

BOARD PAPER	
Paper ref:	IPSA/141211/9
Agenda item:	11

TO: IPSA Board **DATE:** 7 December 2011

FROM: Andrew McDonald
Chief Executive

TEL: [REDACTED]

SUBJECT: Chief Executive's Report

ANNEX: A: Operational performance report

Issue

1. Chief Executive's regular report to the Board.

Timing

2. For consideration at the meeting of the Board on 14 December 2011.

Recommendation

3. That the Board notes this report.

Report

Operational performance

4. [REDACTED]

Improving MPs' take-up of direct payments

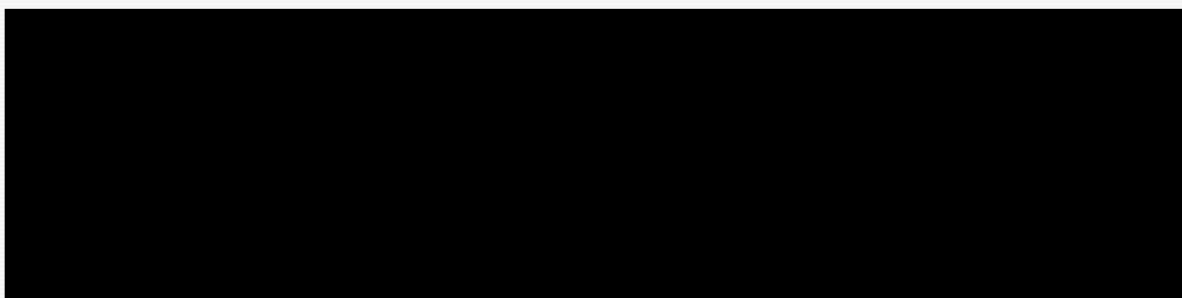
5. Work is continuing to improve purchase card use and take up of direct settlement among MPs. Our initial approach has included a sample of 50 personalised letters to

MPs and their proxies promoting the use of the payment card, direct payments and advances. This work is a priority because, while up to 82% of costs (by value) can now be paid direct, just 30% payments are made by MPs in this manner.

6. We will be issuing hard-copy guidance to MPs in January, including our evidence requirements, frequently-asked questions, end-of-year processes and payroll guidance. This is part of our continuing efforts to improve MPs' understanding of the system and its rules.

Publication

7.



Committee on Members' Expenses

8. We expect the Committee on Members' Expenses to publish its report on Monday 12 December at midday.

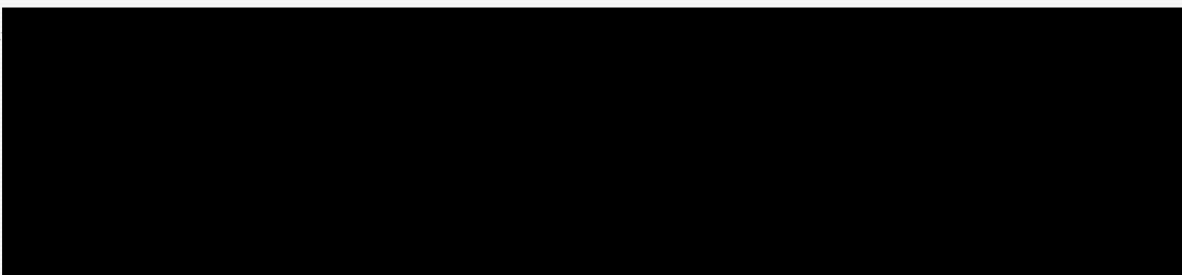


Planning for a general election

9. We had initially intended to bring a paper to the Board meeting on 14 December setting out the progress we had made in establishing and mitigating the costs arising from a General Election. I want us to make more progress than we have done so far in establishing these costs and so have agreed with Ian that we instead bring a report to the meeting of the Board on 17 January 2012.

IT and data security

10.



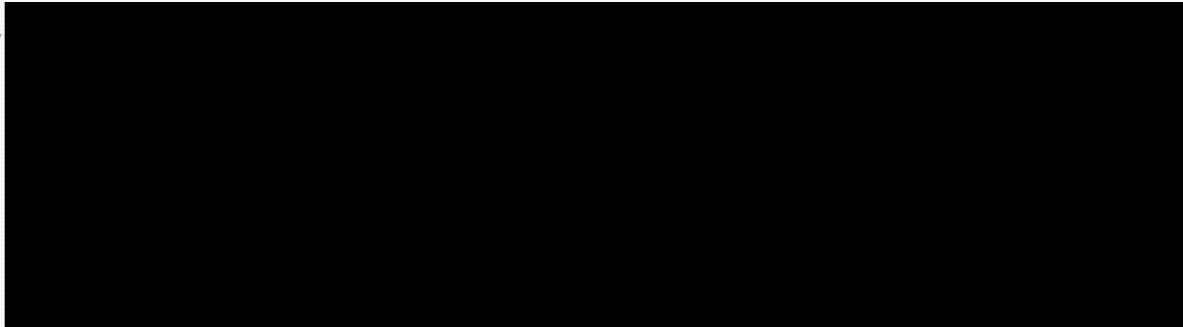
11.





12. RMADS, the body we use for security accreditation, has reaccredited our IT systems following extensive on-site testing. This was a thorough and productive process which confirmed that we are compliant with the Cabinet Office Security Policy Framework and the Information Assurance standard.

13.



Andrew McDonald
Chief Executive

