Dear[insert the name of the leader of your council - click [here](https://www.wlga.wales/welsh-local-authority-links) for a [list](https://www.wlga.wales/welsh-local-authority-links)]  
  
**Writing your climate action plan? Here is something that will help.**

I’m a local resident of [insert county], and I’m writing to ask how [insert council name]’s climate action plan is coming along?  
  
I understand that all councils in Wales have been asked by Welsh Government to submit a net zero action plan by March 2021, and I would like to suggest something that will help you and your colleagues put together the best plan possible for residents like myself.  
  
If you’ve not seen it already, I urge you to take a look at Friends of the Earth Cymru’s [Climate Action Plan for Councils](https://takeclimateaction.uk/sites/files/climate/documents/2020-06/Climate%20Action%20Plan%20for%20councils%20June%202020.pdf). This plan will help your council put an effective climate action plan in place to tackle the climate and nature emergencies and coronavirus recovery.

This Climate Action Plan for Councils is essentially a checklist, divided into areas such as transport, buildings, and how to protect the most vulnerable, so you can easily check your draft plan against the list. Crucially it relates to the whole area, not just the council’s buildings and operations.

Please do let me know how what your thoughts are on the plan and how your action plan is going?

Many thanks!

[your name]