

**AGRICULTURE INDUSTRY ADVISORY COMMITTEE (AIAC)**

**TRAINING AND EDUCATION GROUP (TEG)**

**List of action points from 3rd meeting held on 09/04/09 at NFU head quarters, Stoneleigh Park, Warwickshire.**

List of group members in attendance:

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

Michael Britten – National Farmers Union (MB)

Neil Catton – Gs Marketing (NC)

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

Alastair Mitchell – HSE (AM )- Chair

David Owen – Lantra Awards (DO)

Alan Plom – HSE (AP) - Secretary

Apologies:

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

Suzie Cave – NPTC City and Guilds (SC)

Charlie Clutterbuck – Unite, the Union (CC)

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

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 third meeting of the group and thanked the NFU for hosting the event.	
2. Terms of reference (TOR)	The group were informed that the revised terms of reference including specific reference to small and medium sized enterprises (SMEs), and the need to promote the benefits of training generally had been accepted by the full AIAC at its meeting held on 17/03/09. Members requested that this be expanded to include a reference to “micro” businesses.	AM
3. Membership of the TEG	Membership of the TEG to be expanded - other key stakeholders to be encouraged to participate	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	Members had been requested to identify a minimum of 12 large farming organisations each to invite to the seminar and this item remained outstanding.	All

4.2 Seminar - venue	Members discussed a proposal put forward by the chair that the seminar be put back until the autumn of 2009. Members were in agreement that this would be beneficial as it would allow more time to (i) identify organisations to invite (ii) arrange suitable speakers (iii) finalise a venue at Stoneleigh (iv) organise a professional event and (v) be timely for those organisations who gear their training progs around the autumn season. DO agreed to look into room availability & dates for Lantra House & to check for clashes with half term holidays.	DO
4.3. Seminar - content	A draft seminar programme produced by DO with suggested topics & speakers was circulated and the group discussed the content. Members were asked to consider suitable speakers/content & to inform the chair of their suggestions based on the draft but all agreed it was a good starting point for further development. It was agreed that a small sub group of TEG would take this forward.	All/members of seminar sub group
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 (AWO) and this should be more widely promoted. MB showed members a recent copy of the landworker publication including a feature on the AWO but unfortunately it did not refer specifically the VQs.	CC
5.2 Incentives - ETI	Retailers should be engaged to promote VQs within their supply chain. The Ethical Trading Initiative (ETI) code of practice now includes a reference to the health and safety VQs and an extract from the code covering this point was distributed to members for information. NC confirmed that aspirational statements within the code have often become a mandatory requirement within a period of a few years. NC was asked to locate the guidance which accompanies the code so this could be shared with members.	CC/AM
5.3 Incentives – Promotional Work	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	SC/DO/AM/MB/GG

	<p>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 had met with both awarding bodies to discuss opportunities &amp; joint working under the ag Revisited/Make the promise campaign. MB suggested British Farmer &amp; Grower would continue to offer a promotional opportunity. Items for inclusion to be sent to MB.</p>	
5.4 Incentives – Case studies	<p>Case studies are needed to highlight the business benefits of training and VQs in particular. The chair informed the group that a coordinated approach was required in this area and that HSE were tasked with taking this forward. JE had already approached two individuals who had been injured at work and they have indicated a willingness to be involved in this area</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>The chair confirmed that a renewed effort had been made to raise the profile of health and safety within the SSC's industry groups. HSE to continue 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>	LB/AP/AM
5.7 Incentives – National Occupational Standards	<p>VQs should be a key component of the core National Occupational Standards (NOS), used to build up job profiles and linked to apprenticeships. AM confirmed that work was in progress with Lantra SSC to review the health &amp; safety content of the Lantra units &amp; that this might be an opportunity to make the necessary changes to align them more closely to the VQs.</p>	AM/LB
5.8 Incentives – Skills Forum	<p>MB described what had been discussed at the NFU led Skills Forum meeting with Hilary Benn. The main points arising were: (i) that farmers needed to be convinced of the business benefits of training and in order</p>	MB

	<p>to facilitate greater uptake of training there needs to be better demonstration of this link. (ii) there should be an attempt to identify where training needs are greatest (iii) the industry should become more professional &amp; competent (iv) there should be more help with funding/discounts. The Minister had asked for an action plan covering these points for a future meeting – date tbc. NFU were tasked to consult with the industry to establish what was required and how it should best be delivered with an emphasis on professionalism rather than cpd (not “chartered farmer”), and that the desire was for modular units (lowest unit to be 10 hrs duration). It was also recognised that not all rural areas have adequate IT/broadband. The chair requested that MB should provide regular updates in this area.</p>	
5.9 Incentives - Insurance	<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>	AP
6. College uptake	<p>Agreed fundamental objective to encourage uptake by Colleges.</p>	
6.1 College uptake – target market	<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 confirmed a list of colleges had been obtained to aid a targeted approach. NPTC were to publicise an example of how a college had successfully obtained funding from their local LSC.</p>	SC/DO
6.2 College uptake – learning materials	<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 and a LBCNC working group was</p>	AM

	to be formed to take this forward.	
6.3 College uptake – workshops	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Harper Adams had asked HSE/Sector to run a one day workshop for machinery 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.</li> <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>	AM/GG  AP
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. This item to be checked with CC.	
7.2 Funding - Regional Development Agencies (RDAs)	AM agreed to liaise with LB to explore best way to take this forward with SSC programme managers appointed in key RDAs. No further updates were provided.	AM/LB
7.3 Other funding	“Train to Gain” initiative - no further updates provided – carried over to next meeting	LB
8.1 Other matters	One Lantra Awards training provider in East Anglia is developing a 2 day training course for the level 3 VQ based on risk assessment. It was suggested that a training provider be invited to join the group & DO offered to approach Anne Marie Hamilton. DO also informed the group about a new Lantra Awards qualification – Certificate in land based activities – at level 2 which may incorporate the VQ. It was noted that	DO

	funding for Lantra's technical awards had now been terminated so this new qual was being offered as an alternative. DO to keep members updated.	
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.	AM/SC/DO
8.3 Other matters – International work	MB described work in the EU to produce a free guide for farming health & safety. This was due for publication in autumn 2009	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:** date and venue to be confirmed