



# **MVT Policy for Health and Safety**

**V1.01 March 2026**

## Previous Versions

<b>Version</b>	<b>Date</b>	<b>Author</b>	<b>Reason</b>
1.02	March 2026	Tim Hawkes	Update and reformat



# MVT Policy for Health and Safety

**Context:** The Military Vehicle Trust is the World’s largest organisation of ex-military vehicle owners and enthusiasts and is dedicated to “keeping our mechanical veterans alive”. We have been a Registered Charity since 1987 and our Charitable Purposes are set down in a document called our “Memorandum of Association”.

*The Trust is established for the purpose of restoring and preserving military vehicles of historical interest and the preservation of books, drawings, records, documents, sound and visual recordings, films, photographs and other media and ephemera relating to such vehicles, their history and development, and promoting and encouraging the same aim in others.*

Our Core Values are summarised in our three aims:

*Conserve and Restore, Educate and Inspire and Honour and Respect*

## This document sets out the MVT Health and Safety Statement

The Military Vehicle Trust (MVT) is committed to providing a safe and healthy environment for its members, volunteers, visitors, and the public. We recognise our duty of care under the Health and Safety at Work etc. Act 1974 and are dedicated to ensuring that all activities undertaken by the charity, including meetings, social events, educational activities, and vehicle-related events, are planned and conducted with the highest regard for safety. We will continually review and improve our practices to maintain a culture where safety is everyone’s responsibility.

## 1. Introduction

This Health and Safety Policy outlines the MVT’s approach to ensuring safe practices throughout all charity operations. As a national charity organised through a Council of Management and regional Areas led by Area Secretaries, MVT activities commonly take place in community venues, pubs, hired spaces, outdoor environments, and at events where historic ex-military vehicles may be displayed or operated.

The policy applies to all members, volunteers, event organisers, contractors, and participants in MVT activities.

## 2. Responsibilities

### 2.1 Council of Management

The Council of Management holds overall accountability for Health and Safety within the MVT and will:

Ensure the organisation has appropriate policies, guidance, and risk management procedures in place.

Regularly review the effectiveness of this policy and related procedures.

Provide oversight and support to Area Secretaries for local implementation.

## **2.2 Area Secretaries**

Area Secretaries are responsible for:

Ensuring Health and Safety considerations are integrated into local meetings, social events, and activities.

Conducting or commissioning suitable risk assessments for all Area events.

Ensuring that venues used for MVT meetings are appropriate, safe, and meet legal requirements.

Communicating relevant safety information to members and attendees.

## **2.3 Members and Volunteers**

All MVT members and volunteers are expected to:

Take reasonable care for their own safety and the safety of others.

Follow guidance provided by the Council of Management, Area Secretaries, and event organisers.

Report hazards, incidents, or near-misses promptly.

Operate military vehicles responsibly, in accordance with relevant legislation, venue rules, and MVT guidance.

## **3. General Safety Arrangements**

### **3.1 Meetings and Social Gatherings**

Venues for regular meetings (including pubs, halls, and hired facilities) must:

Be suitable for the expected number of attendees.

Have clearly marked emergency exits.

Provide safe access and egress.

Have appropriate lighting, seating, and facilities for persons with limited mobility.

Area Secretaries should check venue risk assessments where available and maintain communication with venue management about any concerns.

### **3.2 Events Involving Vehicles**

Safety considerations must still apply whenever vehicles are present, either static or mobile. When vehicles are involved in events that our members are attending members should follow the MVT Code of Conduct to ensure safe practice.

### **3.3 Risk Assessments**

A risk assessment must be completed for:

Any organised event open to the public.

Any activity involving moving vehicles.

Outdoor events where weather and ground conditions may affect safety.

Simplified checklists may be used for small meetings, but significant risks must always be documented.

## **4. Incident Reporting**

All accidents, near-misses, or safety concerns must be reported to:

The Area Secretary, for local events.

The Council of Management, for serious incidents or anything with potential legal or reputational implications.

Incident logs must be kept and reviewed to inform improvements.

## **5. First Aid and Emergency Arrangements**

Area Secretaries should:

Ensure that venues used for meetings have first aid provision and emergency evacuation procedures.

Confirm that event sites have appropriate first aid cover based on expected attendance and risk. Ensure that emergency contact numbers and procedures are communicated clearly at the start of events where appropriate.

## **6. Safeguarding and Wellbeing**

Although separate policies exist for safeguarding, MVT recognises that the safety of members and the public includes:

Protecting children and vulnerable adults at events.

Ensuring members feel safe and supported in all MVT activities.

Maintaining respectful behaviour and zero tolerance for harassment or unsafe conduct.

## **7. Policy Review**

This policy will be reviewed annually by the Council of Management or sooner if:

Significant changes occur in MVT activities.

New legislation or guidance is introduced.

An incident suggests improvements are needed.

The latest version will be published on the MVT website alongside related policies.

