



**[Drafting note:** This is ARENA’s standard funding agreement template and has been prepared for the Future Fuels Fund Round 1 (**FF Round 1**) Program. All drafting notes are to be deleted in the execution version. The terms of this Agreement must be consistent with the requirements of the Future Fuels Fund Round 1 Guidelines, including with respect to Eligible Expenditure.]

# Future Fuels Fund Round 1 Funding Agreement

ARENA agrees to provide the ARENA Funding, and the Recipient agrees to complete the Project and use reasonable endeavours to achieve the Outcomes, in accordance with the terms of this Agreement.

## PROJECT DETAILS

### PART 1 – PROJECT OVERVIEW

- |                                   |   |
|-----------------------------------|---|
| <b>1. Project Title</b>           | <p><b>[Drafting note:</b> ARENA to complete. Insert full long name in accordance with ARENA’s naming convention]</p> <p><i>i.e. [GMS Number] [Power Change Inc, public fast battery electric vehicle charging]</i></p> <p>[GMS Number] [Project]</p>  |
| <b>2. Contract Number</b>         | <b>[Drafting note:</b> ARENA to complete – to be obtained from ARENA’s GMS]   |
| <b>3. Recipient</b>               | <b>[Drafting note:</b> Recipient to insert full legal name and ABN]   |
| <b>4. Guidelines and policies</b> | <p><b>Future Fuels Fund Round 1 – Program Guidelines, 2021</b><br/>(<a href="https://arena.gov.au/assets/2020/04/future-fuels-fund-round-1-ev-guidelines.pdf">https://arena.gov.au/assets/2020/04/future-fuels-fund-round-1-ev-guidelines.pdf</a>)</p> <p><b>ARENA Variation Policy</b> (<a href="https://arena.gov.au/assets/2018/05/arena-funding-agreement-variation-policy.pdf">https://arena.gov.au/assets/2018/05/arena-funding-agreement-variation-policy.pdf</a>)</p> |

### PART 2 - KEY PROJECT DETAILS

- |   |   |
|---|---|
| <b>5. Purpose, Outcomes and Project</b> | See items 1.1, 1.2 and 1.3 of Schedule 1 (The Project)  |
| <b>6. Budget</b>                        | <i>[insert total Budget for Project, including Recipient Contributions and Other Contributions.]</i>  |
| <b>7. ARENA Funding</b>                 | <i>[insert dollar amount]</i> (excl. GST) representing <i>[insert]</i> % of Budget  |
| <b>8. Recipient Contributions</b>       | <i>[insert dollar amount]</i> (excl. GST) representing <i>[insert]</i> % of Budget<br><b>[Drafting note:</b> include both cash and in-kind contributions] |

9. Other Contributions	[insert dollar amount] (excl. GST) representing [insert]% of Budget [Drafting note: include both cash and in-kind contributions]
10. CP Submission Date and CP Satisfaction Date (Clause 3)	[Drafting note: ARENA to complete.]  CP Submission Date: [insert date by which the Conditions Precedent must be submitted by the Recipient to ARENA]  CP Satisfaction Date: [within 60 days of Commencement Date/ARENA to confirm]
11. Final Milestone Date	[Drafting note: ARENA to complete.]
12. Specified Personnel	[Drafting note: Recipient to complete. Insert nominated Personnel of the Recipient who will be carrying out the Project and involved in Knowledge Sharing]  Project Personnel: [insert name, position and contact details]  Knowledge Sharing Personnel: [insert name, position and contact details]
13. Approved subcontractors for Major Subcontract Work (Clause 16.1(f))	[Drafting note: Recipient to complete. Insert name(s) and ABN of any subcontractors of Major Project Work that have been approved by ARENA or mark 'Not Used'. Note that subcontractors can be added after execution with ARENA's written approval, as set out in clause 16.1(f)]
14. Project Participants (Clause 21)	[Drafting note: Recipient to complete. Insert full legal name and ABN of entities participating in the Project (such as academic or industry bodies). ARENA will confirm if such entities are required to be listed in this item. Note that under clause 21, Project Participants must give an acknowledgement of ARENA's support and their involvement can be publicly disclosed by ARENA. Note that Subcontractors are addressed separately in item 13.]
<b>PART 3 - OTHER CONTRACT INFORMATION</b>	
15. Insurance requirements (Clause 16.1(g))	<ol style="list-style-type: none"> <li>1. Workers compensation in accordance with relevant State or Territory legislation</li> <li>2. Public liability insurance for a minimum amount of \$20 million</li> <li>3. Professional indemnity insurance for a minimum amount of \$10 million</li> </ol>
16. Acknowledgement of support (Clause 21.1)	<p><b>Acknowledgement</b></p> <p>The Recipient must acknowledge the support received from ARENA by including the following statement:</p> <p style="text-align: center;"><i>This Project received funding from ARENA as part of ARENA's Future Fuels Fund.</i></p> <p><b>Signage</b></p> <p>The Recipient must also acknowledge the support received from ARENA by placing signage at the Fast Charging Stations where the Project is undertaken which includes the following statement:</p>

	<p><i>[insert Recipient's name] has received support from ARENA for [insert Project title] as part of ARENA's Future Fuels Fund.</i></p>
<p><b>17. Disclaimer (Clause 21.4)</b></p>	<p>The Recipient must include the following statement on any published material in relation to the Project:</p> <p><i>The views expressed herein are not necessarily the views of the Australian Government, and the Australian Government does not accept responsibility for any information or advice contained herein.</i></p>
<p><b>18. Recipient Confidential Information (Clause 22)</b></p>	<p><i>[Drafting note: Recipient to complete. Specify any Recipient Confidential Information (and the duration of confidentiality) of Recipient Confidential Information to be provided under the Agreement. This information can only be disclosed by ARENA in accordance with clause 22, which includes disclosure specified and/or contemplated in the Knowledge Sharing Plan.</i></p> <p><i>If Recipient Confidential Information is addressed in the KSP, insert “As per Knowledge Sharing Plan”.]</i></p>
<p><b>19. Address for Notices and other communications (including, in the case of ARENA, invoices) (Clause 34)</b></p>	<p><b>ARENA:</b></p> <p>Director, Contract Management Services</p> <p><b>Delivery and email address:</b></p> <p>Level 8, 2 Phillip Law Street New Acton Canberra ACT 2601 <a href="mailto:arenacontracted@arena.gov.au">arenacontracted@arena.gov.au</a></p> <p><b>The Recipient:</b></p> <p><i>[Drafting note: Recipient to complete. Insert name and position of person to receive notices]</i></p> <p><b>Delivery and email address:</b></p> <p><i>[Drafting note: Recipient to complete. Insert relevant street address (not PO Box) for hand delivery and email]</i></p>

## Standard Projects Funding Agreement General Conditions

### 1 Duration of Agreement

This Agreement begins on the Commencement Date and continues until the End Date, unless terminated earlier in accordance with its terms (**Term**).

### 2 Recipient to undertake the Project

2.1 Subject to the terms of this Agreement, the Recipient must:

- (a) undertake the Project in accordance with this Agreement;
- (b) use reasonable endeavours to achieve the Outcomes;
- (c) meet the completion dates for the Milestones specified in item 1.6 of Schedule 1 (The Project); and
- (d) complete the Project by the Final Milestone Date.

### 3 Conditions Precedent

3.1 Notwithstanding any other provision of this Agreement, the Recipient acknowledges and agrees that it must not submit a request for payment of ARENA Funding, and ARENA is not obliged to pay to the Recipient any amount of ARENA Funding, until the Recipient satisfies the Conditions Precedent.

3.2 The Conditions Precedent:

- (a) must be satisfied in a form and substance satisfactory to ARENA; and
- (b) are for the benefit of ARENA and may only be waived in writing by ARENA.

3.3 The Recipient must:

- (a) use all reasonable endeavours to:
  - (i) submit the Conditions Precedent promptly and in any event, on or before the CP Submission Date;
  - (ii) satisfy the Conditions Precedent on or before the CP Satisfaction Date; and
- (b) notify ARENA in writing upon submitting the Conditions Precedent.

3.4 Within 10 Business Days of receipt of a notice under clause 3.3(b) (or such other period as may be agreed between the parties), ARENA must provide written notice to the Recipient confirming that each of the Conditions Precedent:

- (a) have been satisfied by the Recipient in accordance with this Agreement;
- (b) waived by ARENA; or

(c) rejected by ARENA, if it considers, acting reasonably, that the Condition Precedent(s) does not satisfy all the requirements set out under item 1.4 of Schedule 1 (The Project), in which case:

- (i) ARENA must provide written reasons for the rejection;
- (ii) the Recipient must, within 5 Business Days, reissue the Condition Precedent(s) in a form that addresses the reasons for the earlier rejection; and
- (iii) ARENA may accept or reject the Condition Precedent within 5 Business Days of receiving the reissued Condition Precedent.

3.5 Subject to clause 3.4(b), if the Recipient fails to satisfy the Conditions Precedent by the CP Satisfaction Date, then:

- (a) ARENA may immediately terminate this Agreement by notice to the Recipient; and
- (b) neither party will have any liability to the other party arising out of, or in connection with, this Agreement or the termination of it.

### 4 Stages

Not used.

### 5 Knowledge sharing

5.1 The Recipient must:

- (a) in consultation with ARENA, implement and comply with the Knowledge Sharing Plan and
- (b) ensure the delivery of the Knowledge Sharing Deliverables,  
as set out at item 4 of Schedule 1 (The Project).

5.2 It is the Recipient's responsibility to ensure that any Project documentation or information (including any Knowledge Sharing Deliverables) prepared for public release do not contain any Recipient Confidential Information.

5.3 The Recipient must categorise the documentation and information it provides to ARENA pursuant to the Knowledge Sharing Plan as follows:

- (a) **public unrestricted:** information that may be shared freely within ARENA, with industry participants, and with the public in general;
- (b) **public restricted:** information that may be shared freely within ARENA, with industry participants, and with the public in general, subject to any reasonable restrictions specified in the Knowledge Sharing Plan; and

- (c) **Recipient Confidential Information:** information that may be shared in accordance with clause 22.

## 6 ARENA Funding

- 6.1 Notwithstanding any other provision of this Agreement, ARENA's total liability under or in connection with this Agreement, including all ARENA Funding paid or payable, will not exceed an amount equal to the ARENA Funding.
- 6.2 ARENA may set-off any money due for payment by ARENA to the Recipient under this Agreement against any money owed by the Recipient to ARENA under this Agreement or any other agreement between the parties under which ARENA provides funding to the Recipient.

## 7 Claims for payment

- 7.1 Subject to this Agreement, ARENA will pay ARENA Funding to the Recipient in accordance with this clause 7.
- 7.2 Before the Recipient can make a claim for payment of ARENA Funding, the Recipient must submit to ARENA by email or via the GMS, all Milestone Deliverables due for the relevant Milestone by the completion date specified in item 1.6 of Schedule 1 (The Project).
- 7.3 Upon receipt of a Milestone Deliverable in accordance with clause 7.2, ARENA will:
- (a) within 5 Business Days, provide the Recipient with notification that the Milestone Deliverable has been received; and
  - (b) within 20 Business Days, notify the Recipient, with respect to each Milestone Deliverable, whether it is:
    - (i) accepted; or
    - (ii) not accepted.
- 7.4 When one or more Milestone Deliverables are not accepted:
- (a) ARENA will provide the Recipient with reasons why the Milestone Deliverable was not accepted; and
  - (b) the Recipient must re-submit the Milestone Deliverable within 10 Business Days (or such other period notified by ARENA) of notification of the reasons for non-acceptance.
- 7.5 When all Milestone Deliverables due for the relevant Milestone are accepted by ARENA:
- (a) ARENA will notify the Recipient that the Milestone is achieved; and
  - (b) the Recipient will make a claim for payment with respect to payment of the relevant

Milestone in accordance with the requirements of clause 7.6.

7.6 The Recipient may submit a claim for payment of ARENA Funding by providing a correctly rendered invoice which:

- (a) is emailed to the address listed in item 19 of the Project Details or submitted via the GMS;
- (b) meets the requirements of a tax invoice as set out in the GST Law;
- (c) sets out:
  - (i) the agreement number and Project title; and
  - (ii) the amount of ARENA Funding to be paid together with the supporting documentation and other evidence specified in item 2 of Schedule 1 (The Project); and
- (d) is accompanied by a certificate signed and dated by a duly authorised representative of the Recipient stating that:
  - (i) the representations set out in clause 15 of this Agreement are true and correct in all material respects as at the date the invoice is submitted;
  - (ii) no Material Breach is continuing or would result from the payment of funding by ARENA; and
  - (iii) the Recipient is able, and has sufficient funds, to complete the Project by the Final Milestone Date in accordance with this Agreement.

7.7 Upon satisfaction of the requirements of this clause 7, ARENA must make payment within 30 days after receiving a valid invoice into the account nominated by the Recipient.

## 8 Bank account

- 8.1 The Recipient must:
- (a) ensure that the ARENA Funding is held in an account in the Recipient's name, and which the Recipient solely controls, with an authorised deposit-taking institution as defined by the *Banking Act 1959* (Cth);
  - (b) ensure that the account is:
    - (i) established solely for the purposes of accounting for, and administering, any funds paid to the Recipient;
    - (ii) an account that bears a rate of interest reasonably required by ARENA; and
    - (iii) separate from the Recipient's other operational accounts;

- (c) notify ARENA, prior to the receipt of any ARENA Funding, of details sufficient to identify the account;
- (d) notify ARENA of any changes to the account within 14 days of the change occurring;
- (e) identify the receipt and expenditure of the ARENA Funding separately within the Recipient's accounting records to ensure that, at all times, the ARENA Funding is identifiable and ascertainable.

8.2 On request, the Recipient must provide ARENA and the authorised deposit-taking institution with an authority for ARENA to obtain details relating to the use of the account referred to in this clause 8.

## 9 Use of ARENA Funding

*[Drafting note: Applicants should read the Eligible Expenditure section of the FF Round 1 Guidelines. Recipients should be aware that expenditure incurred prior to an ARENA Funding Agreement execution is not Eligible Expenditure without prior authorisation from ARENA.]*

9.1 The Recipient must use the ARENA Funding only:

- (a) for the Project;
- (b) for Eligible Expenditure, which must be in accordance with the requirements of the FF Round 1 Guidelines;
- (c) subject to clause 12, as provided in the Budget; and
- (d) in accordance with the terms and conditions set out in this Agreement.

9.2 The Recipient must not spend more than 10% of the ARENA Funding on Overseas Expenditure, other than for equipment or materials.

## 10 Contributions

10.1 With the exception of the ARENA Funding, the Recipient is responsible for providing or securing all contributions, funds and resources, and bearing all costs necessary, to complete the Project, including on account of cost overruns.

10.2 Unless otherwise agreed in writing:

- (a) the Recipient Contributions must be provided and used for the Project in accordance with the timeframe in item 2.3 of Schedule 1 (The Project); and
- (b) the Recipient must ensure that any Other Contributions are provided and used for the Project in accordance with item 2.4 of Schedule 1 (The Project).

10.3 The Recipient must provide written notice to ARENA as soon as practicable if the Recipient Contributions and/or Other Contributions provided and used for the Project are increased.

10.4 If the Recipient receives any additional contribution to the Project in the form of grant funding from the Commonwealth or a State, Territory or local government other than the ARENA Funding or Contributions specified in item 2.4 or 2.5 of Schedule 1 (The Project), ARENA may, at its discretion, reduce the amount of ARENA Funding payable under this Agreement by an amount equal to the additional grant funding received by the Recipient.

## 11 Variations

11.1 Subject to clause 11.2, no agreement or understanding varying the terms of this Agreement is legally binding upon either party unless the agreement or understanding is in writing and signed by both parties.

11.2 Where a party requires a Minor Variation:

- (a) the party must provide notice to the other party, including details of the proposed variation; and
- (b) where agreed by the parties, ARENA will effect the Minor Variation in accordance with Appendix A.

## 12 Changes to the Budget

12.1 Notwithstanding clause 11, the Recipient may amend the Budget without ARENA's approval where:

- (a) the increase or decrease (taken with all previous changes) in:
  - (i) any individual item of expenditure is less than 10% of the allocated amount for that item; and
  - (ii) the quantum of the Budget is less than 10%; and
- (b) the change, taken with all previous changes, would not result in the total Overseas Expenditure exceeding 10% of the ARENA Funding.

## 13 Reports and Plans

13.1 The Recipient must provide the reports and plans in accordance with the requirements set out in items 3.1 and 3.2 of Schedule 1 (The Project) and in a form and substance satisfactory to ARENA.

13.2 Where the Recipient is required to provide a plan under item 3.2 of Schedule 1 (The Project), the Recipient must:



- (a) ensure that the plan is developed by an appropriately qualified person with an understanding of the Project and detailed knowledge of the risks;
- (b) unless otherwise specified in item 3.2 of Schedule 1 (The Project), provide certification, for the benefit of ARENA, from an independent and qualified person, that the plan is appropriate and consistent with best practice for this type of Project and its risks, and is being appropriately implemented; and
- (c) ensure that the person appointed to provide the certification under clause 13.2(b) above is not an employee, shareholder, director, other officeholder or related entity of the Recipient, a Project Participant, or any other person having, or having had, significant involvement in the Project or the Application.

13.3 Within 30 days of receiving a report or plan submitted under this clause 13 or clause 2, ARENA may:

- (a) accept the report or plan, if it considers, acting reasonably, that the report or plan satisfies all the requirements set out under items 3.1 or 3.2 of Schedule 1 (The Project); or
- (b) reject the report or plan, if it considers, acting reasonably, that the report or plan does not satisfy all the requirements set out under items 3.1 or 3.2 of Schedule 1 (The Project). Where a report or plan is rejected under this clause 13.3(b):
  - (i) ARENA must provide written reasons for the rejection;
  - (ii) the Recipient must, within 14 days, reissue the report or plan in a form that addresses the reasons for the earlier rejection; and
  - (iii) ARENA may accept or reject the report or plan within 30 days of receiving the reissued report.

13.4 In the event this Agreement is terminated by ARENA as a result of the Recipient having Abandoned the Project or being unable to complete the Project due to technical or commercial feasibility reasons, within 20 Business Days after the termination or such other period as notified by ARENA, the Recipient must provide a report for public release explaining:

- (a) the reasons for such termination; and
- (b) the information, knowledge and lessons learnt (both positive and negative) by the

Recipient from the Project (**Lessons Learned Report**).

#### 14 Project governance

14.1 Where a steering committee, group or body is established for the purpose of overseeing and/or coordinating the delivery of the Project (**governance body**), the parties acknowledge and agree that:

- (a) the Recipient must notify ARENA, as soon as is reasonably practicable, of the establishment of the governance body;
- (b) ARENA may, in its discretion, participate in the governance body as an observer;
- (c) all decisions or recommendations made, and actions taken, by the governance body are based on the Steering Committee's own information, enquiries, independent advice, and/or considerations;
- (d) any contribution made to the governance body by ARENA as an observer will not bind the Steering Committee; and
- (e) the governance body's decisions, recommendations and actions will not bind ARENA.

#### 15 Representations and warranties

15.1 The Recipient represents and warrants that:

- (a) (**transaction permitted**): it will not be breaching any Law, Authorisation, or agreement by signing or performing this Agreement;
- (b) (**no misleading information**): all information provided to ARENA (including in the Application) is true, correct, and complete in all material respects and is not misleading;
- (c) (**conflicts of interest**): except as otherwise disclosed in writing to ARENA, to the best of its knowledge after making diligent enquiry, no conflict of interest exists or is likely to arise in the performance of its obligations under this Agreement;
- (d) (**employee entitlements**): it is not subject to any judicial decision against it, relating to employee entitlements (not including decisions under appeal) where it has not paid the claim;
- (e) (**Intellectual Property**):
  - (i) the use or development of the Licensed Materials by the Recipient to undertake the Project; or

- (ii) ARENA's use of the Licensed Materials as contemplated in accordance with the requirements of this Agreement,

will not infringe the Intellectual Property Rights or Moral Rights of any person;

- (f) **(legal capacity)**: it has full legal capacity to own its own property, undertake the Project and enter into this Agreement, and to carry out the transactions that each of these contemplate;
- (g) **(financial capacity)**: it has, or will have, sufficient funds to complete the Project;
- (h) **(insolvency)**: no Insolvency Event has occurred, and there are no reasonable grounds to suspect that an Insolvency Event will occur, in respect of the Recipient;
- (i) **(qualifications)**: the Recipient, its Personnel and subcontractors have the necessary experience, skill, knowledge, expertise and competence to undertake the Project, will hold such licences, permits or registrations as are required under any State, Territory or Commonwealth legislation to undertake the Project and are fit and proper people;
- (j) **(Modern Slavery Act)**: it will ensure that it complies with all applicable requirements under the *Modern Slavery Act 2018* (Cth), including with respect to preparation of a Modern Slavery Statement as defined in that Act, and will provide information to ARENA as reasonably requested, to enable ARENA to comply with its reporting obligations under that Act;
- (k) **(Renewable Energy)**:
  - (i) **(Renewable Energy)**: it will source Renewable Energy or Green Certificates to cover the electricity usage in all Fast Charging Stations; and
  - (ii) **(Renewable Energy Substantiation Statement)**: the Renewable Energy Substantiation Statement, where produced and submitted in accordance with this Agreement, is true and accurate in every material respect; and
- (l) **(trustee)**: if the Recipient is a trustee, it enters into this Agreement personally, in its capacity as trustee and without any limitation of its liability as a trustee and has the power to perform its obligations under this Agreement.

15.2 The representations and warranties in clause 15.1 will, unless otherwise specified, be made on the signing of this Agreement by the Recipient and be repeated on each date the Recipient:

- (a) submits an invoice to ARENA in accordance with clause 7; and
- (b) receives payment of ARENA Funding.

15.3 The Recipient acknowledges and agrees that ARENA has entered into this Agreement and performs this Agreement in reliance on the representations and warranties in clause 15.1.

## 16 Undertakings and Acknowledgements

16.1 The Recipient must:

- (a) **(Laws)**: comply with all applicable Laws;
- (b) **(WHS Law)**:
  - (i) comply with applicable WHS Law, and not do or allow to be done, or omit or allow to be omitted, anything which may result in ARENA being in breach of WHS Law;
  - (ii) immediately notify ARENA of any notifiable incidents under WHS Law, accidents, injuries, or damage to property of a serious nature that occurs in connection with the Project (**WHS Notifiable Incident**);
  - (iii) in relation to any WHS Notifiable Incident, if requested, provide to ARENA an investigation report on the causes and effects of, and corrective and preventative actions arising from, the incident and provide updates on the status of any such actions as reasonably required by ARENA;
  - (iv) cooperate with ARENA as required in relation to any WHS Notifiable Incident; and
  - (v) ensure that its contracts with any subcontractors, Project Participants, consultants or other persons participating in the Project contain those provisions necessary to enable the Recipient to comply with its obligations under this clause 16.1(b);
- (c) **(CCA Law)**:
  - (i) comply with all applicable CCA Law, and not do or allow to be done, or omit or allow to be omitted, anything which may result in the Recipient or ARENA being in breach of CCA Law; and
  - (ii) ensure that its contracts with any subcontractors, Project Participants, consultants or other persons participating in the Project contain those provisions necessary to enable the Recipient to comply with its obligations under this clause 16.1(c);



- (d) **(privacy)**: terms for 7 years after the expiry or termination of this Agreement;
- (i) comply with applicable privacy laws, including the *Privacy Act 1988* (Cth);
  - (ii) promptly notify ARENA in writing if it (or its subcontractors) commits a notifiable data breach within the meaning of the *Privacy Act 1988* (Cth); and
  - (iii) ensure that Personal Information is used solely for the purposes of performing its obligations under this Agreement or otherwise in accordance with the requirements of the *Privacy Act 1988* (Cth);
- (e) **(FOI)**: assist ARENA to comply with any request under the *Freedom of Information Act 1982* (Cth) for access to a document created by, or in the possession of, the Recipient or any subcontractor that relates to the performance of this Agreement;
- (f) **(subcontracting)**:
- (i) not enter into a subcontract with a subcontractor named as an organisation that has not complied with the *Workplace Gender Equality Act 2012* (Cth);
  - (ii) in relation to Major Subcontract Work, only engage those subcontractors specified in item 13 of the Project Details or otherwise approved by ARENA in writing; and
  - (iii) ensure that its contracts with any subcontractors, Project Participants, consultants, or other persons participating in the Project contain those provisions necessary to enable the Recipient to comply with its obligations under this Agreement;
- (g) **(insurance)**: in connection with the Project:
- (i) have and maintain the insurances that would be maintained by a prudent business undertaking the Project, including but not limited to those insurances specified in item 15 of the Project Details;
  - (ii) with respect to such insurances:
    - A. where the Recipient takes out a 'claims-made' policy, which requires all claims and any fact, situation or circumstance that might result in a claim to be notified within the period of insurance, maintain the policy during the Term of this Agreement, and a policy in like terms for 7 years after the expiry or termination of this Agreement;
    - B. where the Recipient takes out an 'occurrence' policy, which requires the circumstances to which a claim relates to occur during the period of insurance whilst the notification of an event can occur at any time subsequently, maintain the policy during the Term of this Agreement; and
- (iii) ensure that its subcontractors have and maintain appropriate insurance to cover the risk of the subcontractors' works, and, if requested by ARENA, provide certificates or other sufficient evidence to satisfy ARENA that such insurances have been procured and maintained;
- (h) **(books and records)**: at its own cost, during the period of this Agreement and for a period of 7 years after the End Date, keep, and require its subcontractors for Major Subcontract Work to keep, adequate books and records in sufficient detail to enable:
- (i) all receipts and payments related to the Project to be identified and reported to ARENA; and
  - (ii) the amounts payable by ARENA under this Agreement to be determined or verified;
- (i) **(conflicts)**: if, during the Project, a conflict of interest arises, or appears likely to arise, notify ARENA as soon as practicable, make full disclosure of all relevant information relating to the conflict and take such steps as ARENA requires to manage the conflict;
- (j) **(visitations)**: during the Term of this Agreement and the 2 years after the expiry or termination of this Agreement, subject to safety and operational requirements and appropriate confidentiality obligations being entered into:
- (i) allow and provide ARENA escorted visits by interested persons approved by ARENA or the Recipient (**Visitors**) to sites under the Recipient's control where the Project is conducted;
  - (ii) use best endeavours to obtain permission for escorted visits by Visitors to sites not under the Recipient's control where the Project is conducted;
  - (iii) demonstrate the Project to Visitors and relevant technology and provide detailed explanations where requested; and

- (iv) allow ARENA representatives to be present at visits;
- (k) **(bank account)**: comply with the bank account requirements specified in clause 8;
- (l) **(Personnel)**:
  - (i) undertake the Project, with the active involvement of, and using the expertise of, the Specified Personnel, or as otherwise agreed between the parties in writing;
  - (ii) ensure that each of the Specified Personnel is aware of and complies with the Recipient's obligations in undertaking the Project;
  - (iii) where one or more of the Specified Personnel is, or will become, unable or unwilling to be involved in the Project:
    - A. notify ARENA as soon as practicable;
    - B. if requested by ARENA, provide a replacement person of suitable ability and qualifications at the earliest opportunity; and
    - C. obtain ARENA's written consent, which must not be unreasonably withheld, prior to appointing any such replacement person; and
  - (iv) if requested by ARENA, promptly remove any of the Recipient's or its subcontractors' Personnel from carrying out work on the Project, and arrange for their replacement in accordance with clause 16.1(l)(iii);
- (m) **(other transactions or contracts)**: with respect to any other transaction or contract connected with the Project to be entered into with a third party (including a subcontractor), comply with all contractual obligations, including with respect to prompt payment of subcontractors and other contracted parties;
- (n) **(cooperate)**: cooperate with ARENA and other parties, including by attending any meetings on ARENA's reasonable request;
- (o) **(standards)**: undertake the Project diligently, efficiently, safely and to a high professional standard, in accordance with this Agreement and all relevant Australian industry standards, codes, best practice and guidelines (including those specified in item 4 of the Project Details) or, where none apply, relevant international industry standards, best practice and guidelines;
- (p) **(monitoring)**: meet with ARENA at the times and in the manner reasonably required by ARENA to discuss any issues in relation to this Agreement or the Project;
- (q) **(reporting)**:
  - (i) comply with the reporting requirements set out in item 3 of Schedule 1 (The Project) and keep ARENA regularly and fully informed regarding the progress of the Project;
  - (ii) during the Term of this Agreement, and for a period of five years following the Final Milestone Date, where requested by ARENA:
    - (A) cooperate in providing to ARENA data with respect to calculating and reports in the carbon abatement resulting from the Project; and
    - (B) provide a report on the number of direct jobs (including any permanent roles, contractors, subcontractors and consultants) created during the construction and operation phases of the Project;
- (r) **(notification)**: notwithstanding any other provision of this Agreement, notify ARENA:
  - (i) promptly in writing of any delay or anticipated delay to the progress of the Project or achievement of a Milestone; providing:
    - A. the reason for the delay;
    - B. the anticipated impact on the Project;
    - C. the steps the Recipient is taking or will take to overcome the delay, and keep ARENA updated as to the status of any such notified delay.
  - (ii) as soon as practicable, of any significant concerns of local community groups of which the Recipient becomes aware;
  - (iii) as soon as practicable, if it has received, or requested to receive, other funds from the Commonwealth or State or Territory for the Project; and
  - (iv) immediately, if it becomes aware:
    - A. of any Crisis (and in accordance with any protocol reasonably required by ARENA);
    - B. it has not undertaken the Project as required under this Agreement or

- has not spent the ARENA Funding in accordance with this Agreement;
  - C. it has, or may have, committed a Material Breach; or
  - D. an Insolvency Event has occurred or is likely to occur with respect to the Recipient;
- (s) **(Intellectual Property):**
- (i) grant to, or obtain for, ARENA a perpetual, irrevocable, world-wide, royalty-free, fee-free, non-exclusive licence to use, reproduce, adapt, modify, communicate, broadcast, distribute, publish, disseminate, and sublicense the Licensed Materials solely for the purpose of giving effect to the Knowledge Sharing Plan or to carry out its objectives under the ARENA Act, but not including the right to exploit the Licensed Materials for commercial purposes;
  - (ii) if someone claims, or ARENA reasonably believes that someone is likely to claim, that all or part of the Licensed Materials or their use in accordance with this Agreement infringe their Intellectual Property Rights or Moral Rights, in addition to the indemnity under clause 32 and to any other rights that ARENA may have, promptly, at the Recipient's expense:
    - A. use its best efforts to secure the rights for ARENA to continue to use the affected Licensed Materials free of any claim or liability for infringement; or
    - B. replace or modify the affected Licensed Materials so that the Licensed Materials or the use of them does not infringe the Intellectual Property Rights or Moral Rights of any other person without any degradation of the performance or quality of the affected Licensed Materials; and
  - (iii) where required for the Project, and as agreed between the parties, comply with an Intellectual Property Management Plan as set out in item 3.2 of Schedule 1 (The Project) when undertaking the Project; and
  - (t) **(Moral Rights):** obtain all consents (including any Moral Rights consents or waivers) necessary to perform its obligations under this Agreement.

- 16.2 The parties acknowledge and agree that:
- (a) this Agreement does not affect ownership of the Intellectual Property Rights in any Pre-existing Material or Third Party Material; and
  - (b) subject to clause 16.1(s), all Intellectual Property Rights in Agreement Material vest in the Recipient upon creation.

## 17 Change in Control

- 17.1 The Recipient must notify ARENA, as soon as practicable, of any Change in Control of the Recipient.
- 17.2 The Recipient, at its discretion, may obtain ARENA's prior written consent of any Change in Control of the Recipient, such consent to be provided at ARENA's discretion acting reasonably. If ARENA's consent to such Change in Control is given, ARENA is not entitled to exercise its rights under clause 27.1(d) and clause 30.1(f).

## 18 Assets

- 18.1 **(Ownership):** Subject to the terms of any lease, the Recipient owns:
- (a) the Fast Charging Stations; and
  - (b) any items of tangible property which are purchased, leased, created or otherwise brought into existence by, for or on behalf of the Recipient either wholly or in part with use of the ARENA Funding, not including Agreement Material,
- which, together, will be referred to as **Assets**.
- 18.2 **(Use and dealings):** During the Term of this Agreement, the Recipient must:
- (a) use any Asset only for the purposes of the Project, or other purposes consistent with the Outcomes;
  - (b) obtain and maintain good title to all Assets (other than Assets which the Recipient leases);
  - (c) subject to clause 18.3, not encumber or dispose of any Asset without ARENA's prior approval;
  - (d) hold all Assets securely and safeguard them against theft, loss, damage, or unauthorised use;
  - (e) use all reasonable endeavours to maintain all Assets in good working order;
  - (f) maintain all appropriate insurances in respect of any Assets;
  - (g) if required by Law, maintain registration and licensing of all Assets;

- (h) be fully responsible for, and bear all risks relating to, the use or disposal of all Assets; and
- (i) if requested by ARENA, maintain an Assets register as specified by ARENA, and provide a copy of the register to ARENA on request.

### 18.3 (Sale or disposal):

- (a) The Recipient may, at any time, dispose of any Asset without ARENA's prior approval where it relates to the disposal of obsolete or redundant vehicles, plant and equipment, a disposal of an Asset for the purposes of replacing that Asset, or where that disposal is necessary for the maintenance of other Assets.
- (b) If the Recipient sells or otherwise disposes of an Asset during the Term of this Agreement, ARENA, is entitled to, and may, at its discretion, recover from the Recipient:
  - (i) the proportion of the value of the Asset following depreciation calculated as at the date of sale or disposal which is equivalent to the proportion of the purchase price of the Asset that was funded from the ARENA Funding; or
  - (ii) the proportion of the market value of the Asset which is equivalent to the proportion of the purchase price of the Asset that was funded from the ARENA Funding.

18.4 (Termination): On termination of this Agreement, ARENA is entitled to, and may, at its discretion:

- (a) recover from the Recipient the proportion of the value of the Asset following depreciation calculated as at the date of termination which is equivalent to the proportion of the purchase price of the Asset that was funded from the ARENA Funding;
- (b) recover from the Recipient the proportion of the market value of any Asset which is equivalent to the proportion of the purchase price of the Asset that was funded from the ARENA Funding; or
- (c) require the Recipient to use, deal with or transfer any Asset as ARENA directs in writing.

18.5 (Lost or damaged Assets): If any Asset is lost, damaged, or destroyed, the Recipient must reinstate or replace the Asset, including by using the proceeds of insurance, without using any ARENA Funding and this clause 18 continues to apply to the reinstated or replaced Asset.

## 19 Evaluation

19.1 ARENA may, at any time until the End Date, undertake an evaluation of the Project, either directly or through a third party adviser, and the Recipient must:

- (a) at its own cost, provide all reasonable assistance to ARENA, and any adviser, for such review or evaluation; and
- (b) subject to clause 22, provide any information reasonably required by ARENA on the implementation and progress of the Project in the format requested by ARENA.

19.2 The Recipient acknowledges that ARENA may undertake an evaluation of the Project, at ARENA's own cost, after the End Date. The Recipient agrees to cooperate with ARENA with respect to any such evaluation.

## 20 Audit and access

20.1 During the Term of this Agreement, and for 5 years after the expiry or termination of this Agreement, ARENA or its nominee may:

- (a) conduct audits relevant to the performance of the Recipient's obligations under this Agreement and in respect of the Project; and
- (b) upon giving the Recipient reasonable notice, access the Recipient's premises, require the provision of records and information, and inspect and copy any documentation or records reasonably necessary for that purpose.

20.2 In addition to the obligation of the Recipient to provide Audited Financial Statements with the Final Report as specified in Schedule 1 (The Project), at any time until the End Date on ARENA's request, the Recipient must promptly provide, at its own cost, Audited Financial Statements for the Project.

20.3 The Recipient must provide all reasonable assistance to ARENA and its nominee, if any, for such audit or access.

20.4 ARENA will, and will require that any nominee, use reasonable endeavours to minimise any disruption to the Activities caused by any audit or access and will comply with the Recipient's reasonable workplace policies.

20.5 The rights of ARENA under this clause 20:

- (a) apply equally to the Auditor-General or an Information Officer (or any nominee) for the purpose of performing the Auditor-General's or Information Officer's statutory functions or powers; and

- (b) are in addition to, and do not limit, any other function, power, right or entitlement of the Auditor-General or an Information Officer.

20.6 Where an audit under this clause 20 identifies, in ARENA's reasonable opinion, that the Recipient is in Material Breach of this Agreement, then ARENA may recover from the Recipient the costs incurred in conducting that audit. The Recipient acknowledges and accepts that it is not permitted to use funds included in the Budget to meet any such costs.

## 21 Acknowledgement, disclaimer and publicity

21.1 The Recipient must, and must ensure that any Project Participants, acknowledge the financial and other support received from ARENA in all publications, promotional and advertising materials, public announcements, events and activities in relation to the Project, or any products, processes or inventions developed as a result of it, and, if required by ARENA, at the place where the Project is undertaken. The form of acknowledgement must be as specified in item 16 of the Project Details or as otherwise approved by ARENA prior to its use.

21.2 ARENA reserves the right to publicise and report on the awarding of the ARENA Funding, and may include:

- (a) the name of the Recipient, Recipient's shareholders and Project Participants;
- (b) the amount of the ARENA Funding; and
- (c) a brief description of the Project.

21.3 On ARENA's request, the Recipient must procure, and provide to ARENA as soon as practicable, artists' impressions, renders or professional imagery which demonstrate the anticipated appearance of any works constructed or goods developed in connection with the Project upon completion.

21.4 The Recipient must, and must ensure that any Project Participants:

- (a) include a disclaimer as specified in item 17 of the Project Details, or otherwise approved by ARENA, in all published material relating to the Project; and
- (b) before making a public announcement in connection with this Agreement or any transaction contemplated by it, obtain ARENA's written consent to the announcement, except if required by Law or a regulatory body, including a relevant stock exchange, in which case ARENA should be notified of any such requirement as soon as practicable.

## 22 Confidentiality

22.1 Without limiting clause 5 and subject to clause 22.2, ARENA must not, without the prior written consent of the Recipient, disclose any Recipient Confidential Information to another person.

22.2 Despite anything else in this Agreement, ARENA may disclose public restricted information as defined in clause 5.3(b) and Recipient Confidential Information:

- (a) as specified or as contemplated in the Knowledge Sharing Plan;
- (b) to ARENA's Personnel or advisers, including its Knowledge Sharing Agent;
- (c) where applicable, to other lenders or financial institutions involved in the Project;
- (d) to a Commonwealth agency, where this serves ARENA's or the Commonwealth's legitimate interests;
- (e) to a House or a Committee of the Parliament of the Commonwealth of Australia, the Auditor-General, the Information Officer or any of the Commonwealth or State or Territory Ombudsmen;
- (f) to ARENA's responsible Minister or Portfolio Department;
- (g) to AEMO, AER and AEMC; or
- (h) where required by Law, including under a Senate Order.

22.3 The Recipient must not, without the prior written consent of ARENA, disclose any ARENA Confidential Information to another person, except:

- (a) where required by Law, in which case ARENA must be notified as soon as practicable before the ARENA Confidential Information is disclosed; and
- (b) to its Personnel, subcontractors, or Project Participants solely for the purposes of carrying out its obligations under this Agreement.

22.4 Without limiting any other provision of this Agreement, where the Recipient discloses ARENA Confidential Information to a third party pursuant to clause 22.3, the Recipient must:

- (a) give notice to the receiving party in writing that the information is Confidential Information; and
- (b) subject to its obligations under Law, only provide the Confidential Information if the receiving party agrees to keep the information confidential as if it were bound



by the obligations of confidentiality imposed under this Agreement.

22.5 The Recipient acknowledges that Recipient Confidential Information provided to ARENA may be provided to a contractor for data handling and analysis services or incorporated into databases or other IT systems, and aggregated into documents or other media for public release, provided that arrangements are in place to maintain confidentiality of Recipient Confidential Information and meet any conditions in the Knowledge Sharing Plan.

## 23 Force Majeure

23.1 A party (**Affected Party**) is excused from performing its obligations under this Agreement to the extent it is prevented by circumstances which:

- (a) are beyond its reasonable control including natural disasters, acts of war, riots and strikes outside the Affected Party's organisation (other than, in respect of the Recipient only, lack of funds or any strike, lockout or labour dispute); and
- (b) could not have been prevented or overcome by the Affected Party (or, where the Affected Party is the Recipient, the Recipient and its subcontractors) exercising a standard of care and diligence consistent with that of a prudent and competent person operating within the relevant industry.

23.2 When the circumstances described in clause 23.1 arise, the Affected Party must give notice of those circumstances to the other party as soon as possible, identifying the effect they will have on its performance and must make all reasonable efforts to minimise the effects of such circumstances on the performance of this Agreement.

23.3 ARENA is not obliged to pay to the Recipient any funding for so long as circumstances described in clause 23.1 prevent the Recipient from performing its obligations under this Agreement. For clarity, this does not affect the Recipient's entitlement to payment due to be paid prior to a notice given under clause 23.2.

23.4 If non-performance or diminished performance by the Recipient due to the circumstances under clause 23.1 continues for a period of more than 90 consecutive days, ARENA may terminate this Agreement immediately by giving the Recipient written notice.

23.5 If this Agreement is terminated by ARENA under clause 23.4:

- (a) ARENA is liable only for:

- (i) payments due in accordance with this Agreement before the effective date of termination, but only to the extent that those monies have been spent or Legally Committed by the Recipient in accordance with this Agreement at the time the Recipient receives the notice of termination (written evidence of which must be provided by the Recipient to ARENA); and
  - (ii) where the Recipient has undertaken work on the Project at the time the Recipient receives the notice of termination, payment of ARENA Funding in accordance with this Agreement to the extent that those monies have been spent or Legally Committed by the Recipient in accordance with this Agreement on the Project at the time the Recipient receives the notice of termination (written evidence of which must be provided by the Recipient to ARENA); and
- (b) each party will otherwise bear its own costs and neither party will incur further liability to the other.

## 24 Suspension of Funding

24.1 Without limiting its other rights, ARENA may, upon giving the Recipient at least 10 Business Days' prior notice, suspend payment of the ARENA Funding in whole or in part if:

- (a) there is a Material Breach that has continued for a period of 10 Business Days, and is continuing; or
- (b) the Recipient has received, or requested to receive, other funds from the Commonwealth for the Project.

24.2 The Recipient must not spend any ARENA Funding after it receives notice from ARENA under clause 24.1 unless and until ARENA notifies the Recipient otherwise.

24.3 ARENA's right to suspend payment under clause 24.1 will cease upon ARENA determining, acting reasonably, that the cause of the suspension has been remedied.

24.4 Regardless of whether ARENA exercises its right to suspend payment under this clause 24, the Recipient will not be entitled to payment of ARENA Funding unless the conditions to payment in clause 7 have been satisfied.

24.5 Despite any suspension to payment or direction not to spend ARENA Funding in accordance with clause 24.1, the Recipient must:

- (a) continue to comply with its obligations under this Agreement; and

- (b) unless otherwise agreed by ARENA acting reasonably, continue carrying out the Project.

receives the notice of termination, written evidence of which must be provided by the Recipient to ARENA.

## 25 Reduction

25.1 Without limiting its other rights, ARENA may, at its discretion, reduce the amount of any Milestone payment or the overall ARENA Funding payable under this Agreement if, on the date for payment of a Milestone:

- (a) the Recipient has not spent or Legally Committed the ARENA Funding which has been paid to the Recipient in accordance with the Agreement; or
- (b) the Recipient Contributions or Other Contributions due to be used or spent by the Recipient in accordance with this Agreement have not been used, spent or Legally Committed,

by the amount(s) that has not been used, spent or Legally Committed.

## 26 Change in Commonwealth government policy

26.1 Without limiting any other rights or remedies ARENA may have arising out of or in connection with this Agreement, if there has been a change in Commonwealth government policy with respect to ARENA, or funding provided by ARENA, that relates to ARENA's obligations under this Agreement:

- (a) ARENA may by notice terminate this Agreement or reduce the scope of the Project, effective from the time specified in the notice;
- (b) the parties will work cooperatively to facilitate the orderly cessation of the Project or reduction in its scope; and
- (c) the Recipient will be entitled to payment in accordance with clause 26.2(b) but will not be entitled to claim any other amount from ARENA.

26.2 If this Agreement is terminated under clause 26.1, ARENA is liable to the Recipient only for:

- (a) payments due under clause 7.1 in accordance with this Agreement before the effective date of termination, but only to the extent that those monies have been spent or Legally Committed; and
- (b) where the Recipient has undertaken work on but not completed a Milestone at the time the Recipient receives the notice of termination, payment of ARENA Funding in accordance with this Agreement to the extent that those monies have been spent or Legally Committed by the Recipient on that Milestone at the time the Recipient

26.3 Termination of this Agreement under this clause 26 does not affect any accrued rights or remedies of a party.

26.4 If the scope of the Project is reduced under clause 26.1:

- (a) ARENA's liability to pay the Funding under this Agreement abates in accordance with the reduction in the Project; and
- (b) the Recipient must continue to undertake any part of the Project not affected by the notice (unless the Recipient, acting reasonably, notifies ARENA that it is not commercially viable to do so).

## 27 Termination or reduction in scope with cause

27.1 Without limiting any other rights or remedies ARENA may have arising out of or in connection with this Agreement, ARENA may, by notice, immediately terminate this Agreement or reduce the scope of the Project if:

- (a) the Recipient commits a Material Breach (other than an Insolvency Event) and the Material Breach has not been remedied within 10 Business Days (or such other time as agreed by ARENA) of the earlier of:
  - (i) the date on which the Recipient receives notice of the Material Breach from ARENA; and
  - (ii) the date on which the Recipient becomes aware of the Material Breach;
- (b) if applicable, the Recipient fails to satisfy the Conditions Precedent by the CP Satisfaction Date; or
- (c) achieve one or more of the Milestones by the time required in item 1.6 of Schedule 1 (The Project); or
- (d) subject to clause 17.2, there is a Change in Control of the Recipient and ARENA considers that:
  - (i) the identity of the person who directly or indirectly controls the Recipient could affect ARENA's or the Commonwealth's reputation; or
  - (ii) there is a resulting risk to the successful completion of the Project.

27.2 Without limiting any of ARENA's other rights or remedies, on termination of this Agreement under this clause 27:

- (a) ARENA is not obliged to pay to the Recipient any outstanding amount of funding under this Agreement; and
- (b) ARENA is entitled to exercise any right to recover from the Recipient, including repayment rights under clause 30.

27.3 If the scope of the Project is reduced under clause 27.1:

- (a) ARENA's liability to pay the funding under this Agreement abates in accordance with the reduction in the Project; and
- (b) the Recipient must continue to undertake any part of the Project not affected by the notice (unless the Recipient, acting reasonably, notifies ARENA that it is not commercially viable to do so).

## 28 Termination for an Insolvency Event

28.1 Subject to clause 28.2, and without limiting any other rights or remedies ARENA may have arising out of or in connection with this Agreement, ARENA may, to the extent permitted by Law, terminate this Agreement by notice if an Insolvency Event occurs with respect to the Recipient.

28.2 Where an Insolvency Event occurs with respect to the Recipient, ARENA may, at its discretion, request the Recipient to nominate in writing to ARENA (within 10 Business Days of ARENA's request) a suitably qualified and experienced party to perform the remaining obligations of the Recipient under this Agreement.

28.3 Where the Recipient provides a nomination in accordance with clause 28.2, ARENA must, within 10 Business Days, approve or reject the party nominated by the Recipient under clause 28.2.

28.4 Where ARENA approves the party nominated by the Recipient under clause 28.3, the parties will work cooperatively to facilitate the transfer of this Agreement and the Project to the nominated party.

28.5 Where the Recipient does not provide a nomination to ARENA, or ARENA rejects the party nominated by the Recipient, ARENA may, to the extent permitted by Law, terminate this Agreement by notice.

## 29 Recoupment

Not used.

## 30 Repayment of ARENA Funding

30.1 Notwithstanding anything else in this Agreement, ARENA may recover some or all of the ARENA Funding from the Recipient (as a

debt due and payable on demand) in the circumstances and to the extent specified below:

- (a) **(misspent funds)**: the amount of any ARENA Funding which, in ARENA's opinion, acting reasonably, and at any time, has been spent or used other than in accordance with this Agreement;
- (b) **(unspent funds)**:
  - (i) the full amount of any ARENA Funding which has not been spent or Legally Committed by the Recipient as at the End Date; or
  - (ii) any amount of ARENA Funding which has been paid to the Recipient and not been spent or Legally Committed by the Recipient as at a due date for payment of further ARENA Funding in accordance with this Agreement;
- (c) **(Abandoned Project)**: an amount equal to all ARENA Funding paid to the Recipient if the Recipient has abandoned the Project (whether or not ARENA has terminated this Agreement in accordance with clause 27.1(a)) and does not resume performance within 10 Business Days after receiving notice requiring it to do so or, otherwise within that timeframe, demonstrate to ARENA's satisfaction (acting reasonably) that there are reasonable technical grounds for having abandoned the Project;
- (d) **(Recipient Contributions and Other Contributions not used)**: if, as at the End Date, Recipient Contributions or Other Contributions have not been used for the Project, an amount that represents the same proportion of the ARENA Funding as the Recipient Contributions and Other Contributions which have not been used are of the total Recipient Contributions and Other Contributions;
- (e) **(Material Breach)**: an amount equal to all ARENA Funding paid to the Recipient if the Recipient commits a Material Breach (other than an Insolvency Event) and ARENA terminates this Agreement under clause 27;
- (f) **(Change in Control)**: an amount equal to all ARENA Funding paid to the Recipient if ARENA terminates this Agreement under clause 27.1(d); or
- (g) **(Insolvency Event)**: an amount equal to all ARENA Funding paid to the Recipient if an Insolvency Event occurs in respect of the Recipient and ARENA has terminated this Agreement in accordance with clause 28.

30.2 Where ARENA gives the Recipient a repayment notice requiring the Recipient to repay to ARENA an amount which ARENA is entitled to recover under clause 30.1, the Recipient must, within 20 Business Days of the date of the repayment notice, repay the amount (including interest calculated as set out in clause 30.4, if applicable) specified in the repayment notice.

30.3 ARENA can elect to require repayment of a lesser amount of ARENA Funding than otherwise required under clause 30.1. ARENA is not required to exercise this discretion for the Recipient's benefit.

30.4 With the exception of clause 30.1(f), the Recipient must pay interest to ARENA in connection with any amount notified as owing to ARENA under clause 30.1, with the rate of interest to be calculated:

- (a) on the amount to be repaid to ARENA as set out in ARENA's repayment notice;
- (b) at the Interest Rate;
- (c) on a semi-annually compounding basis upon the principal amount specified in the notice as repayable to ARENA; and
- (d) from and including the date the amount is payable under clause 30.2 up to but excluding the day on which the Recipient repays the total amount specified in the notice as owing to ARENA, without any set off, counter-claim, condition, abatement, deduction or withholding.

30.5 The Recipient acknowledges that the amounts to be paid to ARENA under this clause 30 are a genuine pre-estimate of the losses incurred by ARENA for the defaults described in this clause 30.

30.6 ARENA and the Recipient agree that the amount of any repayments payable to ARENA by the Recipient under this clause 30 shall not exceed the amount of ARENA Funding paid to the Recipient.

30.7 This clause 30 does not limit any other right or remedy of ARENA.

### **31 Dispute resolution**

31.1 A party must comply with this clause 31 in relation to any dispute, controversy or claim arising out of, relating to or in connection with this Agreement, including any question regarding its existence, validity, or termination (**Dispute**), before starting court proceedings, except proceedings for urgent interlocutory relief. After a party has sought or obtained any urgent interlocutory relief, that party must follow this clause 31.

31.2 Any party claiming a Dispute has arisen must give the other parties to the Dispute a notice setting out details of the Dispute (**Notice of Dispute**).

31.3 Within 10 Business Days after a Notice of Dispute is received (or longer period if the parties to the Dispute agree in writing), each party to the Dispute must use all reasonable endeavours through a meeting of Senior Management (or their nominees) to resolve the Dispute.

31.4 If the Dispute is not resolved within 10 Business Days under clause 31.3, the Dispute shall be referred to a mediator upon either party's request. If the parties cannot agree on a mediator within 7 days after the request, the chair of Resolution Institute or the chair's nominee will appoint a mediator.

31.5 Unless agreed by the mediator and parties, the mediation must be held within 21 days after the request for mediation in clause 31.4. The parties must attend the mediation and act in good faith to genuinely attempt to resolve the Dispute.

31.6 Any information or documents disclosed by a party under this clause 31 must be kept confidential and may only be used to attempt to resolve the Dispute.

31.7 Each party must pay its own costs of complying with this clause 31. The parties must equally pay the costs of any mediator.

31.8 A party may terminate the dispute resolution process by giving notice to the other party after it has complied with clauses 31.1 through 31.5. Clauses 31.6 and 31.7 survive termination of the dispute resolution process.

31.9 If a party breaches any clauses from clause 31.1 through 31.8, the other party does not have to comply with those clauses in relation to the Dispute.

31.10 For the purpose of this clause 31, a Dispute does not include a dispute arising in relation to ARENA suspending payment of funding under clause 24 (Suspension of Funding), reducing the amount of an instalment of funding under clause 25 (Reduction), terminating this Agreement or reducing the scope of the Project under clause 27 (Termination or Reduction in Scope with Cause), or requiring payment under clause 30 (Repayment of ARENA Funding).

### **32 Liability and Indemnity**

32.1 The Recipient will at all times indemnify ARENA and its Personnel (referred to in this clause 32 as "**those indemnified**") from and against any loss, damage, cost, expense or liability (including legal costs on a solicitor and own client basis) arising out of or as a consequence of:



- (a) the carrying out of works or services by the Recipient (including its subcontractors), or the supply of goods, in connection with the Project;
- (b) the Licensed Materials (including the use of the Licensed Materials by ARENA or its Personnel) infringing or allegedly infringing the Intellectual Property Rights or Moral Rights of any person;
- (c) any breach of this Agreement by the Recipient; or
- (d) any negligent or wrongful or unlawful act or omission on the part of the Recipient, its Personnel or subcontractors.

33.2 The Recipient's liability to indemnify those indemnified will be reduced proportionally to the extent that any breach of this Agreement by those indemnified, or any negligent act or omission of those indemnified, contributed to the loss.

33.3 Neither party will be liable to the other party for Consequential Loss arising under or in connection with this Agreement.

### 33 GST

33.1 In this clause 33:

- (a) unless otherwise stated, words and expressions which are not defined in this Agreement, but which have a defined meaning in the GST Law have the same meaning as in the GST Law; and
- (b) a reference to a party or an entity includes the representative member of any GST group of which the relevant party or entity is a member.

33.2 Unless otherwise expressly stated, all prices or other sums payable, or consideration to be provided to a party under this Agreement, are exclusive of GST.

33.3 Subject to this clause 33, if a party (**Supplier**) makes a taxable supply to another party (**GST Recipient**) under or in connection with this Agreement in respect of which GST is payable, the GST Recipient must pay the Supplier an additional amount equal to the GST payable on the supply (unless the consideration for the taxable supply was specified to include GST). The additional amount is payable at the same time that any part of the consideration for the supply is first paid or provided. The Supplier must provide a tax invoice to the GST Recipient in accordance with the GST Law.

33.4 If an adjustment event arises in respect of a taxable supply made by a Supplier under this Agreement, the amount payable by the GST Recipient will be recalculated to reflect the

adjustment event and a payment will be made by the GST Recipient to the Supplier or by the Supplier to the GST Recipient as the case requires. The Supplier must provide an adjustment note to the GST Recipient in accordance with the GST Law.

33.5 If the GST payable in relation to a supply is less than the amount the GST Recipient has paid the Supplier under clause 33.3, the Supplier is only obligated to pay a refund of GST to the GST Recipient to the extent the Supplier receives a refund of that GST from the Commissioner.

33.6 If a payment to a party under this Agreement is a reimbursement or indemnification, calculated by reference to a loss, cost or expense incurred by that party, then the payment will be reduced by the amount of any input tax credit to which that party is entitled on the acquisition of the supply to which that loss, cost or expense relates.

33.7 This clause 33 will survive the termination of this Agreement by any party.

### 34 Notices and other communications

34.1 Any notice, approval, consent, or other communication must be:

- (a) in writing, in English and signed by a person duly authorised by the sender; and
- (b) hand delivered or sent by email to the recipient's address specified in item 19 of the Project Details (or as updated by written notice from time to time), or in the case of notices or other communications to ARENA, via the GMS.

34.2 Any notice, approval, consent or other communication takes effect when it is taken to be received and is taken to be received:

- (a) if hand delivered, on delivery;
- (b) if sent by email, on the day and at the time it is sent (as recorded on the sender's equipment), unless the sender receives an automated message that the email has not been delivered; or
- (c) if sent via the GMS, on the day and at the time it is recorded on the GMS as being received,

but if the delivery or transmission is not on a Business Day or is after 5:00pm on a Business Day, the notice is taken to be received at 9:00am on the next Business Day in the receiver's locality.

### 35 Miscellaneous

35.1 Clauses 5 (Knowledge Sharing); 6.1 and 6.2 (ARENA Funding); 16.1(b) (WHS Law); 16.1(e) (FOI); 16.1(s) (Intellectual Property); 16.1(r)(iv)



- (Crisis Notification); 16.1(g) (Insurance); 16.1(h) (Books and Records); 16.1(j) (Visitations); 19.2 (Evaluation); 20 (Audits and Access); 21 (Acknowledgement, Disclaimer and Publicity); 22 (Confidentiality); 26.2(b), 27.1(d)(ii) and 27.3(b) (Termination); 30 (Repayment of ARENA Funding); 31 (Dispute Resolution); 32 (Liability and Indemnity); 33 (GST); 35.16 (Governing Law); and 37 (Interpretation) survive the expiry or termination of this Agreement, together with any provision of this Agreement which expressly or by implication from its nature is intended to survive the expiry or termination of this Agreement.
- 35.2 The Recipient must not, without the prior written consent of ARENA, use the ARENA Funding, this Agreement or any Assets as any form of security for the purpose of obtaining or complying with any form of loan, credit, payment or other interest, or for the preparation of, or in the course of any litigation.
- 35.3 Except where this Agreement expressly states otherwise, a party may in its absolute discretion, give conditionally or unconditionally, or withhold, any acceptance, agreement, approval or consent under this Agreement.
- 35.4 The Recipient may only assign its rights or novate its rights and obligations under this Agreement with the prior written consent of ARENA.
- 35.5 ARENA may assign its rights or novate any or all of its rights and obligations under this Agreement if it is to an Authority or an entity where the ultimate legal or beneficial interest is held by an Authority.
- 35.6 Where the Recipient subcontracts any aspect of the Project, it is fully responsible for:
- (a) undertaking the Project and for the performance of all of its obligations under this Agreement; and
  - (b) its subcontractors' acts and omissions.
- 35.7 Each party must pay its own costs of negotiating, preparing, executing and varying this Agreement.
- 35.8 The Recipient must pay any taxes and duties payable in respect of this Agreement and the Project.
- 35.9 This Agreement may be executed in counterparts. All executed counterparts constitute one document.
- 35.10 This Agreement may be executed by electronic signature, which will be considered as an original signature for all purposes and will have the same force and effect as an original signature.
- 35.11 This Agreement constitutes the entire agreement between the parties in connection with its subject matter and supersedes all previous agreements or understandings between the parties in connection with its subject matter.
- 35.12 Each party must do, at its own cost, everything reasonably necessary (including executing documents) to give full effect to this Agreement and any transaction contemplated by it.
- 35.13 A term, or part of a term, of this Agreement that is illegal or unenforceable may be severed from this Agreement and the remaining terms, or parts of the terms, of this Agreement continue in force.
- 35.14 Waiver of any provision of or right under this Agreement must be in writing and signed by the party entitled to the benefit of that provision or right and is effective only to the extent set out in any written waiver.
- 35.15 This Agreement does not create a relationship of employment, agency or partnership between the parties. The parties must not represent themselves, and must ensure that their officers, employees, agents and subcontractors do not represent themselves, as being an officer, employee, partner or agent of the other party, or as otherwise able to bind or represent the other party.
- 35.16 This Agreement is governed by the law of the Australian Capital Territory and each party irrevocably and unconditionally submits to the exclusive jurisdiction of the courts of the Australian Capital Territory.

## 36 Definitions

- 36.1 Except where the contrary intention is expressed, capitalised:
- (a) **Abandoned** means no substantive work or activities have been carried out on the Project for 30 consecutive days, except where the Recipient has been relieved of the obligation to do so under this Agreement;
  - (b) **Accounting Standards** means the standards of that name maintained by the Australian Accounting Standards Board (referred to in section 227 of the *Australian Securities and Investments Commission Act 2001* (Cth)) or other accounting standards which are generally accepted and consistently applied in Australia;
  - (c) **AEMC** means the Australian Energy Market Commission (ABN 49 236 270 144);
  - (d) **AEMO** means the Australian Energy Market Operator Limited (ABN 94 072 010 327);

- (e) **AER** means the Australian Energy Regulator;
- (f) **Agreement** means this agreement between ARENA and the Recipient (including the Schedules and any attachments), as varied from time to time in accordance with its terms;
- (g) **Agreement Material** means any Material created by, for, or on behalf of the Recipient on or following the date of this Agreement, that is provided, or is required to be provided, by the Recipient to ARENA for the purpose of performing its obligations under this Agreement, including modifications required under clause 16.1(s);
- (h) **Application** means the expression of interest and application submitted by, for, or on behalf of the Recipient for funding under the Future Fuels Fund in relation to the Project;
- (i) **Approved Auditor** means a person who is:
- (i) registered as a company auditor under the *Corporations Act 2001* (Cth) or an appropriately qualified member of the Institute of Chartered Accountants in Australia, CPA Australia or the Institute of Public Accountants;
  - (ii) not a principal, member, shareholder, officer, agent, subcontractor or employee of the Recipient, a Project Participant or a Related Body Corporate of the Recipient or a Project Participant; and
  - (iii) not the Recipient's accountant;
- (j) **ARENA** means the Australian Renewable Energy Agency (ABN 35 931 927 899) of 2 Phillip Law St, New Acton, Canberra ACT 2601;
- (k) **ARENA Act** means the *Australian Renewable Energy Agency Act 2011* (Cth);
- (l) **ARENA Confidential Information** means Confidential Information of ARENA;
- (m) **ARENA Funding** means the amount specified in item 2.1 of Schedule 1 (The Project) and any interest earned by the Recipient on that amount as reduced in accordance with this Agreement;
- (n) **Audited Financial Statements** means financial statements in respect of the ARENA Funding prepared by an Approved Auditor in accordance with item 3.1 of Schedule 1 (The Project);
- (o) **Authorisation** means any authorisation, approval, licence, permit, consent, determination, certificate, notice, requirement or permission from any Authority which must be obtained or satisfied (as the case may be) to undertake the Project;
- (p) **Authority** means any Commonwealth, State, Territory, local or foreign government or semi-governmental authority, court, administrative or other judicial body or tribunal, department, commission, public authority, agency, minister, statutory corporation or instrumentality or any other person having jurisdiction in connection with work required for the Project;
- (q) **BEV** means **Battery Electric Vehicle** which includes battery-powered passenger vehicles;
- (r) **Budget** means the total budget (if any) for the Project set out in item 2.5 of Schedule 1 (The Project), including as varied under the terms of this Agreement or updated in accordance with item 3.1 of Schedule 1 (The Project);
- (s) **Business Day** means a day that is not a Saturday, Sunday, or public holiday in the place where the act is to be performed or where the notice is received;
- (t) **CCA Law** means all applicable Laws relating to consumer protections, fair trading and competition, including the *Competition and Consumer Act 2010* (Cth);
- (u) **Change in Control** means, in relation to an entity, a change in the direct or indirect power or capacity of a person to:
- (i) determine the outcome of decisions about the financial and operating policies of the entity; or
  - (ii) control the membership of the board of directors of the entity,
- whether or not the power has statutory, legal or equitable force or is based on statutory, legal or equitable rights and whether or not it arises by means of trusts, agreements, arrangements, understandings, practices, the ownership of any interest in shares or stock of the entity or otherwise, but not including a change in control resulting from ordinary course trading on a stock exchange in the shares of the entity;
- (v) **Claim** means a distress, attachment or other execution levied or enforced upon or against the assets of a person, and in the case of legal proceedings or other order or process requiring payment (other than a

- statutory demand or a bankruptcy notice) which is not withdrawn or dismissed within 10 Business Days;
- (w) **Commencement Date** means the date on which this Agreement is signed by ARENA;
- (x) **Commissioning Returnable Schedule** means the schedule to be provided by the Recipient in accordance with this Agreement in the form and substance as set out at Appendix E;
- (y) **Commonwealth** means the Commonwealth of Australia;
- (z) **Community Consultation Plan** means the plan to be provided by the Recipient in accordance with item 3.2 of Schedule 1 (The Project);
- (aa) **Conditions Precedent** means the conditions outlined at item 1.4 of Schedule 1 (The Project);
- (bb) **Confidential Information** means information that is by its nature confidential and which a party knows or ought to know is confidential, but not including information that is or becomes public knowledge otherwise than by breach of this Agreement or any other confidentiality obligation;
- (cc) **Consequential Loss** means loss of profits, anticipated loss of profit or revenue, loss of production, loss of business opportunity, loss of or damage to goodwill or reputation, loss of use or any other similar loss, but excludes:
- (i) loss recoverable under a policy of insurance to the extent of the amount recovered or that should have been recovered but for a breach of the policy or failure to insure in accordance with this Agreement;
- (ii) loss arising from death or personal injury;
- (iii) loss arising from criminal acts, fraudulent conduct or wilful misconduct committed by the Recipient or its Personnel;
- (iv) loss arising from an infringement of any Intellectual Property Right or Moral Rights by the Recipient or its Personnel;
- (v) loss arising from breach of clauses 16.1(b) or 22 by the Recipient or its Personnel;
- (vi) loss arising from liability which by Law the parties cannot contract out of; and
- (vii) any amounts expressly payable by the Recipient to ARENA under this Agreement;
- (dd) **Contributions** means both the Recipient Contributions and the Other Contributions;
- (ee) **Controller** has the meaning given to it in section 9 of the *Corporations Act 2001* (Cth);
- (ff) **Corresponding WHS Law** has the same meaning as in section 4 of the *Work Health and Safety Act 2011* (Cth);
- (gg) **CP Satisfaction Date** means the date by which the Conditions Precedent must be satisfied by the Recipient, as specified in item 10 of the Project Details;
- (hh) **CP Submission Date** means the date by which the Conditions Precedent must be submitted by the Recipient, as specified in item 10 of the Project Details;
- (ii) **Crisis** means any time of intense difficulty or danger in relation to the Project. It includes the inappropriate release of information in relation to the Project that could affect ARENA's or the Commonwealth's reputation (for example, in breach of confidentiality or security requirements);
- (jj) **Dispute** has the meaning given in clause 31.1;
- (kk) **Eligible Expenditure** has the meaning set out in the FF Round 1 Guidelines and means expenditure (inclusive of GST but less related input tax credits the Recipient is entitled to claim) incurred by the Recipient on the Project:
- (i) after the date of this Agreement that qualifies as eligible expenditure under the FF Round 1 Guidelines; and/or
- (ii) that ARENA otherwise approves as eligible expenditure for the purposes of this Agreement;
- (ll) **End Date** means the date on which the Recipient has performed all of its obligations under this Agreement (including provision of all reports to ARENA's satisfaction) or its earlier termination;
- (mm) **External Controller** means an administrator, Controller, trustee, provisional liquidator, liquidator or any other person holding or appointed to an analogous office or acting or purporting to act in an analogous capacity;
- (nn) **Fast Charging Station** has the meaning set out in the FF Round 1 Guidelines and

- means a publicly accessible location that can charge a BEV at 50 kW or above. For a Fast Charging Station to be eligible under the FF Round 1, it must be capable of charging two cars concurrently at 50 kW or above;
- (oo) **Fast Charging Station Location** means the location of the Fast Charging Stations;
- (pp) **Final Milestone Date** means the date by which the final Milestone is to be completed, as set out in item 1.6 of Schedule 1 (The Project);
- (qq) **Final Report** has the meaning given in item 3.1 of Schedule 1 (The Project);
- (rr) **FF Round 1 Guidelines** means the Future Fuels Fund Round 1: Public Battery Electric Vehicle Fast Charging Infrastructure Guidelines issued by ARENA in February 2021, as amended from time to time, in relation to the Future Fuels Fund;
- (ss) **General Conditions** means clauses 1 to 37 of this Agreement;
- (tt) **Geographic Zone** has the meaning set out in the FF Round 1 Guidelines and means the areas where the Fast Charging Station(s) is to be installed;
- (uu) **GMS** means ARENA's grant management system;
- (vv) **Green Certificates** means large-scale generation certificates (LGC) traded through the Clean Energy Regulator's REC Registry;
- (ww) **GST Law** has the same meaning as in the A New Tax System (Goods and Services Tax) Act 1999 (Cth);
- (xx) **Information Officer** means the Information Commissioner, the Freedom of Information Commissioner and the Privacy Commissioner appointed in accordance with section 14 of the *Australian Information Commissioner Act 2010* (Cth), or a delegate of that person;
- (yy) **Insolvency Event** means the occurrence of any of the following events:
- (i) in relation to a corporation, its Liquidation, the appointment of an External Controller to the corporation or any of its property, it ceasing or threatening to cease carrying on its business; it being deemed to be, or stating that it is, unable to pay its debts as and when they fall due; or it entering into a Scheme;
  - (ii) in relation to an individual, that person becoming an insolvent under administration as defined in section 9 of the *Corporations Act 2001* (Cth); or
  - (iii) in relation to any person, the person is served with a Claim or anything analogous to or having a similar effect to anything described above in this definition under the law of the relevant jurisdiction;
- (zz) **Intellectual Property Rights** means all intellectual property rights, including:
- (i) copyright, patents, trademarks (including goodwill in those marks), designs, trade secrets, know how, rights in circuit layouts, domain names and any right to have confidential information kept confidential;
  - (ii) any application or right to apply for registration of any of the rights referred to in paragraph 36.1(zz)(i); and
  - (iii) all rights of a similar nature to any of the rights in paragraphs 36.1(zz)(i) and 36.1(zz)(ii) which may subsist in Australia or elsewhere,
- whether or not such rights are registered or capable of being registered;
- (aaa) **Interest Rate** means the ten year Treasury Bond Rate as published in the Australian Financial Review on the date of this Agreement;
- (bbb) **Knowledge Sharing Agent** means the third party engaged by ARENA to perform knowledge sharing activities including (but not limited to):
- (i) collecting, storing, analysing, presenting and reporting on the data generated from the Project;
  - (ii) providing detailed disaggregated information to ARENA; and
  - (iii) providing identified aggregated analysis suitable for public release.
- (ccc) **Knowledge Sharing Deliverables** means the activities and deliverables to be provided by the Recipient in accordance with item 4.2 of Schedule 1 (The Project);
- (ddd) **Knowledge Sharing Plan** means the knowledge sharing plan in item 4 of Schedule 1 (The Project) (including the Knowledge Sharing Deliverables), as varied by agreement in writing between the parties from time to time;

- (eee) **Law** means any applicable statute, regulation, by-law, ordinance, subordinate legislation or rule in force from time to time in Australia, whether made by a State, Territory, the Commonwealth, regulatory body, recognised stock exchange, or a local government, and includes the common law and rules of equity as applicable from time to time;
- (fff) **Legally Committed** means, at any time, a present or accrued obligation on the Recipient under contract or at Law to pay money to a third party. It does not include any future obligation to make payment to a third party which is subject to any outstanding condition to payment or other contingency that has not been satisfied at that time or which the Recipient has a right to cancel, suspend or terminate under the contract or under Law;
- (ggg) **Licensed Materials** means:
- (i) Agreement Material;
  - (ii) Pre-existing Material of the Recipient included, embodied in or attached to the Agreement Material; and
  - (iii) Third Party Material included, embodied in or attached to the Agreement Material;
- (hhh) **Liquidation** means a winding up or liquidation (whether voluntary or involuntary), provisional liquidation, dissolution, deregistration, or steps are taken (including the calling of meetings or the filing of applications), orders are made or resolutions are passed to give effect to any of the above;
- (iii) **Major Subcontract Work** means any work undertaken for the purpose of the Project and performed by a subcontractor:
- (i) which has a total contract sum in excess of 20% of the Budget; or
  - (ii) which has, or may potentially have, a material impact on the progress or performance of work on the Project or achievement of Outcomes;
- (jjj) **Material** includes property, information, software, firmware, documented methodology or process, documentation or other material in whatever form, including any reports, plans specifications, business rules or requirements, user manuals, user guides, operations manuals, training materials and instructions, and the subject matter of any category of Intellectual Property Rights;
- (kkk) **Material Breach** means any breach of the following clauses of this Agreement:
- (i) clause 2 (Undertaking the Project);
  - (ii) clause 9 (Use of ARENA Funding);
  - (iii) clause 15 (Representations and Warranties);
  - (iv) clause 16.1(s) (Intellectual Property);
  - (v) clause 16.1(t) (Moral Rights);
  - (vi) clause 22 (Confidentiality), or a breach of a material nature of any of the following clauses:
    - (vii) clause 5.1 (Knowledge Sharing);
    - (viii) clause 10 (Contributions);
    - (ix) clause 13 (Reports and Plans);
    - (x) clause 16.1(a) (Laws);
    - (xi) clause 16.1(b) (WHS Law);
    - (xii) clause 16.1(c) (Privacy);
    - (xiii) clause 16.1(e) (FOI); or
    - (xiv) clause 16.1(i) (Conflicts); and
    - (xv) clause 16.1(q) (Reporting);
- (lll) **Milestone Report** has the meaning given in item 3.1 of Schedule 1 (The Project);
- (mmm) **Milestone Deliverables** means those deliverables specified in item 1.6 of Schedule 1 (The Project);
- (nnn) **Milestones** means the milestones set out in item 1.6 of Schedule 1 (The Project);
- (ooo) **Minor Variation** means a variation:
- (i) by way of extension to the dates specified in the Project Details or Schedule 1 (The Project);
  - (ii) to the Specified Personnel or the Project Participants specified in the Project Details;
  - (iii) to elements of the Project as described in item 1.3 of Schedule 1 (The Project); or
  - (iv) to the Knowledge Sharing Plan, that does not or is not likely to materially affect the Project or Outcomes (including the Budget, Milestones and reports) or the extent of the Recipient's obligations or costs in undertaking the Project;
- (ppp) **Moral Rights** has the meaning given to that term in the *Copyright Act 1968* (Cth) and includes a right of a similar nature that



- is conferrable by statute and that exists or comes to exist anywhere in the world;
- (qqq)**Other Contributions** means the financial and in-kind contributions specified in item 2.4 of Schedule 1 (The Project);
- (rrr) **Outcomes** means the outcomes for the Project, as set out in item 1.2 of Schedule 1 (The Project);
- (sss)**Overseas Expenditure** means the incurred or paid expenditure of cash (or equivalent) on goods and services procured from a non-Australian entity and overseas travel;
- (ttt) **Personal Information** has the meaning given to it under the *Privacy Act 1988* (Cth);
- (uuu)**Personnel** means, in relation to a party, any employee, officer, agent or professional adviser of that party and:
- (i) in the case of the Recipient, also of any subcontractor; and
  - (ii) in the case of ARENA, including staff made available under section 62 of the ARENA Act;
- (vvv)**Portfolio Department** means the Department of Industry, Science, Energy and Resources or such other Department as determined by an Administrative Arrangements Order;
- (www)**Pre-existing Material** means Material owned by a party before execution of this Agreement;
- (xxx)**Project** means the Project described in item 1.3 of Schedule 1 (The Project);
- (yyy)**Project Details** means the Project Details at the beginning of this Agreement;
- (zzz)**Project Participants** means the entities specified in item 14 of the Project Details;
- (aaaa)**Recipient** means the party specified in item 3 of the Project Details;
- (bbbb)**Recipient Confidential Information** means Confidential Information of the Recipient which is identified in item 18 of the Project Details for the period of time specified in item 18 of the Project Details;
- (cccc)**Recipient Contributions** means the financial and in-kind contributions specified in item 2.3 of Schedule 1 (The Project);
- (dddd)**Related Body Corporate** has the meaning given to that term in section 9 of the *Corporations Act 2001* (Cth);
- (eeee)**Renewable Energy** means energy that is produced using natural resources that are constantly replaced and never run out, including solar PV, wind, hydro, geothermal, bioenergy and ocean energy;
- (ffff) **Renewable Energy Substantiation Statement** means the statement to be provided in accordance with item 3.1 of Schedule 1 (The Project), in the form as set out at Appendix C;
- (gggg)**Resolution Institute** means the dispute resolution association with that name and ABN 69 008 651 232 (or any dispute resolution association which replaces it or which substantially succeeds to its powers or functions) and the following contact details:
- Level 1, 13-15 Bridge Street  
Sydney NSW 2000;  
Email: [info@resolution.institute](mailto:info@resolution.institute);  
Phone: +61 2 9251 3366;
- (hhhh)**Risk Management Plan** means the plan to be provided by the Recipient in accordance with item 3.2 of Schedule 1 (The Project);
- (iiii) **Satellite Area** has the meaning set out in the FF Round 1 Guidelines and means the sub-regions incorporated into the Geographic Zone;
- (jjjj) **Schedules** means the schedules to this Agreement;
- (kkkk)**Scheme** means an arrangement, assignment, composition or moratorium with or for the benefit of creditors or any class or group of creditors (including an administration or arrangement under part 5.3A of the *Corporations Act 2001* (Cth)), other than for the purposes of a solvent reconstruction or amalgamation as approved by ARENA;
- (llll) **Senior Management** means the Chief Executive Officer in the case of the Recipient and the Chief Executive Officer or the Chief Financial Officer (as nominated by ARENA) in the case of ARENA;
- (mmmm)**Specified Personnel** means the nominated Personnel of the Recipient who will be carrying out the Project and involved in knowledge sharing, as identified at item 12 of the Project Details;
- (nnnn)**Term** has the meaning given to it under clause 1;
- (oooo)**Third Party Material** means Material owned by another person that is:
- (i) included, embodied in or attached to the Agreement Material; or

(ii) used in undertaking the Project;

(pppp)**Visitors** has the meaning given in clause 16.1(j)(i); and

(qqqq)**WHS Law** means all applicable Laws relating to work health and safety, including the *Work Health and Safety Act 2011* (Cth), the *Work Health and Safety Regulations 2011* (Cth) and any applicable Corresponding WHS Law.

### 37 Interpretation

37.1 In this Agreement, except where the contrary intention is expressed:

- (a) a reference to a document or instrument includes the document or instrument as novated, altered, supplemented or replaced from time to time;
- (b) a reference to a party is to a party to this Agreement, and a reference to a party to a document includes the party's executors, administrators, successors and permitted assignees and substitutes;
- (c) the singular includes the plural and vice versa, and a gender includes other genders;
- (d) another grammatical form of a defined word or expression has a corresponding meaning;
- (e) a reference to A\$, \$A, dollar or \$ is to Australian currency;
- (f) a reference to a person includes a natural person, partnership, body corporate, association, governmental or local authority or agency or other entity;
- (g) a reference to a statute, ordinance, code or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them;
- (h) any agreement, representation, warranty or indemnity by two or more parties (including where two or more persons are included in the same defined term) binds them jointly and severally;
- (i) any agreement, representation, warranty or indemnity in favour of two or more parties (including where two or more persons are included in the same defined term) is for the benefit of them jointly and severally;
- (j) a rule of construction does not apply to the disadvantage of a party because the party was responsible for the preparation of this Agreement or any part of it;

(k) a reference to an obligation includes a warranty or representation and a reference to a failure to comply with, or breach of, an obligation includes a breach of warranty or representation;

(l) the meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar expressions; and

(m) headings are for ease of reference only and do not affect interpretation.

37.2 If there is any inconsistency between any of the documents forming part of this Agreement, those documents will be interpreted in the following order of priority to the extent of the inconsistency:

- (a) General Conditions;
- (b) Project Details;
- (c) Schedule 1 (The Project);
- (d) other Schedules;
- (e) Appendix A;
- (f) any attachments to the Schedules; and
- (g) documents incorporated by reference in this Agreement.

# Schedule 1 – The Project

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## 1. Project

### 1.1 Purpose of the Project

The purpose of the Project is to install networks of BEV public Fast Charging Stations that address “blackspots” (areas that do not currently have convenient access to public Fast Charging Stations). Given the current early stage of the BEV industry, there are many blackspots within Australia’s capital cities and large regional centres. The objective of the Project is to address blackspots by improving the availability of public BEV Fast Charging Stations which will support BEV uptake by the public and businesses, including fleets.

### 1.2 Outcomes (clause 2.1)

The objectives for the Project will be achieved through the following Outcomes:

- (a) Addressing barriers to the supply and adoption of BEVs in Australia by increasing the number of publicly available BEV Fast Charging Stations.
- (b) Reducing emissions by ensuring all Charging Sites are powered with Renewable Energy (either off site via contractual arrangements with energy providers and/or with onsite solar photovoltaic panels) or with Green Certificates.
- (c) Improved understanding of consumer behaviour regarding the use of public fast BEV charging, through the collection of charging profile data.

### 1.3 Project (clause 2.1)

*[Drafting note: Insert description of the Project, including any relevant background information, high-level outputs to be delivered under the Project or the Recipient’s relationship with Project Participants (if any).]*

#### Background

*[The key context and circumstances for the Project. Key metrics for the Project (e.g. number of fast chargers of kW of charging capacity).]*

#### Fast Charging Stations and Fast Charging Station Locations

*[Drafting note: As per the FF Round 1 Guidelines, the Fast Charging Stations are required to be at least 5km apart (by driving distance with the shortest route) and achieve reasonable spread across the Geographic Zone. Further, the Fast Charging Stations must be located within 3km (straight line radius), of the Fast Charging Station Locations (unless otherwise approved by ARENA)]*

#### Project Participants

*[Clearly outline the role of each on the Project Participant.]*

#### Outputs

*[A list of the key Project deliverables, in summary not detail. These deliverables must also be captured in the milestone table (item 1.6 of Schedule 1) and the Knowledge Sharing Plan (item 4.2 of Schedule 1), in sufficient detail.]*

*[Example: Use guidance as per study example below to complete the Stage, Project Participant and Outputs sections.]*

*[Example: As part of the Project, the Recipient will design, construct and operate a [insert] to support the commercialisation of [insert] systems and conduct a proof of concept trial for possible future services.*

As part of the Project, the Recipient will conduct a study investigating technical, commercial and regulatory solutions to [insert].

**Example:** The Project involves several Project Participants, including:

Organisation	Role
Consultant	[Recipient] has engaged Consultant ANC to deliver the Stage 1A report.
Solar farm developers	Company A and B have solar farms in the region which will form the primary case study under consideration in this Project.
Manufacturers	Up to 5 suppliers will be engaged to test their technology in the Project's test environment Stage 2A. One of these inverters may be used for further modelling in Stage 2B.
AEMO	[Recipient] will consult regularly with AEMO's to ensure AEMO's modelling procedure is followed and uses appropriate inputs.

#### 1.4 Conditions Precedent (clause 3)

**[Drafting note:** Insert any conditions that must be complied with prior to commencing the Project. Often you will find these listed as conditions of funding in the offer to negotiate letter provided by ARENA. These conditions could include obtaining relevant licences, or provision of documents such as a Risk Management Plan as set out in item 3.2 of Schedule 1 to ARENA's satisfaction. If no conditions are required, mark, 'Not Used' and delete Drafting note.]

- (i) Evidence of contractual funding commitments from the Recipient to fund the delivery of the Project.
- (ii) [ARENA to advise of CPs applicable to the Project]

#### 1.5 Stage Gate Review (clause 4)

Not used.

#### 1.6 Milestones (clause 2.1)

**[Drafting note:** The Date for Completion should be a Business Day and not a date that falls close to the end of a financial or calendar year. The acquittal Milestone should include a retention amount.]

The Recipient must achieve the following Milestones, and provide the Milestone Deliverables and Milestone Report, in a form and substance satisfactory to ARENA, by the date for completion of the relevant Milestone.

No.	Description of Milestone and Milestone Deliverables	Completion date	Amount of Milestone payment (AUD GST exclusive)
1.	<p><b><i>Submission of initial Deployment Plan, Risk Management Plan and Community Consultation Plan</i></b></p> <p>D1.1 Provision of initial Deployment Plan setting out the Fast Charging Station Locations and plan to deliver Fast Charging Stations.</p> <p>D1.2 Evidence of satisfaction of a Time to Complete Test and Cost to Complete Test in accordance with item 3.3 of Schedule 1.</p> <p>D1.3 Provision of a Risk Management Plan in accordance with item 3.2 of Schedule 1 (The Project).</p> <p>D1.4 Provision of a Community Consultation Plan in accordance with item 3.2 of Schedule 1 (The Project).</p>	[30 September 2021]	[20% of total ARENA Grant amount]
2.	<p><b><i>Commissioning of at least [one third of total committed sites] Fast Charging Stations.</i></b></p> <p>D2.1 Provision of a Milestone report, in accordance with item 3.1 of Schedule 1 (The Project).</p> <p>D2.2 Provision of a Renewable Energy Substantiation Statement in accordance with item 3.1 of Schedule 1 (The Project).</p> <p>D2.3 Completion of Knowledge Sharing Deliverables due in the reporting period, in accordance with item 4.2 of Schedule 1 (Knowledge Sharing Plan).</p> <p>D2.4 Provision of a Commissioning Returnable Schedule evidencing that at least [insert figure] Fast Charging Stations have been Commissioned and are in operation.</p> <p>D2.5 Provision of an updated Deployment Plan.</p> <p>D2.6 Evidence of satisfaction of a Time to Complete Test and Cost to Complete Test in accordance with item 3.3 of Schedule 1 (The Project).</p>	[15 July 2022]	[10% of total ARENA Grant amount]
3.	<p><b><i>Commissioning of at least [two thirds of total committed sites] Fast Charging Stations.</i></b></p>	[31 March 2023]	[30% of total ARENA Grant amount]



No.	Description of Milestone and Milestone Deliverables	Completion date	Amount of Milestone payment (AUD GST exclusive)
	<p>D3.1 Provision of a Milestone report, in accordance with item 3.1 of Schedule 1 (The Project).</p> <p>D3.2 Provision of a Renewable Energy Substantiation Statement in accordance with item 3.1 of Schedule 1 (The Project).</p> <p>D3.3 Completion of Knowledge Sharing Deliverables due in the reporting period, in accordance with item 4.2 of Schedule 1 (Knowledge Sharing Plan).</p> <p>D3.4 Provision of a Commissioning Returnable Schedule evidencing that at least [insert figure] Fast Charging Stations have been Commissioned and are in operation.</p> <p>D3.5 Provision of an updated Deployment Plan.</p> <p>D3.6 Evidence of satisfaction of a Time to Complete Test and Cost to Complete Test in accordance with item 3.3 of Schedule 1 (The Project).</p>		
4.	<p><b><i>Commissioning of all Fast Charging Stations</i></b></p> <p>D4.1 Provision of a Final report, in accordance with item 3.1 of Schedule 1 (The Project).</p> <p>D4.2 Provision of a Renewable Energy Substantiation Statement in accordance with item 3.1 of Schedule 1 (The Project).</p> <p>D4.3 Provision of an Audited Financial Statement, covering all financial years of the Project, in accordance with item 3.1 of Schedule 1 (The Project),</p> <p>D4.4 Provision of a final acquittal, in accordance with item 3.1 of Schedule 1 (The Project).</p> <p>D4.5 Completion of Knowledge Sharing Deliverables due in the reporting period, , in accordance with item 4.2 of Schedule 1 (Knowledge Sharing Plan).</p> <p>D4.6 Provision of a Commissioning Returnable Schedule evidencing that all Fast Charging Stations have been Commissioned and are in operation.</p>	[30 September 2023]	[40% of total ARENA Grant amount]

## 2. Funding and Payment

## 2.1 ARENA Funding

The total amount of funding provided by ARENA under this Agreement will not exceed \$[insert] (excluding GST).

## 2.2 Payment of ARENA Funding

The ARENA Funding will be provided as Milestone payments as specified in item 1.6 of Schedule 1 (The Project), in accordance with clause 7.7.

## 2.3 Recipient Contributions

**[Drafting note: Add more columns as required]**

All amounts in the table below are in AUD and GST exclusive.

Recipient Contributions	Milestone 1	Milestone 2	Milestone 3	Total
Recipient (cash)				
Recipient (in-kind)				
Total				

## 2.4 Other Contributions

**[Drafting note: Add more columns as required]**

**[Guidance note: In-kind contributions, as defined in the FF Round 1 Guidelines, are non-monetary resources used on the Project where no cash has been transferred to the Recipient's account(s) for the Project. ARENA Funding can only be applied to in-kind and non-cash contributions where they are otherwise demonstrated to be Eligible Expenditure (as set out in the FF Round 1 Guidelines) and approved by ARENA.]**

All amounts in the table below are in AUD and GST exclusive.

Other Contributions	Milestone 1	Milestone 2	Milestone 3	Total
[insert entity name] (cash)				
[insert entity name] (cash)				
<b>Total (cash)</b>				
[insert entity name] (in-kind)				
[insert entity name] (in-kind)				
<b>Total (in-kind)</b>				
<b>Total Other Contributions</b>				

## 2.5 Budget

**[Drafting note: The below budget is provided to the Recipient as a guide with respect to the form of the Budget required by ARENA. Details to be updated as required for the Project, for example insert additional columns where there are additional Milestones or insert a new row under 'Income' where there is more than one Project Participant.]**

All amounts in the table below are in AUD and GST exclusive.

Budget	Milestone 1	Milestone 2	Milestone 3	Total
<b>Income</b>				
ARENA				
Recipient (cash)				

Budget	Milestone 1	Milestone 2	Milestone 3	Total
<b>Income</b>				
Recipient (in-kind)				
[ <i>Project Participant 1</i> ] (cash)				
[ <i>Project Participant 1</i> ] (in-kind)				
<b>Total income</b>				
<b>Expenditure</b>				
Fast Charger Equipment				
Installation and Balance of Plant				
Project Management				
Knowledge Sharing				
Other				
Contingency				
Ineligible Expenditure				
<b>Total expenses</b>				

### 3. Reports and Plans

#### 3.1 Reports

The Recipient must:

- (a) provide reports to ARENA as set out in this item 3.1; and
- (b) include within any Milestone Report, Progress Report or Final Report:
  - (i) the name of the Recipient and all subcontractors;
  - (ii) a contact name, telephone number and email address;
  - (iii) the Project title and number;
  - (iv) a statement of the ARENA Funding, Recipient Contributions and Other Contributions provided and spent certified by an authorised officer of the Recipient;
  - (v) the amount remaining in the account referred to in clause 16.1(k); and
  - (vi) details of any published reports, promotional material, media publicity, pamphlets or other documentation relevant to the Project.

Report Type	Requirements
<b>Milestone Report</b>	<p>Each Milestone Report must include:</p> <ol style="list-style-type: none"> <li>(a) the Milestone and period to which the report relates;</li> <li>(b) a Budget update (including cost to completion) (in a format similar to that set out in item 2.5 of Schedule 1 (The Project)); and</li> <li>(c) an update on:</li> </ol>

Report Type	Requirements
	<ul style="list-style-type: none"> <li>(i) the progress of the Project relevant to the Outcomes, including progress in implementing the Community Consultation Plan;</li> <li>(ii) the Knowledge Sharing Deliverables completed during the period to which the report relates, including a list of any public reports or knowledge sharing reports, data or documentation; and</li> <li>(iii) the outcomes of those Knowledge Sharing Deliverables.</li> </ul>
<p><b>Progress Reports</b> (Optional at ARENA's discretion)</p>	<p>Each progress report must include an update on:</p> <ul style="list-style-type: none"> <li>(a) whether the Project is proceeding in accordance with the Budget and, if it is not, an explanation of why the Budget is not being met, the effect this will have on the Project and the action the Recipient proposes to take to address this;</li> <li>(b) the progress on achieving the Outcomes;</li> <li>(c) any major issues or developments which have arisen and the effect they will have on the Project; and</li> <li>(d) any proposed changes to the Project.</li> </ul>
<p><b>Final Report</b></p>	<p>The Final Report must include:</p> <ul style="list-style-type: none"> <li>(a) a description and analysis of the progress of the Project, including: <ul style="list-style-type: none"> <li>(i) evidence that the Project has been completed, and the Milestones have been achieved;</li> <li>(ii) details of the extent to which the Project achieved the Outcomes;</li> <li>(iii) any highlights, breakthroughs or difficulties encountered; and</li> <li>(iv) conclusions or recommendations (if any) arising from the Project;</li> </ul> </li> <li>(b) a description of the Knowledge Sharing Deliverables in accordance with item 4 of Schedule 1 (The Project), along with all of the Knowledge Sharing Deliverables completed as at the date of the Final Report;</li> <li>(c) statistics for employment generated by or in connection with the Project;</li> <li>(d) analysis of the effectiveness of each of the Knowledge Sharing Deliverables completed;</li> <li>(e) for any on-going Knowledge Sharing Deliverables, an update of progress in undertaking each Knowledge Sharing Deliverable; and</li> </ul>

Report Type	Requirements
	(f) if bound by the <i>Modern Slavery Act 2018</i> (Cth), a copy of the most recent Modern Slavery Statement that has been prepared. If not bound by the <i>Modern Slavery Act 2018</i> (Cth), a statement setting out what checks and actions have been undertaken by the recipient to address risks of modern slavery with respect to the Recipient's suppliers.
<b>Acquittals statement</b>  To be certified by the Recipient's Chief Financial Officer (or such other person approved by ARENA)	The acquittals statement must certify: <ul style="list-style-type: none"> <li>(a) that all ARENA Funding, Recipient Contributions and Other Contributions were spent for the purpose of the Project in accordance with this Agreement and that the Recipient has complied with this Agreement; and</li> <li>(b) that salaries and allowances paid to persons involved in the Project are in accordance with any applicable award or agreement in force under any relevant law on industrial or workplace relations.</li> </ul>
<b>Audited Financial Statements</b>  To be prepared by an Approved Auditor in accordance with Accounting Standards in respect of the ARENA Funding, Recipient Contributions and Other Contributions	The Audited Financial Statements must include: <ul style="list-style-type: none"> <li>(a) a definitive statement as to whether the financial information for the Project represents the financial transactions fairly and is based on proper accounts and records;</li> <li>(b) if the Recipient is a company, a separate declaration from the Recipient's directors that the Recipient is solvent, a going concern and able to pay its debts as and when they fall due; and</li> <li>(c) detail of any ARENA Funding returned to ARENA by the Recipient and the reasons for such refund.</li> </ul>
<b>Renewable Energy Substantiation Statement</b>  To be certified by the Recipient's Chief Financial Officer, or where requested by ARENA, in accordance with clause 13.2(b)	The Renewable Energy Substantiation Statement must be in the form and substance as set out at Appendix B.

### 3.2 Plans

Plan	Requirements
<b>Risk Management Plan</b>	For the duration of this Agreement, the Recipient must develop, implement and update a Risk Management Plan for the Project which includes the following features: <ul style="list-style-type: none"> <li>(a) clear identification and documentation of all key Project risks and categorisation of those risks covering both likelihood of occurrence and potential consequence;</li> <li>(b) the proposed mitigation strategies and associated action plans that the Recipient determines necessary to eliminate the risks or, if this is not possible, minimise the likelihood and consequences of those risks occurring; and</li> </ul>



Plan	Requirements
	<p>(c) a process for regularly monitoring and updating the Risk Management Plan and reporting to the Recipient's internal management, board, Project Participants and joint venture partners (if applicable), and is consistent with relevant industry standards and best practice for this type of Project and the types of risks it has.</p>
<p><b>Community Consultation Plan</b></p>	<p>(a) For the duration of the Agreement, the Recipient must develop, implement and update a Community Consultation Plan for the Project which includes the following features:</p> <ul style="list-style-type: none"> <li>(i) identification of all key stakeholder groups, including local communities that are potentially affected by the Project;</li> <li>(ii) an outline of the proposed community consultation processes and an outline for stakeholders on how to access the latest information in respect of community consultation matters;</li> <li>(iii) a process for maintaining an up-to-date record of complaints arising from community consultations and the responses provided to these complaints; and</li> <li>(iv) a process for regularly monitoring and updating the Community Consultation Plan and the community consultations undertaken and reporting to the Recipient's internal management, board, Project Participants, and other key groups (whether government or non-government) as required by ARENA to ensure the on-going improvement of community engagement,</li> </ul> <p>and is consistent with relevant industry standards and best practice for this type of Project and the types of community consultation to be undertaken.</p> <p>(b) The Recipient may make the Community Consultation Plan available by publishing it on its website.</p> <p>(c) The Recipient must provide to ARENA notification of responses by the Recipient to adverse community reaction to the Project.</p>
<p><b>Deployment Plan</b> <i>To be provided by the Recipient to ARENA in line with Milestones 1 through 3</i></p>	<p>For the duration of this Agreement the Recipient must develop, implement, and update a Deployment Plan for the Project which provides an update on the progressive deployment or rollout of each of the Fast Charging Stations.</p>

### 3.3 Cost to Complete Test and Time to Complete Test

The Recipient will undertake the following assessments to be provided in accordance with item 1.6 of Schedule 1. The purpose of the tests are to confirm:

- (i) Cost to Complete Test:
  - (A) the estimated total cost of the Project (expenditure incurred and re-forecast remaining costs); and
  - (B) that the Recipient has sufficient funds to complete the Project (i.e. confirmation of Recipient Contributions as well as any additional funding).

- (ii) Time to Complete Test: the estimated time remaining to achieve each subsequent Milestone.

Satisfaction of the Cost to Complete Test and Time to Complete Test

- (a) Subject to item 3.3(c), the Recipient will pass the Cost to Complete Test if the Recipient provides, to ARENA's satisfaction:
  - i. an up-to-date Budget for the Project (in a similar form to that set out under item 2.5 of Schedule 1);
  - ii. evidence or supporting information for all Budget variances to previous Cost to Complete Tests;
  - iii. evidence that it has sufficient funds to cover the costs to complete the remaining Milestone Deliverables; and
  - iv. a certified Cost to Complete Representation Letter (in the form set out in Appendix C) from the Recipient.
- (b) Subject to item 3.3(c), the Recipient will pass the Time to Complete Test if the Recipient provides, to ARENA's satisfaction:
  - i. an up-to-date Project timeframe;
  - ii. evidence or supporting information for any variances to previous Time to Complete Tests;
  - iii. evidence that the updated Project timeframe does not prohibit the Recipient from achieving the Outcomes; and
  - iv. a certified Time to Complete Representation Letter (in the form set out in Appendix D) from the Recipient.
- (c) ARENA, at its sole discretion, may require that the information provided by the Recipient in accordance with item 3.3(a) be reviewed and certified by an appropriately qualified independent third party.

## 4. Knowledge Sharing Plan

### 4.1 Knowledge sharing context

Under the ARENA Act, ARENA's mandate is to promote the sharing of information and knowledge about renewable energy technologies, with the objective of accelerating the development and growth of Australia's renewable energy sector.

*[The Knowledge Sharing Plan below outlines the minimum requirements that ARENA expects Applicants to provide if funded.]*

### 4.2 Knowledge Sharing Deliverables

ARENA may make requests from Projects (and portfolios of Projects) for particular topics to be covered either through lessons learnt reports (where applicable) or ad hoc reports, as required. Where ARENA has not made a specific request, topics are to be relevant and/or topical and have an appreciation for the key audiences. For the avoidance of doubt, business development and marketing material is not considered to be Knowledge Sharing Deliverables.

The information contained within the reports outlined below must be suitable for public dissemination and written in a manner that is suitable for the prescribed audience. The Applicant should refer to the Knowledge Sharing Plan Guidance document for further information on ARENA's Knowledge Sharing requirements.

No.	Knowledge Sharing Deliverable	Description	Frequency?	Audience	How? (expected content and delivery)
1.	ARENA 15 minute Project survey	Efficient qualitative and quantitative data gathering for ARENA use only. Short on-line survey.	Quarterly (Feb, May, Aug, Nov)	Survey results provided to ARENA, Department of Industry, Science, Energy & Resources (DISER) and ARENA Knowledge Sharing Agent only.	ARENA to provide link to survey each quarter.
2.	Lessons learnt reports	Public information readily accessible, usable and searchable. Project specific lessons learnt.	Every six months.	The Lessons Learnt Reports will be disseminated publicly and should be prepared considering energy and transport industry stakeholders as the target audience.	Lessons learnt should include technical, regulatory, financial/economic and social/consumer lessons. They must share learnings from the process of development, installation and operation of the

No.	Knowledge Sharing Deliverable	Description	Frequency?	Audience	How? (expected content and delivery)
					<p>Network, including but not limited to:</p> <ul style="list-style-type: none"> <li>- Site selection, including approvals</li> <li>- Equipment selection/procurement</li> <li>- Engagement with networks (e.g. DNSP)</li> <li>- Site maintenance and operations</li> <li>- Site usage / user trends</li> <li>- Reporting against Deployment Plan</li> </ul>
3.	Attendance and participation in webinar or workshop	Share project information with other ARENA funded projects and key stakeholders. Organised by ARENA and attended by similar project recipients.	One per year or as agreed with ARENA	<p>The knowledge shared in webinars or workshops led by ARENA may be restricted to a specific stakeholder audience (e.g. other participants in the round or a targeted industry audience) or disseminated publicly (e.g. open webinar).</p> <p>Content should be prepared considering energy and transport industry stakeholders as the target audience.</p>	Provide slides to ARENA following attendance for publishing (slides to contain sufficient information to be read as a standalone document).
4.	Ad hoc reports, products and activities	Capture information not yet known	No more than one per year	Identified at time of request	Format and topic to be agreed at the time of request.

### 4.3 Knowledge sharing third parties and data

#### (a) Knowledge Sharing Agent

ARENA has engaged Energeia Pty Ltd to act as an ARENA Knowledge Sharing Agent for the electric vehicle portfolio. The Knowledge Sharing Agent will examine data from the various EV charging projects ARENA has funded to produce aggregated insights reports for public distribution. The Project will participate by providing operational, load profile and cost data and information in line with the data table below.

#### (b) Knowledge Sharing Partner

Data is to be provided in an excel spreadsheet every six months, following the time of the first charger installation to 60 months or 36 months following installation of the final charger (whichever is longest). Data will be shared with ARENA, DISER, and the Knowledge Sharing Agent only.

Data category	Description	Units and frequency
<b>Operational data</b>		
No. of Charging Events	The number of times the charger is used	# Events
Charge Events by Type of Charger	The number of times the charger is used by the size of the charger	# x kW
Charge per Event	The energy used per charge	kWh/Event
Charge Duration	The total time the charging event takes	hh:mm:ss
Time of Day for Charging Events	The start and end time of the charging event	Start and End Time / Event
Park Time vs Charge Time	A comparison of time spent charging vs. time spent plugged in	True / False per 30 mins
Location	The location of the charger	Address
Charger availability	The time that the charger is operational in a period	% / month
<b>Load Profile Data</b>		
Charging Load Profiles	5-sec load intervals of the charger, over a defined period	kW/5 sec

Data category	Description	Units and frequency
Charging Load Profiles	15-min load intervals of the charger, over a defined period	kW/15 sec
Max Demand	The observed maximum power output of the charger	kW kVA]
Cost data		
Site Installation Cost Actual vs. Forecast	An itemised breakdown of the cost of installing the charging station, vs. initial expectations	\$/site
Maintenance Events Planned vs. Unplanned	Occurrence and details of maintenance events for the charging station	# events
Cost per Maintenance event planned vs. unplanned	The cost of the maintenance event to the charging station owner	\$/event



# Signing page – ARENA

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**EXECUTED as an agreement.**

**SIGNED** for and behalf of the **Australian Renewable Energy Agency** by its duly authorised delegate in the presence of:

.....  
Signature of Witness

.....  
Signature of Authorised Delegate

.....  
Name of Witness  
(Please print)

.....  
Name of Authorised Delegate  
(Please print)

.....  
Date

.....  
Position of Authorised Delegate  
(Please print)

# Signing page – Recipient

---

**EXECUTED as an agreement.**

**EXECUTED** by [*insert*] (ABN [*insert*]) in accordance with the requirements of section 127 of the *Corporations Act 2001* (Cth) by:

.....  
Signature of Director

.....  
Signature of Director/Company Secretary  
(Please delete as applicable)

.....  
Name of Director  
(Please print)

.....  
Name of Director/Company Secretary  
(Please print)

.....  
Date

.....  
Date

# Appendix A – Minor Variations to this Agreement (Clause 11.1)

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This Appendix is intended to set out the process for effecting Minor Variations, to record details of Minor Variations for administrative purposes and to be updated as Minor Variations are effected.

Where the parties agree to a Minor Variation in accordance with clause 11.1, ARENA will send the Recipient an updated version of the table **below** containing details of the Minor Variations currently in effect. This Appendix will be deemed to have been amended accordingly. If there is any inconsistency between a Minor Variation and this Appendix, then the Minor Variation will prevail to the extent of the inconsistency.

*[Drafting note: ARENA to update the table below and send to the Recipient once a Minor Variation is agreed - the table is intended to be an up-to-date record of all Minor Variations]*

Minor Variation No.	Date of Minor Variation	Nature of Minor Variation	Details of Minor Variation
1.	<i>[insert]</i>	<i>[Insert as directed by ARENA / agreed by the parties]</i>	<i>[Insert brief details]</i>
2.			
3.			
4.			
5.			
6.			
7.			

# Appendix B – Form of Renewable Energy Substantiation Statement

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Date:  
To: Australian Renewable Energy Agency (ABN 35 931 927 899) (“ARENA”)  
Attention: [insert]

## Renewable Energy Substantiation Statement

Reference is made to the document entitled ‘Future Fuels Fund Round 1 Funding Agreement’ between [insert] (the “**Recipient**”) and ARENA dated [•] 2021 (the “**Funding Agreement**”).

Unless otherwise defined in this statement, capitalised terms used in this statement have the meaning given to it within the Funding Agreement.

For the purposes of item 3.1 of Schedule 1 of the Funding Agreement, the Recipient certifies that:

*[Drafting note: ARENA to confirm requirements]*

\_\_\_\_\_  
[insert name of signatory], being an authorised officer of the Recipient for the purposes of the Funding Agreement.

# Appendix C – Form of Cost to Complete Representation Letter

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Date:  
To: Australian Renewable Energy Agency (ABN 35 931 927 899) (“ARENA”)  
Attention: [insert]

## Cost to Complete Representation Letter

Reference is made to the document entitled ‘Future Fuels Fund Round 1 Funding Agreement’ between [insert] (the “Recipient”) and ARENA dated [•] 2021 (the “Funding Agreement”).

Unless otherwise defined in this statement, capitalised terms used in this statement have the meaning given to it within the Funding Agreement.

For the purposes of item 3.3 of Schedule 1 of the Funding Agreement, the Recipient certifies that:

- (a) the Cost to Complete Test is satisfied; and
- (b) the information provided in, or attached to, this certificate is accurate and materially consistent with that presented to the Recipient’s Board of Directors.

We attach to this certificate: [*Drafting note: ARENA to confirm requirements*]

- (a) an up-to-date Budget for the Project;
- (b) supporting information for all Budget variances to previous Cost to Complete Tests; and
- (c) evidence that the Recipient has sufficient funds to cover the costs to complete the remaining Milestone Deliverables.

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[insert name of signatory], being an authorised officer of the Recipient for the purposes of the Funding Agreement.

# Appendix D – Form of Time to Complete Representation Letter

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Date:  
To: Australian Renewable Energy Agency (ABN 35 931 927 899) (“ARENA”)  
Attention: [insert]

## Time to Complete Representation Letter

Reference is made to the document entitled ‘Future Fuels Fund Round 1 Funding Agreement’ between [insert] (the “Recipient”) and ARENA dated [•] 2021 (the “Funding Agreement”).

Unless otherwise defined in this statement, capitalised terms used in this statement have the meaning given to it within the Funding Agreement.

For the purposes of item 3.3 of Schedule 1 of the Funding Agreement, the Recipient certifies that:

- (a) the Time to Complete Test is satisfied; and
- (b) the information provided in, or attached to, this certificate is accurate and materially consistent with that presented to the Recipient’s Board of Directors.

We attach to this certificate: [*Drafting note: ARENA to confirm requirements*]

- (a) an up-to-date timeframe for the Project;
- (b) supporting information for any variances to previous Time to Complete Tests; and
- (c) evidence that the updated Project timeframe does not prevent the Recipient from achieving the Outcomes.

---

[insert name of signatory], being an authorised officer of the Recipient for the purposes of the Funding Agreement.



# Appendix E – Commissioning Returnable Schedule

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Date:  
To: Australian Renewable Energy Agency (ABN 35 931 927 899) (“ARENA”)  
Attention: [insert]

Reference is made to the document entitled ‘Future Fuels Fund Round 1 Funding Agreement ’ between [insert] (the “**Recipient**”) and ARENA dated [•] 2021 (the “**Funding Agreement**”).

Unless otherwise defined in this statement, capitalised terms used in this statement have the meaning given to it within the Funding Agreement.

This is a Commissioning Returnable Schedule for the purposes of the Funding Agreement.

Attached are true, up to date and complete copies of the following:

- a. [*Drafting note: ARENA to confirm requirements*]

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[insert name of signatory], being an authorised officer of the Recipient for the purposes of the Funding Agreement.