

Fairtrade Steering Group (FSG) – Minutes

Task Group of the Sustainability & Environmental Advisory Group

Twenty Firth Meeting: Tuesday 10th Aug – 3-4pm

Cheviot Room, Charles Stewart House, 9-16 Chambers Street

Members:

Karen Bowman (Convener)	Director of Procurement	KB
Daniel Abrahams	People & Planet co-Convener	DA
Evelyn Bain	Procurement Manager	EB
John Blair-Fish	IT Unix Systems, Information Services	JBF
Anna Borthwick	Press and PR Officer, Communications and Marketing	AB
Ruth Cape	People and Planet co-Convener	RC
Rachel Clough (Secretary)	Estates and Buildings	RC(S)
Philippa Faulkner	Ethics and Environment officer (EUSA)	PF
Sam Hansford	EUSA Vice President – Services	SH
Stephannie Hay	Development and Alumni	StH
Non Jones	Student	NJ
Kristofer Keane	Ethics and Environment officer	KK
Angela Lewthwaite	Estates and Buildings Office	AL
Veronica Lopes Da Silva	EUSA – Student Rep	VL
Ian Macaulay	Asst. Director of Accommodation Services, Catering	IM
Emma Saunders	People & Planet	ES
David Somervell	Sustainability Advisor	DS

www.fairtrade.org.uk; http://www.fairtrade.org.uk/resources/downloadable_resources.aspx; <http://www.seagfsg.estates.ed.ac.uk>

Corresponding:	VP Professor Mary Bownes, Professor Pete Higgins; Mr Nigel Paul; Prof Jan Webb; Rev Di Williams; Prof Tim Hayward; Dr Graham Russell; Stewart Russell; Neil Thin; Prof Michael Northcott
Welcome:	
Apologies:	David Somervell, Evelyn Bain, John Blair-Fish
1	Previous minute of meeting - 24th May 2010 was agreed as an accurate record
1.1	<p>Matters Arising</p> <p>KB to approach – ERA – see if we can get Fairtrade as a keyword search – to be able to easily find dissertations and research with regards to FT.</p> <p>Civil society support for the inclusion of Fair Trade / Fairtrade in public procurement – The UoE were asked to get involved in the campaign and sign the petition. The petition was given the go ahead by Prof Mary Bownes and Principal’s policy officer and believed to be beneficial from a legal procurement point of view. The petition was due to be published at the end of June – no update regarding progress of the EU law on social clauses yet.</p> <p>Fairtrade Rice from the People of Malawi - IM has made great headway over the last few months with regards to moving this forward. Ronnie Kerr – CAM – has approached a variety of media outlets but there has not been any interest in the story as yet- going to be reissued through the International Office. It seems very difficult to get publicity. What about the website? Not seen as important enough to go at the top level and the UoE homepage – can the issue of publicity be fed through SEAG? Quite an important issue as may be detrimental to future FT Submissions, as the lack of publicity may be translated that we are not fulfilling our press obligations.</p> <p>Norval Scott to add as news item to the Edinburgh Global website.</p> <p>KB – to send info regarding FT to the Alumni office – need at least 2-3 weeks notice for any of their publications and for email sweeps. StH more than happy to send out post Edinburgh festival information to Alumni.</p> <p>AL – to check ‘Publication Plan’ list and add Alumni to the list. Alumni tend to send out emails every couple of month to members – Newsletter is every two month. Happy to send</p>

	<p>out information regarding events at the FT Fortnight.</p> <p>Fairtrade University – Queen Margaret University – potential for collaboration – KB has not been able to make contact with Sarah Lee from the EAUC Office QMU regarding the submission for hosting the next Fairtrade Conference. If QMU are not happy to host then may have to try elsewhere. Collaboration between EAUC and APUC on a sustainable procurement topic network is likely to go ahead and this may influence QMU, as hosts to EAUC, to take conference forward.</p> <p>Fairtrade Policy Update Note: footnotes will disappear with the new sustainability website</p> <p>There are two options to consider as the first draft taken to SEAG was felt not to be relate to research and teaching appropriately. KB has made contact with the academic side of SEAG to check that the policy fits – although keen to take forward there is some feeling is that the policy focuses on buying instead of being ‘fair’ in all aspects including fair rent for students etc. hence Option 1.</p> <p>Option 2 appears to best fit – links in better with the globalization/ international strategy – provides choice for the consumer – offering FT products and non-fairtrade products. Pricing of FT products have become fairer. Still need to provide best value and sometimes this does not always include buying FT products.</p> <p>Prof M Northcott agrees option 2 – compromise on wording. Group Agree with option 2 – will now go back to SEAG for approval.</p> <p>This issue might lend itself quite well to the creation of an event to open up debate of this subject. There is enough academic interest to encourage debate but who could chair this? KB to approach Deepthi with the idea. KB to approach Steven Hillier to discuss the debate in context of Global Academies.</p> <p>Alumni have hosted events in the past with regards to their climate change commitment – would be happy to publicise FT events but unlikely to host FT events in next AY.</p> <p>Fairtrade Submission No further update pending reply from Fairtrade foundation RC to send StH a copy of the FT submission.</p> <p>Statement 2 – 50% of Offices holding Fairtrade Products – very hard to measure and enforce as people bring in their own products (see Agenda item 3 below)</p> <p>Alumni Principal’s Tea party – Alumni host this party on an annual basis and would like the party to be catered (as much as possible) Fairtrade. IM suggested that StH approach Accommodation Services to request that the catering be Fairtrade or ethically traded products – IM to advise on difference in price. KB – to place on report to SEAG.</p> <p>Fairtrade Fortnight – looking to host a FT Wine Tasting event – AS could provide fairtrade wines however Scotmid also provide wine tasting with a wine critic for the night – KB to approach Scotmid on behalf of Alumni</p> <p>Is there a set response for those that question the ideas behind Fairtrade? KB to think of a standard response/statement and send to StH</p>	<p>KB</p> <p>KB</p> <p>RC(S)</p> <p>StH/IM</p> <p>KB</p> <p>KB</p> <p>KB</p>
<p>2</p>	<p>Fairtrade Action Plan – Not many changes since last meeting KB to add the following to the action plan;</p> <ul style="list-style-type: none"> • Debate on Fairtrade; Global Academies • Communication with Alumni Office; Alumni events • Green Impact Awards • Market Research Questionnaire 	<p>KB</p>

3	<p>Market Research Questionnaire – What do we want to ask under the umbrella of Fairtrade? 1 question to be included in an omnibus survey to go out to all staff. IM to send possible questions to RC then circulate to group for feedback and cover the Policy Statement 2 (use in own offices). KB to find out how broad the survey is intended to be and will the FT question get any feedback – if the questionnaire is too diverse may not get the best response.</p>	
4	<p>First Scottish Universities and Colleges Fairtrade Conference (SUCFC) – Pledges – keep looking at the pledges as a reminder</p> <p>Edinburgh City – Intend to create a new group including Universities and colleges – KB and Jamie (Napier) to chair – no budget as yet. Ask Universities and Colleges to sign up to the new group – create invites using contacts from the SUCFC and Procurement contacts – writing to all to call a meeting and form a group to run future conferences. Relate back to pledges made at the first conference and ask for volunteers to take pledges forward.</p> <p>The actions will form part of the planning for event at QMU (or elsewhere as agreed)</p>	KB
5	<p>Report from EUSA – No update. KB has written to Union President to attend FSG.</p>	
6	<p>Report from People & Planet, Edinburgh University – No update</p>	
7	<p>Report from Accommodation Services – As part of sustainability plan - ‘Keep Cup’ – looking to buy rubber cups in bulk to trial in the library café - £4 per cup – once the cup is bought you get 10% off future cups of coffee. If successful – would look to getting Uni logo and colours placed on the cups – also look to having the fairtrade logo/wording on the cups.</p> <p>Pollock Hall – Green Business Tourist Award – has the silver award but going for the gold award. Increasing commercial hotel space – will be finished by Dec2010.</p>	
	<p>Sustainable Procurement Go Award – Will use FT area as evidence, will know more by October.</p> <p>KB to see Liz Rawlings regarding Green Impact Awards – to include FT as a criteria.</p>	
8	<p>Dates of next meetings</p> <ul style="list-style-type: none"> • Tuesday 28th September 2010 – 2-3pm – Ochil Room, Charles Stewart House • Tuesday 2nd November 2010 - 3-4pm – Cheviot Room, Charles Stewart House 	All please note