



MANAGED PAYROLL SOLUTIONS

Running a payroll can be a complex, problematic and time-consuming task. Payroll is a critical area of your operations – your staff will soon let you know if salaries or wages are wrong or if your payroll is late!

It is also an extremely complicated area where laws and legislations, rules and regulations constantly change with alarming frequency. PAYE and National Insurance changes, problems with joiners and leavers, completion of forms, Statutory Sick Pay, Statutory Maternity Pay, Statutory Paternity Pay, and Statutory Adoption Pay, pensions, child care vouchers – the list is seemingly endless.

More and more businesses are increasingly finding it a struggle to cope with the ever demanding range of employment payroll legislation. With the added burden caused by the introduction by HMRC of Real Time Information (RTI) and the Auto-Enrolment (AE) requirements of the workplace pension reforms, it more than ever makes commercial and financial sense to outsource this work.

Our specialist payroll team provides a complete, efficient and fully flexible service, taking away your administrative burden and leaving you free to concentrate on running the other aspects of your business. From day one you will have all your payroll needs assessed so you have a tailor made package to suit your specific requirements.

As an accounting firm we are also able to support you by providing extensive knowledge in related areas and our tax and pension professionals are available to advise you on wider matters relating to payroll issues.

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OUR PAYROLL SERVICES INCLUDE:

- Processing of complex gross pay elements and deductions
- BACS payments
- Weekly, monthly or mixed payrolls
- New joiner/leaver administrations
- Calculations of statutory payments for sickness, and maternity leave
- Administration of student loans, pension contributions, maintenance orders and earnings attachments
- Paper or electronic payslips
- Holiday calculations
- Dealing with the requirements of RTI and AE
- Help and support at the end of a telephone

BENEFITS OF USING US ARE:

- No payroll security problems
- Cost effective
- Easily scalable
- No requirement to recruit or train specialist staff
- More effective use of your time
- Your employees receive a fast and efficient service
- No need to keep up to date with new legislation
- Dedicated team available to provide a personal service
- All your payroll obligations and reporting are met on time
- Advice and guidance always available

PAYROLL LAW CHANGES – REAL TIME INFORMATION (RTI)

In April 2013, H M Revenue and Customs (HMRC) introduced a new way of reporting PAYE, known as Real Time Information, or RTI. The new system has seen fundamental changes in the way in which employers and pension providers must report the payments and deductions they have made under PAYE. Businesses have to submit information electronically to HMRC for PAYE, National Insurance Contributions and student loans etc. every time they pay employees and not just once a year. Using our Payroll Service you can have peace of mind that our payroll processing is fully compliant with HMRC rules for RTI.

THE WORKPLACE PENSIONS REFORMS – AUTO-ENROLMENT (AE)

From October 2012, changes started to take place on how pensions are going to be provided in the UK, with the emphasis falling on employers to enrol staff automatically into a pension scheme and make contributions into that scheme. The changes will undoubtedly have financial and administrative implications to your business and the earlier you can plan for these the better you will be able to minimise any issues that might occur or any unbudgeted costs. The financial penalties for non-compliance are significant.

We have already put in place software tools that will minimise the administrative burden of AE and with our experienced team provide you with a complete outsourcing service.

THE CONSTRUCTION INDUSTRY SCHEME (CIS) REGULATIONS

If you are a contractor making payments to sub-contractors, there are strict compliance procedures to adhere to. Failure to operate the CIS scheme correctly can result in harsh penalties and cancellation of gross status. It is therefore essential that these rules and regulations are followed. This is where using our Payroll Service can ensure that you do not fall foul of HMRC.

SEE HOW WE CAN HELP YOU?

With an ever increasing regulatory burden of the above, administering your payroll is becoming a more and more specialist activity. We deal with clients of all sizes and from all industries and have been providing a managed payroll service for our clients for over 30 years.

We are always happy to offer a completely no cost/no obligation initial meeting.



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