

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've been asked number of questions on this, and we thought it may be useful if we addressed them below:

Why is this enhancement only being applied to those on IPSA contracts?

We have always said that we would honour contracts between MPs and their staff from before the 2010 general election. We are aware that the terms and conditions of MPs' staff on contracts prior to the 2010 General Election vary; some of these employees may be on contracts which have preferential terms to those on IPSA contracts. If, however, employees wish to transfer to IPSA contracts then they have this option and the new redundancy package would then apply to them.

How can I find out whether my members of staff are on an IPSA contract?

Any staff employed following the 2010 General Election will be on IPSA contracts.

From tomorrow (2 May 2012) you will be able to check whether your staff are on IPSA contracts on a new report on the online expenses system. The 'My Staff Budget Report' will allow you to confidentially access information about your spending on staff and the HR data we hold. The 'Staff Overview' tab will allow you to access information, including details of whether your staff are on IPSA contracts or not.

If you still have queries about whether members of your staff are employed on IPSA terms and conditions please contact us.

What happens if we were not able to meet the 30 April 2012 deadline?

If you were unable to notify us by 30 April that your staff wished to transfer to an IPSA contract, but would like to do so - please return the completed template letter we sent to you. The enhanced redundancy package will not apply until you have varied your contracts.

If members of staff wish to change to IPSA contracts this can be done at any time.

If a member of staff transfers to an IPSA contract do they retain their continuous service date?

Yes. This would only change if the employee were to change employer i.e. accept a role with another MP.

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

Email: info@parliamentarystandards.org.uk

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

Website: www.parliamentarystandards.org.uk