

Date: 6 June 2018	Location: NFUM, Avon House, Stratford-upon-Avon, CV37 0UY	Taken by: Nick Sangha
Subject: AGRICULTURE INDUSTRY ADVISORY COMMITTEE (AIAC) MEETING		
Present: HSE Members Rick Brunt (Chair) Andrew Turner Adrian Hodkinson Nick Sangha (Committee Secretary) HSE Presenters: Michelle Allsop Sara Callan HSE Observers: Stuart Parry Mel Beard		AIAC Members Thomas Price (NFU) Mark Smith (NFU Mutual and IOSH) Marcus Potter (Lantra) Duncan Russell (NAAC) Paul Murphy (representing Gerald Davies, Landex) John Burbridge (Unite) Matthew Belsey (Unite) Observers: Joe Clarke (Unite) Alan Plom (IOSH RIG) Ian Jewitt (NFUM)
Item No	Description	
1	Welcome and Opening Remarks (1.1) The Chair welcomed everybody to the meeting, extended a warm welcome to guests and thanked Mark Smith NFUM for hosting. The Chair noted that James Chapman (NFU) and David Knowles (IOSH) had stepped down from the committee and expressed his thanks for their valuable contribution over their time on the committee. (1.2) Apologies: James Eckley (NFYFC); Ian Beeby (Unite); James Brown (AFAG); Edward Ford and John Charles-Jones (new NFU representatives). Mark Smith was representing both IOSH and NFU Mutual on this occasion. (1.3) Noting that attendance by Joe Clarke (Unite) had not been formally notified to AIAC the Chair undertook to write to Unite to seek formal nomination of their representatives on the committee. Action: 1.3 - Chair to contact Unite to seek confirmation of the Union's Representatives on AIAC.	
2	Matters arising and actions outstanding from previous meeting All actions from previous meeting had been discharged.	
3	HSE's Agriculture Intervention Strategy (3.1) The Chair thanked members for their input to HSE's recently published agriculture intervention strategy and summarised key activities including the integration of; targeted inspections, media activity, compliance events & publication of simple and straightforward guidance. The Chair reminded members of the importance of industry ownership through partnership working if the ambitious targets in fatal injury reduction, set by the FSP, is to be achieved. (3.2) Tom Price sought clarification on the inspection programme. Chair informed members that HSE inspectors are visiting fresh produce farmers during April 18 - September 18. There will be a programme of targeted visits in January to March 19 linked to events run by HSE in the Autumn. Members agreed this was a good approach to ensure that messages were acted upon when back at the farm. (3.3) Joe Clarke informed members that Unite are considering re-introduction of its roving health and safety rep programme. Unite believe that the main challenge in the past had been lack of resource and feel the initiative was worthwhile. Chair offered to discuss proposals further with Unite and can provide details of the previous evaluation if required. (3.4) Paul Murphy welcomed the opportunity to explore options for more getting messages to key audiences and was willing to meet with HSE to discuss. Landex and other training organisations have an important role in supporting the strategy, the work of the FSP and changing attitudes through training. Tom	

	<p>Price mentioned that there was scope to influence County Chairs on good practice via the 'What a Good Farm Looks Like' guidance.</p> <p>Action: 3.3 - Unite to contact Chair if they need to discuss Roving Safety Reps 3.4 - Adrian Hodkinson to discuss further with Paul Murphy (Landex)</p>
<p>4</p>	<p>HSE's agriculture communications plan (AIAC paper 18/06/01)</p> <p>(4.1) Michelle Allsop, HSE's Head of Communications and Campaigns team presented AIAC paper 18/06/01. A key part of the proposal is to engage with industry stakeholders and join up communication activity under the Helping Great Britain Work Well (HGBWW) banner. HSE has committed resource and campaign material under the HGBWW umbrella to focus on several areas including agriculture to help increase its audience reach. AIAC members were invited to discuss the proposals and suggested actions.</p> <p>(4.2) Members agreed in principle to the partnership approach but had reservations on introducing competing branding and hashtags within campaigns already being developed by the farm partnerships such as #SeeltChangelt, #Yellow Wellies - Who Would Fill Your Boots? and Mind Your Head. Members shared the practicalities within their own respective organisations and challenges depending on structure. However, overall the consensus was that the umbrella banner concept could work and be useful.</p> <p>(4.3) Members suggested more focus should be on supporting themes that are clear, relevant and closely aligned to industry audience needs. Farm Safety partnerships (FSPs) first need to develop their own identity and to exercise some discipline over branding. In practice, key messages that farmers could hook into will need to be carefully considered so that HGBWW is not seen as competing with FSP for social media space. HSE confirmed that the construction industry had already adopted working in collaboration with stakeholders on HGBWW. Joined up opportunities to promote #HelpGBWorkWell helps enable HSE to track communications thread and industry reach.</p> <p>(4.4) Tom Price confirmed that FSP will have a window to use #HelpGBWorkWell branding during farm safety week and the campaigns in 2018/19. Unite offered coverage at national level and in its Landworker in-house magazine that also has a large member audience. Themes agreed by the FSP this year will be: child safety; falling objects/falls from height; transport/machinery and livestock.</p> <p>(4.5) Chair invited members for any further suggestions on what additional tools will help members promote the HGBWW brand. HSE is aiming to add more visual digital imagery into the toolkit. HSE's communications team agreed to approach stakeholder/AIAC members' lead communications manager direct to explore practicalities. However, it was acknowledged that not all members will have a communication team within their organisation.</p> <p>(4.6) Chair invited members to consider the paper in more detail, particularly the actions on page 3 and submit comments to HSE by mid July 2018.</p> <p>Action: 4.5 - Members to provide name of communication lead within their organisation to AIAC secretariat 4.6 - AIAC members to submit comments by Mid July</p>
<p>5</p>	<p>Guidance consultation - "what a good farm looks like"</p> <p>(5.1) Andrew Turner informed members that HSE will be producing succinct and simple guidance statements on what good looks like in terms of farms complying with health and safety legislation. The guidance will cover the main things inspectors look for combined with key messages on measures to take to help avoid injury. The guidance will supplement the associated compliance events designed for farmers learning outcomes and will be used as a benchmark by HSE inspectors to monitor compliance.</p> <p>(5.2) AIAC members will be invited to comment on the draft content before it is published in the summer. Content will be suitable for converting into social media messaging or other formats and will be freely made available to members to re-use.</p> <p>Action: 5.2 - HSE will consult AIAC members on the guidance</p>
<p>6</p>	<p>Farm Safety Partnership (England) – targets, plan and themes for 2018/19 and beyond</p> <p>(6.1) Tom Price provided a brief overview on the FSP (England) plan and proposed themes for 2018/19 and beyond. Tom reported that FSP had set themselves a clear target to reduce the farming fatality rate by at least 50% within the next five years (by 2023). The FSP has set up working groups to focus on four key areas as set out in 4.4 above. AIAC members are asked to promote and reinforce messages throughout their own membership and industry channels, and to actively challenge poor practice and praising and rewarding good.</p>

	<p>(6.2) The FSP proposes to launch activities in July/August 2018 for farming families including a child calendar competition to help raise awareness. Messages will include: A reminder that it is illegal for 13-year olds to drive agriculture machinery; children should be kept out of working farm environments, where children are taken to observe farm activities they must be fully supervised by an adult that it not involved in the work activity.</p> <p>(6.3) The falls from height working group will meet on 31 July 2018 to decide key messages and communications. Due to size of working group, members were encouraged to help identify other suitable candidates from within their wider network to ensure an effective mix of people are present.</p> <p>(6.4) Alan Plom mentioned IOSH/FSP workshop conference 'effective/improving communications in agriculture' and invited members to volunteer on working group and provide views to shape the event.</p> <p>(6.5) Tom Price reported the FSP for England has been refreshed and now has 30 active, committed and enthusiastic members.</p> <p>Action: 6.3 - Members are invited to nominate candidates for work at height FSP working group and 6.4 - provide feedback to AP on greater involvement with the IOSH workshop on effective/improving communications in agriculture'</p>
7	<p>Using the momentum of industry and current programmes to change attitudes. Chairman's thought piece – On farm child safety (closed AIAC paper 18/06/05)</p> <p>(7.1) The Chair presented his thought piece, closed AIAC paper (18/06/05), on child safety in farming. The Chair outlined the legal framework, history, safety guidance, key issues and approach taken over the years. AIAC members were invited to comment.</p> <p>(7.2) The Chair sought members opinions, particularly whether in 2018 it was acceptable for children to be allowed in, taken into or working in, the working environment of a farm. He acknowledged that allowing children to observe work may be an except under very controlled conditions? AIAC concurred that there is no other GB industry where it was acceptable for children to be in present in the workplace and sought their views were invited on the need for change? Tom Price felt the two aspects of children being present needed greater distinction: the issue of paid employment of young people; and children living on farms. AIAC agreed that for children living on farms there was still a clear differentiation between a home and a place of work and that and measures must be in place to keep children separated from the workplace and farm activities. AIAC agreed that allowing children to observe work while fully and completely supervised by someone that was not engaged in the work may be acceptable.</p> <p>(7.3) Members agreed that appropriate application of the Health and Safety at Work Act should lead to a conclusion that it is unacceptable to allow children to be present in the workplace or to be involved in farm work. All recognised that the issue was emotive and would be challenging but should nonetheless be taken forward. Members were invited to offer any further thoughts or observations to HSE by mid July. All agreed that HSE should set out a proposal on the standards expected to ensure that farms are seen as a workplace and that children should be excluded from that workplace.</p> <p>Action: 7.3 - Members to provide comments on child safety paper to Chair by mid July 2018</p>
8	<p>Current trends in machinery fatal incidents (AIAC paper 16/06/02)</p> <p>(8.1) Andrew Turner introduced AIAC paper (18/06/02) on machinery fatal incidents. Key causes remain: being run over by vehicles; entanglement with machinery and struck by machines collapsing (due to inadequate support or props during maintenance): Following Safe Stop and providing appropriate training would have prevented more than half of the fatalities. Further details in the paper.</p> <p>(8.2) Members agreed the recommendations made in paper and analysis of cause. Members agreed that, as this report has been updated over several consecutive years and no changes were seen in trends or causation, no further updates were required.</p> <p>(8.3) Andrew confirmed that the Roll Over Protection Structures (ROPS) on ATV research has been done and will check publication timetable. The overall conclusion was that, while provision of ROPS on ATVs may prevent some injuries and reduce risk in some cases, in other cases it would increase the risk of being crushed.</p> <p>(8.4) Alan Plom suggested key messages from the research should be delivered via a webinar. IOSH would offer to facilitate.</p> <p>Action: 8.3 - Andrew Turner to provide link to research on ATV's and 8.4 - Andrew will provide detail to Alan Plom IOSH to consider for a webinar</p>

9	<p>Close out report SHAD programme</p> <p>(9.1) Marcus Potter presented a close out report on the 2017/18 SHAD programme that Lantra had delivered on behalf of HSE. Improved communications in the invite letter had helped to increase attendance by 35%. See paper for full details. All 12 events were delivered successfully.</p>
10	<p>Agriculture Compliance Events (ACE)</p> <p>(10.1) Adrian Hodkinson informed members that HSE has ceased direct delivery of safety and health awareness days (SHADs) in the familiar format and is in the process of developing a series of compliance events that will have a greater focus on getting legal compliance on the farm. HSE intends to link the events to field activity and will carry out inspection visits afterwards (both to those attending and those who don't) to check compliance with long standing requirements and ensure high risk work is properly managed. Firm action will be taken where conditions for people at work are unsafe.</p>
11	<p>Report back</p> <p>Farm Safety Partnership (FSPs) in Scotland and Wales</p> <p>Scotland</p> <p>(11.1) The Chair informed members the Scotland FSP had not engaged in much recent activity. However, a meeting had been set in late June to consider future plans and increasing industry representation.</p> <p>Wales</p> <p>(11.2) The Chair informed members the Wales partnership was active and committing resource to a number of actions involving all members. The partnership had developed a programme to mentor businesses to help them improve their management of safety and health matters. In addition, the partnership is working up material emphasising the impact of accidents and ill health on families and businesses. Displays at the July RWS show will promote key messages and will also use HSENI's safety videos.</p> <p>(11.3) The FSP Board agreed that all three FSP bodies should be more joined up and co-ordinate messaging and communications. Regular dialogue will be held between each of the FSP Chairs in England, Scotland and Wales.</p> <p>Action: 11.2 - Secretariat to provide YouTube case studies link to members</p> <p>Post meeting action: HSENI safety videos can be found at https://www.youtube.com/user/HSENIvideo</p>
	<p>AFAG and FISA</p> <p>AFAG: AIAC paper 18/06/03</p> <p>(11.4) Andrew Turner presented AIAC paper 18/06/03 - overview of the AFAG meeting held on 8th May 2018. See paper for details.</p> <p>FISA: AIAC paper 18/06/04</p> <p>(11.5) Andrew Turner also presented AIAC paper 18/06/04 – FISA update December 2017 and March 2018. Full details on the work of the seven working groups and the steering group can be found in paper. The suspension of the FCA and its Chair from the steering group has been lifted following a vote from members.</p> <p>(11.6) Mark Smith reported that FISA leaflets were no longer available on the Barbour index. Andrew Turner agreed to follow up with FISA.</p> <p>Action: 11.6 - Andrew Turner to approach FISA to determine why they were not reaching the Barbour Index</p>
12	<p>Any other business</p> <p>(12.1) Mark Smith mentioned GDPR and effect on keeping accident and ill health records. Chair reminded members the legal requirement is to determine if the matter is reportable and if it is to report under RIDDOR. Paul Murphy informed members that detailed guidance on protecting personal information was available on the ICO website.</p>

Date of next meeting:

The next AIAC meeting will be held on Monday 19th November at HSE's Nottingham office c/o BGS, Keyworth, Nottingham.

Notes Item No	Description of Actions	Progress
1.3	Chair to contact Unite to seek confirmation of the Union's Representatives on AIAC.	
3.3	Unite to contact Chair if they need to discuss Roving Safety Reps	
3.4	Adrian Hodgkinson to discuss further with Paul Murphy (Landex)	Actioned
4.5	Members to provide name of communication lead within their organisation to AIAC secretariat	
4.6	AIAC members to submit comments by Mid July	
5.2	HSE will consult AIAC members on the guidance	
6.3	Members are invited to nominate candidates for work at height FSP working group	
6.4	Members to provide feedback to AP on greater involvement with the IOSH workshop on effective/improving communications in agriculture'	
7.3	Members to provide comments on child safety paper to Chair by mid July 2018	
8.3	Andrew Turner to provide link to research on ATV's	
8.4	Andrew Turner to provide detail to Alan Plom IOSH to consider above for a webinar	
11.2	Secretariat to provide YouTube case studies link to members	Actioned
11.6	Andrew Turner to approach FISA to determine why they were not reaching the Barbour Index	