

INVOICE

DATE

25/05/2021

BILL TO

Imran Ahmad Khan MP
House of Commons
London
SW1A 0AA

DESCRIPTION

AMOUNT

Consultancy and advisory services				1,000.00
			TOTAL	£ 1,000

Consultancy Brief for Imran Ahmad Khan MP

Member of Parliament for Wakefield

Advisory Council

Summary

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

- Media engagement on both a local and national level - using the media to further initiatives and projects - including but not limited to initiatives relating to community and cohesion within the Wakefield constituency.
- Relationship management with journalists and publications to ensure Mr Khan's vision for the Wakefield parliamentary constituency is accurately portrayed.
- Engagement with constituents to ensure the Member of Parliament has an accurate survey of the issues, both socially and economically, across the constituency, and can use his role to seek solutions.

To supplement the objectives outlined as above, advice on the following will occasionally be required:

- Thought pieces written with the objective of furthering initiatives and projects within the Wakefield constituency.
- Appropriate methods of communication.

Advice may be sought on other matters relating to the above on an ad hoc basis, by Mr Khan or his team.

Compensation

£1,000 per calendar month on agreed months as discussed between Mr Khan and the Advisory Council.

Further Detail

You will provide guidance and assistance on the relationship between the Member of Parliament and his office, and the wider media - including, but not limited to, mass media (print, television, radio, etc). You will assist Mr Khan and his office in establishing

relationships with publications and strategies to ensure his vision is portrayed accurately.

Guidance on tone and delivery are key features of the advisory remit.

Method of Engagement

You will be consulted on an ad hoc basis by Mr Khan and his office. No more than 20 hours per calendar month will be required.

This will either take place via telephone calls, video conferencing or meetings physically in accordance with the appropriate social distancing measures as outlined by the government at the time of engagement.