

<p style="text-align: center;"><b>Renfrewshire Fair Trade Steering Group 29 August 2018 Corporate Meeting Room 2</b></p>	<p style="text-align: center;"><b>Action</b></p>
<p><b>Present:</b> Cllr. Iain Nicolson (chair), Colum Scriven (Rainbow Turtle), Gemma Elliott (Rainbow Turtle), Liz Cotton (Bridge of Weir and Houston Fair Trade Group), Cllr. James MacLaren, Mary Alice Mansell (Lochwinnoch Fair Trade), Lesley Scott (Lochwinnoch Fair Trade), Morag Thow (Lochwinnoch Community Council), Morag Stark (Kilbarchan Fair Trade &amp; Gryffe High School), Moira Smith (Kilbarchan Fair Trade), Susan Hamill (Mary Russell School), Phil Broadis (Fair Trade Scotland), Eve Broadis (Fair Trade Scotland), Cllr. Tom Begg, Cllr. Jim Sharkey, Cllr. Bill Brown, Colin Grainger (Renfrewshire Council), Ross Crawford (Renfrewshire Council, minutes)</p> <p><b>Apologies:</b> Cllr. Burns, Heather Rowan (Gryffe High), Samantha Barr (St Anthony's Primary), Martin Hamilton (Just Trading Scotland), Dave Mellor (Lochwinnoch International Aid), Michelle Coyle (Kirklandneuk Primary), Jenny Bhatia (Lochwinnoch), Molly McGavigan (Rainbow Turtle)</p>	
<p><b>1. Opening Remarks/Welcome</b></p> <p>Cllr. Nicolson welcomed the group and thanked them for their attendance.</p>	
<p><b>2. Apologies</b></p> <p>Ross Crawford read out the apologies for the evening.</p>	
<p><b>3. Previous Note and matters arising</b></p> <p>The previous note from 18 April, 2018 was agreed.</p>	
<p><b>4. Procurement</b></p> <p>Bridget Lambert Renfrewshire Council's Strategic, Commercial and Procurement Manager delivered a keynote presentation on Fairtrade in Renfrewshire Council. The presentation covered:</p> <ul style="list-style-type: none"> <li>• Renfrewshire Council's statutory duty to achieve Best Value</li> <li>• Governance</li> <li>• Procurement Thresholds</li> <li>• Spotlight on spend</li> <li>• Catering spend</li> <li>• Council contracts</li> </ul> <p>The presentation provoked interesting and thoughtful discussion on procurement of Fairtrade products within the Council.</p>	





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<p>Cllr. Nicolson also highlighted a potential opportunity for the group to influence the development of the new Local Partnerships. This could be done by incorporating Fair Trade as a criteria for developing the new local partnership plans.</p> <p><b>Action:</b> Cllr. Nicolson noted that he will look to get this issue on the agenda of Local Partnerships.</p>	<p style="text-align: center;">Cllr. IN</p>
<p><b>7. Renfrewshire Fair Trade School Awards 2018</b></p> <p>Colin Grainger provided an update on the Fair Trade School Awards. He informed the group that Todholm Primary School had won the John McDowell Primary School award, and Gryffe High School had won the Secondary School Award.</p> <p>Colin informed the group that both schools will receive the Fair Trade Schools trophy, along with a framed winners certificate.</p> <p>Colin also mentioned that the second and third placed schools would receive a “highly commended” certificate, with the remaining schools who sent a submission, receiving a “commended” laminated certificate in appreciation of their commitment and contribution to the Fair Trade campaign.</p> <p>Susan Hamill asked if the winning applications be circulated to encourage more schools to apply for the awards.</p> <p><b>Action:</b> It was agreed that these could be provided on request as long as the winning schools were happy for their submissions to be shared.</p> <p>It was noted that there was a total of 9 Primary School applications, and 2 Secondary School applications.</p> <p>Colin also noted that he would be in contact with the Council’s Communications team to arrange a photocall for both winners. Cllr. Nicolson extended the invitation to the rest of the group to be involved in the photocall.</p> <p><b>Action:</b> those members interested should contact the Fair Trade Steering Group Secretary via the <a href="#">Fair Trade mailbox</a>.</p>	<p style="text-align: center;">CG/RC</p> <p style="text-align: center;">All interested</p>





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<p><b>12. Fair Trade Forum &amp; Charter (including WTFO Photographic Display)</b></p> <p>Eve addressed the group on the soon to be published International Fair Trade Charter. The new Charter refreshes the vision of Fair Trade and seeks to highlight Fair Trade’s longstanding role in addressing challenges such as inequality, gender rights, climate change and other topics of the UN Sustainable Development Goals. As noted previously in item4, the charter will be launched on 25 September, 2018.</p> <p>Eve and Phil Broadis also presented and circulated Malawian ‘Mzuzi Coffee’, which is to be launched as the first guaranteed and certified Fair Trade Coffee. The coffee will display both the Guaranteed and Certified Fair Trade marks on the pack (see attached images).</p> <p>Eve and Phil also drew attention to the WTFO Photographic Exhibition, which had been set out around the meeting for members to view. Further information on the Charter and coffee launch can be found at: <a href="http://www.fairtradescotland.co.uk">http://www.fairtradescotland.co.uk</a></p>	
<p><b>13. Any Other Competent Business</b></p> <p>Colum Scriven (Rainbow Turtle) announced that the shop front at Rainbow Turtle was in need of some maintenance. Colum informed the group that it was likely that the cost of the maintenance would be £2,500 - £3,000 and sought funding from the group to cover this cost.</p> <p>Cllr. Nicolson drew Colum’s attention to Renfrewshire Council’s “Retail Improvement Scheme”. Cllr. Nicolson agreed to contact a Renfrewshire Council officer on this matter and the possibility of providing support.</p>	<p style="text-align: center;">Cllr. N</p>
<p><b>14. Date of next meeting(s)</b></p> <p>The date for the next Steering Group meeting was confirmed as the evenings of 24 October and 16 January.</p>	
<p><b>15. Closing Remarks</b></p> <p>Cllr. Nicolson thanked everyone for their input and for another strong attendance.</p>	