



**THE TIME IS NOW: VIRTUAL LOBBY FOR A
HEALTHY, GREEN & FAIR RECOVERY
TUESDAY 30 JUNE**

PARTICIPANT GUIDE

We are at a turning point.

As we build back from the current health crisis, we can choose to tackle climate change and nature's decline, and rebuild a resilient economy that benefits everyone in society. Or we can let the moment for change pass us by, go back to old ways and wait for new crises to hit.

We need to tell politicians that #TheTimesNow to put a healthy, greener, fairer future at the heart of plans to rebuild a strong economy.

On 30th June we are coming together for a virtual lobby, inviting you, and thousands of others to ask MPs to take action for a better future.

Be part of history. Sign up to be part of the first ever virtual lobby.

theclimatecoalition.org/virtual-lobby/

"They did not say anything that I had not heard before, but somehow when I left that meeting I knew that something had changed. I had made a fundamental decision to take more seriously the need to reduce our carbon emissions and greenhouse gases."

Gary Streeter, Conservative MP on the June 2019 Time is Now mass lobby

ABOUT THE DAY

What's a virtual lobby?

On 30 June, we're inviting thousands of people across the country to meet their MPs online to talk about how the UK's recovery from Coronavirus can, and must, help to tackle climate change and nature's decline, creating jobs and protecting the most vulnerable in the UK and around the world.

Find out how to set up your meeting and make sure it's impactful on pages 4 to 15.

How will the MP meetings be set up?

When you sign up to the lobby, we will ask you to email your MP to let them know you are attending, and then they will send through the meeting details to you. At the same time The Climate Coalition and our partner organisations will contact all MPs to let them know the virtual lobby is happening, and ask them to fix a time on the 30 June to meet constituents, and set up an online call.

What should we talk about?

We want MPs to hear from you about why, as their constituent, you care about a green and fair economic recovery, so exactly what you say is up to you. We will provide an optional ice breaker quiz connected to the key things we're asking for to get things going and a briefing that can help you go into a deeper conversation with your MP on these key asks.

We'd like you to ask your MP to show their support for a healthier, greener, fairer economic recovery from Covid-19. This is just the start - there are more suggestions for how MPs can champion a healthy, green and fair recovery over the coming months.

You can see more on what we're asking for in a briefing from 15th June at theclimatecoalition.org/virtual-lobby/resources

What else is happening?

On the day: you'll be able to check in with others who are about to meet, or have already met their MP at an all day zoom call. The call will feature training and tips for your meeting plus talks and Q&As.

To help you connect and share plans with others in your area - including people in your constituency who will join your meeting, we've set up regional Facebook groups. Click on the relevant link below to join yours.

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theclimatecoalition.org/virtuallobby
campaigns@theclimatecoalition.org
[#TheTimeIsNow](https://twitter.com/TheTimeIsNow)



SIX STEPS TO GETTING YOUR MP TO LISTEN

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Step 1: Invite your MP: Now

Check who your MP is and find their email address at parliament.uk or theyworkforyou.com

Write to them: In your e-mail, ask your MP if they are able to send you a zoom (or other conference call) link. If you don't know how to set up a conference call using zoom or another platform, please contact campaigns@theclimatecoalition.org)



Let your MP know that you'll be happy to join a call with others that get in touch. You'll be able to link up with others ahead of your lobby via the regional Facebook groups (more info on page 15).

Below is a template email to MPs, please do edit it as you wish.

Subject line: Invitation to meet on 30 June - virtual lobby for climate, nature and people / The Time is Now virtual lobby for a healthy, green and fair recovery

Dear [Jo Bloggs MP],

My name is xx and I am a constituent. Thank you for your continued hard work representing [Sheffield Hallam], especially during a time such as this. I know your current focus will be supporting those most affected in our area and continuing your Parliamentary work as far as possible.

I would like to invite you to meet me and other constituents as part of a virtual lobby for a healthy, green and fair recovery from coronavirus on 30 June. The UK is at a turning point. As we build back from the current health crisis, we have the opportunity to tackle climate change and nature's decline, and rebuild a resilient economy that benefits everyone in society. Or we can lock in pollution for decades to come.

You may remember The Time is Now mass lobby last year when 12,000 people flooded the streets of Westminster to ask for action on the climate and nature emergency. We can't meet in person this time, so please send

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theclimatecoalition.org/virtuallobby
campaigns@theclimatecoalition.org
#TheTimeIsNow



me an online conferencing link (e.g. Zoom) and a meeting time on 30 June convenient to you.

You may receive similar requests from other constituents. I would be happy to join those people in the same virtual meeting so we can speak to you at the same time, if that is more convenient for you. I know you're busy, so even 20 minutes of your time would be appreciated.

Please confirm the time of our call as soon as is convenient.

Thank you,

Your name

Alternatively you can ring the parliamentary switchboard on 020 7219 3000 and ask for your MP's office.

Step 2: Invite others to join you: Now

By inviting others to sign up and join the lobby you can show your MP that they will get support locally if they take action on climate change and nature's decline. You could invite:

- Local friends or family
- Your neighbours: Have you, like many, become more connected to your neighbours since lockdown? Invite them to join you in talking to your MP about the sort of green and fair recovery you want to see.
- Local networks you're part of: Are you part of a community group that might want to join you? Or are there others in your school that might be interested?

Of course, you can also invite friends and family to join the lobby even if they're in a different constituency.

Invite others to sign up at: theclimatecoalition.org/virtual-lobby

If you know others are going to join you, please check if they've contacted your MP and if not, do let your MP know. They might want to know the names of all people joining.

Step 3: Follow up with a phone call to your MP: 2 days after emailing

MPs are very busy so if you don't hear back from them do follow up with their office by giving them a call (details at [parliament.uk](https://www.parliament.uk)). It's their job to meet with constituents like you.

When you call your MP's office, you will speak to a member of their staff.

You could say:

I emailed a few days ago about setting up a virtual meeting on 30 June.

Could we arrange a time now?

I appreciate your and [MP]'s time - I know it's very busy.

Once you've arranged a time with your MP, please let us know the time and we'll put it on our website so others (who might not want to meet their MP alone) can join your call. Email us at campaigns@theclimatecoalition.org.

You might also want to publicise the time of your meeting to other people and groups you know locally, but please don't share the meeting link on any public forums. Since lockdown there has been a rise in online calls being hacked, with controversial material being shared, so to make sure that everyone joining the meeting is able to do so in a safe manner, please share the link only with people you know and trust.

Step 4: Prepare: 5 days before your meeting

How will you meet your MP?: Check your MP has sent you a zoom (or other online conferencing) link for the meeting. If you'd like guidance on taking part in an online meeting, please get in touch with campaigns@theclimatecoalition.org.

Here are some tips on online meeting etiquette:

- Have your video on when you join a meeting if possible. It's always nice if everyone can see each other, making it more personal. If it's not on already, this can be done by clicking on the 'start video' button on the bottom left of the screen when you scroll over it.
- If your meeting is with lots of people, put yourself on 'mute'. This button is found in the bottom left hand corner when you put your mouse over the video. If you don't mute yourself, it can disturb the meeting as everyone will be able to hear you all the time, making it difficult for others to hear the speaker.
- If you've been invited to speak, make sure to 'unmute' yourself first (the 'unmute' button is in the same place the 'mute' button was) so that everyone can hear you. Don't forget to mute yourself again once you've finished speaking.
- When someone else is speaking, be sure to let them finish. If you want to respond immediately, you can use the chat function. This is found in the middle of the bottom part of the screen when you scroll over the video. The chat is a good place to write thoughts, ask questions and show agreement.
- Use the chat box for small points or agreement. If there are a lot of people and little time, you can make points related to what people

are saying, raise a 'hand' or support what others are saying in the chat

You can find more detailed guidance for those hosting meetings, along with information on training sessions that we will be hosting from 15 June at theclimatecoalition.org/virtual-lobby/resources.

Your set up: Think about where is the best place for you to join your call. Try to find somewhere quiet and comfortable, where you're unlikely to be disturbed and there is good lighting so others can see your face through the screen.

Planning your meeting

How will you get your MP on board? You don't need to be an expert on the green recovery to meet your MP, but a well thought out approach can make all the difference in turning your MP into a champion for climate and nature issues. You and your MP may not see eye to eye on everything, but it's better to focus on finding common ground rather than starting with the areas you disagree on.

What is your MP interested in? Google your MP to find out if they're interested in any particular issues related to climate or nature, or if your area could benefit from investment as part of a green and fair recovery. To help guide your discussion and learn about what we're calling for, you can download our briefing from 15 June at theclimatecoalition.org/virtual-lobby/resources

Get ready to break the ice! If you've signed up to the lobby, we'll send you our quiz questions just before the day. We'd recommend doing our short quiz first to break the ice with your MP and the rest of the group and to provide some talking points. Clue: the questions will be based on the main things we're calling for (available from 15th June at theclimatecoalition.org/virtual-lobby/resources).

Connect with others who are meeting your MP too: It's likely that there will be at least a few of you meeting your MP, but to make sure, you could invite a friend or family member to join you. For a group meeting to go smoothly, it's best to allocate roles beforehand. We'll help to connect you with your group in advance of the day, and you can decide who will lead on what (roles could include chair, quiz master, people to talk about what you're doing to tackle climate change and nature's decline locally and someone to ask the MP what they'll do). If there are a number of people who don't want to say more than their name that's OK - they'll be showing the MP that they care just by showing up.

You'll be able to connect with others in your constituency:

- Through your regional Facebook groups (page 15)
- Through the virtual rally on the day
- Through us - where large numbers of people are signed up in a constituency, we'll get in touch about arranging a pre-meeting

For more tips from the experts on talking to MPs about climate change from home check out Hope for the Future's [virtual lobbying guide](#)

Step 5: Meet your MP: 30 June

Be ready to join the call at least five minutes beforehand as it can take some time to connect.

Top tips for speaking with your MP:

- Make it personal and speak authentically. Tell them your personal story. What led you to feel passionately about this and why are you here today? Did lockdown change how you feel about nature or climate change?
- Be confident! You don't need to be an expert but make sure you are clear that you care about these issues and demand action.
- Talk about the real world and not abstract ideas. Use meaningful and emotive words. Make it local and emphasise how you have noticed the environment change in your own lifetime or during lockdown.
- Encourage others! Remember there will be a group of you chatting to your MP so encourage others to speak and make sure everyone's views are heard.
- Don't forget to give the MP time to respond to your requests. But be clear what you are asking them to commit to. Everyone likes to have a good conversation but ultimately we are here to ask our MPs to take action, so don't leave without getting some commitments.

You can read more in the Climate Outreach guide: [Communicating Climate Change during the COVID-19 crisis](#).

Ask them to commit:

- Ask them to commit to championing a green and fair recovery from Covid-19
- Raise local issues with them that relate to a green and fair recovery. MPs respond well to issues they can tackle locally
- Ask them what else they can do to champion a green and fair recovery. Could they join debates, ask questions at PMQs, or write articles in local or Westminster press?

There will be more information and suggestions for what to ask your MP in our briefing on what we're calling for from 15 June at theclimatecoalition.org/virtual-lobby/resources

What if my MP can't meet on 30 June? That's not a problem, the main thing is that your MP is hearing that their constituents care. Just let us know when your meeting is arranged and do feedback on how it went. You're still welcome to join the virtual rally on the 30th June to get tips from others who have met their MP.

Step 6: Follow up: After your meeting

To be really effective this needs to be more than one moment in time. MPs need to consistently hear from constituents to ensure they are taking your concerns seriously and acting on them. Ask them on the day for commitments and deadlines. Then contact them after the lobby to follow up on these.

After the lobby you could:

- Arrange a follow up online meeting.
- Send them a follow up email.
- Call their office to ask for a progress update.
- Tweet to thank them for joining you on the day and a reminder to take action.

Feedback

It would be really helpful if you can share your feedback on how your MP responded. Please make sure someone from your constituency takes note of any comments or questions and passes this on to us.

We'll have forms available to download from

theclimatecoalition.org/virtual-lobby/resources

You can email these back to us at campaigns@theclimatecoalition.org or visit our website after the lobby where an online survey will be available.

What else is happening?

On 30 June we'll host an online rally. This will be a live webinar with speakers, Q&As and training sessions. We'll share the schedule ahead of the day and you can take part when it suits you.

We'll keep a running tally on the number of MPs that have been met as part of the lobby, and you'll have a chance to find out how other meetings have gone, get tips from others that have already had their meeting, and you'll be able to share your own experiences.

This will be a way to connect with others in your area ahead of your meeting. We'll provide more information on how this will work ahead of the day.

Check our website theclimatecoalition.org/virtual-lobby to see the lineup and find out how to join.

Regional and National Facebook groups:

[East of England](#)

[South West](#)

[East Midlands](#)

[West Midlands](#)

[London](#)

[Yorkshire and the Humber](#)

[North East](#)

[Scotland](#)

[North West](#)

[Wales](#)

[South East](#)

[Northern Ireland](#)

Acknowledgements: This guide has been informed and inspired by the great MP lobby guides provided by [We Own it \(toolkit here\)](#) and [Hope for the Future \(virtual lobbying guide here\)](#)