



EXPRESSIONS OF INTEREST

LEASE OF DALWALLINU CARAVAN PARK

Closing Date for Submissions: 2pm, Thursday 26 November 2026.

Address for Delivery:

In Person:

58 Johnston Street, Dalwallinu

By Post:

PO Box 141, Dalwallinu WA 6609

By Email:

tenders@dalwallinu.wa.gov.au

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EXPRESSIONS OF INTEREST

LEASE OF DALWALLINU CARAVAN PARK

Council is seeking expressions of interest for the lease of, and the day-to-day management of the Shire of Dalwallinu Caravan Park for a period of three (3) years with an option to renew for a further three (3) years, subject to Council approval. The lease commences on 12 May 2027. It is to be noted that the 3 two (2) bedroom self-contained units are NOT included in the lease.

For an information package, please contact Jean Knight, Chief Executive Officer, by email ceo@dalwallinu.wa.gov.au or call 9661 0500.

Submissions must include the proposed annual lease payment inclusive of GST and any other information which may support your submission.

All submissions should be addressed to Jean Knight and can be delivered in person to the Shire Administration Centre, or by post to PO Box 141, Dalwallinu WA 6609 or via email to tenders@dalwallinu.wa.gov.au.

Closing date for submissions is 2pm, Thursday 26 November 2026.

Jean M Knight JP
Chief Executive Officer

Dalwallinu Caravan Park

Description of Premises:

- The land is currently held in freehold by the Shire of Dalwallinu
- It is described as Lots 568 and 417 on Certificate of Title Volume 2192 Folio 536
- Property street address is 10 Dowie Street, Dalwallinu WA 6609
- Lot 568 has an area of 1.84 hectares and Lot 417 has an area of 0.92 hectares
- The three (3) – 2 bedroom self-contained units are NOT included in this lease and will remain the responsibility of the Shire of Dalwallinu
- Caretaker House (3x1) – to be utilised as Manager's residence and is not to be sub-let
- Two (2) ablution facilities
- Camp Kitchen
- 42 powered sites
- 10 unpowered sites



As part of the Caravan part operations the lessee would:

- Provide a clean, well maintained and friendly park for the enjoyment of residents and tourists
- Provide office hours (7 days)
- Ensure the Manager is on-site or easily contactable (*if not on-site state how they will be able to assist customers*)
- Be responsible for all bookings and would retain the revenue generated
- Undertake marketing and advertising to attract visitors
- Make available to the Shire, on an annual basis (financial year), the data relating to utilisation
- Respond to complaints in a timely manner

The lessee would be responsible for the day-to-day operations of the park, including but not limited to:

- Maintenance of all gardens, garden beds and site grounds (including replacing dead plants, shrubs and trees)
- Day to day repairs and maintenance of all facilities (including but not limited to light bulbs, tap ware etc, toilet cistern issues, retic repairs, repairs to washing machines and dryers)
- Daily cleaning of all facilities, provision of cleaning equipment and materials
- Administration (bookings)
- Utilities (electricity, water, gas and telephone)
- Pest Control (evidence to be provided annually)
- Sanitary Service
- Six monthly servicing of fire equipment (evidence to be provided)
- Annual electrical testing (RCD) and electrical repairs (including light issues, replacing light globes, maintenance of power points, security lighting etc)
- Waste Collection Charges
- Sewerage Rates
- Insurance of buildings (paid by the Shire but reimbursed by lessee)
- Public Liability Insurance to cover lessee (copy of Certificate of Currency is to be provided to the Shire on an annual basis)
- Annual servicing of Washing Machine and Dryer by Maytag (income is the property of the lessee)

The Shire would be responsible for:

- Any major upgrades to infrastructure
- Provision of washing machines and dryers (lessee retains the revenue generated on the proviso that the equipment is well maintained and clean and presentable at all times)
- Maintenance of the sewerage system
- Public Liability Insurance
- Regular audit of the Caravan Park facilities

Annual Rates & Charges (2026-2027)

Sewerage Rates	\$3,635.02
Refuse removal charges	\$ 4,240.00
Recycling removal charges	\$ 990.00

Services:

The property is serviced with electricity and water.

Inspection:

The property may be inspected upon request. Please contact Sheree Sundstrom on 9661 0500 to request an appointment.

Submission of Offers:

Expressions of Interest (EOI) will be accepted until **2pm Thursday, 26 November 2026.**

The EOI should clearly state the lease offer per annum (including GST) and a brief statement on proposed management of the park.

Council reserves the right to not accept the highest or any offer.

Offers will be considered by Council at the next practicable Council meeting and outcomes will be communicated to all parties shortly thereafter.

Should Council accept an offer, as required under the *Local Government Act 1995*, a public notice will be advertised for fourteen (14) days seeking any submissions regarding the offer. If any submissions are received these will be bought back to the next Council meeting for Council's consideration.

If no submissions are received, the Chief Executive Officer will proceed with the disposal (lease) of the property.

Commencement Date:

The lease will commence on 12 May 2027 for a three (3) year period with an option to renew for a further three (3) years, subject to Council approval.

Further Information and enquiries:

Further information and enquiries may be directed to Jean Knight on 08 9661 0500 or by email ceo@dalwallinu.wa.gov.au.

Disclaimer:

Whilst care has been taken to accurately describe this property, no responsibility will be accepted for any errors or omissions in the information provided in this document. It is the responsibility of prospective lessees to satisfy themselves as to the condition and description of the property before submitting an expression of interest.

Jean Knight JP
Chief Executive Officer