



UNIVERSITY OF PLYMOUTH FAIRTRADE PLAN 2014 – 2020

Date	Section	Page	Issue	Modifications	Approved (Print name)
December 2012	Issued.		1	First issue	Linda Morris
09/07/2014	All	All	2	Updated from original Policy & action plan and reissued as 2014-2020	S Price
28/02/2017	Title, corporate ambition & action plan	1, 2, 4-5	3	Updated corporate ambition and action plan	S Price

Approved by:
The Sustainability Advisory Group

Date: 25th May 2017

University of Plymouth Students' Union – President

Date: 4th May 2017

1. Aim

The University's overall mission is 'advancing knowledge, transforming lives'. This Fairtrade Plan supports the University's ambition to transform lives and to make a positive difference to people's lives in a global context through the food and drink products we purchase. Our Fairtrade ambitions assist with the University delivering its commitment to be a leader for sustainability, as included within the University's commitments in the Refreshed Strategy 2016–2020:

We are financially sustainable, enabling long-term investment in our University. We are higher education leaders for sustainability: economic, environmental and social.

Our Sustainability Strategy identifies goals and actions to drive forward our sustainability agenda. Our Fairtrade and sustainable food agenda is included under a goal 1 in the 'a sustainable university' Sustainability Strategy 2014:

Develop a sustainable food culture at the University, providing Fairtrade products where possible and working with local food partners to increase the demand and supply of seasonal, local and organic food.

This plan and our Sustainable Food Plan are designed to deliver against this action.

2. Relevance

Plymouth University assigns great importance to our role in preparing students for the wider world. We believe that understanding and managing the impact that our actions have on people and the environment both locally and globally is an essential part of being a socially responsible institution.

Where possible we seek to support producers and growers by paying a fair price for products, through seeking out products certified by the Fairtrade foundation. This will be balanced with our Sustainable Food Plan that seeks to purchase local goods and produce where possible.

The Fairtrade commitment will be achieved by maintaining our Fairtrade University status as defined by the Fairtrade Foundation. We have been a Fairtrade University since 2009, and have continually monitored and improved our commitment towards Fairtrade, through increasing the product range on offer and increasing the sales of Fairtrade throughout our campus cafes. In order to maintain the Fairtrade status we are signed up to the five goals set for a Fairtrade University by the Fairtrade Foundation (see www.Fairtrade.org.uk).

3. Links with other Plymouth University Strategies

This Fairtrade Plan directly supports the delivery of the University Strategy 2020, particularly in addressing the ambition to achieve resilience, sustainability and effectiveness.

Other relevant plans and strategies for sustainability include:

- Carbon Management Plan
- Energy and Water policy
- Sustainability Strategy
- Estate and Facilities campus strategies
- Transport and Travel
- The Environmental Management System
- Sustainable Food Plan
- Biodiversity Plan

4. Responsibility

Responsibility for this plan rests with the Department of Estates and Facilities, reporting to the Sustainability Advisory Group, Office of the Vice Chancellor, Chief Executive Group and Board of Governors. University of Plymouth Student's Union is also signed up to this plan and responsible for delivery of their actions.

The plan is approved by the Sustainability Advisory Group via recorded approval in the meeting minutes, and by the University of Plymouth Students' Union President.

5. Reporting and monitoring

We will achieve our aims through a Fairtrade Action Plan, against which we will set key performance targets to measure our performance on an annual basis. These KPIs will be reported to the Office of the Vice Chancellor, Senior Leadership Team and Board of Governors through their Audit Committee.

6. Goals

1. Create and publicise the Fairtrade Plan

2. Use and sell Fairtrade products in all University outlets

Where it is not currently feasible for reasons of price, product availability or contractual obligations to sell certain Fairtrade products, the University is committed to begin selling them as soon as it becomes feasible.

3. Use Fairtrade products in catering and hospitality provision

The University will where possible serve Fairtrade tea and coffee at all internal meetings, with the commitment to increase the use of Fairtrade foods as it becomes possible to do so.

4. Run promotional campaigns and events throughout the year

5. A Fairtrade Steering Group will meet at least once a term to implement this plan

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FAIRTRADE ACTION PLAN 2014 - 2020

OBJECTIVE	ACTION	WHO	WHEN
Create and publicise Fairtrade Plan	<ul style="list-style-type: none"> • Publish the plan on the website and intranet • Maintain Fairtrade University status • Produce a Fairtrade Activity report every two years 	E&F E&F E&F	Complete Ongoing Ongoing
Use and sell Fairtrade products	<ul style="list-style-type: none"> • Sell Fairtrade products in every catering outlet and the SU shop • Sell Fairtrade PU branded clothing in the SU shop • Commit to purchasing Fairtrade cotton products and PPE clothing • Measure the sales of Fairtrade products annually and increase the availability and use of Fairtrade products year on year • Review and introduce new Fairtrade products where possible 	UCSP/UPSU UPSU UPSU / P&S E&F / UCSP / UPSU UPSU/ UCSP	Complete Complete 2020 Ongoing Ongoing
Use Fairtrade products in catering and hospitality provision	<ul style="list-style-type: none"> • Serve Fairtrade black tea and coffee only for hospitality (certain fruit teas and herbal teas are not available as Fairtrade) • Serve Fairtrade sugar where British sugar is not available • Replace hospitality biscuit provider with a Fairtrade biscuit • Make Fairtrade products visible at point of sale and increase marketing • Review the feasibility of introducing a Fairtrade wine on the hospitality menu 	UCSP UCSP UCSP UCSP UCSP	Complete Complete 2018 Complete & ongoing 2020

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Run promotional campaigns and events throughout the year	<ul style="list-style-type: none"> • Display Fairtrade marketing material around campus 	UCSP / UPSU	Ongoing
	<ul style="list-style-type: none"> • Put on Fairtrade events and promotions every year with a focus on Fairtrade Fortnight 	E&F	Annually
	<ul style="list-style-type: none"> • Promote Fairtrade at other relevant events including the use of the logo on literature such as the University's Prospectus 	E&F / UCSP	Ongoing
	<ul style="list-style-type: none"> • Promote Fairtrade sourcing on menus and as part of catering promotion 	UCSP	Ongoing
	<ul style="list-style-type: none"> • Advertise Fairtrade on the portal and internet pages and on social media 	E&F	Ongoing
	<ul style="list-style-type: none"> • Purchase Fairtrade promotional material and use to raise awareness during events 	E&F	Ongoing
Fairtrade Steering Group	<ul style="list-style-type: none"> • To invite Fairtrade companies to the campus markets 	UPSU	Ongoing
	<ul style="list-style-type: none"> • Arrange a termly meeting for the Fairtrade Steering Group 	E&F	Ongoing

E&F	Estates and Facilities
P&S	Procurement and Sustainability
UCSP	University Catering Services Plymouth
UPSU	University of Plymouth Students' Union