

# Community Grants Policy



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Other key internal stakeholders	Director Community & Cultural Development
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## PURPOSE

This policy outlines the general principles for the assessment and approval of applications for community grants awarded by the City of Tea Tree Gully. The existence of this Policy will ensure that community grants are administered in a responsible, transparent and equitable manner.

## POLICY

### City of Tea Tree Gully Community Grants Program

Our Strategic Plan is focused on promoting the wellbeing of our community; that is, to ensure we have a healthy community that enjoys a quality lifestyle. The Community Grants Program supports this by providing financial grants to individuals, community groups and not-for-profit organisations that provide a benefit to the wider community of the City of Tea Tree Gully. These grants will be disbursed in accordance with Council's objectives, vision and/or management plans as per Council's Strategic Plan.

### Community Grants Program Categories

There are four categories within the Community Grants Program:

1. Community Development Grants (four subcategories):
  - 1.1 Category - Community Development
  - 1.2 Category - Equipment
  - 1.3 Category - Community Events
  - 1.4 Category - Community Environmental
2. Neighbourhood Event Grants
3. Youth Achievement Sponsorship (four subcategories):
  - 3.1 Arts and Culture
  - 3.2 Community Involvement
  - 3.3 Education and Academic Performance
  - 3.4 Sport and Recreation
4. Heritage Grants

### Community Grants Program Principles

The following principles apply to the above categories of the Community Grants Program:

#### Strategic Direction and Wellbeing

1. All grants will be assessed and aligned to Council's Strategic Plan
2. Encourage applications that will help achieve community wellbeing

#### Funding and Value for Money

1. Funds will be provided each year for the Community Grants Program (amount will be determined by Council each financial year)
2. Council is accountable to the community for the management and disbursement of these funds and that this must be done in a manner that optimises the benefits to the community and is seen to be responsible, transparent and equitable

## Equity and Transparency

1. Grants will be distributed in a responsible, transparent and equitable manner by establishing criteria under each category that must be met by all applicants
2. Ensure that any funding provided is spent on the purpose for which it was provided and for the benefit of the residents of the City of Tea Tree Gully
3. Assess grant applications with consideration of risk management principles
4. While Council has a role in supporting organisations providing benefit to the community, organisations should not seek to be maintained or substantially developed by Council funding. An offer of a grant by Council, in no way implies any ongoing funding commitment or obligation by Council
5. Council recognises that the groups/individuals in receipt of Council funds have a responsibility to use those funds for the purposes for which they were given and that those purposes are of benefit to the residents of the City of Tea Tree Gully
6. Other principles that directly apply to each category are covered below.

## Community Development Grants

Council's Community Development Grants Program has been established to promote and enhance the community and cultural life of residents of the City of Tea Tree Gully.

Council will consider all applications for Community Development Grants twice a year. Up to fifty percent (50%) of available funding will be allocated nominally to each funding round.

The Program's purpose is to assist eligible groups and organisations with a One-off Grant from one of four funding categories:

### Community Development - Maximum \$8,000 for:

The establishment or expansion of a community development activity, program or project that is primarily focused on participation and inclusion of local residents. Projects and programs that focus on the development of local communities, aim to build people's skills to benefit community projects, encourage participation and offer innovative approaches to meet community needs.

### Equipment - Maximum \$3,000 for:

To support the purchase of equipment that relates directly to and supports an ongoing successful community development activity, program or project.

### Community Events - Maximum \$2,500 to:

Support events held within the City of Tea Tree Gully, with broad appeal to both local and wider community that celebrate significant occasions, encourage cultural diversity or brings communities together.

Funding is to be calculated on predicted attendance numbers:

1. 0 – 200 up to \$500
2. 201 – 800 up to \$1,500
3. Over 800 up to \$2,500

Note: If the event is larger than the monetary value stated above and will require support or event management advice /assistance, the Event Sponsorship Program should be an alternative consideration.

### Community Environmental Grants – Maximum \$2,000 to:

Protect and enhance the local environment and promote sustainable living projects, activities and programs relating to:

1. Recycling
2. Waste minimisation
3. Biodiversity
4. Water and energy use
5. Natural resource management
6. Conservation
7. Environmental education.

### Eligibility Criteria

Community Development Grants are available to:

1. Not-for-profit organisations
2. Voluntary associations
3. Community and sporting groups and organisations
4. Non-government organisations
5. State government school/ kindergarten and private schools' projects distinct and innovative from the standard curriculum with broad community benefits

Organisations and groups who currently receive in-kind and/or financial support from Council can apply for funding; however the amount of the support already provided by Council will be considered when assessing an application. Groups and organisations who receive little or no in-kind and/or financial support will be prioritised ahead of those receiving significant support.

### Eligible groups, organisations and clubs are required to:

1. Be an incorporated / legitimate body or Auspiced by an incorporated body
2. Be located within the City of Tea Tree Gully Council area and/or primarily serve City of Tea Tree Gully residents
3. Clearly demonstrate their own contribution to the project, whether financial, in-kind or by some other means and that the value of their contribution is at least 50% of the amount of the grant with either cash, material, volunteer hours or in-kind contribution towards the project or program (In-kind support hourly rate calculated for volunteers will be set out in the guidelines)
4. Have a limited capacity to raise funds from other sources
5. Have not received a Community Development Grant in the previous 12 months
6. Acknowledge Council's funding. This can be done as part of a speech at the event, in writing as part of a handout and/or the use of Council's logo in materials or a program
7. Have no outstanding debt owing to the City of Tea Tree Gully
8. Have acquitted any previous successful funding from Council.

## Eligible Projects, Programs and Activities

Applications are encouraged for initiatives, projects, events or activities that meet one or more of the following:

1. Strengthen community groups, community based social activities, events and support programs
2. Support and encourage volunteering
3. Encourage participation by those living with a disability or community groups/or people supporting those living with a disability
4. Encourage participation in community life including taking part in leisure, arts and culture, learning, sport and recreation opportunities
5. Support and promote healthy lifestyles within the community
6. Support a safe living environment for our community
7. Encourage and support learning opportunities that meet local community needs
8. Support and celebrate cultural diversity
9. Generate a positive image of the City of Tea Tree Gully
10. Attract new events and activities to be staged in the City of Tea Tree Gully including visual and performing arts, literature, markets and cultural festivals
11. Establish or expand a local environmental management activity, program or project
12. Encourage collaboration, partnerships and sharing resources.
13. Provision of a defibrillator up to a maximum sum of \$1,200, subject to the terms and conditions set out in the guidelines.

Funding will not be provided for:

1. Applications that are similar to previous successful grants awarded to a group or organisation
2. Payment of ongoing salaries
3. Capital works projects/developments, work to make improvements to a building and/or surrounding grounds, including facilities belonging to government bodies (minor capital works that highlight historical or cultural significance or support an ongoing community environmental management activity, program or project will be considered)
4. Recurrent operating or maintenance costs for the day to day operations of the organisation/group, such as building maintenance, or replacements
5. Building running costs (electricity, gas etc.)
6. Activities or programs that are considered to be primarily the responsibility of the State or Australian Government. This means that schools will not be funded for curriculum based activities. Applications from the both Public and Private Schools will be considered for innovative, creative and inclusive community projects that clearly demonstrate a broader community outcome or benefit
7. Items for private use (e.g. uniforms/shoes for individual use)
8. Retrospective works (works partially or completely undertaken or items that have been purchased prior to the application being approved by Council)
9. Activities, programs or projects where existing Council funding mechanisms are in place
10. Events including organisation's birthday, anniversary or other celebrations that are exclusive to group members and not open to the general public
11. Events that require an entry fee or conditional entry (i.e. membership, affiliation or alignment with a club, group or other organisation)
12. Reimbursements for travel allowances
13. Sponsorships or prize monies
14. Gift vouchers or purchase of items which will be donated to a third party.

## Criteria for Community Development Grants

Applications for grants will be assessed according to the established criteria and presented to Council for consideration following the closure of the funding round.

All applicants must:

1. Demonstrate that the activity, program, project or event(s) meets the eligibility requirements outlined in section above
2. Demonstrate the capacity to deliver the project / proposed outcomes
3. Demonstrate that the activity, program, project or events meets a recognised community need or identified gap
4. Demonstrates the utilisation of community development principles in the planning, implementation and intended outcomes of the activity, program or project
5. Demonstrate that the activity, program, project or event benefits the residents of the City of Tea Tree Gully and supports the objectives of and links to Council's Strategic Plan
6. Meet any other condition deemed appropriate by the relevant Council delegate
7. Acknowledge Council's grant funding in any publicity or promotion of the program, project or activity
8. Expend the grant monies on the approved project as outlined in the successful grant application within 12 months of approval and any unspent monies must be returned to Council at the end of the grant period
9. Complete and submit a Community Development Grants Acquittal and Evaluation Form (online) with approved documentation (i.e. receipts) specifying that the grant was spent for the purpose for which it was received as soon as practicable or within one month of completion
10. Return any equipment purchased through the Community Development Grants Program valued at \$300 or over to Council should the group cease to operate in the 12 months after the Community Grant was provided and provide Council with a notification of cessation.

Community Events applicants must also:

1. Have Public Liability Insurance to the value of \$20 million. A current copy of the certificate of currency must be included with the application
2. Provide an Event Management Plan including a risk assessment at the time of application
3. Demonstrate that the purchase or hire of equipment or materials is relevant to the particular community event
4. Hold the community event in the City of Tea Tree Gully
5. Lodge funding requests at least three months prior to the event

## Applications for Community Development Grants

Applicants must:

1. Meet the eligibility requirements outlined above
2. Apply for up to the maximum amount of funding for the appropriate category
3. Apply using the 'designated' online application tool
4. Complete all relevant sections of the online application form.

## Expenditure and Evaluation

Successful applicants must:

1. Spend the grant monies within 12 months of approval
2. Complete and submit a Grant Acquittal and Evaluation form as soon as practicable or within one month of the completion of the project, program or activity (including all the documentation (i.e. receipts) providing evidence that funds were used in the way specified in the original application.
3. Return remaining funds to Council if funding is not fully expended as specified in the original application.
4. Ensure you seek consent from Council in writing to alter the original approval prior to the funds being spent.

## Goods and Services Tax (GST)

In accordance with current tax legislation, Council is obligated to withhold the tax component of the grant and forward this amount to the Australian Taxation Office if an Australian Business Number (ABN) is not provided or a Statement by Supplier Form is not completed prior to payment of funds.

Applicants that are unable to provide an ABN must legitimately complete the “Statement by a Supplier” form which is available via the designated online application tool, otherwise Council is required by the Australian Taxation Office to withhold the tax component.

Applicants that have an ABN and are GST registered must include GST in both the budget and the quotes submitted with the application. Grant recipients registered for GST are notified by Council of their GST component and their obligation for GST reporting.

## Neighbourhood Event Grants

Council’s Neighbourhood Events Grants Program has been established to encourage residents of the City of Tea Tree Gully to connect with their neighbours and the community they live in by holding localised events to celebrate Neighbour Day.

Neighbour Day (an initiative of Relationships Australia) is an annual celebration of community, encouraging people to connect with those who live in their neighbourhood. Neighbour Day is celebrated on the last Sunday in March every year with the aim of fostering strong personal connections that last the whole year round.

## General Principles

1. Council will consider applications for Neighbourhood Event Grants twice a year from individuals and community groups for amounts of up to \$150.
2. The Neighbourhood Event Grants Program will be managed under Council’s scheme of delegations, the Chief Executive Officer (or his/her delegate) will consider applications and award grants in line with this policy criteria.
3. An information report detailing the outcomes will be provided to Council at the conclusion of each financial year.

## Eligibility Criteria

To be eligible for funding

1. Applicants must either be a City of Tea Tree Gully resident or a City of Tea Tree Gully based not-for-profit community groups, club or institution.
2. Activities must be held in the City of Tea Tree Gully Council area.
3. Activities should ideally take place on Neighbour Day (the last Sunday in March) as this is the date that is celebrated nationally; however activities taking place during the month of March will be considered.
4. Applications must be received at least 4 weeks prior to the event being held.
5. Applicants are eligible to receive funding once over a 12 month period.

Funding will not be provided for activities that:

1. Involves the purchasing of alcohol;
2. Are overtly religious or political in nature;
3. Include salaries and people costs, e.g. coordinator, volunteer or project officer costs; or
4. Do not comply with local laws.

Applications are encouraged for events that:

1. Strengthen and build stronger relationships between neighbours
2. Encourage safe, healthy and well-connected neighbourhoods
3. Involve collaboration between neighbours in planning the activity
4. Comply with local laws with regard to alcohol, noise, litter and whether an event permit may be required
5. Comply with guidelines for use of Council reserves

Applicants must:

1. Meet the eligibility requirements outlined above
2. Apply using the 'designated' online application form/tool
3. The Statement by Supplier form signed and lodged with the application is a form used by the Australian Tax Office to indicate reasons for not quoting an ABN and is an agreement that the funds cannot be used for anything other than the specified purposes outlined in the agreement.
4. Provide bank account details and accept payment via EFT

## Youth Achievement Sponsorship

Council's Youth Achievement Sponsorship program has been established to assist and encourage young residents who have achieved outstanding results in their chosen field.

Funds are available for eligible applicants who have been selected to represent South Australia or Australia at a national or international competition /event / activity in the following categories:

1. Arts and Culture (e.g. art, dancing, singing, theatre etc.)
2. Community Involvement (e.g. public speaking, debating, YMCA SA Youth Parliament etc.)
3. Education and Academic Performance (e.g. maths, science, language etc.)
4. Sport and Recreation (e.g. football, netball, swimming, gymnastics etc.)

## General Principles

1. Applications for Youth Achievement Sponsorship will be considered throughout the year subject to annual budgetary limitations.
2. The Youth Achievement Sponsorship program will be managed under Council's scheme of delegations, the Chief Executive Officer (or his/her delegate) will consider applications and award grants in line with this policy criteria.

## Eligibility Criteria

Applicants can only apply for Youth Achievement Sponsorship once in every 12 month period. An additional application may be considered if a successful applicant is selected to represent Australia overseas for the same sport/activity/event in the same year.

To be eligible for sponsorship under this program applicants must be / have:

1. A resident of the City of Tea Tree Gully
2. Under the of age of 25 at the time of the application
3. Attending a primary, secondary or tertiary institution in South Australia or be unemployed and provide verification thereof
4. Chosen to represent South Australia or Australia at a national or international level through a competitive selection process (if this criteria is not met under the Arts and Culture or Community Involvement categories, applicants must be able to demonstrate a significant community contribution and/or benefit)
5. Able to apply independently (team officials, coaches, organisers cannot apply)
6. Not received any commercial sponsorship

## Sponsorship Amounts

Up to and including five members of the same institution, club or organisation are competing / attending the same activity / event the maximum entitlement will be:

1. \$100 if representing South Australia in a National competition or event in the state
2. \$200 if representing South Australia in a National competition or event interstate
3. \$300 if representing Australia in an International competition or event in Australia
4. \$400 if representing Australia in an overseas International competition or event.

Note: When the application falls under either the Arts and Culture or Community Involvement category where State or National representation is not applicable – the sponsorship amount is \$100.

## Criteria for Funding

Applications will be considered in accordance with the following conditions:

1. Applications must comply with the above eligibility requirements
2. Applications must be submitted on the appropriate online form and include a copy of ID or a letter from the applicants school verifying age.
3. A typed, signed letter of acceptance of position on the team (on official letterhead) from the relevant State/National body or association representing South Australia or Australia in a sporting, cultural or academic event or competition
4. Applications must be received at least one month prior to the event date
5. All payments will be made by Electronic Funds Transfer

6. Approval is subject to annual budgetary limitations of the Youth Achievement Sponsorship program, it's advisable to get applications in as early as possible
7. Payment will be in accordance with sponsorship amounts
8. Successful applicants must provide a photo of themselves participating in the event for which sponsorship is provided for possible inclusion in council publications
9. Council reserves the right to publish details of the awarded sponsorship and details of the successful applicant to whom the sponsorship is awarded
10. Any other condition deemed appropriate by the relevant Council delegate.

## Heritage Grants

As part of Council's Heritage Incentives Program, Council provides grants to owners of a Local Heritage Place or Representative Building identified within the Tea Tree Gully Heritage Area Overlay of the Planning and Design Code in order to assist with building conservation work. Grant money is paid following demonstrated completion of the project in accordance with an agreement with Council.

## General Principles

The following general principles apply to applications for Heritage Grants:

1. Council, as part of its Heritage Incentives Program, may publicise the conservation work through any means it considers appropriate
2. Grant money will only be paid upon the return of an evaluation report to the Council following satisfactory completion of the work.
3. Applications for Heritage Grants will be considered throughout the year subject to annual budgetary limitations.
4. The Heritage Grants Program will be managed under Council's scheme of delegations, where the Chief Executive Officer (or his/her delegate) will determine all applications. To assist with reaching a determination on an application, a recommendation is provided by Council's Heritage Advisor.
5. Grant money will only be paid upon the return of the acquittal and evaluation form to Council following satisfactory completion of the work.

## Eligibility

Grant applications will be assessed for eligibility in accordance with the following conditions:

1. Work must be undertaken on a Local Heritage Place or Representative Building that is identified within the Tea Tree Gully Historic Area Overlay in the Planning and Design Code
2. Work must enhance or conserve the heritage value of the building or place
3. Work may restore the building or place to a known earlier state of higher heritage value (e.g. reinstate a verandah to a cottage)
4. Work may consist of works to preserve the heritage value of the building or place (e.g. new roofing or replacement of gutters to a cottage in the proper profile or treatment of salt damp to preserve the walls)
5. The work may be associated with the setting to a heritage building or place (e.g. a new picket front fence to a cottage)
6. Work could include conservation management plans that outline how a place should be conserved and maintained in the future and/or and schedule of works that advance the care and management of a place.

Funding will not be provided for:

1. Work that has already commenced
2. Internal work unless deemed essential for structural stability or where the place is regularly accessible to the public
3. New building work, such as additions and outbuildings, unless it meets the eligibility criteria as set out above
4. Work associated with a State Heritage Place
5. Work undertaken on land owned or managed by another government authority or agency

## Regular maintenance work to the building (e.g. pest control or termite treatment) - Priority for Heritage Grants

Priority will be given to:

1. Urgent work to protect or stabilise a historic building or structure
2. Projects that show evidence of conservation planning
3. Projects that are highly visible or accessible to the public
4. Projects that are important in the Tea Tree Gully Historic Area Overlay
5. Demonstration projects that will encourage others to undertake conservation work
6. Applicants who can complete the projects within 12 months of receiving grant approval
7. Projects that have not been previously subsidised.

Note: Heritage places that have received similar funding within the two previous financial years will be given a low priority.

## Funding Criteria for Heritage Grants

Applications for grants will be assessed in accordance with the following criteria:

1. Applications must comply with the eligibility requirements outlined above
2. Grants are limited to a maximum of 50% of the total value of the work per annum and not exceeding \$2,500 per annum for a Representative Building or \$5,000 for a Local Heritage Place
3. Grant recipients must be the owner of the property or produce written authority from the owner authorising them to receive the grant money
4. Work must be commenced within 6 months and completed within 12 months of the date of grant approval
5. Grant recipients will be required to enter into a written agreement with Council detailing the terms and conditions of the grant
6. Grant money will be paid upon the satisfactory completion of the relevant application form, supply of original receipts and demonstrated completion of the project to Council
7. A sign may be erected (at no cost to the applicant) at the front of the subject site and located at the discretion of Council, stating that the heritage conservation works subsidised through Council's Heritage Incentives Program are in progress. The sign will remain in place for a maximum period of four weeks after completion of the works
8. The applicant must complete an evaluation form and any other documentation associated with the administration of the grant as requested by Council
9. Any other criteria deemed appropriate by the relevant Council delegate.

## General Information

### Refusal and Referral to External Grant Programs

Applications not meeting the criteria for the grants described above will be refused and referred where possible to external grant programs that may be more suited to their needs.

### Information and Referral

Information about Council's Community Grants Program will be made available on Council's website. Information sessions will be provided to the community prior to each round of the Community Development Grants explaining the type of Council funding available and external grant programs available and all potential applicants are encouraged to attend.

Assistance may be provided to groups and organisations to determine suitable grant program/s for them to apply to for their particular projects.

## LEGISLATIVE FRAMEWORK

There is no legislative requirement for Council to have a policy relating to this area.

The following legislation applies to this Policy:

### [Local Government Act 1999](#)

Section 137 states that subject to this or another Act, a Council may expend its funds as the Council thinks fit in the exercise, performance or discharge of its powers, functions or duties under this or other Acts.

## Other references

Document including:

- a. [Council's Fees and Charges Register](#)
- b. [Council's Strategic Plan 2025](#)
- c. [Council's Leases and Licences to Sporting and Community Organisations Policy](#)
- d. [Council's Sponsorship Policy](#)
- e. [South Australia's Planning and Design Code](#)

# STRATEGIC PLAN/POLICY

## Strategic Plan

The following strategic objectives in Council’s Strategic Plan 2025 are the most relevant to this report:

Objective	Comments
<b>Community</b>	
<i>People feel a sense of belonging, inclusion and connection with the City and the community</i>	The Community Development Grants focus on strengthening the connection to the City of Tea Tree Gully whilst promoting the wellbeing of our community; that is to ensure we have a healthy community that enjoys a quality lifestyle.
<i>Diversity is welcome and celebrated</i>	
<i>There are opportunities for people to volunteer, give back and share their skills with others</i>	
<i>Our services are accessible to all and respond to changing community needs</i>	
<b>Environment</b>	
<i>Environmentally valuable places and sites that are flourishing and well cared for</i>	Community activities, programs and projects are encouraged to protect, maintain and benefit the environment.
<i>A community that is protected from public and environmental health risks</i>	
<i>The carbon footprint of our city is reduced through the collective efforts of community and Council, including businesses</i>	
<i>Our consumption of natural resources is minimized by reducing, reusing and recycling products and materials, and using renewable resources</i>	
<i>We are resilient to climate change and equipped to manage the impact of extreme weather events</i>	
<b>Economy</b>	
<i>Modbury Precinct is revitalised as the city’s key activity</i>	The Community Grants program encourages our community to participate in activities and events that celebrate and enhance the City of Tea Tree Gully. Community Grants activities are encouraged that foster learning, growth and upskilling opportunities.
<i>A population profile that supports a growing economy</i>	
<i>A local economy that is resilient and thrives, where businesses are supported to grow and prosper, provide local jobs and sustain our community and visitors and utilize technology to improve the livability of our city</i>	
<i>People are supported to develop their leadership and employment capabilities</i>	
<b>Places</b>	
<i>Streets, paths, open spaces and parks are appealing, safe and accessible</i>	The Community Grants program provides support for community development activities, programs and projects within our
<i>Opportunities exist to express and experience art and culture</i>	

<i>Neighbourhoods are easy to move around and are well connected with pedestrian and cycle paths that offer an alternative to cars</i>	City and strengthen relationships with local places and people.
<i>Buildings and places are energy efficient, well designed and display a uniqueness of character and identity</i>	
<i>Infrastructure and community facilities are fit for purpose, constructed using sustainable practices and well maintained</i>	
<b>Leadership</b>	
<i>Leadership and advocacy is focused on the long term interests of the community</i>	The Community Grants program provides support for community development activities, programs and projects that focus on participation and inclusion of local residents. The activities, programs and projects provide leadership, volunteering opportunities and focus on the needs of community.
<i>Customer service provides a positive experience for people and is based on honesty and transparency</i>	
<i>Planning considers current and future community needs</i>	
<i>Decision making is informed, based on evidence and is consistent</i>	

## Organisation Plan

Our Strategic Plan is supported by an Organisation Plan which focuses on five key themes of organisational excellence. The themes most relevant to this report are: People and Leadership; Customers and community relations; Governance; Finance and systems, Continuous improvement

## DEFINITIONS

For the purposes of this policy the following definitions apply:

### Auspice

Means to lend support. In the context of grant applications, an unincorporated organisation will require an Auspice organisation that is an incorporated entity. This organisation ‘the Auspice’ will be given the grant money on the unincorporated groups’ behalf to manage and acquit.

### Capital Works

This term encompasses: the upgrading of facilities or buildings, structural alterations/improvements, the installation of fixed built items, any addition that adds capital value.

### Representative Building (previously known as a Contributory Item)

Means a place that is designated as contributing to historic character of the Tea Tree Gully Historic Area identified by the Historic Area Overlay and Tea Tree Gully’s Historic Area Statement in the Planning and Design Code.

### Historic Area Statement

Tea Tree Gully’s Historic Area Statement is referenced in the Historic Area Overlay of the Planning and Design Code and seeks to conserve the historical significance of the historical Tea Tree Gully Township.

### Incorporation

Most not-for-profit organisations in South Australia hold Incorporation status under the Associations Incorporation Act 1985. An Incorporated organisation separates individual members from the entity or group. Incorporation makes the group of people, a single legal entity with certain rights and legal protections

### Local Heritage Place

As defined in the *Planning, Development and Infrastructure Act 2016* – “A place that is designated as a place of local heritage by the Planning and Design Code.”

### One-off Grant

This is where only one funding payment can be received for the project, program or purchase.

### State Heritage Place

As defined by the *Planning, Development and Infrastructure Act 2016* – “A place entered, either on a provisional or permanent basis, in the State Heritage Register or a place within an area established as a State Heritage Area under the Heritage Places Act 1993.”

## POLICY IMPLEMENTATION

This Policy will be implemented by the Chief Executive Officer or relevant portfolio director and managed in accordance with Council’s scheme of delegations.

## ACCESSIBILITY

This Policy and Council’s Fees and Charges Register are available to be downloaded free of charge from Council’s website: [www.cttg.sa.gov.au](http://www.cttg.sa.gov.au).

Hard copies, for a fee, can be provided in accordance with Council’s Fees and Charges Register at Council’s Civic Centre at 571 Montague Road, Modbury SA 5092.