



Shire of Dardanup

Corporate & Governance

Directorate

APPENDICES

Item 12.4.1

SPECIAL COUNCIL MEETING

To Be Held

Wednesday, 13th August 2025

Commencing at 4.30pm

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

This document is available in alternative formats such as:

- ~ Large Print
- ~ Electronic Format [disk or emailed]
Upon request.

RISK ASSESSMENT TOOL								
OVERALL RISK EVENT: Café Lease – Shire of Dardanup Library, Administration and Community Building RISK THEME PROFILE: 4 - Document Management Processes Choose an item. Choose an item. Choose an item. RISK ASSESSMENT CONTEXT: Operational								
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL		
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	Failure to establish a Lease Agreement could lead to financial implications to the Shire.	Minor (2)	Unlikely (2)	N/A	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	Failure to establish a lease could lead to implications to the Shire.	Minor (2)	Possible (3)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Council may be seen in a negative light if they failed to capitalise on revenue raising opportunities.	Minor (2)	Possible (3)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
PROPERTY	Failure to lease the space may incur ongoing maintenance expenses to the Shire.	Minor (2)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.