



**21 February 2018**

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### **Digital payslips available**

As part of the IPSA Online programme, new features are being rolled out throughout the year. All MPs and staff with a PDS account will be able to access their digital payslips via the [IPSA Online homepage](#) from tomorrow, 22 February. The first payslips to be available will be for November and December 2017, and January 2018. The February 2018 payslip will be published next week. Paper payslips will still be posted, for a transitional period, in addition to the digital version.

Those with access to digital payslips will receive an email at the end of each month when a new payslip has been uploaded. Please remember not to share log-in information for your PDS account. If you do, it will be possible for other users to view your payslips

### **Strategy consultation**

Two weeks ago we launched a public consultation on [IPSA's draft strategy for 2018 - 2022](#).

This is the first time we have invited comments on a draft version of our strategy, so we can take account of our stakeholders' views. We are inviting views from anyone on this draft strategy, and we are particularly keen to hear from MPs and MPs' staff. Many thanks to those who have already responded. [Click here to take part in the public consultation](#).

### **Cycle2Work**

Next week a cycling scheme will be launched for MPs and MPs' staff. Under this arrangement IPSA will be able to buy bikes and lease them to MPs and MPs' staff to cycle to work. IPSA recoups the bike cost though employee salary sacrifice (a monthly deduction from gross salary). Employees make savings on their tax contributions; 32% for standard

rate tax payers and 42% for higher rate tax payers. The scheme is in partnership with Halfords and you can learn more about the scheme via [this website](#).

We will send further information after the scheme launches next week.

### **Childcare vouchers**

The existing childcare voucher scheme will be closed to all new entrants from 15 March. If you would like to take part in the current programme, please fill in our Childcare Voucher Form available [on our website](#) and the [IPSA Online Homepage](#) and send it to [payroll@theipsa.org.uk](mailto:payroll@theipsa.org.uk). From April 2018 the scheme will be closed to new joiners due to the roll out of the new government scheme, [Tax-Free Childcare \(TFC\)](#).

### **Year-end reminder**

With the end of the financial year just over a month away, our year-end guidance is available [on our website here](#).

The year-end process is vital for ensuring that costs are allocated to the correct financial year. It is the MP's responsibility to ensure this is followed appropriately. Failure to do so could risk overspending on budgets. Please contact us if you would like further advice or assistance on completing the year-end form.

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