



# Community Liaison Group

## Principles of engagement (DRAFT)

The GeelongPort Community Liaison Group (CLG) provides a forum for regular face-to-face communication and engagement between GeelongPort and the broader community.

The membership of the group consists of individuals representing their own interests or those of the organisations or community groups they are a part.

As members will be coming to meetings with their own different perspectives on particular topics or issues of interest, it is important the group agree from the outset expectations around member behaviours during meetings.

Below are behaviours we will discuss, update and agree to at our first meeting.

As a member of GeelongPort's Community Liaison Group, I understand I am expected to:

- Commit to attending meetings whenever possible or provide advance notice of non-attendance
- Behave in accordance with the Terms of Reference and comply with requests from the Chair
- Treat members of the CLG and GeelongPort staff and stakeholders with respect and courtesy
- Challenge ideas not individuals or their opinions
- Not use inflammatory language or behaviour of any kind
- Disclose any relevant interests and take reasonable steps to avoid conflicts of interests
- Contribute to an atmosphere of open and constructive participation.
- Listen well
- Be open to the opinions of others
- Act in an open, honest, professional and courteous manner
- Openly communicate relevant concerns, interests and ideas and make clear reasons for any disagreement in a constructive and thoughtful manner
- Actively work with the members of the group to try and resolve conflicts that may arise during the committee's activities
- Agree to disagree when required
- Recognise different knowledge levels within the group and provide up-skill opportunities
- Ensure confidential matters handled by the group are kept confidential, and refrain from discussing these matters with other parties outside meetings
- Not interrupt when another member is speaking
- Not speak publicly on behalf of the committee
- Not misrepresent the views of other members of the committee outside meeting.