Release Notes

IRIS PAYE-Master

April 2018 & Patch

Dear Customer

Welcome to your software update for Tax Year 2018/2019. This update of the software includes some new features and enhancements as well as the legislative changes required. These notes provide information on all the improvements to the software; for detailed information on legislative changes, click **here**. If you encounter any difficulties please visit:
http://www.iris.co.uk/contactus

Contents

April 2018 Patch Release Version 5.23.0.16

Pensions

Standard Life

Standard Life have introduced the 'Workplace Pension Hub'. This requires different pension output files from the current 'G2G' files.

Standard Life have informed us that their customers will be migrated gradually from the old Group Pension Zone to The Workplace Pension Zone.

We have added the necessary file formats to the system; when Standard Life have informed you that you have been moved to the Workplace Pension Hub you will need to use these new formats:

- **Standard Life WPH Enrolments**
- **Standard Life WPH Contributions**

Create Pension File

Standard Life WPH Enrolments and **Standard Life WPH Contributions** have been added to **Pensions | Create Pension File | Select File to Create** screen.

Configure Pension Fund

We have added a **Standard Life WPH** option to the **Pensions | Configure Pension Fund Details | Output Files | Output File** drop down list.

NEST Contribution Schedule Report

The issue that occurred if you printed the NEST Contribution Schedule Report, where each employee's Pensionable Earnings showed the same amount as the first employee in the file, has been resolved. The actual output file contained the correct figures.

Auto Update

Some customers have experienced an issue when updating to April 2018, where they received a database error linking to a historic plan type 0 for student loans. This has been rectified.

April 2018 Version 5.23.0.13

PAYE Legislation

Relief at Source for Scottish Tax Payers

From April 2018, following a legislative change, relief at source for employees with a Scottish tax code will now be calculated using the basic rate for Scotland. Previously, relief at source calculations were based on the UK basic rate. Scottish Tax Codes have a prefix of S.

This will only affect employees if they have pensions deductions with **Deduct Basic Rate Tax** selected.

Tax, NI, SSP, SMP, SAP, SPP & ShPP

The rates for tax, NI and statutory payments have been updated for 2018/2019.

Tax Codes

Validation in the software has been updated to allow D0 – D8 and SD0 – SD8 tax codes.

Pension Parameters

Pension Parameters have been updated for 2018/2019.

National Insurance

NI Number prefixes

The validation for NI Number prefixes has been updated in line with legislation.

Directors NI Calculation

If a Director's NI category is changed during the tax year, the Directors NI Calculation will now be based on the order the rates were used. *****

***** NI category B is the only exception – if present, this will always be calculated first.

Student Loan

Student Loan Thresholds

The annual thresholds for **Plan Type 1** and **Plan Type 2** have been updated in line with legislation, where required.

Statutory Maternity Pay Calculation

SMP validation has been updated in line with legislation. The payroll will now validate the SMP start date entered.

Pensions

Employer Meeting Minimum Contribution Indicator

On the **Pensions | Configure Pension Fund Details | Edit** or **Add New | General** tab, a new tick box has been added **Min. met by Employer**. This is to cater for instances where the employer is meeting, or exceeding, the minimum contribution in full and there will be no employee contribution. This tick box has also been added to the **Automatic Enrolment Configuration Tool – Step 6 – Pension Provider Details**. Ticking this option will automatically update both associated locations.

Reason for Reduced Contributions

The **Reason for Reduced Contributions** screen will not be displayed when creating pension output files for pension providers where the **Min. met by Employer** box is ticked for the associated pension fund.

If **Assumed Pensionable Pay** is entered for the **NEST Contribution File**, the **Reason for Reduced Contributions** will be set to **3 Member is on family leave**.

Now Pensions

For the NOW Pensions Output File, on the **Pensions | Configure Pension Fund Details | Edit** and **Add New | Output Files** screen, a new tick box has been added **Add ER Code to Payroll No**. This allows you to include/exclude the ER CODE from the PAYROLLNO field.

Pension Output Files

We have updated the following pension files:

- Aviva – Joiners
- Peoples Pension V8.1
- Scottish Widows Contributions

Aviva -Joiners

The Aviva – Joiners pension output file will now include employees, who auto enrol, opt in or join a Pension Fund where:

- Output File is set to Aviva and
- Min. met by the Employer is ticked

Peoples Pension V8.1

The Peoples Pension V8.1 pension output file will now include Total Earnings Per PRP and Pensionable Earnings Per PRP, for employees who auto enrol, opt in or join a Pension Fund where:

- Output File is set to Peoples Pension V8.1 and
- Min. met by the Employer is ticked

Scottish Widows Contributions

The Scottish Widows Contributions pension output file will now include employees, who auto enrol, opt in or join a Pension Fund where:

- Output File is set to Scottish Widows and
- Min. met by the Employer is ticked

Trivial Commutation Payments

Changes have been made to the software and the **Employee Details | Starter/Leaver** and the following fields will now be enabled always:

- Trivial Commutation Lump Sum (TCLS)
- Small Pot Lump Sum Payments from Personal Pension
- Small Pot Lump Sum Payments from Occupational Pension
- Trivial Commutation Payment Amount

The **Trivial Commutation** fields in the **Earlier Year Update | Sundry** screens will also now be enabled.

Staging Date

Following changes by TPR, **Staging Date** will now be referred to as **Duty Start Date / Staging Date**. **Duty Start Date** will be used for **Re-enrolment**. This change will be visible in the following locations and on pension related warning messages:

- **Pensions | Configure Auto Enrolment | Pensions | General** section
- **Declaration of Compliance Report**
- **Pensions | Auto Enrolment Config Tool**
    - Main menu
    - Step 1
    - Step 10
    - Configuration complete screen

OpenEnrol Letter L0

With effect from February 2018, **Letter L0 – Staging Date is coming** will no longer be required and prompts to create this letter have been removed. This is because final Staging Dates are in February 2018.

The **AE is coming** button has been removed from **Pensions | Automatic Enrolment Configuration Tool | Step 3 Company Pension Scheme Administrator Details**.

Pension Contributions

On the **Pensions | Configure Pension Fund Details | Edit** and **Add New | Contributions** the following new tick boxes have been added:

- **Round Employees contributions up**
- **Round Employers Contributions up**

This gives you the option to round up the employee and employer contributions to 2 decimal places.

Auto Enrolment – Phased Contributions

As per the Auto Enrolment legislation, minimum Employer Contributions will increase in April 2018 and April 2019 as per the table below. During the **Year-end | Clear Totals** process, a warning message will be displayed advising you to check your employees' and employer's pension contribution rates – it is important that you carry this out to comply with the regulations. For further information on the TPR minimum contribution rates click **here**.

Automatic Enrolment Scheme

Date	Employer minimum contribution	Total minimum contribution
06/04/18 – 05/04/19	2%	5% (including 3% staff contribution
06/04/19 onwards	3%	8% (including 5% staff contribution)

RTI

Earlier Year Update (EYU)

The EYU has been updated in line with schema changes for 2018/2019.

Serious Ill Health Lump Sum

The new tick box for payment type **Serious Ill Health Lump Sum** has been added to the **Earlier Year Update | Sundry | Flexible Drawdown** section. This is a display only field.

Full Payment Submission (FPS)

The FPS has been updated in line with schema changes for tax year 2018/2019 and to include the new **Payment – Serious Ill Health Lump Sum**.

Employer Payment Summary (EPS)

The FPS has been updated in line with schema changes for the 2018/2019 tax year.

Other

Conversion

The conversion from IRIS PAYE-Master to IRIS Payroll, Earnie or IRIS Payroll Professional, will now include employees' email addresses.

KnowledgeBase

We have removed the **Search the KnowledgeBase** field from the Support hub in your product. Use this link to access the knowledgebase: **https://www.iris.co.uk/support/knowledgebase/**

Reports

PAYE Remittance Report

The **PAYE Remittance report** will now display the Apprenticeship Levy year to-date total when you choose not to zero the report.

Additional Software and Services Available

IRIS AE Suite™

The IRIS AE Suite™ works seamlessly with all IRIS payrolls to easily manage auto enrolment. It will assess employees as part of your payroll run, deduct the necessary contributions, produce files in the right format for your pension provider* and generate the necessary employee communications.

IRIS OpenPayslips

Instantly publish electronic payslips to a secure portal which employees can access from their mobile phone, tablet or PC. IRIS OpenPayslips cuts payslip distribution time to zero and is included as standard with the IRIS AE Suite™.

IRIS Auto Enrolment Training Seminars

Choose from a range of IRIS training seminars to ensure you understand both auto enrolment legislation and how to implement it within your IRIS software.

Useful numbers

HMRC online service helpdesk	HMRC employer helpline
Tel: 0300 200 3600 Fax: 0844 366 7828 Email: helpdesk@ir-efile.gov.uk	Tel: 0300 200 3200 Tel: 0300 200 3211 (new business)

Contact Sales (including stationery sales)

For IRIS Payrolls	For Earnie Payrolls
Tel: 0344 815 5700 Email: sales@iris.co.uk	Tel: 0344 815 5677 Email: earniesales@iris.co.uk

Contact support

Your Product	Phone	E-mail
IRIS PAYE-Master	0344 815 5661	payroll@iris.co.uk
IRIS Payroll Business	0344 815 5661	ipsupport@iris.co.uk
IRIS Bureau Payroll	0344 815 5661	ipsupport@iris.co.uk
IRIS Payroll Professional	0344 815 5671	payrollpro@iris.co.uk
IRIS GP Payroll	0344 815 5681	gpsupport@iris.co.uk
IRIS GP Accounts	0344 815 5681	gpaccsupport@iris.co.uk
Earnie or Earnie IQ	0344 815 5671	earniesupport@iris.co.uk