

# **Report of the Assistant Director for the Office of the Chief Executive to the meeting of Regeneration and Economy Overview and Scrutiny to be held on 21 December 2016**

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## **Subject:**

### **SCRUTINY OF FAIRTRADE ACROSS THE DISTRICT**

#### **Summary statement:**

This report provides an update on the Council's support of Fairtrade, based on the recommendations made by the Fairtrade Working Group in 2007.

The report outlines further possible ways to extend the principles of Fairtrade within the Council and more widely across the District.

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**Overview & Scrutiny Area:**  
**Regeneration and Economy**

## **1. SUMMARY**

- 1.1 This report provides an update on the Council's support of Fairtrade, based on the recommendations made by the Fairtrade Working Group in 2007.
- 1.2 The report outlines further possible ways to extend the principles of Fairtrade within the Council and more widely across the District.

## **2. BACKGROUND**

- 2.2 6 March 2016 was the tenth anniversary of Bradford District being declared a Fairtrade Zone by the Fairtrade Foundation.

The Fairtrade Zone is comprised of Haworth, the world's first Fairtrade Village, the Fairtrade Villages and Towns of Baildon, Bingley, Burley in Wharfedale, Ilkley, Keighley, Shipley and Thornton, Bradford Cathedral, the University of Bradford, Bradford College Students Union, many of the district's churches and faith organisations, the district's Fairtrade status schools, and many local community organisations, shops and businesses.

- 2.3 In 2007 the Fairtrade Working Group (made up of elected members) produced a report into the scrutiny of Fairtrade across Bradford district. Appendix 1 provides a summary of progress made against the eleven recommendations made at the time, and Appendix 2 provides a copy of the original report.
- 2.4 The Council departments initially contacted by the working group in 2007 were the (then):-
  - Education Contract Services
  - Social Services
  - Markets
  - Procurement
- 2.5 The latest position in terms of delivery to support Fairtrade is as follows, and includes what has been achieved to date and to what extent Fairtrade has been embedded within the Council, in particular identifying the extent to which all tea, coffee, chocolate and bananas provided as part of municipal meetings, functions and meals are procured from Fairtrade sources.

### **2.6 School Meals Catering**

- 2.6.1 Facilities Management use a range of Fairtrade products within their school meals offer for both primary and high schools. Products include Fairtrade sugar, cocoa, apple and orange juice and some chocolate confectionery. Other Fairtrade items used in school meals include rice, pasta, fruit, honey and spices.
- 2.6.2 Generally Fairtrade products are purchased from Yorkshire Purchasing Organisation (YPO), but a small amount of product is also purchased from Tradecraft. Please see Appendix 3 for a spread sheet, showing the catering spend with YPO on Fairtrade products for 2015 & 2016 year to date.
- 2.6.3 Facilities Management support those Bradford primary schools that are working towards

the Food for Life standards which have a requirement to include ethically sourced products including Fairtrade within their catering provision as part of the award criteria.

## **2.7 Other Catering**

2.7.1 Facilities Management Catering provides Fairtrade tea, coffee and sugar for use at Council departmental meetings at City Hall, Margaret McMillan Tower, St Peter's House training courses and other council buildings when refreshments are provided.

2.7.2 City Hall café and the staff trolley service offer FairTrade products including fruit juices, dried fruits, bananas, cookies, cereal bars and some chocolate confectionery.

2.7.3 Some snack and beverage vending machines within Council's offices and leisure facilities include some Fairtrade products.

## **2.8 Business engagement**

2.8.1 Local businesses have been and continue to be strong supporters of Fairtrade. Supermarkets like Sainsbury's and the Co-operative have a wide range of Fairtrade products in stock, which assist in the commercial viability of Fairtrade products.

2.8.2 Facilities Management support (when requested) Fairtrade events such the Fairtrade Fortnight and FairTrade Day. The next Fairtrade fortnight will commence on 27 February 2017. The plan is to hold simultaneous 'Fairtrade Break' Fairtrade Fortnight events in the Bradford Broadway and the Keighley Airedale shopping centre on Friday 3 March.

2.8.3 In the lead up to Fairtrade fortnight Marks and Spencer, Sainsbury's, Boots and an independent coffee shop ( in Bradford Broadway) are keen to offer support for this years "**Have a break**" Fairtrade (tea / coffee) break event. This offers potential to build on in encouraging more independent retailers to promote and sell Fairtrade goods.

## **2.9 Markets**

2.9.1 Bradford Markets team to raise awareness of Fairtrade in their contact with key organisations, and reinforce the brand message where possible.

2.9.2 Bradford Markets provide a secretarial service to the Fairtrade committee meetings which includes the taking and distribution of minutes to members.

## **2.10 Procurement**

2.10.1 The requirement to consider Fairtrade procurement when reviewing or undertaking any procurement exercise is included in part 3G of the Council's Contract Standing Orders 2016/2017.

2.10.2 Where applicable, service departments detail their commitment to supporting the use of Fairtrade products within their procurement tenders, for food and drinks contracts. The Council requests that bidders clearly identify any proposals they have for the provision of Fairtrade products within their tender bids. Where these offer value for money and are cost effective, departments may order these when they have a requirement.

### **3. OTHER CONSIDERATIONS**

- 3.1 Fairtrade Bradford, a third sector partner of the Council has made representations regarding the current policy and strategy of the Council. They feel that the Council should take a more active leadership role in the promotion and communication of Fairtrade issues which generally have cross-party and multi-faith support. It is recognised that additional staff time may need to be allocated to increase coordination and effectiveness, though this was not quantified in their comments.

### **4. FINANCIAL & RESOURCE APPRAISAL**

No financial issues arising.

### **5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

There are no significant risks arising from this report.

### **6. LEGAL APPRAISAL**

There are no legal issues arising from this report.

### **7. OTHER IMPLICATIONS**

#### **7.1 EQUALITY & DIVERSITY**

There are no equality impacts arising from this report.

#### **7.2 SUSTAINABILITY IMPLICATIONS**

Environmental protection is a key element of Fairtrade's view of sustainability. Fairtrade Standards require smallholder farmers and larger hired labour production set-ups to comply in key areas. The Standards also promote training for farmers, which can include advice on switching to environmentally friendly practices. This has been shown to lead to good agricultural practices, which have encouraged environmentally sustainable production. The Standards also guide producers in adapting to climate change and mitigate their impact.

#### **7.3 GREENHOUSE GAS EMISSIONS IMPACTS**

Organisations which produce Fair Trade products maximise the use of raw materials from sustainably managed sources in their ranges, buying locally when possible. They use production technologies that seek to reduce energy consumption and where possible use renewable energy technologies that minimise greenhouse gas emissions. They seek to minimise the impact of their waste stream on the environment. Fair Trade agricultural commodity producers minimise their environmental impacts, by using organic or low pesticide use production methods wherever possible.

#### **7.4 COMMUNITY SAFETY IMPLICATIONS**

None identified.

#### **7.5 HUMAN RIGHTS ACT**

None identified.

## **7.6 TRADE UNION**

None identified.

## **7.7 WARD IMPLICATIONS**

The Fairtrade Zone is comprised of Haworth, the world's first Fairtrade Village, the Fairtrade Villages and Towns of Baildon, Bingley, Burley in Wharfedale, Ilkley, Keighley, Shipley and Thornton, Bradford Cathedral, the University of Bradford, Bradford College Students Union, many of the district's churches and faith organisations, the district's Fairtrade status schools, and many local community organisations, shops and businesses.

## **8. NOT FOR PUBLICATION DOCUMENTS**

None.

## **9. OPTIONS**

Option A: identify staff time and resources to provide an active leadership role and promote links with the private and voluntary sectors.

Option B: identify limited staff time to maximise the impact of Fairtrade Fortnight (27 February – 14 March 2017), drawing up support from communications officers to maximise public and staff awareness as part of its wider communications strategy.

## **10. RECOMMENDATIONS**

10.1 Reaffirm the Council's commitment to Fairtrade principles and practice, and support for the District's Fairtrade status and the work of the Fairtrade movement in helping to deliver inclusive economic growth and social and environmental sustainability.

10.2 Welcome the progress made in Council departments in embedding the recommendations of the report in working practice.

10.3 Note the forthcoming Fairtrade Fortnight events in 2017 which will enhance the profile of Fairtrade and offers the opportunity to improve links with businesses.

10.4 Request that the Chief Executive gives consideration to the allocation of officer time to the coordination of Fairtrade activities within the Council and to assist in the wider promotion of Fairtrade with private and voluntary partners, as per Option B above.

## **11. APPENDICES**

Appendix 1: Progress on Recommendations from 2007

Appendix 2: February 2007 Fairtrade Report

Appendix 3: Spread sheet showing the procurement of Fairtrade goods

## **Appendix 1: Progress on Recommendations from 2007**

### **Recommendation 1**

*That the Executive considers methods to better demonstrate the implementation of the Full Council resolution regarding Fairtrade passed on 17 July 2002.*

Has been referred to Overview and Scrutiny to monitor and report further.

### **Recommendation 2**

*That, subject to the outcomes of other recommendations in this report, the Executive considers expanding the scope the current Council policy to better reflect the range of Fairtrade certified products now available and to act as an exemplar to its partners and the wider community.*

Council Procurement Policy extends to cover any Fairtrade products available.

### **Recommendation 3**

*That the Council reaffirms its support of Fairtrade Bradford and continues to be an active member in its operation, including the joint arrangement of a Fairtrade Business Forum event, aimed at promoting and raising awareness of Fairtrade within the business community.*

Implemented.

### **Recommendation 4**

*That Fairtrade Bradford, through discussions with the Fairtrade Foundation, investigates the possibility of establishing a national grading scheme for Fairtrade zones.*

A grading scheme was not developed by the Fairtrade Foundation.

### **Recommendation 5**

*That the Chief Executive seeks to establish a senior officer champion to coordinate all the Council's Fairtrade activities.*

Councillor Adrian Farley appointed to the role of Fairtrade Champion following the Resolution that went to the meeting of Full Council earlier this year.

### **Recommendation 6**

*That the Strategic Director for Adult Services examines the feasibility of revising the hot and frozen meals contract specification to require the use of Fairtrade products in the production of meals provided on behalf of the Council.*

The meals service is provided by an external contract. Unfortunately the specification did not include Fairtrade. This will be considered again when the contract is up for review.

### **Recommendation 7**

*That, in order to achieve financial benefits through discounts associated with bulk purchases and in order to allow the Council to accurately record of the level of spending on Fairtrade products, the Head of Procurement investigates the options for establishing a framework agreement or agreements for the procurement of all Fairtrade products across the Council.*

The Council does not have separate framework agreement(s) for the procurement of specific Fairtrade products across the Council, but has general contracts in place, e.g. for food groups, such as Fruit and Vegetables, which would include Fairtrade bananas. The YPO stocks some Fairtrade food and drink products that are available for all Council departments to order if required. Departments generally tender their individual service requirements and should consider the use of

Fairtrade products and reference this within their tender documents. It is not always practical or financially viable for the Council to purchase Fairtrade accredited products, but where applicable the Council asks suppliers to provide prices for Fairtrade products when bidding for the Council's contracts.

#### **Recommendation 8**

*That the Strategic Director for Services to Children and Young People seeks to encourage all schools across the District to use Fairtrade food products on a regular and on going basis, rather than just on the special Fairtrade days.*

Facilities Management use a range of Fairtrade products within their school meals offer for both primary and high schools. Products include Fairtrade sugar, cocoa, apple and orange juice and some chocolate confectionery. Other Fairtrade items used in school meals include rice, pasta, fruit, honey and spices.

#### **Recommendation 9**

*That the Strategic Director for Services to Children and Young People through the relevant Head teacher forums, seeks to encourage schools to:*

- (a) Liaise with uniform suppliers to arrange for them to offer at least one piece of Fairtrade clothing as part of the uniform for each school; and,*
- (b) Purchase Fairtrade sports equipment including footballs, rugby balls, and basketballs.*

Due to the complete change of the Management Team we are unable to advise in any detail but as far as we are able to recall, these recommendations were actioned by the then Strategic Director of Children's Services, Kath Tunstall, and the Deputy Director, Cindy Peek.

#### **Recommendation 10**

*That the Strategic Director for Culture, Sport & Tourism investigate the feasibility of all Council sports facilities purchasing Fairtrade sports balls.*

The feasibility of using Fairtrade footballs was investigated in 2007. Following a two month trial in the sports centres the use of Fairtrade footballs was discontinued as they were less durable than alternative footballs.

It is planned that a further trial of Fairtrade footballs will take place to determine whether or not the durability has now improved.

#### **Recommendation 11**

*That the Head of Procurement seeks to enhance the wording in the Council's current Contract Standing Orders to include reference to the requirement to support the purchase of Fairtrade products, with the aim of increasing the range and volume of Fairtrade sourced products procured by the Council.*

When reviewing or undertaking any procurement exercise in part 3G of the Council's Contract Standing Orders 2016/2017 which includes the wording '...the Authorised Officer must consider... to what extent any ethical, social or environmental aspects of procurement should be taken into account. These would include: the Council's Fairtrade Policy, sustainability, equality and diversity, living wage, means of production and community benefit.'

Where applicable service departments detail their commitment to supporting the use of Fairtrade products within their procurement tenders, for example, for food and drinks contracts, it is requested that bidders clearly identify any proposals they have for the provision of Fairtrade products within their tender bids. Where these offer value for money and are cost effective departments could order these when they have a requirement.

### Appendix 3. Spread sheet of the procurement of Fairtrade goods: Facilities Management

Code	Name	Total 2015		Total 2016 to Sept	
		Value	Quantity	Value	Quantity
641391	SUGAR FAIRTRADE GRANULATED 15X1KG	£4,467.57	347	£2,046.33	169
631434	SUGAR FAIRTRADE GRANULATED 1KG	£8,475.10	9,644	£5,426.96	6167
631922	SUGAR F/TRADE WHITE STICKS PK 1000X2.5G	£31.41	9	£13.96	4
643009	BOURNVILLE COCOA 4 KG	£2,188.90	53	£1,858.50	45
642673	CADBURY COCOA 250G	£14,595.76	5,055	£9,395.04	3188
642894	FAIRTRADE ONE CUP TEA BAGS 440	£54.00	6	£0.00	0
630179	FAIRTRADE PURE APPLE JUICE 27 X 200 ML	£4,328.43	647	£3,298.17	493
630160	FAIRTRADE PURE ORANGE JUICE 27 X 200 ML	£4,885.76	694	£3,104.64	441
654671	FAIRTRADE ORANGE JUICE CUPLET 96X85ML.	£249.80	20	£74.94	6
66572X	CADBURY DAIRY MILK PACK 48	£563.76	24	£70.47	3
661392	FAIRTRADE KIT KAT 4 FINGER PACK 48	£572.00	26	£44.00	2
		£40,412.49		£25,333.01	10518