

Topics

1. New HR System
2. Changes to NMW
3. NIC Exception Certificates

We would like to thank all our clients for their co-operation with regard to finalising the Tax year. With this out of the way we can now look forward to a new and exciting 2011/12. We have a number of new clients this year including 4 accountancy firms who are now using our services. We would like to welcome you all to DCS Payroll and introduce you to our Newsletter. The most exciting event this year will be the launching of our New HR System.

NEW HR SYSTEM

Whilst we are now in the final stages of setting up the HR System we do have a demonstration available and anyone interested should contact Rico to make arrangements to view this. Over the next month or so we will have a couple of clients using the HR System as I live test to iron out any final wrinkles once it is fully accessible on the internet.

Employees will be able to login to the system and view/update their personal details with appropriate access controls. They will also be able to access their own information in the other sections, such as payslips, holiday requests etc. Any changes will pass to the Managers for approval.

Managers will be able to access information about their employees and also enter timesheets, grant holiday approval, appraisals etc. HR Managers will have full access to the system to allow them to do all of the above and add/remove employees, produce reports etc. It's all very exciting.

CHANGES TO THE NMW

The Government has announced the new rates for the National Minimum Wage from 1st October 2011 will be as follows:

21+	£6.08	16-17 yrs	£3.68
18-20 yrs	£4.98	Apprentice Rate	£2.60

Please remember to make the necessary changes on the payroll information you send to us in October. We will of course send out another reminder in September.

NIC EXCEPTION CERTIFICATES

With the Official Pension age currently changing every 2 months as it increases to 65 it is important that anyone continuing to work over their retirement age should provide their employer with an Age Exception Certificate. They can then be changed to a category C and no longer pay NI Contributions on their earnings. The employer does of course continue to pay the normal NIC Rate. Employee's can apply for a Certificate by contacting the HM Revenue and Customs.



"Watch your step, Bob. It looks like the company's trying to cut payroll expenses again."

If there are any topics you would like us to cover in our newsletter please drop us a line.

Enquiries: If there are any areas you would like to discuss further or have any queries, you can contact Rico Liverani, Managing Director or Sherree Patterson, Office Manager on 0191 5147009 we look forward to hearing from you, DCS Payroll.