

Live Music Roundtable

Terms of Reference

Purpose and role

The purpose of the Live Music Roundtable is to support a vibrant, successful and responsible live music industry, and promote best practice for safe and well-managed music venues in Victoria.

The role of the Live Music Roundtable is to:

- discuss significant issues in relation to Government regulation that affect the live music industry;
- consider best practice standards, guidelines or other materials that would benefit the industry;
- put forward proposals or recommendations to Government on potential improvements to Government regulation as it relates to live music venues; and
- provide feedback to Government on proposals where requested.

Scope

The scope of the Live Music Roundtable's discussions will be limited to matters of Victorian Government regulation, such as liquor licensing, security, planning and amenity issues, which affect live music venues.

While the focus of the Live Music Roundtable is live amplified music, the matters considered by the Live Music Roundtable may also relate to and have an impact on recorded amplified music.

Membership

The Live Music Roundtable will be chaired by Ms Cate Carr, Executive Director, Liquor, Gaming & Racing in the Department of Justice & Regulation.

Permanent membership of the Live Music Roundtable comprises representatives of the State Government, Victoria Police, local council, live music venue licensees, live music industry representatives and relevant experts.

Permanent members are required to declare any private interests that may relate to their participation in the Live Music Roundtable, including possible conflicts of interest.

The Live Music Roundtable may resolve to make recommendations to the Minister regarding the appointment of further members. The Minister may, where he considers appropriate, remove a member from the Live Music Roundtable.

Any Live Music Roundtable member may request that a person of their choosing attend a meeting or give a presentation at a meeting. The request must be approved by the Chair.

Should a permanent member be unable to attend a meeting, they may make a request to send an appropriate proxy. The proxy must be approved by the Chair.

Governance and accountability

The Live Music Roundtable will have no formal reporting structure. The Live Music Roundtable may prepare reports or recommendations to be presented to the Minister for his consideration. Such decisions must be approved by the Chair.

Meetings

Meetings will be held at 121 Exhibition Street, Melbourne. The Live Music Roundtable may, if it so chooses, agree to hold a particular meeting or meetings in another location.

Members will be expected to cover the costs of their own travel and expenses to attend meetings.

Administration

The Department of Justice & Regulation will provide secretariat support for the Live Music Roundtable. The Department is responsible for organising meetings, circulating meeting papers, managing membership and providing support to the Chair.

Review

These Terms of Reference will be reviewed on an ongoing basis.