

# 2024/25 City Activation and Housing Incentive Policy



## Component 2: Modernising Buildings

**Provides cash grants to refresh, modernise or upgrade buildings, focused on building facades, in the Townsville City Core and City Fringe areas, improving the attractiveness, vibrancy and safety of the City Centre.**

**Applications will be open from 1 August 2024, closing on 30 August 2024.**

### ELIGIBILITY

Component 2 eligibility criteria are (all criteria must be met to be eligible):

- the project will contribute to improving the attractiveness and safety of the interface between the building and the public realm
- commitment to local employment as outlined in Townsville City Council's Procurement Policy
- the project will retain existing business or attract new business to the site
- applicant can demonstrate matched funding capability
- works to be completed by 30 May 2025.



Note: grants will not be provided to assist in addressing compliance issues.

Eligible Works Projects must:

- focus on improving the attractiveness and safety of the building, including improvements to increase interaction with the street such as lighting
- not relate to a premise in respect of which a Show Cause Notice under Local Law No.8 (Unightly Buildings) 2020 has been issued
- be located in the City Core or City Fringe Areas, as per Figure 1 on the page 4.

If successful, applicants will be required to enter into an agreement which includes an acquittal process and acknowledgement of Council's support.

Any particular project can only apply for support under one Component. If a project meets eligibility criteria for support under more than one Component, the applicant can choose which Component to seek support from.

### THE SUPPORT

Component 2 offers the following incentives at Council's discretion and subject to funds remaining in the budget allocation for the financial year. This will be confirmed in writing by Council and may include the following:

- grant funding up to 50% of the eligible repair works to a maximum of \$30,000 per project
- Council will pay the incentive upon completion of the eligible works.

### HOW TO APPLY

To apply for Component 2, visit [townsville.smartygrants.com.au](https://townsville.smartygrants.com.au)

For further information, please contact Council on 13 48 10 or email [economic.development@townsville.qld.gov.au](mailto:economic.development@townsville.qld.gov.au) referencing the City Activation and Housing Incentive Policy.

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## GRANT CONDITIONS:

1. In these conditions:  
**Applicant** means a person, entity or company that applies for a Grant, and includes successful applicants.  
**Component 2** means the Modernising Buildings and Activating Spaces component of the City Activation and Housing Incentive Policy.  
**Council** means Townsville City Council and includes the Council's delegate.  
**Grant** means the amount of money offered by the Council under the City Activation and Housing Incentive Policy to the Applicant in respect of the Project.  
**Project** means an activity in respect of which an Applicant has applied for a Grant under the **City Activation and Housing Incentive Policy**, as the Project is described in the relevant application as modified by any written document describing the Project that was considered or produced by the Council prior to the formal written offer of the Grant.
2. **City Activation and Housing Incentive Policy** incentives will be provided until 30 June 2025, unless fully subscribed or extended by Council.
3. The Project must be located in the City Core or City Fringe Areas shown in attached Figure 1: Map of City Core and proposed City Fringe Area.
4. The Project must not be a project of an agency or department of any level of government.
5. The Project must not be a project of a person or entity that has an overdue debt to the Townsville City Council either at the time of application or at the scheduled time for payment of any portion of the Grant.
6. The project must not be underway or completed.

### Local Content

7. The expense of conducting the Project must be paid to local providers, unless:
  - a) the Applicant establishes to the Council that this requirement cannot be met, and
  - b) the Council accepts a lower level of local expenditure.
8. The Project must be confirmed in writing by Council as an eligible Project prior to full allocation of the Council's budgeted commitment for Component 2: Modernising Buildings of the City Activation and Housing Incentive Policy.

### GST

9. Applicants must advise whether they are registered for GST. If an application submitted by an organisation which is registered for GST is successful, an additional 10% will be automatically added to the Grant amount to cover the GST component. For advice on GST, contact a tax advisor or the Australian Tax Office on 13 24 78 or ato.gov.au.

### Timing of Project

10. Any work carried out or expense incurred in respect of the Project before the Council has provided written approval of the amount of money that the Council offers to pay is not eligible for funding.
11. A Grant offer will lapse if not accepted in writing within 10 business days of the date it is offered. That period is not extended because the Applicant is engaged in negotiations with the Council about the Grant offer. If a Grant offer lapses, Council in its discretion will decide whether to make a fresh offer.
12. Council must be notified in writing of the intended and actual start dates of the Project.

### Publicity

13. By accepting a Grant offer the Applicant:
  - a) authorises the Council to publicise the provision of the Grant and the Project
  - b) agrees that upon the Council's request the Applicant will display in a prominent position on the premises or at the event to which the Grant relates a sign supplied by Council about the Council's provision of the Grant for the Project
  - c) authorises Council to take photographs of the Project and to use those photographs and refer to the Project in publicity materials.

### Grant Payments

14. When applying for a Grant payment, the Applicant must provide a Grant Payment Request together with all supporting documents specified in the Grant offer or reasonably requested by the Council, including but not limited to itemised invoices or receipts for goods and services.
15. Council may withhold all or part of the Grant payment if any of the grant conditions are not complied with or the Project does not comply with the documentation lodged in the application for the Grant.

### Reduction in Grant

16. The Grant will be adjusted downwards if the final eligible costs of the Project are less than those accepted in the Grant application.

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## ***Withdrawal and Repayment of Grant***

17. Council may withdraw the offer of Grant or require repayment of some or all of the Grant if:
  - a) The Applicant becomes insolvent before completion of the Project
  - b) If in the reasonable opinion of Council any of the information submitted in connection with the application for the Grant is fraudulent, false or materially misleading, or the Applicant has withheld information which would have had a material bearing on Council's decision to approve the Grant
  - c) The Applicant fails to comply with any legislation, approval, permit or consent applicable to the Project.

## ***Changes and Unforeseen Works***

18. The Grant is offered in reliance upon the Applicant's description of the Project. After a Grant is offered, the Applicant must notify the Council before changing the Project in anything more than a minor way. The Council may cancel the Grant or reduce the amount of the Grant if the Project is so changed without Council first approving the change. In particular, the Grant is likely to be reduced if the cost/scope/scale of the works is materially reduced.
19. Council will not increase the amount of a Grant because the Project requires additional work or expense.

## ***Administration***

20. The Applicant to whom a Grant is offered must provide Council with any information reasonably requested by the Council to verify any aspect of the Project that may relate to administration of the Grant.
21. The Chief Executive Officer has delegated authority to accept substantial compliance with any eligibility condition other than the location of the Project.

## ***The Project Works***

22. All work must be carried out with respect for the character and vision for the building or site. This must be done in line with planning guidance and, if relevant, Queensland Heritage Council advice relating to the repair and restoration of historic properties.
23. The Applicant is responsible for obtaining and complying with all relevant consents, permits approvals and laws, including Building Certification and Queensland Heritage Council approval or exemption certificates.
24. The Applicant must ensure that that the builder/contractor is fully aware of the specialised requirements of the Grants scheme and of any conditions attached to a funding offer.
25. Reasonable access to the premises to which the Grant relates must be given to representatives of Council before, during and on completion of the works and for a period of three years from the date of the Project.
26. The works to which the funding applies must be completed by the date specified in the letter of offer of the Grant unless - before then - additional time is agreed in writing by Townsville City Council.



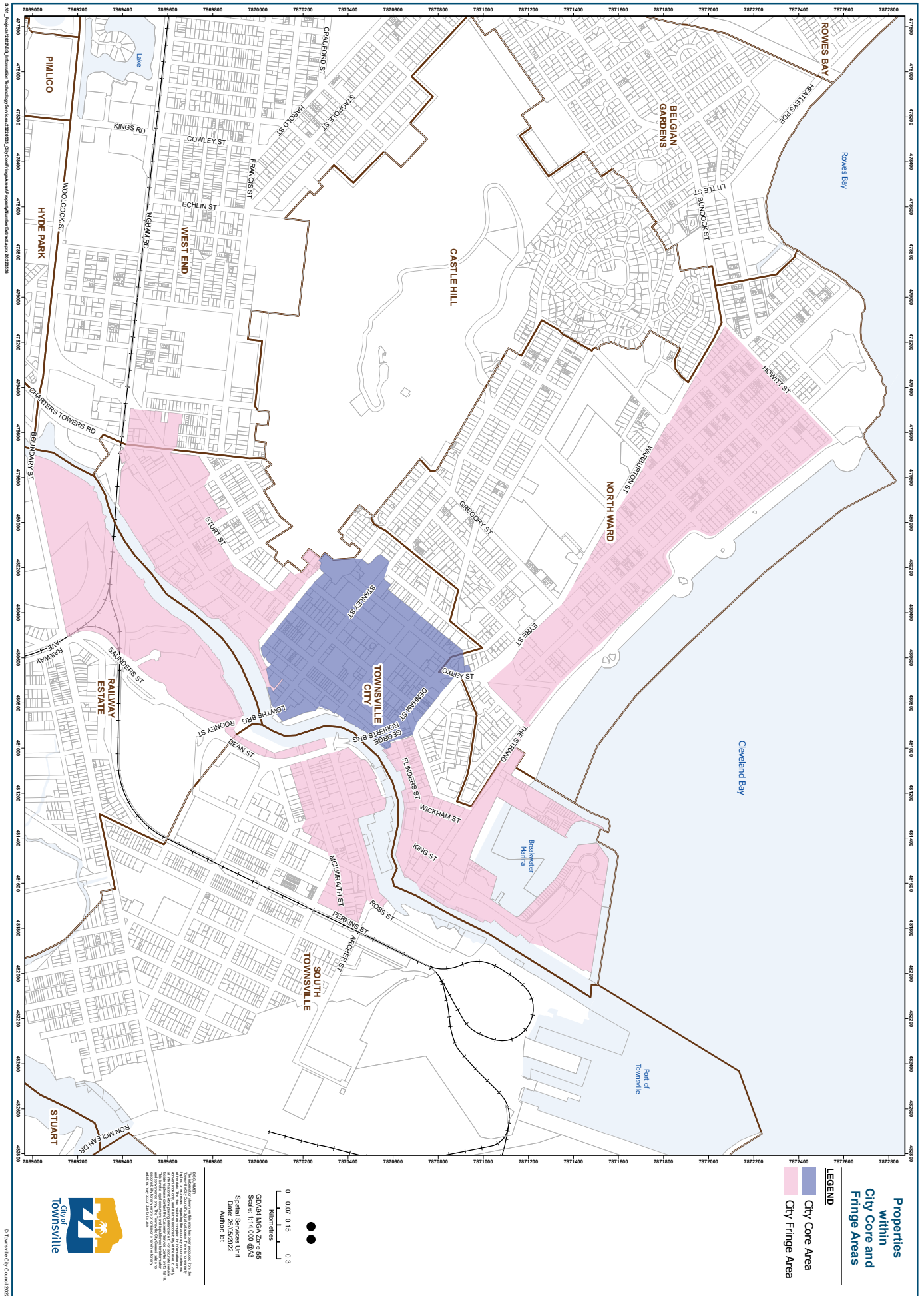


Figure 1: 2024-2025 Map of City Core and Proposed City Fringe Areas