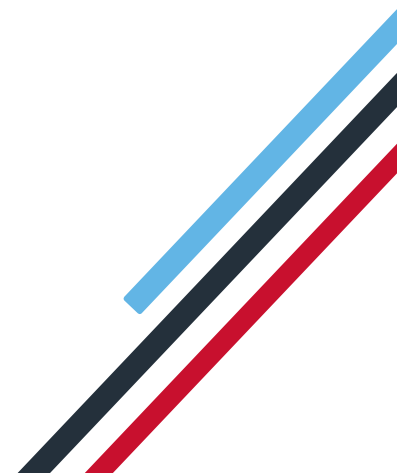




Release Notes

IRIS PAYE-Master

April 2019 & Patches



Dear Customer

Welcome to your software update for Tax Year 2019/2020. 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>

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April 2019 Patch Version 5.24.0.14

Update trying to put NULL values into UndergraduateLoanPlanType field

We have resolved an error caused by null values in the StudentLoanPlanType field in the HistoricEmployeePay table.

PRP Dates being changed during Advancing Holidays

We have rectified an issue concerning Pay Reference Period dates and advancing for holidays.

April 2019 Version 5.24.0.13

Legislation

Welsh Tax Codes

From April 2019, the National Assembly for Wales can vary the rates of income tax paid by Welsh taxpayers. The new Welsh Rate of Income Tax has been implemented within the software.

The prefix for a Welsh Tax Code is C.

To cater for this the following amendments have been made to the software:

Tax Parameters

On the **Govt** menu, a new menu item **Welsh Tax Tables** has been added. Clicking this will open the **Welsh Tax Tables** screen detailing the bandwidths and rates.

Bulk Tax Code Change

Under **Utilities | Bulk Tax Code Change | Include** we have added a new option **Welsh Only**. With **Welsh Only** selected, only tax codes with a C prefix will be amended.

Postgraduate Student Loan

From April 2019, Postgraduate Loans (PGL) are due to be repaid through PAYE. The repayment threshold has been set at £21,000 and loans will be repaid at a rate of 6%. Similar to forms SL1 and SL2, forms PGL1 and PGL2 have been introduced for Postgraduate Loans.

From April 2019 an employee may be liable to repay a Student Loan type and a Postgraduate Loan concurrently as these are separate loan products.

To cater for the new Postgraduate Loans (PGL) we have made the following additions/amendments to the software:

Sundry Statutory Rates

We have added a new section to the **Govt | Sundry | Sundry Statutory Rates** screen, **Postgraduate Student Loan**. This section shows the applicable **Annual Threshold** and **Rate**.

Attachment of Earnings

To cater for the new Postgraduate Student Loan, on the **Att'ments | Employee Details** screen, we have added a new **Type, Postgraduate Loan**.

Postgraduate Student Loan Refund

Clicking the **Refund** button from the **Att'ments | Employee Details** screen for the Postgraduate Loan will open the new screen **Postgrad Student Loan Refund**.

Here you can enter the amount to be refunded and select if the refund is to be included in Pensionable and/or Qualifying Earnings.

Please note: If the employee has multiple active Postgraduate Student Loans, the Postgraduate Student Loan Refund will apply to the Postgraduate Student Loan that the refund screen has been accessed from.

Starter Details

On the **Employee Details | Starter/Leaver** tab, if you have **Options** set to **Starter**, under the **Student Loans** section we have added a new **Postgraduate Student Loan Indicator**.

Alter YTD Values for a Leaver

A new **Total Postgraduate Student Loan** field has been added to the **Utilities | Employee Maintenance | Alter YTD Values for a Leaver** screen.

This field has also been added to the **Alter YTD Values for a Leaver – Final Confirmation** screen.

Payslips

To cater for Postgraduate Student Loans, we have made changes to the following payslips, including E-payslips:

- Payslips [Laser/Inkjet]
- Payslips [Laser/inkjet] – with address
- Payslips [Security/Continuous]

Postgraduate Student Loan will be displayed as **Postgrad Loan**. If an employee has a **Postgraduate Student Loan Refund**, this will be displayed as **Postgrad Loan R**.

Reports

Various reports have been amended to include Postgraduate Student Loans, including:

- PAYE Remittance
- Payroll Summary
- Att'ment Summary
- Att'ment Statement
- Att'ment Employee Details

Full Payment Submission

The **Full Payment Submission Final Confirmation** screen will show **Postgraduate Student Loan** under the **Totals** column. This is the 'this period' value and is for display purposes only.

The **Full Payment Submission Details Report** will now show the period totals for **Student Loan** and **Postgraduate Student Loan** in the **Student Loans** column.

The **Full Payment Submissions Summary** report will display the total value of Postgraduate Student Loans for the selected period.

P45

The **Student Loan deductions to continue** indicator will be set on the P45 if an employee has a **Postgraduate Student Loan**.

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

The rates for tax, NI and statutory payments have been updated for 2019/2020.

Student Loan Thresholds

The annual thresholds have been updated in line with legislation for 2019/2020.

- Plan type 1 increases from £18,330 to £18,935
- Plan type 2 increases from £25,000 to £25,725

AE Parameters

The AE Parameters have been updated in line with legislation for 2019/2020.

General Data Protection – Change Passwords

General Data Protection Regulation (GDPR) is an EU regulation which came into effect from 25th May 2018, intended to strengthen and unify data protection for living individuals.

To assist with GDPR compliance, if you are using the default passwords or your passwords are set to <blank>, a warning message has been added to the software to encourage you to change your Product (bureau licence only) and Company passwords.

Product Password

The message will ask if you would like to change your password now, click **Yes** to open the **Change Product Password** screen. From this screen:

1. Enter your existing password
2. Enter your new password (this should be minimum of 1 and maximum of 30 characters)
3. Confirm your new password (this field has been renamed from **Retype Password** to **Confirm New Password**)
4. Click **OK** to confirm

Company Password

The message will ask if you would like to change your password now. Click **Yes** to open the **Change Company Password** screen. From this screen:

1. Enter your existing password
2. Enter your new password (this should be minimum of 1 and maximum of 8 characters)
3. Confirm your new password
4. Click **OK** to confirm

Following the introduction of GDPR, we strongly recommend you change your password to help keep your data secure

Earnings Arrestment Scotland

In line with legislation changes, the Earnings Arrestment Scotland parameters have been updated.

RTI

Earlier Year Update and Full Payment Submissions

For amendments to data for 2018/2019 tax year onwards, HMRC have removed the restriction of the 19th April, allowing you to submit an FPS to update their records. For tax year 2018/2019 you can submit an EYU or an FPS to report amended data, however, you need to choose one method for reporting amendments for the whole tax year. An EYU will still be required if you are amending data for tax years prior to 2018/2019.

Tax Year	Send EYU	Send FPS
2017/2018	Yes	No
2018/2019	Yes	Yes
2019/2020 onwards	No	Yes

Please Note: starting for tax year 2019/2020, you will no longer be able to use Earlier Year Update (EYU) to amend data. All changes will be via FPS.

Full Payment Submission (FPS)

We have updated the FPS schema for submissions relating to tax year 2019/2020.

Employer Payment Submission (EPS)

We have updated the EPS schema for submissions relating to tax year 2019/2020.

Earlier Year Update (EYU)

We have updated the EYU schema for submissions relating to tax year 2018/2019.

Employer Alignment Summary (EAS)

The menu item **RTI Online Services | Employer Alignment Submission** has been removed from the software as it is no longer required.

Pensions

Pension Output Files

Under the **Pensions | Create Pension File | Select File to Create** screen, we have removed the **Peoples Pension** and **Scottish Widows** output files as they are obsolete. **Peoples Pension v8.1**, **Scottish Widows Contributions** and **Scottish Widows V3** output files will remain.

Company Pension Dashboard

On the **Company | Company Pension Dashboard**, you can now enter **Opt-in** information for Non-eligible Jobholders or **Join** information for Entitled Workers where their **Worker Status** has been set manually in the **Employee Details**.

Pension Contributions

As part of Auto Enrolment, the Employer minimum contributions are increasing again in April 2019. The amount you must contribute is determined by the scheme's rules however, if you are using the scheme for automatic enrolment, there are minimum contributions you must pay. The minimum contributions are increasing as follows:

Automatic Enrolment Scheme

Date	Employer minimum contribution	Total minimum contribution
06/04/2019 onwards	3%	8% (including 5% staff contribution)

You will need to check the contributions to ensure they are in line with the phased minimum employer contributions. For other scheme types, please visit [The Pensions Regulator](#) for further information.

State Pension Dates

The **Govt | Pension Dates** has been updated and now includes the changes made to men's state pension dates.

The **State Pension** screen heading has been changed from **Women's State Pension Dates** to **State Pension Dates**. All dates within the table apply to women. The dates apply to men with a date of birth of 6th December 1953 onwards.

Peoples Pension

When the **Automatic Enrolment Configuration Tool – Step 8 – Pension Provider Output File Details | Output File Format** or **Pensions | Configure Pension Fund Details | Add New or Edit | Output File** field is set to **Peoples Pension**, the **Include** field will be set to **This fund only** and disabled.

Standard Life WPH Joiners

The Standard Life WPH Joiners file has been updated in line with the Standard Life specification.

Reports

Pay Anomaly Report

When an employee reaches retirement age and their NI letter has not been changed to **C: Pensioner**, the message displayed on the **Pay Anomaly Report** has been changed. It will advise you to check the employee's date of birth and change the NI table letter to **C: Pensioner**, from the appropriate date. Further guidance can be found on the [Knowledge Base](#).

P11 Reports

We have added employee's **Join Date** to the **P11 Report (NI)** and **P11 Report (PAYE)**. This will appear below the current **Birth Date** field, with the **Leave Date** field to the right.

Join Date on the reports will show the information stored in the **Employee | Details | General tab | Join Date** field.

Government/Pension Parameters Report

The new rates and bandwidths for Wales have been added to the **Government/Pension Parameters Report**.

The **Women's State Pension Dates** on this report are now referred to as **State Pension Dates** and the men's state pension dates have been updated. As mentioned above, all dates within the report apply to women. The dates apply to men with a date of birth of 6th December 1953 onwards.

Full Payment Submission

The FPS Summary Report has been amended to include any Student Loan refunds.

P60s

The P60 reports have been updated for the year-end 2018/2019.

Other

FPS XML Files

During the **Year-End | Clear Totals** process, any FPS XML files that are saved in your company's live data location will be deleted for the current tax year minus 1 – for example:

Selecting **Year-End | Clear Totals** to move into 2019/2020 will delete XML files for 2017/2018 (any files with a creation date or date modified of 5th April 2018).

Please note: if you have copied other XML files into the data location, we recommend you move these as they may also be deleted.

Starter/Leaver

To update the naming conventions for Starters/Leavers, we have made some changes to the software.

On the **Employee Details | Starter/Leavers | Starter** screen:

- The **Starting Declaration** frame title has changed to **Employee Statement**
- **P46 not completed** has changed to **Employee Statement not completed**
- Statement C is now **C – As well as my new job, I have another job or receive a State or Occupational Pension**

On the **Employee Details | Starter/Leavers | Expat** screen, Statements A and B are now as follows:

- **A – I intend to live in the UK for 183 days or more**
- **B – I intend to live in the UK for less than 183 days**

Reports

We have removed the following P46 reports from the software:

- **P46(Short) [Laser]**
- **P46 Certificates [Laser]**

We have added the following new Starter Checklist reports to the **Reports | Report Selector**, the **Pay | Optional Reports** and the **Report Robot**:

- **Starter Checklist**
- **Starter Checklist (Blank)**

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	Tel: 0300 200 3200
Fax: 0844 366 7828	Tel: 0300 200 3211 (new business)
Email: helpdesk@ir-efile.gov.uk	

Contact Sales (including stationery sales)

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