Events Policy

Purpose of Document

London Leathermen (LLM) is a volunteer organisation with the goal to facilitate meetings between like-minded individuals in congenial surroundings, such as bars and other public places. We strive to keep our events safe and sex-positive; as such, we have developed this policy to ensure that our Members and Guests can enjoy peace of mind at LLM-organised events.

This document outlines the steps the Club takes to maintain our Code of Principles and Values at our official events, and detail the process by which we respond to reported incidents of inappropriate behaviour.

Hosts

Every official LLM event will aim to have at least two appointed hosts, who are Members of LLM who have volunteered for the role, and do not have any active strikes (see Three Strike Policy under our Code of Principles and Values).

These hosts are the designated point of contact for all event attendees; and any concerns about a Member or a Guest's behaviour should be addressed to them in the first instance. They will be named in the communication prior to the event, and identifiable by a specified article of clothing during events.

The hosts will be briefed at the beginning of every event, to ensure the correct processes are followed for that type of event. If the venue serves alcohol, hosts are required to stay sober for the length of the event.

If a complaint is made regarding someone's behaviour during an event, the first priority of the host is to ensure the immediate welfare of any targets of the alleged behaviour (and the claimant, if they are not the same person). Hosts have the power to ask someone to leave an event, to have an informal chat about their behaviour, or to keep away from claimants, but they do not have the power to issue strikes or file an official grievance on anyone's behalf.

Details on how grievances are handled are included in our Grievance Policy.

Incident Handling

If inappropriate behaviour needs to be reported during an LLM event, please approach one of the event's appointed hosts.

The incident handling process is outlined below:

1. The host will do everything they can to make the claimant feel safe and comfortable. It is recommended that they offer to find water and somewhere quiet to talk.

2. The host will ask the claimant for the details of the incident and the subject of the complaint. They will be mindful of the claimant's mental, physical, and emotional health, and whether they feel the incident puts them in active danger. Hosts will assure claimants that anonymity is assumed, and can only be revoked explicitly by request.

3. The host will present the options for immediate action to the claimant, impartially and as free of judgement and of personal opinion as possible. These include but are not limited to:
    - Initiating a mediation
    - Speaking to the subject of claim on the claimant's behalf
    - Asking the subject of claim to keep away from the claimant
    - Remaining by the claimant's side as long as they need
    - Provide support in reporting an event to the relevant authorities
    - Explaining how to log an official grievance using our online Grievance Report Form
    - Remaining by the claimant's side as they log a grievance
    - Set up a check-in phone call with a committee member

    Any and all of these actions are based upon the needs and requests of the claimant and with their safety and health in mind, be they informal or formal actions.
    Please note that Hosts are not allowed to file a grievance on someone's behalf under any circumstance.

4. Unless requested otherwise by the claimant, the host will approach the subject of claim discreetly and take them aside. They will tell the subject of claim about the accusation and ask to hear their side.
    The host will explain that, in the case of the claimant deciding to file an official grievance about the incident, the subject of claim will be contacted for their account of the incident, and that there is an appeals process in the event that a strike is issued (see Grievance Policy).

5. It is within the hosts' power to ask someone to leave the event if they judge them to be an active threat. This is encouraged in, but not restricted to, the following cases:
    - Subject of claim is drunk/inebriated
    - Subject of claim threatens the use of violence
    - Subject of the claim is reasonably believed to pose a risk to the ongoing safety of themselves or others
    - Subject of claim is non-co-operative or refuses to identify themselves to the host

    Refusal to leave an event when asked by an event host will always be reported to the Grievance Resolution Committee (GRC) and, if proved, will typically result in a strike being issued.

6. The host will log these incidents into an online logbook, including as many details as possible. Access to the logbook would be limited to the GRC Coordinator, who would be able to provide specific entries to a GRC Investigator if they are conducting an investigation into a particular grievance. The details of an incident will be available to the claimant and to the subject of claim on request.