**AGENDA: Steering Group Meeting - Fairtrade Calne - Action Plan 2017-18
Calne Library (The Harris Room) Friday 14th July 2017 at 11.30am-1.30pm**

1. Welcome to all and & especially to new members & introductions
2. Apologies
3. Minutes of last meeting (to be accepted)
4. Matters Arising
5. Secretary
6. Constitution
7. Overview of the group objectives - for new members
8. Action Plan for the coming year - FT Goals, metrics and priorities

8.1. Goal 1 – Local Council Support
Building on this: Update, Aims, Activities & Metrics/Measuring Success

8.2 Goal 2 – A range of Fairtrade Products are readily available
Building on this: Update, Aims, Activities & Metrics/Measuring Success

8.3. Goal 3 – Local Workplaces & community organisations support FT using FT products
Building on this: Update, Aims, Activities & Metrics/Measuring Success

8.4. Goal 4 – Events and Media Coverage raise awareness & understanding of FT
Building on this: Update, Aims, Activities & Metrics/Measuring Success

8.5. Goal 5 – Local FT Steering group represents a range of local organisations/sectors
Building on this: Update, Aims, Activities & Metrics/Measuring Success

1. Group Member Responsibilities
2. Budget & Finance
3. Dates of Next Meetings