

Item	Risk category				Likelihood	Consequence	Assessment	Risk Minimisation
	Financial	Reputation	Political	Legal				
Failure to pay rent when instalments become due and payable (base rent and proposed rent after market review)	√				C - Possible	2 - Minor	Low	<p>If in default:</p> <ul style="list-style-type: none"> The City would be liable for 50% of outstanding rent for the balance of the agreement. The city would be liable for the costs of establishing a new lease for another group <p>This risk could be minimised by:</p> <ol style="list-style-type: none"> Encouraging the Treasurer of ACSRA to make payments at least one month in advance for rent. Treasurer provides financial reports at every committee meeting. Removing term in the lease which states entire unexpired portion.
Use of land for unauthorised purpose / Carrying on illegal and offensive business/nuisance	√	√		√	D - Unlikely	2 – Minor	Low	<p>If in default:</p> <ul style="list-style-type: none"> The City would be liable for 50% of outstanding rent for the balance of the agreement. 50% of restoration costs to return the building to good order or rentable condition. <p>This risk could be minimised by:</p> <ol style="list-style-type: none"> ACSRA board need to understand appropriate uses of clubroom. Communication of appropriate uses provided to all members. Booking guidelines aligned to appropriate use in the lease.
Failure to maintain premises in good state of repair and / or failure to affect repairs within agreed timeframes.	√		√	√	C – Possible	3 - Medium	Moderate	<p>If in default:</p> <ul style="list-style-type: none"> The City would be liable for 50% of outstanding rent for the balance of the agreement. 50% of restoration costs to return the building to good order or rentable condition. The City would be liable for the costs of establishing a new lease for another group. <p>This risk could be minimised by:</p> <ol style="list-style-type: none"> Developing an outline of annual maintenance responsibilities for ACSRA. ACSRA Treasurer allocating annual maintenance budget.
Failure to obtain approval prior to altering building structure.	√			√	D - Unlikely	3 - Medium	Low	<p>If in default:</p> <ul style="list-style-type: none"> The City would be liable for 50% of outstanding rent for the balance of the agreement. The City would be liable for the costs of establishing a new lease for another group. <p>This risk could be minimised by:</p> <ol style="list-style-type: none"> Ensuring the City coordinates all building approvals for the development of the club rooms. ACSRA Communicate of appropriate approval process for any changes to building structure.-

Failure to maintain insurances \$10 million public liability insurance Replacement and reinstatement insurance Plate glass insurance	√	√	√	√	C - Possible	3 - Medium	Moderate	<p>If in default:</p> <ul style="list-style-type: none">• The City would be liable for 50% of outstanding rent for the balance of the agreement.• The City would be liable for the costs of establishing a new lease for another group. <p>This risk could be minimised by:</p> <ol style="list-style-type: none">1. The lease between ASCRA and WASCT indemnifies WASCT and therefore the City against any claims, loss or damage.2. ACSRA presenting to WASCT a certificate of currency for the following 12 months, at least 3 months prior to expiry every year.3. ACSRA list insurance cover as an item as part of Annual General Meeting.
Legal action against WASCT that relates to default or breach on the part of ASCRA or the City	√	√	√	√	C- Possible	4 - Catastrophic	Extreme	<p>If a negligence claim is made against WASCT relating to the facility and that claim arose from the failure of ASCRA or the City to carry out its obligations under the lease/Agreement, the City would be liable for 50% of the costs, losses and damages sustained by WASCT. The amount payable could relate to legal costs, damages claims, consultant costs, WASCT staff costs etc.</p> <p>This risk could be minimised by:</p> <ol style="list-style-type: none">1. WASCT and the City meeting all of its maintenance and renewal works responsibilities for the facility.2. WASCT regularly reviewing the condition of the facility and requesting or undertaking remedial works as required.