

Date: 3 November 15	Location: NFU HQ, Stoneleigh Park, Stoneleigh, CV8 2TZ	Taken by: Nick Sangha
<b>Subject: AGRICULTURE INDUSTRY ADVISORY COMMITTEE (AIAC) MEETING</b>		
<b>Present:</b>	<b>AIAC Members</b>	
<b>HSE</b>	Thomas Price (NFU)	
Rick Brunt (Chair)	James Chapman (NFU)	
Andrew Turner	Mark Smith (NFU Mutual)	
Nick Sangha (Committee Secretary)	Marcus Potter (Lantra)	
	David Knowles (IOSH RIG)	
	Jennifer Donn (NAAC)	
<b>Observer</b>	Charlie Clutterbuck (Unite)	
Roy Bush (HSE)	Gerald Davies (Landex)	
	James Eckley (NFYFC)	
	Gillian Littlewood (British Retail Consortium)	
	James Brown (AFAG)	
<b>Item No</b>	<b>Description</b>	
1	<b>Welcome and Opening Remarks</b>	
	<p>(1.1) Andrew Turner opened meeting and welcomed everybody to NFU HQ at Stoneleigh Park and in particular new committee members: Mark Smith; Gerald Davies and James Chapman.</p> <p>(1.2) Chair informed members of the changes within HSE and the sector. This included merging sector teams together with policy and communications teams into a new Directorate ('Engagement and Strategic Interventions' - ESID). ESI will bring together a range of relationships, professional capabilities and sector insight to design and apply a range of strategic interventions (including operational policies, influencing and working with others to secure behavioural changes). It will ensure that these strategies are evidenced and enabled by cost-effective, integrated engagement across HSE and with others externally. Communications and insight expertise will be fully integrated in ESI, and will become the focal point for all communication activity across HSE.</p>	
2	<b>Matters arising and actions outstanding from previous meeting</b>	
	<p>The majority of the actions from the previous meeting had either being dealt with and discharged; listed as an agenda item or will be rolled over as detailed below.</p> <p>The following outstanding items remain on the agenda but were carried forward:</p> <p>(5.7) Chair reported that the communications strategy and the commissioning of Insight research on farmers was temporarily on hold. The strategy will be further developed as soon as discussions were held with the newly appointed Head of Insight to ensure that plans aligned within the Directorate's overarching plans. Some lessons from previous campaigns such as asbestos and the use of 'Webb Apps' and 'safety kits' had been evaluated to help gauge impact and behavior change. Chair informed members that consideration of using HSL or an external contractor for the research was part of the overall discussions.</p> <p>(6.1) At the last AIAC meeting members had requested a brief summary of a fatal as soon as it had been notified to HSE. Chair invited members to share their thoughts on what action or intervention they had planned on receipt of the notification. David Knowles informed members that he had already submitted his intentions by email. Gerald Davies offered Landex members as a platform to cascade through their college networks to students as part of their learning package. Tom Price suggested wider use of the NFU micro website and social media sites. Evidence showed that previous fatal case stories featured had resulted in a high web hit rate. Mark Smith suggested a link on how to avoid accident happening as part of the package. All members agreed to receive an initial succinct brief summary (no more than a few lines) on what had happened. Chair agreed to discuss options with new Director and communication colleagues by end of November and then share findings with members in December so that an agreed infrastructure to cascade details can be developed by January 2016.</p> <p><b>Action:</b> Chair to circulate draft fatal template by 14 December 2015 for members to comment.</p>	

	<p>(7.9) At the last meeting Tim Englefield had informed members that the level 3 NVQ had been revised to include a 30 hour compulsory module on health and safety but parts of the qualification required more content. Gerald Davies informed members that he had attempted to contact Tim for an update without success but will follow this outstanding action up in his role as the new Landex AIAC committee member.</p> <p><b>Action: Gerald Davies to share NVQ level 3 module and invite members to contribute on developing content material.</b></p>
<p><b>3</b></p>	<p><b>AIAC Membership (AIAC paper 15/11/01 including previous paper 11/11/02)</b></p> <p>(3.1) Chair presented a discussion paper on the specification and criteria for membership of AIAC. Members welcomed the paper and commented on its openness's and transparency. Members agreed that the content was sensible, pragmatic and fit for purpose and ought to be tested against organisations such as the CLA representing landowners. Members also discussed whether the criteria should be applied against existing members to help assess whether the representation should remain on the committee.</p> <p>(3.2) Members enquired whether any other HSE committee such as CONIAC had produced anything similar. Roy Bush informed members that the Quarries National Joint Advisory Committee (QNJAC) had produced some aims and objectives including terms of reference but it was not as formal as AIAC.</p> <p>(3.3) Chair suggested that each member score their own organisation against the matrix set out in annex 1 by the end of November and then share their findings (in confidence) directly with him.</p> <p><b>Action: Members to consider their own organisation against the membership criteria in the paper and to share their views with the Chair by 30 November 2015</b></p> <p>(3.4) Chair agreed that it would be beneficial to test out the matrix against landowners with the help of independent volunteers from within AIAC. David Knowles, James Brown and Tom Price volunteered themselves. Chair to set up teleconference by end of January to test criteria against landowners.</p> <p><b>Action: Chair to set up teleconference by end of January to test matrix on new potential AIAC member</b></p> <p>(3.5) Charlie Clutterbuck raised mechanism for discussing occupational health. Chair reminded members that health was part of the FSP's wider remit and that HSE's role was to advise FSP and not dictate its agenda or what objectives the partnership delivers. Members agreed that the FSP strategy should be independent to HSE's own strategy but that both should complement each other. Charlie's main concern was with regards to worker health issues surrounding 'Aspergillosis' and felt that this ought to be dealt by a health working group. Chair acknowledged Charlie's concern but given that this work was already in the advanced stages thought it was best addressed by wider communication and publicity. Roy Bush mentioned an 'App' developed by the Institute of Quarries to send out alerts and targeted messages.</p> <p>(3.6) Marcus Potter agreed that members should demonstrate their ability to deliver the Terms of Reference (TORs) set out in the AIAC paper. It was suggested that Chair condenses the TOR's to be more sharper and focused on what members should deliver. Chair agreed to re draft TOR so that they are more concise and focused on delivery and outcomes.</p> <p><b>Action: Chair to condense TOR's set out in AIAC paper 15/11/01 in annex 3</b></p>
<p><b>4</b></p>	<p><b>Communications strategy</b></p> <p>(4.1) Andrew Turner presented AIAC paper 15/11/05 on FISA Safety Alerts. Members were invited to consider the approach on sharing accidents and lessons to be learned to help prevent similar incidents happening. Andrew outlined some of the challenges, FISA's profile and success of concept. James Brown commented on the market challenges the industry faced resulting in a high turnaround of staff and pressures on training and competency. Further details on initiative can be found in the AIAC paper.</p>
<p><b>5</b></p>	<p><b>Update on key topics and issues</b></p> <p><b>Latest accident statistics</b></p> <p>(5.1) Nick Sangha drew members attention to the latest non-fatal injury and ill health statistics launched and in particular the poor industry record when compared to other industries. David Knowles informed members that he found the new PowerPoint format useful and of high quality. Members acknowledged the poor industry record and were mindful on how improvements had been made in the construction sector with large employers working closely with their employees.</p> <p>(5.2) Chair informed members that agriculture still remains a priority within HSE and that health and safety should be part of the business strategy and plan. Although the fatal rate for workers remained stubbornly high compared to other industries, overall the injury rate was lower compared to other countries.</p>

(5.3) David Knowles mentioned some research on the Determinants of Farm Safety: the relationship between Financial Stress, Mental Health, Social Support and Susceptibility to Injury in Dairy Farmers'. The study found that increased levels of financial threat and mental health were associated with higher levels of susceptibility to injury. Further details can be found in the research report.

**Action: David Knowles to forward a copy of the research report to secretary for distribution to members**

(5.4) Charlie Clutterbuck enquired on the levels of inspections carried out by HSE in agriculture to help improve the safety record. Chair reminded members that HSE had already trialed a targeted inspection campaign in Scotland that was reported on at the last meeting. The focus remained on levels of material breach rates to see how effective inspection was in improving farm safety and behaviors. James Brown mentioned the recent changes in the industry as evidence by the reduction of cattle numbers in the more remote areas of Scotland. He believes the business pressures faced in the dairy industry has led to the increase in suicides amongst dairy farmers.

### **Slurry Research**

(5.6) Andrew Turner updated members on the two stage process of the slurry research. Phase one involved a literature review. The first stage explored the risks involved in stirring slurry. In particular when slurry was agitated increasing levels of gas and the relation to ventilation for 30 minutes. The overall package will include visuals taken during the practical research, which will then be communicated to farmers. A focus group will be organised with the support of NFU to further explore the finding of the research.

(5.7) The second phase of the research was to explore recruiting dairy farmers for the pilot stage of the project. David Knowles suggested a smaller number of farms for the initial trial and agreed to provide some suitable farms for the research project. Members discussed the use of other products and gasses in slurry systems and in particular bedding such as gypsum causing (calcium carbonate) increasing risks of hydrogen sulphide in the air. Chair reminded members that HSE policy line was not to use gypsum in animal bedding because of the risks involved.

**Action: David Knowles to provide suggestions for farms to participate in the slurry research via Andrew Turner**

### **HSW and the self-employed**

(5.7) Chair updated members on the changes in the HSW act and the exemption of self-employed people from duties towards themselves that came into effect in October. The exemptions only applied to certain groups of self-employed people and excluded those that may create a risk to others. Chair confirmed that agriculture and forestry remained in scope of the act.

## **6 Farming SHADs**

### **SHAD Programme update**

(6.1) Andrew Turner informed members that all 12 farming SHADs had now been confirmed. Details of each event including dates and locations were available on the SHAD diary pages. The new delivery model included some changes to the scenarios with the introduction of a general farm safety that included OHPL's and a health (arable and livestock) scenario. David Knowles recommended that all members attend at least one of the events listed. Charlie Clutterbuck enquired about the return HSE received for funding and organising the SHAD events. Chair informed members that two new questionnaires had been developed (pre and post SHAD) to help evaluate the effectiveness of the event i.e. what changes were made back at the farm after attending the event and the changes in farmers behaviours towards safety.

### **SHAD business model**

(6.3) Marcus Potter presented a closed discussion paper (AIAC 15/11/04) on sustaining future delivery of SHADs by creating a sponsorship/industry funded SHAD model. The approach included creating a dedicated 'SHAD website' and a sponsorship package. Members discussed some options put forward and potential challenges to sponsorship. Members were asked to feed in their experience of engaging sponsors and approaches that they have found to be successful. Gillian Littlewood offered to enquire within BRC to identify sources of advice that they may be able to help develop this model further.

**Action: Members to consider what expertise they can facilitate to help develop this model further**

### **Developing a bespoke SHAD**

(6.3) James Eckley reported back on the mini SHAD designed for young farmers focusing on two scenarios i.e. machinery and ATVs. He highlighted some of the challenges experienced in organising the event and in particular difficulties in agreeing dates and location for an evening/after work event. Young farmers will be encouraged to attend through the NFYC membership network. To help reduce costs it was

	<p>decided to run the event the day after the FSP funded SHAD. Members agreed that more joined up working and better co-ordination was needed between all farming SHADs including those funded by HSE and FSP. An evaluation was proposed 10 weeks after the SHAD to help inform the effectiveness of running an event targeted at young farmers.</p>
<p><b>7</b></p>	<p><b>Report back</b></p> <p><b>Farm Safety Partnership (FSPs) in England, Scotland and Wales</b></p> <p>(7.1) Chair reported back on the Scotland FSP. A meeting had been held in August to discuss widening membership to other organisations. A further meeting was planned to fully scope out membership to include colleges such as the Scotland's Rural College (SRUC). Also Scottish tenant farmers, Unite the Union, and the Scottish press media. Chair confirmed that the SFSP had received a formal request from IOSH and Unite the Union.</p> <p>(7.2) The Wales FSP had also met and discussed lessons learned at the Royal Welsh show to help shape future events. The partnership also explored evening awareness campaigns with colleges and campaign on working on fragile roofs.</p> <p>(7.3) Tom Price, Chair of FSP reported back on the work of the partnership. The next partnership meeting was planned to be held on 17 November 2015. The 'Safe Stop' campaign remained a key objective and additional stickers had been funded and produced for the SHAD pack. A further 10,000 leaflets had also been printed and distributed. BAGMA had also agreed to print some leaflets for distribution at machinery rings. The next partnership meeting will explore activities for next year's farm safety week.</p> <p><b>Farm Safety Week (topics)</b></p> <p>(7.4) Tom Price provided some feedback on the Farm Safety Foundation's farm safety week. Five safety topics were featured throughout the week, one for each day (6-10 July). The themes included: falls; machinery; transport; livestock crush injuries (animals); and child safety. Case studies had been developed and victims and or their families communicated their story and experience.</p> <p>(7.5) The FSP had developed communication channels such as a foundation 'face book' page to help promote farm safety week, supplemented by extensive use of 'tweeter' feeds. The stories featured along with the safety message worked well resulting in generating over 3 million interests on various social media platforms. Tom Price agreed to circulate findings from the internal NFU report produced on the social media communication demographics profile.</p> <p><b>Action: Tom Price to circulate social media demographic results from farm safety week</b></p> <p>(7.6) Challenges and lessons had been learnt on the organisation, facilities, logistics and co-ordination of the press event. The next partnership meeting will explore activities for the July 2016 farm safety week during the livestock event to coincide with the launch of HSE's annual fatal injury statistics. Similar to last year successful event, the theme will look at the main causes of fatal injury over a five day period and feature case studies from survivors who will be willing to promote their story. The FSP will be looking for more recent case studies and victims and or their families who will be willing to talk about their experience. In particular a family who had sadly experienced a child death on a farm. Members are encouraged to forward details onto Stephanie, James Chapman or Tom Price.</p> <p><b>AFAG and FISA</b></p> <p>(7.7) Andrew Turner presented on overview and update to the AFAG meeting held on 12 May 2015. The update on matters discussed on 14 October 2015 were highlighted in the italicised parts of the previous paper submitted at the 9 June AIAC meeting. For full details see AIAC paper 15/11/02.</p> <p>(7.8) Andrew also provided an update on progress with FISA. Progress had been slow but the committee had produced some guidance for forestry hauliers and forestry managers on collecting timber safely.</p> <p>(7.9) A navigation device was also been further developed for timber hauliers. The device included dangers such as location of OHPLs in forest so that drivers could navigate safely on forest land. Charlie Clutterbuck also mentioned some software developed for rural areas providing details on a 3m distance. For full details see AIAC paper 15/11/03.</p>
<p><b>8</b></p>	<p><b>Any other business</b></p> <p>(8.1) David Knowles mentioned a Health &amp; Safety Award on the Institution of Agricultural Engineers (IAgrE) website. Safety in Agricultural Engineering had not progressed as fast as in the Automotive industry. The award is an annual international prize founded by IAgrE, the professional body for the landbased engineering sector in UK and SSAB of Sweden. David encouraged members to have a go.</p>

	<p>David also mentioned a nomination for a communication award for the livestock event held at Askham Bryan college.</p> <p>(11.2) Tom Price mentioned the changes to a single emergency number for electric distribution networks to be introduced in April 2016. The intention was to replace individual geographical location numbers with one single help line number. The number of incidents (both fatal and non-fatal including near misses) involving contact with an OHPL causing the loss of electricity supply had exceeded to more 2,000 notified reports. James Chapman commented about the difficulties experienced by farmers using machinery when the height of the OHPL did not meet the statutory minimum height. Slow progress had been made by the distribution networks in getting the line changed to meet the minimum height restrictions.</p> <p>(11.2) Chair expressed his thanks and recorded thanks from HSE and the AIAC committee to Charlie Clutterbuck for serving on the various AIAC committee for a period spanning around 35 years. Charlie's input on behalf of TU had been invaluable and had helped shape health and safety standards in the industry. All wished him the very best on his retirement.</p>
<b>9</b>	<b>Date of next meeting:</b> The next AIAC meeting will be held on Thursday 9 June 2016 at BGS, Keyworth, Nottingham, NG12 5GG

Notes Item No	Description of Actions	Progress
5.7	Chair to develop and present a draft communications strategy to members by Easter.	Roll over from previous meeting
6.1	HSE to provide members with a brief summary of any relevant fatal incident following initial notification to sector.	Roll over from previous meeting
7.9	Gerald Davies to share NVQ level 3 module and invite members to contribute on developing content material.	Outstanding
4.3	David Knowles to take forward actions from AIAC paper 15/06/01 (current trends in accidents involving cattle) forward at livestock working group.	Roll over from previous meeting
5.4	Andrew Turner to develop a learning outcomes information sheet for forestry SHADs.	Roll over from previous meeting
5.7	Chair to share findings of insight research report with members when published	Roll over from previous meeting
6.1	Chair to circulate draft fatal template by 14 December for members to comment on format etc	Discharged
3.3	Members to consider their own organisations against the membership criteria in AIAC paper 15/11/01 and to share their views with Chair by 30 November 2015	Outstanding
3.4	Chair to set up teleconference by end of January to test matrix on inviting new AIAC members	
3.6	Chair to condense TOR's set out in AIAC paper 15/11/01	
5.3	David Knowles to forward a copy of the research to secretary for distribution to members	Discharged
5.7	David Knowles to provide suggestions for farms to participate in the slurry research via Andrew Turner	
6.3	Members to consider what expertise they can facilitate to help develop the SHAD model further	
7.5	Tom Price to circulate social media demographics from farm safety week	