

## Council tax and business rates

In April, you can, if you wish, pay your council tax and business rates for the coming year in one payment.

So that you can use your payment card to do this, we have raised the transaction limit on your card to £2000, and increased your monthly credit limit by £2000 for April. If your business rates or council tax are more than this, please contact us.

## Staff terms and conditions

As you'll be aware, as part of the recent scheme review we doubled the redundancy package for staff on IPSA contracts. We have amended the contract terms and conditions and so any new starters will automatically receive this.

Current employees who are on IPSA contracts need to sign an amendment to their contract agreeing to the change in their terms and conditions.

We are sending a template letter to all MPs who have staff on IPSA contracts which should be signed and returned to us to confirm the changes.

The change in redundancy package does not apply to staff not on IPSA contracts. If you would like your staff to be transferred to an IPSA contract, you should complete a contract and job description – both are available on our website.

If you have any queries please do not hesitate to contact [payroll@parliamentarystandards.org.uk](mailto:payroll@parliamentarystandards.org.uk)

**Phone:** IPSA Information Line: 020 7811 6400 (Opening hours 1pm-5pm, Monday to Friday)

**Email:** [info@parliamentarystandards.org.uk](mailto:info@parliamentarystandards.org.uk)

**Post:** IPSA, 7th floor, Portland House, Bressenden Place, London, SW1E 5BH

**Website:** [www.parliamentarystandards.org.uk](http://www.parliamentarystandards.org.uk)