

## Eco-Schools Scotland Green Flag Award

### Communications support pack – Contacting your elected representatives

#### How to engage with your elected members

It is important that elected members are aware of your Green Flag Award success because local councillors, MSPs and MPs can have the influence required to make changes to policies and services that are beneficial to the community.

Local politicians in particular have a responsibility to represent your views and the views of wider community.

You might want to consider inviting an elected member to a photo opportunity to celebrate your success and to hear about your Eco-Schools Scotland journey and Green Flag Award.

#### Top tips

- If you intend to invite your MP/MSP or Councillor to a photo opportunity or celebration event make sure to give them as much notice as possible as their diaries are often incredibly busy. Keep in touch with their constituency office as the event approaches in case there are any last minute changes. When inviting local councillors to your event, you should include all of those in your ward to maximise support.
- Let them know if there are any media opportunities at the event that will raise their profile. Relationships are often the key to success so remember to thank your local politician for their presence and support at the event.
- Elected members, councillors, MSPs, MPs and MEPs are usually best contacted with personalised letters or emails.

You can find information on how to find your elected members below.

#### Guide to finding your elected members

The information below will help you find out who your elected members are if you don't know.

##### UK Parliament

The UK is divided into 650 parliamentary constituencies, each of which is represented by an MP in the House of Commons. There are 59 constituencies in Scotland.

To find your MP, go to: <http://www.parliament.uk/mps-lords-and-offices/mps>

##### Scottish Parliament

Everyone in Scotland is represented by eight MSPs: one for their constituency and seven for the larger region in which they live.

To find your MSP, go to: <http://scottish.parliament.uk/msps/apex> - if you enter your postcode a list will be generated of all the MSPs including their contact information and biographies.

## Councillors

Councils in Scotland operate independently of central government and are accountable to their electorates for the provision of services which covers everything from education and social work to housing and environmental services. There are 32 directly elected Councils in Scotland and 1,223 elected councillors. The council is made up of councillors directly elected by the residents of the area they represent (referred to as a council ward). Each ward has three or four councillors.

To find out which councillors represent your area, go to <http://www.cosla.gov.uk/scottish-local-government> - search by the local authority in which you live.

## Brand use

We are happy to provide you with support on how our logos should be used. You can find guidance on logo size, placement, appropriate and inappropriate use, as well as details about how to use our logos in relation to your logos on our website at: [www.keepsotlandbeautiful.org/about-us/brandbook/](http://www.keepsotlandbeautiful.org/about-us/brandbook/)

If you want to use the Eco-Schools Scotland logo, please do get in touch with us at [marketing@keepsotlandbeautiful.org](mailto:marketing@keepsotlandbeautiful.org)

## Key contacts

If you have any questions, or would like further information about how you can support us in a more in-depth way, please do contact us and we will be happy to help.

You'll find all the appropriate contact details for our teams, whether that is our sustainable development education team or a communications team, on our website at [www.keepsotlandbeautiful.org/people](http://www.keepsotlandbeautiful.org/people)