

# COMMUNITY LITTER PICK REPORTING

Simple reporting instructions for community groups

## THANK YOU FOR HELPING TO KEEP HAVERING CLEAN

Firstly, we would like to thank you for all the help in clearing up our borough and all the great work that you are doing. We are trying to make reporting more consistent so crews have clear information about where community litter-pick bags have been left.

Please follow these four simple steps:

1

### Email before your litter pick

If possible, email me a few days before to give us an idea where you plan to litter pick, roughly where you may finish, and the expected time.

2

### Report it on the Havering website

Go to "Rubbish on our streets", choose "Report fly-tipping", then select "Report dumped rubbish".

## Rubbish on our streets

[Report fly-tipping](#)



3

### Sign in or continue as a guest

You can sign into My Havering or continue as a guest.

## Sign into My Havering

By signing into My Havering your details will pre-fill this form and you will have a record in your account of this report as well as updates by email.

[Sign in or register for an account](#)

## Or continue as guest

You will not see a record in your My Havering account but you will still get updated by email about the status of your report.

[Continue as guest](#)

## STEP 4 — GIVE CLEAR COLLECTION DETAILS

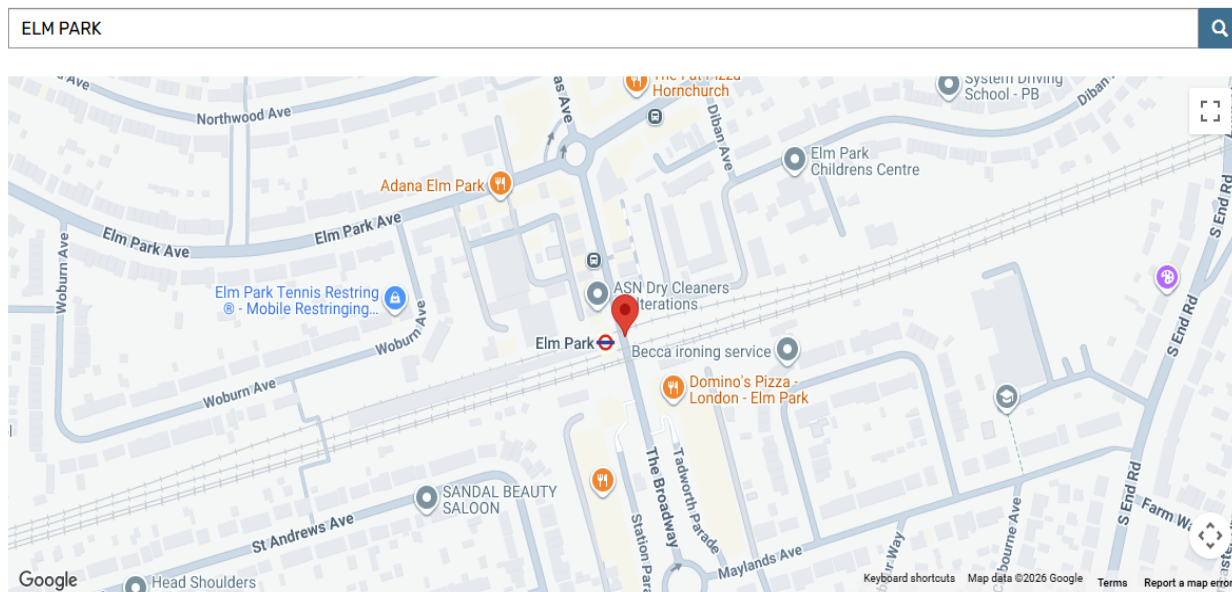
4

### Give as much information as possible

This helps the crew identify the correct bags and location quickly.

- Say that it is a Womble community litter pick.
- Say how many bags there are.
- Give the exact location where the bags have been left.
- Send a picture if possible.
- Add the what3words location if possible.

### Example report



Selected address: 28 The Broadway, Hornchurch RM12 4RW, UK

#### Please give us any other information you think will help us identify the location \*

For example, 'opposite the post box'. If you are reporting an issue in a park or open space, you can tell us about nearby landmarks or utilities such as 'next to the tennis courts'.

THIS IS A WOMBLE COMMUNITY LITTER PICK  
 WE ARE THE "ELM PARK WOMBLES" COMMUNITY GROUP  
 THERE IS 8 BAGS OF COMMUNITY LITTER PICK  
 NEXT TO THE ENTRANCE AT THE BACK OF TADWORTH ESTATE NEXT TO THE BACK OF THE PARADE.  
 W3W: EGGS,LETTUCE,DOG

The more detail you provide, the easier it is for the collection crew to find the bags.