



Report to
Scrutiny Co-ordination Committee

6th April 2011

Report of
Councillor Harvard

Title
Report Back on the Work Of Outside Bodies – Coventry Fairtrade City Steering Group
2010/11

1 Purpose of the Report

- 1.1 This report sets out details of the work of Coventry Fairtrade City Steering Group over the preceding twelve months and details of attendance by the City Council's representatives.

2 Recommendations

- 2.1 That the council should continue to appoint two representatives who will commit to supporting the group in meetings or otherwise
- 2.2 That one of the council's representatives should be the cabinet member responsible for Fairtrade

3 Information on Work of Outside Body

- 3.1 The group is responsible for coordinating the city's Fairtrade City status and promoting Fairtrade across to educational institutions, retailers, businesses, community groups, the general public and internally within the council by way of advice, events and activities
- 3.2 Membership of the group comprises members of the public and representatives from:
- Coventry City Council
 - Coventry University
 - Coventry WDM
 - Elm Bank Corporate Training Centre
 - Esquires Coffee Shop
 - Fair Shares
 - Foleshill Women's Training

- Green Garden Café
- Heart of England Cooperative Society
- Henley College
- Oxfam
- Pax Christi
- University of Warwick
- Youth for Fairtrade

3.3 Broadening the scope and application of the existing Fairtrade Resolution (April 2004) – policy ratified by Cabinet Member on 2 March 2010.

This was aimed at strengthening the council's commitment to Fairtrade in keeping with the conditions of having Fairtrade City status (2005), and does rely on additional support from within the council.

Specific points:

- Fairtrade tea, coffee, sugar to be provided as standard at all Council-run functions and meetings (internally and externally held)
- Ensure, as a condition of engagement, that Fairtrade is the standard refreshment provided for conferences, training courses and other functions organised by external bodies for the benefit of the City Council, regardless of whether or not this be on Council owned land or premises.
- Explore, through procurement, Fairtrade options for introduction into vending machines under Council control
- Make available for choice a selection of Fairtrade refreshments, clothing and sports equipment.
- Continue to provide Fairtrade tea & coffee as standard to customers at Godiva's restaurant, and to make Fairtrade wine available as an alternative to customers of St. Mary's Guildhall (Godiva's, weddings and private functions).
- The default wine for mayoral functions be Fairtrade.
- Explore the potential for requiring external caterers to supply Fairtrade at independent events held on land or premises under the control of the Council.
- Explore the potential for catering franchisees to commit to supplying Fairtrade tea, coffee and other items as requested.
- Review supply contracts to schools with a view to enhancing Fairtrade availability.
- Produce a procurement guidance note to be promoted to council staff carrying out procurement activity.

- This policy to be made available as part of new employees' corporate induction.

Further support is sought for these measures to be realised

3.4 Specific activities in 2010/2011 included

- Running workshops for year 5 & 6 pupils at "2010 and Beyond", a 3 day education for Sustainable Development event held at Coombe Country Park
- Actively supporting and running workshops at the international Youth for Fairtrade Conference in Coventry
- Facilitating the annual awards ceremony for over 60 organisations supporting Fairtrade, hosted by the Lord Mayor
- Presentations to community groups
- Ongoing support to Fairtrade supporters city-wide
- Support to schools as part of the Eco-Schools programme

4 Benefits to the City Council of the Appointment

- 4.1 Demonstrates to the public and city council employees a clear commitment to trade justice and sustainable living in a wider sense
- 4.2 Conforms to commitments of Fairtrade City status

5 Attendance Record and Remuneration for the Appointment

- 5.1 During 2010, 6 meetings were held. During this time there was no member attendance.
- 5.2 Members of the Steering Group have expressed that increased member support would enhance the work of the group. The fact that meetings of the Steering Group have clashed with meetings of the Cabinet etc has made it difficult for the Cabinet Member to attend. Nonetheless, through regular communications from the Sustainable Communities Officer, the Cabinet Member has been kept informed of progress, events and activities.
- 5.3 Members receive no remuneration for the appointment

List of background papers

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Schedule of City Council Appointments to outside Bodies