Payroll Professional

Release Notes 2023 Update 1

May 2023

Contents

Important Information

Configuration file called Star.Payroll.GUI.exe.Config

This configuration file is found under the Program Directory shown under Help\Paths and Files, this is on each workstation running IPP.

As part of the update, this file has been updated and will replace your existing file, if you have any custom settings you will need to back up the existing file before installing the update. These custom settings include:

- Specific setting for Access drivers
- Specific settings for SQL drivers
- vPA settings
- Or any other custom settings

After installing the update edit the new configuration file in Notepad and copy any custom settings from your old configuration file to the new configuration file.

Program Changes

Employee Validation

From tax year 2023/24, we have made improvements to the employee validation performed for NI Letters, Working in a Freeport, Veterans, Age Checks, National Minimum and Living wage reminders.

The validation messages have been reduced and simplified, allowing for flexibility when taking over a payroll to parallel run or re-running from the start of the tax year with new employee records. Additionally, the process of making changes to employee NI letters when running the payroll early has been made easier.

Prior to this update

The following areas used today's date for validation:

- New Employee Wizard\Employee Payroll Details – NI Details section
- Employee (Edit)\NI tab (without the Open Run tab selected) – Main NI Letter section
- Employee Import – NI Settings section

The following areas use the start and end of the current tax year for validation:

- New Employee Wizard\Employee Brought Forward NIC Totals
- Employee (Edit)\NI tab – Add
- Employee Import – BF NIC Figures section

The following areas use the Pay Date for the Open run for validation:

- Employee (Edit)\NI tab (with the Open Run tab selected) – Main NI Letter section
- Individual Calculation - Calculate
- Calculate All
- Employee (Edit)\NI tab – Back Date

From this update for tax year 2023/24 onwards

The following areas will use the start and end of the current tax year for validation:

- New Employee Wizard\Employee Payroll Details – NI Details section
- New Employee Wizard\Employee Brought Forward NIC Totals
- Employee (Edit)\NI tab – Main NI Letter section
- Employee (Edit)\NI tab – Add
- Employee Import – NI Settings section
- Employee Import – BF NIC Figures section

The following areas will continue to use the Pay Date for the Open run for validation:

- Individual Calculation - Calculate
- Calculate All
- Employee (Edit)\NI tab – Back Date

Employee Import

When importing employees, from tax year 2023/24 onwards, where the import file includes the sections NI Settings and/or BF NIC Figures, the validation messages will no longer appear during the import process they will now appear in the Import Validation and Import Progress screens under the column Notes:

Employee Verification Connector (EVC) for Experian Work Report

EVC Screen Layout Changes

EVC Dashboard

Go to **Utilities** tab and select **Dashboard** within the **EVC** section:

The **File Location** column has been removed and replaced with **Data File** column.

Bulk Opt In\Bulk Opt Out

Go to **Utilities** menu and select the **EVC Dashboard**, under the **Advanced** menu select **Bulk Opt Out** or **Bulk Opt Out**.

The **Cancel** button has been replaced with **Done** button, and the **File Location** column has been removed and replaced with **Data File** column.

Employee Details

When a Client is **opted in** to EVC, an **EVC** tab becomes available under **Employee Details**:

- **Do not send data to EVC** – if an employee requests for their data to not be sent to EVC, then tick the box.

- **Delete Data Held On EVC** – if the employee has requested for their data to be deleted from EVC, select this button, the following message appears:
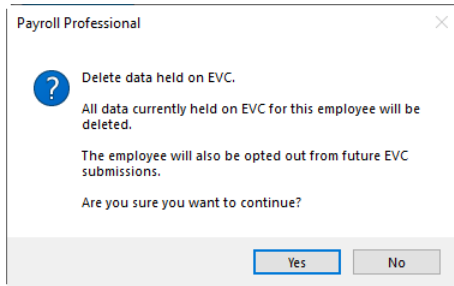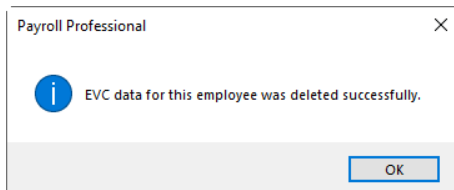

The message informs you that this process will also tick the box **Do not send data to EVC**.

To continue to delete the employees data from EVC click **Yes**. A progress bar is then shown:
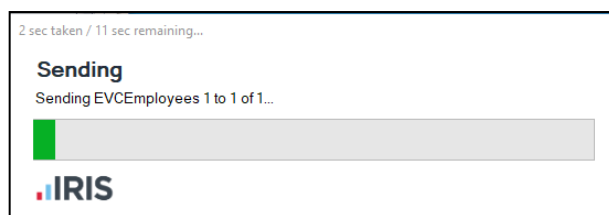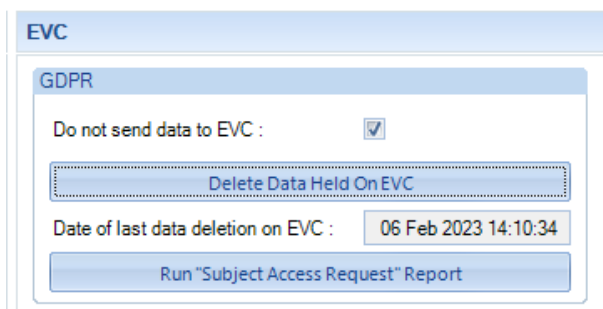

A message is then displayed informing you whether the process was successful:

Click **OK**.

You will see that the **Date of last data deletion on EVC** is updated with the date and time the process was performed:

- **Run "Subject Access Request" Report** – employees have the right to access their personal information that is being held on EVC. When an employee requests this information, select this option to display the following screen, example below:

Click on the **Preview** button to produce a report which can be printed or saved to a file, to give to the employee, example of report below:

New Payroll Wizard

When creating a new **Payroll Data File** or **Mixed Data File** in IPP via **File\New** under the **Configuration details** page you will see a section for **EVC**:

Leave the **Opt out** box un-ticked if the Client is to be Opted in to EVC, otherwise tick the box to opt the Client out of EVC.

Export Payroll List

A new section called **EVC** has been added to the Export Payroll List, with the following options:

- **Employer Opted In** – will show whether the Employer is opted into EVC.

- **No of Current Ees Opted In** – these are current employees where Do not send data to EVC is not ticked.

- **No of Current Ees Opted Out** – these are current employees where Do not send data to EVC is ticked.

When these columns are selected and exported, all data files will be searched, and the information shown under the relevant column headers:

- Employer Opted Into EVC
- No Current Ees Opted Into EVC
- No Current Ees Opted Out Of EVC

Importing

Import form

Under **Data\Import** the descriptions for the import types have been updated so that they are clear and concise:

Before	Now
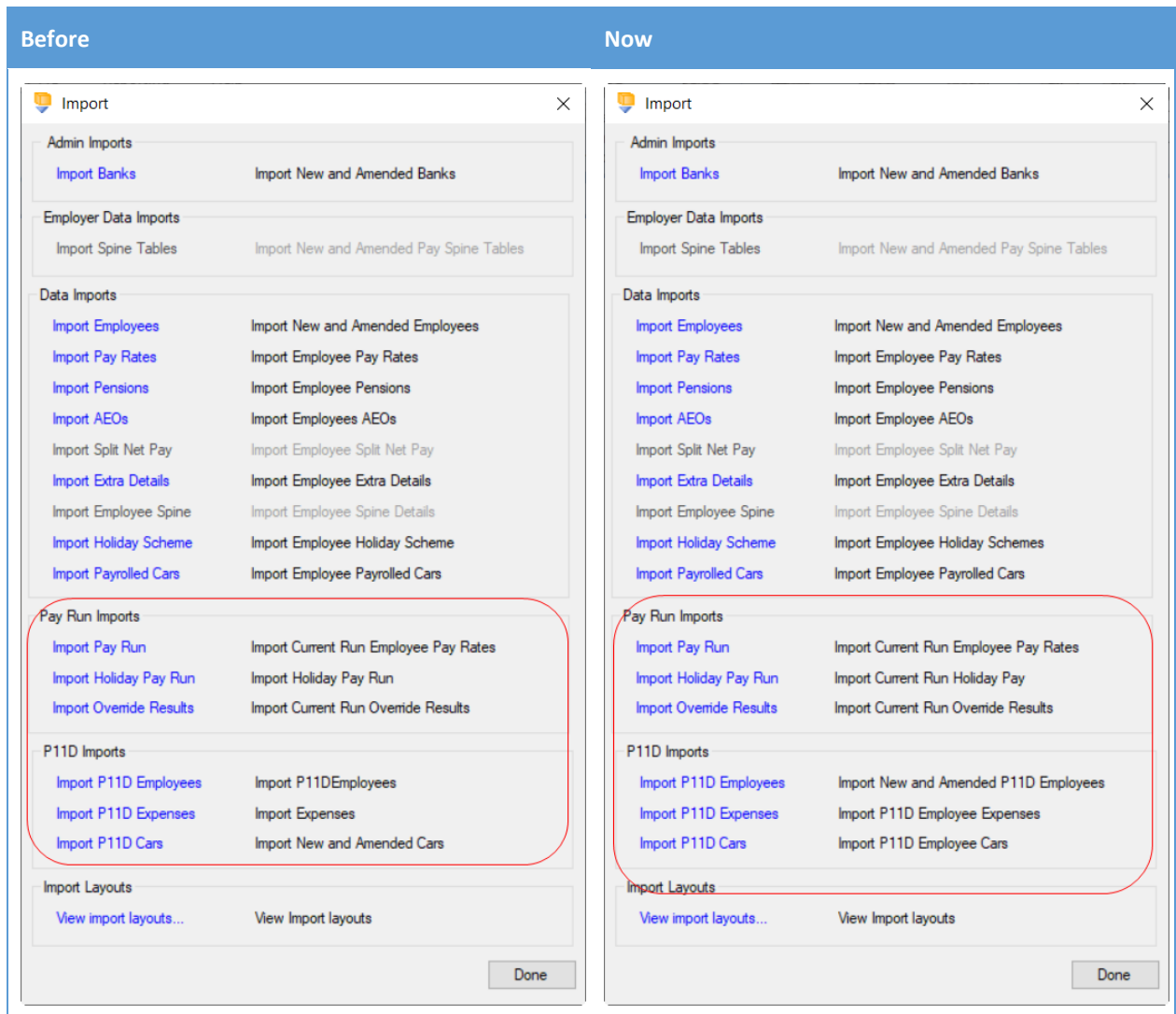
All Import Types

For all import types under the **Import Validation** and **Import Progress** screens we have added the ability to export the grid using the right mouse click option:

Payroll Car Import – Import Mapping

When setting up an import mapping for Payroll Car import to Add records, the following fields are mandatory:

Company Car Details section:

- Employee ID
- Ee BIK Car ID
- Registration Number
- Make and Model

Basic Details section:

- Engine size
- Registration date
- List price of car
- Accessories
- Capital Contribution
- Approved CO2 emissions
- Emissions g/km
- Fuel Type
- Electric Mileage Range

Car Information section

- Available From
- Days Unavailable

This information is reflected in the import mapping set up under **Mapped Columns** tab click on **Edit** then highlight the Import section, you will see the column called **Req for Add**:

P11D Car Import – Import Mapping

When setting up an import mapping for P11D Car import to Add records, the following fields are mandatory:

Company Car Details section:

- Employee ID
- Ee BIK Car ID
- Registration Number
- Make and Model

Basic Details section:

- Engine size
- Registration date
- List price of car
- Accessories
- Capital Contribution
- Approved CO_2 emissions
- Emissions g/km
- Fuel Type
- Electric Mileage Range

Car Information section

- Available From
- Days Unavailable

This information is reflected in the import mapping set up under **Mapped Columns** tab click on **Edit** then highlight the Import section, you will see the column called **Req for Add**:

P11D Car Import, P11D General Expenses - Validation

Both of these imports will now only import the information for employees where their Employment Status is either Higher Paid, Director Cum and Director Non Cum, this is the same validation performed when entering these records manually under the Benefits In Kind tab in the P11D Employee (Edit) screen.

Custom Reporting

When adding or editing reports via **Reporting\Custom Report Management** you are now be able to see new fields added to the tables within the report(s) so that you can include them in your report.

Employer Details\Address tab

The tabbing order under this form has been changed so that it follows the order that the fields appear in the screen:

Help\Paths and Files

Has been updated so that when using newer versions of SQL the version number is shown correctly:

Fixes

Web ID	Area	Description of bug
2023005	Reports	For a director who has changed NI letter during the tax year and have earnt at or above the LEL. Where the earnings for the first NI letter is under the LEL when generating P60s a message appears that the NI information is being merged and to check the results. Currently the NI Letter and bands are not being shown on the P60.
2023004	Reports	PARNSL\PSRNSL - Number of employees is showing 1 when there are no records.
2023003	Reports	The Datagraphic P60s for 2022/23 (PAKP6023\PSKP6023\PAEP6023\PSEP6023) are printing the SPBP field in a different location to the stationery.
2023002	Miscellaneous	Since EOY 2023 update, when Privileges for the Employee Details\EVC tab is set as None and the Employer is Opted out of EVC or the Employee record is a Sub contractor, when you Edit an Employee record an error occurs 'Error - The given key was not present in the dictionary.'
2022036	Calculations	From tax year 2022/23 the National Minimum and Living Wage messages are not appearing for age 21 when you calculate the employee, for Next period and Current period.
2022030	Miscellaneous	Print Payrolls List - an error occurs when running this facility if you have a data file with P11D enabled and at least one employee record has the OffPayrollWorker field as Null rather than True\False.
2022028	Internet Downloads & Submissions	**FPS YTD - If an employee is marked as a leaver and their leaver information is marked by a user as Submitted, which means their final leaver details are not included in an FPS, when creating an FPS YTD submission for the employee it fails validation for the leave date.**
2021020	Internet Downloads & Submissions	DPS Applying Tax Codes - where an employee has Are foreign tax credits allowed ticked and under Employer Details\Expat tab the setting under Foreign Tax Credits called Automatically update Expat UK Tax YTD is unticked, when you try to apply a tax code with previous employment via the HMRC Notification Application Wizard the following error may occur 'Error - Conversion from string "123" to type 'Integer' is not valid.
	Automatic Enrolment Dashboard	With the payroll set up to Email notices when creating the notices some users experienced a can't locate Mimekit error.

On-line Help File

Remember the on-line help contains all the latest information regarding the program.

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