

COUNCIL POLICY LG510

DISPOSAL POLICY

KEY FOCUS AREA LEADERSHIP AND GOVERNANCE

Purpose

The purpose of this policy is to ensure that minor goods, plant and equipment (**assets**) are disposed of in an appropriate manner.

Policy

The following principles are to be applied:

- Every reasonable effort will be made to dispose of assets at the best possible price and in an environmentally friendly manner.
- The cost and time associated with disposing of an asset/s should not exceed the estimated market value of the asset/s.
- Consideration should be given to donating the assets to charity or a not-for-profit organisation.
- Any sale of assets to staff members and/or their families must first be notified to Council who may direct any alternative disposal process.

Council endorses the following conditions on the disposal of assets:

Estimated Market Value of Item	Guidelines
Combined assets up to the value of \$20,000	<p>CEO discretion to determine the most efficient method of disposal in accordance with the principles set out above and including but not limited to:</p> <ul style="list-style-type: none"> • Advertise for sale in a newspaper; • Advertised for sale on Town website or • Offered for sale at public auction or by tender process.
\$20,000 or more	<p>Refer to DA 2.1.1 and section 3.58 of the <i>Local Government Act 1995</i> and regulation 30 of the <i>Local Government (Functions and General) Regulations 1996</i> being:</p> <ol style="list-style-type: none"> 1. Disposed to the highest bidder at public auction; or 2. Disposed of by public tender; or 3. Disposed by another method provided local public notice of the proposed disposition is given in accordance with section 3.58(3)-(4).

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Legislation:	<i>Local Government Act 1995 s. 3.58</i> <i>Local Government (Functions and General) Regulations 1996, s. 30(3)</i>		
Organisational:	DA 2.1.1 – Disposing of Property		
Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	6 March 2012	23/12
2.	Reviewed	10 December 2013	360/13
3.	Reviewed	9 December 2014	203/14
4.	Reviewed	15 December 2015	226/15
5.	Reviewed	13 December 2016	206/16
6.	Reviewed	18 December 2018	228/18
7.	Modified	25 July 2023	094/23