virtual PayrollAssistant

Release Notes EOY 2024

March 2024

Contents

Important Information

This update of vPA requires:

- IRIS Payroll Professional 2024 EOY Update or later installed.

- All payroll data files for clients attached to active Groups in vPA to be opened in IRIS Payroll Professional 2024 EOY Update, to ensure they are updated to the latest structure.

vPA Update

Since vPA version 2.2, vPA will automatically check for updates every Tuesday at 10am.

If you want to check for the update earlier, a user with the role Payroll Department Admin can schedule to check for an update now or at a specific date and time.

Whilst in vPA website click on the burger icon in the top right-hand corner of the page:
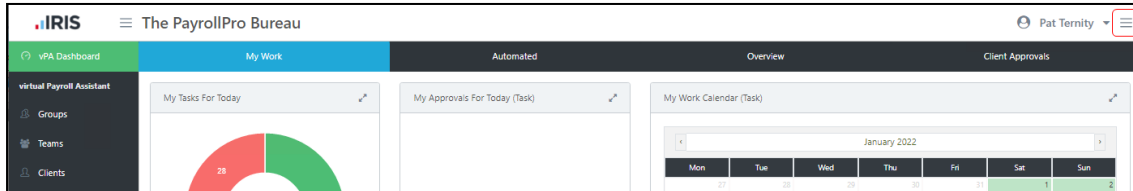
Then select the information icon, which will then show the page with the versions:
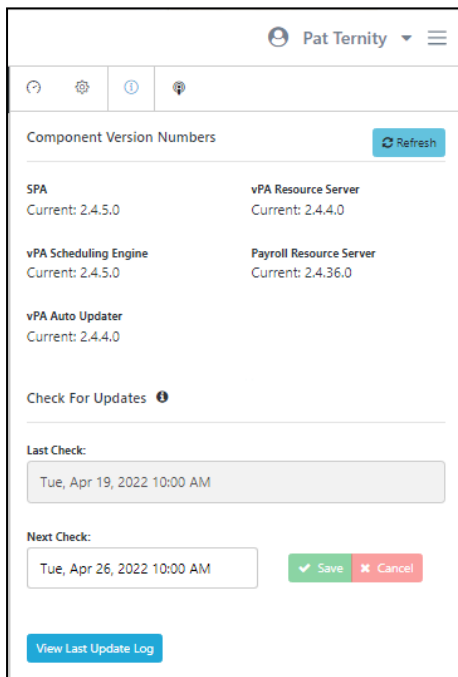
Click on the date and time shown within the **Next Check** box:

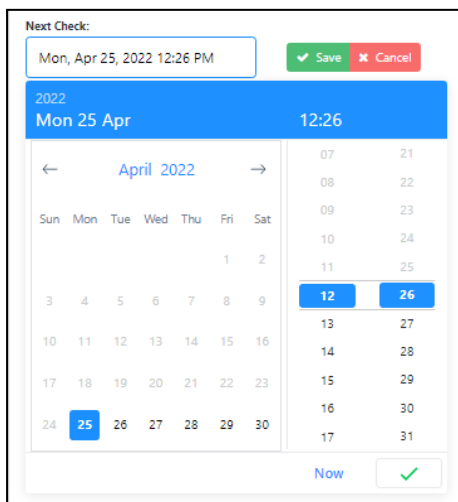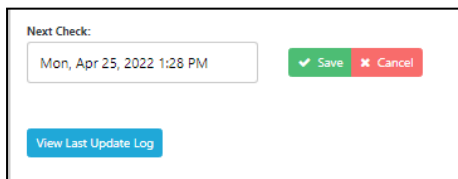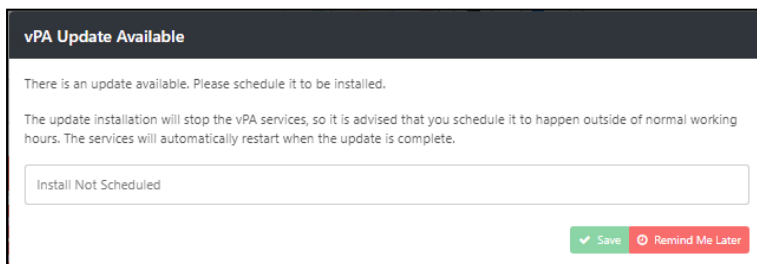Click on **Now** or select a specific date and time, once selected click **Save**:
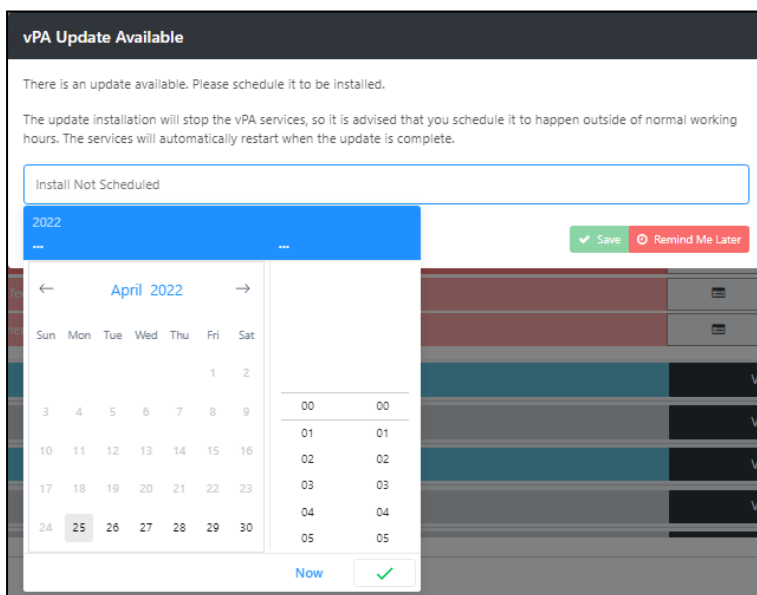
vPA will check for any available updates at the date and time specified.

Schedule installation of the update
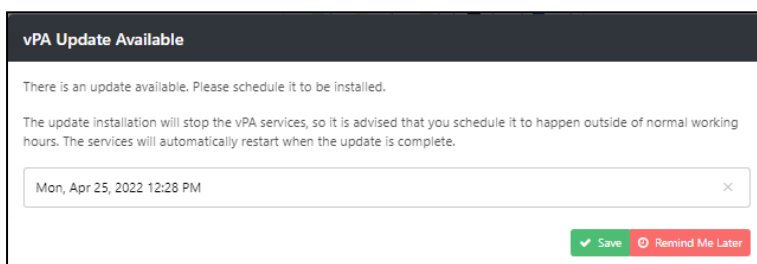
When a user with the role Payroll Department Admin logs into the vPA website, and an update is available, the user will be shown the following message informing them an update is available. This message includes the ability to schedule the update:

Click in the box **Install Not Scheduled**, you will then be shown a calendar to select **Now** or a specified date and time:

Once you have selected the date and time, click **Save**:

Once a Payroll Department Admin has scheduled the installation of the update, vPA will then install the update automatically at the specified date and time.

After the update is installed, when users log into the vPA website, if required, the user will be prompted to refresh the page by selecting F5.

vPA Statutory Changes

Tax Bands

UK Rates

Rate	Bandwidth
20%	1 – 37,700
40%	37,701 – 125,140
45%	Over 125,140

Scottish Rates

Rate	Bandwidths
19%	1 – 2,306
20%	2,307 – 13,991
21%	13,992 – 31,092
42%	31,093 – 62,430
45%	62,431 – 125,140
48%	Over 125,140

Welsh Rates

Rate	Bandwidths
20%	1 – 37,700
40%	37,701 – 125,140
45%	Over 125,140

National Insurance Letters

Standard	Freeport	Investment Zone	Mariner	Description
A	F	N	R	Age 21 to under state pension age
B	I	E	T	Reduced, females only, age 21 to under state pension age
C	S	K	W	Over state pension age
H			G	Apprentice, age 16 to under 25
J	L	D	Q	Deferment, age 21 to under state pension age
M			Y	Age 16 to under 21
V				Veteran, within 12 months of their first civilian employment date, age 21 to under state pension age
X				No NI
Z			P	Deferment, age 16 to under 21

National Insurance Bands and Contributions

Bands	Weekly	Monthly	Yearly
To LEL	123	533	6396
To SET	175	758	9100
To PET	242	1048	12570
To FUST	481	2083	25000
To UST	967	4189	50270
To AUST	967	4189	50270
To VUST	967	4189	50270
To UEL	967	4189	50270

Employee NI % Rates									
NI Letter	To LEL	To SET	To PET	To FUST\IZUST	To UST	To AUST	To VUST	To UEL	Above UEL
A	0	0	0	8	8	8	8	8	2
B	0	0	0	1.85	1.85	1.85	1.85	1.85	2
C	0	0	0	0	0	0	0	0	0
D	0	0	0	2	2	2	2	2	2
E	0	0	0	1.85	1.85	1.85	1.85	1.85	2
F	0	0	0	8	8	8	8	8	2
G	0	0	0	8	8	8	8	8	2
H	0	0	0	8	8	8	8	8	2
I	0	0	0	1.85	1.85	1.85	1.85	1.85	2
J	0	0	0	2	2	2	2	2	2
K	0	0	0	0	0	0	0	0	0
L	0	0	0	2	2	2	2	2	2
M	0	0	0	8	8	8	8	8	2
N	0	0	0	8	8	8	8	8	2
P	0	0	0	2	2	2	2	2	2
Q	0	0	0	2	2	2	2	2	2
R	0	0	0	8	8	8	8	8	2
S	0	0	0	0	0	0	0	0	0
T	0	0	0	1.85	1.85	1.85	1.85	1.85	2
V	0	0	0	8	8	8	8	8	2
W	0	0	0	0	0	0	0	0	0
X	0	0	0	0	0	0	0	0	0
Y	0	0	0	8	8	8	8	8	2
Z	0	0	0	2	2	2	2	2	2

Employer NI % Rates								
NI Letter	To LEL	To SET	To PET	To FUST\IZUST	To UST	To AUST	To VUST	To UEL	Above UEL
A	0	0	13.8	13.8	13.8	13.8	13.8	13.8	13.8
B	0	0	13.8	13.8	13.8	13.8	13.8	13.8	13.8
C	0	0	13.8	13.8	13.8	13.8	13.8	13.8	13.8
D	0	0	0	0	13.8	13.8	13.8	13.8	13.8
E	0	0	0	0	13.8	13.8	13.8	13.8	13.8
F	0	0	0	0	13.8	13.8	13.8	13.8	13.8
G	0	0	0	0	0	0	13.3	13.3	13.3
H	0	0	0	0	0	0	13.8	13.8	13.8
I	0	0	0	0	13.8	13.8	13.8	13.8	13.8
J	0	0	13.8	13.8	13.8	13.8	13.8	13.8	13.8
K	0	0	0	0	13.8	13.8	13.8	13.8	13.8
L	0	0	0	0	13.8	13.8	13.8	13.8	13.8
M	0	0	0	0	0	13.8	13.8	13.8	13.8
N	0	0	0	0	13.8	13.8	13.8	13.8	13.8
P	0	0	0	0	0	13.3	13.3	13.3	13.3
Q	0	0	13.3	13.3	13.3	13.3	13.3	13.3	13.3
R	0	0	13.3	13.3	13.3	13.3	13.3	13.3	13.3
S	0	0	0	0	13.8	13.8	13.8	13.8	13.8
T	0	0	13.3	13.3	13.3	13.3	13.3	13.3	13.3
V	0	0	0	0	0	0	0	13.8	13.8
W	0	0	13.3	13.3	13.3	13.3	13.3	13.3	13.3
X	0	0	0	0	0	0	0	0	0
Y	0	0	0	0	0	13.3	13.3	13.3	13.3
Z	0	0	0	0	0	13.8	13.8	13.8	13.8

Automated step – Create FPS

There is a new schema in place for tax year 2024/25.

There are no changes to the fields included in the submission.

HMRC have removed the requirement to generate the BACS Hash and this no longer needs to be included in the Full Payment Submission or BACS files. Therefore, the following unsupported item has been removed - Pay Method Bacs without Bank BACs ticked.

vPA Website

All step checks

Payroll data file

Minimum version number check for payroll data file has been updated to ensure it has been opened in IPP 2024 EOY, to implement all structural changes for statutory changes.

If the payroll data file has not been opened in IPP 2024 EOY the step(s) will fail.

Open the payroll data file in IPP 2024 EOY, then in vPA re-run the failed step.

New Group Wizard

When adding clients via the New Group Wizard, for each selected client a minimum version check is performed to ensure the payroll data file has been opened in IPP 2024 EOY.

If any of the selected clients have not been opened in IPP 2024 EOY, the New group is not created and a message is displayed showing the list of clients that need to be updated.

Open the affected client(s) in IPP 2024 EOY, then create the New Group in vPA.

Editing Groups

Clients

When adding clients to an existing group, for each selected client a minimum version check is performed to ensure the payroll data file has been opened in IPP 2024 EOY.

If any of the selected clients have not been opened in IPP 2024 EOY, none of them are added to the group and a message is displayed showing the list of clients that need to be updated.

Open the affected client(s) in IPP 2024 EOY, then in vPA add the clients to the existing group.

myePayWindow

When checking whether a client has been connected to myePayWindow via Group\Edit\Clients and selecting Refresh next to Connected to myePayWindow, a minimum version check is performed to ensure the payroll data file has been opened in IPP 2024 EOY.

If the client has not been opened in IPP 2024 EOY, a message is displayed that the payroll data file needs to be updated.

Open the client payroll data file in IPP 2024 EOY, then in vPA you will be able to select the Refresh button for Connected to myePayWindow.

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Useful numbers

HMRC online service helpdesk	HMRC employer helpline
Tel: 0300 200 3600 Fax: 0844 366 7828 Email: helpdesk@ir-efile.gov.uk	Tel: 0300 200 3200 Tel: 0300 200 3211 (new business)

Contact Sales (including stationery sales)

For IRIS Payrolls	For Earnie Payrolls	For IRIS Payroll Professional
Tel: 0344 815 5656 Email: sales@iris.co.uk	Tel: 0344 815 5676 Email: earniesales@iris.co.uk	Tel: 0345 057 3708 Email: payrollsales@iris.co.uk

Contact Support

Your Product	Phone	E-mail
IRIS PAYE-Master	0344 815 5661	payroll@iris.co.uk
IRIS Payroll Business	0344 815 5661	ipsupport@iris.co.uk
IRIS Bureau Payroll	0344 815 5661	ipsupport@iris.co.uk
IRIS GP Payroll	0344 815 5681	gpsupport@iris.co.uk
IRIS GP Accounts	0344 815 5681	gpaccsupport@iris.co.uk
Earnie or Earnie IQ	0344 815 5671	earniesupport@iris.co.uk
IRIS Payroll Professional (formerly Star)	01273 715300	payroll-support@iris.co.uk

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