

Fundraising

The City of Victor Harbor supports not-for profit organisations, individuals and groups in collecting donations and raising public awareness within the City of Victor Harbor.

What is Fundraising?

For the purposes of these Guidelines, fundraising refers to individuals and groups who are raising money for a registered charity or not-for-profit organisation or a community group, where 100% of the proceeds are directed to that charity, organisation or community group.

Do I need a Permit?

Yes. A permit is required under Section 222 of the Local Government Act 1999, Council's By-Law – 1 Permits and Penalties, By-Law 3 – Roads and By-Law 4 – Local Government Land before fundraising can be conducted in public spaces.

Applications can be made online or via hardcopy with supporting documentation and the payment of a permit fee.

Where can I Fundraise?

Council has not allocated specific sites for fundraising. Suitable locations will be considered during the permit assessment process.

Applying for a Permit

To apply, applicants must submit:

- A completed application form (online or hardcopy).
- Proof of identity and current address for each participant (e.g. driver's licence or passport).
- Parent/guardian consent if a participant is under 16 years of age.

- Proof of public liability insurance of \$20 million cover with the Council noted as an interested party.

Assessment of the application will commence once all documentation has been received.

Approved applicants will receive a permit within 10 business days. Unsuccessful applicants will also be notified within the same timeframe.

Permit Fees

- Permits may be issued on a daily, monthly, or six-monthly basis.
- Fees are set as part of the Council's annual review of Fees and Charges, set out in its Schedule of fees and Charges.
- Permits are not transferable.

Key Permit Conditions

- Activities may only occur at the approved locations, dates, and times stated on the permit.
- Participants are limited to a maximum of four (4) people at any one time per location
- Permit holders must maintain at least **50 metres** from any busker, event, or other licensed activity.
- Permit holders must maintain at least **10 metres** from outdoor dining areas or licensed premises.
- Permit holders must not obstruct pedestrian traffic or approach individuals directly for engagement.

- No harassment, aggressive behaviour, or unreasonable disturbance of the public is permitted.
- Voice amplification is not permitted.
- Only one (1) handheld sign is allowed per permit holder (maximum 1m high x 0.5m wide).
- A-frame signs, or staging are not allowed.
- A small table is permitted (size of a card table or a similar size)
- Permit holders under 12 must be supervised by a parent/guardian.
- Permit holders under 16 may only participate outside school hours and during daylight.

Council's Rights

- Permits may be suspended, varied, or cancelled at any time if these conditions are breached.
- No refund will be given if a permit is suspended or cancelled.
- Permit holders are liable for any damage caused to Council property.

Enforcement

Authorised Officers may request to see a valid permit at any time.

Failure to comply with permit conditions may result in fines and/or cancellation of the permit.

Document Control

<u>Version</u>	<u>Date Approved</u>	<u>Approved by</u>	<u>Description of Change</u>
1	27 January 2026	Council – OC82026	Adopted guidelines and provided delegation to the CEO amend the guidelines
2.	7 September 2026	SMT	Adopted reviewed Guidelines and application form