

AGRICULTURE INDUSTRY ADVISORY COMMITTEE (AIAC)

TRAINING AND EDUCATION GROUP (TEG)

List of action points from 1st meeting held on 28/01/09 at NPTC City and Guilds, Stoneleigh, Warwickshire.

List of group members in attendance:

Alastair Mitchell – HSE (AM)- Chair

David Bell – Institute of Occupational Safety and Health – Rural Industries Group (DB)

Neil Catton – Gs Marketing (NC)

Suzie Cave – NPTC City and Guilds (SC)

Charlie Clutterbuck – Unite, the Union (CC)

David Owen – Lantra Awards (DO)

Alan Plom – HSE (AP)

Apologies:

James Eckley – National Federation of Young Farmer’s Clubs (JE)

Geoff Gregory – Land Based Colleges Aspiring to Excellence (GG)

Madge Moore – Lantra, Sector Skills Council (MM)

Item/Issue	Key Points and Actions	Action by
1. Background/ Introduction	The Project Group proposed by the AIAC in 2005 had not been established. However, HSE/Sector had continued to develop a suite of health & safety Vocational Qualifications (VQs) together with industry stakeholders including Lantra Sector Skills Council (SSC), Lantra Awards and NPTC/City & Guilds. The structure of VQs and AIAC paper 08/11/02 “Agriculture Revisited Initiative – Stocktake on Vocational Qualifications and Training” were reviewed.	
2. Terms of reference (TOR)	The role and scope of the Group in relation to the wide range of agriculture/land-based industries and its potential contribution to the Agriculture Revisited initiative to reduce fatalities on farms in particular were discussed. <ul style="list-style-type: none"> • The Group agreed to focus initially on the four work areas suggested by AIAC at the last full AIAC meeting in Wales, [See Notes below] • Draft TOR to be drafted and circulated to TEG members for comment. 	AM
3. Membership of the TEG	Membership of the TEG to be expanded - other key stakeholders to be encouraged to participate, in order to share what is going on in this area, eg National Farmers Union (NFU). Also essential that SSC and Land based Colleges Aspiring to Excellence (Landex) are represented at future	AM/AP

	meetings if possible.	
4. Seminar	Agreed a seminar should be held targeting leading companies/larger employers who support training and might be receptive to using VQs. Aim would be to get a company (or preferably a cluster of companies) to pilot adoption of VQs, and to cost and evaluate their impact on health & safety management.	
4.1 Seminar - invitees	Each member to identify a minimum of 12 large farming organisations to invite to a VQ seminar proposed for May 2009	All
4.2 Seminar - venue	Awarding bodies to check availability of premises to host seminar in spring 2009 – dates around mid May.	SC/DO
4.3. Seminar - content	Speakers to include Lantra Awards Instructors and/or training providers with experience of VQs and companies - to share their experience of training and highlight the benefits & the industry's needs (eg NC). Need to identify suitable speakers & confirm willingness to attend and availability.	SC/DO/AM
5. Incentives	Incentives and drivers to encourage uptake of VQs were discussed and priority options agreed.	
5.1 Incentives – Wages/Pay	VQs are now recognised within the Agriculture Wages Order and this should be more widely promoted.	CC
5.2 Incentives - ETI	Retailers should be engaged to promote VQs within their supply chain. The Ethical Trading Initiative (ETI) code of practice includes a reference to health and safety standards and this should be used as a “lever” to facilitate greater uptake.	CC/AM
5.3 Incentives – Promotional Work	More should be done by awarding bodies to target their potential clients not just the assessment centres.	SC/DO
5.4 Incentives – Case studies	Case studies are needed to highlight the business benefits of training and VQs in particular. Lantra SSC are collecting examples of the wider benefits of training for each industry and the proposed seminar might elicit others for health and safety. Members requested to identify/submit examples	All
5.5 Incentives – IOSH news bulletin	Promotional opportunity through the IOSH Rural Industries Group. Other opportunities should be identified.	DB/All
5.6 Incentives – Lantra SSC	A renewed effort should be made to raise the profile of health and safety within the SSC's industry groups. VQs should also be referenced in Lantra's Online Competence Framework (OCF) [NB. Now renamed as 'Lantra Skills Manager'.]	MM

5.7 Incentives – National Occupational Standards	VQs should be a key component of the core National Occupational Standards, used to build up job profiles and linked to apprenticeships.	SC/DO/MM
5.8 Incentives – Skills Forum	VQs (and health and safety training more generally) should be given a high profile within the proposed Skills Forum chaired by NFU.	AM/NFU
6. College uptake	Agreed fundamental to encourage uptake by Colleges.	
6.1 College uptake – target market	Need to identify land based colleges that are not currently offering VQs so that promotional work can be targeted effectively.	SC/DO
6.2 College uptake – learning materials	Delivery of the VQs would be assisted if learning materials were more widely available. Intend to re-engage with Cultiva (formerly known as the Elite Group of Colleges) and the Land Based Colleges National Consortium (LBCNC) to facilitate development of additional learning materials.	AM
6.3 College uptake – workshops	<ul style="list-style-type: none"> • Presentation by AM to Landex curriculum group to facilitate greater uptake by colleges due Feb 2009. Opportunity to engage main Landex group to be pursued • Harper Adams had asked HSE/Sector to run a one day workshop for lecturers on current issues, case studies and developments in health & safety. This would be an opportunity to promote the VQs at levels 2, 3 and 4. • Other stakeholders (AEA, BAGMA and IAgRE) intended to run a similar event aimed at improving training for work in the industry. This could be combined and would be an opportunity to promote the VQs at levels 3 and 4. 	AM AP
7. Funding	The availability of funding to support uptake of the VQs has been identified as a key factor	
7.1 Funding - Government policy	Government funds to be available for VQs - CC recalled that Judith Donovan had stated at the last AIAC meeting that she would tackle the funding issue with Government. A list of key points for Judith would be helpful for these discussions.	CC
7.2 Funding - Regional Development Agencies (RDAs)	It was also proposed that the RDA's should be approached to pursue the funding issue (some initial approaches had been made by AM with limited success). Lantra SSC has been appointed by some RDAs to manage programmes and was therefore in a position to influence uptake.	AM/MM
8.1 Other matters	One training provider is developing a training workshop on business risks for managers. This would also be an opportunity to promote level 3 and	DO/AM

	4 Vs.	
8.2 Other matters	AM informed the group that “care and maintenance” work with awarding bodies would continue in order to ensure that the VQs remained current and fit for purpose to comply with educational requirements. Examples were reviewing assessment questions for quality assurance and work to incorporate the VQs into the new qualifications and credit framework (QCF), a new national framework for all qualifications. It was agreed that group members would be updated on developments as necessary.	AM/SC/DO

Notes

The four work areas or workstreams proposed at the last full AIAC meeting (11/11/08) as providing a steer for the work of the TEG and formally agreed by TEG members at the January 2009 meeting were as follows:

(I) VQ work should focus specifically on working with some of the larger farming organisations or groups who may be more receptive to training - proposal to identify and target these organisations. This is known as the seminar workstream.

(ii) A renewed effort should be made to identify "drivers for uptake" and other incentives given that previous attempts have had limited success - proposal to identify incentives for farmers and workers to undertake VQs. This is known as the incentives workstream

(iii) VQs should be pursued more vigorously through the agricultural college network to facilitate greater uptake. This is known as the College workstream

(iv) More should be done to explore potential for funding through the RDAs* in England, and their counterparts in Wales and Scotland (and other funding streams). This is known as the funding workstream

Date of next meeting: 9 March 2009, Lantra House, Stoneleigh, Warwickshire