

Asset Disposal & Rationalisation

COUNCIL POLICY NO. 128

Policy purposeThe purpose of this policy is to give direction for the disposal and rationalisation of Council assets when the assets are no longer required to meet agreed services or when there is no clear need for Council to retain ownership of the asset. Council assets will not be automatically replaced at the end of their useful life or when they no longer serve the function for which they were intended.

This policy provides direction for identifying, assessing and making decisions that will inform the Asset Manager of their responsibilities during the disposal process. The Asset Manager is defined as the Manager responsible for the asset.

1. SCOPE

This policy applies to all asset classes owned by Council and identified as, but not limited to:

- real estate property,
- buildings or other fixed infrastructure,
- light vehicles (cars and utes),
- heavy plant,
- tangible assets including artworks, office furniture and equipment and computers.

This policy does not apply to the disposal or rationalisation of library books which are managed in accordance with the Gannawarra Library Service Collection Development Guidelines.

2. POLICY PRINCIPLES

Council must have regard to the following principles in its disposal or rationalisation of assets:

- Open and effective competition
- Demonstrate Council's accountability and responsibility to ratepayers;
- Seek to be fair and equitable to all parties involved;
- Seek to ensure probity, accountability and transparency in all disposal processes;
- Seek to ensure that the best outcome is achieved for Council;
- Applies to all Council officers and Councillors;
- Council officers must carry out all phases of the disposal process with impartiality, fairness, independence, openness and integrity.

- Obtaining best value in the management of public money. This is not restricted to price, but must, where applicable, include consideration of:
 - The contribution to Council’s long term financial plan and strategic management plans;
 - Any relevant direct and indirect benefits to Council;
 - Efficiency and effectiveness;
 - The costs of various disposal methods;
 - Internal administration costs;
 - Risk exposure; and
 - Value of any associated environmental benefits.

3. POLICY OBJECTIVES

To provide a systematic, transparent and accountable method for the disposal or rationalisation of Council owned assets in accordance with:

- Council Policy No. 078 - Code of Conduct and Values for Elected Members
- Council staff handbook
- Council Plan 2017 - 2021
- Council’s Strategic Resource Plan
- Council Policy No. 085 – Asset Management
- Council Policy No. 109 – Procurement
- Gannawarra Library Service Collection Development Guidelines
- *Local Government Act 1989*
- All appropriate legislation and accounting standards.

4. CONSULTATION

Council must undertake public consultation in respect of its proposed disposal or rationalisation of land and/or buildings in accordance with the *Local Government Act 1989* and with the intent of the Council Plan 2017 – 2021.

5. POLICY REVIEW

Council will review this policy as required but always within two years after a general election of the Council.

At the time it was developed, this policy was compliant with the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

6. FURTHER INFORMATION

Members of the public may inspect all policies at Gannawarra Shire Council’s Kerang and Cohuna office or online at www.gsc.vic.gov.au.

Any enquiries in relation to this policy should be directed to the Director Infrastructure and Development on (03) 5450 9333.

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