a coordinated approach to the planning and construction of infrastructure for EVs in Western Australia (Infrastructure Work Stream).

- A sub-group is currently being formed for this work stream.
- The sub-group is developing a collaborative research project with the University of Western Australia aimed at identifying gaps in charging infrastructure in WA. Funding for this research project will be determined by the MRWA Executive in mid-June 2018.
- MRWA requested that an email outlining its potential work plan for the Infrastructure sub-group be circulated to all WG members (Action 2).
- The Public Utilities Office (PUO) indicated that there needed to be consideration of the impact of EVs on the electricity network. There was discussion regarding the best work stream for this as it may fit both within the Infrastructure work stream and the work stream on alignment of policies, standards, and financial and non-financial incentives.

2.1.3 The Department of Transport (DoT) will lead actions on information sharing and alignment of policies to encourage the uptake of EVs, including standards and financial and non-financial incentives (Policies, Standards and Incentives Work Stream).

- DoT indicated that it was important to build the environmental and economic case for EVs.
- DoT informed the WG that the national Land Transport Technology Working Group, which reports to the COAG Transport and Infrastructure Council, is reviewing its work plan. NSW has prepared a discussion paper regarding national coordination of EV issues including infrastructure and vehicle standards. A sub-group is being established with representation from DoT (likely to be Graeme O’Neil).

2.1.4 The Department of Finance – State Fleet will lead the development of an action plan to increase the share of electric vehicles in fleets (Fleet Action Plan Work Stream).

- State Fleet informed the group that it is exploring opportunities to provide EV options in WA and is currently looking into the experiences and insights of other
jurisdictions such as Queensland and South Australia, as well as examining the ‘whole of life’ cost of EVs in comparison to other vehicles.

2.2 The following aspects of the Terms of Reference and sub-groups were clarified.
- The list of stakeholders in the draft Terms of Reference is for the information of the WG. WG members can liaise or consult with stakeholders as appropriate.
- PUO requested that the Australian Energy Market Operator is added to the stakeholder list in the Terms of Reference (Action 3).
- Western Power requested that the item on ‘Reporting’ in the Terms of Reference is amended to indicate that the annual report on progress achieved by the WG is provided to relevant CEOs (as well as Directors General and Ministers) (Action 3).
- Stakeholders, consultants and experts may be invited to WG or sub-group meetings on an ‘as needs’ basis as appropriate.
- Work stream leaders may invite members onto their sub-group. There should be consideration of potential conflicts of interest.
- Work stream leaders will each develop a work plan with proposed outcomes and deliverables to be endorsed by their Executive/DG/CEO as appropriate.
- Work plans for each work stream will be provided to the WG for discussion and input.
- An important role of the WG is to share information and integrate the objectives of the work streams, so that planned actions are effectively and efficiently supported and coordinated.

2.3 The Chair requested that members of the WG indicate if there are particular work stream sub-groups that they would like to engage with or join (Action 4).

3 Roundtable – verbal update from members

**DWER**
The role of DWER (Climate Change Unit) is to coordinate and support the WG, facilitate outcomes and bring stakeholders together towards common goals. DWER will update the WG on relevant information regarding EVs such as recent actions in other states and territories, including those from the Climate Action Roundtable. For example, the Australian Capital Territory is reaching out to other states and territories regarding joint procurement of EVs.

**Synergy**
As a power provider for EVs, Synergy is looking into how the future EV market in WA may look and identify how Synergy can strategically contribute. Synergy has completed a trial of ten EVs and gathered data on energy consumption and emissions. The next step is to scale up this trial.

**WALGA**
Local Governments supported the RAC Electric Highway in the south west of WA and continue to be involved in issues regarding the construction of charging stations, including those in street parking spaces, at local government facilities and opportunities identified with private developers.
Further discussion was truncated due to lack of time.

Meeting with the Electric Vehicle Council
Behyad Jafari, CEO of the Electric Vehicle Council of Australia, will be visiting Perth and has agreed to meet with the WG on 11 June 2018, at 10:30AM to 12:00PM in the DWER Boardroom.
Members were requested to email the Chair potential agenda items that they would like to discuss during the meeting with Mr Jafari (Action 5).

Next steps
- WG meeting with Behyad Jafari, CEO Electric Vehicle Council, on Monday 11 June 2018.
- Endorsement of the WG Terms of Reference.
- Development of proposed outcomes and deliverables for each work stream.

Matters arising from the minutes

<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
<th>Responsibility and Due Date</th>
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<tbody>
<tr>
<td>1</td>
<td>Refine focus and confirm lead for first work stream regarding how to build market and promote uptake of electric vehicles.</td>
<td>JTSI and DWER Due: Next WG meeting</td>
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<tr>
<td>2</td>
<td>Circulate email from MRWA to all WG members regarding a potential work plan for the Infrastructure sub-group.</td>
<td>Chair Due: Before next WG meeting</td>
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<td>3</td>
<td>Draft WG Terms of Reference to be updated reflecting request from PUO to add AEMO to the stakeholder list and Western Power regarding the addition of CEO’s to receive the annual progress report prepared by the Chair.</td>
<td>Chair Due: Before next WG meeting</td>
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<td>4</td>
<td>WG members to nominate if they have an interest in joining or engaging with particular work stream sub-groups.</td>
<td>All members Due: Before the next WG meeting</td>
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<td>5</td>
<td>Email the WG Chair (<a href="mailto:lisa.harry@dwer.wa.gov.au">lisa.harry@dwer.wa.gov.au</a>) with suggested topics for discussion during the WG meeting with Behyad Jafari, CEO Electric Vehicle Council on 11 June 2018.</td>
<td>All members Due: Friday, 8 June 2018.</td>
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MINUTES

WA Electric Vehicles Working Group with Electric Vehicle Council

Date 11 June 2018
Time 10:30 AM -12:00 PM
Venue The Atrium, Room 6.03 (DWER Boardroom)

Present
Graeme O’Neil Department of Transport
Peter Reis Department of Finance - State Fleet
Angela Nuon Department of Finance - State Fleet
Alison Morley Western Power
Mel Mercer-Royce Western Power
Sami Zoud Huon Horizon Power
Sasha Pendal Synergy
Mark Bondi Department of Jobs, Tourism, Innovation and Science
Melinda Hayes Department of Water and Environmental Regulation
Iqbal Samnakay Department of Water and Environmental Regulation
Florence Soriano Department of Water and Environmental Regulation
Behyad Jafari Electric Vehicle Council of Australia

Apologies
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Ian Duncan Western Australian Local Government Association
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<tr>
<td>1</td>
<td>Welcome, introductions, apologies</td>
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<td></td>
<td>The Chair opened the meeting at 10:30AM, welcomed participants and introduced Mr Behyad Jafari, CEO Electric Vehicle Council.</td>
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<td></td>
<td>The Chair provided background to Mr Jafari on the establishment of the Western Australian Electric Vehicles Working Group, its membership and purpose.</td>
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<td>2</td>
<td>Electric Vehicle Council</td>
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<td>Mr Jafari discussed the role and activities of the Electric Vehicle Council of Australia.</td>
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Mr Jafari provided an outline of some of the opportunities, issues and challenges regarding a transition to electric vehicles in Western Australia and Australia and how this transition may be supported and facilitated by government and other stakeholders.

### Discussion with Mr Jafari

The Working Group discussed a number of issues with Mr Jafari, including the following items.

- The state of the electric vehicle market in Australia and internationally (Australia lagging global market).
- The role that government and other stakeholders may play to support a transition to electric vehicles, including actions that may be required to facilitate the early stage adoption of electric vehicles (e.g. stamp duty concessions and fleet targets).
- Vehicle recharging infrastructure requirements.
- The importance of cost-benefit analysis taking into account health and environmental benefits.
- Industry opportunities in Western Australia – particularly given the State’s wealth in raw materials required for the manufacture of batteries.
- International subsidies, tax incentives and targets.
- Action in other Australia states and territories; including targets, incentives and infrastructure.
- Current higher insurance premiums associated with electric vehicles.
- Residual and resale value of electric vehicles.
- Role of vehicle emission standards in promoting electric vehicles.
- Declining cost of electric vehicle batteries.
- Premium cost of electric vehicles compared to conventional internal combustion vehicles currently.
- Current lack of availability of electric vehicle models in Western Australia.
- Availability of electric vehicle maintenance and servicing facilities.
- Consumer education.
- The prospect of convening an industry-government roundtable to discuss the facilitation of electric vehicle adoption in Western Australia following a firmer understanding of the goals of the Western Australian Government in this space.
WESTERN AUSTRALIA ELECTRIC VEHICLES WORKING GROUP
TERMS OF REFERENCE

Purpose
To coordinate and facilitate state government action to deliver outcomes under the Climate Action Roundtable Memorandum of Understanding – Sub-National Collaboration on Electric Vehicles (EV MoU).

Membership
- Department of Finance - Building Management and Works
- Department of Finance - State Fleet
- Department of Jobs, Tourism, Science and Innovation
- Department of Planning, Lands and Heritage
- Department of Treasury – Public Utilities Office
- Department of Transport
- Department of Water and Environmental Regulation (Chair)
- Horizon Power
- Main Roads Western Australia
- Royal Automobile Club of Western Australia
- Synergy
- Western Australian Local Government Association
- Western Power

Stakeholders
- Australian Electric Vehicle Association
- Australian Energy Market Operator
- Curtin University
- Electric vehicle manufacturers and service providers
- Electric vehicle recharging infrastructure providers
- LandCorp
- Motor Trades Association of Western Australia
- Public Transport Authority
- University of Western Australia
- Other signatories of the EV MoU
  - Australian Capital Territory Government
  - City of Adelaide
  - City of Hobart
Consultation with stakeholders will occur as required on specific issues. Input to the working group will be encouraged from industry, academia and other non-government bodies. The Electric Vehicle Council of Australia will be used as a key channel to facilitate sharing of knowledge and expertise from stakeholders.

The chair of the working group (Department of Water and Environmental Regulation) will facilitate the sharing of knowledge and cooperation on activities between signatories of the EV MoU.

**Frequency of meetings**

Meetings will be held on an ‘as-needed’ basis. Initially this will be every second month.

**Deliverables – work streams**

The working group will progress action under the EV MoU focusing on the three work streams outlined below.

- Taking a coordinated approach to the strategic planning and construction of infrastructure for electric vehicles (project co-lead – Main Roads Western Australia and Western Power)
- Sharing information and seeking alignment of policies to encourage the uptake of electric vehicles including standards and financial and non-financial incentives (project lead – Department of Transport)
- Developing an action plan to increase the share of electric vehicles in fleets (project lead – Department of Finance - State Fleet)

**Decision making and governance**

Work stream project leaders will progress action on items under each work stream in collaboration with other working group members.

Items that require decision making, or have funding and other significant resource implications, will be progressed through established agency procedures for the relevant project leader (and, if relevant, other agencies with responsibilities in the area).

**Reporting**

The chair of the working group will prepare an annual report which outlines progress achieved under the EV MoU. This report may be provided to relevant Directors General, Chief Executive Officers, and Ministers for their information.

This report will also outline recommendations regarding the continuation of the working group, its role, governance and membership.