

## Bishop Fleming celebrates top award for its payroll bureau

**Bishop Fleming Payroll Services has received the highest possible award in their accreditation under the Chartered Institute of Payroll Professionals' (CIPP) Payroll Assurance Scheme. Indeed we have scored the highest possible mark from the CIPP for the second successive time.**

Bishop Fleming Payroll Services first obtained its CIPP Payroll Assurance Scheme (PAS) accreditation in 2015 and we have now been re-accredited twice. The scheme demonstrates that the firm's payroll and associated processes are fit for purpose and comply with government legislation.

The accreditation also confirms that appropriate safeguards are in place to prevent payroll errors and to ensure that all relevant legislative and organisational changes are complied with. Further, it also shows that the firm has sufficient policies, processes and procedures in place relating to the development of its payroll staff.

Will Hanbury, Head of Bishop Fleming's Payroll Services, commented: "We are delighted to have been re-accredited under the CIPP Payroll Assurance Scheme, the gold standard for the industry. The fact we scored the highest possible mark reflects the hard work that our Payroll team put in to making sure that our clients are serviced in the most accurate and efficient way. The PAS kitemark is formal acknowledgement of the high-quality payroll processing Bishop Fleming carries out, and which our clients can really trust."



Will added: "This time around the CIPP not only looked at our processes and procedures, but also staff development and training. It was good to receive such strong positive feedback in this area too."

CIPP Assessor, Annette Gibbons commented: "It was an absolute pleasure to visit such a welcoming payroll department. It's very apparent talking to team members, ranging from new administrators to management, that they run an extremely efficient payroll department. There is a lot of thought into staff training, processes that make it easy to follow and easy to track where you are and that a payroll is correct. This is a payroll department that really sets up all of its staff to succeed."

Bishop Fleming is celebrating its centenary year in 2019 and is currently ranked for the fourth consecutive year in The Sunday Times 100 Best Companies to Work For, after being awarded a coveted 'Two Star' status accreditation.



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you stay ahead.

## Proposed earnings trigger and qualifying earning bands 2019 - 20

The automatic enrolment earnings trigger determines at what point an eligible person gets automatically enrolled into a workplace pension.

The qualifying earnings band sets minimum contribution levels for money purchase pension schemes. The minimum of the band is also relevant for defining who can opt in if they earn under the earnings trigger. The government conducts a review of these figures every year and revises them if appropriate.

The Automatic enrolment: review of the earnings trigger and qualifying earnings band for 2019/20 contains the proposals for the 2019-20 tax year; as per the table below.

Current and proposed automatic enrolment thresholds			
	Trigger	Lower limit qualifying earnings band	Upper limit qualifying earnings band
Current (2018/19)	£10,000	£6,032	£46,350
Proposed (2019/20)	£10,000	£6,136	£50,000

According to the latest review the Secretary of State has considered the latest analytical evidence and the policy objectives and has concluded that the existing threshold of £10,000 remains the correct level at this point in the establishment of automatic enrolment.

The review states that all review factors have been considered against the analytical evidence and the decision is to maintain the link with the National Insurance Contributions Lower Earnings Limit at its 2019/20 value of £6,136 by setting this as the value of the lower limit of the qualifying earnings band.

And mandatory employer contributions should still be capped, according to the review, so the National Insurance Contributions Upper Earnings Limit at its 2019/20 value of £50,000 is the factor that should determine the upper limit of the qualifying earnings band."

## Hours worked to be displayed on payslips

April 2019 sees an amendment to the Employment Rights Act 1996. Gov.uk: Where the amount of wages or salary varies by reference to time worked, the total number of hours worked in respect of Variable amount of wages or salary either as:

- A single aggregate figure, or
- Separate figures for different types of work or different rates of pay

Meaning: Your payslip must show the Unit Description "hours" and total hours worked.

Our Star Payroll Professional software already has the capability to show Rate, Units and Unit Descriptions. We will also make any amendments to our standard payslips necessary in accordance with the legislation.

## Apprenticeships and National Minimum Wage

Please note, by HMRC National Minimum Wage regulations, any apprentice over the age of 19 must be paid at National Minimum Wage for their age following completion of the first 12 months of their apprenticeship. For example a 26 year old apprentice who completes year one, must then be moved on to a minimum of the National Living Wage.