

Agriculture Industry Advisory Committee (AIAC)

Project Group: Temporary and migrant working

Minutes of 7th Meeting: 15 February 2007 (HSE Stoneleigh)

Present:

Madge Moore - Lantra
Ivan Monckton - TGWU
Martin Swinney - Home Office: Work Permits (UK)
James Eckley - NFYFC
David Matthey - IOSH
Jim Farquharson - NAAC
Graeme Walker - Secretary
Chris Molde - HSE
Nick Sangha - HSE

Apologies:

Jill Hewitt - NAAC
Chris McCann - ASDA

Agenda

1	Welcome and introduction	
2	Minutes of the last meeting	Minutes of 6 th meeting (3/10/06) agreed subject to minor amendment
3	Update on 6 th meeting and Actions arising	See item 2. above Actions re: (4) See agenda item 5. (5) See agenda item 6(6) See agenda item 7 (7) Discharged. Verbal report delivered to AIAC on 19/10/06 Outstanding actions from 4th meeting: 7(1) IM to explore with TGWU the potential for a dedicated Migrant Worker Action/Helpline – outstanding. 7(4) Given HSE commitment to funding, the WG agreed the use of logos was no longer necessary appropriate - discharged 12(1) GW to invite the secretariat to seek a nominee from the NFU/Scottish FU - discharged.
3	Information exchange/update	MM: attended Co.Rural Communities seminar – wealth of information and useful links/contacts who might help disseminate guidance.

		<p>IM: advised on recent agreements between TGWU and major supplier SA Produce (Worcs). Final recognition anticipated by end '07. Represents the start of a campaign to organise workers in ag/food.</p> <p>GW: advised TGWU had set up dedicated branches for Polish workers in Southampton and East Anglia areas. Further branches to be established.</p>
5	Migrant worker pocket card	<ul style="list-style-type: none"> • GW advised revised Business Case had had to be submitted for clearance at HSE Board level Dec'06. Agreement to proceed granted Jan'07. • Further work re: presentation and format carried out. Revised draft tabled for agreement. • Members agreed the revised draft subject to minor amendments re: welfare standards. • See agenda item 6 re: discussion on translation and print runs • DM queried the application of the term UK <p>Actions:</p> <p>(1) CM: to submit minor amendments to Comms. Directorate for consideration/inclusion</p> <p>(2) GW to discuss application to Northern Ireland</p>
6	Comms. Strategy	<p>CM tabled and introduced draft Comms.Strategy paper.</p> <p>Key issues:</p> <ul style="list-style-type: none"> • Distribution strategy • Translation • Print runs <p>Actions:</p> <p>(1) Distribution</p> <p>Following discussion agreed the following contacts be made asap. Members to report back on interest/ agreement to disseminate the migrant worker pocket card and (in time) the SME guidance by 31/03/07:</p> <ul style="list-style-type: none"> • HSE – to develop website/migrant workers webpages • Employer Groups: <ul style="list-style-type: none"> ○ CM / Nigel Jenney (FPC) - British Retail Consortium/Fresh Produce Consortium/Ethical Trading Initiative/major retailers ○ JE - 50s Club ○ HSE - Produce Assurance Schemes ○ JF – NAAC ○ HSE - trade press ○ Others: <ul style="list-style-type: none"> ○ GW – GLA ○ MM – Lantra ○ MM - Skills for Business network ○ GW - Local Authorities

		<ul style="list-style-type: none"> ○ GW – NACAB ○ DM – IOSH ○ DM – ILO ○ HSE - Royal Show re: Overseas Pavilion ○ MM - Council for Rural Communities (CRC) ○ MS - Jobcentre Plus (overseas) ○ IM/GW – TUC ○ IM – TGWU (incl. Landworker) ○ MM - Faith groups: contact Arthur Rank (Stoneleigh)/Stuart Burgess (CRC) <p>(2) Translation/languages HSE agreed to seek translation into:</p> <ul style="list-style-type: none"> • Polish • Ukrainian • Latvian • Lithuanian • Russian • Romanian • Bulgarian <p>N.B. MS advised Russian might be legally difficult</p> <p>(3) Print run(s) To be informed by the outcome of discussions with stakeholders referred to 6(1) above.</p> <p>(4) Other HSE to seek (if possible) to:</p> <ul style="list-style-type: none"> • post the pocket card on the Sector website by 1/04/07 • develop the migrant worker website by July 2007; and • formally launch the migrant worker guidance and website at the Royal Show
7	Guidance for SMEs	<p>GW advised members that HSE senior management had proposed guidance should:</p> <ul style="list-style-type: none"> • take the form of a pocket card • focus on a limited number (5/6) key messages • target the "ignorant willing" audience <p>GW tabled a question set targeted at HSE inspectors and divided into 6/7 key topic areas suggesting these form the basis of advice to SMEs.</p> <p>In discussion members:</p> <ul style="list-style-type: none"> • Agreed the pocket card format was not fit-for-purpose • supported the concept of a small booklet (A5 format of up to 8 pages) • agreed guidance should target employment of temporary (including migrant) workers and the; and • agreed a first draft be worked up based on the que

		<p>set as suggested.</p> <p>Action: (1) GW - to advise HSE on members' preferences (2) GW – work up initial draft for consideration at next meeting</p>
8	Date of future meeting	10.30 am - Monday 23 April at HSE Stoneleigh
9	AOB	No further business