



# UNLEY BUSINESS GUIDE

[yourbusiness.unley.sa.gov.au](http://yourbusiness.unley.sa.gov.au)

THE CITY of  
*Unley*



# UNLEY BUSINESS GUIDE

Are you a new or existing business in the City of Unley? Unlock the keys to success with our Unley Business Guide.

Inside, you'll find networking opportunities to connect you with Unley's supportive business community, essential tips and strategies for business development and marketing, and information on city services, grants, and incentives available to empower your business's growth.

This is our offer to our business community.

Sign up to our [mailing list](#).



# MEET THE ECONOMIC DEVELOPMENT TEAM

The City of Unley is an attractive, vibrant, and inclusive environment to live and do business. The Economic Development Team supports local businesses by:

- Promoting growth and investment
- Increasing employment opportunities
- Activating business precincts
- Providing networking opportunities
- Offering educational workshops
- And implementing the *Economic Development Growth Strategy*.

## CONTACT US

You can visit us:

The Unley Civic Centre,  
181 Unley Road, Unley, is open  
Monday to Friday, 8.30am – 5pm.

Or contact us by:

Ph: (08) 8372 5111

E: [unleybusiness@unley.sa.gov.au](mailto:unleybusiness@unley.sa.gov.au)

W: [yourbusiness.unley.sa.gov.au](http://yourbusiness.unley.sa.gov.au)



# A PLACE TO GROW YOUR BUSINESS

## ARE YOU WORKING FROM HOME?

Home-based businesses are growing in popularity as they can help keep operating costs down and allow for a work / family life balance that is both rewarding and sustainable.

A home-based business won't need Council approval if it meets certain conditions. To find out if your business needs approval, please [contact us](#).

## LOOKING FOR A CO-WORKING SPACE?

Co-working spaces are perfect for small businesses, freelancers, creatives, remote workers and start-ups. Co-working spaces in the City of Unley include [Little City Coworking](#) and [Good Hub](#).

Little City Coworking  
72-76 Edmund Ave, Unley  
(08) 8472 8928  
[info@littlecitycoworking.com.au](mailto:info@littlecitycoworking.com.au)

Good Hub  
98-100 Goodwood Rd, Goodwood  
0439 707 147  
[hello@goodhub.net.au](mailto:hello@goodhub.net.au)





## **CHANGING OR BUYING A COMMERCIAL PREMISE?**

Before signing a lease or purchase agreement, it is important to understand if the site is suitable for your business use, or if you will require development approval. To find out more about when development approval is required call us on (08) 8372 5111.

## **LOOKING FOR A PLACE IN UNLEY TO LEASE OR BUY?**

To find out what properties are available for sale or lease in Unley, search on the Commercial SA website.



# A PLACE THAT SUPPORTS YOU AND YOUR BUSINESS

## **PARTNERSHIP WITH BUSINESS SA**

City of Unley has partnered with Business SA to provide a suite of professional services. The costs are either subsidised or fully funded by the City of Unley.

View the [full list of offerings.](#)



## **SMALL BUSINESS ADVISORY SERVICE**

ERA Small Business Advisory Service is designed to help small businesses access one-on-one advice from experienced Business Advisors across all aspects of business development. The Service helps guide businesses in making the best decisions and is available to eligible small businesses operating within the ERA Councils. This is fully funded by the City of Unley.



## **UNLEY BUSINESS WORKSHOPS**

The City of Unley works within the SA business support ecosystem to run a variety of business events including workshops, seminars and networking functions throughout the year.

Visit [Events & Information Sessions.](#)



## CITY OF UNLEY BUSINESS AWARDS

This program celebrates the businesses and individuals who have demonstrated outstanding leadership, innovation, sustainability, and community engagement. The awards highlight the vibrant and diverse business landscape within Unley and recognise the contributions these businesses make to the local economy and community.



## GRANT GURU

Sign up to GrantGuru to search for grants that might be suitable for your business, receive email alerts for new grants, and access tips and grant writers to help you apply for grants.



City of Unley pays for this subscription for you.

## UNLEY GRANTS

The City of Unley offers a range of grants and sponsorships. Small Sponsorships of up to \$500 per financial year are available for activities or purposes that:

- Clearly demonstrate direct benefits to the residents of the City of Unley
- Meet a social, environmental or economic development need of some urgency.

Organisations and individuals are invited to apply for grant funding of up to \$4,000\* through the City of Unley's Community Grants Program offered twice a year. Funding is available for:

- Recreation
- Art and Culture
- Community
- Environment
- Conservation and Heritage
- Events

Open and close dates are in our e-newsletter. Sign up.



## LIBRARIES AND COMMUNITY CENTRES

With your library card, access a Business collection around a wide range of business and workplace topics in-person or online.

You can also access free training and education resources such as LinkedIn Learning for you and your team. Choose from thousands of online courses to learn in-demand real-world skills from industry experts.

Also on offer at the libraries for businesses:

- Free WiFi
- Digital literacy up-skilling
- Author talks
- Free or low cost printing, scanning to email or USB and photocopying
- Free PC use
- Meeting rooms for hire at a low cost.

Become a library member.



## LOOKING FOR ART INSIDE YOUR BUSINESS?

The City of Unley has established an artist registration subsidy scheme for artists exhibiting in the City of Unley area.

If you have a small amount of work to exhibit or are a trader and would like art in your shops, please reach out to us.





# A PLACE FOR CONNECTION

The City of Unley offers the following ways to connect with your business community.

## **BUSINESS ASSOCIATIONS**

**Goodwood Road Business Association Inc.**

Visit: [goodwoodroad.com.au](http://goodwoodroad.com.au)

**Unley Road Association Inc.**

Visit: [onlyunleyroad.com.au](http://onlyunleyroad.com.au)

**King William Road Traders Association Inc.**

Visit: [kingwilliamroad.com.au](http://kingwilliamroad.com.au)

**Fullarton Road South Traders Association Inc.**

Visit: [destinationhighgate.com.au](http://destinationhighgate.com.au)

## **BUSINESS SA**

There are also opportunities for networking with the Business SA members. View the full list of activities.



## **SOUTHERN BUSINESS CONNECTIONS (SBC)**

SBC is a unique professional networking community in South Australia that aims to foster and promote business activity through peer to peer support, shared knowledge, ideas and resources, and strategic precinct development.

## **CITY OF UNLEY BUSINESS NETWORKING**

The City of Unley recognises that networking is an important aspect of business development. To support this, Council hosts business networking events throughout the year.

# A PLACE FOR INCLUSION AND SUSTAINABILITY

## ENVIRONMENTAL SUSTAINABILITY EDUCATION

Doing a business energy audit can help you understand the main energy users in your business, find ways to reduce your energy use and keep your energy bills to a minimum.

Complete the [Audit](#) online.



CitySwitch is a free program that assists office-based businesses to reduce their environmental footprint, enhance energy efficiency and reduce costs through providing tools, guidelines and incentives.

The City of Unley hosts a number of sustainability workshops each year.

Further Single-Use Plastic bans will be coming into effect in South Australia. If you would like more information, visit [Replace The Waste](#).

Additionally, by becoming a member of Plastic Free SA, your business can access free Personalised Advice & Support, a listing in the 'Member Directory', Member Signage, Social Media Promotion, Campaign Promotion From Partners, Cost Saving Tips, Free Resources, Updates on State Plastic Bans and Updates on Technology and Innovations. If you're ready to enhance your sustainability initiatives, sign up as a Plastic Free SA member [here](#).

[Replace the Waste](#)

[Plastic Free SA](#)

# A PLACE TO PROMOTE YOUR BUSINESS

## WOULD YOU LIKE TO BE AN AGE FRIENDLY BUSINESS?

Older people represent a large segment of the population that are likely to shop locally. Meeting their unique needs benefits both customers and businesses.

Join the City of Unley's Age Friendly Business program to improve the customer experience of your older customers and be recognised as an 'Age Friendly Trader'.

## WANT TO INCLUDE ART WHERE YOU ARE?

If you are interested in commissioning any form of public art, including murals or stobie pole art, an Expression of Interest Form can be submitted.

The full process of approval for stobie pole art can be found here.



## UNLEY LIFE\*

Unley Life is a quarterly publication distributed to 18,000 residents, Mainstreet businesses and Aged Care Centres across City of Unley. Please contact the editor if you would like your business to be considered in the Business Spotlight section of the magazine, email [editor@unley.sa.gov.au](mailto:editor@unley.sa.gov.au)

\* Terms and conditions do apply for this service.



# A PLACE THAT KEEPS YOU UP TO DATE WITH THE RULES

## DEVELOPMENT APPROVAL

It is strongly suggested that you check with the City of Unley if development approval will be required for your business or alterations to premises. In most cases, development approval will be required for:

- demolishing, constructing, adding or altering any building
- erecting a sign (unless merely changing the face of an existing approved sign)
- putting up a fence (certain fencing in particular zones need impact approval requirements)

- changing the land use and/or building classification
- any type of work that will impact a regulated or significant tree
- division or alteration of the boundaries of an allotment.

You can use the wizard on the PlanSA website to find out if you need development approval.



## FOOD ACT & FOOD SAFETY STANDARDS

Food safety standards place obligations on food businesses to ensure food is safe and suitable to eat.

A food business is any business or activity that involves the handling or sale of any type of food in Australia. For a full guide to the mandatory food safety standards visit Safe Food Australia. Other useful information and food safety tips can be found on the “Your Business” website.



The “Do Food Safely” training program will assist food handlers in developing the required skills and knowledge to ensure food is handled in a safe and hygienic manner.

Visit Do Food Safely to conduct the training now.



## MOBILE FOOD VENDORS

Mobile food vendors must comply with the same food safety standards as other food businesses, as well as the regulations for mobile food businesses which are governed by the State Government.

To operate your mobile food vehicle in the City of Unley, you must apply for a mobile food vending permit.

Before applying for a mobile food vending permit, please make sure you have read and understood the City of Unley’s Mobile Food Vending Location Rules.

For more information regarding mobile food business premise design, food safety skills, knowledge and tips, refer to the Mobile Food Business Fact Sheet.



## LIQUOR LICENCING

The manufacture, selling or consumption of alcohol to the public generally requires a liquor licence from Consumer and Business Services (CBS), the state government agency responsible for liquor licensing.

Council will be asked to indicate whether all development approvals are in place for such a licence. Apply for a liquor licence.



## OUTDOOR DINING

City of Unley supports outdoor dining within the *Footpath Trading Policy*.

The *Footpath Trading Guidelines* will be used to assess each application to ensure consistency and safety.

## SIGNS AND BANNERS

There are several types of business signs that do not require the approval of Council, including sandwich board signs, existing business signs and some new signs.

*By-law 4 – Moveable signs* sets the standards for moveable signs and conditions for the placement of moveable signs. Individual traders, the general community and organisations can hire road banner sites to promote:

- cultural events
- sporting event
- special events
- services specific to the residents and businesses of the City of Unley
- health and educational services that directly relate to the community of Unley.

# A PLACE FOR YOUR NEXT BUSINESS CONFERENCE, MARKET OR MEETING



## HOSTING A BUSINESS CONFERENCE OR A MAKER MARKET?

City of Unley has a range of venues that offer adaptable and functional spaces suitable for product launches, conferences, displays, film screenings, seminars, conferences, workshops, presentations, meetings and functions.

Venues for hire include, Unley Town Hall, Village Green and Unley Oval Community Hub.

## DO YOU NEED A MEETING ROOM?

The City of Unley offers venues and facilities, which are available for hire and are suitable for functions, meetings, private and community events. Hire fees start at \$10 per hour.

The City of Unley provides support for organisers wishing to stage activities and cultural events for the community.

Read more in the [Event Planning Toolkit](#).



# A PLACE FOR LEADERSHIP, STRATEGY AND ADVOCACY

## **ECONOMIC DEVELOPMENT GROWTH STRATEGY**

The strategy sets out a whole-of-city approach to economic growth to influence a vibrant and successful local economy that reflects the quality of life, environmental principles and values of the community.

View the full [strategy](#).



## **BUSINESS AND ECONOMIC DEVELOPMENT ADVISORY COMMITTEE (BEDAC)**

BEDAC provides strategic advice, facilitates partnerships, and cultivates investment opportunities in the City of Unley to ensure local businesses are given the opportunity to grow and succeed.

## **EASTERN REGION ALLIANCE (ERA)**

ERA refers to the eastern councils who voluntarily work together for the benefit of their local communities and the eastern region community as a whole.

ERA Councils include the Cities of Burnside, Campbelltown, Norwood Payneham & St Peters, Prospect, Unley, and the Town of Walkerville.



## NEED LOCAL DATA?

Examine the overall health of the City of Unley's economy and understand the current and future economic activity and opportunities through our [economic indicators](#).



The City of Unley has [A Smart Plan 2023–2027](#). This plan describes how Council will use technology and data to enhance the lifestyle of residents, better manage the environment, support the local economy, and continuously improve the delivery of Council services.

Alongside the plan we have an open [data portal](#) that allows you to explore data sets on community and demographics; energy and emissions; infrastructure and water; parks and playgrounds; trees and environment; as well as parking and traffic.



## BIENNIAL SURVEY

The City of Unley values the opinions of local business owners.

Every two years an Unley Business Survey is conducted to understand the issues being faced in the area and improve the services delivered to the business community.

## SUPPLY TO COUNCIL

Find City of Unley tenders through [Tenders SA](#). [Register](#) to receive emails on tenders that are of interest to your business.



## REPORT AN ISSUE

You can report illegal parking, dumped rubbish, trip hazards, overgrown tree foliage or request a tree inspection online. You can even report graffiti and access colour matched paint.

Requests will be responded to during business hours, Monday to Friday 8.30am to 5.00pm.

For any issues posing an immediate danger or obstruction contact us on 08 8372 5111.



## GET INVOLVED

Focus groups, surveys and other community engagement projects come up from time to time on topics that impact the business community, like parking, regulations, council processes and council services. Get involved by expressing you interest via email.

To keep up to date with what is happening in Unley and have your say on issues that you may be impacted by or interested in, sign up to YourSay Unley.



## **CONTACT US**

Need help, want to know about support from State or Federal Government or want to tell us something? Then reach out to the Economic Development Team.

**The Unley Civic Centre, 181 Unley Road, Unley, is open Monday to Friday, 8.30am – 5pm.**

**Call us at: (08) 8372 5111**

Email us at:

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