

Community Engagement Forum (CEF)

Code of Conduct

1. Purpose

This Code of Conduct sets out the behavioural standards and expectations for all members of the Community Engagement Forum (CEF). It ensures respectful, constructive and culturally safe participation.

2. Principles

CEF members commit to:

- Respect – treat all participants with courtesy and value diverse perspectives.
- Integrity – act honestly, declare conflicts of interest, and avoid improper influence.
- Inclusiveness – support equitable participation, including voices from under-represented groups.
- Cultural Safety – create a safe environment for all cultural identities, including Traditional Owners.
- Transparency – share information openly within the CEF and avoid misrepresentation.
- Constructive Dialogue – contribute positively, focus on solutions, and engage in good faith.
- Confidentiality – respect confidential information and only share agreed public summaries.

3. Member Responsibilities

CEF members will:

1. Attend at least two-thirds of meetings and notify the Chair of absences.
2. Participate respectfully, avoid interrupting, and allow others to contribute.
3. Represent community interests, not personal or organisational agendas.
4. Share relevant information with the community where appropriate and agreed.
5. Avoid speaking publicly on behalf of the CEF.
6. Work collaboratively to resolve issues or concerns.
7. Maintain confidentiality of in-confidence matters.
8. Declare all real, potential, or perceived conflicts of interest as they arise.
9. Support safe and respectful discussion at all times.
10. Inform us of any access or support needs to appropriately accommodate your attendance
11. Disclose if you, a family member or business associate have any financial or personal interest in the Rutherglen Battery project or its benefit programs (e.g. a landholder with a project agreement, a supplier or contractor, or a likely Community Benefits Fund applicant)
12. Follow the reasonable directions of the Chair.

4. Breaches of the Code

If a member breaches this Code:

- The Chair will raise the issue privately or in a meeting (as appropriate).

- A behaviour plan or mediation may be used if required.
- Persistent or serious breaches may result in the member being asked to step down.

5. Member Agreement

By signing below, I agree to uphold the Community Engagement Forum (CEF) Code of Conduct.

Name: _____

Signature: _____

Date: _____

Conflict of Interest Declaration

Community Engagement Forum (CEF)

1. Purpose

This declaration ensures transparent management of any real, potential, or perceived conflict of interest that may influence a CEF member's participation.

2. Member Details

Name: _____

Organisation (if applicable): _____

Role/Representation: _____

3. Conflict of Interest Assessment

A conflict of interest may occur when a member's personal, financial, professional or organisational interests could influence, or appear to influence, their advice or participation.

3.1 Do you have any real, potential or perceived conflicts of interest?

☐ Yes ☐ No

If yes, describe the nature of the conflict:

Examples include:

- membership in an organisation applying for the Community Benefit Fund
- financial interests that may be affected by project decisions
- advocacy roles that may influence CEF discussions
- family or business relationships connected to project contractors

4. Ongoing Duty to Disclose

I understand that:

- Conflicts must be declared before discussion of any relevant agenda item.
- Declared conflicts may require recusal from specific discussions.
- Failure to declare a conflict may result in removal from the CEF.

5. Member Declaration

I declare that I have disclosed all known conflicts and will update this declaration as required.

Signature: _____

Date: _____

Chair's Acknowledgement: _____

Date: _____