



LEETON SHIRE COUNCIL

Preserving the Past, Enhancing the Future

LEETON SHIRE COUNCIL POLICY

**PLANT – DISPOSAL OF SURPLUS
PLANT, EQUIPMENT OR MATERIALS
TO CHARITY GROUPS**

POLICY & PROCEDURE

Process of Disposal to Charity Groups and Community Groups

Council is approached by many charities, community groups and schools who are seeking excess computer equipment or other Council property for their use. Council authorises the sale of excess equipment to these organisations to a value of less than \$2,000. Price is to be determined by the manager of the department and signed off by the relevant Director prior to sale.

Equipment that is worth more than \$2,000 must be advertised seeking expressions of interest, disposed of at auction or returned to the lease company.

Council may elect to donate computer surplus equipment to charity or community groups. If they elect to do this they may be required to be advertised in accordance with Section 356 of the Local Government Act 1993.

Policy History:

Date of Adoption/Amendment	Resolution Number
26 June 2013	13/136
22 February 2017	17/018