



FIN23 DISPOSAL OF PROPERTY (OTHER THAN LAND)

Aim	To provide guidance on the management of the disposition of property (other than land).
Application	All staff and Elected Members
Statutory Environment	<i>Local Government Act 1995 s.3.58</i> <i>Local Government (Functions and General) Regulations 1996 s.30</i>
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 05 Inspiring Governance Objective 3 Council leadership
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

OBJECTIVE

To provide guidance on the management of the disposition of property (other than land) below \$20,000 in value ensuring full compliance with applicable legislative obligations and principles of transparency.

POLICY STATEMENT

The Shire's Disposal of Property Policy sets the direction for the disposition of property below \$20,000 in value. Dispositions not outlined in this policy are prescribed by legislation. The objectives are to ensure that:

1. All furniture, equipment or goods up to \$20,000 in value, based on a 'reasonable judgement' valuation, shall be disposed of firstly through a local public tender process with a subsequent report presented to Council. In the event of there being no response to the tender process, the processes set out in (2) and (3) below shall be followed.



2. At the discretion of the Chief Executive Officer (CEO) furniture, equipment or goods reasonably considered being valued between \$1,000 up to \$5,000 shall be offered to local community groups, sporting clubs or charities through a Locally-advertised expression of interest process which may comprise either an expression of interest or be on a "first in, first served" response basis.
3. Where an expression of interest process applies and more than one interest is received, a report shall be provided to Council recommending the order of priority, with preference given to local not-for-profit community groups where practicable.
4. Where property is worth less than \$1,000 (based on a 'reasonable judgement' valuation), the CEO shall have discretion to offer the property to local community groups, sporting clubs or charities or if no interest is received, to appropriately dispose of the property through a waste collection service.
5. Items surrendered at the security screening points at Onslow Airport (not including weapons, dangerous or hazardous items) shall be disposed of at the CEO's discretion either by donation or waste disposal, this includes lost and/or uncollected goods after a 3 month period.
6. For all property disposed of as per above processes, the CEO shall exercise DA01-7 Sale/Disposal of Vehicles, animals or goods confiscated or otherwise, unless presented to Council.
7. The asset register shall reflect the disposal where applicable.

ASSOCIATED DOCUMENTS

Internal:

- Delegation Register(DA01-7)

External:

- *Local Government Act 1995*
- *Local Government (Functions and General) Regulations 1996*