

## Take on your Local Authority: Write a letter



Letter writing is an appropriate campaign tactic in many different situations. Letters from individual campaigners can help draw attention to an issue they are concerned about. It can also get those in positions of authority to acknowledge or understand a problem.

Writing to your local authority is a great way to help influence the environmental quality of your local area. Asking for a reply to your letter means that you are encouraging at least one immediate action.

### What you can focus on in your letter

**Responsibilities:** use this briefing to point out to your local authority their responsibilities in terms of litter and fly-tipping.

**Litter/fly-tipping problems:** identify a local grot spot and tell your local authority where it is and how it affects the community. Include a photograph if you can.

**Actions:** ask your local authority what it is doing to address or prevent littering/fly-tipping in your area.

### Some points you could include in your letter

Ask your local authority to:

- keep the areas within its boundaries clear of litter;
- clear litter up according to the specified time-frame;
- use its powers to fine individuals and businesses that drop litter or fly-tip; and
- ensure that other duty bodies maintain areas for which they are responsible.

Letter writer tips

- target your letter at the right individual(s) in your local authority;
- write a short and clear letter, focusing on just one topic;
- be positive, factual and polite;
- use your own words to explain your views and how the issue affects you;
- quote policies or statements that support your case; and
- ask for a reply to your letter.