

Grievance Procedure

- Any grievances or problems can be brought to the group organisers, currently:
 - Luna Morgana
 - Joni Davida Clark
 - Leo Adams
 - Newton Swift Danger
- Complaints and grievances can be raised by email, Facebook message, letter or in person, and this list is not necessarily exhaustive.
- Once a complaint or grievance has been raised with an individual group organiser it will then be taken to the organisers as a whole to consider safeguarding aspects and whether there is an immediate danger to service users of Non-Binary Leeds.
- If the group organisers do identify an immediate risk to service users then independent action from this process may be taken to ensure the safety of our service users.
- Providing all parties are willing, the first complaint will result in mediation between complainant and complainee, overseen by an organiser
 - In the event one or more organisers are involved in this complaint (producing either a conflict of interest or emotional distress) this mediation procedure will be overseen by a third party, for example Yorkshire Mesmac.
 - The mediation process will be tailored to the situation and designed to work for all parties as a form of accountability
 - Processes for accountability will always be as lead by the complainant as they possibly can.
- Depending on the outcome of this mediation and the severity of the complaint, the complainant, mediator and complainee shall develop a process that works for the good of the complainant and the community. The removal of the subject of a complaint will always be the last and least looked-to option for the organisers.
- If the complainant does not wish to be a part of mediation or does not want any further action taken then a conversation between organisers and the complainee may take place about how any behaviour that may have been damaging can be looked at and dealt with.

- The final decision on who is and is not welcome in our spaces rests with the group organisers.
- If the complainee is removed from the space or a ban placed on them then this will always be temporary, set to one year maximum, and can be reviewed at any point and not just at the end of said period.
- This process is designed as a form of community accountability where we will *avoid* the involvement of the police as much as we possibly can.

This grievance procedure will be periodically reviewed to make sure it is appropriate for our space. The next review of this will be September 2020