	<p style="text-align: center;">STRPS – Safety Management System Section 8.3.5 STRPS Staff &amp; Volunteer Communication &amp; Consultation Arrangements</p>	<p>REF: SMS 8.3.5 ISSUE: 03 DATE: 19.7.25* PAGE: 1 of 2</p>
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### **8.3.5.1 Requirements.**

Legislation requires the STRPS to have in place arrangements for consultation and involvement of its volunteers on health and safety matters which include:

- Providing information.
- Instruction.
- Training.
- Engaging in consultation & communication with staff & volunteers on the STRPS Health & Safety Management System and associated procedures to achieve their full participation in the management of health and safety leading to a legally compliant and safe railway.

Additionally, the STRPS trustees have various means of communication with its volunteers which keeps them informed of their plans for the railway. This includes memos and notices, a designated volunteer's area on the railway website and face to face meetings where necessary.

### **8.3.5.2 Arrangements.**

Consultation with STRPS staff and volunteers is undertaken for the following Health & Safety related subjects:

- Updates to the STRPS Safety Management System.
- The STRPS Health and Safety Policy.
- Any Health and Safety risk assessments, procedures or rules.
- Memos to operating volunteers regarding lessons learnt from out of course incidents or near misses.
- Health and Safety training.
- Training and instruction to support the introduction of new work equipment, machinery, or procedures.


### **8.3.5.3 Applicable Legislation.**

The Health and Safety (Consultation with Employees) Regulations 1996.

### **8.3.5.4 References.**

L146 Edition 2 10-2014 Consulting Workers on Health and Safety.

Safety Representatives and Safety Committees Regulations 1977 (as amended) and Health and Safety (Consultation with Employees) Regulations 1996 (as amended)

	<p>STRPS – Safety Management System Section 8.3.5 STRPS Staff &amp; Volunteer Communication &amp; Consultation Arrangements</p>	<p>REF: SMS 8.3.5 ISSUE: 03 DATE: 19.7.25* PAGE: 2 of 2</p>
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Approved Codes of Practice and guidance.

INDG 232 Rev 2 04-2013 Consulting Employees on Health and Safety A brief guide to the law.

### **8.3.5.5 Documentation.**

STRPS Safety Management System.

Training Material

Risk Assessments.

STRPS Health & Safety Notices.