

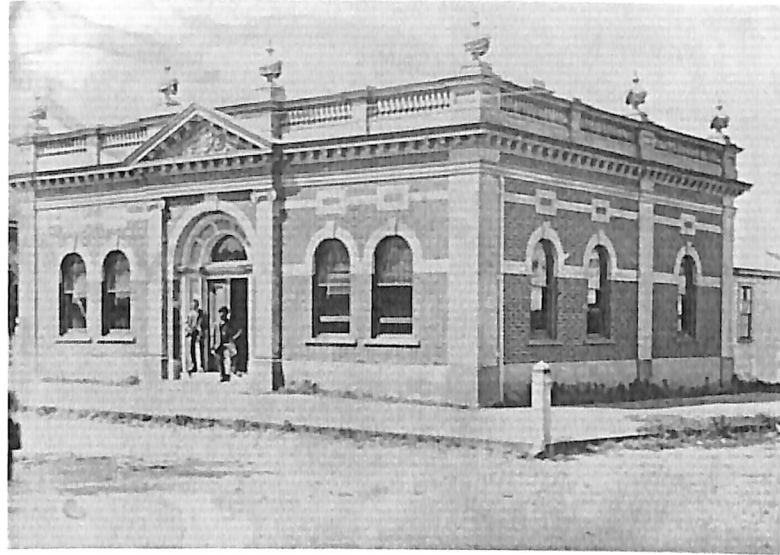
Good afternoon my name is Christine Keys and I am the President of the Dandenong & District Historical Society. In nearly every older municipality of Melbourne and in most provincial centres in Victoria we have been left a legacy of Victorian municipal life in the form of a town hall, Many were grand statements of power, of local wealth or of aspirations for a strong progressive community. In each place. The town hall performed the role of a focus or centre for local activity. The heart of the community, in both good and bad times, was inevitably found at the town hall. So tonight I would like to tell the Story of the “Grand Old Lady” – The Dandenong Town Hall.

TOWN HALL SITE 1870'S



From the 1850's Mechanics' Institutes quickly spread though Victoria wherever a hall or library, was needed. Here we are looking up Langhorne Street in the late 1870s to what was known as Church Hill. The timber building in the centre foreground is the first Mechanics Institute, built in 1863, standing on the best piece of land in the main street. The corner of Lonsdale Stret and Walker Street.

MECHANICS INSTITUTE 1885



By 1885 the Mechanics Institute had build a brick building in front of this timber one. You can just see the old timber building at the back on the left hand side of the slide.

The Dandenong Council held its regular monthly meetings in a rented portion of the Institute at 5/- per week. The rest of the building served as a library and a venue for cards, dances and various entertainment.

As Dandenong emerged as a growing town, the Mechanics Institute became overloaded by groups and societies seeking a meeting place. The South Bourke and Mornington Journal reported on Wednesday July 14 1886 of the refusal of the Fisk Minstrel Company to come to Dandenong because they "objected to singing in any hall that will not accommodate at least sixty people.

The Shire Council thought the it was about time to think of a Town Hall and so in 1887, Council proposed that the Mechanics Institute Committee should transfer its prime central site to Council for anew Public Building. Shire Secretary, Engineer and Treasurer John Keys MLA, was the instigator, and he was confronted by strong vocal opposition from a group headed by Henry Powis, who fought the proposal at every turn.

But John Keys was arguing from a position of strength; he was the voice of Council, and recognised as an authority on municipal Law, he also was a member of the Mechanic's Committee, and the local member of Parliament. As such h was able to extract a £2000 contribution from the Crown Law Department in return for including a Court Room in the plans; and also obtained permission for the new building to take up half a chain of Lonsdale Street. However this did not stop Henry Powis.

OPPOSITION



John Keys



Henry Powis

A committee was set up consisting of the President of the Council colonel Hutton and John Keys representing the Council and , Mr Malcolm McPherson and Henry Powis representing the Mechanic Institute.

Colonel Hutton and Mr John Keys were strong supporters for of a new Public Building. Mr McPherson was a newly elected Honorary Secretary of the Mechanics Institute and correspondence in the Journal expressed concern of Mr McPherson's capabilities and interest in the welfare of the institute during "a time" , when more than ordinary vigilance might be expected. The whole township was anxiously watching the actions of both the Shire Council and the Mechanics Institute with regard to the proposal to erect a new Public Building on the site of the present Institute".

Mr McPherson the local Headmaster was more absence than present for committee meetings and it seems that Mr Henry Powis was the only member of the committee with the interests of the Mechanics Institute at heart.

The fact that Mr McPherson's daughter was courting and married John Keys's nephew Isaac Newton Keys was not unnoticed by the public concerned about this issue.

In March 1888 the Journal carried a notice of intention to borrow £4000 of the cost to build the new public Building. In the next issue of the Journal Henry Powis

declared his reluctance at the Shire takeover.

In his letter Mr Powis alerted ratepayers that the Council was "plunging them into debt which is premature and uncalled for, to build a Town Hall to gratify a little spleen" and was "rushing into things without giving a thought to how they will be carried out" Powis went on to criticise the Secretary John Keys arguing that the Council had no right to put the ratepayers to expense of £300 per year instead when they were currently paying £25 to receive no better accommodation except "a few carpets which our MLA has been accustomed to". Powis argued that the Council was "contaminated with one man's brain and there was better things to spend money on to make the township more attractive. If the money was to be borrowed, borrow it for a better purpose than pulling down a building that cost £ 1200 a few years ago and will be suitable for all purposes for the next five years.

This letter began a paper war between Powis and Keys. As part of Henry Powis's strong rear-guard action against the building of the Town Hall he forced a poll over Council's proposal to borrow some of the cost.

A public meeting was convened by the Council on Friday April 27th just three days before the actual poll was to be taken.

The Shire Secretary, John Keys also took this opportunity to reply to Mr Powis and inform would be voters of the need for the new Public Buildings. Dubbing Mr Powis as the "universal grumbler and fault finder of Dandenong" Keys argued that the Public Building "will be a credit to the Shire and an ornament to the town" more so than Powis proposal to construct an artificial lake in the Dandenong Creek.

At this Friday meeting of residents a resolution was proposed by Henry Powis that it was not desirable at present time to float the loan for the erection of new Public Buildings.

On a show of hands, approximately sixty voted for the resolution. It seemed victory has at last come Powis'

way, however this success was short lived.

The actual poll taken just three days later proved the voice of a public meeting is not necessarily that of the general public. The supporters of the new public Buildings scored a decisive victory, defeating their opponents by 470 to 177.

The Council, used all their “cunning and Mr Key’s obvious “legal reasoning” to make sure of their success at the polls .

By a strange, but convenient ruling for the Town Hall advocates – all those who did not record a vote opposing the loan were deemed to be in favour of it. Thus it was that the 177 ratepayers who voted against the loan were out voted by the remaining 474 deemed to be in favour of it.

Finally it was agreed to hand over the prized ;location in return for the right to the whole upper floor and in consideration of Council taking over its the Mechanic Institute’s debt.

ARCHITECTS BESWICKE AND HUTCHINS



John Beswicke



Architects Beswicke and Hutchins, who had already designed impressive Town Halls for such places as Malvern, Hawthorn and Brighton, were commissioned to draw up plans and on January 21st 1890 the successful tenderers, McCulloch and McAlpine, signed a £9269 contract to erect the building . It probably was no coincidence that the Architect was John Beswicke as he was the nephew of John Keys. The South Bourke and Mornington Journal commented in January 1890

“ The brick building will be spacious and of very handsome design being of local brick, tuck pointed , two stories high and having a very handsome tower on the south-west corner. The ground floor will contain Municipal Chambers, Court House , public hall and

caretaker's residence; while the upper storey will include a public library, reading room , billiard room , club rooms ets. The new structure will take about 8 months to complete.

AHEAD OF SCHEDULE

Town Hall, Dandenong



Although it was conceived – and achieved – in controversy, the Town hall foundation ceremony on Thursday April 3 1890 was a rather novel departure from the usual course taken, in as much three Foundation stones were laid. One under the tower and one either side of the entrance. The stones were laid with silver trowels by Mr Cuthbert, minister of Justice for the Court section , Colonel Hutton, Shire President , representing the Shire Council and Mr John Keys MLA , who adding insult to Henry Powis, laid the foundation stone on behalf of the Mechanics Institute. The ceremony was followed by a banquet in the Royal Hotel. Although the day was not declared a Public holiday, the State School was closed to “enable the scholars to witness the ceremony. The foundation

ceremony didn't turn out to be the affair the shire Council had hoped " no band, very little enthusiasm and only a feeble cheer. However the building went up ahead of schedule and on September 3rd 1890 was officially opened.

RED LETTER DAY



Shire President Col T B Hutton leading the Dandenong Brass Band.

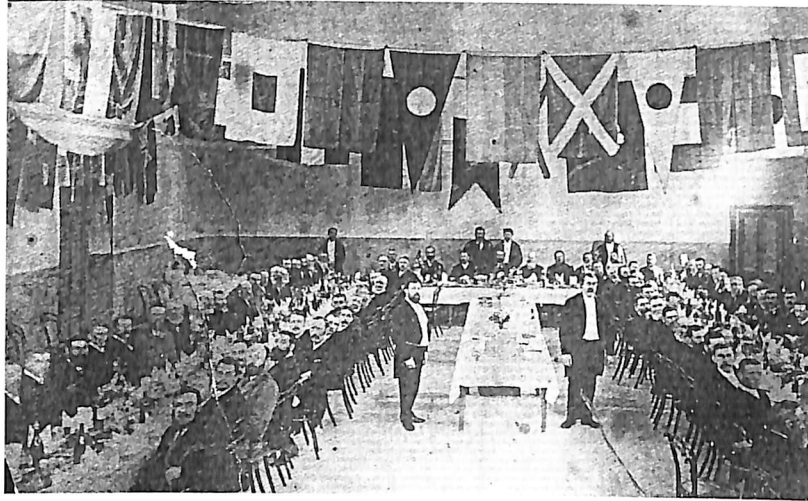
The official opening was a different affair to the laying of the Foundation stones.

On September 3 1890, the streets of Dandenong rang with the sounds of the Brass Band and the excitement of the many locals and special guests, who turned out to witness the event. It was a red letter day for Dandenong.

Ironically the Shire President, Colonel T B Hutton seen here on horse back leading the parade, a strong supporter of the project from the start, almost lost the privilege of opening the building: he only scraped home by 3 votes in the Council election.

Henry Powis boycotted the opening, scornfully labelling the building a “White Elephant’

THE BANQUET

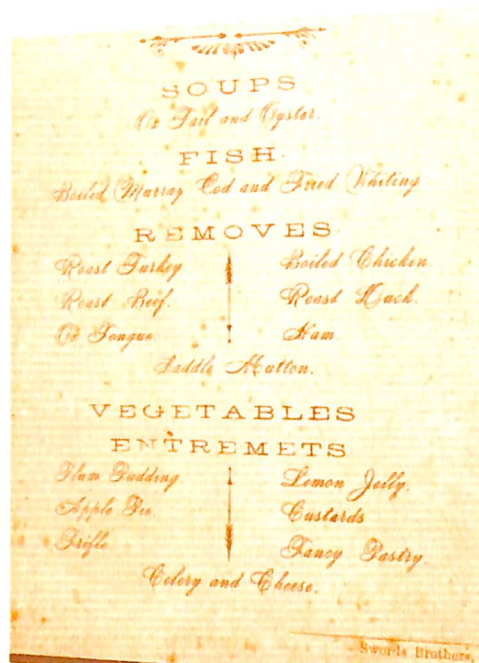


A banquet held at 2pm on Wednesday 3rd September 1890 to mark the official opening was an impressive assemblage of local and visiting dignitaries.

Anyone who had any remote connection with the new buildings were toasted, as was the township of Dandenong, which had made great progress over the late 1880's, of which the new Public Buildings were a fine example.

Henry Powis made a last protest by refusing to attend the banquet "because he is of the same opinion still that it is a Great White Elephant". White Elephant or Grand Monument, the erection of the Public Buildings is probably the most contentious issue ever handled by the Dandenong Shire.

**MENU BANQUET 2PM WEDNESDAY 3RD
SEPTEMBER 1890**



If you had been at the Banquet you would have had to be Male. There was no French, Chinese or Arabic cooking at the banquet in 1890.

Here we have the Menu ,Ox tail and oyster soup followed by boiled Murray Cod and Fried Whiting

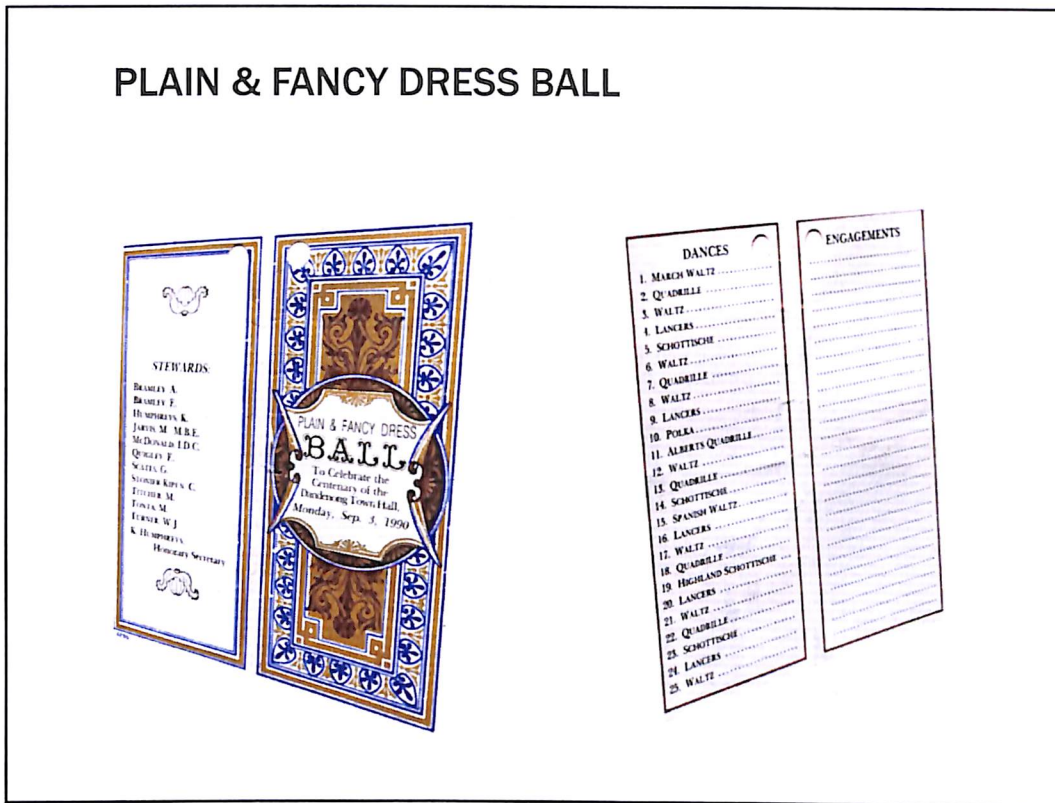
For main there was Roast Turkey, Roast Beef, Ox Tongue, Boiled Chicken, Roast Duck, Ham and Saddle of Mutton

Desserts were Plum Pudding, Apple Pie, trifle, Lemon Jelly, Custards or fancy pastries.

Cheese was served with celery.

All cooked by Mrs McQuade of the Albion Hotel and her female helpers.

PLAIN & FANCY DRESS BALL



While the Banquet may have been an all men's affair, to complete the celebrations a Plain and Fancy Dress Ball was held in the Hall, enjoyed by 150 couples.

With 25 dances on the Card it was a long night.

Unfortunately, we do not have any of the original dance cards however when in 1990 they had a centenary Ball the dance card was a replica of the 1890 ball.

While this may have been the first Ball in the Town Hall, many more followed.

USES OF THE TOWN HALL



Testimonial Dinners

Ball 1920



This is typical of the many Testimonial Dinners – the old time “Smoke Socials’ were for men only and always held in the Town Hall, as were the many Balls.

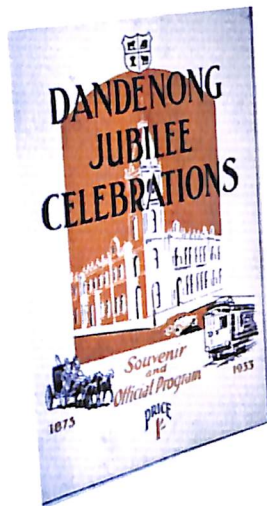
Before the 1940 alterations, the Hall ran parallel with Lonsdale St as these two photo’s illustrate.

DANDENONG JUBILEE CELEBRATIONS 1933



The diamond jubilee celebrations held in 1933 to mark the 60 years of the Shire of Dandenong were a grand affair. Henry Powris and John Keys and the fight to erect the town hall were forgotten with a week of celebrations centred around the Town Hall. Here is just one example of the activities of the celebrations the "old time dance"

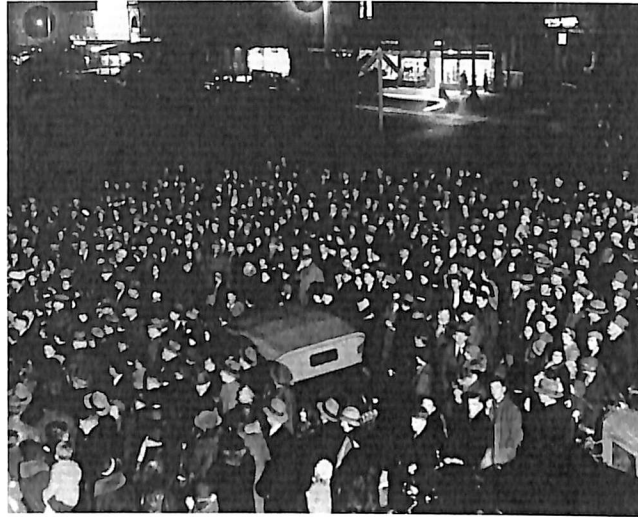
DANDENONG JUBILEE CELEBRATIONS 1933



The 'Back to Dandenong' celebrations held in 1933 to mark the diamond jubilee of the Shire of Dandenong, brought many former residents back to the old town.

A happy outcome of the week of celebrations was the decision to provide a clock for the tower. The clock was switched on Friday 1st June 1934.

SWITCHING ON OF THE CLOCK 1ST JUNE 1934



An eye witness of the official ceremony said the excitement grew and grew as 8.30pm drew nearer. The clock stuck and all were amazed, however it did not stop striking and thus the residents of Dandenong had a fine introduction to their new clock.

TOWN HALL AFTER RECONSTRUCTION



After the enlargement of the Hall many more occasion could be catered for with the new large hall and supper room.

EXPANDED HALL



Dandenong High School
putting on a
Physical Culture Display

1939-1945
The ladies of the Australian Comfort Fund



The new stage is shown in this photograph of the girls of Dandenong High School putting on a Physical Culture Display.

The Town hall was the centre of attention when men arrived back both in the Great War 1914-18 and the Second World War 1939 -45.

During the 1939-45 war the ladies of the Dandenong ACF (Australian Comforts Fund), along with the Red Cross worked tirelessly to provide comforts for local servicemen. Every Market Day the ACF ladies served dinner for the public in the Town Hall as one means of raising funds.

WHEN THE CLOCK STRIKES



Jack Johnson states in his book “when the clock strikes” how important the Town Hall and the clock were to him. “As I turn away from the window and walk down the old cedar staircase, the town hall clock strikes midnight. I am comforted by the sound as I recall the old clock and our town hall and realize what a central part it has played in our lives. I am aware of how many generations of our family have had an association with it. We took part in our first school concert there in 1935; we went to the pictures there, the library, lectures, concerts, exhibitions and dances and it was there that we welcomed home our soldiers. We received immunization injections and gave blood there; we attended funerals and people found assistance there during floods and in 1974, after Darwin's Cyclone Tracey. This elegant old town hall is the only building of our childhood left on the east side of Lonsdale street.

IMMUNISATIONS FOR POLIO 1950'S



All of us over 60 remember the polio vaccination carried out in the 1950's.

These immunisations were all done at the Town Hall.

BELLE OF THE BALL



During the 1950's and 60's Debt balls were the rage. Any Ball of note in the District was at the Dandenong Town Hall. It had a stage. Big ball room and a supper room to accommodate the hundreds of people who in the 50's & 60's made their debut. The Dandenong Hospital Balls were the ultimate ball to make your debut.

BELLE OF THE BALL SUPPER IN THE SUPPER ROOM 1945



Suppers were a big event at Balls. The local ladies would cook, sponges, make sandwich and sausage rolls and party pies. It usually was around 9.30 when all adjourned to the supper room for a cup of tea and supper.

Yarra Falls — *First Annual Ball*

**TOWN HALL
DANDENONG**

Friday, July 28th,
1950

50-50 Dancing
8 till 2.

BALL

Special Exhibition of
Modern Dancing by
Melbourne's Professionals
Mr Charlie Joley
and Miss Shirley Roberts
From The Don McKellin School of Dancing.

MODERN ORCHESTRA . . . SWING MASTERS
OLD-TIME . . . MALVERN GROVE

Herb. McDonald, M.C.

Prize for Balls of Ball. Spot Dances & Monte Carlo.

SIT DOWN SUPPER
PROCEEDS IN AID OF DANDENONG & DISTRICT HOSPITAL
ADMISSION 6/- Including Tax. Mrs W. Walker, Social Sec.

T. T. QUIST, Printer, Lozdale Street, Dandenong

Many new employers were coming into the Dandenong district in the 50's & 60's and each employer used to hold an annual ball for their employees. Here Yarra Falls a manufacturer of woollen cloth and jumpers located on Railway Parade on the corner of Bennett street is announcing its first annual ball in 1950. Most balls were held in the winter time, a fact I could not understand as all the girls froze.

Weekend Shoppers!
**BUY ALL YOU
 NEED AT THE**
Dandenong Technical School
FETE
DANDENONG TOWN HALL
Friday, May 31st, 1957.
10 a.m. till 5 p.m.

WELL STOCKED STALLS.
 Poultry, Eggs, Vegetables, Fruit, Groceries,
 Baby and Children's Clothing, Apron and Doll
 Bars, Cakes, Sweets, Morning and Afternoon
 Teas.

**TAKE A 1/- TICKET IN OUR
 MONSTER COMPETITION**
**YOU MAY WIN a Man-
 chester Parcel containing 1 pair D.B.
 blankets. 1 pair D.B. Sheets. 1 pair
 Pillow Cases. 1 pair Bath towels.**
All Prices will be Right!

T. T. QUIST, Printer, Lonsdale Street, Dandenong

**BROADCAST
 DANCE**
Direct Broadcast by 3UL from the
Dandenong Town Hall
Frid., May 22nd, 1953

**BROADCAST
 VOCAL ITEMS BY**
Miss Nola Sheehan
(Winner of Dandenong Talent Quest.)
**Swing Masters and
 Merrett's Orchestras.**
Pride of Erin Comp'n. 50-50 Dancing till 12.
Claude Quist - M.C.
Broadcasting Commences Approx. from 10-30 p.m. till 12.
ADMISSION 3/-
T. T. QUIST, Printer, Dandenong.

There were many uses of the town hall. Community organizations found that having the fete in the Town Hall on a Saturday morning attracted a great deal of people and so it was very popular right up till the 1980's for Fete's. Usually the white elephant stall and the ladies cake stall were the top money makers.

Dandenong town hall can also boast that some of the Dances held there in the 1950's were broadcast over the radio through 3UL or 774 as we know it now. I am not sure if the dances were called or if the Broadcast concentrated on the music.

DANDENONG HIGH SCHOOL

Speech Functions -1956-

JUNIOR SCHOOL:
Thursday, 13th December, 1956
at 1.30 p.m.

SENIOR SCHOOL:
Friday, 14th December, 1956
at 8 p.m.

*
DANDENONG TOWN HALL
Chairman: Mr. C. G. Hartley
(President, School Advisory Council)

STAFF, 1956:

HEADMASTER: R. W. ANDREWS, B.Sc., B.Ed.

<p>K. H. HIGGS, T.F.C., D.T.S.C. D.E.S.C. W. M. MCCUBBIN, S.A.T.C., T.F.C. D.E.S.C. I. D. BUNDLES, Tech. Certificate T. J. RUSSELL, B.A., P.T.C. G. D. BRYCE, B.A., Dip. Ed. F. MILNE, B.A. (Hons.), Dip. Ed. C. H. WOODALL, B.Com., Dip. Ed. H. BIRCH, F.D.S.S., B.Ed., T.F.C. (Hons.) M. W. OLMSTEADON, B.A., Dip. Ed. (Hons.) J. B. ROBERTSON, B.A., Dip. Ed. E. J. BAILEY, B.Sc., Dip. Ed. R. W. MENAULT, M.A., Dip. Ed. R. S. SHEPPARD, T.F.C. J. W. MAMILLAN, B.Sc., Dip. Ed.</p>	<p>Miss D. E. PARSON, B.A., Dip. Ed. A. E. SHILL, B.A., Dip. Ed. G. A. STEINFORTE, B.A., B.Ed. M. I. BAILEY, T.F.C. (Hons.) P.T.C. K. W. HENSON, B.A., Dip. Ed. M. S. POWERS, B.A., T.F.C. D. E. DAVENON, T.F.C., B.Ed. Dip. Ed. A. A. FEE, T.F.C. A. R. COLLINS, T.F.C. (Hons.) Dip. Ed. Miss M. MELNER, Dip. Ed. Miss I. FINGER, T.F.C. (Hons.) Dip. Ed. J. S. TUCKER, B.A., Dip. Ed. M. E. WENGER A. T. STEWART, T.F.C., B.Ed. Miss H. R. SWINNEY Miss L. J. BUCKAN, B.A., T.F.C.</p>
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Choral Staff:
 Miss S. SWANN
 Miss L. C. HICKS

Advisory Council:
 Mr. C. G. HARTLEY (President), Mr. G. P. ANDREWS, Mr. S. A. BELLING,
 Mr. C. F. KNOWLES, Mr. G. F. BAE, Mr. A. M. HENDERSON, Mr. C. G.
 SPOCKS, B.A., B.Ed. (Secretary), Mr. A. J. HILLIARD, Mr. R. G. CURRY, Mr. J. GARDNER,
 Mr. J. HILLIARD, Mr. P. DOLLY, Mr. W. BAYLIS, Mr. A. D. HOGGILL, Mr. P. BIRCH,
 Mr. G. WRIGHT

TELEVISION

An invitation for the
whole family to see the
**OFFICIAL
OPENING**
of Regular T.V.
Transmission from
7 H.S.V.

on Sunday, Nov. 4th, 1956, at ~ 7 p.m.
in Dandenong Town Hall

A Collection will be taken at doors for Dandenong
and District Hospital Building Appeal Committee.

**ADVERTISING, TECHNICAL DETAILS
& T.V. RECEIVERS SUPPLIED
BY COURTESY OF**
W. G. Cox Electrical Centre
AND STAFF, DANDENONG.
Watch Local Papers for Programme details.

T. T. GIBBY, Postery, Lenahale Street, Dandenong

All pupils of the Dandenong High School during the 40's, 50's and 60's will remember the school assemblies, House drama and choir competitions and speech nights all held at the Town Hall.

Many people who lived in Dandenong saw the official opening of television in the town hall. Very few residents of Dandenong had a TV in 1956 and most relied on a seat at the Town Hall to experience the moment.

DANDENONG BECAME A CITY 1959



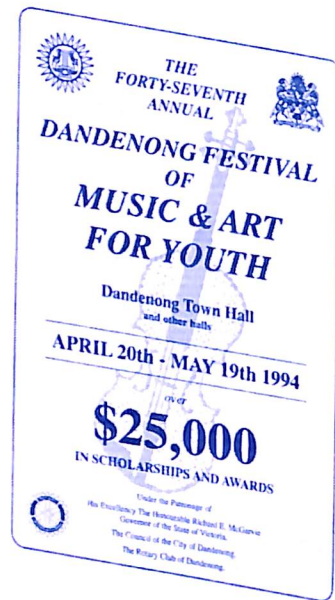
Another big occasion in the life of the Town Hall was the ceremonial Declaration of Dandenong as a City in March 1959 – a day of joyous celebrations marked by a colourful parade of floats that packed Lonsdale Street.



The Town Hall was the venue for the civic reception for the Prime Minister Sir Robert Menzies and his wife Dame Patty when they came to Dandenong to open the new Heinz production plant in the late 1950's.

The civic reception was held after the official opening. Crowds waited outside the Town Hall to get a glimpse of the Prime Minister and his wife. Heinz employed over 1300 and was a great boast to the City.

DANDENONG YOUTH FESTIVAL

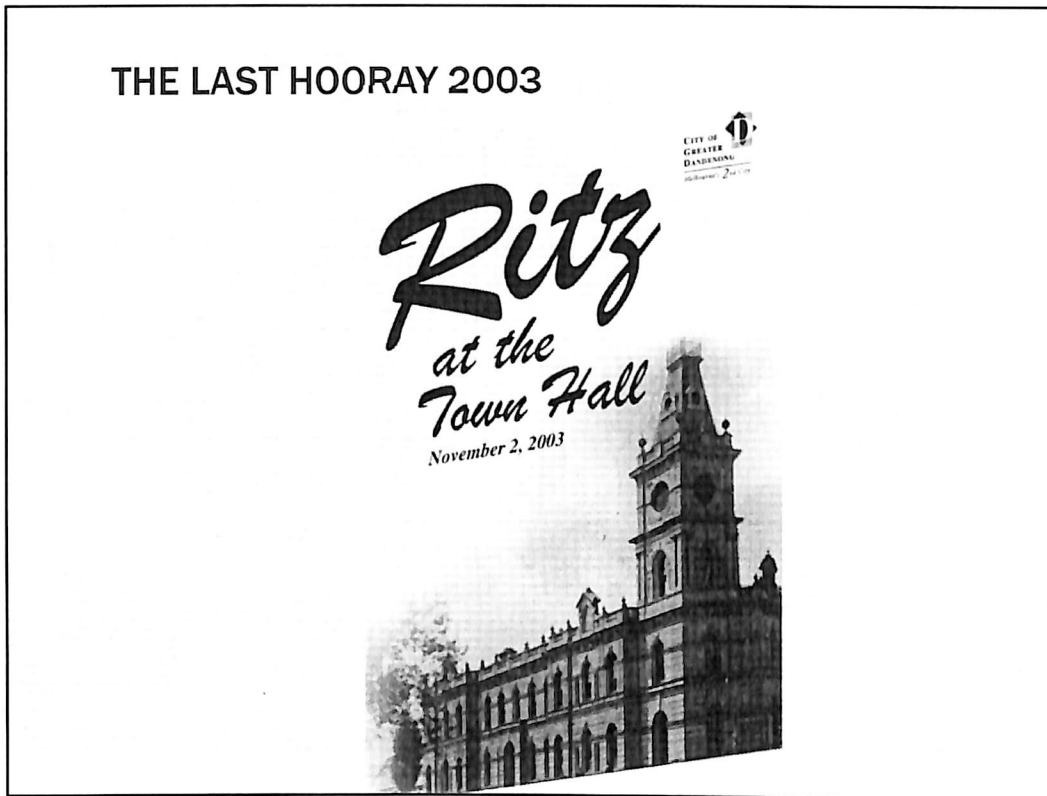


Each year the Dandenong Town Hall hosted the Dandenong Youth Festival when scholarships and cash prizes were awarded for Pianoforte, Aria and violin.

Since 1948 this Festival had been held in Dandenong with entrants coming from all parts of Australia.

Local Business, clubs and organization sponsored this Festival. Many of the winners went on to be international artists.

THE LAST HOORAY 2003



As you have seen the enlarged town hall developed into an invaluable and central community and entertainment centre.

Many community events have continued to be held throughout its long history and it has become a focus for community life.

Community members of all ages have attended concerts offering everything from local school performances to international artists. There have been drama, dance and music in all forms performed on the stage, and number of now famous local people first performed in this grand old lady.

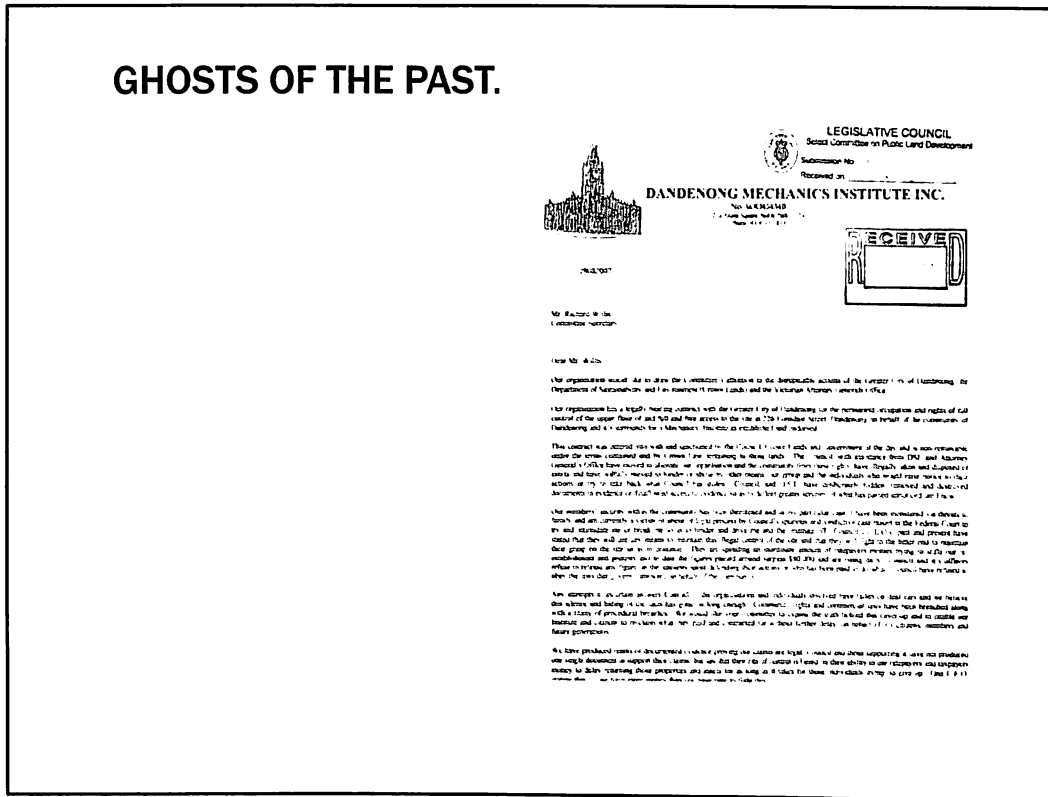
In 2003 we approached a new era in the Town Hall development, many fond memories resonated around its walls, as ghosts of days past and living memorial to those who have thronged through its doors and so the Last Hooray of the Town Hall was Tribute to the Grand Old Lady on Sunday 2nd November 2003.



Today we look to a new use of the Grand Old Lady - The Drum Theatre

However you can still hear the unhappy voice of the Mechanics Institute members.

GHOSTS OF THE PAST.



In 2007 the Select Committee on Public Land Development received a letter from the Dandenong Mechanics Institute which if we did not know better would seem it is the Ghost of Henry Prowis. It goes something like this.

Our organisation would like to draw the Committee's attention to the disreputable actions of the Greater City of Dandenong, the Department of Sustainability and Environment and the Victorian Attorney Generals Office.

Our organisation has a legally binding contract with the Great City of Dandenong for the permanent occupation and rights of full control of the upper floor and full and free access to the site at 226 Lonsdale Street

Dandenong.

The Council, with the assistance from DSE and Attorney General's Office have moved to alienate our organisation and the community from these rights, have illegally taken and disposed of assets and wilfully moved to hinder or abuse by other means our group and the individuals who would raise notice to their actions or try to take back what Council has stolen.

Council and DSE have deliberately hidden, removed and destroyed documents in evidence or disallowed access to evidence so as to deflect greater scrutiny of what has passed unnoticed until now.....

Risk Categories

These risk categories were developed in consultation with Grant Thornton, SisterWorks has an ongoing partnership with the organisation to provide pro bono risk management services and advice.

Risk Consequence

Consequence	Description
Critical	Extensive impact, injury, disruption or inconvenience requiring massive effort to manage
Major	Major impact, injury, disruption and inconvenience requiring considerable management effort
Moderate	Moderate impact, injury, disruption or inconvenience that can be managed under normal procedures
Minor	Minor impact, injury, disruption or inconvenience requiring minimal effort to manage
Insignificant	Little or no impact, injury, disruption or inconvenience

Risk Likelihood

Rating	Description
Almost Certain	Highlight likelihood that this will occur
Likely	Will occur at most times
Possible	Might occur at some time
Unlikely	Unlikely to occur but is still a possibility
Rare	May occur in rare circumstances

Risk Matrix

At SisterWorks, we understand the risks in each of our initiatives. Below is the risk matrix for this activity:

Risk	Causes	Impact	Consequence	Likelihood	Risk Rating	Mitigation / Controls
Significant increase in expenses	<ul style="list-style-type: none"> • Increase in activities • Increase in staffing costs due to SCHADS Award • Insufficient controls of expenditure 	<ul style="list-style-type: none"> • Decrease in activities • Staff reducing hours / made redundant 	Major	Possible	High	<ul style="list-style-type: none"> • Understand fixed vs variable expenses • Options in place to continue operations • Maintain minimum reserves • Monthly BVA meetings
Risk of relationship with Employment Partners	<ul style="list-style-type: none"> • Lack of partner engagement • Insufficient vetting during due diligence phase • Lack of training for staff on partner engagement • Internal communications not in place to ensure sufficient handover 	<ul style="list-style-type: none"> • Reputational risk • Reduction in referrals 	Major	Possible	High	<ul style="list-style-type: none"> • Partnership agreements in place • Regular reviews conducted on key partnerships • Partner relationship management
Loss of key personnel due to emergency or unforeseen circumstances	<ul style="list-style-type: none"> • Individual circumstances • Lack of support staff 	<ul style="list-style-type: none"> • Staffing gaps • Reduction or cancellation of activities • Activities covered by other staff causing burnout 	Major	Possible	High	<ul style="list-style-type: none"> • Cross training / communication across management team • Document operational aspects of roles / all roles to have updated PDs • Identify key personnel and have contingency in place
Workplace accident	<ul style="list-style-type: none"> • Inadequate training • Failure to follow procedures 	<ul style="list-style-type: none"> • Insurance liability • Staffing gaps • Reputational damage • Potential injury and health and safety incident 	Major	Possible	High	<ul style="list-style-type: none"> • Ensure insurance is sufficient and current • Ensure all staff receive cohesive and regular work health and safety training

		<ul style="list-style-type: none"> • Loss time (off work) by staff • Fines / penalties 				
Inability to recruit or attract Sisters	<ul style="list-style-type: none"> • Lack of outreach and engagement • Initiatives not in line with Sisters needs • Empowerment Hub not conducive to encourage Sisters to return 	<ul style="list-style-type: none"> • Low reach and impact • Supporters / funders not interested in funding due to low numbers and impact 	Major	Unlikely	High	<ul style="list-style-type: none"> • Different methods / channels for delivery of services • Ensure SW offering meets the needs of Sisters through outreach and primary research • Ensure regular feedback from participants • Close relationships with partners for referral of participants
Insufficient product to meet demand	<ul style="list-style-type: none"> • Insufficient forecasting • Insufficient numbers of Sisters to engage in Production • Insufficient space for Production 	<ul style="list-style-type: none"> • Loss of customers • Social Enterprise targets not meeting forecast 	Major	Possible	High	<ul style="list-style-type: none"> • Forecasting in place • Sales volume regularly reviewed • Understand maximum capacity and constraints
SisterWorks Production does not meet customer expectations	<ul style="list-style-type: none"> • Insufficient customer engagement • Product development completed without customer and market considerations 	<ul style="list-style-type: none"> • Poor sales • Lack of repeat customers 	Moderate	Possible	High	<ul style="list-style-type: none"> • Quality control embedded into the Production process • Regular product reviews undertaken • Customer feedback received and reviewed • Customer satisfaction policy in place