



Australian Government

Department of Finance

Key Points

- *On 1 July 2017, the Independent Parliamentary Expenses Authority Act 2017 commenced, establishing the Independent Parliamentary Expenses Authority (IPEA) as a statutory authority. The transition to a statutory authority does not result in any service delivery changes to parliamentarians and MOP(S) Act employees.*
- *Also as of 1 July 2017, and as required under the Act, the Governor-General has appointed independent IPEA Members to carry out the functions of IPEA.*
- *Arrangements for enquiries relating to the parliamentarians and MOP(S) Act employees work expenses framework remain unchanged.*
- *IPEA should continue to be contacted for enquiries relating to their core functions, including travel, reporting and auditing.*
- *M&PS should continue to be contacted for enquiries relating to MOP(S) Act employment and payroll advice, office accommodation, and non-travel related work expenses.*

Circular No 2017/09

**All Senators and Members
All MOP(S) Act employees**

COMMENCEMENT OF THE INDEPENDENT PARLIAMENTARY EXPENSES AUTHORITY AS A STATUTORY AUTHORITY

On 1 July 2017, the Independent Parliamentary Expenses Authority Act 2017 commenced, establishing the Independent Parliamentary Expenses Authority (IPEA) as a statutory authority. The transition to a statutory authority does not result in any service delivery changes to parliamentarians and MOP(S) Act employees (as IPEA has been in operation as an executive agency since early April).

Also as of 1 July 2017, and as required under the Act, the Governor-General has appointed independent IPEA Members to carry out the functions of IPEA. Ms Jillian Segal AM (the Chair), Dr Julianne Jaques, the Hon Jeffrey Spender QC and the Hon Gary Gray AO have accepted appointments as Members. Mr John Conde AO is the fifth Member by virtue of his role as President of the Remuneration Tribunal.

The Members will work with the current acting CEO, Ms Leonie McGregor.

Changes to travel rules, including a new definition of 'parliamentary business' for travel purposes, were outlined in the *Independent Parliamentary Entitlements Systems Review*. The recommendations of this review adopted by the Government were legislated in the Parliamentary Business Resources Act 2017.

This Act includes a provision that will allow IPEA to make rulings in relation to parliamentary travel. However, this Act has not yet been proclaimed. Once a proclamation date is known, further advice will be provided on how this function of IPEA will operate.

The existing regulations and rules around travel remain in place.

Arrangement for enquiries regarding parliamentarians' and MOP(S) Act employee work expenses is unchanged and remains split between two entities – **IPEA enquiries** (travel, reporting and other matters managed by IPEA) and **all other work expense enquiries** (managed by Ministerial and Parliamentary Services).

The core functions of IPEA relate to travel, reporting and audit, including:

- providing personal advice to parliamentarians and MOP(S) Act employees on travel expenses, allowances, and related expenses
- monitoring parliamentarians' and MOP(S) Act employees use of travel expenses, allowances, and related expenses
- administering travel expenses, allowances, and related expenses, including processing of these claims
- publically reporting on work expenses under the existing framework
- auditing work expense claims under the existing parliamentary framework.

Ministerial and Parliamentary Services provide the following functions:

- Human Resources, payroll and other employment related advice and services for MOP(S) Act employees
- office accommodation (including Ministerial Wing at APH and Commonwealth Parliament Offices)
- COMCAR
- advice, support and administration of non-travel related work expenses
- contract management of non-travel related third party service providers.

Contact details remain unchanged and are set out below:

IPEA enquiries

Parliamentarians & MOP(S)
Act employees
Hours of operation
Internet

(02) 6215 3000
enquiries@ipea.gov.au
9:00am – 5:00pm EST
www.ipea.gov.au

All other work expense and employee enquiries

Parliamentarians	(02) 6215 3542
MOP(S) Act employees	(02) 6215 3333
Parliamentarians & Staff	mpshelp@finance.gov.au
Hours of operation	9:00am EST – 5:00pm WST
Internet	www.maps.finance.gov.au

Please also note the contact details for the Advice and Support Directors in Ministerial and Parliamentary Services are below*.



Lauren Barons
A/g Assistant Secretary
Advice and Support Branch
Ministerial and Parliamentary Services

3 July 2017

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