

**PAYROLL END OF YEAR FACTSHEET**

**6th April 2019 to 5th April 2020**

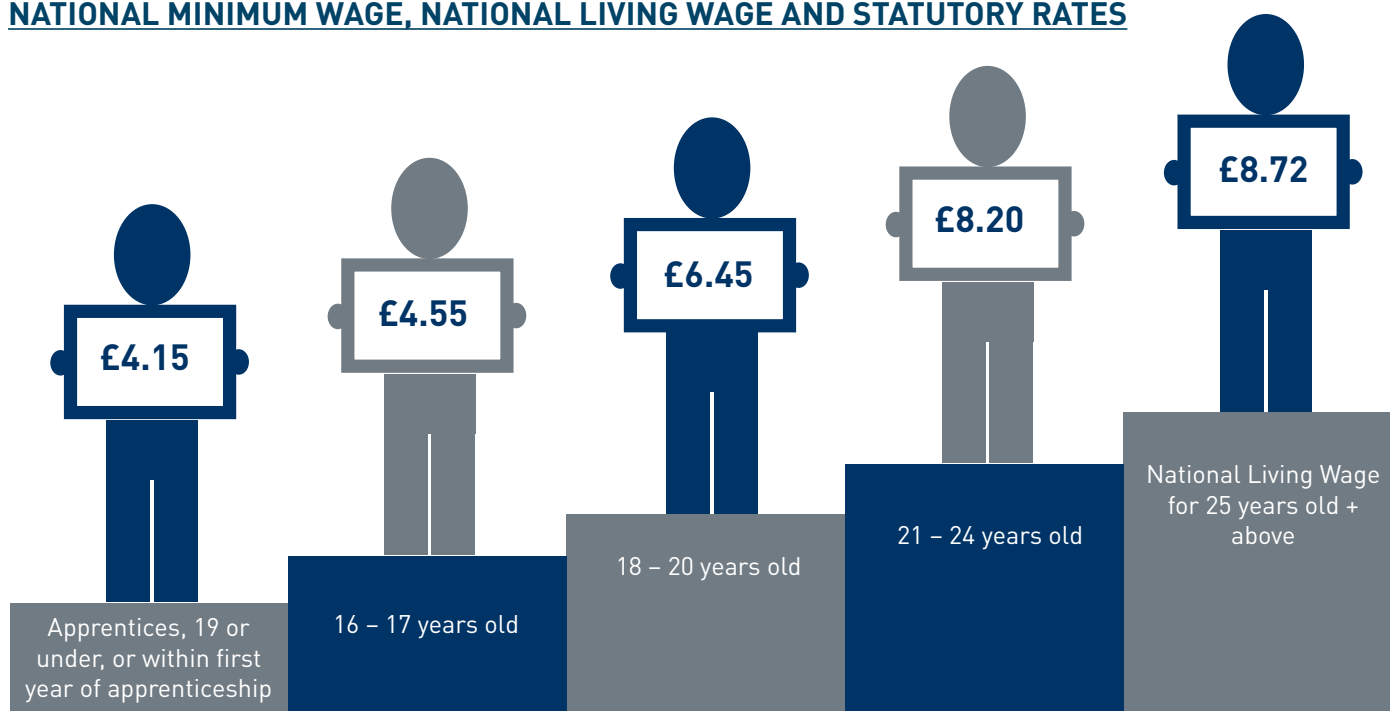


**IMPORTANT DATES FOR 2019/20 END OF YEAR PROCESS**

<b>5th April 2020</b>	<b>Final RTI FPS</b> (Full Payment Submission) Submission deadline to HMRC.
<b>19th April 2020</b>	<b>EPS Deadline</b> (Employer Payment Submission for any Statutory Recovery or CIS deductions suffered) and amendments to final submission deadline, note this may incur late filing penalties if changes to employee payments made.
<b>4 April 2020</b>	<b>Gender Pay Gap Reporting - Private and Voluntary Sectors</b> – Effective 5 April 2019
<b>30 March 2020</b>	<b>Gender Pay Gap Reporting - Public Sector</b> – Effective 31 March 2019

**2020/21 PAYROLL CHANGES: Effective April 2020**

**NATIONAL MINIMUM WAGE, NATIONAL LIVING WAGE AND STATUTORY RATES**



- SMP** 90% Average Weekly Earnings for first 6 weeks, increase to £151.20 per week or 90% average weekly earnings, whichever is lower for remaining 33 weeks
- SPP** £151.20 per week or 90% average weekly earnings, whichever is lower
- SAP** 90% Average Weekly Earnings for first 6 weeks, £151.20 per week or 90% average weekly earnings, whichever is lower for remaining 33 weeks
- SPBP** £151.20 per week or 90% average weekly earnings, whichever is lower
- SSP** Increase to £95.85 per week

## SMP/SPP/SAP Recovery

92% Large Employers (NIC above £45,000 pa for previous tax year) or 103% Small Employers (NIC below £45,000 pa for previous tax year)

## New Postgraduate Loan Plan

Annual threshold introduced at £21,000. Earnings above are calculated at 6%.

## Statutory Redundancy Cap

Maximum cap to an amount of a week's pay from 6 April 2020 will be £538

## UK INCOME TAX THRESHOLDS

PAYE Tax Threshold	£12,500.00 per annum (£1041.67 pcm)
Emergency Tax Code	1250L
20% (basic rate)	£1 to £37,500
40% (higher rate)	£37,501 to £150,000
45% (additional rate)	over £150,000 ( <i>no change</i> )



## NATIONAL INSURANCE THRESHOLDS

Class 1 NICs	Weekly	Monthly	Annual
Lower earnings limit (LEL)	£120	£520	£6,240
Primary Threshold	£183	£791.66	£9,500
Secondary Threshold	£169	£732.33	£8,788
Upper earnings limited (UEL)	£962	£4,167	£50,000
Upper secondary threshold (UST) for under 21s	£962	£4,167	£50,000
Apprentice upper secondary threshold (AUST) for under 25s	£962	£4,167	£50,000




## SCOTTISH INCOME TAX THRESHOLDS

19%	0 - £2,085
20%	£2,086 - £12,658
21%	£12,659 - £30,930
41%	£30,931 - £150,000
46%	£150,001 and above

## POINTS TO NOTE



- **Calculating Holiday Pay:** From April 2020, the period for calculating an average week's pay increases to 52 weeks, from 12 weeks.
- **Key Information for Agency Workers:** Effective 6 April 2020, all agency workers must be given a key information document before agreeing terms with an employment business. In addition, all agency workers classed as employees or workers will be entitled to both a written statement and a key information document. [www.burgesshodgson.co.uk/key-information-document-and-statement-of-terms-for-employees-and-workers/](http://www.burgesshodgson.co.uk/key-information-document-and-statement-of-terms-for-employees-and-workers/)
- **Employment Allowance Eligibility Changes:** From 6 April 2020, only employers with secondary National Insurance liabilities of under £100,000 in the previous tax year will be eligible to claim the Employment Allowance.
- **Employment Allowance:** Increased to £4,000 from 6 April 2020. 
- **Termination Pay:** From 6 April 2020, employers are required to pay Class 1A National Insurance Contributions (@ 13.8%) on termination payments above £30,000.
- **Parental Bereavement Leave and Pay Regulations:** 6 April 2020 'Jacks Law' comes into force. Employed parents and adults with parental responsibility who have suffered the loss of a child under the age of 18 are entitled to paid parental bereavement leave. Parents and primary carers who have been employed for a continuous period of at least 26 weeks prior to when the child dies, and have received pay above the lower earnings limit for the previous 8 weeks, are entitled to at least 2 weeks statutory paid leave (currently £148.68 per week).
- **Apprenticeship Levy:** As per previous years, all companies with 'Pay Bill' (employee earnings subject to Class 1 NIC) of £3 million and over in 2019/20 and expected to be over £3 million in 2020/21 (total pay bill for all connected companies) must pay a 0.5% Apprenticeship Levy. An annual allowance of £15,000 is available to offset against the levy which is applied cumulatively across the tax year (£1,250 pcm).
- **Gender Pay Gap Reporting;** Reminder that all employers with over 250 employees are required to register with the governments GPGR service and publish statutory calculations each year showing how large the pay gap is between their male and female employees. There are 2 sets of regulations which carry different reporting deadlines as follows;

Private and Voluntary Sectors – Effective 5 April 2019,  
Deadline to report 4 April 2020

Public Sector – Effective 31 March 2019, Deadline to report 30 March 2020

Read more about the Gender pay reporting deadlines here:  
[www.burgesshodgson.co.uk/gender-pay-reporting-suspended/](http://www.burgesshodgson.co.uk/gender-pay-reporting-suspended/)

**For further advice regarding our payroll services, please contact us:**

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**For the latest COVID-19 related business updates please visit:**

**[www.burgesshodgson.co.uk/bh-news/](http://www.burgesshodgson.co.uk/bh-news/)**

