

To: ISPA Board

Date: 15 December 2010

cc:

From: Andrew McDonald
Chief Executive

Tel:

Subject: Chief Executive's Report

Issue

1. Chief Executive's Report

Timing

2. To be taken at the meeting of 15 December

Recommendation

3. That the Board notes this report

Report

[REDACTED]

4. [REDACTED]

5. I will provide an oral update on the political landscape.

Publication of MPs' expenses

6. Publication of the first set of MPs' expense claims was a considerable success. [REDACTED]
[REDACTED] is to be commended for leading his team through this period, as is [REDACTED]

[REDACTED] for providing clear project management at very short notice in the run up to the date of publication.

7. [REDACTED]
8. [REDACTED]
9. We will now routinely publish expense claims on the first Thursday of every second month. A publication schedule will be circulated shortly.
10. The Freedom of Information pressures relating to publication are as yet unknown. For this reason, we have drawn up contingency provisions to ensure that we are in a position to handle either particularly difficult or large volumes of FOI requests. We have, for a three month period, recruited a member of staff to manage the FOI process, and have made call-off arrangements to handle any surge in requests.

- [REDACTED]
11. [REDACTED]

12. [REDACTED]

- [REDACTED]
13. [REDACTED]

Pay and pensions

14. Officials in the Cabinet Office are currently indicating that the Government does not plan to commence the provisions in the Constitutional Reform and Governance Act 2010 granting IPSA the powers to determine MPs' pay and pensions until April 2012. If this is indeed the Government's position, it will inevitably have an impact on the manner in which IPSA should approach its review of MPs' remuneration. We are meeting Cabinet Office officials next week to discuss this matter further and will keep the Board informed of any developments.

Operations

[REDACTED]

15. [REDACTED]

16. Processing turnaround time remains within the 12 working day target.

Telephone Service

17. Call volumes have remained steady in the past week. There was no surge in demand following publication of MPs' expense claims.

18. Service performance remains lower than we would like. We are notifying MPs next week about our intention to truncate the telephone service hours and to provide more staff during peak calling hours.

Written correspondence

19. [REDACTED] As of the end of this week, we are responding to 97% within five working days. [REDACTED]
[REDACTED]

Human Resources

20. Philip Lloyd will be leaving IPSA at the end of December now Bob Evans is in post as Director of Finance and Corporate Services.

21. [REDACTED] will be on paternity leave from 21 December until 29 January. In his absence, Belinda and [REDACTED] will manage Board-related activities.

Andrew McDonald