

CLEANING JOBS YOU CAN COUNT ON

**A GUIDE TO MEETING
YOUR LOCAL MP**



WHY MEET WITH YOUR MP

Meeting with State Members of Parliament (MPs) is a crucial step to winning cleaning jobs we can count on.

The NSW Government's proposed cleaning contract tender has no jobs or hours guarantee. That means 7000 cleaners could lose their jobs in July 2018.

NSW politicians can fight internally for protecting cleaning conditions and jobs, which means they can be a powerful ally.

They're also elected to represent you - so now's the time to ask them to stand with cleaners across NSW and in their electorate.

This meeting will help to:

- ▶ Explain what's going on and how it will affect cleaners - many politicians will not have heard about the changes.
 - ▶ Start or develop a relationship between you and your local MP.
 - ▶ Politicians can be valuable friends, and they want to develop links to their local community too.
 - ▶ Build support for our campaign. We need to build political power to pressure the NSW government into backing down!
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SETTING UP

YOUR MEETING

1. Find your MP's contact details by looking them up on Google or at: parliament.nsw.gov.au/members/pages/all-members.aspx

2. Send an email request for a meeting. This email should include who you are, what you would like to discuss, your address and the FAQ sheet about the campaign provided.

It can sometimes take a few weeks to secure a meeting so send the email now.

3. If you haven't had a response to your email within two or three days, follow up with a phone call to their office. Ask to speak to the Diary Manager and explain that you are following up on a meeting request sent previously. If the MP is a Minister, be prepared for it to take a little longer to secure a meeting time.

4. Resist any attempt by the MP's staff to arrange for you to meet with another person (e.g. the Electorate Officer) instead of the MP. Local MPs value links with local community groups, so you should use this to insist on meeting directly with the MP.

EXAMPLE EMAIL:

Dear [MP's Name],

I'm a cleaner at Smithtown Public School, where I keep the learning areas clean for our local children.

I would like to meet with you to talk about the Government's plans for cleaning in public schools and government sites.

For the first time in more than 20 years, the NSW government has opened a contract tender with no jobs or hours guarantee - this means that in a year 7000 cleaners could lose their jobs then be forced to reapply with lower pay and conditions.

I have worked cleaning Smithtown PS for four years. It is a good school and it takes hard work to keep clean. It is worth the hard work to see the children learning in a clean and safe classroom. Children deserve clean schools and we deserve secure jobs so we can continue our best work.

I would like to bring two others from the local area to the meeting and I can confirm their names when a date is arranged.

I look forward to meeting with you shortly.

Yours sincerely,

Name Surname
Home Street address
Suburb NSW Postcode
Email address
Contact phone number (mobile best)

YOU HAVE A MEETING.

NOW WHAT?

STEP 1

Organise your group to meet the MP. Have at least two people and no more than four in a meeting.

It would be great to have a mix of people to attend - e.g. a cleaner, a parent, a principal, etc.

STEP 2

Work out who is going to say what. Get together before the meeting and appoint:

- ▶ A leader, who will be responsible for introductions and keeping things on track.
- ▶ A pitcher, who makes the ask - in this case: "Will you find out from the Minister for Education and the Minister for Finance if current government cleaners will have a job in July 2018 AND will you publicly support us by posting our petition across your social media channels AND will you meet with us again before October?"
- ▶ A note-taker, who will write down what is said in the meeting.
- ▶ Spokespeople for each of the key points.

STEP 3

Your group should meet and run through who is doing what straight before meeting the MP. Then go to the MP's office together at least five minutes before the appointment.

YOU'RE IN THE MEETING

- ▶ Stick to your key points.
- ▶ Keep your eye on the time.
- ▶ Take notes on what the MP says.
- ▶ Ask the MP to write to the Ministers.
- ▶ Remember to ask for a follow-up meeting.

THE MEETING'S OVER

STEP 1

Congratulations! Now it's time to have a group catch up somewhere else. Have a chat in private as a group to discuss how you think it went and the MP's responses.

STEP 2

Report back so we know how it went! Fill in the attached meeting report back sheet and call your organiser as soon as you can.

SUGGESTED

AGENDA

Introductions	Leader to thank the MP for meeting you Everyone to introduce themselves
Outline the purpose of the meeting	Leader to outline the purpose of the meeting - we are here to talk about being employed under the government cleaning contract and our job security
Key Points	<ol style="list-style-type: none">1. We're experienced cleaners committed to our schools and essential government sites2. Clean and well-maintained schools lead to better educational outcomes3. We don't know if we have a job after June 2018 or what cleaning hours our school or site will get.4. We're seeking community support.
Ongoing relationship	Leader to ask if MP can find out more information and meet again?
The Ask	Pitcher to ask the MP to commit to meet again before the end of August 2017 with more information.
Thank you	

REPORT

BACK

Please complete as soon as possible after meeting with your MP,
and hand back to your organiser or workplace delegate.

Prepared by	Your contact number
Name of MP visited	Location of meeting
Meeting date & time	Names of those attending
Purpose of meeting	
Was the MP supportive of your request and did they agree to your asks?	
Were other issues discussed	



JOBS YOU CAN

COUNT ON

STEP 1 → Cleaners build strength by joining our union

STEP 2 → We spread the word by speaking out

STEP 3 → We ask our communities to support us

STEP 4 → We pressure the government by lobbying politicians