

<b>Project name</b>	<b>Bathroom Inclusivity</b>
<b>Project manager</b>	<b>Michael Turner</b>
<b>Project sponsor</b>	<b>Rose Williamson</b>
<b>Date agreed</b>	TBC
<b>Agreed by</b>	TBC

## Project brief

*The project brief is a summary of the purpose of a project and what it will achieve. It identifies key elements of the project and the steps that will be followed to reach the objectives. The brief initiates project activity and allows the work to move forward.*

This project aims to make university bathrooms more inclusive for trans students and the wider community by making bathrooms more gender-neutral. This will include having menstrual products and bins available in designated bathrooms (eventually to include all bathrooms) and refreshing the awareness posters. This is something that the trans community has raised and wants because they feel that, in particular, the men's bathrooms could be a more inclusive and accessible space.

## Aims and objectives

<p><i>Broad statements of intent about what the project is trying to achieve.</i></p>	<p><i>List the tangible outcomes and benefits that will be achieved. They should be specific and measurable etc. We should be able to refer back to these at the end of the project to check whether the work has been successful.</i></p>	<p><i>How will you measure success?</i></p>
<p>University bathrooms are more inclusive for trans students</p>	<p>Update the design and content of current bathroom posters</p>	<p>Posters will be in all toilets and informal polls during Trans Coffee will help to gauge trans student response to changes.</p>
	<p>Provide menstrual hygiene products in all toilets regardless of gender</p>	<p>All toilets will have access to menstrual hygiene products</p>
	<p>Provide lidded bins in all toilet cubicles regardless of gender</p>	<p>All toilet cubicles will have lidded bins.</p>

## Scope

*Several sentences outlining what is within the scope of the project and what is not. If necessary this section should clarify the boundary between this project and other work to ensure there is no overlap or duplication. This section should clarify what is specifically excluded from the activity.*

This campaign aims to improve the bathroom experience for the trans community. This particular campaign does not campaign for further diversity policy regarding trans students.

## Deliverables

*List the outputs of the project.*

Clear posters updated from those produced last year.

Bins in toilets.

Menstrual hygiene products in toilets.

## Key stakeholders

*This should list all parties (internal and external) with an interest in this piece of work.*

Michael Turner, trans rep

Officers, especially Laura Douds who has taken on LGBT+ campaigns

The Students' Union

Equality, Diversity, and Inclusion team at ARU

Trans community

## Project team: roles and responsibilities

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<i>List all those who have a role to play in the project.</i>	<i>Include a summary of their responsibilities.</i>
Michael Turner	To advocate for these changes, to design and put up posters
Laura Douds/Rose Williamson	To support campaign

### Implications for the organisation

*Include here any impact this area of work may have on other parts of the organisation.*

To improve the University's image as a trans-friendly space.

### Risks

<i>Outline any potential issues or barriers (internal and external).</i>	<i>Include a summary of how these might be mitigated.</i>
Calling negative attention to the trans community who are using the menstrual products/bins in the toilets	Providing products in a discreet place, ensuring bins have lids to keep sanitary waste discreet

### Costs

*As well as direct costs this should include an estimate of the staff resource required and the amount of time from each person/area.*

£30	Printing posters
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## Timescales

*An estimate of when project activities will happen.*

I would like to implement this campaign in full by March 2018. Posters should be available for all bathroom spaces before the end of 1<sup>st</sup> semester, December 2017.

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