

**The University of Edinburgh
Fairtrade Steering Group (FSG)**

IDEA'S WORKSHOP

3:30 - 4:30pm Thursday 24th Nov 2011, Torridon Room, Charles Stewart House, 9-16 Chambers St

Members:

Dr Kenneth Amaeshi	Snr Lecturer, Corporate Responsibility & Governance Network	KA
Evelyn Bain	Procurement Manager	EB
John Blair-Fish	IT Unix Systems, Information Services Group	JBF
Karen Bowman (Convener)	Director of Procurement	KB
Rachel Clough (Secretary)	Estates and Buildings	RC
Philippa Faulkner	EUSA Vice-President Services	PF
Davy Gray	EUSA Environmental Officer	DG
Rev Harriet Harris	University Chaplain	HH
Stephannie Hay	Development and Alumni	StH
Prof Tim Hayward	Director of the Just World Institute, SSPS, CHSS	TH
Angela Lewthwaite	Estates and Buildings Office	AL
Ian Macaulay	Asst. Director of Accommodation Services, Catering	IM
Emma Saunders	People & Planet	ES
David Somervell	Sustainability Adviser	DS
Eleanor Cowie	Press and PR Officer, Communications and Marketing	EC
Co-conveners of	Edinburgh University People and Planet Society	
Fairtrade Café students		FCS

University Fair Trade Website is now at <http://www.ed.ac.uk/fairtrade>

Minutes and Papers of FSG can be found at <http://www.seagfsg.estates.ed.ac.uk>

Fairtrade Foundation www.fairtrade.org.uk / www.fairtrade.org.uk/resources/downloadable_resources.aspx;

Idea's Workshop

Corresponding:	Dan Abrahams; VP Professor Mary Bownes, Professor Pete Higgins; Matthew McPherson, EUSA President; Prof Michael Northcott; Mr Nigel Paul; Dr Neil Thin; Prof Jan Webb.
Welcome:	Jane Rooney – To minute meeting
1	“Take a Step” - Fairtrade Fortnight - 27 February – 11 March 2012 – Discussion of potential events
2	Fairtrade Academic Network - Update
3	Fairtrade Engagement – <ul style="list-style-type: none"> • Getting people Involved? • Fairtrade Volunteers • FT Statistics
4	Fairtrade Events Feedback – <ul style="list-style-type: none"> • Global Challenges Debate • Our Changing World Lecture • Scottish Parliament – What are they doing?
5	Previous minute of meeting held on 27th September
6	AoB <ul style="list-style-type: none"> • Fairtrade Steering Group meetings in the future

Fairtrade Steering Group Workshop Session 24/11/11 Highlighting Top Priorities

ACADEMIC NETWORK	<ul style="list-style-type: none"> • Fairtrade Academic Network and “Learning for Change”- links. • Leveraging Fairtrade Academic Network - cross-discipline. • HR and Heads of School - policy awareness. • Global Challenges debate - where next? • Business School - engagement in fair trade topics. • FT status. Better network for information. Students to be more involved. • Wider F T definitions.
FAIRTRADE SALES	<ul style="list-style-type: none"> • Fair Trade café? Links to policy. Volunteers. • Veg Bag team and fair trade? • EUSA shops - publicity for staff to buy FT for self. • “Coffee club” easy ways to buy fair trade coffee/tea - new blue card? • Events - reports/photos. FT sales - statistics. Essential for Fairtrade Foundation ‘fairtrade university’ status. • Sales. Olive oil. Dates. FT bonus points?
WIDER POLITICAL	<ul style="list-style-type: none"> • Scottish Fair Trade Forum and cross party (parliament) - influencing? • Sustainable Procurement Bill. • Fair Trade Edinburgh. Links to schools. Links to colleges/Unis. Local shops/business. • Fairtrade Fortnight. Lord Provost Awards. Events. Who leads? • Workers Rights Consortium (WRC) Ethical Trading Initiative International Labour Organisation.... and fairer trade. • Take a step... /General Debate discussing political progress /appetite for Fair Trade. • EU Policy. • P&P are lobbying Universities across Scotland to all collectively join WRC.
ENGAGEMENT	<ul style="list-style-type: none"> • EUSA Chief Exec. commitment to supporting Fair Trade. • Edinburgh Sustainability Awards - fair trade element. Is it enough? • EUSA staff Member - on FSG. • Sports Union involve in FSG. • EUSA President - standing member. • EUSA Fair Trade Policy. Publicity on website. • Convenor SEAG-ETG. -How to engage schools? How to motivate Heads of Schools. • SEAG-Engagement Task Group - Role in supporting Fair Trade Policy engagements. • Idea of a fair trade morning like the travel one held in

	<p>Charles Stewart House for staff.</p> <ul style="list-style-type: none"> • Alumni MyEd portal having a revamp - could advertise events and perhaps put up articles when appropriate. • Article in Edit? Next one would be May, would a write up about FT activities from the fortnight work? • Engagement... More talks - lunchtime... “fair-trade bites”? 10 minute talks for staff and students. • Small movies made by students. • More support from SEAG to feed up concerns from Fairtrade Steering Group e.g. getting Heads of School & Administrators as much involved in FT as other sustainable messages. • Challenge unequal focus on promotion of Switch and Save versus fair trade – budget/staffing? • If not senior buy-in at very top of University to do specific surveys & how marketed on website will never get engagement. • Alumni questionnaire to get statistics for alumni awareness & participation. • Alumni office can advertise all events to alumni, we would make decisions on each individual event. • Engagement. Get people involved staff & students. Training!! About FT.
<p>‘TAKE A STEP’</p>	<ul style="list-style-type: none"> • Students Volunteers - who supervises. • Event “work with Nestlé with a large promotion”. -Take a break & make a change. Handed out on FT fortnight. • Take a step... Wide distribution of Action Guides. • Engagement. FT fortnight can we get a number of volunteers to help out in workshops and presentations in school around FT. • EUSA to take a new position on Nestlé & Kit Kats. • Debates about fair trade vs. rainforest alliance • ‘March for fair trade’ • Take a Step. Encourage all staff to consider purchasing FT products during FT fortnight and beyond.
<p>EVENTS</p>	<ul style="list-style-type: none"> • Events. Meet the staff. (Innovative week program work it into FT). -What does FT mean to you? Pictures, drawings, little answers. • Fair trade market for all members of the University especially at Christmas. • Bursary. Receptions for donors + students - try for Fairtrade following on from success of Principal’s Tea Party event. • Arrange more grower visits in combination with debates led through academic network. • Events. Further debates available. Collaborate more. Consider FT suppliers holding events. • Fairtrade Steering Group – meetings, actions plans - virtual? • Salsa 4 water / Fiesta Latina

