



Minute

Minutes of a meeting of the Board of IPSA Wednesday 26 June 2013

Present	Sir Ian Kennedy, Chair Sir Neil Butterfield Liz Padmore Anne Whitaker Tony Wright Andrew McDonald, Chief Executive Nick Lee, Head of Board and Chief Executive Office Peter Davis, Compliance Officer [item 6]	Belinda Brown, Head of Performance and Assurance Kelvin Launchbury, Head of Validation and MP Support [item 3] Philip Lloyd, Director of Finance and Corporate Services John Sills, Director of Policy and Communications [item 2 on] Briony Carew, Assistant Policy Manager Tony Lord, Head of Policy
Apologies	None.	
Status	As approved for publication at the meeting of the Board on 26 July 2013.	
Publication	For publication no later than 26 September 2013.	

1. Welcome

1.1. The Chair welcomed the Board to the meeting.

Declarations of interests

1.2. There were no new declarations of interest.

2. MPs' pay and pensions: Signoff of consultation document

IPSA/130626/3 – MPs' pay and pensions: A new package

2.1. The Board noted that a revised draft of the consultation document would be circulated the following Friday with a view to its being signed off by the Chair, on behalf of the Board, on the following Tuesday.

2.2. The Head of Policy reported that:

- IPSA's 'panel of experts' had met the preceding week, and had (in broad terms) discussed what proposals might be included in the consultation; and
- as part of the Comprehensive Spending Review, HM Treasury had announced that public-sector pay increases would be limited to an average of just 1% in 2015/16, as well as the ending of automatic pay progression.

Foreword

2.3. The Board agreed that the foreword to the consultation document should be signed collectively by the Board.

Consultation document

2.4. The Board agreed that it would be important, in the consultation document, to note that:

- past provisions for resettlement payments had been generous and significantly more costly than those proposed by IPSA;
- MPs were officeholders rather than public-sector workers in the ordinary sense; and
- around 25% of MPs received additional salary with respect either to committee responsibilities or to their holding ministerial office.

- 2.5. The Board agreed that it would be important to decide on its position as regards implementation in the event of an early general election.
- 2.6. The Board agreed to authorise the Chair to sign off the consultation document on its behalf in the following week, subject to the inclusion of the further amendments discussed.

Tony Lord to arrange for final signoff of the consultation document on MPs' remuneration by 4 July 2013.

Tony Lord to circulate a note setting out IPSA's position as regards the implementation of changes to MPs' remuneration in the event of an early election.

3. Publication policy

IPSA/130626/4 + annex A – Publication policy review

- 3.1. The Assistant Policy Manager introduced a paper setting out the draft principles for a review of IPSA's policy on publication. She reported, in particular, that:
- IPSA's policy on publication, reflecting IPSA's commitment to transparency, covered both what was published with respect of MPs' costs and expenses, as well as what was published with respect to its own operations;
 - a further discussion of IPSA's approach to publication would take place in the autumn; and
 - the timing of review reflected both developments in the *MPs' Scheme of Business Costs and Expenses* and the forthcoming appeal to the Upper Tribunal.
- 3.2. The Board noted that published data should, where possible, be in a consistent and comparable format.
- 3.3. The Board agreed:
- to note the draft principles governing the review, subject to a wider discussion in autumn 2013; and
 - to proceed with preparation for a review of IPSA's policy on publication, aiming for consultation between November 2013 and January 2014 and implementation at the start of the financial year 2014/15.

4. Management of debt

IPSA/130626/5 + annex A – IPSA debt, overpayments and overspends policy

4.1. The Director of Finance and Corporate Services introduced a paper setting out a draft policy for the future management of debt.

Complaints policy

4.2. Separately, the Board agreed to review IPSA's policy on the handling of complaints, not least so as to consider what processes were in place for the review of earlier decisions by IPSA.

Belinda Brown to review IPSA's policy on the handling of complaints.

5. Finance report

IPSA/130626/6 + annexes A and B – Finance report

5.1. The Director of Finance and Corporate Services introduced a report setting out the management accounts to 31 May 2013. He reported, in particular that:

- expenditure with respect of subheads A, B and C was all within budget; and
- a mechanism had been put in place so as to allocate costs between the existing subhead B (IPSA's operations) and the new subhead C (projects) on an ongoing basis.

5.2. The Board agreed to note the report of the Director of Finance and Corporate Services.

6. Compliance Officer's report

IPSA/130626/7 + annex A – Compliance Officer's report

6.1. The Compliance Officer introduced a report setting out his work over the preceding month. He reported, in particular, that there had been a slight increase in the number of low-level complaints, reflecting interest arising from the recent local elections. The majority of such complaints were, in his view, politically motivated and without substance.

6.2. The Board agreed to note the report of the Compliance Officer.

7. Any other businessBoard expenses

- 7.1. The Board noted that the forthcoming consultation on MPs' pay and pensions proposed to limit MPs' entitlement to claim for certain costs.
- 7.2. The Board agreed, with immediate effect, to change (where necessary) the rules governing its own expenses to reflect changes proposed to the rules governing MPs' expenses claims.

Nick Lee to make arrangements for changes to the rules governing expenses claims by the Board.Information Tribunal

- 7.3. The Head of Performance and Assurance reported that:
- no date for the hearing of IPSA's appeal to the Upper Tribunal had yet been set; and
 - it seemed likely, in the circumstances, that this would now not take place until the autumn.

Meeting closed.