



Sustainability Issues & Fairtrade Task Group (SIFTG) - Minute

Task Group of the Sustainability & Environmental Advisory Group

Nineteenth Meeting: Tues 13 January 2009 - 3.00 pm in Room 2.04, Procurement, 13 Infirmiry St

Members:	Karen Bowman, Director of Procurement (Convener)	KB
	Daniel Abrahams, Student	DA
	Evelyn Bain, Procurement Manager	EB
	Non Jones ex Oxvols	NJ
	Linda Griffiths, Scottish Fair Trade Forum	LG
	Ronnie Kerr, Press and PR Manager (Communication & Marketing)	RK
	Angela Lewthwaite, Estates and Buildings Office (Secretary)	AL
	Ian Macaulay, Asst. Director of Accommodation Services (Catering)	IM
	Ben Miller, People & Planet	BM
	Adam Ramsay, EUSA President	AR
	Fiona Ranford, People & Planet	FR
	David Somervell, Energy & Sustainability Manager	DS
	George Thomas, EUSA Vice-President (Services) Depute Laura Baker	GT
	www.fairtrade.org.uk	
Corresponding:	VP Professor Mary Bownes, Professor Pete Higgins; Nigel Paul	
Apologies:	Daniel Abrahams; George Thomas & David Somervell	

1	The minute of meeting held on 4 November 2008 was agreed as an accurate record	Circulated
2	Matters Arising:	
2.1	Fairtrade Campaign Day – 29 November – 10.00 -3.00 pm – Dundee University, Dalhousie Building, Old Hawkhill, Dundee – Info unavailable on website.	Itinerary Circulated.
3	<p>Edinburgh Fairtrade City Steering Group (EFCSG) – Update</p> <p>SIFTG noted the following two events had been agreed:-</p> <ul style="list-style-type: none"> • The City would hold a FT City Lord Provost business evening which would include wine tasting. Event would take place on Mon 23rd Feb 5.30-8 in the European Room of the City Chambers; An award would be handed out on the same lines as last year. Outlet stickers were being promoted. • A Fairtrade City School Showcase evening including exhibition drama to be hosted by St Thomas Aquins on Tues 3 Mar ~5pm -7.30 pm start.The school had been awarded from the Fairtrade Foundation approval for their FT application. The Head of the FT foundation (Harriet Lamb) would be invited to attend this event and present the application award to the school. <p>EB would discuss invites colleagues and send out invitations.</p> <p>SIFTG noted that a commercial manager at M&S Kinnaird Park would join the Group to represent commercial business aspects. During FT Fortnight M&S Fairtrade products would be on display.</p> <p>SIFTG noted that The Lord Provost’s Fairtrade Award 2009 would soon be publicised. Members of the Group were asked to put nominations forward of those individuals who made a fair trade difference in the following categories:- Best Fairtrade Newcomer Award; Best Fairtrade School Award; Best Fairtrade General Award. Info found at :- http://www.pps.ed.ac.uk/news/newsitem.cfm?MyID=264</p>	EB

<p>4</p>	<p>Fairtrade Fortnight 2009 - From 23 February – 9 March 2009</p> <p>SIFTG noted the events in 3 above and agreed to hold a ‘Tea Party’ to celebrate the University’s fifth anniversary as a Fairtrade University. This event would be held on the afternoon of Tues 24th February 2009. It was agreed that the University would host this event. <i>Post meeting note:</i> Towera Jalakasi, Malawian Fairtrade business woman would be invited to attend.</p> <p>Agreed that as the emphasis would be on the fifth anniversary that 5 EUSA Presidents from five universities (ECA, Napier, QMU and HW) should be invited to attend. BM agreed to contacted sabbaticals at other Edinburgh universities.</p> <p>Agreed that AL would book the Raeburn & Carstares Room in Old College from 3:30 till 5.00 pm <i>Post meeting note: Balcony Room booked in Teviot Row House (Capacity 35) from 3.00 pm till 5.00 pm on 24 February 2009.</i></p> <p>Agreed that BM would liaise with Betsy Reed to invite producer to attend.</p> <p>Agreed that IM would organise a cake (plus 5 candles) EB agreed to give IM as estimate on numbers who would attend.</p> <p>Info on this event can be found at:- http://www.fairtrade.org.uk/get_involved/fairtrade_fortnight/fairtrade_fortnight_2009/go_bananas_for_fairtrade.aspx</p> <p>Post Meeting Note: The Fair Trade Lecture by Mark Hayes would be held on 26 February 2009 Lecture Theatre 175 in Old College on from 5.30-8.00pm and the Lorimer Room from 6.00-8.00pm. (2 times booked, as dependent on Speaker’s arrival)</p> <p>Agreed KB would send information to RK to enable him to write up an article for the University. Article to encourage all to continue to purchase Fairtrade commodities and not to abandon their practice during the recession.</p> <p>Agreed that to save time, all organizational matters would be held via email. All to keep one another advised.</p>	<p>BM</p> <p>BM</p> <p>AL</p> <p>BM</p> <p>IM/EB</p> <p>KB</p> <p>ALL</p>
<p>5</p>	<p>Scottish Fairtrade Forum</p> <p>BM advised that the Foundation had organized a panel debate - venue would be the Royal Physician’s Hall, 9 George Street – 7.00 – 9.00 pm on 4 March - from 19:00 to 21:00 <i>Can your shopping basket change the world?</i> Invites would be sent out to a number of institutions.</p> <p>Post meeting note:- Confirmed speakers include: John McAllion, Chair of the Scottish Fair Trade Forum (chair) Ann McKechin, Parliamentary Under-Secretary of State for the Scotland Office Ian Bretman, Deputy Director, Fairtrade Foundation</p> <p>BM further advised that one of the days in Fairtrade Fortnight would be promoted nationally by the Foundation as a banana themed event that would run from Friday 6 March to noon on Saturday 7 March. The objective of this event would be to set a world record for the largest number of Fairtrade bananas eaten over a 24 hour period.</p> <p>People & Planet advised that, in tandem to the above, arrangements had been made to invite Mark Hayes Director of Shared Interest and a University of Cambridge who has knowledge on the issue of bananas.</p>	<p>BM</p>

6	Report from EUSA – Defer to next meeting	
7	PPAPC/EAUC (Environmental Association of Universities and Colleges) Poverty-Aware Procurement Invitation – Update – Defer to next meeting SIFTG noted that Margaret Lochhead would attend PPAPC Carlisle workshop on 29 Jan.	KB
8	Report from People & Planet Green League – Defer to next meeting <ul style="list-style-type: none"> • School visits • Small Grants up to £500 • Queen’s tea party 	BM
9	Report from Accommodation Services – Following items deferred to next meeting <ul style="list-style-type: none"> • Orange Juice Machines in John McIntyre Centre • Vending machines – meetings with suppliers – Launch of vending 2009 • cardboard bailer – Mechanism to monitor quantity uplift 	IM
9.1	Waste management - food recycling. Annual re-licensing fee would be £2,500. Equipment cost = £30k (Accommodation Services budget) IM reported that the food composter had been purchased in September 08. Though the licensing problems were nearing completion, the aspiration re commissioning the equipment for January 09 was now unlikely. Some form of statement was required to go to Scottish Environmental Protection Agency (SEPA). Planning information from Works Division re location of equipment was awaited. AL agreed to investigate and discuss the matter with E&B management. SIFTG noted the significant cost of £30k (Accommodation Services budget) and welcomed the initiative which would be a huge benefit to the University in fulfilling its aspiration to be seen as a leading institution for environmental sustainability. When this process commences, RK to ensure this initiative is well publicised.	AL IM/RK
9.2	Other recycling on smaller volumes was being trialled in the remote sites using the Cyrinians who take away University food waste for composting,	
9.3	SIFTG noted Paper – “Office Water Policy – Draft” emailed from DS. IM welcomed this as a good cost saving initiative. A bid had been agreed in the sum of £10k to cover the infrastructure that would replace bottled water with water coolers in a number of locations within Pollock Halls. This matter rested with Estates & Buildings to implement. AL agreed to discuss further with E&B management in order to get a start date when works would commence. KB posed the question re who would pay for the plumbing?	AL
10	APUC (Advanced Procurement for Universities and Colleges) – Defer to next meeting	
11	Report from CAM - Deferred	RK
12	Any Other Business - Great trade debate: Edinburgh Date & Time: 04 March 2009 from 19:00 to 21:00 Register to attend this free event. - Confirmed speakers include: John McAllion, Chair of the Scottish Fair Trade Forum (chair) Ann McKechin, Parliamentary Under-Secretary of State for the Scotland Office Ian Bretman, Deputy Director, Fairtrade Foundation Venue Address: The Royal College of Physicians of Edinburgh, 9 Queen Street, Edinburgh Venue website Email: debate@fairtrade.org.uk Phone: 020 7405 5942 more details...	
Dates of next SITFG meetings - Venue Rm 2.04, 13 Infirmary St unless otherwise notified. 3.00 pm Tuesday 26th May 2009; 3.00 pm Tuesday 11 th August 2009; 3.00 pm Tuesday 3 rd November 2009		

Main role of the Group :- To raise awareness in order to alleviate poverty and effect real changes in people's lives for the future of our planet

Note - Fairtrade Foundation guidance on use of its brand name i.e. any commodities / services **not** accredited with the Fairtrade Foundation should be termed 'fair trade' (two separate words with no capital "F")

Key target for all (staff & students) is to raise awareness and increase understanding of Fairtrade and the need for fairer trade systems.

In order to uphold our status as a Fairtrade University, the University has to continually maintain its Fairtrade policy by ensuring that various actions are carried out annually. This also links in with our corporate social responsibility agenda.

If all contribute would result in a big change – and in the case of Fair Trade making a huge impact on the lives of third world producers and their families

Promoting Equality, Diversity and Social Responsibility – draft CSG position

Corporate Services Group leads on social responsibility and environmental sustainability as applicable in operational activities.

Activities include:- the Switch and Save Campaign, waste management and recycling, SALIX energy conservation project programme, **expansion of Fairtrade status**, the increasing inclusion of sustainability criteria in procurement tendering, building projects subject to BREEAM standards, and the development of travel plans.

It is intended to pilot a Corporate Social Responsibility Report with a view to it being produced annually to showcase and promote the activities in this area across the University. The focus for equality and diversity in Corporate Services over the next year will be to re-energise the E&D network, and with support from the University's E&D adviser, to provide more direction to activities within CSG.

Work will continue to ensure that disability access and egress to buildings is maintained and appropriate facilities to support disabled students, staff, and visitors are incorporated into estates development plans.

SABS changeover dates week commencing 25 May to 6 June 2009. SIFTG meeting to be arranged around this period with old/new sabs.

Towera Jalakasi

Towera Jalakasi works with Business Consult Africa, a leading business development service provider in Malawi. She has used her considerable business talents to work with a number of Fair Trade Suppliers and Buyers in tea, sugar and crafts. Business Consult Africa has worked to provide training to Fair Trade producer groups on improving the quality of their products, using their Fairtrade Premium income, better linking to world markets and better understanding markets and market research.

Towera is committed to working to empower producers to become better organized, reliable and sustainable. She serves on the board of the Cooperation for Fair Trade in Africa (COFTA) as Southern Africa Representative. COFTA is a network of Fair Trade producer organizations in Africa and is the Africa Regional Chapter for the International Fair Trade Association with 70 member organizations from 20 African Countries. She also serves on the board of Kasinthula Cane Growers Limited, a smallholder farmer cooperative operating under Fair Trade Principles.

Towera will be the Scottish Fair Trade Forum's special guest for Fairtrade Fortnight 2009 and will be taking part in Fair Trade events throughout Scotland.

Notes:

- Malawi, has a population of 12m, 55% of whom live below the poverty line with a life expectancy of 40 years. It is amongst the poorest countries in the world.
- The Scottish Government awarded an additional £700,000 in 2008 to fund 29 additional projects focused on development in Malawi. These projects support education, health and economic development in Malawi, and companies like Equal Exchange and Imani Development are working specifically to develop Fair Trade projects. With the addition of these projects, funding to Malawi from the Scottish Government now totals £3.133 million each year, which is just over half of the Scottish Government's total international development budget. For the full news release, and to see what projects have recently received funding, see <http://www.scotland.gov.uk/News/Releases/2008/10/20105722>.
- For further Scotland Fairtrade Fortnight 2009 information, contact Betsy Reed, betsy.reed@sftf.org.uk / 0131 474 8014.