

**AGRICULTURE INDUSTRY ADVISORY COMMITTEE (AIAC)**

**TRAINING AND EDUCATION GROUP (TEG)**

**List of action points from 2nd meeting held on 09/03/09 at Lantra House, Stoneleigh Park, Warwickshire.**

List of group members in attendance:

Laura Biddick-Bray – Lantra Sector Skills Council (LB)

Michael Britten – National Farmers Union (MB)

Neil Catton – Gs Marketing (NC)

Charlie Clutterbuck – Unite, the Union (CC)

James Eckley – National Federation of Young Farmer’s Clubs (JE)

Geoff Gregory – Land Based Colleges Aspiring to Excellence (GG)

Alastair Mitchell – HSE (AM) - Chair

David Owen – Lantra Awards (DO)

Alan Plom – HSE (AP) - Secretary

Apologies:

David Bell – Institute of Occupational Safety and Health – Rural Industries Group (DB)

Suzie Cave – NPTC City and Guilds (SC)

Madge Moore – Lantra, Sector Skills Council (MM)

<b>Item/Issue</b>	<b>Key Points and Actions</b>	<b>Action by</b>
1. Introduction	The Chair welcomed members to the second meeting of the group and thanked Lantra for hosting the event. A special welcome was extended to LB (attending for MM), MB, JE and GG all of whom were attending for the first time.	
2. Terms of reference (TOR)	The group discussed the draft terms of reference and agreed to minor amendments to reflect the need to include a specific reference to small and medium sized enterprises (SMEs), and to promote the benefits of training generally. <ul style="list-style-type: none"> <li>• Revised TOR to be drafted and circulated to TEG members for agreement.</li> <li>• Final version of the TOR to be tabled before the main AIAC for information (meeting on 17/03/09)</li> </ul>	AM
3. Membership of the TEG	Membership of the TEG to be expanded - other key stakeholders to be encouraged to participate The key stakeholders identified at the January meeting had been approached and all were represented at the March meeting.	Action discharged

4. Seminar	Agreed a seminar should be held targeting leading companies/larger employers who support training and might be receptive to using VQs.	
4.1 Seminar - invitees	NC and DO supplied lists of potential invitees. Other members were requested to identify a minimum of 12 large farming organisations to invite to the seminar and to inform the chair by 31 March 2009	All
4.2 Seminar - venue	Awarding bodies to check availability of premises to host seminar in spring 2009 – DO confirmed that Lantra House would be available in week commencing 11 May. This coincides with the Health & Safety Expo at the NEC & might attract those who were intending to visit the Expo. Room availability to be confirmed.	DO
4.3. Seminar - content	Speakers to include Lantra Awards Instructors and/or training providers with experience of VQs and companies - to share their experience of training and highlight the benefits & the industry's needs (eg NC). The group discussed the purpose of the seminar, what incentives or drivers could be promoted to encourage attendance, and also the content and potential speakers. Suggestions included to focus on the themes of culture change, benefits to business, safe mind- safe body and others. Members were asked to consider suitable speakers/content & to inform AM by end of March 2009. LB agreed to approach Lantra SSC to seek admin support for the seminar eg invitations.	All
5. Incentives	Incentives and drivers to encourage uptake of VQs were discussed and priority options agreed.	
5.1 Incentives – Wages/Pay	VQs are now recognised within the Agriculture Wages Order and this should be more widely promoted. CC suggested further coverage in the landworker publication.	CC
5.2 Incentives - ETI	Retailers should be engaged to promote VQs within their supply chain. The Ethical Trading Initiative (ETI) code of practice includes a reference to health and safety standards and this should be used as a “lever” to facilitate greater uptake. NC confirmed that aspirational statements within the code have often become a mandatory	CC/AM

	<p>requirement within a period of a few years. Group need to engage with the ETI &amp; explore potential for developing this idea. MB expressed caution in using supermarkets in this way and felt that farmers would not appreciate a dictatorial approach either from HSE or the companies they supply produce to. Rather, the industry would respond more positively if they could be persuaded to recognise the business benefits of training and to engage voluntarily. The chair put forward the view that a balanced approach might be best.</p>	
5.3 Incentives – Promotional Work	<p>More should be done by awarding bodies to target their potential clients not just the assessment centres. DO confirmed that Lantra Awards have been carrying out work in this area. AM confirmed NPTC had also carried out promotional work &amp; would update the group at the next meeting subject to feedback from SC. HSE are to meet with both awarding bodies to discuss opportunities &amp; joint working under the ag Revisited/Make the promise campaign. MB suggested British Farmer &amp; Grower (training &amp; education supplement) might serve as a promotional opportunity. Items for inclusion to be sent to MB.</p> <p>GG suggested that agric shows might be an opportunity for promotional work &amp; agreed to look at opportunities for colleges to run promotional materials at such events</p>	SC/DO/AM/MB/GG
5.4 Incentives – Case studies	<p>Case studies are needed to highlight the business benefits of training and VQs in particular. The group discussed suitable candidates &amp; agreed essential that examples should be sought from both employees &amp; employers (to include the business benefits of training). DO agreed to approach Anglia Rural Training &amp; last year's VQ award winner to see if they would be willing to feature. LBB to see if Lantra SSC can identify any farmers from the industry groups who might be willing to feature in publicity</p>	All
5.5 Incentives – IOSH news bulletin	<p>Promotional opportunity through the IOSH Rural Industries Group. NC agreed to pursue opportunities with DB/IOSH -RIG</p>	NC
5.6 Incentives – Lantra SSC	<p>A renewed effort should be made to raise the profile of health and safety within the SSC's</p>	LB/AP/AM

	<p>industry groups. AP confirmed that HSE are represented on the relevant industry groups but found that VQs were not referred to by Lantra staff. HSE to obtain agreement from Lantra/Partnership Managers that health &amp; safety would feature as a standing agenda item. VQs should also be referenced in Lantra's Online Competence Framework (OCF) [NB. Now renamed as 'Lantra Skills Manager'.]</p>	
<p>5.7 Incentives – National Occupational Standards</p>	<p>VQs should be a key component of the core National Occupational Standards (NOS), used to build up job profiles and linked to apprenticeships. These should be 'mapped' against the NOS's to ensure consistency. There was some debate around the merits of stand alone/mandatory health &amp; safety units or whether they should be an intergral part of other qualifications</p> <p>AM confirmed that HSE were due to attend the Agriculture Management NOS review &amp; that might be an opportunity to make the necessary changes.</p> <p>MB referred to the possible development of training units for operators of specific machinery. AP referred to the work in this area through the parallel 'Equipment Supply Chain' workstream. The scope for 'Professional Operator' training had already been discussed with DO and would be covered in the supply chain workstream.</p> <p>LB provided members with data relating to numbers of apprenticeships &amp; agreed to follow up on why VQs were not eligible to become technical certificates.</p>	<p>AM/LB</p>
<p>5.8 Incentives – Skills Forum</p>	<p>MB described the role/function of the NFU led Skills Forum. Members were of the opinion that VQs (and health and safety training more generally) should be given a high profile within this Forum. MB stressed that farmers needed to be convinced of the business benefits and there needs to be better recognition of the skills within the industry. These should be recorded in some way and transferrable/recognised between units to avoid duplicating/repeating training.</p> <p>The proposed round table meeting on skills to be chaired by Hilary Benn was unlikely to be an opportunity for promoting the VQs</p>	<p>MB</p>

	<p>this time, However, the group suggested that MB should provide regular updates on the work of the forum.</p>	
<p>5.9 Incentives - Insurance</p>	<p>Recognition and promotion of VQs by insurers would be an effective lever. AP referred to the positive developments and discussions he has had with 2 leading firms, one of which has taken on the challenge of galvanising the insurance industry. AP will continue to update the group on work in this area.</p>	<p>AP</p>
<p>6. College uptake</p>	<p>Agreed fundamental objective to encourage uptake by Colleges.</p>	
<p>6.1 College uptake – target market</p>	<p>Need to identify land based colleges that are not currently offering VQs so that promotional work can be targeted effectively. DO confirmed that work had been undertaken in this area. The chair suggested a list of colleges would be helpful to aid a targeted approach. GG confirmed that funding is still an issue for colleges and that it was not a “one size fits all” approach to get it due to regional variation in approach &amp; priorities from the LSC.</p>	<p>SC/DO</p>
<p>6.2 College uptake – learning materials</p>	<p>Delivery of the VQs would be assisted if learning materials were more widely available. AM confirmed that meetings had taken place with Cultiva (formerly known as the Elite Group of Colleges) and the Land Based Colleges National Consortium (LBCNC) to facilitate development of additional learning materials. It had been agreed by LBCNC to review/adapt the publication “Fit for Tomorrow” to align it to the VQs. AM to update the group with feedback from these stakeholders. CC has developed a website containing learning materials and this could also be used by students.</p>	<p>AM</p>
<p>6.3 College uptake – workshops</p>	<ul style="list-style-type: none"> <li>• Presentation by AM to Landex curriculum group to facilitate greater uptake by colleges due Feb 2009. Opportunity to engage main Landex group to be pursued. AM confirmed a paper had been drafted for both the curriculum group &amp; the main Landex Conference (copy to be circulated to members) &amp; was awaiting feedback. GG agreed to pursue with Landex.</li> <li>• Harper Adams had asked HSE/Sector to run a one day workshop for machinery</li> </ul>	<p>AM/GG</p> <p>AP</p>

	<p>lecturers on current issues, case studies and developments in health &amp; safety. Malcolm Carr-West (Writtle College) had also asked HSE/Sector to present a national seminar to update lecturers. This would be an opportunity to promote the VQs at levels 2, 3 and 4.</p> <ul style="list-style-type: none"> <li>• Other stakeholders (AEA, BAGMA and IAgRE) intended to organise an event aimed at raising awareness of their roles and improving training for work in the industry. This could be combined and would be an opportunity to promote the VQs at levels 3 and 4.</li> </ul>	
7. Funding	The availability of funding to support uptake of the VQs has been identified as a key factor.	
7.1 Funding - Government policy	Government funds should be made widely available for VQs - CC recalled that Judith Donovan had stated at a previous main AIAC meeting that she would raise the funding issue with Government. Judith asked for a list of key points for her to use in discussions with relevant Ministers.	CC/
7.2 Funding - Regional Development Agencies (RDAs)	It was also proposed that the RDA's should be approached to pursue the funding issue (some initial approaches had been made by AM with limited success). LB confirmed that Lantra SSC has been appointed by some RDAs to manage programmes in East Midlands, North East, Yorkshire, South East regions (awaiting outcome in West Mids) and was therefore in a position to influence uptake. AM agreed to liaise with LB to explore best way to take this forward with SSC programme managers.	AM/LB
7.3 Other funding	LB confirmed that there may be more flexibility under the "Train to Gain" initiative due to recent SSC involvement & agreed to investigate with MM to see if VQs might be eligible.	LB
8.1 Other matters	One training provider is developing a training workshop on business risks for managers. This would also be an opportunity to promote level 3 and 4 VQs.	DO/AM
8.2 Other matters	AM informed the group that "care and maintenance" work with awarding bodies would continue in order to ensure that the VQs remained current and fit for purpose to comply with educational requirements. It	AM/SC/DO

	was agreed that group members would be updated on developments as necessary. MB put forward views concerning the QCF and how VQs might best fit with industry needs. AM agreed to consider this with DO and others during the process of transferring the quals to the QCF	
8.3 Other matters – International work	AP/CC explained the growing interest in training and qualifications for the sector, including an international email based forum. MB described work in the EU to produce a free guide for farming health & safety. Members were asked to provide updates to the group on work in these areas.	AP/CC/MB

### Notes

The four work areas or workstreams proposed at the last full AIAC meeting (11/11/08) as providing a steer for the work of the TEG and formally agreed by TEG members at the January 2009 meeting were as follows:

(I) VQ work should focus specifically on working with some of the larger farming organisations or groups who may be more receptive to training - proposal to identify and target these organisations. This is known as the seminar workstream.

(ii) A renewed effort should be made to identify "drivers for uptake" and other incentives given that previous attempts have had limited success - proposal to identify incentives for farmers and workers to undertake VQs. This is known as the incentives workstream

(iii) VQs should be pursued more vigorously through the agricultural college network to facilitate greater uptake. This is known as the College workstream

(iv) More should be done to explore potential for funding through the Regional Development Agencies in England, and their counterparts in Wales and Scotland (and other funding streams). This is known as the funding workstream

**Date of next meeting:** 9 April 2009, NFU offices, Stoneleigh Park, Warwickshire