



**Evertime**  
Everything Back Office. Brilliantly.

We also provide:



#### Pay & Bill Services

Flexible, friendly and expert billing and payroll services for recruitment agencies of all sizes.



#### Umbrella Services

Proven, flexible, friendly Umbrella solution for Recruitment Agencies. Fully HMRC compliant.

# Off-Payroll Working in the Public Sector

## Evertime Proposed Solution

### Background

From April 2017 HMRC are introducing new rules on the taxation of contractors working in the public sector through their own limited company.

An update to the Finance Bill published on 20<sup>th</sup> March 2017 can be found here;

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/600791/Finance\\_Bill\\_2017\\_Explanatory\\_Notes.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/600791/Finance_Bill_2017_Explanatory_Notes.pdf)

The rules require those placements deemed to be within off-payroll working in public sector to be subject to deduction of PAYE and NI and reported against that contractor on the payroll RTI.

This link has more detail and a variety of worked examples;

<https://www.gov.uk/government/publications/off-payroll-working-in-the-public-sector-reform-of-the-intermediaries-legislation-technical-note/off-payroll-working-in-the-public-sector-reform-of-the-intermediaries-legislation-technical-note>

### Evertime Solution

EdenGroup have developed a solution within Evertime to accommodate the payments to contractors with their own PSC that fall within the scope of off-payroll working, making the necessary deductions and reporting to HMRC under our clients own PAYE reference.

The solution consists of both a change to the operation of Evertime and a service element to be provided by EdenGroup.

## Workflow Overview

- 1) Specify placement as Off-Payroll Placement = True/False
- 2) Timesheets associated with placements with status of apply Off-Payroll Rules set as PAYE timesheets
- 3) Pay will be pushed into Payroll where actual Employers NI, Employees NI and tax is calculated and then pushed back in to Evertime
- 4) FPS will be carried out via payroll submitting the required amounts to HMRC under your PAYE reference
- 5) Remittance created and delivered to contractor from Evertime with relevant itemisation.

## Illustration Tool

There will be a tool provided in Evertime accessible by Admin and consultants where you can illustrate personal examples and email to your contractors.

## New data to be collected by Agency

- 1) You will be required to obtain a new starter declaration from the affected contractors
- 2) You will also be required to obtain the NI Category of the affected contractors.

## Report/Accounting Changes

- 1) Limited Company Remittance  
To include deductions applied
- 2) PAYE Payment Report  
To include affected payments  
To add apprenticeship levy  
Offset expenses
- 3) Accounting exports and reports  
The accounting treatment of payments to Limited Companies and creation of PAYE liability in your accounts will be affected.

## What will it cost?

There will be a one off non-refundable licence fee of £500.00 plus VAT to enable the module.

There will be an ongoing service fee for operating the payroll, submission of FPS and year end reporting. This will be based on volumes and frequency of payrolls required:

Weekly payroll	£1.75 per payment per week
Monthly payroll	£3.50 per payment per month

The payroll processing fee will be subject to a minimum fee of £50.00.