



**Australian Government**  
**Independent Parliamentary**  
**Expenses Authority**

# Incoming Government Brief

## May 2025



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# Independent Parliamentary Expenses Authority - Overview

The Independent Parliamentary Expenses Authority (IPEA) is an independent statutory authority in the Finance portfolio. On 1 July 2017, IPEA was established as a Commonwealth statutory authority under the *Independent Parliamentary Expenses Authority Act 2017* (IPEA Act).

IPEA delivers the following functions:

- giving advice to parliamentarians and their staff about travel expenses and travel allowances
- administering claims for travel expenses and allowances from parliamentarians and their staff
- monitoring the travel expenses and travel allowances of parliamentarians and their staff
- preparing regular reports relating to all work expenses, travel expenses and allowances of parliamentarians, and the travel expenses and allowances of their staff
- conducting audits relating to all work expenses, travel expenses and allowances of parliamentarians and travel expenses and allowances of their staff.

On 1 July 2026, office expense functions are scheduled to transfer to IPEA from the Department of Finance, encompassing:

- giving advice to parliamentarians about office expenses
- providing pre-claim assessments on communication and printing materials
- administering claims for office expenses, including contract management and procurement responsibilities
- administering Canberra based self-drive vehicles, including contract management and procurement responsibilities.

## Purpose and key activities

### Purpose

IPEA's purpose is to foster trust in the use of public resources through independent advice, administration, reporting and assurance of work resources for parliamentarians and travel resources of their staff.

### Key activities

- Travel resources administration  
*Deliver services relating to the administration of travel resources. This includes providing advice and claims processing in respect of travel expenses and allowances.*
- Reporting and assurance  
*Provide independent reporting and assurance in respect of parliamentarians' work resources and travel resources of their staff.*

Other parliamentary work resources are administered by Ministerial and Parliamentary Services (MaPS) in the Department of Finance (Finance) and the Parliamentary Workplace Support Service (PWSS). A summary of the respective roles of IPEA and MaPS is at [Attachment A](#).



## Governing legislation

IPEA performs its functions under an array of legislation and legislative instruments including:

- [Independent Parliamentary Expenses Authority Act 2017 \(IPEA Act\)](#)
- [Parliamentary Business Resources Act 2017 \(PBR Act\)](#)
- [Parliamentary Business Resources Regulations 2017](#)
- [Remuneration Tribunal \(Members of Parliament\) Determination 2024](#)
- [Members of Parliament \(Staff\) Act 1984 \(MoPS Act\)](#)
- [Commonwealth Members of Parliament Staff Enterprise Agreement 2024-27](#)
- [Staff travel and relief staff arrangements determination 2023/10](#)

## Key documents

The following documents provide detailed information on IPEA's resources, priorities and performance:

- [IPEA's Portfolio Budget Statements 2025–26](#)
- [IPEA's latest published Corporate Plan 2024–25](#)
- [IPEA's latest published Annual Report 2023–24](#)

## Agency performance

IPEA conducted its most recent client satisfaction survey in March 2025. The results of that survey showed high levels of satisfaction with IPEA services:

- satisfaction with travel advice was 91%, up from 84% in 2023
- satisfaction with travel claims was 85%, up from 74% in 2023
- overall satisfaction with IPEA's services was 82%, up from 68% in 2023.

IPEA education satisfaction is measured at the end of each education session. For the financial year to 13 May 2025:

- satisfaction ratings for education sessions was 100%, this is consistent with previous years.



## Current Priorities

s47C, s47E(d), s11A(5)



### Post-election education

IPEA meets with all new parliamentarians to introduce them to the functions, supports and services available. Following the 2025 election, IPEA will partner with MaPS to deliver brief introductory meetings shortly after declaration of the poll. Wherever possible, introductory meetings will be delivered face-to-face. These meetings will focus on preparing the new parliamentarians for travel to their first sitting and provision of essential information. IPEA will then work with parties, MaPS and individual parliamentarians to set up more detailed information sessions close to the first sitting weeks.

Twice annually, IPEA conducts regular education sessions across all capital cities. Staff and parliamentarians are encouraged to attend these sessions to ensure they are aware of legislative requirements and how IPEA can assist them to navigate those requirements. IPEA also offers tailored education sessions which can be held in electorate offices or at Parliament House.



### Chair of IPEA - end of term

The IPEA Chair, Ms Jillian Segal AO, reaches the end of her term on 30 June 2025. Finance is responsible for the process of identifying and coordinating the appointment of the Chair. The Chair is appointed by the Governor-General.

### Expenditure reporting changes

The Review of Parliamentary Entitlements Report (February 2016) recommended that the Australian Government should publish details of work expenses of parliamentarians and their staff and a parliamentary expenses dataset on data.gov.au. It further recommended that this reporting should be quarterly, pending implementation of PEMS by the Department of Finance, and from then on monthly.

Since 2017, IPEA has been publishing quarterly expenditure reports and a data set to data.gov.au.  
s47C, s47E(d), s11A(5)

s47C, s47E(d), s11A(5)

### Administration of a same day travel entitlement

IPEA administers a number of travel entitlements for MOPS employees as provided for under the Commonwealth Members of Parliament Staff Enterprise Agreement 2024-2027 (the MOPS EA). A new MOPS EA came into effect on 24 November 2024 and will operate until it is replaced by a new agreement. The new MOPS EA provided for the introduction of a same-day travel entitlement during the life of the agreement. The purpose of this entitlement was to ensure MOPS employees are not out of pocket for travel expenses that are incurred where there is no overnight stay. The Department of Finance have advised staff in a circular that the payment of the same day travel entitlement will be in the form of an allowance to cover incidental expenses and meals – a rate and criteria is yet to be determined and IPEA has been engaging constructively with MAPS to assist where appropriate.

s47C, s47E(d), s11A(5)



## Ministerial support

The Special Minister of State (SMOS) has responsibility for the IPEA Act, PBR Act legislative framework and the MOPS legislative framework all of which are essential to IPEA's functions. The SMOS is also responsible for appointing the IPEA CEO and Members.

As Minister, IPEA seeks your support to:

- encourage parliamentarians' and their staff to participate in IPEA education sessions or to request tailored training
- champion IPEA as the source of expert advice on travel matters for parliamentarians and their staff
- promote use of PEMS for lodgement of travel claims by parliamentarians and staff
- include IPEA in consultation on relevant legislative and policy changes
- increase accountability and transparency of work expenses by encouraging parliamentarians to check and certify their expenditure reports in a timely manner
- support our independent and apolitical audit and assurance role so we can enhance public trust in parliamentarians' use of public resources.



## Agency culture

IPEA is regarded by its employees as a good place to work, with high levels of employee satisfaction and engagement reported in our APS Census results. Staff demonstrate a high level of commitment to meeting the needs of our clients and our statutory responsibilities.

IPEA has recently launched a new culture statement, which articulates the culture we are building and ensures a consistent message for staff on how we operate:

### IPEA Culture Statement

Our culture is founded upon a shared commitment to IPEA's purpose and functions, which is to deliver advice, administration, reporting and auditing for the work expenses of parliamentarians, and the travel expenses of the staff they employ.

Our goal is for IPEA to be a leader in the delivery of trusted, high-quality services for parliamentarians and their staff. We give clear, accurate and useful advice that empowers appropriate decisions. Our success is enabled by the expertise, passion and purpose of our staff and the priority we place in working together to provide excellent service – we deliver more together.

We aim to create an environment where collaboration, accountability and continuous improvement thrive. In doing so, we acknowledge that exceptional team delivery relies upon the efforts of each and every staff member. Treating each other with respect and 'showing up' for our colleagues during peak work periods is essential to our success.

We prioritise capability, professional development and the well-being of our people to ensure we are resilient and ready to deliver. We strive to foster a safe and respectful working environment that is both positive and productive and where individual efforts are valued. By fostering respect and trust, we strengthen our culture and capitalise upon our diversity.

We engage with our clients, within the agency and across the APS with purpose, integrity and respect. We value key partnerships knowing they are essential to our success. When issues do arise, we take responsibility and resolve them early. Our consistent demonstration of these qualities underpins our reputation as a trusted agency.

Every IPEA staff member has a role to play in supporting our culture. IPEA leadership is committed to fostering the qualities and attributes outlined in this culture statement.



# IPEA functions

## Advice & education

IPEA actively advises, engages with, and educates parliamentarians and their staff to use work resources in accordance with the parliamentary business resources framework and the staff travel framework. By working directly with parliamentarians and their staff, IPEA is able to understand their individual needs and can address specific travel requirements. IPEA's nationally offered education and engagement program keeps clients up to date and allows IPEA to further build trust and confidence.

### *Personal advice*

IPEA provides personal advice about travel over the telephone, in person or in writing. Personal advice can cover both simple and more complicated travel situations. IPEA's personal travel advice is exempt from disclosure under the *Freedom of Information Act 1982*. This exemption allows you (and your staff) to be full and frank in your dealings with IPEA so we can provide you with the best travel advice possible.

### *Consequences of IPEA providing incorrect advice*

The PBR Act provides that no debts arise as a result of incorrect personal advice given by IPEA. However, if the advice from IPEA was based on misleading or false information, the protection from incurring a debt does not apply. The application of this provision is dependent on IPEA receiving honest and complete information in the preparation of the advice.

### *Education*

IPEA has developed an education-first approach for parliamentarians and their staff, which is delivered face-to-face, online (including video conference calls) and over the phone. This supplements the education to be provided at IPEA's induction for new parliamentarians and their staff in coming weeks. The approach is designed to support parliamentarians and their staff understand and navigate the range of IPEA's functions from advice, to reporting and assurance.

## Claims administration

Administering the travel claims of current and former parliamentarians and their staff is one of IPEA's core functions. IPEA forges strong relationships with travel providers and other Australian Government departments to support parliamentarians' and their staff safe, efficient and economical travel. Most travel claims are submitted via the Parliamentary Expenses Management System (PEMS), an online electronic system that supports parliamentarians and their staff to electronically manage their travel claims and expenditure.

## Assurance and audit

IPEA has a multi-layered approach to assurance and audit that takes into account the high volume and types of parliamentary work expenses being accessed, and the need for public accountability and transparency. IPEA's assurance and audit function includes:

- preliminary assessments, assurance reviews and audits which target use of a work or travel resource
- regular post payment validation of claims.



The protocol for handling allegations of misuse of parliamentary expenses is at [Attachment B](#). The summary table for escalation of IPEA's audit and assurance role is at [Attachment C](#).

### *Rulings*

The Members may give rulings to determine whether a parliamentarian has breached certain provisions of the PBR Act. If a parliamentarian is found by IPEA to have breached one or more relevant provisions, they are required to reimburse the Commonwealth and may be liable to pay a 25% penalty loading. A parliamentarian can apply for a ruling from IPEA and IPEA has the power to initiate a ruling. A ruling can only be applied for after the expense has been incurred or claimed.

### **Data and reporting**

IPEA produces a range of high-quality report products to provide transparency and accountability in the use of parliamentary work resources. As data stewards, significant effort is taken when extracting, analysing, cleansing and preparing data to ensure the quality and integrity of this data within reports. IPEA is focussed on developing its data maturity with the objective of improving how data is collected, managed, governed and used, ensuring better management and reporting of parliamentary work resources.

### *Expenditure reports*

PEMS functionality went live in November 2023 and reports are currently published quarterly on IPEA's website and data.gov.au. The reports comprise information related to parliamentarian travel, office facilities, office administration, telecommunications, family travel and employee travel costs. Information in the reports is an accurate statement of payments made, invoices raised and repayments received within the reporting period.

### *Ad-hoc reports*

Ad-hoc reports are designed and produced using a variety of tools on an 'as requested' basis to internal and external stakeholders. Where IPEA receives a request for data that includes work resources administered by IPEA *and* MaPS, IPEA collaborates with MaPS to produce the required data and provide information in a consistent report format. Ad-hoc reports include, but are not limited to:

- general requests for work and travel resource data from IPEA business areas, parliamentarians (and their staff) where the information is not available through self-service in PEMS, or from MaPS
- motor vehicle and private vehicle allowance data for payment summaries generated by IPEA
- FBT data for both IPEA and MaPS
- work and travel resource data to support freedom of information requests
- work and travel resource data requested by the Parliamentary Budget Office.

### *Budget reports*

Budget reports are available through PEMS and includes up to date information to assist parliamentarians with tracking their budget expenditure and usage to ensure they are not exceeded.



## Agency budget

IPEA receives both departmental and administered funding. Departmental funding is provided to allow us to discharge the agency's responsibilities, while administered funding is used to provide parliamentarians and their staff with their travel resources:

### Departmental funding

Year	Funding \$m	change vs prior year	Average staffing level (number)	change vs prior year
2025–26	9.307	(13%)	52	(20%)
2024–25	10.759		65	

s47C, s47E(d), s11A(5)

### Administered funding

Year	Funding \$m	change vs prior year
2025–26	83.667	1.5%
2024–25	82.437	

s47C, s47E(d), s11A(5)



# Leadership and structure

IPEA is made up of the Members of the authority, the CEO, and staff engaged under the *Public Service Act 1999* (PS Act) to undertake the work of the agency.

## IPEA Members

The IPEA Act gives to the authority (that is, the body of members) governance responsibility for the performance of the functions vested in the authority by Part 2 of the IPEA Act. The authority (constituted by the members) is not subject to any limitation in the performance and exercise of the functions and powers vested in it by sections 12 and 13 of the IPEA Act.

IPEA Members are appointed by the Governor-General. Under the IPEA Act, the authority consists of a Chair, the President of the Remuneration Tribunal and at least 2, but not more than 3 other members. IPEA’s current Members and their terms:

- Chair, Ms Jillian Segal AO (1 July 2022 to 30 June 2025)
- Member, Dr Annabelle Bennett AC SC (13 March 2025 to 13 March 2030)
- Member, the Hon Gary Gray AO (1 July 2022 to 30 June 2027)
- Member, Dr Julianne Jaques KC (1 July 2022 to 30 June 2026)
- President of the Remuneration Tribunal, Ms Holly Kramer (*ex-officio*) (from 1 June 2024).

## Chair contact information

Ms Jillian Segal AO	s22(1)	
<div></div> Executive Assistant to the Chair	s22(1)	

## The Chief Executive Officer

Ms Christina Grant was appointed chief executive officer of IPEA in February 2025. The IPEA Act gives the CEO, as the accountable authority for the purposes of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act) and the Agency Head of the Statutory Agency for the purposes of the PS Act, governance responsibility for the day to day running of IPEA.

This includes responsibility for the allocation of financial, physical and human resources to enable that running and to assist the Authority in the performance of its functions. The Authority’s capacity to direct the CEO in the performance of her governance responsibilities is the subject of limitation by the IPEA Act.

The CEO is supported by three senior executives and one super Executive Level 2. Each is responsible for a branch supporting one of IPEA’s key activity areas.



## The Executive

### Ms Nicole Pearson – Chief of Transparency, Integrity and Legal

Ms Pearson is responsible for delivering IPEA's risk-based audit and assurance function, IPEA's reporting and transparency function as well as providing legal services across IPEA generally.

### Ms Jaan-Clare Witcombe – Chief of Client Services

Ms Witcombe is responsible for IPEA's personal advice function, IPEA's education function and the administration and payment of travel allowance claims for domestic travel for parliamentarians and their staff.

### Mr Marco Spaccavento – Chief Operating Officer

Mr Spaccavento is responsible for IPEA's corporate functions including finance, risk management, human resources, ICT, communications, governance, and secretariat.

### Mr Michael Frost – Chief of Travel Expenses and Contracts

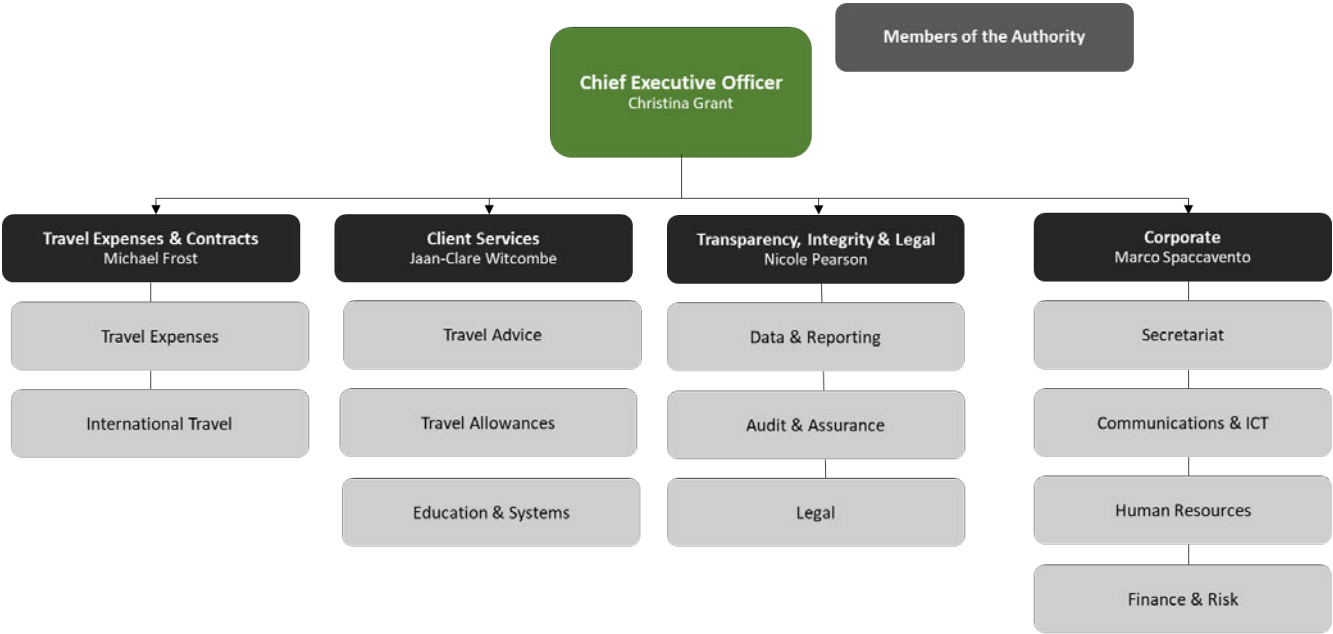
Mr Frost is responsible for the administration of the domestic and international travel expenses for all parliamentarians and their staff, including airfares, car transport, charter transport and international travel costs. The role includes management of the travel services provider contract.

### Executive contact information

Ms Christina Grant Chief Executive Officer	<a href="mailto:christina.grant@ipea.gov.au">christina.grant@ipea.gov.au</a> s22(1)
s22(1) Executive Officer to the CEO	s22(1)
Ms Nicole Pearson Chief of Transparency, Integrity and Legal Branch	<a href="mailto:nicole.pearson@ipea.gov.au">nicole.pearson@ipea.gov.au</a> s22(1)
Ms Jaan-Clare Witcombe Chief of Client Services Branch	<a href="mailto:jaan-clare.witcombe@ipea.gov.au">jaan-clare.witcombe@ipea.gov.au</a> s22(1)
Mr Michael Frost Chief of Travel Expenses and Contracts Branch	<a href="mailto:michael.frost@ipea.gov.au">michael.frost@ipea.gov.au</a> s22(1)
Mr Marco Spaccavento Chief Operating Officer	<a href="mailto:marco.spaccavento@ipea.gov.au">marco.spaccavento@ipea.gov.au</a> s22(1)



IPEA organisational chart



## Attachment A – Roles and responsibilities IPEA, MaPS and PWSS

<b>IPEA</b>
<ul style="list-style-type: none"> <li>• Advising parliamentarians and MOP(S) Act staff on their use of travel expenses and travel allowances in accordance with the relevant legislative framework.</li> <li>• Monitoring the travel expenses and travel allowances of parliamentarian and MOP(S) Act staff.</li> <li>• Preparing regular reports relating to work expenses, travel expenses and travel allowances claimed by parliamentarians and travel expenses and travel allowances claimed by MOP(S) Act staff.</li> <li>• Conducting audits relating to work expenses, travel expenses and travel allowances claimed by parliamentarians and travel expenses and travel allowances claimed by MOP(S) Act staff.</li> <li>• Administering and paying claims relating to travel expenses and travel allowances of parliamentarians and MOP(S) Act staff.</li> <li>• Providing education to parliamentarians and their staff on the use of travel resources and on IPEA's service delivery.</li> </ul>
<b>MaPS</b>
<ul style="list-style-type: none"> <li>• Providing advice and support to clients and stakeholders.</li> <li>• Paying accounts relating to work expenses, allowances and entitlements.</li> <li>• Managing and maintaining the MOP(S) Act employment framework.</li> <li>• Providing client and event transport (car-with-driver) and associated ground transport services to eligible recipients.</li> <li>• Managing Commonwealth Parliament Offices and the ministerial wing of Parliament House.</li> <li>• Managing the Australian Political Exchange Program and the Australian Political Parties for Democracy Program.</li> <li>• Providing property and office facilities management.</li> </ul>
<b>PWSS</b>
<ul style="list-style-type: none"> <li>• Providing a broad range of human resource advice and assistance to parliamentarians and their staff including: <ul style="list-style-type: none"> <li>○ employment life cycle matters such as job design, recruitment, probation, performance management, office structure and termination</li> <li>○ education, training and professional development</li> <li>○ work health and safety policy, compliance and incident management.</li> </ul> </li> <li>• Delivering a range of trauma-informed support services and complaint resolution for all Commonwealth parliamentary workplace participants, including: <ul style="list-style-type: none"> <li>○ counselling, early intervention, local resolution and mediation</li> <li>○ referral to specialised services</li> <li>○ support to make a police report.</li> </ul> </li> </ul>



## Attachment B – Statutory audit function

# FACT SHEET – STATUTORY AUDIT FUNCTION

JUNE 2024

IPEA audits parliamentarians' work resources and the travel resources of their staff under section 12 of the [Independent Parliamentary Expenses Authority Act 2017](#) (IPEA Act). IPEA may make a ruling in relation to parliamentarians' work resources under section 37 of the [Parliamentary Business Resources Act 2017](#) (PBR Act).

### Preliminary Assessment

A **preliminary assessment** establishes whether further action, by way of Assurance Review or Audit, is necessary.

A **preliminary assessment** is conducted where there is indication that a parliamentary work resource or a MOPS travel resource may have been incorrectly accessed. Indication may be by way of data analysis, direct contact, third party reporting or media.

**preliminary assessments** review information held by, or accessible to, IPEA to determine the threshold question of:

- Has a parliamentary work resource or a MOPS travel resource been accessed, in relation to a particular noted activity or event?

If the answer is YES, an **assurance review** will generally follow.

#### Potential pathways

- No further action
- **Assurance review**
- Referral to a more appropriate agency

### Assurance Review

An **assurance review** determines whether there has been a misuse of a parliamentary work resource or a MOPS travel resource.

IPEA assesses the use of the resource against the relevant legislative framework to determine:

- Was there misuse?

If the answer is YES, IPEA considers whether administrative action, an **Audit**, or a referral is appropriate.

An **Audit** is considered when:

- there is evidence for, or allegations of, serious or systemic misuse, and/or
- IPEA's statutory information gathering powers may be required to obtain all required information.

Finalised **assurance reviews** are published on IPEA's website.

Referral to the **NACC** is considered where there is clear evidence of **serious or systemic corrupt conduct**.

IPEA may refer a matter to the **AFP** at any point of an assurance process. Referral is considered where further investigative powers might assist in determining whether there is evidence of serious or systemic corrupt conduct, or where there are indications of infringement of legislation beyond IPEA's audit responsibilities.

#### Potential pathways

- No further action
- Administrative remedial action, including relevant penalty
- IPEA initiated **ruling** or **audit**
- Referral to **NACC** or **AFP**

### Audit

IPEA may commence an **audit**:

- as the outcome of an **assurance review**,
- where information assessed in the course of a **preliminary assessment**, or referred by a relevant body, clearly indicates serious or systemic misuse, or
- as a systemic and comprehensive examination of the use of a specific category of a parliamentary work resource or a MOPS travel resource against the legislative framework.

Referral to the **NACC** is considered where there is clear evidence of **serious or systemic corrupt conduct**.

Referral to the **AFP** is considered where further investigative powers might assist in determining whether there is evidence of serious or systemic corrupt conduct, or where there are indications of infringement of legislation beyond IPEA's audit responsibilities.

Finalised **Audits** may be published on the IPEA website. The decision to publish is made on a case by case basis.

#### Potential pathways

- No further action
- Administrative remedial action, including relevant penalty
- IPEA initiated **ruling**
- Referral to **NACC** or **AFP**

### Post Payment Checks

**Post payment checks** involve ongoing, systematic sampling and checking of a range of travel-related transactions. Expenses subject to these checks are:

- unscheduled commercial ground transport (parliamentarians)
- accommodation receipts "available on request" (parliamentarians and staff)
- Cabcharge (parliamentarians and staff)
- self-drive hire cars (staff)
- travel allowance accommodation adjustments (staff)
- business class travel (non-senior staff)

### Referral to the National Anti-Corruption Commission (NACC)

IPEA may refer a matter to the **NACC** at any point during the assessment, review, or audit phases where it identifies compelling prima facie evidence of serious or systemic corrupt conduct.

### Referring to the Australian Federal Police

IPEA may refer a matter to the **AFP** at any point of an assurance process. Referral may occur where IPEA considers that further investigative powers might assist in determining whether there is evidence of serious or systemic corrupt conduct. IPEA may also refer a matter to the **AFP** where there are indications of infringement of legislation beyond IPEA's audit responsibilities.

### Making a Ruling

**Rulings** are made by the Members. A **ruling** may be requested by a parliamentarian or initiated by IPEA to settle the outcome of an **assurance review** or **audit**.

Website: [ipea.gov.au](http://ipea.gov.au)

Phone: (02) 6215 3000

Email: [enquiries@ipea.gov.au](mailto:enquiries@ipea.gov.au)



## Attachment C – Allegations of misuse

### Protocol on dealing with allegations of misuse of parliamentary work expenses

The Independent Parliamentary Expenses Authority Act 2017 Act created the Independent Parliamentary Expenses Authority (IPEA). The functions of IPEA include scrutiny in respect of work and travel resources of members of parliament and the travel resources of parliamentarians' staff, the provision of guidance and advice to members of parliament and their staff with respect to the use and expenditure of such resources and the monitoring of the use of such resources.

IPEA's functions ensure accountability and transparency of the resources available to parliamentarians under several Commonwealth statutes which are collectively referred to as the Parliamentary Business Resources Framework ("the framework"). Parliamentarians' staff travel resources are provided under the Members of Parliament (Staff) Act 1984. IPEA provides assurance that parliamentarians' work resources and the travel resources of their staff are accessed in compliance with the relevant framework.

IPEA deals with possible misuse of work or travel resources independently of Government. The IPEA Act provides legislative powers for the auditing and reporting of parliamentary work resources and MOPS travel resources.

When IPEA becomes aware of information that indicates possible non-compliance with the Framework, IPEA may conduct an examination, known as a Preliminary Assessment. Such an assessment determines whether a parliamentary work resource or MOPS travel resource has been used in relation to a particular noted activity or event.

#### Possible misuse

In the event that the assessment indicates possible non-compliance, IPEA will conduct a more extensive examination namely by way of an assurance review or an audit of the expenditure. IPEA may do any of the following:

IPEA may conduct an assurance review where a preliminary assessment indicates that a parliamentary work resource or staff travel resource may have been used in a manner inconsistent with the relevant framework.

Under the IPEA Act, IPEA may audit any parliamentarian's work resource or staff travel resource as it considers appropriate. IPEA may conduct an audit where there are indications of serious or systemic misuse of resources or where there is an educative benefit.

An audit may also be a systematic and comprehensive examination of the use by all parliamentarians and/or MOP(S) Act employees of a specific category of work or travel resources.

IPEA may issue a notice requiring a person to provide information that is relevant to a matter under consideration by IPEA, as provided for under Part 5 of the IPEA Act. Criminal penalties apply for failure to comply with a notice, or for providing false or misleading information. A notice under section 5 of the IPEA Act is issued by the Members of the authority or the chief executive officer, subject to guidance from the Members.

Members of the authority may make rulings determining whether a parliamentarian has breached certain provisions of the [Parliamentary Business Resources Act 2017- external site](#) (PBR Act).



If IPEA finds a parliamentarian has breached one or more of these provisions, they will be required to reimburse the Commonwealth and may be liable to pay a 25% loading as a penalty.

IPEA conducts all assurance activities in a manner consistent with the principles of procedural fairness. In the event of an audit, the parliamentarian or staff member is provided with the opportunity to comment on any findings.

#### **Referral to the Australian Federal Police (AFP)**

IPEA may refer a matter to the AFP where it considers that further investigative powers might assist in determining whether there is evidence of serious or systemic misuse of resources. The Members of the authority decide whether a matter is referred to the AFP. The minister responsible for the AFP and the minister responsible for the Framework are notified of a referral.

#### **Referral to the National Anti-Corruption Commission (NACC)**

IPEA may refer a matter to the NACC if it considers there is clear evidence of serious or systemic corrupt conduct. The Members of the authority decide whether a matter is referred to the NACC. The minister responsible for the NACC and the minister responsible for the Framework are notified of a referral.

#### **Publication of assurance reviews, audits and rulings**

IPEA publishes its assurance reviews on the IPEA website. Members of the authority decide whether, or not, to publish audits or rulings.

