

## Agriculture Industry Advisory Committee (AIAC)

### Project Group: Casual, temporary and migrant working

### Minutes of 3<sup>rd</sup> Meeting: 16 February 2006 (HSE Stoneleigh)

#### Present:

Madge Moore - Lantra  
Ivan Monckton - TGWU  
Chris Mcann - ASDA  
David Matthey - IOSH  
Martin Swinney - Home Office: Work Permits (UK)  
Graeme Walker - Secretary

#### Apologies:

Jill Hewitt - NAAC

#### Agenda

1	Welcome and introduction	
2	Minutes of the last meeting	Agreed.
3	Actions arising	<b>Action on item 9 re:</b> <ul style="list-style-type: none"><li>initial draft of migrant workers' guidance leaflet - <b>outstanding</b></li><li>submission to AIAC Secretariat of the Group's milestones/targets to 31/3/06 - <b>discharged</b></li></ul>
4	Information update	<b>GW</b> advised members of work concerned with the integration of migrant workers in the community by: <ul style="list-style-type: none"><li>the East of England Development Agency (EEDA)</li><li>the National Association of Citizens' Advice Bureaux (NACAB)</li></ul> which though directed to their respective responses to migrant needs, corroborated the need for Government and other agencies (including HSE) to develop and promote basic information on rights, sources of advice and general information etc. Members agreed this provided useful background material for a business case in support of AIAC guidance.  <b>GW</b> also advised members of the findings of HSE research into the occupational health and safety risks to which migrant workers were exposed. The Executive Summary and the Agricultural Sector Overview were tabled and discussed.

		<p><b>Conclusion:</b> Members agreed:</p> <p>(1) that no further information was likely to be forthcoming to clarify the nature and extent of migrant working in the industry.</p> <p>(2) that no further evidence was required to make the business case for AIAC work (and products) in this area; and</p> <p>(3) That the Gangmaster Licensing Authority (GLA) and its links with agencies offered the best opportunity and mechanisms for delivering and monitoring the delivery of advice/guidance into the migrant working community in agriculture.</p>
5	Review of existing published guidance to workers on health and safety	<p><b>GW</b> tabled extracts from the “Workers’ Health and Safety” pages on the HSE website pages including:</p> <ul style="list-style-type: none"> <li>• Leaflet C1500 “Health &amp; safety Law: What you should know”; and</li> <li>• The joint HSE/TUC leaflet “Your health, your safety: A guide for workers.</li> </ul> <p>In discussion members agreed that the existing guidance was neither targeted at migrant workers and their needs, nor fit-for-purpose.</p>
6	What does AIAC want from guidance to workers?	<p>In discussion members agreed that the guidance should:</p> <ul style="list-style-type: none"> <li>• Set out the background that agriculture is a dangerous industry – linked if possible to examples of fatal or other accidents to migrant workers</li> <li>• Be specific to the agriculture industry i.e focused on on-farm activity associated with agricultural produce</li> <li>• Target migrant workers</li> <li>• Reflect the ethnic mix in the industry identified by Defra/GLA and HSE research</li> <li>• Focus on the application of health and safety legislation to activities undertaken by migrants as identified by the research</li> <li>• Stress the importance of complaints within the UK system and of the independence of Government and other agencies e.g. HSE/trades unions + the protection available to complainants</li> <li>• Avoid legalistic language and jargon</li> <li>• Focus on basic rights e.g. the right to know who one’s employer is, access to first aid and welfare provision and to practical information, training and</li> </ul>
7	The way forward.	

		<p>supervision in a comprehensible form</p> <ul style="list-style-type: none"> <li>• Include links to TUC or if possible a TGWU Action/ Help line</li> <li>• Limited if possible to one page A4 – single sheet or Folded</li> </ul> <p>On funding <b>MM</b> drew members’ attention to recent correspondence with Bill Callaghan (HSC Chair) and raised the issue of funding.</p> <p><b>GW</b> advised of an apparent (and recent) change in HSE’s position about funding communications within agriculture and advised that providing a robust business case was developed he was hopeful funding would be forthcoming. Members were nevertheless invited to explore the possibility of providing support funding from their respective organisations.</p> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li>(1) <b>IM</b> to explore with TGWU the potential for a dedicated Migrant Worker Action/ Helpline</li> <li>(2) <b>MM</b> to copy her letter to Bill Callaghan to members</li> <li>(3) <b>ALL</b> to explore the possibility of providing support to cover printing/distribution costs.</li> <li>(4) Though members agreed that guidance should be badged under HSE (as AIAC members were working directly to the Commission) <b>GW</b> agreed to explore the scope for including the logos of co-opted organisations e.g IOSH.</li> </ol>
8	Existing guidance to SMEs	<p><b>GW</b> drew members attention to work being carried out by HSE’s Construction Division and by the North West Food Alliance. The Alliance which would be launching guidance on managing the health and safety of multi-ethnic workforces focusing on the recruitment, selection, training and supervision of migrant workers on 30 March. He further advised that as a member of the working group responsible for developing the guidance he had arranged for members to be invited to the launch in Runcorn where the keynote address would (again) be given by Bill Callaghan.</p> <p>The NWFA guidance would probably be useful background for the work of this group in producing guidance targeted at SMEs..</p>

9	How does the WG want to progress the SME guidance?	<p><b>Agreed:</b> That work on the SME guidance be deferred until after the NWFA launch on 30/3/06</p>
10	Next Steps	<p><b>Agreed:</b></p> <p><b>ALL</b> to forward any further thoughts/suggestions as to the format or content of the workers' guidance leaflet to <b>GW</b> by the next AIAC meeting on 21/3/06</p> <p><b>GW</b> to draft initial version of workers' advisory leaflet and forward it to members by Easter.</p>
11	Next meeting	<p>Provisionally scheduled for Tuesday 25 April 2006. For reasons outlined in the covering e-mail/letter it is subsequently proposed the next meeting of the group be deferred to 9/5/06 or 18/5/06.</p>
12	AOB	<p><b>MM</b> raised the question of filling the vacancy left by the departure of Janet Gee. Members agreed we should seek representation from the employers side.</p> <p><b>Agreed:</b></p> <p>(1) <b>GW</b> to invite the secretariat to seek a nominee from the NFU/Scottish FU.</p> <p>(2) <b>GW</b> to invite the secretariat to seek a nominee from the GLA.</p>