

## AGRICULTURE INDUSTRY ADVISORY COMMITTEE (AIAC)

Minutes of the 10<sup>th</sup> meeting held on Tuesday 8 July 2008

<b>CHAIR</b>	<b>REPRESENTING</b>
Elizabeth Gibby	Health & Safety Executive (HSE)
<b>Members</b>	
Andrew Clark	National Farmers Union (NFU)
Chris Kaufman	Unite the Union - TGWU Section
Ian Beeby	Unite the Union - TGWU Section
Charlie Clutterbuck for Ivan Monckton	Unite the Union - TGWU Section
Roger Lane-Nott	Agricultural Engineers Association (AEA)
James Brown	Arboriculture and Forestry Advisory Group (AFAG)
David Knowles	Institution of Safety and Health (IOSH) Rural Industries Specialist Group
James Eckley	National Federation of Young Farmers Clubs (NFYFC)
Geoff Gregory	Plumpton College / Landex (land based colleges aspiring to excellence)
<b>Advisors</b>	
Richard Morgan for Roger Nourish	HSE
Alan Plom	HSE
Samantha Peace	HSE
Alastair Mitchell	HSE
Nick Sangha	HSE (Secretariat)
<b>Observers</b>	
Chris Molde	HSE
Rachel Russell	HSE
Mike Sebastian	HSE (Field Operations Division)
Glenda Treneary	HSE
<b>Guest</b>	
Judith Donovan	HSE: Non-Executive Director
Neil Catton	G's/The Shropshire Group
<b>Apologies</b>	
Marcus Themans	NFU
Pat Stanley	NFU
Ivan Monckton	Unite
Madge Moore	Lantra Sector Skills Council
Jill Hewitt	National Association of Agricultural Contractors (NAAC)
Chris McCann	ASDA
Reuben Evans	NFU Mutual Risk Management Services Ltd
Roger Nourish	HSE
<b>Absent</b>	
Caroline Bedell	Country Land and Business Association (CLA)
Zad Padda	Ethical First

## Item 1 WELCOME AND OPENING REMARKS

- 1.1 Chair welcomed members to the tenth AIAC meeting, held at the Lamb Hotel, Ely, Cambridgeshire. She also welcomed: Judith Donovan, (non-Executive HSE Director and the Board's 'Champion for Agriculture'); Roger Lane-Nott (AEA) to his first AIAC meeting since appointment; Rachel Russell (as HSE's co-ordinator for the new strategy for agriculture); Mike Sebastian (FOD HQ); Chris Molde; Glenda Treneary; Alastair Mitchell; Richard Morgan (substituting for Roger Nourish); Samantha Peace (Graeme Walker's successor) from the Sector; and finally Neil Catton (G's/Shropshire Group UK Health and Safety Director).
- 1.2 Apologies were received from Reuben Evans (new member to AIAC representing NFU Mutual Risk Management Services), Ivan Monckton (Unite/TGWU, (for whom Charlie Clutterbuck was substituting), Marcus Themans (NFU), Madge Moore (Lantra), Jill Hewitt (NAAC), Chris McCann (ASDA) and Roger Nourish, HSE.
- 1.3 The Chair thanked Graeme Walker for his hard work and invaluable advice to AIAC over the years and in particular his contribution to the Casual, Temporary & Migrant Workers Group. Chair also thanked Graeme for drafting AIAC paper 080701 on older workers (drafted before the strategy paper was presented to HSE's board).

## AGREE MINUTES FROM THE LAST MEETING

- 2.1 The minutes from the last meeting held on 18 March 2008 were agreed as accurate.

## Item 2 MATTERS ARISING

- 2.2 Due to Judith Donovan's time constraints and other commitments the order of the agenda was changed. The notes of the discussions are recorded in the revised order of the agenda.
- 2.3 Below is a summary of actions from the last meeting.

SUMMARY OF ACTIONS FROM MEETING HELD ON 18 MARCH 2008			
3.1	HSE agreed to gather intelligence and monitor accidents involving animal tagging.	HSE Secretariat	Ongoing
3.2	Sector to post the 2006/07 Agriculture Fatals report on website.	HSE Secretariat	Report expected to be published within a month.
4.5	Secretariat to arrange a workshop in April to discuss a refreshed plan for HSE Board's consideration.	HSE Secretariat	Discharged
6.2	It was agreed that working near OHPL should be included as an agenda item in future discussion.	HSE Secretariat	Agenda item 8
6.9	Unite to identify ways of distributing literature on migrant workers.	Unite	Unite have contacted the Citizens Advice Bureau to help distribute leaflets in local hubs and also through churches - targeting the Portuguese communities. Local radio stations had also broadcast messages in Polish and Portuguese.
7.2	Madge Moore agreed to look into the guidance on funding for vocational qualifications and training.	Madge Moore	Agenda item 5

**SUMMARY OF ACTIONS FROM MEETING HELD ON 18 MARCH 2008**

7.5	Alastair Mitchell to reconvene a project group, develop a funding strategy and explore funding (for VQ's) from charities and other sponsors.	Alastair Mitchell	As above
8.7	Alan Plom to produce a SHAD programme for 2008/09	Alan Plom	Discharged at meeting
9.3	Graeme Walker to produce a paper on 'older workers' with supporting evidence for next meeting.	Graeme Walker	Agenda item 7
11.3	Members to publicise and encourage comments on Lantra's consultation documents on 'Sector Approved (Job) Profiles' and Apprenticeships. Comments to be sent direct to Lantra, or via their website	Members	Discharged

**Item 3 INTRODUCTION TO HSE BOARD PAPER (HSE/08/24) ON FUTURE PLANS FOR TACKLING HEALTH AND SAFETY IN AGRICULTURE (REVISED STRATEGY)**

- 3.1 Judith Donovan outlined the background to her paper and explained why AIAC members were not consulted prior to presenting the paper to the HSE Board. Judith emphasised that the paper was drafted by herself and not HSE staff and that it was necessary to present this to the board quickly in order to secure commitment and funding.
- 3.2 Judith described her input to developing the strategy as:
- (1) helping to identify new ways of working to improve health and safety in agriculture, by taking a fresh look and to
  - (2) add value to future plans by drawing from her own experience and knowledge of marketing techniques.
- 3.3 Judith pointed out that the main purpose of the strategy paper was to focus on the unacceptable high level of fatal accidents in agriculture. She acknowledged the wide range of activities used by HSE and stakeholders with some success but observed that fatal accident rates remained stubbornly high so there was a need to experiment with a more narrowed focus.
- 3.4 The next step was to produce a workplan in consultation with the Chair of AIAC and Rachel Russell on ideas that were realistic, achievable and deliverable. Some were deliverable more quickly, and conversely some would be more costly than others.
- 3.5 Judith invited members to ask any questions, share their views and voice any concerns they had on the board paper.

**Members raised the following points:**

- (1) Roger Lane-Knott asked what the role of the AIAC was now that the Board had already approved the paper. Judith assured members that the AIAC had an important role to play. Some members had been consulted as part of the Insight study, but HSE still need specialist input and support from the industry to help develop and deliver the new strategy.
- (2) Andrew Clark was pleased that Judith had secured support, but he believed that a more systematic approach was needed. He emphasised that the SHAD programme can be re-energised if given sufficient resource. There was also a need to find solutions to engage farmers as well as to 'police'. He suggested that invitations to SHADs should emphasise on the consequences (of accidents) and new marketing techniques such as ringing around and talking to neighbouring farmers directly,

following a fatal accident should be tried to encourage more uptake and promote good practice by word of mouth.

- (3) Judith reiterated that the current SHAD model needs to be 'sweated' and made to work much harder. There was good delivery by FOD in 2007-08 but she felt that there needs to be more consistency between regions and that there was a need to have a 'threat of inspection' to increase attendance. Multiple letters should be sent out and more events need to be delivered. However, in view of the limited FOD resource, it was also important to pilot alternative and innovative approaches such as contracting out SHADs in order to reduce demands on inspectors and make the programme more efficient.
- (4) Roger Lane-Knott asked if Lantra Awards were the correct people to deliver SHADs and questioned if the proposal to reduce inspectors at SHADs was in fact the best way forward. In response the Chair commented that based on her own experience, she felt that Lantra Award's trainers were the key to the success of SHADs because farmers like talking to and hearing messages from other farmers rather than HSE officials, and Lantra Awards were also perhaps better placed to deliver events. Andrew agreed that the communication skills of people who can engage with the audience is key to getting the message across, in particular trainers who can sell the message confidently and convincingly, using their own experience.
- (5) Judith acknowledged that inspectors were needed at SHADs for their technical knowledge but believed their presence in high numbers was not a good use of inspector resource.
- (6) James Brown said he could relate to arguments from both sides but felt that inspectors should be available at SHADs to answer technical questions and not just to 'shepherd' crowds from scenario to scenario.
- (7) Glenda Treneary described how in her own Divisional area admin staff and students are used as shepherds and inspectors were only available to answer technical questions. Judith agreed that the model needs to be refined taking into account good practice and efficient use of inspector time.
- (8) Alan Plom explained that the plan for the SHAD programme in 2007-08 agreed with FOD HQ was for one inspector day per SHAD, together with HSAO support, subject to availability. However, in some areas, inspectors also went along for their personal training and technical updating. Alan also described the new arrangements for planning and delivering of SHADs in 2008-09 which is based on bottom-up planning whereby each Division decides on the number, format, targeting and staffing for events in their area, rather than the Sector determining how many events would be held. Samantha Peace (who is now leading on delivery of the SHAD programme) reported that discussions were ongoing with FOD to ensure delivery of a similar number of events in 2008-09.
- (9) Chris Kaufman wanted to know when the Board paper was circulated and if he could feed in any belated comments.
- (10) Charlie Clutterbuck (and other committee members) congratulated Judith for unlocking the purse strings. He agreed that we should target fatalities and make more use of websites and other electronic communications. The Union had a number of ideas, e.g. fatals should be notified as soon as they are received by HSE so that the Unions and others can raise awareness of incidents through local and specialist media and through their members by using the latest technologies, such as SMS/text messaging. Alan Plom reported that the sector was developing this approach for forestry through an AFAG project.
- (11) Roger Lane-Knott agreed with segmentation and targeting specific markets but questioned why purchasers of older, second hand/old machinery had been identified. He felt that equal priority should be given to all equipment and in particular infrequent users.

- (12) Andrew Clark agreed that the 'death and gore' approach can be very effective but this can be overplayed and lose its impetus over time. Farmers are cynical and other ways are needed to engage them. He suggested that working groups should be run to discuss and identify more effective ways to convey messages. Andrew stressed that the NFU had strong reservations about the proposed strapline ('Farming Kills Farmers and Their Families') and also the category of target audience identified. He was not convinced that the over 65+ age group would be effective since this would require a lot of resource to change for what for many may be a lifestyle issue. However, he agreed that segmentation of the target audience was important and considered that work aimed at casual and migrant workers should be resourced, as they are a critical group who often lack work experience.
- (13) Judith reassured members that work will be carried out aimed at migrant workers but she felt this should be 'cross sector' and there was a need to balance how we reach different groups of people. She was convinced that she knew how to reach any target audience and intended to try them.
- (14) The Chair commented that people new to any job appeared in HSE's statistics as a group that were at increased risk of injury and these were not necessarily young, old or middle aged. Training and competencies in a job were important, irrespective of industry sector.
- (15) Andrew Clark was not convinced that older workers were more at risk than their young counterparts. He believed that older workers were less likely to have accidents because they have more experience and therefore should have a better perception of hazards than younger people. The NFU was sceptical that older farmers could be influenced effectively and believed it was better to inculcate good practices from the start of younger people's careers. He also suggested that 'lifestyle farmers' may feature in the statistics, but were not an important group to target.
- (16) The Chair suggested that the Sector should look into the age distribution of accidents over a 10 year period. HSE had recognised that, older workers are an expanding group that needs targeting generally and 'new to work' employees rather than young persons specifically featured in accident statistics across all industries.
- (17) Richard Morgan agreed and referred to the accident profile in food manufacturing. He concluded that a person new to any job was more likely to have an accident although older workers are more likely to suffer more serious and sometimes fatal consequences from accidents in particular the over 60's. For example an older worker falling off a ladder after losing his balance would be less likely to recover from serious injuries than a youth.
- (18) David Knowles informed members that there were other more accurate data sources and surveys available on age profiles. A good literature search was needed. Alan Plom referred to the analyses of each land-based industry carried out by Lantra, when they set up their 17 separate Industry Groups.
- (19) Geoff Gregory advised that younger people can be targeted much more easily since they enter the education system through colleges whilst it was more difficult to target older workers who do not come into colleges for upskilling.
- (20) Chris Kaufman considered migrant workers as an important target audience in particular in food processing. Mindful of the paper on the agenda concerning rail crossings, he recalled the tragic railway crossing accident in which several migrant workers were killed as they crossed a railway track in a van. He commented on the fact that these fatalities never appeared in the agriculture statistics as they were considered to be railway accidents.
- (21) Neil Catton advised the committee that G's employ a high percentage of young migrant workers and they run training workshops to look at issues such as visibility

and communications, to help identify solutions. He believed younger migrant workers were more risk takers and in need of guidance and training.

- (22) Chair reminded members that Samantha Peace had recently taken on Graeme Walker's work on migrant workers and reassured members that this work will not stop. HSE has developed excellent guidance and more is needed, especially as there is no evidence that they are more vulnerable as a group. However, there may still be issues about focus and dissemination of information. She asked Samantha Peace to produce a paper reviewing HSE's cross-industry work on migrant workers for the next meeting.
- (23) James Brown drew parallels with the Police and suggested that inspectors investigating accidents are a very effective at raising awareness in both local and specialist areas. Their findings should be communicated through publicity channels. If machinery was involved dealers could be informed to help raise awareness amongst their customers.
- (24) Ian Beeby was supportive of the 'naming and shaming' concept especially if fatal accidents were caused due to 'irresponsible and stupid' action by individuals. He suggested that the term 'accident' should be dropped and rather than families or parents receiving sympathy, their errors should be publicised. The Chair agreed that we need to refresh our messages and promote lessons learned, and we need to identify the most effective method of getting information out.
- (25) Andrew Clark suggested this should be done sensitively and on a case by case basis, e.g. where children are involved. Most accidents carry an underlining message, but he reiterated that the NFU felt that the strapline suggested in the strategy paper may have the opposite effect. Judith Donovan acknowledged this but felt that we need to be generically more hard-hitting if we are going to have an impact
- (26) David Knowles reminded members that factual reporting in the press on any case heard in a court was wide and open; there is a presumption that corporate manslaughter cases would be publicised. The courts can even specify the medium to be used.

**Action: (1) Sector to look further into age distribution of accidents over a 10 year period and (2) Samantha Peace to produce a paper on migrant workers as a target group for the next meeting.**

- 3.7 Responding to the points made Judith Donovan advised members that HSE will explore methods of publicity but this would be done using marketing techniques. Some consider farms to be 'homes' rather than workplaces and the consequences of accidents in terms of losses needs to be emphasised.
- 3.8 Chair informed members that she gave an interview on Radio 4's 'Farming Today' following the release of HSE's report on the provisional HSE fatal accident statistics for 2007-08. This interview arose from a contact made by Judith Donovan with the BBC. Chris Kaufmann asked when the annual agricultural statistics report would be published. Chair informed members that HSE's all-industry Fatal and Injuries Report was expected to be published on 30 October 2008. The Sector team would provide a commentary on the agriculture statistics after this was published.
- 3.9 David Knowles regretted that the agriculture fatals injuries report was no longer published in printed format. Previous reports had been widely used within the industry as resource material for training purposes.
- 3.10 Roger Lane-Knott agreed and recalled research evidence which suggested that 'elderly farmers' do not necessarily surf the web or are they likely to use the internet as a source of information. Andrew Clarke pointed out that broadband is not yet widely available to

farmers and the NFU communicate electronically with only 18k of their 55k 'professional' farmer/grower members. Judith recognised that web-only publications exclude ~25% of SMEs.

- 3.11 Andrew Clark informed members that the NFU had successfully used 'text messaging' to inform farmers of outbreaks of 'blue tongue disease'. Short messages (max 140 characters) could be sent to all farmers registered. Research suggested that this method was well received by farmers since the majority of farmers now carry a mobile phone and any alert message sent was received instantly.
- 3.12 Chair suggested this should be further discussed at the next AIAC meeting, which is likely to be held as an open meeting in Wales in October/November.
- 3.13 Judith Donovan asked members to send any comments on the Board paper meanwhile to Rachel Russell, as she has been appointed to co-ordinate development of the strategy for agriculture.

**Action: Members to send any comments on the new strategy to Rachel Russell.**

#### **Item 4 AIAC PAPER 080701 ON OLDER WORKERS (AGENDA ITEM 7)**

- 4.1 Samantha Peace presented AIAC paper 080701 on older workers drafted by Graeme Walker. The industry was characterised by an ageing workforce, and the issues surrounding the number of serious accidents and deaths in this age group had been identified by the Sector some time ago. Industry employment data examined by Graeme showed a decline in the younger workforce and an increase in the 60-64 age group. The population census confirmed an increasingly ageing workforce in agriculture, with proportionately fewer younger people and more older people than in any other occupational sector.
- 4.2 These findings were also consistent with emerging findings in other countries. The Health & Safety Executive for Northern Ireland (HSENI) had recently produced some interesting literature and guidance on 'safety for older workers' under the theme Older... Wiser... Safer? In addition to the guidance material HSENI also produced a DVD and held a farm safety conference in June featuring older workers as an issue.
- 4.3 Samantha Peace pointed out that Table 3 did not reveal the number of accidents expected, but the consequences were greater, e.g. 21% involved people over 55, but this equated to 43% of fatalities. Member's agreement was sought on a plan of action. They agreed that a more detailed analysis of fatal and major accidents to the over 50's should be carried out to help identify the correlation between age and other factors. It was also proposed to explore including a question in the Labour Force Survey (LFS).
- 4.4 Ian Beeby advised members that his own experience and intelligence did not match the evidence presented in the paper. He believed that over 70% of those now involved in farming were over 50.
- 4.5 Roger Lane-Knott referred members to a study commissioned by the AEA which showed ~23% were under 30. He agreed to forward these findings to AIAC secretariat.
- 4.6 Judith Donovan reminded members that in the Insight Report Oxford Strategic Marketing had identified the elderly self employed as a segment to be targeted and suggested the need to look at the over 60's in particular.
- 4.7 David Knowles warned that the data presented in the paper should be used with extreme caution. Chair agreed that there was a need to look at other data sources. Chris Molde to contact David Knowles for other reliable sources of data.

- 4.8 Andrew Clark also suggested that accidents to older workers should be analysed over a longer period ie ten years to identify any patterns or trends. Chris Molde to contact HSE's statistical branch for an analysis of the number of reported accidents and causation against age group and severity.
- 4.9 Chair asked members to keep this issue in mind and to report back any ideas or further intelligence to the Committee.

**Action: (1) Sector to carry out a more detailed analysis of fatal and major accidents to the over 50's over a longer period to help identify the correlation between age and other factors and questions in the LFS; (2) Roger Lane-Knott to forward report of AEA study on employment in the industry to AIAC secretariat; and (3) Chris Molde to contact David Knowles with regards to other sources of data.**

**Item 5 (a) WORKING NEAR TO OVERHEAD POWER LINES AIAC PAPER 080702 (AGENDA ITEM 8A)**

- 5.1 Alan Plom presented AIAC paper 080702 on working near to Overhead Power Lines (OHPLs). This provided an update on incidents involving OHPLs and the status of guidance relevant to agriculture, forestry and arboriculture. Alan reminded members that he had previously reported on this topic following the AIAC Transport Group Workshop held in December 2006, which had been funded by the Energy Network Association (ENA), which represents the UK gas and electricity transmission and distribution companies. Alan intended to revisit this topic at the next AIAC Transport Group Workshop proposed in November 2008, and ENA had kindly offered to help fund the event.
- 5.2 Alan reviewed available accident information. HSE's statistics indicated that 14 fatalities related directly to agriculture operations had occurred in 10 years, but in addition to the information collated by HSE from RIDDOR reports, more comprehensive statistics are available from the HSE/BERR's internet-based 'Electricity Incidents Database'. This includes non-injury accidents/near-misses, as it is compiled from reports submitted by the electricity companies. Under the Electricity Safety, Quality and Continuity Regulations (ESQCR) they are required to report all contacts with the electrical infrastructure, including by persons not employed (directly or indirectly) by the electrical industry. Each report is validated by HSE's Electrical Networks Inspectors. However, as this database covers all incidents, including those involving people working on lines (i.e. not just 'incidental' contact), the statistics need further analysis to identify those which have involved operations related to agriculture on farms.
- 5.3 ENA have produced several 'public safety' leaflets, including 'Safety Information for Farmers and Agriculture Contractors'. The information from the 'Electricity Incidents Database' had prompted ENA to focus on reducing contact with OHPLs on farms and forests. Effective communication is obviously vital to get the message across to all involved in industry and external groups and stakeholders at the joint ENA/AIAC Transport Group workshop in 2006 had agreed that machinery dealers and other suppliers should be made aware of relevant leaflets and had suggested that copies could be provided to them for distribution to their customers/clients.
- 5.4 However, although currently available leaflets are still relevant, all HSE and industry guidance is under review, including the two relevant AFAG leaflets and the Agriculture Information Sheet. This is due to the comprehensive industry guidance produced by ENA 'GS 55/1: Safer Tree Working in Proximity to Overhead Electric Lines and HSE's Guidance Note GS6 'Avoidance of Danger from Overhead Electricity Power Lines' both currently being revised. The utilities and construction industry (respectively) have been consulted and the Sector and organisations representing forestry and arboriculture are also involved in re-drafting these key guidance documents. Research is also ongoing to identify safe methods for working near power lines with the electricity companies, the

Forestry Commission, HSE and others. This will need to be incorporated into future guidance and training for operators.

- 5.5 Chris Kaufman was pleased to learn that a considerable amount of guidance was available on the subject and suggested that an early warning device should be built into vehicle cabs. Alan Plom agreed that proximity sensors seemed to be a logical solution, but they are not without problems. These devices have to be set up for specific conditions and voltages of lines and they can lead to constant or spurious warnings in some fields, e.g. where there are many power lines of different voltages. It would be better if sensors could be linked to control systems to prevent parts of machines operating in situations where they are likely to contact overhead lines. However, this was an expensive option.
- 5.6 Alan had explored the possibility of downloading maps of overhead lines on to 'Satnav' systems, but permission would be needed from the electricity distribution companies (and possible security implications), but 'satnavs' are not typically used on tractors or other self-propelled farm-based machines anyway. Roger Lane-Knott wondered if global positioning systems (GPS/GIS) could be configured to restrict movement under OHPLs. Alan agreed that this may be a solution since software could be downloaded onto existing devices, but further discussion would be needed as the manufacturers of such systems could not yet see any financial advantage for programming their systems. Roger offered to pursue this with his contacts in the industry.
- 5.7 Andrew Clark suggested a simple solution would be to attach a chain at the back of the vehicle to act as an earth. Alan Plom agreed that this was a practical solution, but operators were not usually electrocuted whilst sitting in their vehicles, but when they stepped or jumped clear, sometimes due to the auto-reclose mechanism on power lines unexpectedly re-instating the power.
- 5.8 James Brown suggested restricting the growing of tress near to OHPLs to reduce risk and any potential hazards. He would like the Forestry Commission to actively restrict and discourage planting near to power lines.
- 5.9 Ian Beeby suggested the dangers of working near to OHPLs should be demonstrated at agriculture shows and other events. He would like to see safety rings at shows such as the East of England Show exploited further.
- 5.10 David Knowles reported that Alan and other Sector staff had been involved in previous successful 'Networking' events run by IoSH for safety professionals and said he would raise the idea of organising a similar 'Networking' event on this topic with the IOSH Rural Industry Group committee, with a view to publicising it nationally.

**Action: (1) Sector to produce more detailed analysis of causes of contacts; (2) Roger Lane-Nott to pursue use of GPS/GIS with his contacts in the industry. (3) Sector to consider suggestions and include overhead power lines in the agenda for the next Transport Group Workshop; and (4) David Knowles to raise topic within IoSH.**

#### **Item 5 (b) SHAD PROGRAMME UPDATE (AGENDA ITEM 8B)**

- 5.11 Alan Plom outlined the position on the programme of SHADs being developed for 2008-09. It was anticipated that a similar number of events to those delivered in 2007-08 would be delivered (i.e. 18 farming, 3 forestry and 4 arboriculture SHADs), The Sector is currently identifying locations for the forestry and Arb SHADs, but there is a shortfall in the number of farming SHADs nominated. This is due to the new bottom up planning arrangements introduced by FOD, which leaves Divisions to propose and deliver SHADs in their area. Some did not intend to run any, as they felt they had 'run their course' or 'reached saturation' in their area. This was being discussed with FOD HQ.

- 5.12 The Sector will again try promoting the SHAD programme by posting details of events on the HSE website, although this did not generate much response at the end of last year. More help was needed from AIAC members to promote and publicise events. Alan also mentioned one novel SHAD being planned specifically for migrant workers, using interpreters.
- 5.13 Alan advised members that Samantha Peace had taken over his role of coordinating and delivering farming SHADs and she had been tasked to identify ways of delivering a full programme of 18 Farming SHADs. The Chair explained that in response to the support for SHADs in the strategy paper HSE's Board had agreed to pilot new approaches. This would be funded by 'new money' set aside to help HSE deliver its new Strategy.
- 5.14 Samantha Peace reported that pilots testing new ways of delivering SHADs would start in the autumn and if successful this would provide a new model for delivery of SHADs for introduction next year.
- 5.15 Mike Sebastian said that FOD HQ welcomed the proposed pilots and new approach, which aim to reduce FOD's involvement in organising and running SHADs. Since the plans for the year were drawn up some further suggestions for SHADs were coming forward from FOD Divisions but there were concerns about use of their limited resources and warned that delivering SHADs would mean FOD not doing something else.
- 5.16 Alan Plom referred to Judith's observation that a large number of inspectors had attended some SHADs. He pointed out that the agreement with FOD for 2007-08 was for only one inspector day per SHAD and suggested that these might not all have been inspectors, but some also attended for their own updating.
- 5.17 Ian Beeby suggested using Roving Safety Representatives to shepherd farmers from scenario to scenario to help reduce HSE resource.
- 5.18 Andrew Clark noticed that there were regional gaps in the SHAD programme e.g. the Midlands Division had not planned to deliver any in 2008/09. He also suggested that the positive messages about the value of attending SHADs need to spread more widely and gaps need to be filled. Chair encouraged members to attend a SHAD and said that HSE will promote events and make the necessary arrangements to fill the gaps.
- 5.19 Alan Plom explained that some Divisions felt that SHADs had reached saturation in their area, or were finding difficult to identify suitable venues. However, only 10% of the target audience of self-employed farmers had been reached and we have a long way to go to reach those who were not keen to attend. To encourage people to attend and as we are now intending to open them up to all farmers, there was a need to look at the scenarios and update the messages. He would be discussing this with the instructors at the annual updating session.
- 5.20 Alan suggested that Divisions should be encouraged to find other venues including LA-enforced premises such as open farms or large estates, where there would be suitable space and car parking. The sector was producing a map plotting where SHADs had been held since their inception. This would help rebuff the claims that areas had been 'saturated'. David Knowles informed members that he has contacts on IOSH and through ADAS who may be able to provide suitable venues. Samantha Peace to follow up offer.
- 5.21 Geoff Gregory suggested that chainsaws should be included in SHAD scenarios since the use of chainsaws was very high in farming. Glenda Treneary informed members that it was up to the organiser in each Divisions to select the scenarios suitable to the type of farming in the area. James Brown agreed that chainsaws was important and in particular the use of PPE should be included in scenarios. Alan Plom advised that there are already a wide range of scenarios available and some areas had included use of chainsaws in the past, but now that the Sector recommended a maximum of 6 scenarios (in response to the

Bomel research) and it was necessary to focus on the FIT3 topics, the scope for variation was limited.

**Action: (1) Samantha Peace to contact David Knowles for possible venues for SHADs and consider use of Roving Safety Reps and others to assist at SHADs; (2) AIAC members to be advised of programme of SHADs asap, and (3) events to be advertised on HSE website.**

#### **Item 6 UPDATE ON VOCATIONAL QUALIFICATIONS (VQ'S) INCLUDING RECONVENING A PROJECT GROUP (AGENDA ITEM 5)**

- 6.1 Alastair Mitchell thanked committee members for attending the Vocational Qualifications (VQs) awards ceremony at the Royal Show at Stoneleigh Park. The awards were presented to the top four performing students at levels 2 and 3 by Judith Donovan who handed over certificates and trophies to four winning candidates (two from the City and Guilds NPTC and the other two from Lantra Awards - both awarding bodies for the land based sector). Award winners came from England, Scotland and Wales.
- 6.2 Alastair was pleased to inform the committee that four AIAC members had volunteered to reconvene a project group for VQs but more members were needed. However much of the work was limited and more needed to be done to identify sources of funding for VQ's e.g. through the Regional Development Agencies (RDAs).
- 6.3 Alastair reported that the Yorkshire RDA: Yorkshire Forward (YF) had appointed Lantra Sector Skills Council to manage their Landskills Programme. Alastair had met YF in April to promote the VQs modules as they appeared to fit in to YF Landskills priorities in the areas of business and risk management. Funding might be available to meet approximately 70% of total training costs. Contact had also been established with Advantage West Midlands and the South West RDS to explore possibilities for uptake of VQs. The awarding bodies confirmed that to date 909 students have registered for VQs and more work is being carried out in promoting and contacting stakeholders for uptake. Chair was pleased to learn that numbers had reached ~ 900.
- 6.4 For the benefit of members Alastair Mitchell briefly outlined VQs.
- The training courses and training materials for health and safety VQs have been developed and are available through agriculture colleges and from a national network of training providers.
  - The two awarding bodies for the land based sector offering the VQs are City and Guilds NPTC and Lantra Awards.
  - VQs are nationally recognised and there are 20-30 hours of guided learning at each of the three levels.
- 6.5 Charlie Clutterbuck advised members that background material to help undertake the VQs can be found at <http://www.healthandsafetypractices.co.uk/level2/introd.html> and that funding is a major issue which could be resolved by making material freely available. The Learning Skills Council had decided that funding will not be available for training, which is part of an employer's responsibility i.e. Health & Safety. Charlie also pointed out that VQs are not restricted to Ag alone and that by making some minor changes training material could be tailored across all sectors. He believes that political pressure by lobbying government for funding will need to be applied.
- 6.6 Alastair Mitchell confirmed to members that VQs appear on the National Qualifications Framework and that there was no reason why under 18s should not be centrally funded. This was mainly down to individual colleges to apply for funding from their local LSC.

- 6.7 Chair commented that colleges should promote and share their success stories for obtaining funding. However, as there are a lot of farmers and students that are not linked to colleges and that RDAs have a lot of money available, the issue of funding needs to be explored further.
- 6.8 Andrew Clark suggested contact be made with the RDA lead to further explore funding and promotional opportunities.
- 6.9 In response to comments made Judith Donovan suggested that Alastair Mitchell further explores establishing contact with the lead RDA. Alastair Mitchell to update at next meeting.

**Action: Alastair Mitchell to establish contact with RDAs and explore further possibilities for funding and encouraging uptake.**

## **Item 7 HEALTH & SAFETY MANAGEMENT & MULTICULTURAL WORKFORCE (AGENDA ITEM 6)**

- 7.1 Neil Catton, Group Health & Safety Director for G's/The Shropshire Group G's gave an illustrated presentation on his company's experience in managing health and safety of a multicultural workforce. He outlined the Group's vision, products and supply chain, including their operations across Europe. Neil described the Group's commitment and policy on training its migrant workforce and translating its training and working procedures into other languages. They had invested a considerable amount of resource into producing information, instruction and training its workforce and managing risks and working in partnership with other organisations and industry stakeholders.
- 7.2 Alan Plom mentioned that Neil is active in the local 'Food Industry Health and Safety Network' (FISHNet) and IoSH, promoting good practice and sharing his experiences. Alan also commented on the extensive efforts clearly being made by his company and asked Neil to compare the situation in the different countries that they operate, to see if there were any lessons we could learn. Neil said that Spain had good initiatives and systems in place but were still well behind UK standards. The initial response in the Czech Republic response to machinery guarding was 'you don't need it because it's obvious'!
- 7.3 Neil also described the challenges faced by the Group from suppliers and customers in terms of the conflict between the Group's standards and conflicting priorities from a commercial perspective e.g. height restrictions on stacking of pallets.
- 7.4 Andrew Clark commented on the highly sophisticated operation and cutting edge systems in place which could be passed onto smaller operations as a benchmark for standards. Particularly in the horticulture sector. The model could be developed further where organisations such as G's could find solutions to problems and then persuade suppliers/customers/stakeholders to make changes. Informing growers through sending out leaflets/flyers etc, or engaging and mentoring them could be more effective than imposing requirements. The Chair was supportive of involving and communicating with suppliers.
- 7.5 Neil then described the arrangements for the AIAC members visit to the company's 'SHAD' being held at the Group's HQ near Ely the following day. Chair thanked Neil for his input and support.

## **Item 8 REPORT BACK FROM PROJECT GROUPS (AGENDA ITEM 4)**

### **8 (a) Arboriculture & Forestry Advisory Group (AFAG)**

- 8.1 In Roger Nourish's absence Alan Plom reported on recent progress with AFAG. He commented on the continued high level of industry support for AFAG and involvement on the AFAG project groups, which have delivered several products and others are nearing completion. AIAC paper 080301 presented by Roger at the last AIAC meeting highlighted some ongoing issues, particularly the difficulty in getting a consensus on a system to record training and competence. AFAG had held a productive two day meeting since last AIAC which resolved some ongoing issues and identified some new areas of work for further consideration.
- 8.2 New areas of work confirmed as a priority were:
- Lone working – review of methods of communication, particularly in remote areas;
  - Improving site management – clarifying and promoting the role of Forest Works Managers and Site Safety Coordinators, through a review of the existing guidance on forestry management;
  - Overhead power lines – a major issue, as the pressure to work near live lines is increasing; joint research ongoing and working with the industry, including developing mechanically-assisted methods to take down trees;
  - Occupational health – to promote awareness and availability of OH providers - MSD and HAVS are major issues; and
  - Training & certification – remains a major challenge, particularly with movement of workers across borders. Roger Nourish had raised this internationally.
- 8.3 Alan was pleased to report that the 'lone working' article featured in the Forestry Journal had helped to raise the profile of this issue and promote good practice since it contained a graphic account of an accident that hit the forestry industry with some hard truths. This had been picked up by the Forestry Commission, who used it for induction of new employees.
- 8.4 The AFAG Training and Certification Group has held 6 meetings since its constitution and although its members had identified what needs doing, persuading the industry to make change remains a challenge. However, to help overcome this two focus group meetings were being set up to talk to people directly involved in the forestry and arboriculture industries and identify what small businesses want and needs. Lantra's Online Competence Framework (OCF) would provide a suitable system but this can only be taken forward with industry support and funding. The notion of developing VQs for this sector was also still being discussed.
- 8.5 Alan also mentioned the review and consultation that had been held by the NPTC on the structure of chainsaw certification. This was also being discussed by a European working group, which had been attended by James Brown on behalf of AFAG and the UK bodies. They had agreed to map systems and standards across Europe. James said it is important to map European standards to ensure that migrant workers increasingly being employed in this country are competent. To do this it was necessary to face issues and lead the discussions through attending meetings, rather than avoid them. Chain saw certification is a difficult area and employers fail to recognise the skills workers have developed beyond formal training. However, many countries were now modelling themselves on the UK's NPTC system and agreed that this should be used as a basis for comparison. There are systems in place in some countries which allow mobility of labour to a safer standard. Hopefully there will be a European standard agreed by mid 2009.

## **8(b) Transport Project Group**

- 8.6 Alan Plom provided a brief update on the progress made by the Transport Project Group. No meetings had been held since the last AIAC meeting, but a number of journals had covered the Agricultural Transport Conference 'Which Way Forward' convened by the Institution of Agricultural Engineers in March. This had been productive in raising awareness of the emerging findings of the research on tractor/trailer braking, funded jointly by HSE, DfT, and the industry, through the AEA. The NFU had also started to produce industry guidance on transport.
- 8.7 Alan suggested that as the industry fatal accident rate for transport over a 10 year period was high compared to other causes, the work of the AIAC Project Group needs to continue and be sustained. The themes of 'Safe vehicle, safe driver, safe site' and 'Safe off road, safe on road' will continue. There is also a need for a major campaign and communication activity to draw attention to the findings and encourage take-up of the recommendations of the braking research when it is published in the autumn. Alan also mentioned the 'academy' article on transport, written by the Sector's Tony Mitchell published recently in Farmers Weekly. The article has also been posted on HSE's AIAC Transport News webpage at <http://www.hse.gov.uk/aboutus/meetings/iacs/aiac/transport/index.htm>
- 8.8 Commenting on the difficulty in identifying trends in small numbers of accidents, Richard Morgan suggested a comparison of transport accidents with a 5 year moving average. Andrew Clark suggested more detailed analysis on type of transport involved i.e. ATVs, tractors.
- 8.9 Alan agreed to provide a breakdown and this would be discussed at the next AIAC Transport Group Workshop, proposed for November 2008. It was intended to cover tractor/trailer braking, rail crossings and overhead power lines at the next workshop.
- 8.10 Chair suggested the next AIAC meeting should be held after the AFAG and Transport Groups had held their meetings.

## **8(c) Casual, temporary & Migrant Workers Project Group**

- 8.11 Samantha Peace reported back on behalf of Madge Moore who had sent her apologies. The proposed meeting with the British Fresh Produce Consortium and the British Retail Consortium had not taken place. Three strings of work had been identified and there were opportunities to exploit the products already produced. No project group meeting had been arranged since last AIAC. However, the group had been exploring ideas on how to disseminate material produced.

## **8(d) Child Safety Working Group**

- 8.12 Andrew Clark reported that the group had not met again and there was nothing significant to report back to committee. He wondered if a separate Group was needed, but was happy for it to continue. He suggested contact be made with BBC 'Countryfile' or the Archers since some relationships with regards to health and safety had already been established. Alan Plom mentioned an Archer's programme which featured bad practice involving safety of children near tractors. This was around the time that a prosecution was going through the court following a child fatality, and the Judge had said this issue should be given publicity. The Sector had suggested to HSE's Press Office this should be followed up.
- 8.13 Andrew Clark reported that he had spoken to Judith Donovan with regards to developing a DVD game for children on health & safety on farms. This was estimated to cost £10-15k. Judith had agreed to look into funding to develop this. Alan Plom mentioned that the Sector had held preliminary discussions with a leading company to estimate the cost of

developing an interactive DVD for older (teenage) children, but lack of funds had prevented this being pursued – their estimate was 10x this. David Knowles said he was aware of interactive games already produced by other organisations.

- 8.14 The Sector are currently reviewing and repackaging the child safety leaflets. The Chair referred to the great success of the imagery used for HSE's "Shattered Lives" campaign – this had attracted an unprecedented 800k 'hits' on HSE's website – and suggested that this concept/title could perhaps be adapted.
- 8.15 James Brown referred to an initiative on Orkney with a manufacturer of children's clothing providing reflective patches to be attached to children's clothing to improve their visibility.
- 8.16 Chris Kaufman mentioned the union had proposed a meeting with the 'Education' Minister (Margaret Hodge, now Ed Balls) to discuss this issue, and he was aware that it was of interest to Hillary Benn (Defra).

**Action: NFU and HSE Sector to consider members comments and recommendations**

#### **Item 9 AIAC PAPER 080703 ON SAFETY AT RAILWAY LEVEL CROSSINGS**

- 9.1 Alan Plom summarised AIAC paper 080703 on Safety at Railway Level Crossings. He referred to the recent project carried out by HM Railway Inspectorate, part of the Office of Rail Regulation (ORR). This focussed on 'user worker' level crossings and was intended to reduce deliberate and accidental misuse through analysis, education and enforcement. ORR considered that level crossings contribute more than a third of the risk of a major train accident on Network Rail's infrastructure and misuse by road vehicle drivers at crossings account for over 95%. Out of a total of approximately 7600 crossings on the Network Rail system around 4000 are classified as 'User Worked Crossings' (UWC). These are often located on private roads which give access to farms and dwellings; others provide access from one field to another. Their safe operation is dependant on, and is the responsibility of, the user, and they carry a disproportionate share of the train accident risk.
- 9.2 Members asked how ORR's project was being followed up. Alan reported that the project had focused on a sample of lines where there had been a number of 'near misses' reported. Action had been taken locally where necessary and the recommendations had been incorporated into ORR's workplan for 2008-09 and an Action Plan had been agreed with Network Rail. ORR had asked for the opportunity to present their findings and recommendations to AIAC members jointly with Network Rail. Members agreed that the ideal forum for this would be the next AIAC Transport Group workshop Alan proposed to organise later in the year.
- 9.3 Alan Plom mentioned that Michael Britten (NFU's Health and Safety Advisor) had attended meetings with the rail organisations in recent months and had raised the industry's concerns, particularly about the implications of wider/longer/higher farm machinery now using crossings. Michael had written an article outlining basic precautions for farmers and other UWC users which had been published in the NFU's journal British Farmer and Grower, in March 2008. This is now available on the AIAC Transport Group webpage at <http://www.hse.gov.uk/aboutus/meetings/iacs/aiac/transport/index.htm>. Alan suggested that members may use this information to publicise the issue through their own newsletters.
- 9.4 James Brown and Ian Beeby both commented on how difficult it was to see a train in darkness or in fog and that it was suggested that trains should be fitted with sirens or high-intensity strobe lights which could be automatically switched on as they approach crossings.

- 9.5 Alan suggested that as tracks and trains have been improved allowing faster and quieter running, it is more difficult to hear trains approaching from a distance. The paper proposed that crossings that are no longer used could be closed, or others perhaps rationalised at locations where multiple crossings are being operated by a single business. This could lead to improving access and design of selected crossings, e.g. for use by larger machinery or for more frequent but seasonal use by transport vehicles. The NFU were assured that this would not be carried out without consultation with users.

**Action: (1) Alan Plom to invite ORR and Network Rail to the next AIAC Transport Group workshop and (2) AIAC members to publicise safety at rail crossings.**

#### **Item 10 REVIEWING PROJECT GROUPS**

- 10.1 Chair reported that there were ongoing discussions within HSE on the future of all Industry Advisory Committees following the merger of HSE and HSC. These discussions included the future of AIAC. A business case will need to be drafted to reconstitute a new AIAC. Chair also suggested adopting the new strategy into a programme plan which may involve forming different project working groups. There is some justification in having a more focused strategy for agriculture.

**Action: A business case will need to be drafted to reconstitute a new AIAC**

#### **Item 11 OTHER BUSINESS AND CLOSING REMARKS**

- 11.1 Chair informed members that HSE had released the 2007/08 workplace fatal injuries. Secretariat to send a link to the report
- 11.2 Alan Plom reminded members that the European 'Week of Safety and Health' commences between 20 and 24 October and will focus on Risk Assessment. Chair reported that this theme will continue throughout the year.
- 11.3 James Brown reported an article in the NFU Scotland's journal highlighting the hazards of dogs on footpaths. He forwarded a copy to the Sector.
- 11.4 Chris Kaufmann mentioned the report of the Select Committee which had commented on the role of HSE and the level of inspection, resource and funding. Unite were pleased with the report, but not the Government's response. He reiterated the Union's view that HSE is inadequately funded and more inspectors/inspections are needed. Secretariat to send a link to report.

**Action: Secretariat to send a link to HSE's fatal injuries report and Select Committee Report**

- 11.5 The Chair commented that this was a very productive meeting. She thanked members, guests and observers for sharing their views and thoughts at the meeting and was looking forward to the G's safety awareness day.

#### **NEXT MEETING**

- **Next AIAC meeting proposed in October in Wales. The Secretary to contact members for availability.**

<b>SUMMARY OF ACTIONS FROM MEETING</b>			
3.5 (16)	Sector to look further into age distribution of accidents over a 10 year period.	Sector	Agenda item for next meeting
3.5 (22)	Samantha Peace to produce a paper on migrant workers as a target group for the next meeting.	Samantha Peace	Agenda item for next meeting
3.13	Members to send any comments on the new strategy to Rachel Russell.	Members	No comments rec'd to date
4.3	Sector to carry out a more detailed analysis of fatal and major accidents to the over 50's over a longer period to help identify the correlation between age and other factors and questions in the LFS.	Sector	Agenda item for next meeting
4.5	Roger Lane-Knott to forward report of AEA study on employment in the industry to AIAC secretariat.	Roger Lane-Knott	Not feasible due to restrictions on study
4.8	Chris Molde to contact David Knowles with regards to other sources of data.	Chris Molde	Discharged by Secretariat
5.2	Sector to produce more detailed analysis of causes of contacts.	Sector / Alan Plom	
5.6	Roger Lane-Nott to pursue use of GPS/GIS with his contacts in the industry.	Roger Lane-Knott	
5.7	Sector to consider suggestions and include overhead power lines in the agenda for the next Transport Group Workshop.	Sector / Alan Plom	
5.10	David Knowles to raise topic within IoSH.	David Knowles	
5.17 & 5.20	Samantha Peace to contact David Knowles for possible venues for SHADs and consider use of Roving Safety Reps and others to assist at SHADs.	Samantha Peace	
5.18	AIAC members to be advised of programme of SHADs asap.	Secretariat	Discharged
5.12	Events to be advertised on HSE website.	Secretariat	Discharged
6.9	Alastair Mitchell to establish contact with RDAs and explore further possibilities for funding and encouraging uptake.	Alastair Mitchell	
8.6 & 8.12	NFU and HSE Sector to consider members comments and recommendations.		
9.2	Alan Plom to invite ORR and Network Rail to the next AIAC Transport Group workshop.	Alan Plom	
9.3	AIAC members to publicise safety at rail crossings.		
10.1	A business case will need to be drafted to reconstitute a new AIAC.	Secretariat	
11.1 & 11.4	Secretariat to send a link to HSE's fatal injuries report and Select Committee Report.	Secretariat	Discharged