

Invoice

24th May 2021

FOR: Advisory
services rendered by

Bill To:
Office of Imran Ahmad Khan MP
House of Commons
London
SW1A 0AA

DESCRIPTION	AMOUNT
Advisory services rendered by [REDACTED] £ 1,000.00 [REDACTED] month April 2021	£ 1,000.00
Total	£ 1,000.00



Consultancy Brief For Imran Ahmad Khan, Member of Parliament for Wakefield

Advisory Council

Executive Summary

As Advisory Council to the office of Imran Ahmad Khan MP, your remit will be to consult and provide guidance on the following:

- Initiatives intended to augment community and cohesion within the Wakefield constituency - including but not limited to minimising social isolation and maximising social capital.
- Business resilience policy for the wider Wakefield economy, directly affected by the Coronavirus Pandemic as part of the *Wakefield Together* project. This covers both the immediate support phase in the immediacy and the much needed recovery phase.

To supplement the immediate high level objectives outlined, advice on the following will occasionally be required:

- Thought pieces written with the objective of promoting Mr Khan to political and policy networks.
- Appropriate methods of communication, including oversight of narrative and tone.
- The overall strategy of Mr Khan's wider political affairs and office.

Compensation

£1,000 per calendar month for a six month period to cover the predicted duration of the COVID-19 crisis

Further Detail

You will provide advice and assistance to aid community mobilisation and population resilience for the people of Wakefield, predominantly in the context of Mr Khan's *Wakefield Together* Project.

To that extent, a mixture of preliminary ideas as well as comprehensive policy and strategy concepts will be presented to you from which you may provide advice on whether to reject this idea or pursue. You will advise on the nature of subsequent documents and strategic events, determining their political viability in the first instance and whether they are aligned to Mr Khan's long-term strategic political objectives in the second. Guidance on tone, delivery and audience are also key features of the advisory remit.

Method of Engagement

A maximum of 10 hours per month will be required for direct engagement with Mr Khan, Chief of Staff and on rare occasions, special parliamentary assistants. This will either take place via telephone calls, video conferencing or meetings at the Parliamentary office in Westminster in accordance with the appropriate social distancing measures as outlined by the government at the time of engagement.