

Memorandum of Understanding between Cabinet Office Media Monitoring Unit and UK Health Security Agency.

1. Agreement

This Memorandum of Understanding sets out the agreement between Cabinet Office Media Monitoring Unit and UK Health Security Agency for the period 1 April 2023 to 31 March 2024.

2. Daily output

a) Briefings

The Cabinet Office Media Monitoring Unit will provide the following daily briefings from print, broadcast and online sources.

0600 Media Briefing – Round-up of the key Government-related news stories from the main national daily print newspaper, Monday to Friday.

0700 Media Briefing – Round-up of the key Government-related news stories from the main national daily print newspapers, Saturday and Sunday.

0700 Headlines Update - Summaries of the top four stories featured by BBC News, Sky News, Radio 4 and ITV, Monday to Friday.

0815 Media briefing – Round-up of key Government-related news stories from the main morning news broadcasts, Monday to Friday.

b) Broadcast summaries

BBC R4 Today – A summary of the main Government-related items to be sent out in two parts at 0730 and 0900 Monday to Friday. Saturday's Today programme is also produced and distributed at 0900.

Programme Summaries – Full summaries are produced of BBC 1300, ITV 1330, R4 The World at One, BBC 1800, ITV 1830 and BBC 2200.

Sunday – Full summary of BBC One's Sunday politics programme and key interview summaries from Sky News and radio programming.

c) News alerts & updates

MMU staff are available 24/7 to respond to monitoring requests including stories in the following day's newspaper first editions.

d) Embargoed Press Association copy

The Press Association website is monitored for copy running under embargo.

3. Subscription

The subscription for the period 1 April 2023 to 31 March 2024 will be £14,000 plus VAT.

4. Payment Processes

Please contact [redacted] to arrange a purchase order for the sum of £14,000 plus VAT.

The invoice will be sent by

SSCL Accounts Receivable,
Room 6105,
Tomlinson House,
Norcross,
Blackpool,
FY5 3TA.

5. Contact Points

For all queries relating to the service specification within this Memorandum of Understanding, please contact [redacted]

6. Signatures to Signify Agreement

The parties to this Memorandum of Understanding hereby give their agreement to the above by signing below.

<div>Signed on behalf of the Cabinet Office Media Monitoring Unit</div> <div>DocuSigned by: [redacted]</div> <div>Date Signed: 15/6/23</div>	<div>Signed on behalf of the UK Health Security Agency</div> <div>DocuSigned by: [redacted]</div> <div>Date Signed: 19/06/2023</div>
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