

Summary of allowable journeys

	London to Constituency	EU Travel	Extended UK Travel	Recall of Parliament	Training	Within constituency travel	Commute
MP ^[1]	✓	✓	✓	✓	✓	✓	x
Staff ^[2]	✓	x	x	x	✓	✓	x
Volunteer ^[3]	✓	x	x	x	✓	✓	✓
Dependant/Spouse ^[4]	✓	x	x	✓	x	x	x

^[1] MPs' European travel is capped at 3 return journeys per financial year to eligible destinations.

^[2] Staff travel between London and the constituency is capped at 96 single journeys or 48 return journeys per financial year.

^[3] Volunteers are able to claim for the same journeys staff are able to claim for plus their daily commute.

^[4] Dependants and spouse travel between London and the constituency is capped at 30 single journeys each or 15 return journeys per financial year.

Please visit our website <http://generalelection.parliamentarystandards.org.uk>

Useful contacts:

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Travel and subsistence

A quick guide: what you need to know and
how we will support you.

This is not a comprehensive statement of the rules and has no status other than an explanatory one. Full details on the Travel and subsistence budget can be found in the current edition of MPs' Scheme of Business Costs and Expenses.

Travel

IPSA covers the cost of journeys for MPs, dependants, staff and volunteers that are wholly, exclusively and necessarily made as part of MP's parliamentary work.

Expenditure on travel and subsistence is uncapped. However, a variety of restrictions and conditions apply. We do not pay for commuting costs for MPs or their staff. Volunteers are able to claim their commuting costs.

The maximum cost that can be claimed for each journey is the flexible standard/economy class fare. This means that if you are able to purchase a First Class rail fare, for example, at or below the price of a standard fare, this can be claimed.

What journeys does IPSA allow?

London to constituency

This journey type is for journeys from London to the constituency, or vice versa.

Within constituency travel

This journey type is for journeys made within your constituency, or within twenty miles of the constituency boundary.

European travel

You are able to claim for a maximum of three return journeys per year to the national parliaments of Council of Europe member states, or institutions or agencies of the European Union.

Extended UK travel

MP's may only claim for extended UK travel if the funding for the journey is not provided by another source and if the journey was taken for at least one of the following reasons:

- a matter currently before the House;
- a matter currently before a Select Committee on which the MP serves;
- a journey made as part of an All Party Parliamentary Group (APPG) if the journey has been expressly and formally requested by the APPG;
- a constituent or general constituency matter;
- opposition front bench or shadow ministerial travel;
- journeys made by MPs between London and their constituency which included a diversion (excluding political journeys) on the way; or

- journeys made by MPs from anywhere in the UK to Westminster or the constituency which are necessarily incurred in the performance of parliamentary functions.

Extended UK travel may not be claimed for:

- journeys made on Party business;
- travel related to a delegation to an international assembly;
- journeys made on Government business; or
- journeys made for the purpose of electioneering.

Training

We will pay for journeys made to and from a training course for you or your staff and volunteers.

Staff home office to constituency

If your staff member routinely works from home and they have registered their home as an office, they can claim for a journey from their home to the constituency office. This should not be used if the staff member also routinely works in the constituency, as you cannot claim for a commute.

Mileage

You can choose to drive a personal car and claim for the number of miles travelled for parliamentary work. IPSA pays 45p for the first 10,000 miles in each year and 25p thereafter. The same applies for your staff.

Dependants

Non-London Area MPs can claim for travel between their constituency and London residence for their dependants (and for a carer when this is necessary). A maximum of thirty single journeys per year per dependant can be claimed.

Subsistence

Hotels

If you are travelling outside your constituency on parliamentary business, and need to stay overnight, you can claim for a hotel. The maximum rates are £150 in London and Europe and £120 in the rest of the UK. On such occasions, you can also claim subsistence of up to £25 for food and drink (excluding alcohol). The same applies to staff (excluding European travel and extended travel).