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Business Costs and Expenses Publication

IPSA today published figures for business costs and expenses incurred by MPs in August and September 2017. This is the latest in our routine bi-monthly publication of MPs' costs and expenses. The next publication is due on 13 March 2018. You can view MPs' claims on the [Your MP](#) section of our website.

Office Premises Survey

This year we will be doing some research about the cost, type and quality of constituency office accommodation used by MPs and their staff. To help with this, we are launching a survey for you to tell us about your experiences. Your feedback will form an important part of this research and help inform future policy making. It should take around 5 minutes to complete the survey and you can take part [here](#).

IPSA Online

The IPSA improvement programme makes it simpler and quicker for MPs and their staff to work with IPSA. The IPSA Online homepage is now live and brings all of IPSA's current systems into one place with secure sign-on provided through the user's Parliamentary Digital Service account. All the guidance, forms and Bulletins currently on the IPSA website are also stored here and you can view your costs and expenses data here before publication. If you have a Parliamentary account, you can access the IPSA Online homepage through the following web address: <https://www.ipsonline.org.uk>.

Digital Payslips

In the next few weeks, IPSA Online will also provide a direct link to your payslips, which means you can access your pay information wherever you are, in the constituency or Westminster. This will make it even more important to hold your log-in details securely, and never share them with anyone else. If you would like advice on how to share information securely, without sharing your log-in details, please contact the Parliamentary Digital Service on 020 7219 2001 or digitalsupportdesk@parliament.uk.

MP Staff User Group

The next MP Staff User Group will be held on Tuesday 16 January at IPSA's office. This meeting will be an opportunity to discuss the recent launch of IPSA Online and to look ahead to the next phase. New members are always welcome to join. If you would like to take part, please contact communications@theipsa.org.uk.

Staff Budget Reports

With under three months left of the financial year, MPs should check their staff budget position. The best way to see the end of the year forecast is in 'My Staff Budget Report' section. The updated report is available to view now. Only MPs can see this report, via the IPSA Online homepage. To open the report, please click on the Business Costs & Expenses section of the homepage, then on the reports subsection, scroll down the list of reports until you see the 'My Staff Budget Report'.

Year End Finance

As we move towards the end of the 2017-18 financial year, you should ensure that costs are allocated to the correct financial year. We will be writing to you with important guidance in greater detail this month. For those MPs completing tax returns this month, the P11D was sent by IPSA in July 2017. Please get in touch if you need a copy.

IPSA Information Line

IPSA's information line will be closed today, Thursday 11 January, from 3pm due to staff training. They will reopen tomorrow at 10am.

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