

## TransLeeds Remit

This document outlines the remit of TransLeeds activities. Any activities to be performed by TransLeeds staff, trustees or volunteers on behalf of TransLeeds must be agreed by the board of trustees. For details of staff and trustee conduct expectations when undertaking these activities, see the Code of Conduct and Professional Conduct policies. For details of service user conduct expectations, see the online working agreement and group rules.

TransLeeds only supports transgender, nonbinary and gender expansive individuals who are 18 years of age or older.

### Group support

TransLeeds offer support groups accessible to transgender, nonbinary and gender expansive individuals only. Group attendees can be accompanied by one cisgender friend/family member if they feel this would help them access the group. These events provide a space for peer support around transition-related and other transgender-related topics. The precise nature of these groups is dictated by the needs of the community, as interpreted by the board of trustees.

Group support is not currently offered to cisgender people. Supporting cisgender partners, friends and family of transgender individuals with transition and otherwise transgender-related topics is within the remit of TransLeeds in some instances, but the specifics of this group support must be agreed by a majority of the board of trustees before it is implemented.

### Social Events

TransLeeds organise regular social events for transgender, nonbinary and gender expansive individuals within Leeds and the surrounding areas. The specifics of these social events is dictated by the needs of the community, as interpreted by the board of trustees. These social events may be alcohol-free or alcohol-permitted events. Effort must be made to ensure a balance between alcohol free and alcohol permitted events.

### One to One Support and Advocacy

TransLeeds provide one to one support and advocacy for transgender, nonbinary and gender expansive individuals. The nature of this support may be any of the following:

- Peer emotional support
  - TransLeeds is not a mental health care provider and cannot offer support with mental health concerns. Staff, trustees or volunteers may offer a listening ear to service users who are in distress, and this is at the discretion of the individual providing that support and the board of trustees. It must be made clear to the service user that the individual is not a mental health professional
- Advocacy may be undertaken on behalf of service users who need support with the following items:
  - Transition-related healthcare, including:
    - Attending GP, GIC and private transition-related appointments
    - Liaising with GP, GIC and private transition-related services
    - Attending medical appointments that are not directly related to the GIC or private transition healthcare system, but are impacted by the individual's transition or trans identity (e.g. attending gynaecological appointments with a trans masc service user, to provide support and/or advocacy services)
  - Other organisations where a service user is being treated differently to others due to their trans identity

TransLeeds can also provide information for cisgender friends and family members of service users at the discretion of the trustees and staff members/volunteers involved.

### Community Outreach

TransLeeds will outreach to other organisations to build support for TransLeeds as an organisation and its service users. The purpose of this outreach is to promote trans equality, publicise TransLeeds, and build mutual support networks. This outreach work includes, but is not limited to, building links with the NHS, local councils, housing organisations, LGBT charities and organisations, mental health charities and organisations, the police, the prison service, local employers, the job centre, local higher education centres, the government, public figures, local sports teams, and local community organisations.

### Community Advocacy

If a need is identified by the service users and/or staff and trustees, and agreed by the board of trustees, TransLeeds can advocate for the trans community as a whole in communications with other organisations. The precise nature of these communications, and whether they are private and public, must be agreed by the board of trustees. This communication can include protests.

### Community Resources

TransLeeds provide a binder library for transgender, nonbinary and gender expansive individuals only. It is also within TransLeeds remit to provide other transition-related physical resources to service users. How these resources are acquired by TransLeeds, and how they are distributed to service users, must be agreed by the board of trustees. The resources within TransLeeds' remit are:

- Clothing
- Pronoun badges
- Books, magazines and other print resources related to transition or the trans experience
- Makeup
- Accessories (e.g. hair bobbles, jewellery, scarves)
- Shoes
- Menstrual products
- Resources required to participate in TransLeeds-organised events (e.g. craft supplies may be provided to service users at a social event focussed on crafting)

### Informal advice

TransLeeds can provide informal advice regarding transition and trans lives and experiences to any member of the public or organisation. This policy does not supersede the Media Engagement Policy.

### Training

TransLeeds provides training on trans experiences and trans inclusivity in the workplace to external organisations. There is a cost associated with this, unless otherwise agreed by a majority of the trustees (e.g. when giving training to another charity, the fee may be waived at the discretion of the trustees).

### Special circumstances

Other services may be offered at the discretion of the trustees. This must be voted on and agreed by at least two thirds of the trustees.