

Date: 18 June 2014	Location: NAAC, Easton Lodge Farm, Wansford, PE8 6NP	Taken by: Nick Sangha
<b>Subject: AGRICULTURE INDUSTRY ADVISORY COMMITTEE (AIAC) MEETING</b>		
<b>Present:</b>		
<b>HSE</b> Rick Brunt (Chair) Andrew Turner Sarah Jardine Nick Sangha (Committee Secretary)	<b>AIAC Members</b> Madge Moore (Lantra) Ben Ellis (NFU) Marcus Themans (NFU) David Leavesley (NFU Mutual) David Knowles (IOSH RIG) Jennifer Donn (NAAC) Susan Murray (Unite) Ian Beeby (Unite) Clive Salisbury (Unite) Tim Englefield (Landex) James Eckley (NFYFC) Gillian Littlewood (British Retail Consortium) James Brown (AFAG)	

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1	<b>Welcome and Opening Remarks</b>
	<p>(1.1) Rick Brunt (new AIAC chair) welcomed everyone to the meeting and expressed his gratitude to Jennifer Donn and NAAC for hosting the meeting.</p> <p>(1.2) Apologies had been received from Julia Long and Charlie Clutterbuck (Unite) for whom Susan Murray and Clive Salisbury substituted.</p>
2	<b>Matters arising and actions outstanding from previous meeting</b>
	<p>(2.1) Some minor amendments were agreed to the actions notes from the previous meeting.</p> <p>The following outstanding items were either partly actioned on day or carried forward:</p> <p>(3.1) Marcus Themans, David Coackley, David Knowles and David Leavesley to develop a research specification into the level of fatal injuries and the correlation with farm assurance schemes. Members had also been invited to contribute towards initial thought process. Marcus Themans suggested further work on exploring farmer's attitudes so that correct group could be targeted. David Knowles said that he had become aware of some mapping and research work carried by HSL.</p> <p><b>Action:</b> Nick Sangha to find out more about HSL mapping and forward links to published research on farmers attitudes including research on behavioural change approaches to reducing injuries and fatalities on farms.</p> <p>(4.11) Andrew Turner gave verbal feedback on the voluntary testing scheme on tractor maintenance and DFT consultation on tractor speeds and trailer weights on public roads. Ben Ellis informed members that the research on tractor and trailer brakes included tractors and trailers which may not be part of the scheme and so may have over-estimated levels of lack of maintenance. Susan Murray expressed her concerns on voluntary schemes and felt that faulty tractors should not be on public roads. Chair shared concerns on safe vehicles and informed members that consultation had now closed.</p> <p>(5.9) Large employers and Occupational Health Group. Chair encouraged all members to comment on the growers guide. Ben Ellis advised members that the guide required more case studies and suggested posting on the FSP website when completed but queried branding of publication. Susan Murray felt that</p>

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	<p>HSE branding carried more weight but Ben Ellis was confident that farmers were more likely to read if it was FSP branded. David Knowles said that he would collate IOSH response but felt that further editorial work was required on guide.</p> <p>Susan also mentioned draft guidance on composting, which she would circulate to members.</p> <p>AIAC had agreed to transfer the occupational health group to FSP. AIAC members agreed that Sarah Jardine should now be new chair for both the large employers and occupational health groups of FSP.</p>
3	<p><b>Health &amp; Safety Executive (HSE) Triennial Review 2014</b></p> <p>(3.1) Chair provided a brief overview of the review and key recommendations. This included: a review of Fee For Intervention (FFI) and recommendations for further commercialisation; new ill-health initiatives; the development of new performance indicators for HSE guidance and investigations; HSE's relationship with other regulators; and composition of the HSE Board. A formal Government response to the review was imminent (and subsequently published on 26 June). One of the key recommendations was that HSE was required and should remain as a Non-Departmental Public Body (NDPB). The report also sets out the review process, an analysis of HSE's functions, measures to improve for the future and considers arrangements for corporate governance. Members asked about composition of the review board and how AIAC may feed into the review of FFI.</p> <p><b>Action:</b> Chair to advice on whether or not AIAC members can contribute to the FFI review.</p> <p>(3.2) A key recommendation, strongly endorsed by the Minister, was that in addition to its regulatory role, HSE should explore commercial opportunities building on the reputation of HSE/HSL around the world. This recommendation suggested a fully chargeable inspection service, although the chairs view was that rural industries were unlikely to have the necessary characteristics for this to be an option</p>
4	<p><b>Agriculture Sector Refreshed Strategy</b></p> <p>(4.1) Chair informed members that the sector strategy had been refreshed but the evidence and detail had not changed. Chair assured members that this was an internal review to ensure the evidence base was still valid and that there were no substantive changes other than an update on some of the facts and figures. The main aim continues to achieving a long term sustainable change to the risk taking behaviours in agriculture and the wider land based industries.</p> <p><b>Action:</b> Secretariat to send a link to sector strategy as soon as it is published.</p> <p>(4.2) The next stage of the process was to review the sector implementation plans. AIAC members will be invited to comment. Chair was keen to get message right and re-enforce this in the farming community.</p> <p><b>Action:</b> Members to be invited to comment on the sector implementation plans.</p>
5	<p><b>Communications strategy and future budgets</b></p> <p>SHAD programme update.</p> <p>(5.1) Chair confirmed that this year's programme of SHADs would be 12 farming SHADs that would be delivered on a contracted out basis. HSE confirmed that the reduction in the number of events for this year was to allow for a strategic review of delivery and how other types of event could be developed to compliment the programme.</p> <p>(5.2) 2013/14 SHAD highlights and success: Nick Sangha provided some statistical feedback.</p> <p>(5.3) Future planning and delivery: Nick Sangha briefly described new delivery model for identifying and inviting farms that have not previously attended a SHAD using GIS mapping developed by HSL. Members requested a live demonstration of the tool at next AIAC meeting.</p> <p>(5.4) Members also suggested other delivery models such as talks by Vets, machine manufacturers and industry specific SHADs i.e. targeting of dairy, arable etc farms. More also needed to be done to help engage with the audience including encouraging farmers to share their personal stories and experiences at a SHAD. David Knowles mentioned farming connect in Wales that provided a platform for discussion groups. Chair was supported of the ideas put forward by members and mentioned some further funding for delivering a trial with young farmers and exploring mini SHADs was under consideration.</p> <p>(5.5) Chair updated members on a new farm safety partnership being set up in Scotland - to be launched in August.</p> <p>(5.6) Chair updated members on discussions with HSE's Communications Directorate to develop broader</p>

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	<p>communication channels and use of social media to engage with a wider audience. Work has been initiated to build on communication that segments the farming audience. The meeting discussed their views on the relative merits of different communication channels and agreed these should feed into a wider strategy, that includes ways of linking to campaigns run by other member organisations (such as 'yellow wellies' and farmers blogs).</p> <p>(5.7) Chair agreed that he would produce a communications overarching delivery plan and invite members to comment.</p> <p><b>Action:</b> Once developed AIAC Secretariat to circulate communication plan and strategy to members for their comments.</p> <p>(5.8) Members requested committee papers in advance of AIAC meetings so that more time is allowed to consider representation and agenda items for discussion.</p> <p><b>Action:</b> AIAC Secretariat to circulate committee papers in advance of meeting</p>
6	<p><b>Update on key topics and issues</b></p> <p>(6.1) <b>Latest accident statistics.</b> Nick Sangha provided a verbal update on fatals. A discussion was held on ill health and the difficulties experienced in sourcing reliable and robust numbers of ill health cases.</p> <p><b>Action:</b> Andrew Turner to present a paper giving a breakdown of machinery accidents over the past 10 years at the next AIAC meeting.</p> <p>(6.2) <b>HSE Guidance Review:</b> Andrew Turner confirmed that all guidance except guidance on 'buoyancy aids and life jackets' had now been published. Guidance on floating fish farms will now be published by the Scottish Salmon Producers Organisation. HSE's Publications Governance Group (PGG) has set out arrangements for a 4 year rolling themed maintenance programme to help ensure that all guidance is kept up-to-date.</p> <p>(6.3) <b>Research:</b> Chair provided an update on research to be published. Gypsum in slurry and SHADs had been finalised and submitted for publication. Ben Ellis asked whether the slurry research will help inform the delayed slurry guidance. Sarah Jardine confirmed that Liz Evans had recently returned from a secondment opportunity and will be re-visiting the guidance shortly.</p> <p>(6.4) <b>Multi-Agency Task Force:</b> Sarah Jardine provided a verbal update on 'Operational Centurion' a joint agency operation led by the home office to tackle illegal employment and abuse of workers. Wider issues such as modern slavery and organised crime were also addressed as part of the operation. David Leavesley mentioned supermarkets ethical and social responsibilities in helping to address such issues through the supply chain.</p>
7	<p><b>Sub group report back</b></p> <p>(7.1) <b>Farm Safety Partnership:</b> Ben Ellis provided oral feedback on the farming partnership. A board meeting had been held in May that looked into membership and legality. A 'slurry gas' campaign page to help raise awareness had been created on the FSP website. The campaign (including a new leaflet) 'stop! think! slurry gas, which was promoted at the Grassland and Muck Event on the 21st May. Ben Ellis was keen to promote more stories on the live section of the website and welcomed contributions from members. The 'Safe Stop' campaign was still in full swing and some manufacturers had expressed an interest in supporting the machinery maintenance campaign.</p> <p><b>Action:</b> Members to forward details of case studies to Ben Ellis.</p> <p>(7.2) <b>The occupational health group</b> had not met but NFU were keen to do more work on occupational health and establish contact with Public Health England. Chair to forward a contact to Ben Ellis.</p> <p><b>Action:</b> Chair to forward a contact for Public Health England to Ben Ellis.</p> <p>(7.3) NFU Mutual had set up an independent body the 'NFU Mutual Farm Safety Foundation'. The foundation will be working closely with the Farm Safety partnerships in England and Wales. The foundation has a £250,000 donation to help with research, safety awareness campaign and providing practical advice and training for farmers and their workers. Members agreed that all three farming partnerships in England, Scotland and Wales should work together in a coherent and co-ordinated way and maintain routine contact with the partnership in NI.</p> <p>(7.4) <b>AFAG and Forestry Industry Safety Group:</b> Andrew Turner reported back on the last AFAG meeting and main issues. This included head protection from chainsaw helmets for ground work in forestry and arboriculture, FISA refresher training requirements, accident bulletins and guidance material.</p>

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	<p>Further details can be found in the AFAG meeting notes posted on the HSE IAC micro website.</p> <p>(7.5) Susan Murray agreed to forward link to TUC guide on how to investigate an accident.</p> <p><b>Action:</b> Susan Murray to forward a link on TUC guide on how to investigate an accident</p>
8	<p><b>Review of meeting</b></p> <p>(8.1) Chair invited members to an open discussion on functions and value of AIAC. Susan Murray suggested that more than two meetings a year should be held but other members felt that two a year was about right given the role that FSPs now play in the industry, and their other commitments. AIAC members agreed to hold two committee meetings a year. Chair acknowledged that although on this occasion the meeting was more focused on feedback provided by HSE staff - for future meetings he would welcome more dialogue and discussions.</p> <p>(8.2) Members felt that notes from meeting should be produced within two weeks and committee papers along with agenda sent out 3 weeks before meeting is held.</p> <p><b>Action:</b> Secretariat to send out action notes within two weeks and committee papers three weeks before meeting is held.</p> <p>(8.3) Members discussed widening membership to other land based industries including land owners, their agents and organisations such as the British Association of Landscape Industries (BALI). Concerns were made with regards to increasing the size of the committee membership, which could potentially lead to the widening of diverse issues and interests. Chair acknowledged members concerns but was mindful that two seats had become vacant when AEA and BAGMA stood down their membership. Chair to consider and approach other interested stakeholders.</p> <p><b>Action:</b> Chair to consider widening AIAC membership</p>
9	<p><b>Any other business</b></p> <p>(9.1) Ben Ellis confirmed that emergency mobile coverage switched from network to network so that the best coverage for the emergency service was always available. David Knowles advised that 112 will also give the emergency services your exact coordinates.</p> <p>(9.2) Ian Beeby advised members that he was arranging a child safety event at the East of England showground on 11 July for a large number of children and would welcome any literature or free material.</p> <p>(9.3) Susan Murray circulated two publications ('Toxic, Corrosives and Hazardous' and 'Manage Stress') as part of a European Campaign 2014-15 and TUC memorial day.</p>
10	<p><b>Date of next meeting:</b></p> <p>The next AIAC meeting will be held on Monday 3 November, at HSL, Harper Hill, Buxton, SK17 9JN</p>

Notes Item No	Description of Actions	Progress
2	Nick Sangha to find out more about HSL mapping and forward links to published research on farmers attitudes including research on behavioural change approaches to reducing injuries and fatalities on farms.	Links to research sent to members.
4	(a) Secretariat to send a link to sector strategy as soon as it is published. (b) Members to be invited to comment on the sector implementation plans.	
5	(a) Once developed AIAC Secretariat to circulate communication plan and strategy to members for their comments (b) AIAC Secretariat to circulate committee papers in advance of meeting.	
6	(a) Andrew Turner to present a paper giving a breakdown of machinery accidents over the past 10 years at the next AIAC meeting.	
7	(a) Members to forward details of case studies to Ben Ellis (b) Chair to forward a contact for Public Health England to Ben Ellis. (c) Susan Murray to forward a link on TUC guide on how to investigate an accident.	
8	(a) Secretariat to send out action notes within two weeks and committee papers three weeks before meeting is held. (b) Chair to consider widening AIAC membership.	