

FISH PARTNERSHIP LLP

FISHPAY AND FISHES EMPLOYERS NEWS BULLETIN

JUNE 2009

NEW DISCIPLINARY & GRIEVANCE PROCEDURES

April 2009 saw the introduction of the revised code from ACAS. The aim is to simplify dealing with discipline and grievances in the workplace. The emphasis is on mediation before matters escalate to tribunal.

The rules have been changed to allow greater flexibility when dealing with grievance and disciplinary issues. Employers and Employees alike will be able to call the ACAS Helpline for confidential advice. Full guidance can be obtained from the ACAS website: www.acas.org.uk/index.aspx?articleid=2179

REVISED FORM P45

The new tax year has seen the introduction of a new format P45. Gone is the old two page A5 format — it is now a four page A4 document! Why, you may ask, all the extra paper? Purely to accommodate date of birth and gender!!

In addition, all employers with 50 or more employees must submit their in-year forms on-line, including P45's and P46's.

EMPLOYERS END OF YEAR RETURNS

From 2009/10 tax year, mandatory filing of the Employers Annual Return will apply to small employers too. These are defined as those with less than 50 employees.

Penalties will be levied if employers do not comply. Exemptions will still be granted to religious groups whose beliefs are incompatible with the use of electronic communications.

Certain other organisations will also be exempt. If you have any queries regarding mandatory on-line filing, please contact Julie Stroud on 01628 527956.

BUDGET NEWS

The Statutory Redundancy amount will be increased from £350 per week to £380. No effect date as yet, but likely to be October 2009.

Effective April 2011:

- National Insurance contributions from Employers and Employees will increase by 0.5%
- A new rate of 50% income tax will be introduced. It will apply to taxable income over £150,000 pa.

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Happy to Help

PAYING HM REVENUE & CUSTOMS DIRECT?

If you pay your PAYE/NI electronically to HM Revenue & Customs, be aware that new Bank details need to be quoted. The revised Bank details can be found on their website:

www.hmrc.gov.uk/payinghmrc

However, if you pay by direct debit you need take no action, HMRC will continue to collect your payments.

WORKER REGISTRATION SCHEME

The Government have announced that the Scheme, introduced in 2004, is to be extended for a further 2 years.

It was implemented in order that workers from the 8 Countries who joined the European Union in May 2004 are required to register when they come to live and work in the United Kingdom.

The 8 Countries are Latvia, Hungary, Estonia, Czech Republic, Lithuania, Poland, Slovenia and Slovakia.

Employers should ensure that prospective employees from these Countries have the correct paperwork before taking them on. REMEMBER to take a photocopy for your records. Further guidance can be obtained from the Home Office website: www.ukba.homeoffice.gov.uk.

There is also an Employers Helpline - 0300 123 4699

STATE PENSION REFORM

The Department for Work and Pensions (DWP) have produced comprehensive guidance on the impact of the State Pension reforms, effective April 2010. They have started to contact those women affected by the increase in State Pension age to 65. Employers will need to ensure that "C" rate National Insurance is not implemented from age 60 as now, but when the appropriate age is reached.

The guide can be accessed via:

www.dwp.gov.uk/pensionsreform/pdfs/third-party-briefing-pack.pdf

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