

To All UNIX Paydata Users

March 2018

The NI and Tax Tables change on 6th April, 2018.

The purpose of this document is to describe the amendments you, the user, are required to make to the tables held in your computer system. Read the notes at the end of this document before proceeding.

Timing

The Tables must be amended before the first payroll run is processed for tax year 2018-2019, after the last run for tax year 2017-2018 and after the year end has been processed.

Computer Tax Tables

These last changed on the 6th April 2017.

Code changes are notified to you by the Tax Office, forms P9(T) and P9X. You may download the relevant P9X from:

<https://www.gov.uk/government/publications/p9x-tax-codes>

There are block changes for 6th April, 2018 detailed in the P9X. These block changes may be implemented using "Automatic Update of Tax Codes", option 7 on the Utilities Menu. Note that this is applied to **ALL** payrolls on the system operating in the same pay year. Note also that you should process a block update **BEFORE** adjusting individuals tax codes.

Table Amendment Options

These are to be found in the section "Access Statutory Tables" on the "Utilities Menu". The "Utilities Menu" is accessed by selecting "S" on the "Main Menu".

The following sections correspond to those on the "Tables menu". All values on all screens are shown for the various tables. Those items which are highlighted in bold are the ones which require amendment. However, it is advisable to check all the values.

1. PAYE Parameters

Screen 1 - TAX RATES

	Non-Scottish	Scottish
Number of Tax Rates	4	5
Rate 1	10%	19%
Rate 2	20%	20%
Rate 3	40%	21%
Rate 4	45%	41%
Rate 5	0%	46%
Rate 6	0%	0%
Rate 7	0%	0%
Rate 8	0%	0%
Rate 9	0%	0%

The indicated values change. (Use the up arrow to get from 'Rate 1' to 'No of Tax Rates')

Screen 2 - TAX BANDS

Number of Tax Bands	Non-Scottish		Scottish	
	Cum. Bands	Cum. Annual Tax	Cum. Bands	Cum. Annual Tax
Band 1	0	0	2000.00	380.00
Band 2	34500.00	6900.00	12150.00	2410.00
Band 3	150000.00	53100.00	31580.00	6490.30
Band 4	0	0	150000.00	55042.50
Band 5	0	0	0	0
Band 6	0	0	0	0
Band 7	0	0	0	0
Band 8	0	0	0	0
Band 9	0	0	0	0

The indicated values change. (Use the up arrow to get from 'Band 1' to 'No of Tax Bands')

Screen 3 - TAX Pointers & Student Loan Collection

Non-Scottish 'G' Pointer	2
Scottish 'G' Pointer	2
Over-riding Limit %age	50.0%
Max. Tax Code covered by Tables	500
Collection of Student Loans:	
Plan Type 1 - Threshold	18330
Plan Type 1 - Rate	9%
Plan Type 2 - Threshold	25000
Plan Type 2 - Rate	9%
Date PAYE parameters last changed officially	06APR18

The indicated values change.

2. National Insurance & Other Parameters

Screen 1 - Annual Earnings Limits & Thresholds

Lower Earnings Limit (LEL)	6032.00
Secondary Threshold (ST, ie ER Threshold)	8424.00
Primary Threshold (PT, ie EE Threshold)	8424.00
Upper Earnings Limit (UEL)	46350.00
Upper Secondary Threshold (UST)	46350.00
Apprentice Upper Secondary Threshold (AUST)	46350.00

The indicated values change.

Screen 2 - NIC Percentage Rates

EE's Rate	12.00
EE's Reduced Rate	5.85
EE's Deferred Rate	2.00
EE's Over UEL Rate	2.00
ER's Rate	13.80

There are no changes.

Screen 3 - Other Parameters

SSP Average Weekly Earnings Threshold	116.00
SSP Weekly Rate	92.05
SSP Recovery Rate Percentage	0.00%
SMP/SPP/ShPP/SAP Recovery Rate Percentage	92.00% *
Apprenticeship Levy Percentage Rate	0.50%
Annual Apprenticeship Levy Allowance	15000.00
Date NI/Other Parameters last amended	06APR18

* This may be set at 103% if the employer qualifies for Small Employers Relief.

The indicated items require to be changed.

3. Automatic Enrolment Parameters

For pay year 2018/2019 a new line is required:

Date	06APR2018
Annual Lower Threshold	6032.00
Annual Upper Threshold	46350.00
Annual Trigger	10000.00
Minimum Contribution percentage	5.00
Minimum ER Contribution percentage	2.00

We will generally include updates to this table with program updates.

Note that this is the first increase of Minimum Contribution Rates since the introduction of Automatic Enrolment. If you have any Pension Schemes setup that use AE Thresholds and are **NOT** flagged to use AE Minimum Percentages **YOU** must ensure that the rates in use in such schemes satisfy the above minimums after 6th April 2018.

Note also that it is the Pay Reference Period Start Date that dictates the line in the Thresholds and Rates table that the assessments and calculations use. This is per the specifications issued by DWP to software providers which we must adhere to. Thus, it is more than likely that the first payroll run of the new Tax Year will use the previous years thresholds and rates. This is particularly noticeable on a monthly payroll where April's Pay Reference Period is likely to be 1/4/2018 to 30/4/2018. It may be advisable to check with your Pension Provider in advance as to the rates they are expecting you to use. If they are expecting the new rates immediately, and your schemes are setup to use AE Minimum Percentages, you can adjust the date for the new line to 01/04/2018 (or earlier if required) to force the new rates into use

DISCLAIMER & NOTES

1. No responsibility can be accepted by Farmdata Limited for errors in the calculation of Income Tax or National Insurance deductions arising out of User's failure to maintain their computer tables properly. Neither can Farmdata Limited accept responsibility for errors arising from User's failure to implement program updates or previous payroll parameter changes at the designated times. As Employers, users receive official notification directly from the Inland Revenue of Statutory Payroll changes. These are your alerts that table changes are required in your payroll system.
2. Some of the above changes may be subject to Parliamentary Approval and Royal Assent. Confirmation of the rates will appear in the relevant contribution tables that all employers will receive before the changes come into effect.