









STONNINGTON 2040 PEOPLE'S PANEL WORKING AGREEMENTS

| AGREEMENT | WAYS WE WANT TO WORK TOGETHER | |
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|  Listen to understand, not to judge | <ul style="list-style-type: none"> • Listen to each other's ideas and perspectives on each issue/initiative • Use small group discussions to ensure we listen to everyone • Listen to ideas and share opinions in order to understand each other and the group | <ul style="list-style-type: none"> • Listening to understand not to judge - have a growth mindset • Ask for clarification. If you disagree, repeat their idea back to them so they agree that you're being fair to their idea - don't create strawmen |
|  Have respectful conversations that support differences of opinion and testing ideas | <ul style="list-style-type: none"> • We respect diversity and difference - Be respectful of each other's differences, opinions and perspectives • Be respectful, kind and polite - debate the idea and not the person • Explain your motivations and values • Let people finish their point before speaking and show respect and consideration for other participants and their perspectives | <ul style="list-style-type: none"> • Communication style is inclusive and not aggressive • Constructive criticism without being personal • Use discussion to understand and test ideas - have a growth mindset |
|  Allow time and support ideas to develop | <ul style="list-style-type: none"> • Support others and be patient while they develop their views • Give people the time they need to adequately explain themselves. Avoid sensitivity to criticism or difference of opinion. • Be courteous - give people time to explain, have patience | <ul style="list-style-type: none"> • Cooperation and understanding of others personal and shared views • Time to think - writing a draft and allowing people to think about the idea before making a decision |
|  Be open minded in our thinking | <ul style="list-style-type: none"> • Encourage each other to be open minded in our thinking • Be prepared to change our views or accommodate other ideas • Be open and transparent in discussions - be prepared to listen and change your mind | <ul style="list-style-type: none"> • Be prepared to adapt and be agile • Learn from others |
|  Share the space | <ul style="list-style-type: none"> • One person speaks at a time, and the others listen. Be quick to forgive if someone accidentally interrupts • No one voice can dominate - share the time and indicate if someone is too dominating/running out of time | <ul style="list-style-type: none"> • Time management - everyone gets time to speak however restrict it to maybe a minute • Patience and consideration to ensure that all members have been heard and had the opportunity to speak |
|  Show respect and empathy for everyone | <ul style="list-style-type: none"> • Show respect and empathy for others • Equal opportunity for everyone to express their ideas, feeling comfortable being yourself and sharing your personal perspective | <ul style="list-style-type: none"> • Be transparent and honest in a respectful manner |
|  Ensure our discussion topics and questions are clear and relevant | <ul style="list-style-type: none"> • Our discussion topic must be clear, relevant and consistent with our vision | <ul style="list-style-type: none"> • No ambiguity and clarity of the question |
|  Ensure everyone contributes to decisions, using effective processes | <ul style="list-style-type: none"> • Listen to everyone before making decisions • Everyone is heard and no idea is immediately discounted • Everyone must be heard before decisions are made - make use of online tools such as chat functions and polls to achieve group consensus respectfully • Agree on the process and set an agenda for the tasks | <ul style="list-style-type: none"> • Working in a 5-3-1 decision making process to narrow down our ideas • Follow the facilitation process to identify topics for discussion, and work through topics individually to discuss and make decisions • Ideocracy - the best idea wins by vote |