



Mandurah Liquor Accord - Terms of Reference

(To be read in conjunction with the Mandurah Liquor Accord Strategic Framework 2018 – 2020)

Accord Vision:

We see a vibrant, prospering, connected city where community organisations, local businesses and supporting agencies work together to improve both actual and perceived safety in and around licensed premises.

Aim 1: Increase communication and collaboration through the Accord.

Objective 1: Good working relationships between licensees, Council, patrons, residents and Police.

Aim 2: Reduce alcohol related crime, violence and anti-social behaviour in Mandurah.

Objective 2: Safe and well-managed environments in and around licensed premises.

Meeting Procedure:

- Accord meetings are held at least once every two months.
- A quorum of members is not required in order for an Accord meeting to proceed.
- Each license type is listed on the agenda to prompt discussion.
- Meeting proceedings and written material are confidential to members and shall not be disclosed to a third party.

Membership:

The Accord is a partnership between the following:

- Australian Hotels Association
- South Metropolitan Health Service
- City of Mandurah
- Street chaplains
- Department of Local Government, Sport and Cultural Industries (DLGSC)
- Taxi companies
- Mandurah licensees
- WA Police (Mandurah Police Station, Mandurah Investigation Team, Liquor Enforcement Unit)
- Security companies
- Other key stakeholders as endorsed by Accord members.

In order to maintain an active membership, a business/organisation must attend a minimum of 3 meetings per year.

- When a business/organisation has not attended a meeting for a 12 month period their membership will lapse, with notification in writing.
- When there is a change in ownership in a business/organisation, the new owner/manager is required to sign-on as a new Accord member.

The benefits of membership include:

- Networking opportunities with local stakeholders and licensees.
- Provision of the latest, relevant information to the sector.
- Liaise with Mandurah Police officers and DLGSC.



- Access to City Events information and business opportunities.
- Be involved in Accord projects, which work towards the four focus areas.
- Promotion on the City of Mandurah website and other media platforms.
- Host the Accord meeting, with an opportunity to showcase your business.

Responsibilities:

All Accord members accept the following responsibilities:

- Actively attend and contribute to a minimum of three Accord meetings per year.
- Volunteer to participate in appropriate working groups and Accord projects.
- To share contact details with other members in the spirit of promoting communication (in a respectful manner, i.e. no spamming, unauthorised promotions).

Mandurah licensees:

- Implement positive initiatives and promote good news stories.
- Provide statistics for specific problems in licensed premises.
- Encourage correct practice of Responsible Service of Alcohol (RSA).
- Raise and discuss current issues at Accord meetings.

City of Mandurah:

- Provide administrative support including minutes, distribution and record management.
- Provide local government guidance including community safety, environmental health, sports club development and event management.
- Receive feedback and support licensees, to improve and grow the nightlife economy.

WA Police:

- Inform members of anti-social behaviour, alcohol-related incidents and trends occurring within and surrounding Mandurah's licensed premises.
- Inform members on frontline policing and community crime prevention matters.
- Liquor Enforcement Unit (LEU) to engage with venues and provide advice on legislation policy to ensure safe and professional management practices.

South Metropolitan Health Service:

- Provide relevant community health information.

Taxi's and security companies:

- Inform members about relevant issues and trends affecting the industry.

Department of Local Government, Sport and Cultural Industries:

- Provide educational opportunities to the Accord.
- Provide any relevant information to licensees around changes or new legislation.
- Disseminating information from DLGSC into the community.

The Chairperson:

- Shall be elected by the Accord members for a period of two years.
- If the Chairperson is absent, the meeting will be chaired by one of the members present.
- Is responsible for guiding meetings, according to the agenda; ensuring meeting decorum.
- To ensure all discussion items conclude with a decision, action or confirmed outcome if required.

Note: The Accord will not assess, provide comment, object or approve Liquor License applications.