

	Function: GOVERNANCE	Adopted: 4 TH NOVEMBER 2015
	Policy Number: GOV022	Resolution No.: C228:15
	Version Number: 1	Last Review: Resolution No.:
	Frequency of Review: As Required	Next Review: TBA
PUBLIC ASSET DONATIONS TO COUNCIL POLICY		

Policy Statement

The aim of this Policy is to bring clarity to the future ownership and management of public donations to Council.

1. Introduction

This policy covers items donated to Council, it provides clarity on their future management, maintenance and/or disposal.

2. Applicable Legislation

N/A

3. Application

The Council receives donations from the public in many forms; from trees, to quilts, to seating and monuments. These donation will be managed as follows;

Ownership

The ownership and therefore control of the asset transfers to the Council.

Installation Costs

Council may request a cash donation to assist with installation costs before accepting any donations.

Maintenance

Council may approach the donating person or organisation for assistance with the maintenance of an asset, however, the responsibility rests with the Council.

Buildings / Structures

Any building or structure built on Council land will automatically become an asset of the Council unless there is a suitably authorised lease in place that provides for ownership to the Lessee.

Lifestyle location of choice

Insurance

Council will on a case by case basis determine if the asset should be insured.

Removal

Council can at any time relocate, remove or dispose of its assets in accordance with, general maintenance responsibilities of staff, its own Disposal of Assets Policy or by a decision of Council, without notifying or consulting the donating body. However, the Council will take the curtesy of making a reasonable attempt to notify the donating body directly or through a public media, such as the newsletter, local paper, social media or the internet.

4. Delegation

Any queries or questions regarding this Policy should be directed to the Chief Executive Officer by calling (08) 8828 1200 or by emailing info@coppercoast.sa.gov.au.

5. Adoption and Review

This Policy will be reviewed as required, with the review being undertaken by the Corporate Services.

6. Availability of Policy

This Policy will be available for inspection without charge at the Council's Principal Office during normal business hours, and on Council's website. A copy of this Policy may be obtained on payment of a nominated fee from Councils' principal office or may be down loaded from Councils' website.

Signed _____

Mayor

Date 19th November 2015

Signed _____

Chief Executive Officer

Lifestyle location of choice