



TIME LINE
Caravan Park Leasing
Continued.....



September 2021



Appendix

Caravan Park Leasing



★ Council (Landlord)

The submission, which is prepared by the landlord (Council), needs to contain sufficient detail for the Minister to make an informed decision about the proposal, and must include the following:

- Details of the land proposed to be leased, including the current use of the land;
- Purpose of the lease and activities proposed under the lease;
- Details of any proposed capital works program;
- Timetable for implementation of the lease proposal;
- Evidence that the prospective tenant has the experience, capacity and competence to manage the lease;
- Evidence that the prospective tenant has the capacity to fund any developments and meet lease commitments (rental, maintenance expenses etc);
- Evidence that the proposal is financially viable;
- Evidence that the proposal is not detrimental to the reserve purpose;
- Details of any other statutory approvals processes associated with the proposal;
- Details of consultation processes proposed, to gauge community views on the proposal;
- Evaluation of potential risks;
- Benefits of the proposal (Crown Land Leasing Principle 1) - eg evidence of the community benefits of the lease such as economic development, continuity of government programs, promotion of public health and wellbeing, innovation, environmental protection, traditional owner involvement or other distribution of benefits to the community;
- The proposed method of allocating the lease and a justification for the selected process (Crown Land Leasing Principle 2);
- The proposed terms and conditions of the lease including:
 - lease term, how this has been determined;
 - rental structure; and
 - how the lease proposal addresses environmentally sustainable management principles (Crown Land Leasing Principle 3).

CONFIDENTIAL

Appendix

Caravan Park Leasing



Yanakie Caravan Park known as Crown allotment 25A Parish of Yanakie is Crown land permanently reserved for the Protection of the Coastline. Due the resevation status this area will require the direct consent of the Minister through a parliamentary scrutiny process.

The steps required for the 'parliamentary scrutiny process' are as follows:

1. Council provides DELWP with information required to obtain AIP;
2. DELWP prepares brief for Minister D'Ambrosio's consideration;
3. If Minister D'Ambrosio approves the granting of the lease a ministerial Order is published in the government gazette;
4. The ministerial Order is then tabled in both houses of parliament. The Order must sit;
5. The ministerial Order is tabled in both houses of parliament. The Order must sit in both houses for five sitting days;
6. If there is no resolution to disallow the Order in either house then the Order comes into force (ie grant and purpose approval is given); and
7. DELWP writes to the Council advising of the grant and purpose approval date.