

AGRICULTURE INDUSTRY ADVISORY COMMITTEE (AIAC)

Minutes of the 7th meeting held on Wednesday 2 May 2007

Chair	Representing
Elizabeth Gibby	HSE
Members	
James Brown	AFAG
Madge Moore	Lantra Sector Skills Council
Andrew Clark	NFU
Marcus Themans	NFU
David Leavesley	NFU Mutual
Chris Kaufman	TGWU
Teresa MacKay	TGWU
James Eckley	NFYFC
Advisors	
Roger Nourish	HSE
Graeme Walker	HSE
Alan Plom	HSE
Alastair Mitchell	HSE
Nick Sangha	HSE (Secretariat)
Observers	
Charlie Clutterbuck	Ivan Monckton TGWU
Michael Britten	NFU
David Knowles	IOSH
Apologies	
Jake Vowles	AEA
Pat Stanley	NFU
Rick Sunderland	NAPEO
Ivan Monckton	TGWU
Caroline Bedell	CLA
Jill Hewitt	NAAC
Chris McCann	ASDA
Absent	
Zad Padda	Ethical First

Item 1. WELCOME AND OPENING REMARKS

- 1.1 Chair welcomed members to the seventh AIAC meeting. A warm welcome was also extended to David Knowles from IOSH, Michael Britten (NFU) and Charlie Clutterbuck (TGWU) who was deputising for Ivan Monckton.
- 1.2 The Chair thanked NFU for hosting the event.
- 1.3 Apologies were received from: Jake Vowles (AEA); Pat Stanley (NFU); Rick Sunderland (NAPEO); Ivan Monckton (TGWU); Caroline Bedell (CLA); Chris McCann (ASDA) and Jill Hewitt, NAAC (maternity leave). Chair thanked Jake Vowles for his hard work on the committee and members joined in sending him their best wishes on his retirement. Chair informed members that a thank you letter had been sent to Jake by Geoffrey Podger, HSE's Chief Executive and that AEA had appointed Roger Lane-Knott as Jake's successor. A formal invite letter will be sent out in due course.
- 1.4 The Chair suggested that the next open committee meeting be held in mid October in Scotland. A calling note seeking availability will be sent to members as soon as a venue is confirmed. Invitation will be extended to HSE's Divisional Director for Scotland, NFU Scotland and the Forestry Commission. Chair consulted members on themes/topics for the next meeting. Roger Nourish mentioned his recent discussions with Stewart Campbell (HSE Director Scotland) with regards to the Healthy Working Lives initiative and the Partnership on Health and Safety in Scotland (PHASS) which brings together key players in workplace health and safety in Scotland. A Scottish theme, highlighting agricultural, forestry and aquaculture issues in Scotland was agreed by members for the meeting.

Item 2. MATTERS ARISING FROM THE LAST MEETING

- 2.1 The minutes from the last meeting were agreed.
- 2.2 Below is a summary of actions from the last meeting.

SUMMARY OF ACTIONS FROM MEETING HELD ON 19 OCTOBER 2006			
2.3	Cattle in fields: Members are asked to promote and publicise the new information sheets.	Members	Discharged
4.4	SHADs: AIAC Members to contact HSE if they wish to attend a SHAD.	Members	Discharged
4.5	SHADs: to revise/update the SHAD paper and discuss the sponsorship of lunches at SHADs by NFU Mutual with David Leavesley.	Alan Plom and David Leavesley	NFU-Mutual was still considering how they might sponsor SHADs.
4.7	SHADs: HSE to update the paper to include a list of contacts for each SHAD and to produce a similar update paper on SHADs for 07/08 to present to the AIAC in Autumn 2007.	Alan Plom	Action for next meeting.
4.7	SHADs: Andrew Clark (NFU) to use the NFU regional network to promote the 2006/07 programme of SHADs.	Andrew Clark	Andrew Clark advised that as NFU journals / articles are printed two months in advance, sufficient notice was required to meet publications / editorial deadlines. HSE agreed to notify NFU (and other members) as soon as dates for 2007/08 SHAD programme were confirmed. Andrew also advised members

SUMMARY OF ACTIONS FROM MEETING HELD ON 19 OCTOBER 2006

			<p>that promotional work for events will need to be planned with the agreement of NFU Regional Directors.</p> <p>Alan Plom advised that HSE will continue to use Lantra Awards and HSL instructors to present demonstrations, which would be enhanced to include more health issues. HSE are also encouraging other organisations (in addition to NFU and TGWU) to exhibit at events, eg electricity supply and railway companies.</p>
5.5	HSE to discuss with AEA what had been agreed with DfT and on the revision of DfT's tractor/trailer braking guidance and prepare letter for Dr Gibby to send to DfT as appropriate.	Alan Plom	<p>Discussions ongoing between AEA, DfT and HSE, and the NFU propose to produce guidance on transport.</p> <p>Item discharged</p>
5.6	Migrant Workers: AIAC members are invited to comment on the proposed project by 15 December.		Discharged
5.8	Worker Involvement: Graeme to produce and present a paper to the next AIAC meeting which explores the options of pursuing and promoting initiatives in support of HSC/E's Worker Involvement Programme.		See agenda item 8
5.9	Child Safety Working Group: To report at the next AIAC meeting on the progress made in developing objectives for the group and taking forward the current child safety initiatives.	Andrew Clark	See agenda item 4(d)
6.4	Insurance industry initiative: Members to identify any other stakeholders who could help drive forward the proposed project.	Members	See agenda item 3(a)
9.1	HSE to present papers at the next meeting on the progress of AFAG and the Transport Project Group.	Alan Plom and Roger Nourish	See agenda item 4(a) and 4(b)
9.2	HSE to decide on the future of the Training & Education and Musculoskeletal Disease (MSD) working groups and report back at the next meeting.		See agenda item 3
9.3	HSE to prepare and present to the next meeting on the development of Vocational Qualifications in agriculture.		See agenda item 5

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Item 3. MATTERS ARISING

- 3.1 **AIAC Working Groups** - The future of the Training & Education and Musculoskeletal Disease (MSD) working groups was raised as an item for discussion. Chair advised members that Frank Perkins had made several unsuccessful attempts to convene meetings of these groups.
- 3.2 The formation and viability of a Training and Education group was discussed. Given that a Vocational Package (VQ) had already been developed, it was concluded that there was no imminent need to form a training and education group but support was needed to promote and encourage uptake of VQ's. Alastair Mitchell had already been in contact with members to drive this initiative forward. Chair agreed that members should help to identify areas for uptake and promote arrangements but not to form a formal project group.
- 3.3 As regards an MSD group, members felt it was an important programme for HSE and AIAC given the prevalence rate of injuries in the industry. Marcus Themans asked what lessons were learned from HSE's 'Backs' campaign. He suggested that the agriculture industry needs to be targeted in different ways and efforts need to be co-ordinated ie to publicise the effects on efficiency of production and the impact of days off work in specific areas of production, such as horticulture and forestry, rather than 'broad-acre' mechanised cropping.
- 3.4 Michael Britten referred to the work on MSD in Europe and reported on a meeting held recently in Bilbao. Agriculture will now be featured in the European Week of Safety and Health in October 2007, which is focussing on MSD. GEOPA were meeting in the following week to finalise plans and NFU are involved in developing the European Agency website on good practice, for members to share and learn.
- 3.5 Members were generally supportive of setting up an MSD working group, but were mindful of the fact that farming practices and handling methods had changed significantly. Charlie Clutterbuck reminded members that the original AIAC working group on health (HIAG) had previously done a lot of work on MSD and identified that 80% of farmers/farm workers reported suffering an injury. He was disappointed this work was not carried through. Graeme Walker advised that it had, but recalled that this had been dealt with on a broad-based approach and the focus will now need to change to target priority areas. It was agreed that the Group should establish base-line data for evaluation and initially review what had been developed by other sectors such as construction. The Chair agreed to send a report on MSD lessons learned by the MSD Programme to inform further discussions on the subject.
- 3.6 Alan Plom pointed out that Whole Body Vibration (WBV) is a major issue for agriculture and forestry and this is being tackled 'holistically' together with Manual Handling (MH) as a cause of back pain and that AFAG already has a project group on WBV and Hand Arm Vibration (HAV) and were also looking into rehabilitation, particularly in Scotland. Graeme Walker said HIAG had again done some initial work on rehabilitation. James Brown referred to the useful practical MH techniques demonstrated at farming and forestry SHADs. The training courses offered through Lantra Awards were also praised and Alan mentioned that their MH instructors have been used at SHADs run by HSE for a wide range of industries.

- 3.7 Charlie Clutterbuck also mentioned the outcome of HSE commissioned research carried out by the Institute of Medicine at Stirling University. Their findings highlighted the level of the problem within agriculture and the solutions. Alastair Mitchell was also aware of the research and advised that the outcomes had been incorporated into Lantra training and NPTC Certificates of Competence. He is developing a photo library of MH aids, which is to be made available through HSE's website. David Knowles mentioned the experience and source material offered by IoSH. Members agreed it was important to concentrate and promote MH solutions already developed and readily available. Roger Nourish reinforced the case for establishing a working group given the reasons outlined and in particular the statistical evidence available on ill health. HSE to provide data on the size of the problem to NFU, for estimating the cost burden on industry. Chair was pleased with the support in favour of forming a working group.

Action: (a) Alastair Mitchell to contact AIAC members (TGWU, IoSH, Lantra and NFU) and form a MSD working group; (b) Michael Britten, NFU to keep members informed of developments in Europe; (c) Chair to contact MSD Programme Manager and forward a 'lessons learned' report; (d) HSE to provide statistical data on the size of the problem in the industry so that NFU can estimate the cost to agriculture.

Item 3(a) UPDATE ON CMI INSURANCE PROJECT

- 3.8 Roger Nourish reported back on his meeting with Nick Starling at the Association of British Insurers (ABI) and the disappointing lack of support forthcoming from the association for the proposed approach to the insurance industry via a conference workshop, preferably facilitated by ABI in London. Roger felt that the ABI may not have fully appreciated the nature of the suggested approach and its potential. However, ABI's position was that their Committee infrastructure did not align with hosting such an event on agriculture, they were unconvinced that the insurance companies involved in this sector would want to come together in the same room and they doubted whether such a meeting would provide a good platform to introduce or promote the risk-assessed underwriting project. ABI also pointed out there was already, de facto, a monopoly in agricultural insurance (NFU Mutual the major player) and that the Association would not wish to be associated with any action which might be construed as introducing competition. However ABI understood and broadly supported HSE's efforts to reduce the harms and losses associated with injury and ill health in agriculture and recommended that HSE themselves consider holding a number of bilateral discussions with individual insurers.
- 3.9 In the interim, work on the risk-assessed underwriting process was well advanced. In partnership with Checkmate International (CMi), HSE's Agriculture & Food Sector had refined CMi's automated process (and system for electronic capture of risk, insurance and other data) drawing upon their own experience in developing HSE's interactive risk assessment software for farmers and applying HSE's statistical and other data. A revised set of standards, weightings and scores for the health and safety element of the process were being generated. It was suggested that once the system was fully developed the incentive for increased health & safety compliance amongst farmers would be one of "recognition and reward" i.e the prospects of a risk-related premium and an improved offer of insurance in respect of available cover and terms.
- 3.10 David Leavesley said that NFU-Mutual were keen to look at this, but raised some concerns over the competence of people carrying out the assessment and verification that would be needed. The cost of follow up checks to large numbers of small farms could be significant, e.g. if an underwriter was employed to do the job. James Brown suggested the cost be reduced to more acceptable levels if it was linked with farm assurance schemes. Marcus Themans agreed that there was now more pressure from liability for environmental aspects and food quality and observed that insurers had already got to grips with animal health, but recalled that such schemes had not been openly welcomed by farmers when they were initially introduced. The Chair welcomed the general support from members and agreed that

this was a worthwhile area of work that HSE should explore further. Roger Nourish offered to invite CMI to the next meeting to present the model.

Action: Roger Nourish to make contact with individual insurance companies and invite CMI to the next AIAC meeting.

3.11 **Celebration of HM Agricultural Inspectorate** - Alan Plom reported on the successful event held on 15 December 2006 to celebrate 50 years since the original Farm Safety Inspectorate (later HMAI) was set up by MAFF and 60 years since the first Machinery Inspectors were appointed in 1946. Dr Gibby had presented a vote of thanks on behalf of HSE's CEO and AIAC to the retired and serving members of the Inspectorate for their contribution to improving health and safety in agriculture. She had also recognised the benefit of HSE working with AIAC member organisations and other stakeholders over the years. Alan thanked member organisations for their recognition and publicity of this anniversary, Teresa Mackay and Pat Stanley for attending the event and Andrew Clarke for arranging co-sponsorship by NFU.

Action: Alan Plom to post a copy of the article published in HSE's internal magazine on the AIAC webpage.

Item 4 REPORT BACK FROM AFAG AND AIAC PROJECT GROUPS

4(a) AFAG (AIAC paper 070501)

4.1 Roger Nourish presented the AIAC paper reporting on the significant progress made by AFAG and its 'task and finish' working groups since 2005. AIAC had approved AFAG's original work programme and terms of reference, but these and the 'risk register' had been amended by AFAG to account for recent developments. The revised terms of reference and work programme are summarised in Appendix 1 of the AIAC paper.

4.2 Roger reported that good progress had been made in most of the project areas, thanks to the extensive contribution of many individual industry members. Brief highlights included:

- (i) Bomel had completed the accident analysis research (project A1). The initial findings had been presented to AFAG and the executive summary will be sent to all AFAG members when finalised. A draft report detailing the results of Bomel's research, including data from the industry workshops, has been submitted and is currently being reviewed by the sector. These data would inform the work of most AFAG project groups;
- (ii) The training and certification (project A2) had proven to be contentious, demanding and time consuming. Migrant workers coming into the industry was a major issue and Roger thanked James Brown for taking on the 'mapping (European) qualifications' part of the project from Lantra Awards' Simon Richmond, to share the load. The industry consultation exercise on options for a T&C framework for the industry had used a newly created AFAG 'Treework' webpage. This exercise had recently been completed but confirmed that forestry and arboriculture will need a different approach and further consultation and comparisons with other industries is needed. Chain saws are also widely used in other sectors such as the construction industry;
- (iii) The study of steep ground working had been completed (project B1) and AFAG guidance leaflet 705 was now available from HSE books and online. This had been launched at AFAG's successful APF seminar. It is clear that the Industry has a strong preference for guidance to be produced in hard copy format. HSE has received positive feedback on the new AFAG guide from the forestry industry;
- (iv) The reducing exposure to pesticides (project C4) is ongoing, the preliminary findings of an HSE study having been presented to AFAG. The

findings of HSE's inspection Blitz following SHADs had also revealed some serious incidents and allegations of ill-health associated with planting operations. Alan Plom agreed to forward the report to Andrew Clark and Charlie Clutterbuck;

- (v) Several research projects are ongoing or proposed which will inform AFAG Groups. These include work on whole body vibration, noise, rigging and dismantling of trees, and Roger thanked the Forestry Commission for their joint-funding of much of this work. Other topic areas still to be developed include mechanical take-down of trees, MSD and rehabilitation (the latter are inter-related and link with the work of 'Healthier Working Lives' and the 'Partnership for Health and Safety in Scotland' (PHASS) and lone working. The issue of VAT on PPE is still being pursued with HSE's Safety Unit and HM Revenue and Customs.
- (vi) AFAG has considered its strategy for promoting awareness (Communications project D1) and completed a review of available HSE and industry guidance (project D2). A publications list was now available and a business case for AFAG leaflets had been submitted for approval to Dr Gibby. Unfortunately, Bruce Hatton (who represented the Arboriculture Association and led on the Communications projects) had recently resigned from AFAG.

4.3 James Brown commented that the work with industry organisations on projects identifying and developing operational best practice were already improving and maintaining standards in the industry and the guidance to be produced would further reduce fatalities and injuries. The UKFPA had recently become involved in developing guidance on lone working and other organisations should be encouraged to identify and solve problems themselves and then come back to AFAG with suggestion/solutions.

4.4 Chris Kaufman was interested in the lone working project and asked to be kept informed. He was also pleased to hear the achievements made by the project working groups and noted the time committed and enthusiasm demonstrated by industry members (including sector staff) but was concerned that the lack of HSE's field resources was restraining the good work being undertaken. AIAC Chair commented that HSE (like any other organisation) has to work within its budget and make best use of its limited resources. Teresa McKay was also supportive of the work of the various AIAC Groups and reiterated Chris Kaufman's comments on resource issues, expressing concern about the reduction in prosecutions and enforcement. Chair was optimistic that funding will be available to fund projects (given it was the start of the new financial work year) but shared members concerns over the change in HSE's finance position and arrangements introduced mid-year, which had caused budgetary constraints. Chair thanked AFAG and project group members for their contribution and good work and progress made to date.

Action: Alan Plom (HSE) to forward preliminary findings on exposure to pesticides during planting operations to Andrew Clarke (NFU) and Charlie Clutterbuck (TGWU), and any available information on lone working to Chris Kaufman.

4(b) Transport Project Group (AIAC paper 070502)

4.5 Alan Plom reported on progress made by the Transport Project Group (a 'task and finish' working group) from 2005 to 2007. To date, three workshops had been held involving a wide range of organisations and specialists, including members of IoSH and other organisations who are active in advising the industry. As agreed with AIAC, the last workshop in December had been run jointly with and sponsored by the Energy Network Association (representing suppliers), who are keen to revise and reissue guidance to avoid contact with overhead power lines. This was consistent with the overall aim of the Group, which is to encourage exchange of information between HSE and stakeholders, to promote joint

working and coordinate publicity initiatives. A progress report was attached as an appendix to the AIAC paper.

4.6 Alan reported (in brief) that:

- (i) The report of the research into on-farm vehicle condition (jointly sponsored by HSE and DfT and carried out by BAGMA) had been published on HSE's website. AIAC members had been sent the link to the report. Alan pointed out that the need for this baseline study and the contractor had been identified within the Transport Group. The Group has also received periodical summary reports on other relevant research and standards work to identify key areas for discussion and guidance;
- (ii) No further joint HSE/VOSA roadside check exercises were planned by HSE in the third year of the HSE Transport Project, but DfT are continuing to encourage inspections by VOSA, in response to the findings of the BAGMA research;
- (iii) Managing exposure to WBV will be a major challenge for the industry and guidance is being finalised, following the completion of the suite of research studies on different machines. Tractor-trailer braking is another major issue currently under discussion, with further research proposed. HSE is liaising with DfT to initiate joint-sponsored research with the industry, through the AEA (full report in AIAC paper). The NFU is currently seeking sponsorship for proposed guidance on transport for farmers. HSE is liaising with the author to ensure all relevant issues are included;
- (iv) The Group is notable for its joint working and HSE has signed a partnership agreement with AEA and secured commitment from other industry stakeholders, including a contract with Lantra Awards for delivery of SHADs and a Memorandum of Understanding has been drawn up with the Lantra (Sector Skills Council);
- (v) NFU-Mutual and one other industry organisation had produced some case studies and costings of accidents - one of which follows through to eventual prosecution by HSE - but difficulties had been identified in using and publicising some of these due to the sensitivities and concerns over confidentiality and agreements with victims and/or their relatives. However, it is hoped to anonymise these as far as possible to produce some useful case studies for use in future publicity, eg articles in member's newsletters, etc.

4.7 Chair acknowledged that a vast amount of good work had also been carried out by this Group. This was particularly important given workplace transport is a priority programme and because of the high number of transport-related fatal accidents in agriculture. David Leavesley commented that some good examples of road-related accidents were available. TGWU's Landworker was also mentioned as a possible vehicle for publicity purposes. HSE commented that they will continue to work with Lantra Awards on the SHAD transport scenario.

4.8 James Brown expressed his concerns over the lack of police activity on roads near to farms. Tractors used in construction were also often seen to be in a poor state and no action appears to be taken. He was aware that regulations on tractors were no longer included in the training given to police officers and he suggested an approach be made to the Association of Chief Police Officers (ACPO) to redress this, so that police officers can effectively address key issues and carry out enforcement. James was also concerned about children being carried in tractor cabs. This is an ongoing issue in need of (HSE) enforcement. HSE agreed to liaise with ACPO and Chair advised this approach should be made via Andy Freeman (HSE).

Action: Alan Plom to discuss training of police officers with Andy Freeman (HSE Safety Unit/Transport Section), to raise awareness of health and safety legislation relating to safety of children and operation of tractors on the public highway.

4.9 Alan Plom also mentioned Scotland's 'On track for tractor safety' training initiative aimed at young persons. HSE and the Police are working together with Turrieff Academy (a secondary

school) to raise awareness and competence of children and young persons who work on family farms as well as their parents. This will promote risk assessment based approach and will be using Lantra Awards instructors. The pilot scheme was proposed following a serious accident to a young person at the school who was injured by a tractor being driven by his cousin. Both were untrained. HSE has prepared a brief information pack and given a presentation at the school's parent evening. The school will take bookings and collect fees. The aim is to provide a self-supporting package for use by Schools and Lantra in future, to help demonstrate the importance of training and competence to safety, health and good business management by avoiding accidents.

- 4.10 Alan Plom also mentioned his recent meeting with the Office of Railway Regulator (ORR, previously the Railways Inspectorate) who are proposing a project to raise awareness of hazards using farm level crossings, identified as a particularly high risk activity. He had seen some worrying video footage showing bad practice, with potentially disastrous consequences. NFU members confirmed the ORR's view that there are occasional breakdowns in communications between farmers or employees (often involving migrant workers with poor English language skills). Marcus Themans had heard reports of cases where telephones at crossings had not been answered by Network Rail/Signalmen. Alan agreed to feedback any issues on migrant workers and level crossings to main committee.

Action: Alan Plom to report back rail issues to AIAC committee

- 4.11 Andrew Clarke suggested that technical events such as Cereals and other events where NFU are planning to exhibit in 2007 were a good opportunity for them to distribute information and suggested a brief summary leaflet highlighting the main issues would be more effective to attract farmer's attention. This could then also be used by YFC and other organisations at events. David Knowles also offered to include the topic in the IoSH weekly e-update. HSE agreed to identify key issues or produce a 'tractor checklist' for publicity purposes. Alan referred members to the Vehicle Health Check Scheme leaflet and the Farmers Weekly 'Academy' article on transport, published on 1 December 2006. This was written by HSE's Tony Mitchell and highlighted the key issues.

Action: Alan Plom to circulate Farmers Weekly Academy article and identify or produce a tractor checklist for NFU and IoSH.

4(c) Casual, Temporary and Migrant Workers

- 4.12 Madge Moore apologised for not submitting a paper on the progress made by the Casual, Temporary & Migrant Workers group but was pleased to announce progress had been made by the working group. As a result a basic leaflet, in the form of a pocket card, aimed at migrant workers which provided basic and essential information on their rights and responsibilities under UK health and safety legislation had been produced and was available on HSE's website. The pocketcard was available in multiple (eastern) European languages reflecting the current demographics of the migrant workforce in the industry. The pocketcard would be promoted by basic promotional materials e.g. posters. A printed version of the pocket card would be made available by mid-May. HSE's website will help monitor and identify usage and uptake according to the number of hits made.
- 4.13 A communications strategy had also been developed to disseminate the guidance. She advised that AIAC members would be contacted to help promote leaflet and for any suggestions on other ways to best promote uptake. Additionally, the group was working to develop guidance for small businesses employing migrant workers. The guidance would take the form of a small leaflet (A5 – 4/6 pages). The leaflet will provide consultative and authoritative guidance and advice in a single form. Members of the working group agreed that only HSE's logo should appear on the leaflet since this was more authoritative. Madge commented that HSE's new publications policy had caused some unexpected and unnecessary delays in producing the guidance. Additionally, HSE protocols for new and revised publications were restricting publicity avenues e.g. press releases/launches and

news articles. However, Madge was pleased to report that the workers leaflet had received positive feedback from all industry stakeholders.

- 4.14 Madge acknowledged Graeme Walker's personal contribution to developing the leaflet and in particular his enthusiasm, drive, commitment, determination and persistence in delivering a finished product given the various hurdles he went through. A number of stakeholders had also contributed in developing the leaflet. Acknowledgement was also given to Chris Molde for developing and managing the communications strategy. Finally she reminded members that the group was a 'task and finish' group.
- 4.15 Teresa McKay mentioned ports of entry for migrant workers and the recent BBC programme featuring the most vulnerable workers. Graeme Walker in response commented that other government departments and government in general were interested in legality and fraud issues and not necessarily health & safety as a priority but there was a growing awareness within government. This was reflected in the response of the Home Office and other departments in making the pocketcard available to migrants both in countries of origin and at ports of entry.
- 4.16 A migrant workers 'cross sector' website was also being developed under the generic title 'Working in the UK from overseas' and that the migrant workers pocketcard, badged under that title, though largely generic in text was targeted by the artwork and some sector specific guidance. HSE agreed to send a note to AIAC members as soon as website is made live. TGWU reported that they had also produced some leaflets on migrant workers and Alan Plom mentioned the suite of AFAG leaflets translated into other languages. Graeme Walker advised that a considerable number of HSE and other leaflets had been translated into other languages in recent years but there was some uncertainty as to the accuracy and source of the translations and the currency of the original guidance. Accreditation and accuracy were issues for HSE's Communications Delivery Services (CDS) and only leaflets interpreted via HSES language services could carry HSE's logo.

4 (d) Child Safety Working Group

- 4.17 Andrew Clark also apologised for not submitting a paper on the progress made by the Child Safety Working Group but reiterated that this group did not lack the same enthusiasm as other groups, as demonstrated by the progress that had been made by the group. Andrew reported that the group had so far focused on 'what we should target' and followed the principle: 'what is safe for children visiting farms will be safe for children living on farms'.
- 4.18 The group had looked into SHADs and recommended that more prominence could be given to child safety in each of the SHAD scenario. Alan Plom reported that this had been discussed with instructors at their update day and they had had been given up to date statistics and examples of accidents. He was pleased to report that these had been included in the transport (materials handlers, reversing vehicles, maintenance and ATVs) as well as the working at height/access/roofwork scenarios at the SHAD he had attended at the end of March.
- 4.19 Michael Britten advised members that the organisations presenting the 'Crucial Crews' child safety events had also produced some learning resource materials for schools and case studies are available on 'what you should and should not do'. This is presented in a game format on a CD and he was in discussion with them to include a farming scenario. One of the aims of The Year of Food and Farming this year was to try and get every child to visit a farm and farmers were being encouraged to make farm safer for their visitors, so in turn they would become safer for children living their too. This initiative is also an important contribution to delivering DfES' 'Learning Outside the Classroom' manifesto. As a consequence, CEVAS had been developed by Farming and Countryside Education (FACE), in partnership with Defra. CEVAS is a voluntary scheme which has been designed to help farmers have a better understanding of how to provide safe facilities for children to visit, provide them with information that fits with the curriculum, and aims to give farmers

confidence in dealing with school visits. Once an individual farm has been accredited, the farm undergoes a health and safety inspection.

- 4.20 The Child Safety Working Group are also exploring other opportunities and funding to produce some new products. David Knowles asked if HSE had any plans for using 'Farming Sunday' (when the public are being encouraged to visit farms on 10 June) to promote child safety, but HSE had not been consulted. David also referred to the resources IoSH had developed. These included computer games aimed at young people and the "Wise Up to Work" website.
- 4.21 It was felt that farmers need some sort of simple checklist. NFU had produced a resource pack for farmers and suggested a website should be set up to make information easily available for farmers, but needed some input from HSE for this work. The Chair agreed that the Sector should continue to contribute.

Action: HSE to help NFU develop a child safety resource pack for farmers.

Item 5 DEVELOPMENT OF VOCATIONAL QUALIFICATIONS (VQS) IN AGRICULTURE

- 5.1 Alastair Mitchell gave a presentation on Vocational Qualifications and described in detail the various levels and key elements to be achieved in order to gain a qualification. Charlie Clutterbuck congratulated HSE for delivering the product and for working closely with the awarding bodies notably for keeping all stakeholders together and on board given their differences. Members were advised that on this particular project the Unions and NFU worked closely together. The VQ initiative was about improving competence and to help the skills of the workforce. David Knowles asked whether VQs had been piloted, in response Alastair Mitchell confirmed that level 3 had been piloted at an agricultural college.
- 5.2 Members support on how to help drive the initiative forward and views on how to encourage and promote uptake was sought. Andrew Clark suggested the need for a stronger pull factor for uptake such as compulsory element of agricultural courses made available at land based colleges. Level two could potentially be essential for work placements. David Knowles advised members that land agents will need at least a level four qualification. David Leavesley also agreed that this level of competency was required. Teresa MacKay suggested VQs as part of a career structure since they fit well in the new agricultural wages board structure. Alan Plom advised members that industry such as the amenity sector need some sort of technical expertise. Members agreed that funding would be critical to the success of the VQs.
- 5.3 James Brown advised members that Health and Safety is already embedded into forestry NVQs and that funding was essential in order to target the right audience. Chris Kaufman kindly offered the union's in house magazine 'Landworker' as a vehicle for promoting VQs.
- 5.4 Chair suggested some measure of VQ uptake to be presented at future AIAC meetings. Alastair Mitchell to provide a regular feedback to committee.

Action: Alastair Mitchell to monitor uptake of VQs and report back findings to AIAC.

Item 6 PROGRESS AGAINST AIAC WORKPLAN AND HSC'S STRATEGIC PLAN

- 6.1 Chair reminded members that the reconstituted AIAC committee was now in its third year since reconstitution and a report on what had been achieved would need to be submitted in a year's time to the Deputy Chief Executive. It was a good time for HSE to update the AIAC work plan and record any progress to date for the information to go on the website.

Action: HSE to update work plan and record progress made.

- 6.2 Chris Kaufman provided some feedback on his recent meeting with Lord Hunt in particular his discussions on child safety and resource allocated to agriculture. HSE's resource into agriculture and proactive inspection was raised during the meeting. Chris did not believe that the follow up letter he had received had addressed the issue of inspection resource

satisfactorily. TGWU had noted the reduction in HSE resources for agriculture and were proposing to lobby parliament.

- 6.3 Chris Kaufman also advised members that TGWU were now called 'Unite, the union' resulting in an substantial increase in membership, access to Members of Parliament had also doubled. Teresa MacKay was also concerned after hearing the recent cuts on resources made and its impact within HSE. Unions were aware that: fewer accidents were being investigated whilst the rate was still increasing; there was no follow up on adverse insurance reports and there was mention of further redundancies within HSE. Chair advised members that all government departments including HSE need to work within their agreed monetary settlements. HSE working with stakeholders is good for health and safety and through partnership we have achieved a lot together. Chair reported that proactive inspection was carried out in agriculture but it was not possible to quantify this from HSE's new recording system. The majority of activity in agriculture would have been carried out on topics like workplace transport and on "backs" for the musculoskeletal disorders programme.
- 6.4 Members also raised the imminent closure of HSE's Stoneleigh office and the likely effects it had on staff. Chair reported that all staff (inspectors and admin) would be relocated to other HSE offices but this would inevitably come at a personal disruption to individual members. This was part of the new ways of working in HSE and reducing HSE's estate was needed to help reduce HSE's overall running costs. Madge Moore also expressed her concerns and the fact that the closure of the Stoneleigh office would be a great loss to stakeholder links.
- 6.5 Andrew Clark described the structural changes within the industry ie biofuels, diversification, lone working, casual & temporary working, climate change and cattle tagging. It would appear that the agricultural industry was experiencing some radical changes. HSE and NFU to produce a paper for the next October AIAC meeting on the new business changes within the industry. Paper will need to look into whether the sub AIAC working groups are focusing on the right areas or if there is a need to take on other areas.

Action: HSE and NFU to produce a paper on the changing industry.

Item 7 COMMUNICATIONS UPDATE

- 7.1 Roger Nourish gave a presentation on communications outlining objectives and strategy for 2007/08 within the agriculture and food sector budget constraints. Roger also explained the difficulties in demonstrating how we could make a big statistical difference with more resource in a known hazardous industry. Communication for the sector was still key and more emphasis should be on outcomes rather than on inspection per-se and outputs. What was needed was practical action to prevent risk. Roger went on to describe internal/external stakeholder communications, the use of the 2007/08 communications budget and the revised procedures for publications.
- 7.2 Chris Kaufman was concerned that some articles produced by journalists gave HSE bad publicity and that a strategy was needed to promote a more positive image. Chair mentioned HSC sensible risk, myth of the month initiative and the HSE's webpage on sensible health and safety and the principles of sensible risk management.

Item 8 HSE WORKER INVOLVEMENT PROGRAMME

- 8.1 Graeme Walker presented a paper on worker involvement (AIAC paper 070504) which reprised AIAC's activities in seeking to promote worker involvement in the industry through roving safety representatives and the HSC's developing vision of the future of worker involvement on health and safety. The paper suggested that in keeping with the Commission's emerging strategy, the AIAC should seek to promote worker involvement through three main workstreams:
- (i) securing greater stakeholder commitment by stimulating action in industry;
 - (ii) promoting innovative ideas for encouraging worker involvement through case studies; and;

(iii) promoting active involvement through participation and consultation with workers/workforce.

8.2 Teresa Mackay was supportive of the programme and advised members that we cannot neglect the project and need worker representation although she regretted HSE/HSC's unwillingness to support worker involvement by actively promoting the concept of roving safety representation. She thought there was a need to engage workforces proactively and that the AIAC should seek to develop new mechanisms or exploit existing schemes such as SAWS.

8.3 Marcus Themans suggested that worker involvement on farms could be linked to VQs. There was a need to be inclusive and to explore different approaches. TGWU agreed to place worker involvement on their Health and Safety Committee agenda and to develop guidance material appropriate to health and safety representatives. Members agreed the Industry and employment practices have changed in recent years and continue to change and that the working group should consider other industry models and lessons.

Item 9 OTHER BUSINESS

9.1 The Chair advised members that HSC will be having a new chair in post by September/October and that an announcement is to be made in July soon after the serving chair Bill Callahan's retirement. There would also be a further consultation exercise on the merger of HSE/HSC.

Action: HSE to send a URL link to the consultation webpage on the proposed merger of HSC/HSE.

9 (a) Presentation by David Knowles

9.2 David Knowles gave a presentation on what he would bring to the committee if his appointment to AIAC was successful. David is the Chair of the IoSH Rural Industries Group and described in detail his own background and experience (including being an Agricultural Inspector and currently leading on health and safety for ADAS, and having carried out research for HSE), As well as the organisation and range of membership of IoSH. He emphasised the resources they have available and the direct influence IoSH has in promoting the key issues in the industry through the direct involvement and interest of their members as consultants and safety advisors within businesses in the sector. IoSH run 'Networking' events on particular topics for members (eg the recent 'Visitor Safety' workshop), they are also active and represent UK in international forums and are already active in other industry sectors, working together with HSE and other organisations.

9 (b) Discussion on future membership

9.3 Chair consulted committee members on the proposal to invite David Knowles to join AIAC and all agreed that he and IoSH would bring additional opportunities to the committee. Chair to put case for David's appointment to HSE's Deputy Chief Executive for his approval prior to submission to HSE's Chief Executive for agreement.

Action: Chair to submit David's nomination to AIAC for DCE approval.

Next meeting

- **Monday 29 October 2007 - venue: NFU Scotland, Ingliston, Edinburgh**

SUMMARY OF ACTIONS FROM MEETING			
3.2	Alastair Mitchell to contact AIAC members (TGWU, IoSH, Lantra and NFU) and form a MSD working group.	Alastair Mitchell	
3.4	Michael Britten, NFU to keep members informed of developments in Europe.	Michael Britten	
3.5	Chair to contact MSD Programme Manager and forward a 'lessons learned' report.	Chair	
3.7	HSE to provide statistical data on the size of the problem in the industry so that NFU can estimate the cost to agriculture.	AIAC Secretary	
3.10	Roger Nourish to make contact with individual insurance companies and invite CMI to the next AIAC meeting.	Roger Nourish	
3.11	Alan Plom to post a copy of the article published in HSE's internal magazine on the AIAC webpage.	Alan Plom	
4.2 (iv)	Alan Plom to forward preliminary findings on exposure to pesticides during planting operations to Andrew Clarke (NFU) and Charlie Clutterbuck (TGWU), and any available information on lone working to Chris Kaufman.	Alan Plom	
4.8	Alan Plom to liaise with ACPO via Andy Freeman (HSE) on training police officers to deal with defective tractors on public highway.	Alan Plom	
4.10	Alan Plom to report back rail issues to AIAC committee.	Alan Plom	
4.11	Alan Plom to circulate Farmers Weekly Academy article and identify or produce a tractor checklist for NFU and IoSH.	Alan Plom	
4.21	HSE to help NFU develop a child safety resource pack for farmers.	Bernadine Cooney	
5.4	Alastair Mitchell to monitor uptake of VQs and report back findings to AIAC.	Alastair Mitchell	
6.1	HSE to update work plan and record progress made.	AIAC Secretary	
6.5	HSE and NFU to produce a paper on the changing industry.	HSE/Andrew Clark	
9.1	HSE to send a URL link to the consultation webpage on the proposed merger of HSC/HSE.	AIAC Secretary	
9.3	Chair to submit David's nomination to AIAC for DCE approval.	Chair	