



GENERAL

What happens if I am a business leasing a building from a landlord, can I still apply?

If you are an SME leasing a property, you will need landlord approval in relation to a proposed initiative. This can be secured by sending relevant documentation to either the appointed property manager or the landlord for approval. Given the short duration to respond it is recommended this is actioned as soon as practical before investing any further time in lodging your grant application.

What sort of activities require development and Council approvals?

See guidance in **Attachment 1** below regarding what sort of activities require council approvals. Council can assist you in facilitating enquiries in this regard if required.

RENEWABLES & ENERGY EFFICIENCY

What is a solar photovoltaic (PV) System and how does it help green my business?

A solar photovoltaic system consists of a series of solar panels (usually on a roof) and an inverter that converts solar energy in light to electricity. It is important that you consider good quality panels and inverters that have decent warranty periods as part of your proposal. To get up to speed on the most reliable solar PV technology it is recommended you review the [solar quotes](#).

Are there any requirements for Solar PV Installs?

Yes. Please note the below criteria:

- Maximum of one incentive per electricity meter (National Meter Identifier – NMI).
- Solar PV systems purchased on a solar lease or power purchase agreements are eligible if the outright ownership is vested with the property owner or tenant at the end of the contracted term.
- System must be installed by a [Clean Energy Council \(CEC\) Accredited Designer and Installer of Solar PV systems](#). Check your installer has valid CEC Accreditation within South Australia (SA) [here](#).

What is a battery storage system and how does it help green my business?

Battery storage systems enable you to store energy at your business premise to be used later and can be a useful part of an existing renewable energy systems (for example, solar photovoltaic (PV)).

Batteries can save you money, reduce your dependence on the grid, and give you more control over your energy use. Battery systems may be stand-alone or may be connected to the main electricity grid. Batteries are usually either lithium ion, lead-acid, or flow (zinc bromide or vanadium).

Check the specifications of the battery before you purchase to make sure it suits your business needs. Batteries should be installed by accredited installers, and maintained to ensure safety and performance. Some manufacturers are developing take-back policies for batteries: when purchasing batteries, ask the supplier if they are involved in a recycling program. For a detailed explanation on how a battery storage system click [here](#):

Are there any requirements for energy storage systems?

Yes. please note the below criteria:

- Limit per category: maximum of one incentive per electricity meter (National Meter Identifier – NMI).
- The system must be installed by a licenced electrical installer and in accordance with relevant regulations, standards and current CEC guidelines, including Grid-Connect Accreditation with either Battery Endorsement or Stand-Alone Power Systems (for more information, see www.solaraccreditation.com.au).
- The system must be installed to optimise internal electricity consumption and not be configured as a mains electricity supply back-up system only.
- Energy storage systems purchased on a lease or power purchase agreements are eligible if the outright ownership is vested with the property owner or tenant at the end of the contracted term.

What are Electric Heat Pump systems and how does it help green my business?

Electric heat pump hot water systems work similarly to that of a split system air conditioner, by taking hot air from its surroundings, and using that to heat water. They operate on electricity but are assisted by the fan which runs the air through a refrigerant gas to help heat the water, reducing the amount of electricity required by up to 74% to produce the same amount of heat as a standard electric storage system. By switching gas and electric hot water systems to electric heat pump technology you could dramatically reduce amount electricity used by your business and at the same time reduce operating costs and overall greenhouse gas emissions. For a detailed explanation on how all types of heat pump hot water systems work see [here](#).

What is a Solar Hot Water system and how does it help green my business?

Most solar hot water systems use solar collectors or panels to absorb energy from the sun. Water is heated by the sun as it passes through the collectors. It then flows into an insulated storage tank for later use. A solar hot water system can provide up to 90% of your hot water. Solar hot water systems do cost more to buy and install than conventional hot water systems but save energy and reduce bills and greenhouse gas emissions. There are various system options available, allowing a choice of collector types, system configuration and booster options. For more information refer to the following [link](#).

Are there any requirements for solar hot water systems?

Yes. Please note the below criteria:

- Maximum of one incentive per electricity meter (National Meter Identifier – NMI).
- Hot water systems must be eligible under the Australian Government Small-Scale Renewable Energy Scheme (SRES) for the creation of Small-scale Technology Certificates (STCs).
- Systems must be installed by licenced plumbers and electricians.

Can the grant help my business ‘get off the gas’?

Yes. Under ‘electrifying appliances’ category applications are encouraged that involve businesses using less gas, which contributes to your overall corporate greenhouse gas inventory. According to [Snapshot](#) gas represents 25% of City of PAE’s community emission profile. Examples of getting off the gas could be switching from gas hot water, gas heating and gas cook-tops to an electric heat pump/solar hot water, electric storage heaters and electric induction cook tops.

Are there any further grants that I can apply for to reduce the cost of solar PV, batteries, and energy efficient hot water initiatives?

Yes. Recommend you check out:

- [Green Industries AIM grants](#) of up to \$15,000 provide a subsidy for businesses to assess ways to implement more economically and environmentally sustainable practices. Funding is available for businesses and not-for-profits to: (1) assess materials and resource efficiency, waste management, and/or other options to support a more sustainable and circular economy for South Australia; and (2) Implement recommendations made through a GISA-funded, independent and impartial assessment.
- [Retailer Energy Productivity Scheme](#) that provides parallel state government funding to help SMEs across PAE with a diverse range of greenhouse gas ‘busting’ initiatives.
- You will be entitled to Small-scale Technology Certificates (STCs) if your Small-Scale Generation Unit (SGU) (e.g. small-scale solar photovoltaic (PV) panels and solar hot water) are eligible. This is a rebate that is usually deducted from the quoted price of a solar PV, hot water or energy efficient technology by provider.

Links to other business grant opportunities and databases that we are aware of are listed on our [website](#)

MEASUREMENT & STRATEGY

What is a greenhouse gas inventory, strategy and Inventory audit? How will this benefit my business and improve sustainability performance?

A greenhouse gas inventory is essentially a spreadsheet or a model that accurately calculates your businesses Scope 1, 2 and 3 greenhouse gas emissions:

- Scope 1 emissions are usually derived from fuel and gas consumed onsite,
- Scope 2 emissions are derived from electricity and water; and
- Scope 3 emissions are calculated from your supply chain (Figure 1).

These are typically kept up to date over time and are informed by a range of SME data sources such as utility bills and other financial information.

Various standards and accreditation schemes such as the [National Greenhouse Accounts Factors 2023](#), the [Greenhouse Gas Reporting Protocol](#) and [Climate Active](#) are all available to assist in development of a greenhouse gas inventory for your SME. Once developed the inventory will help in establishing your ‘baseline’ greenhouse gas performance and allows you to then set emission reduction targets over time to help your business decarbonise over time in a meaningful way.

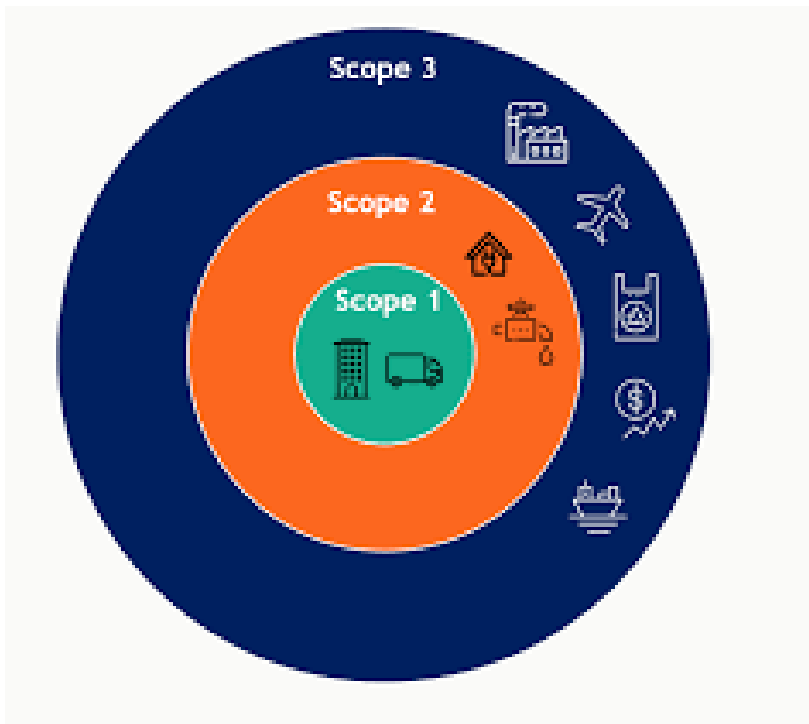


Figure 1. Definition of Scope 1, 2 & 3 Emissions

For existing greenhouse gas emission inventories, funding is available to review and audit this to improve your inventory.

Once the inventory above has been landed and you understand your highest emission sources, we can also support you on development of a robust a strategy to allow you to set emission reduction targets and prioritise investment in emission reduction initiatives that align well with your business. For inspiration check put [PAE's corporate Nate Zero Emissions Plan](#) to sight an example.

What is climate Active Certification?

Small to medium sized businesses, regardless of sector, seeking to take positive climate action can be Climate Active certified. [Climate Active certification](#) is proof towards a claim that your brand has achieved carbon neutrality.

Climate Active certification is available for:

- [Organisations](#) (Certification that the business operations of an organisation have resulted in a state of carbon neutrality)
- [Products](#) (Certification that a product being created, used and disposed has resulted in a state of carbon neutrality)
- [Services](#) (Certification that the provision of a service has resulted in a state of carbon neutrality)
- [Events](#) (Certification that the activities associated with running an event have resulted in a state of carbon neutrality)
- [Buildings](#) (Certification that the operations of a building have resulted in a state of carbon neutrality)
- [Precincts](#) (Certification that the operations of a precinct have resulted in a state of carbon neutrality)

For your entity to be certified you must meet the requirements of the [Climate Active Carbon Neutral Standard](#). Broadly, this means that to achieve certification you must measure

emissions, reduce these where possible, offset remaining emissions and then publicly report on your achievement.

What is an energy efficiency audit and how will this benefit my business and improve sustainability performance?

There are three types of energy audits – Type 1, Type 2, and Type 3 – ranging in detail and level of accuracy. Each type can help you understand how energy is utilised within your business and identify possible energy conservation measures or energy saving opportunities. These audits are very helpful as they quickly “flush out” a series of tangible actions to decarbonise the built environment aspects of your business. For more detailed guidance to better understand the benefits refer to ‘energy audits for small and medium sized businesses’ There is also guidance on [how to complete your own business energy audit](#) if preferred.

Who provides energy efficiency auditing services for SMEs in PAE and SA?

There are several specialised energy consultants local to South Australia that can be easily found online. It's important that they complete a site inspection at your business and utility billing as part of their assessment to inform subsequent recommendations.

WATER SAVINGS

What does Water Sensitive Design (WSUD) mean?

[Water-sensitive urban design \(WSUD\) improvements and technologies](#) can be applied to buildings and open space owned by businesses such as car parks. They range from the storage, treatment and use of runoff to water-efficient landscaping. WSUD can help communities achieve greater water sustainability and become more pleasant places work. Principles of water sensitive urban design include: (1) Re-integrate water back into urban landscape – create microclimate; (2) Re-use of water at source (or as close as possible); (3) Protect receiving water quality (streams and marine); (5) Fit-for-purpose water use.

How do I estimate the size of a rainwater tank for my location and needs?

It is recommended you refer to the Water Sensitive SA guidance page on rainwater tanks and refer to the [“tankulator”](#) to select rain-water tank sizing. Rainwater tanks are great to take the pressure of the River Murray and reduce the cost of your water bills provided the water captured onsite is plumbed into the building to offset as much potable water as possible (e.g. irrigation and toilet flushing).

Who provides such services for SMEs in PAE and SA?

There are a number of specialised rainwater suppliers and installers in South Australia that can be easily found online. It is important that they complete a site inspection at your business and consider how the rainwater will be plumbed back into business operations to displace potable drinking water sourced from the river Murray.

ACTIVE TRANSPORT

What is meant by ‘bike racks’ and ‘secure lock ups’ and how do they help green my business?

‘Bike racks’ or ‘secure lock ups’ are devices to which bikes can be securely attached to for parking purposes at your business. It is usually securely attached to the ground or some stationary object such as a building so that bikes do not get stolen. General styles of racks include the Inverted U, Serpentine, Bollard, Grid, and Decorative. The most effective and secure bike racks are those that can secure both wheels and the frame of the bicycle, using a

bicycle lock. The visibility of the bike rack, adequate spacing from automobile parking and pedestrian traffic, weather coverage, and proximity to destinations are all important factors determining usefulness of a bicycle rack. These factors will help increase usage of the bike rack or lock up and assure cyclists their bike is securely parked. The environmental benefits of providing such devices are that they incentivise cycling for both staff and customers, which in turn reduces community greenhouse gas emissions associated with transport.

GREENING

What is meant by mature tree plantings?

For the purposes of this grant mature tree plantings are defined as trees greater than 1m at the time of planting.

How will trees help green my business?

Trees cool and shade business buildings and yards making them more attractive places for staff, customers and wildlife. Trees also help reduce electricity bills, increasing property value, and are our best way of adapting the city to the impacts of climate change. Currently, the City of Port Adelaide Enfield has an estimated tree canopy cover of only 10-12%. Our urban areas are becoming hotter and drier due to a changing climate and higher density development. More trees are being removed from private land than on public leaving many streets and suburbs vulnerable to impacts from increased heat during summer months. The benefits of tree canopy include:

- cleaning water, air, and soil
- reducing the effects of climate change
- providing habitat for wildlife
- contributing to mental health and wellbeing
- adding character and economic value to our neighbourhoods

In 2021, after extensive modelling and mapping work, Council set a tree canopy target of an increase of 35% by 2050. To achieve this ambitious target Council is committed to planting at least 3000 new trees in our streets and reserves per year and encouraging private landowners (including businesses) to plant 500 new trees on private land per year. This part of the grant also supports the “Get Shady” project which aims to give trees away to residents living in PAE’s hottest suburbs <https://www.cityofpae.sa.gov.au/connect/media-hub/latest-news/get-shady-tree-giveaway>

If your business is located within the suburbs of Kilburn, Wingfield, Gepps Cross, Woodville Gardens or Enfield you are eligible for a free mature tree to plant on your land (estimated retail value of \$80-100 for a mature tree). Trees are limited so please make a request as soon as possible.

What about tree maintenance (ie. watering, pruning etc)

Tree maintenance will be your responsibility which includes all watering during the hot summer months and any necessary trimming that may be required for the life of the tree.

What species of trees should I nominate to plant at my business as part of application?

It is preferred that native and endemic trees are planted which enhance local biodiversity values and habitat creation across the city. However, Council is also open to deciduous trees that offer good shade in the summer at high density locations as well as ground cover species that provide double shading. Some guidance documents to help you decide species selection

and positioning include: (1) [Get Shady Tree Giveaway Information Sheet](#), (2) [Botanic Gardens Plan Selector](#) and (3) [Green Adelaide Gardening Guide](#).

Where should I plant trees at my business?

Trees have potential to grow and damage assets, buildings, overhead power lines and underground infrastructure such as water, sewer and gas. Trees can also trigger ongoing maintenance such as trimming and regular gutter cleaning. As such its import that the right locations are selected at your business before you plant a mature tree so it does not cause any safety or material damage into the future. If you are a tenant, it is essential to secure landlord approval before preparing an application and provide evidence that this has been done to Council. Some useful guidance documents to help you in deciding an appropriate location include the :[SAPN "Power Friendly Trees 2018](#) and the [SA Water Tree Planting Guide 2021](#). If the only suitable location to plant a tree at your business is on the Council verge, you can request a new street tree be planted by submitting a request through Council's Online Services [web portal](#). and follow the link under 'street trees'.

Are there any online maps that I can refer to highlight heat islands and low tree canopy to strengthen my application?

Yes. Please refer to the [Department of Environment and Water Urban Heat and Tree Mapping of Adelaide Metropolitan Area](#).. Businesses planting trees in areas of low tree canopy cover and heat islands will be scored higher as part of evaluation.

Are there any nurseries locally who supply and install provide mature trees?

Unfortunately, not. You will need to research the closest nursery online and factor in availability of trees and collection prior to lodging an application.

When should I plant?

Council prefer that trees are planted between June and July to take advantage of winter rains to increase survival rates.

What is meant by irrigation systems and how will this help green my business?

An essential part of greening a city is to link trees and vegetation to water to ensure survival and optimal health. More watering also results in healthier trees and vegetation and leads to the best outcomes in cooling. As such the grant also supports irrigation systems to ensure plantings survive. Irrigation systems could include drip line irrigation with mulch or Water Sensitive Urban design treatments that capture stormwater and deliver it to vegetation plantings when it rains. Rain gardens and tree inlets are sometimes a good idea to retrofit into car parks to support trees.

How about shrubs and native ground covers?

Council will absolutely welcome the inclusion of native ground covers and shrubs given biodiversity values however will need to be linked to mature tree plantings given Councils tree canopy targets.

OTHER GREEN BUSINESS IMPROVEMENTS

Give me examples of what is meant by other Green Business Improvements?

Council is open to creativity and innovation around other improvements that help to green business operations, and it is encouraged that you ring us to talk through your ideas. Some other examples of other green business improvements you could consider include:

Examples of other Green Business Improvements	Description
Energy Efficient Lighting	There are a range of energy efficient lighting options available on the marketplace (e.g. LED) along with smart controls (sensors and timers) that have great return on investment with respect to reducing your ongoing electricity bills and greenhouse gas emissions.
Energy Management Systems	An energy management system is a combination of hardware and software that monitors and displays your energy consumption and generation usually through an app or website. Sometimes these systems also utilise timers and control to capitalise on off -peak electricity charges that are now being applied by electricity retailers as part of 'time of use' traffic structures.
Switching to Sustainable Materials that encourage a Circular Economy	Considering key spend materials in your SME supply chain and how you could make these more sustainable (i.e. increase recycled content or switching to a more sustainable material). This also helps with circular economy principles where materials are re-used repeatedly and do not end up as waste to landfill.
Waste Minimisation, Initiatives and Audits	Initiatives that result in a reduction of SME reductions in waste to land fill (e.g. introduction of a three-bin system to divert recyclables or completion of a waste audit to work out next steps to reducing waste and waste management costs).

ATTACHMENT 1 ITEMS REQUIRING PLANNING APPROVAL

Theme	Initiative	Guidance
Energy & Renewables	Solar photovoltaic systems (up to \$5,000)	<p>Solar on a State Heritage buildings (be it specific listing or State Heritage overlay) will require approval.</p> <p>However, for other buildings, no development approval required if:</p> <p>16—Solar photovoltaic panels</p> <p>(1) Subject to subclause (2), the installation, alteration, repair or maintenance of a designated photovoltaic system on the roof of a building.</p> <p>(2) Subclause (1) does not apply—</p> <p>(a) to a designated photovoltaic system with a generating capacity of more than 5 MW that is to be connected to the State's power system; or</p> <p>(b) if the place where the designated photovoltaic system is installed is a local heritage place and, when installed, it can be seen by a person standing at ground level in a public street.</p> <p>(3) In this clause—</p> <p>designated photovoltaic system means—</p> <p>(a) a photovoltaic system comprising solar photovoltaic panels that have a total weight not exceeding 100 kg; or</p> <p>(b) a photovoltaic system comprising solar photovoltaic panels that have a total weight exceeding 100 kg if—</p> <p>(i) the weight load is distributed so that it does not exceed 100 kg at any 1 point of attachment to the roof; and</p> <p>(ii) the panels (and any associated components) do not overhang any part of the roof; and</p> <p>(iii) the panels are fitted parallel to the roof with the underside surface of the panels being not more than 100 mm above the surface of the roof; and</p> <p>(iv) the panels are installed by a person who holds an accreditation under a scheme recognised by the Minister for the purposes of this paragraph.</p>
	Energy battery storage systems (up to \$5,000)	<p>No Planning approval required except for Local or State Heritage Places (unless not impacting on the heritage portion of the listing - e.g. will have to check each time).</p> <p>b) the installation or alteration of a building or the making of any excavation or filling, that is necessary for or incidental to the installation of, any electrical, gas, water, sewage and sullage, or telecommunications service (including appliances and fittings), and which does not affect the ability</p>

Theme	Initiative	Guidance
	Appliance Electrification - Energy Efficient hot water systems such as heat pumps and solar hot water (up to \$1000)	<p>of the building in which it is installed to resist the spread of fire;</p> <p>No development approval required except for Local or State Heritage Places (unless not impacting on the heritage portion of the listing - e.g. will have to check each time)</p> <p>b) the installation or alteration of a building or the making of any excavation or filling, that is necessary for or incidental to the installation of, any electrical, gas, water, sewage and sillage, or telecommunications service (including appliances and fittings), and which does not affect the ability of the building in which it is installed to resist the spread of fire;</p>
Greenhouse Gas Emission Reduction Planning	Greenhouse gas inventories (up to \$3,000) Energy efficiency audits (up to \$3,000)	No development approval required
Water Savings	Rainwater tanks (up to \$3,000)	<p>For Non-heritage of Local Heritage, no development approval required if:</p> <p>g) a water tank (and any supporting structure) which—</p> <p>(i) is part of a roof-drainage system; and</p> <p>(A) in the case of a tank in a Bushfire Risk area within a Hazards (Bushfire—Outback) Overlay, Hazards (Bushfire—Regional) Overlay, Hazards (Bushfire—General Risk) Overlay, Hazards (Bushfire—Medium Risk) Overlay, Hazards (Bushfire—High Risk) Overlay or Hazards (Bushfire—Urban Interface) Overlay or any other zone or area in which the word "Bushfire" appears in the title of the zone or area under the Planning and Design Code—a total floor area not exceeding 15 m² and a total volume not exceeding 60 000 L; or</p> <p>(B) in any other case—a total floor area not exceeding 10 m² and a total volume not exceeding 40 000 L; and</p> <p>(iii) is located wholly above ground; and</p> <p>(iv) has no part higher than 4 m above the natural surface of the ground.</p> <p>For State heritage building, no development approval required if:</p> <p>(h) a water tank (and any supporting structure) that—</p> <p>(i) is part of a roof-drainage system for a building; and</p>

Theme	Initiative	Guidance
		<p>(ii) has a total floor area not exceeding 6 m²; and</p> <p>(iii) has no part higher than the eaves on the nearest part of the building; and</p> <p>(iv) is situated behind or to the side of the building.</p>
Greening	Mature tree plantings and irrigation systems (up to \$3,000)	<p>No development approval required.</p> <p>However, if there is a desire to plant trees or install an irrigation system on council owned verge in front of your business you will need to refer to Councils "Verge Development Guidelines" and seek Council approval.</p>
Low Emission Transport / Plant	Electric vehicle/bike charging stations; bike racks and secure lock ups; electrification of plant (up to \$2,000)	<p>No development approval required for bike racks and secure lock ups and electrification of plant.</p> <p>For Electric vehicle/bike charging stations if electronic or physical signage is incorporated then a planning approval may be required.</p> <p>It is recommended to contact customer services team on (08) 8405 6600 and ask to be transferred to a duty planner to further discuss and check.</p>
Other	Other innovative green business improvements (up to \$2000).	<p>Depends on initiative and whether building is classified as state or local heritage. It is recommended to contact customer services team on (08) 8405 6600 and ask to be transferred to a duty planner to further discuss and check.</p>