



2.1.1 Disposal of Surplus Property

Type:	Corporate Services – Financial Management
Legislation:	LGA 1995 s3.39 Power to remove and impound, s3.47 Disposal of confiscated or uncollected goods, s3.58(2),(3) & (5) Disposing of property
Delegation:	DA63 Disposing of Property, Confiscated or Uncollected Goods
Other Related Document:	

Objective

To provide public transparency and guidance to officers in the disposal of minor surplus goods, plant and equipment or confiscated or uncollected goods to achieve the best possible price.

Policy Scope

This policy will affect the Chief Executive Officer exercising delegated authority in the disposal of surplus plant and equipment or confiscated goods.

Policy Classifications

Surplus

The property has served its useful life and no longer provides a productive capacity.

Confiscated

Disposal or sale of goods that have been:

- ordered to be confiscated under Section 3.43
- impounded and have not been collected within the periods shown in LGA s3.47(2b).

Policy

The Chief Executive Officer acting under delegated authority may dispose of goods, plant and equipment that are surplus to the requirements of the Town, or confiscated or uncollected goods where the market value of the property is less than \$50,000. Conditions governing the disposal of property are set out below:

Equipment that is surplus to the requirements of the Town can be disposed of where the market value of the property is less than \$50,000.

All goods, plant and equipment with an estimated market value above \$1,000 are to be:

- advertised for sale in the local area; or
- sold by public auction; or
- offered for sale by public tender.

All goods, plant and equipment with an estimated market value of \$1,000 or less are to be:

- advertised for sale in the local area
- offered for sale in a transparent and accountable manner.

The cost of selling surplus items is not to exceed the market value of those items.

The CEO may either proceed with such a sale or if appropriate instead donate the property available for sale to suitable not for profit community groups or schools.

In the absence of any sale being made in accordance with the above, it is at the absolute discretion of the CEO to dispose of any surplus goods, plant and equipment in any manner thought fit by the CEO.

Responsible Directorate:	Corporate Services
Reviewing Officer:	Executive Manager Corporate Services
Decision making Authority:	Council
Policy Adopted:	15/9/15
Policy Amended/Reviewed:	17/9/19
Former Policy No.	4.2.1