



Disposal of Surplus Goods Policy

POLICY OBJECTIVE

All Council assets and goods surplus to requirements will be disposed of by an open and transparent process.

LEGISLATIVE PROVISIONS

Local Government Act 1993

POLICY STATEMENT

Council may have assets and goods that are surplus to its requirements and are unlikely to have a future use.

These include, but are not limited to:

- Plant and Equipment
- Materials
- Furniture and Equipment
- Stationery

Note – All Technology items will be disposed of via destruction if the device is damaged or the device has the risk of containing government information. Other items will be sent to auction periodically

It is important that a transparent disposal process is established, which provides equity to all prospective interested parties.

This process also recognises that some assets and goods may provide ongoing community benefit and could be transferred to community group/not for profit organisations.

1. Community Benefit

The Chief Executive Officer will determine whether an item has ongoing community benefit. If this is the case, an expression of interest process will be undertaken. This will be limited to community groups and not for profit organisations and will be considered on the basis of greatest community benefit not monetary return to Council.

The Chief Executive Officer will determine the outcome of the EOI process and will report the outcome to Council on a quarterly basis.

2. Non-Community Benefit

If the Chief Executive Officer has determined the surplus assets or goods not to have ongoing community benefit, disposal may be by any of the following:

- Open tender
- Expression of interest
- Auction
- Local Government Procurement forum

The method of disposal will be determined by total estimated value and cost of disposal. Where the estimated value is likely to exceed \$250,000 (including GST), a public tender will be required.

The basis for determining the successful party will be greatest monetary return to Council.

Unless determined to the contrary by Council or the Chief Executive Officer, Councillors and Council staff will not be prevented from partaking in an open process to acquire any items listed for disposal.

| Version | Council Meeting Date | Resolution | Adoption Date | Effective From |
|--|----------------------|------------|------------------|------------------|
| 1 | 20 December 2005 | | | |
| 2 | 18 November 2008 | 08/735 | 18 November 2008 | 18 November 2008 |
| 3 | 16 May 2017 | 17/159 | 16 May 2017 | 16 June 2017 |
| 4 | 6 September 2022 | 2022/315 | 6 September 2022 | 4 October 2022 |
| All policies can be reviewed or revoked by resolution of Council at any time. | | | | |

DIRECTORATE: Corporate & Community Services

BUSINESS UNIT: Finance