

ACPayroll 2017

As with last year the Year end comprises printing your reports as appropriate and then doing the clear down process before finally updating ready for the new year. Please ensure your program is updated to the latest version before starting this process. If in doubt contact us to check. It should say Version 2017-2018 on the logon screen.

Summary

Statutory Payments (SMP, SAP, SSHP, SPP) £140.98

Statutory Sick Pay weekly rate is £89.35 (Not recoverable).

Emergency code (for the whole of the UK) will be **1150L** (W1/M1)

National Insurance

NI LIMITS AND THRESHOLDS	LEL	PT	ST	UEL/UST/AUST
Weekly	£113.00	£157.00	£157.00	£866.00
Two Weekly	£226.00	£314.00	£314.00	£1,731.00
Four Weekly	£452.00	£628.00	£628.00	£3,462.00
Monthly	£490.00	£680.00	£680.00	£3,750.00
Annual	£5,876.00	£8,164.00	£8,164.00	£45,000.00

Tax bandwidths and rates

Basic rate 20% 1 – 33500

Higher rate 40% 33501 – 150000

Additional rate 45% 150001 and above

Student Loans threshold for type 1 is now £17775

The Year End Process

When you submit your last FPS you will need to mark the FPS as the final one for the year. If you don't then you can also send a zero value EPS and mark that as the Year End.

Payroll-> Year End

Print your P60's for each one of your employees and also one copy for yourselves. You can also reprint these from previous years as before or you may wish to export to pdf. They print on plain paper but do a line up one first to ensure it fits on one sheet of paper and looks aligned. If it doesn't align then change the font used. Print the Year end Summary and P11 for tax and NI.

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Clear Down

Press Clear down once you have completed all reports.

Payroll -> Update for new Year

Update with new year rates. This will update all NI and Tax settings as detailed previously. Also then update your tax code for employees as detailed:

Tax code uplifts

Code Suffix **L**: increased by **50**

Code Suffix **M**: increased by **55**

Code Suffix **N**: increased by **45**

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You are then ready to begin the new tax year.

Advance notice regarding "Payrolling" Car Details.

From April 2018 it will be mandatory to report car data through the payroll.

We will advise users on the new features to support this as and when they are available during the coming tax year.