

# IPSA Publication Policy

April 2025

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## Section A – Introduction and general principles

1. This document sets out IPSA’s policy on the publication of information about the spending of public funds by MPs, in accordance with the Scheme of MPs’ Staffing and Business Costs (‘the Scheme’). It supersedes all previous policy statements on the publication of MPs’ costs.
2. We will publish information about the funding we provide under the Scheme, in regular cycles.
3. Publication will not take place when Parliament is dissolved, or on a day when local, devolved assembly or parliamentary elections are being held.
4. IPSA is subject to the Freedom of Information Act (FOIA) and will handle each request under that Act on a case-by-case basis.
5. IPSA will not publish information that contravenes its responsibilities under data protection law; that would be subject to an exemption under FOIA; or that the police advise poses a risk to MPs’ security, or that of their staff or family.

### Transparency objectives

6. IPSA has set the following objectives to describe its approach to providing meaningful transparency and to guide decisions regarding this policy.
  - 1) Provide reassurance to users through creating trust and confidence in IPSA as a regulator.
  - 2) Ensure MPs’ expenditure is fairly represented, and publication does not present a barrier to legitimate funding.
  - 3) Ensure publication is accessible and understandable for all users.
  - 4) Prioritise the creation of educational and contextual information to help support publication.

## Section B – What we will publish

7. Details entered onto IPSA’s online system by MPs or their nominated proxies (with the exception of the information we have specifically chosen not to publish as laid out in [Section C](#) below), or items purchased through direct suppliers. This includes items which have been approved, those which have been refused and those which have subsequently been repaid to us. This does not include items which the MPs have used their IPSA payment cards to pay for, but have chosen to repay. Items purchased through direct suppliers will be published once the necessary information has been provided to us by the relevant suppliers.
8. The maximum budget available and total spend for each MP, in each budget category.
9. Any uplift applied for by MPs, including whether it was a successful or unsuccessful application for contingency funding, or related to the registration of dependants.
10. The aggregate total<sup>1</sup> of funding for all MPs from the Disability and Security budgets.
11. The aggregate total of funding for all MPs from the MP Parental Leave and Absence budget.
12. The aggregate total of funding for all MPs for health and welfare costs for themselves and their staff.
13. The aggregate total of funding for all MPs from the Staff Absence budget.
14. The total amount of travel costs for each MP, broken down by traveller type, cost type and journey type.
15. The total amount of rental costs for an MP’s constituency office and/or accommodation and for pooled staffing services.
16. The total payroll costs for each MP’s office from the following:
  - a. Staffing budget
  - b. Contingency budget
  - c. Winding Up budget<sup>2</sup>
17. The following information concerning MPs’ staff members on the IPSA payroll:
  - a. Their job title
  - b. Whether they are full time or part time
  - c. Whether they were employed for the whole financial year

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<sup>1</sup> An aggregate total is defined as the sum of all MPs’ spending over a financial year, under a specific budget category, but with no breakdown of individual MPs.

<sup>2</sup> Relevant to financial years 2010-11 to 2021-22 only. The Winding-up budget was abolished from the 2022-23 financial year.

- d. For connected parties<sup>3</sup> only, the salary received (within a £5,000 bracket)
  - e. For connected parties only, the name of the staff member
18. The total value of all reward and recognition payments made by each MP in a year.
19. MPs' salaries and any additional allowances or payments received from IPSA.
20. Any deposit loans made to MPs which are outstanding at the end of the financial year.
21. Any sums of money owed by MPs which IPSA has decided not to recover and which have been written off.
22. In exceptional circumstances, IPSA may in its discretion publish any amount of money overdue for repayment to IPSA by an MP, including information on why the money needs to be repaid. This will only be published after the MP has had a reasonable amount of time to respond or repay.

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<sup>3</sup> A connected party is defined as a spouse, civil partner or cohabiting partner of the MP; a parent, child, grandparent, sibling, uncle, aunt, nephew or niece of the MP or of a spouse, civil partner or cohabiting partner of the MP; or a body corporate, a firm or a trust with which the MP is connected as defined in section 252 of the Companies Act 2006.

**Section C – What we will not publish or will redact (as appropriate)**

23. Personal data, where it would contravene any of the data protection principles in the Data Protection Act.
24. The receipts or other supporting documentation provided by MPs, although we will release this information in the event of a Freedom of Information request (subject to the standard exemptions under the Freedom of Information Act).
25. Details relating to funding for amounts under £50. Instead we will publish the total amounts relating to items under £50 by each MP, broken down by cost type.
26. Any details concerning costs of Security or Disability assistance or the type of assistance. Instead we will publish the aggregate totals for all MPs each financial year.
27. MPs' private addresses, other than the town or city.
28. Any customer, account, invoice or policy numbers, or any other serial numbers that may be traced back to sensitive personal data, such as TV licence numbers.
29. MPs' email addresses, telephone numbers or fax numbers, and those of their staff.
30. MPs' financial details such as credit card or bank account details, or those of their staff.
31. MPs' car registration numbers, and those of their staff.
32. Specific journey times.
33. Individual travel costs for MPs or for their staff and dependants. We will instead publish annual totals for each MP, broken down by traveller type, cost type, and journey type.
34. The names, addresses or other contact details of small suppliers with regular access to MPs' homes. The names and details of all other suppliers may be published if we publish their invoices or receipts or if they are included in the claim details. It is the responsibility of MPs to notify their suppliers, where appropriate.
35. The names of office cleaners or cleaning companies.
36. The names of hotels or members' clubs at which an MP stays in London or their constituency.
37. The names, including full names, first names, initials or surnames of any staff on the MP's payroll.
38. The salaries of staff on an MP's payroll (except those of connected parties, which are published in brackets of £5,000).
39. The names of MPs' children and spouses or partners.

40. MPs' signatures.
41. The full names of junior staff on company invoices or receipts, as they may not reasonably expect their names to be made public. This does not apply to the names of self-employed people who invoice MPs.
42. The bank account number and sort code of sole traders who invoice MPs. This does not apply to account names.
43. Details of funding which have not yet been finalised. We will only publish these once they have been through any review process and the final outcome has been determined. Only the final outcome will be published.
44. Information about an item which the MP has used their IPSA payment card to pay for, but has chosen to repay.
45. Items on a receipt or invoice which the MP has not sought funding for. Although we can redact separate items, it will not be possible to redact single items which have been funded in part.
46. Internal notes made by IPSA system administrators, except where necessary for a claim to be understood.