



City of Salisbury Values: Respectful, Accountable, Collaborative, Helpful

Disposal of Assets other than Land Policy

Approved by:	Council
Responsible Division:	Finance and Procurement Services
First Issued/Approved:	2003
Last Reviewed:	24 March 2025 (Resolution No. 0853/2025)
Next Review Date:	March 2027

1. Introduction/Purpose

- 1.1 On occasions there is a need to dispose of Council assets. In complying with legislation, section 49 of the *Local Government Act 1999* requires that a Council must prepare and adopt policies on contracts and tenders, including policies on the following:
- the contracting out of services; and
 - competitive tendering and the use of other measures to ensure that services are delivered cost-effectively; and
 - the use of local goods and services; and
 - the sale or disposal of land or other assets.

2. Scope

- 2.1 This policy provides direction to staff for the disposal of Council assets other than land, which the Surplus Land Policy addresses.

3. Legislative Requirements and Corporate Policy Context

3.1 *Local Government Act 1999* – Section 49 1

4. Interpretation/Definitions

Nil.

5. Policy Statements

5.1 Disposal of vehicles and major plant shall be by:

- trade-in on new items;
- auction, independent of new purchase; or
- sale by tender.

The appropriate approach above must demonstrate value for money and the least risk outcome.

5.2 Disposal of assets other than vehicles and major plant, shall be by:

- trade-in on new items;
- redistribution to other Council facilities;
- auction, independent of new purchase; or
- sale by tender.

5.3 Disposal of Low Value Assets

Where assets are deemed to have a value where the costs to dispose of the asset will exceed the anticipated revenue from the approaches detailed in items 5.1 & 5.2, all avenues to mitigate landfill are to be explored including disposal of assets at no cost, to Not for Profit sporting and community groups located within the City of Salisbury.

5.4 The Executive Group, may give approval for selected items to be disposed of by other means. Proceeds from disposal under this clause shall normally be credited to the general revenue of Council unless directed otherwise by the Executive Group.

6. Related Policies and Procedures

6.1 Procurement Policy

6.2 Procurement Framework

6.3 Evaluation & Probity Guidelines

7. Approval and Change History

Version	Approval Date	Approval By	Change
7	26/07/2021	Council	Insertion of 6.2
8	05/03/2025	Council (Resolution No. 0853/2025)	Amendment of 5.2 & Insertion of 5.3

8. Availability

- 8.1 The Policy is available to be downloaded, free of charge, from Council's website www.salisbury.sa.gov.au
- 8.2 The Policy will be available for inspection without charge at the Civic Centre during ordinary business hours and a copy may be purchased at a fee as set annually by Council.

City of Salisbury Community Hub
34 Church Street, Salisbury SA 5108
Telephone: 84068222
Email: city@salisbury.sa.gov.au

9. Review

This Policy will be reviewed within 12 months of a Council election or as required.

Further Information

For further information on this Policy please contact:

Responsible Officer: Team Leader, Procurement and Systems
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