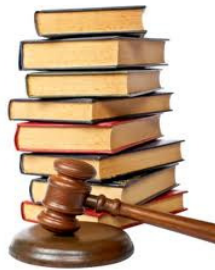




easypay services plc
newsletter

Easypay Services Plc. Newsletter - August 2011

GET READY FOR AWR!



Legal Update:

National Minimum Wage Increase

From 1 October 2011 the rates will be as follows:

For workers aged 21 and over: the rate will increase to £6.08

For workers aged 18-20: the rate will increase to £4.98

For workers aged 16 and 17: the rate will increase to £3.68

Apprentice rate will increase to £2.60.

The accommodation off-set amount will increase to £4.73 per day.



AWR:

As we are all aware the 1st October will soon be upon us and the New Agency Workers Regulations will come into force.

We have bought a legal pack and questionnaire checklist prepared by prolific Recruitment sector lawyers Osborne Clarke. They are allowing us to re-sell this to you at a greatly reduced price to assist you to protect both you and your clients. The price of the pack which includes the Agency Workers Tool Kit is £250.

The content of the pack includes;

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 - Starters
 - Employee performance recommendations
- Referral scheme
- August Bank Holiday
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Recommend Us



Please remember that Easypay offers cash kickbacks for new business referrals! If you know a company who may benefit from our services, please let us know. For information on our referral scheme, email us now

info@easypayservices.co.uk

August Bank Holiday

In order to meet our customer's needs in processing information accurately and

- Reminder of rights under the AWR
- Who will be liable and for how much?
- Who will have rights?
- Do limited company contractors fall outside scope?
- Swedish Derogation
- What are major hirers and staffing companies doing? -
Assessing impact of AWR and targeting response

The tool kit includes;

- A "Checklist for hirers who wish to understand whether the Regulations will apply to their contingent workforce, and if so to what extent". This is designed to help your staffing companies make hirers feel they are on top of this, and helps the hirers (and the staffing companies) identify the extent to which they need to worry in relation to supplies by your staffing companies
- A similar checklist for staffing companies' internal use
- A checklist for staffing companies to send hirers to help them work out who will be a comparable employee for AWR equal pay purposes. As above this is designed to help hirers to realise staffing companies are on top of this, and helps them (and you) identify the extent to which they need to worry in relation to supplies by you (and supplies by your competitors)
- An umbrella checklist intended to weed out "dodgy" umbrella offerings re AWR.



Easypay Update:

Leavers

Last month saw the departure of **Jayne Heselton** from our Customer Services Department. Jayne took the decision to leave the company to pursue her aspirations in different market sectors.

Starters

Due to the expansion of the company we have had a number of new starters in recent weeks in various departments.

on time, the usual deadlines will remain in place for the upcoming bank holiday.

For details of our deadlines please email

louisec@easypayservices.co.uk

FAQ's



Q. Is there a time limit for issuing P45's?

A. You must send part 1 of the P45 to the PAYE tax office, or online immediately or as soon as possible after the last pay date. Parts 1A, 2 & 3 should be given to the employee as soon as possible.

Employment agencies should issue the P45 on termination of the contract or if the employee has not received any relevant payments from you within a three month period, whichever is the earlier.

Q. How much holiday pay is a worker entitled to?

A. The method for calculating a week's pay is set out in sections 221-224 of the Employment Rights Act 1996 to determine holiday pay. These sections state that a normal weeks' pay will be either:

- What a worker would earn in a normal working week if s/he works regular hours each week (overtime will normally be included unless the contract provides for a fixed or minimum number of overtime hours);
- If a worker's normal working hours

Simon Robb has joined Easypay this week as our Financial Director, Simon will direct and oversee all of Easypay's financial activity and support the board in budgeting and growth predictions. With 20 years experience at Barclays Bank invoice discounting division, Simon will bring a wealth of knowledge and experience to our finance department.

Claire Forster has joined us as a Finance Administrator responsible for supporting all members of the Finance team in order to meet agreed company objectives.

Penny Hutton has joined us as Customer Relations Administrator and will be working closely with the Commercial Director in order to develop the business.

Joanne Pow has joined us as a Sales Consultant, again a role which we believe puts the company in a better position for future development and expansion.

Jenny Cocksedge has joined Easypay as a Telesales Executive responsible for obtaining leads and arranging appointments with prospective new clients. Jennifer will work closely with Joanne.

Recognition

As you are aware we constantly strive to continually improve our services to you. With this in mind we welcome any feedback you may have in terms of our staff support and customer services you receive from us. If you do wish to make any recommendations for staff recognition please forward these to

louisec@easypayservices.co.uk

vary from week to week, the average hourly rate of pay multiplied by the average of their normal working hours over the previous 12 weeks;

- If a worker has no normal working hours it will be the average total pay received over the previous 12 weeks.

Q. Is holiday pay accrued on all hours worked?

A. Holiday pay is calculated on basic hours only and not overtime. To pay holiday pay on entire hours worked all hours should be entered onto your manual input sheet or payroll software as basic hours, to only pay holiday pay on basic hours, overtime should be clearly marked in separate fields on the MIS or your payroll software.

Thank you for reading the August edition of the Easypay newsletter. If you have any areas of particular interest to share or wish us to answer some of your burning questions in our next edition please let us know by phoning 01943 882 039 or email

us: info@easypayservices.co.uk

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