

The University of Edinburgh
Fairtrade Steering Group (FSG)

35th Meeting: 15:00 - 16:30 Thursday 29th November 2012, Torridon Room, Charles Stewart House

Members:

| | | |
|--|---|-----|
| Karen Bowman | Director of Procurement (Convener) | KB |
| Dr Kenneth Amaeshi | Snr Lecturer, Corporate Responsibility & Governance Network | KA |
| Evelyn Bain | Procurement Manager | EB |
| Liz Cooper | Fair Trade Co-ordinator | LC |
| Eleanor Cowie | Press and PR Officer, Communications and Marketing | EC |
| Max Crema | EUSA Vice-President Services | MC |
| Davy Gray | EUSA Environmental Officer | DG |
| Stephannie Hay | Development and Alumni | SH |
| Prof Tim Hayward | Director of the Just World Institute, SSPS, CHSS | TH |
| Matthew Lawson | Sustainability Office | ML |
| Angela Lewthwaite | Estates and Buildings Office | AL |
| Ian Macaulay | Asst. Director of Accommodation Services, Catering | IM |
| Rev Ali Newell | Associate Chaplain | AN |
| Jane Rooney | Minute Secretary | JR |
| David Somervell | Sustainability Adviser | DS |
| Lewis White | People & Planet | ES |
| Sophie Whitehead | Former Fairtrade Intern | SW |
| Co-conveners of Fairtrade Café students | Edinburgh University People and Planet Society | 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;

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|---|--|---------------------|
| Corresponding: | Dan Abrahams; VP Professor Mary Bownes; Professor Pete Higgins; James McAsh, EUSA President; Prof Michael Northcott; Mr Nigel Paul; Dr Neil Thin; Prof Jan Webb | |
| Agenda | | |
| Apologies and welcome to new members | | |
| 1 | Minute and actions from previous meeting held on 27 th September 2012 | Paper 1 |
| 2 | SEAG Policy Tracker - SRS Implementation plan Progress Log 12/13 | Paper 2 |
| 3 | Fair Trade Action Plan 2013 summary report | Paper 3 (LC) |
| 4 | EUSA Referendum – Ethical Electronic Procurement | Paper 4 (MC) |
| 5 | Workers’ Rights Consortium (standing item) | Verbal (KB) |
| 6 | Fairtrade Campaign Awards – for information | Verbal (KB) |
| | AOB <ul style="list-style-type: none"> • Pop up banners • Sports Union • Fairtrade Renewal Certificates • Fair trade Flag • Engagement activities – roadshow? • FTAN – any issues arising | |
| | Date of next meeting– Monday 21 st January 14:00 – 15:00, Seminar Room 1, Chaplaincy | |

Note: The Fairtrade Foundation has advised on use of its brand name i.e. any commodities or services not accredited with the Fairtrade Foundation should be termed ‘fair trade’ (two separate words with no capital “F”)

The University of Edinburgh
Fairtrade Steering Group (FSG) - Minute
 34th Meeting: 15:00 - 16:30 Thur 27th September 2012, Raeburn Room, Old College

Members:

| | | |
|--|---|-----|
| Karen Bowman | Director of Procurement (Convener) | KB |
| Dr Kenneth Amaeshi | Snr Lecturer, Corporate Responsibility & Governance Network | KA |
| Evelyn Bain | Procurement Manager | EB |
| Eleanor Cowie | Press and PR Officer, Communications and Marketing | EC |
| Max Crema | EUSA Vice-President Services | MC |
| Davy Gray | EUSA Environmental Officer | DG |
| Stephannie Hay | Development and Alumni | SH |
| 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 |
| Rev Ali Newell | Associate Chaplain | AN |
| Jane Rooney | Estates and Buildings (Secretary) | JR |
| Lewis White | People & Planet | LW |
| David Somervell | Sustainability Adviser | DS |
| Sophie Whitehead | Fairtrade Intern | SW |
| Co-conveners of Fairtrade Café students | | FCS |

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

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|---|---|
| Corresponding: | EUSA President; SVP Prof Mary Bownes; Prof Pete Higgins; Prof Michael Northcott; VP Nigel Paul; Prof Jan Webb |
| In attendance: | Matt Lawson; Alan Peddie (minute secretary) |
| Apologies and / or unable to attend: | Kenneth Amaeshi; Eleanor Cowie; Tim Hayward; Ali Newell; Davy Gray; Jane Rooney; David Somervell; Sophie Whitehead; Lewis White |
| Action | |
| 1 | <p>Previous minute of meeting held on 24th May 2012 - agreed.</p> <ul style="list-style-type: none"> • Convener noted the need for the group to draw up an action plan, tied in to the goals of the Strategic Plan. • Noted desire to build on links between EUSA and FTSG. • Noted that there was no immediate plan to include a question about fair trade in the D&A questionnaire. • Action – SH to update the group should the opportunity to include a FT question arise. |
| 2 | <p>Renewal of FT status – feedback and actions</p> <ul style="list-style-type: none"> • Noted discussion of additional work to be done in preparation for resubmission in 2014, focusing on goals highlighted in Paper 2, and the importance of evidence. • Action – IM & MC to follow up on further appropriate actions for Goal 2 for EUSA / AS Catering. • Noted concerns about collecting the volume of FT foodstuffs and differences in stock level required for catering and campus shops. • Action – IM to redo labels to ensure meeting participants are aware they are being served FT products. • Noted discussion of Goal 5 relating to FTSG, and the need for improved transparency and communication. |

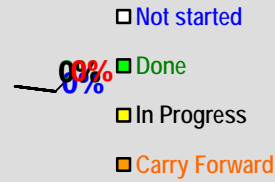
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|---|--|--|
| 3 | <p>SRS Away Day - case study and actions</p> <ul style="list-style-type: none"> • Noted the success of the event and positive feedback received. • Noted the key points arising were a desire for increased transparency about our goals and achievements and issues around communication; Joe Farthing was investigating. • Noted concerns that many students did not know that Edinburgh was a Fair Trade University. • Noted suggestion that information should be included in the Induction Pack. • EUSA VPS noted that there was no problem including this material in the Welcome Pack provided it was ready in time for each September. • Group agreed that the process could begin now to get this in place for September 2013. • Noted success in spreading the Fair Trade message at Pollock Halls. • Noted discussion of acquiring cheap moveable banners bearing simple messages to increase longevity. Noted that the design could be sent to Printing Services to be costed. • Convener agreed that only part of the Steps award received of around £600 could be used for this purpose. EB was thanked for collecting award from Fairtrade Foundation • Group agreed that these mobile banners would be particularly useful in raising FT awareness at King’s Buildings, the Bush Estate, and the Old College area where there was currently little or no presence of FT messages. • Convener proposed following the example of other universities and flying a flag during FT14. • Noted the success of Nottingham University in advertising FT year-round. • Noted discussion of the role of the Fair Trade Co-ordinator, who would work with volunteers to establish a programme of events throughout the year. • Noted discussion of potential links to the Edinburgh Sustainability Awards. Noted that FT already played a part in the ESA accreditation process. • Action – MC/KB to follow up with volunteer consultant in EUSA Careers. <p>○ <u>Engagement</u></p> <ul style="list-style-type: none"> • Group noted that engagement remained the key issue, and discussed potential events including properly targeted breakfast events; holding a lunch at KB; and increasing ‘quirky’ events such as the bike-powered smoothy maker. • Noted the level of organisation required in putting on events on the scale of the SRS Away Day. • Noted discussion of increasing student engagement and the need to change focus from engaging with the minority already on side to plan strategies targeting the majority. • Noted the suggestion that the use of Focus Groups may be preferable to the questionnaire. • Noted discussion that students may view FT as done, and that it lacked the power to excite in a saturated market. • Action – MC to work on engaging with societies. • Noted the possibility of FTSG involvement with the Ethical Workshop in mid-October. • Noted possibility of a Free vs. Fair Trade Debate to be held in Teviot Debating Hall during Fair Trade Fortnight. • Action – MC to follow up and book venue. | <p>(Papers 3&4)</p> <p>DS</p> <p>MC/IM</p> <p>EB</p> <p>ALL</p> <p>ALL</p> <p>MC/KB</p> <p>ALL</p> <p>MC</p> <p>MC/KB</p> <p>ALL</p> |
|---|--|--|

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| | <ul style="list-style-type: none"> • Action – MC & KB to try to engage with the Sports Union. • Noted alumni events such as Principal’s Tea Party serve fair trade, consider PR • Noted potential to include Fair Trade in the ‘Our Changing World’ lecture series, though this would need to be led by academic staff. • Action – KB to follow up with Tim Hayward. • Noted the success of the Transport Event and the need for further events targeting staff and involving relevant companies to educate staff on the basics of FT. • Noted the lack of a clear steer from SEAG as to the direction this group should be taking. Convener noted that it was the role of this group to inform SEAG of the direction needing to be taken, based on FT nation aims and targets. | MC/KB SH KB |
| 4 | Research and Teaching - intern report <ul style="list-style-type: none"> • Noted and opportunity for Fair Trade Academic network to take this further. | (Paper 5) TH |
| 5 | AOB <ul style="list-style-type: none"> • Group agreed to hold future meetings in the Chaplaincy on Monday lunchtimes to coincide with Fair Trade café. • Noted discussion of the role of the Workers Right Consortium, which was not to accredit factories as suitable but to investigate problem areas once concerns had been raised. Noted that their engagement with suppliers was limited to the garment trade but that it may change in the future to other areas such as electronics. • Action – JR to add WRC as a recurring agenda item. • Noted discussion of Fair Trade Fortnight 2013 and its theme ‘Going Further’ and the need to keep recording steps taken, pictures of events and get articles into press/web. | JR/AN JR ALL |
| | Proposed meeting dates for 2012 –Thur 29 Nov 3-4:30 or a Monday afternoon TBC 2013 – Thur 24 Jan – 3-4:30, Thur 7 Feb – 3-4:30 | JR |

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SRS Implementation Plan 2012/13

| | |
|----------------------|----------|
| Total Actions | 0 |
| PROGRESS LOG | |
| Not started | 0 |
| Done | 0 |
| In Progress | 0 |
| Carry Forward | 0 |

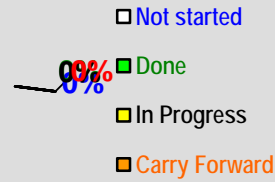


New = Not started = No progress yet made on action
Done = Completed with benefits delivered
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 On Hold = Actions identified / implementation not started

| Proposed Tasks | Proposed Lead Contact | Date(s) | Proposed Outcomes | Status |
|--|-----------------------------------|---------|---|--------|
| A. Studying | | | | |
| A1. Support for Academic Schools | | | | |
| A1.1 Offer support to schools for SRS activities during Innovative Learning Week 2013 | David Somervell | Feb-13 | Increased number of SRS events for students vs 2012 | |
| A1.2 Developing the links between teaching and learning, and the co-curricular opportunities for students | Miesbeth Knottenbelt | Feb-13 | Improved awareness of opportunities for students | |
| A2. Global Academies | | | | |
| A2.1 Support the current and new Global Academies in programme development, embedding issues of SRS | Jake Broadhurst | 2012/13 | Development of one MSc course per academy with SRS issues at their core | |
| A2.2 Increase the volume of scholarship funding for developing nation students. | Jake Broadhurst | 2012/13 | | |
| A3. UN Regional Centre of Expertise in ESD | | | | |
| A3.1 Scottish Regional Centre of Expertise on Education for Sustainable Development. | Pete Higgins | Jan-13 | Launch conference with the Scottish Government | |
| A4. Edinburgh Manifesto 'Learning for Change' | | | | |
| A4.1 Review scoping exercise of all courses with Education for Sustainable Development content | Amy Woodgate | 2012/12 | Publish and promote database of relevant courses to students | |
| A4.2 Offer guidance and support to the student authors to develop the document | Amy Woodgate | 2012/13 | | |
| B. Research | | | | |
| B1. Fairtrade Academic Network | | | | |
| B1.1 Establish the Fairtrade Academic Network. | Tim Hayward | 2012/13 | Work towards implementing 10 steps agreed by SEAG | |
| B2. Sustainable Researcher | | | | |
| B2.1 Publish online best practice guidance on the Sustainable Researcher | Miesbeth Knottenbelt | 41275 | Launch advice on methods for sustainable research | |
| B2.2 Develop and run a pilot programme of workshops for post graduates and staff regarding sustainable research | Matthew Lawson | 2013 | Run a pilot series to see if there is a need for more | |
| B3. Edinburgh Beltane | | | | |
| B3.1 Hosting two working dinners at the Scottish Parliament to promote networking opportunities and raise awareness of research with policy makers | Heather Rea | 2012/13 | Raised awareness of how research benefits society and informs policy | |
| B3.2 Developing engagement skills for both undergraduate and postgraduate students | Heather Rea | 2012/13 | Providing students with co-curricular skills & knowledge | |
| B4. Global Academies | | | | |
| B4.1 Support research community to collaborate together on interdisciplinary challenges | Jake Broadhurst | 2012/13 | Interdisciplinary show and tell series with the ERI | |
| B5. Edinburgh Research and Innovation | | | | |
| B5.1 Publish briefing to inform research bids to express how the University contributes to SRS | Contacting Potential Lead Contact | 2012/13 | Guidance available online | |
| C. Engagement | | | | |
| C1. Student Engagement | | | | |
| C1.1 Ensure presence at student events to introduce SRS activities within the University | Joseph Farthing | Sep-12 | Raise awareness of SRS initiatives | |
| C1.2 Provide volunteering opportunities for students within SRS initiatives - enhancing SRS co-curricular activities | Matthew Lawson | 2012/13 | Provide enhanced skills, experience and training | |
| C1.3 Enhance links with EUSA and student societies | Davy Gray and Matthew Lawson | | Map student societies and identify resources required to support student activities | |
| C2. Staff Engagement | | | | |
| C2.1 Increase the amount of participant teams in the Edinburgh Sustainability Awards 2012/13 | EUSA | 2012/13 | Aim for 30 participant teams, further embedding of the awards into the University | |
| C2.2 Increase the number of staff actively involved with the Sustainability Engagement programme | Caroline Overy | 2012/13 | Aim for 15% increase in engaged staff based on current figures | |
| C2.3 Communicate SRS responsibilities under new procurement strategy | Craig Henderson and Stuart McLean | 2012/13 | Improved awareness of procurement strategy and appropriate processes | |

SRS Implementation Plan 2012/13

| | |
|----------------------|----------|
| Total Actions | 0 |
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| Carry Forward | 0 |



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| Proposed Tasks | Proposed Lead Contact | Date(s) | Proposed Outcomes | Status |
|--|-----------------------------------|---------|---|--------|
| C3. External Engagement | | | | |
| C3.1 Organise and run a series of SRS related events | Matthew Lawson | 2012/13 | Run a series of SRS related events and raise profile of expertise that the University has in SRS issues | |
| C3.2 Publish the annual SRS Highlights report | Matthew Lawson | Dec-12 | Promotion of the SRS efforts within the University | |
| C3.3 Agree Community Engagement Plan | Moira Gibson | 2012/13 | Clear definition of public engagement, and establish plan to guide future actions | |
| C3.4 Prepare and submit our progress to external accreditation schemes | David Somervell | 2012/13 | Enhance UoE reputation amongst fellow institutions | |
| C3.5 Redevelop the structure and content of the website | Joseph Farthing | 2012/13 | Action research activity promoted | |
| C3.6 Launch OurEd city-wide through the partnership of universities and colleges in Edinburgh. | Matthew Lawson | 2012/13 | Promote partnership 10% more visits to site | |
| C3.7 Communicate sustainable procurement approach with suppliers, wider community and policy makers. | Craig Henderson and Stuart McLean | 2012/13 | Sustainability values and improved awareness in supply chain relations | |
| C3.8 Work with practitioners, wider community and policy makers to identify solutions to Global Challenges | Jake Broadhurst | 2012/13 | High profile conferences | |
| C3.9 Work with developing nation HEI in capacity building towards forging innovative solutions to Global Challenges. | Jake Broadhurst | 2012/13 | Joint programmes, summer schools, sharing resources, staff mobility | |
| C4. Fairtrade Engagement | | | | |
| C4.1 Sharing knowledge and ideas on fair trade, and organising joint events that can reach out to a larger network of people | Karen Bowman and EUSA VPS | 2012/13 | Encourage student involvement in the Fairtrade steering group and in leading related activities. | |

D. Climate Action Plan

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| D1. Energy Efficiency Projects | | | | |
| D1.1 Invest £600,000 in engineering and building performance improvements | David Barratt | 2012/13 | Twenty projects | |
| D1.2 Reduce the electrical consumption in targeted buildings via the Sustainability Engagement programme | Caroline Overy | 2012/13 | 4% savings comparing to previous year's figures | |
| D1.3 Support activities on behalf of the Transport and Parking Office, and the Waste and Recycling Office | Caroline Overy | 2012/13 | Run a minimum of five events and activities | |
| D1.4 Roll out Edinburgh Sustainability Awards to more University sites | EUSA | 2012/13 | Aim to achieve engagement in all site locations | |
| D1.5 Report on energy efficient procurement | George Sked | 2012/13 | Updated report on Scope 3 greenhouse gas emissions | |
| D2. Energy Infrastructure Projects | | | | |
| D2.1 Install the fourth (Holyrood) Combined Heat and Power Energy Centre | David Barratt | 2012/13 | Deliver heat to Moray House and Pleasance, and reduce carbon emissions | |
| D2.2 Publish Engineering Infrastructure Options Report. | David Barratt | Feb-13 | Provide recommendations for future investment | |
| D3. Sustainable Estates Development | | | | |
| D3.1 Review capital projects at inception and confirm SRS objectives. | Graham Bell, David Barratt, David Somervell | 2012/13 | Update to process preforma for project procedures. | |
| D3.2 Review process to obtain BREEAM for buildings with the aim of achieving greater efficiency. | Graham Bell | 2012/13 | Improve the time period for buildings to obtain BREEAM certification | |
| D3.3 Review process of capturing and supplying construction waste data. | Graham Bell | 2012/13 | Update to process preforma for project procedures. | |
| D3.2 Undertake campus biodiversity baseline review of Central campus. | Fleur Ruckley | 2012/13 | Publish report online | |
| D4. Waste Reduction & Recycling | | | | |
| D4.1 Comply with Zero Waste Scotland regulations on contamination. | Fleur Ruckley | 2012/13 | Desk bins replaced by shared recycling facilities | |
| D4.2 Roll out shared recycling facilities to all sites. | Fleur Ruckley | 2012/13 | Roll out new waste bin arrangements to all sites | |
| D4.3 Investigate online facility to promote reuse of resources. | Fleur Ruckley | 2012/13 | Develop new online mechanism for staff use | |
| D5. Sustainable Travel Planning | | | | |
| D5.1 Review Public Transport Accessibility for all sites | Emma Crowther | 2012/13 | Publish independent report | |
| D5.2 Develop and implement Travel Plans for Edinburgh Centre for Carbon Innovation and Systems Medicine | Emma Crowther | 2012/13 | Travel Plans for both sites | |

SRS Implementation Plan 2012/13

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|----------------------|----------|
| Total Actions | 0 |
| PROGRESS LOG | |
| Not started | 0 |
| Done | 0 |
| In Progress | 0 |
| Carry Forward | 0 |



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| Proposed Tasks | Proposed Lead Contact | Date(s) | Proposed Outcomes | Status |
|---|--|---------|--|--------|
| D5.3 Investigate feasibility of providing publicly available electric vehicle charging points at University sites | Emma Crowther | 2012/13 | Submit bid for Scottish Government grant schemes | |
| D6. Green ICT | | | | |
| D6.1 Promote Green ICT principles and practices on campus | <i>Contacting Potential Lead Contact</i> | 2012/13 | | |
| D6.2 Benchmark University's Green ICT against peer institutions and other public bodies | <i>Contacting Potential Lead Contact</i> | 2012/13 | | |
| D6.3 Promote videoconferencing guide for staff & students | <i>Sustainability Office</i> | 2012/13 | Publish guidance online | |

E. Support Best practice, Innovation and Leadership

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| E1. Social Responsibility and Sustainability | | | | |
| E1.1 Establish a new department for SRS | Nigel Paul | 2012/13 | Recruit director and staff | |
| E1.2 Establish sustainability and carbon question on committee cover sheet criteria | David Somervell | 2012/13 | Encourage committees to consider impact of activities | |
| E1.3 Embed SRS in revised guidance for Personal Tutors | <i>Contacting Potential Lead Contact</i> | 2012/13 | Supporting guide published | |
| E1.4 Embed SRS in staff welcome and local induction | Matthew Lawson | 2012/13 | New materials for new staff | |
| E1.5 Scope potential of improving knowledge of principles and practices of SRS via online learning processes | Amy Woodgate | Jul-13 | Pilot one online resource | |
| E1.6 Pilot the LiFE Index to benchmark our performance | Matthew Lawson | 2012/13 | Determine effectiveness of system and recommend to take it forward/alternatives | |
| E2. Procurement | | | | |
| E2.1 Promote Sustainable Procurement Toolkit including the UN Marrakesh approach | George Sked and Stuart McLean | 2012/13 | Training for staff in responsible procurement | |
| E2.2 Improve sustainable procurement performance | George Sked and Stuart McLean | 2012/13 | Achieve Scottish Sustainable Procurement Flexible Framework level five | |

| PROGRESS | |
|----------------------|----------|
| Not started | 0 |
| Done | 0 |
| In Progress | 0 |
| On-hold | 0 |
| Total Actions | 0 |

SRS Log Guidance Notes

| | Approach |
|---------------------|---|
| Tasks | In this column describe briefly each of your proposed action projects. Those that are new ideas, those that are currently being planned but |
| Lead Contact | In this area you are asked to identify the person group responsible for overseeing implementation of the improvement activity. |
| Date(s) | For Actions or Tasks already in the SRS Strategy show the date stated there. For others set a target date by which the task or outcome is anticipated to have delivered its benefits. |
| Outcomes | Set out the intended outcomes of this task, and benefits to the University in relation to the SRS Strategy 2010-2020. |
| Status | This field records the status of the Progress. It has 4 categories - New - Done - In progress and On hold. Any new proposed projects should be shown as New. Any currently in planning but not yet started should be shown as on hold. Any started should be shown "In progress". Please insert brief narrative comment |

UNIVERSITY OF EDINBURGH FAIR TRADE ACTION PLAN 2013

Key FT messages to communicate to UoE community and beyond:

UoE is leading the way in terms of incorporating fair trade and trade justice considerations into its procurement strategy



Actions

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| Continue to expand FT range – see FF website for latest products (baked beans, olive oil etc.) (FF) |
| Bulk buying FT across all services with UoE (PPP) |
| Increase visibility of FT in cafes and shops on campus – signs, labelling, logos (PPP, FTSG) |
| FT loyalty card (PPP, FTSG) |

- Freshers' week stall (PPP)
- FT wine/spirits cocktail party (FF)
- Guest chef using FT (FF)
- FT Recipe sharing (PPP)
- FT Valentine's Day: chocs & roses (FF)
- FT Christmas market (FF)
- FT Mother's day stall (FF)
- TEDx week event (Max)
- FT film screenings (FF)
- Regular short talks on FT (FTSG)
- Archive near library café on history of FT in Scotland (PPP)

UoE staff and students are **informed** about FT and **engaged** through a wide range of events (SW, PPP, AD)



Actions

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| Staff: FT in staff welcome pack (inc. 50% tea and coffee FT criterion) & posters in staff kitchens(?) (PPP, AD) |
| FT promotion in staff mag. (FTSG) |
| FT staff survey (FTSG) |
| FT training for staff? (FTSG) |
| Alumni: FT promotion in alumni mag. (FTSG) |
| FT survey for alumni (FTSG) |
| Students: Info in Freshers' packs/induction week (PPP, FF, AD) |
| FT student volunteering opportunities – news stories, web content, events (AD, FTSG, PPP) |
| Link with Societies Development Coordinator (PPP) |
| Student engagement activities organised by students (EUSA, Societies e.g. Fair Trade Café, Sports Union) |

Ideas



UoE is capitalising on its position as a leading centre of research, by encouraging inter-disciplinary academic reflection and debate on fair trade and trade justice



Actions

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| Fair Trade Academic Network (FTAN) established (FTSG): |
| 1. Strong website: showcasing FT-related teaching and research, space for discussion |
| 2. Conferences/events |
| 3. Research/study opportunities |



- FTAN outputs guide UoE fair trade policies (SW)
- FTAN network influences/inspires research interests among academics, subjects taught, and dissertation topic choices

UoE is actively engaged in influencing policy and other institutions in favour of fair trade in Scotland/UK



Actions

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| UoE builds strong position in wider political environment regarding FT: SFTF, FTSG, links to schools/colleges, etc. (FTSG) |
| App with FT City Group on places selling FT in Edinburgh? (SW) |

Overarching recommendations:

- Good communication between different bodies working on FT: FTSG, FTAN, academic staff, procurement, EUSA, societies, Sports Union, alumni (PPP, FTSG)
- Plan key actions from above for **FT14**
- Use social media (Twitter, Facebook) for Edinburgh FT, including documentation of events/progress (FF, FTSG)

Next steps: FTSG agree on action plan, assign when and who for actions...

EUSA Referendum – Ethical Electronic Procurement

In this semester's EUSA Referendum students from the society People and Planet submitted the following question to be voted upon by the student body:

“Should EUSA investigate their supply chains for all procurement of electronics to ensure that worker's rights are maintained throughout, and publish the findings online?”

Students subsequently voted in favour of this motion and as such I have been taking this forward.

The first step involved investigation, where it was quickly determined that EUSA procures its electronic equipment through the Advanced Procurement for Universities and Colleges (APUC) Purchasing Consortium. As such, it is not possible for EUSA to conduct an exhaustive investigation into its supply chains. Therefore, after consultation with the students who proposed this question, EUSA has begun a process of representation to the University's Procurement Office with a view towards raising awareness of ethical electronic procurement and highlighting the ongoing development of an 'electronic Workers' Rights Consortium' with funding from the European Commission.

This project is not yet ready for delivery and therefore, in the meantime, EUSA will be seeking a partnership approach towards implementing ethical electronic procurement with the University. Towards this end, EUSA representatives, along with University representatives, shall be attending an initial meeting in Aberdeen on the 4th to seek to influence a code of practice for APUC.

Electronic procurement is rapidly becoming an area of reputational risk, and EUSA looks forward towards engaging with the University to assist in the mitigation of this risk. We are particularly excited for the roll-out of the new 'eWRC' and shall be engaging with the University closer to the expected delivery time, which is in a few years.

Max Crema
Vice President Services