

WinPay Upgrade Notes - Version 6.35 SP7

Changes to WinPay in V6.35 SP7 - 31st March 2011

AMAP tables

- Added the new 45p rate as per the budget on the 23rd March 2011.

Employee maintenance

- Addressed a minor issue where the email address, job title and next of kin telephone number were not cleared for a new employee record.
- The employee name label now expands with the form allowing to see very long names and whether or not a timesheet has been entered.

End of year

- Corrected an issue where the new copy folder function (designed to give user feedback whilst making a backup of the linked WinAccs company data) was failing if the root of the destination folder didn't exist.

Changes to WinPay in V6.35 SP6 - 14th March 2011

Additional Statutory Paternity Pay (ASPP)

- Numerous program, system elements and report updates to support both Additional Statutory Paternity Pay (birth) (ASPPb) and Additional Statutory Paternity Pay (adoption) (ASPPa).

Employee maintenance

- Added the WinAccs 'Notes' facility to WinPay employees. This allows you to add notes and reminders to employee records. You can also link to external documents.
- New fields for Email address, Job title and a third next of kin telephone number.

Income Tax

- Added support for the new tax rates for 2012
- Added support for the new D1 tax code and the increased use of the OT tax code.

National Insurance

- Added support for the new NI rates for 2012, including the separation of the Earnings Threshold (ET) into the Secondary Threshold (ST) for employers and the Primary Threshold (PT) for employees.

P9X

- Updated for the general uplift in L code suffixes for 2012.

Statutory payments

- Updated the statutory payments table with new allowances and rates for 2012, including ASPP (see above).
- Renamed all instances of SPP to OSPP (Ordinary Statutory Paternity Pay).

System reports

- New reports for 2012. Includes Pre-List, P11, P32, P35, P45 & P60.
- New employee report including 4x4 departments (emp4x4.vrx).

Changes to WinPay in V6.35 SP5 - 15th November 2010

Employee maintenance

- If marking an employee as a leaver, you receive a message if there are any statutory payments. This message has been updated to include the correct HMRC booklet for each payment type (e.g. E16 for SAP, E15 for SMP etc)
- New ability for support personnel to copy all employee data to a new employee code in case a company ceases trading but restarts with a new company name retaining all employees.

End of year

- When trying to process 2009 (or earlier), the NI 1d value check was failing with a missing tax year error

P45 control

- For online submissions, if the employee is not marked as week 1/month 1, the P45 XML uses Cumulative Details, but if the This Employment values are different to the Cumulative Details, enter these on the XML as well

Pay elements

- In 'wizard mode' when creating a new pay element with 4x4 departments, you were not allowed to enter any nominal codes

Payslips

- When auto-processing timesheets, ask the SMP lump sum question as when entering a time sheet manually
- Before asking the SMP lump question, ensure the SMP is due to start (SMP record entered very early).

SSP maintenance

- Updated the date check for the formation of a valid PIW to use the actual days rather than the qualifying days
- Periods of sickness of less than 4 days can no longer be saved to the SSP system.

System reports

- Addressed an issue when attempting to produce the pay detail report for a 4 weekly payroll
- Updated the creation of the HMRC compliance file so that it uses the full path to the file. Updated for 2010/2011 tax years. It traps any error deleting the existing file. It now opens the created file in the appropriate application once the process is complete.

Timesheet entry

- Corrected an issue with NI adjustment records that were not read correctly due to the introduction of the UAP band.

Changes to WinPay in V6.35 SP4 - 14th May 2010

4x4 department maintenance

- Addressed an issue when the first group of records could be deleted without first checking if they are used in the database.

Count of employees

- During the production of payslips and prior to the advance, the total number of unique employees for all companies is counted and checked against the number of allowed employees from the licence. However, this check included archive company data, which could lead to licencing issues. The new employee count excludes company data that is not in the current tax year.
- Produce an audit file of the total number of unique employees per company and offer to display it if the licenced number of employees is reached.

Database utilities

- Created a brand new utility to check the validity of the System pay elements. If it finds any issues, it will offer to correct them.

End of year

- When purging stored payslips, some files were being deleted in error. If needed, these can be restored from your pre-purge autobackup.
- When taking the WinAccs EOY copy, use the new CopyFolder system which gives user feedback as to progress.
- Make it so that you have to use the Purge button instead of just marking the purge complete.
- When there are no Nlable earnings or deductions, the system which marks the NI letter as X was not checking the correct fields for 2010/2011 tax years. Affected both P14 and XML production.

P11 maintenance

- New feature to lock the currently viewed period while still allowing you to browse employees.

Pay details report

- Include leavers on the pay detail reports if they are being paid before their leaving date. PAYDETAL.VRX and PAYDETLE.VRX updated to accept new parameter of Pay Date.

Pay elements

- Addressed an issue when looking at system pay elements caused an invalid record update.

Payslips

- Force the use of the Director's NI calculation if a director is marked as a leaver.

Statutory tables

- Added new record for new National Minimum Wage rates from October 2010.

Timesheet entry

- When entering the first SMP payment, you are now asked if you want to pay this as a lump sum.

Changes to WinPay in V6.35 SP3 - 31st March 2010

End of Year

- Addressed an issue where a selected P14/P60 style, selected using v6.34 and for which support has been removed in v6.35, caused an error while initialising the EoY console.
- Corrected a problem when consolidating 2 or more company data sets together.
- An issue existed where the purging of archived payslip files were not being purged correctly.

New company

- Addressed an issue where the introduction of the new Scottish Arrestments system caused the creation of a new company, with basic pay elements only, to fail.

Changes to WinPay in V6.35 SP2 - 25th March 2010

HMRC data validation

- Addressed an issue where selecting this option from the menu failed to launch the program.

Timesheet entry

- When searching for an employee using the new auto-complete function, if an invalid employee was found inadvertently, it incorrectly showed a message and cleared what the user entered. It

now only shows the employee name and waits until the user selects the employee before fetching the pay elements.

- Allow zero value / zero quantity pay elements to be entered.

Changes to WinPay in V6.35 SP1 - 11th March 2010

Link to accounts

- Addressed an issue introduced in v6.35 when posting to WinAccs, the transaction posting engine could not find the journal posting file.

Timesheet entry

- A problem was identified in v6.34 SP13 where the user could enter a major contract analysis code for pay element entry and v6.35 corrected this problem. However, a particular set of circumstances lead to the timesheet entry being blocked.

Changes to WinPay in V6.35 - February 2010

Advance period

- No longer take the end of year copy of company data when the last payroll is advanced to the year end. This backup now takes place at the beginning of the end of year routine. This allows you to make any final changes to your payroll, before processing the end of year.
- Create permanent indices on a number to tables to make the advance period function faster.

All tables

- Updated all tables with new values for 2010/11 tax year.

Attachment orders

- New support for Scottish Earnings Arrestments from April 2010.
- Removed Locale filtering for attachment orders.

Employee maintenance

- Expanded the text on the order types to make it clearer from which locale the orders originate.

End of year

- Updated the print direct system for P14s and P60s. Updated all the 2010 and 2011 tax year P14 and P60 V-Rex reports.
- New system to take the end of year backup at the beginning of this process.

Enquiry

- Validate that all of the "to" values are not less than the "from" values.
- When exporting the displayed data to a TSV file, strip the £ sign and other formatting characters, so that the value can be read correctly by spreadsheet programs.

In year movements (P45, P60)

- Addressed an issue where a possible trailing space from an NI number was stripped before sending to HMRC.

P11 maintenance

- Reduce the "values cannot be zero" error to a warning where the user can choose what to do.

Tax code uplifts (P9X)

- Update the text describing the tax code uplifts between 2010 and 2011. Which is that there are no changes.

Changes to WinPay in V6.34 SP13 - 9 December 2009

Employee maintenance

- When entering multiple attachment orders they were sometimes not ordered correctly. Added a more sophisticated algorithm for sorting orders after entry.

Changes to WinPay in V6.34 SP12 - 23 November 2009

Advance

- Added handling code around taking the Pre-advance autobackup and give the user information about the task being attempted should it fail.

Attachment orders

- The attachment orders report produced during advance, now only shows attachment orders for the relevant frequency (i.e. when advancing monthly, it only shows monthly attachment orders). Applies to wherever the attachment orders report is produced.

Employee maintenance

- Corrected a very minor issue when entering a date of leaving in the short format (e.g. 170909, instead of 17Sep09). The program displayed an SSP message which was not relevant.
- Addressed an issue with the date of leaving not being validated once it had already been entered.

Link to accounts

- When creating the link file, if there is a cost heading but no contract, use the default from the company information. If that is also blank, stop the processing of the link to accounts.

P32 maintenance

- The values accrued in "Total deductions" did not match the printed P32.

P9X (tax code uplifts)

- In preparation for the end of the 2010 tax year, when scanning through the employee database making changes, it no longer updates employees marked as leavers.
- Added some notes to describe when you would normally expect this function to be used.

Statutory payments

- Made it clearer where to enter the details of someone permanently returning from SMP early

Changes to WinPay in V6.34 SP11 - 9 Sept 2009

Company details

- A new system has been created so that users can customise the link to accounts text. Although this MUST NOT be used if accounts data is consolidated with other companies.

Employee maintenance

- Added stronger validation when filing a new starter online. The NI number, if not blank, must be validated against the latest set of NI prefixes. The total pay to date and total tax to date are now validated to be greater than or equal to zero.

End of year

- The P35 checklists and declarations are now validated to be non-negative values and you must now use the OK or cancel buttons, you can no longer simply close the window. This is to fix a problem with P35 Q1 and P14 "are due" / "are not due" transmission to HMRC.

Link to accounts

- Use the new custom string for the transaction description entered in Company details.

P11 maintenance

- Does a lot more validation on the entry of the N1able values (1a-1c 2009, 1a-1d 2010). Extra validation now includes: No value can be outside of the range of £0.00 to £999,999.99, only the last value in the sequence can have pence values (or decimal places), you cannot have a zero value above a non-zero value.

Process payments

- Added support for Danske Bank electronic banking.

Statutory tables

- Added new National Minimum Wage values for 01 Oct 2009.

Changes to WinPay in V6.34 SP10 - 28 July 2009

Company details

- Made it so that a pay frequency cannot be unticked if there any employee records or P11 records using that pay frequency.

SSP records

- Display a strong warning if you attempt to enter an SSP record that contains less than 4 qualifying days. This is in line with the WinPay manual concerning SSP records.

Changes to WinPay in V6.34 SP9 - 24 July 2009

SSP records

- Corrected the issue when attempting to view historical SSP record notes.

Changes to WinPay in V6.34 SP8 - 20 July 2009

Advance

- Show overall progress through the advance procedure.
- Corrected an issue when the payroll archive file was not updated if the company data failed either the P11-P32 integrity check or the HMRC validation.
- The exception list now shows those employees who are past pensionable age who use any other NI code except C.

Employee maintenance

- Corrected a problem when creating or amending an employee record and changing the taxation type from PAYE to Subcontractor.
- Added a help label to the P45 Part 3 submission form. Pay and tax in previous employment must be entered 'before' filing the new starter online.

Changes to WinPay in V6.34 SP7 - 1 June 2009

CIS records

- Fixed the subcontractor browse buttons.

Employee count

- When checking all of the WinPay companies for the employee count, now only include those that have been upgraded to the current version of WinPay.

Employee maintenance

- When entering the date of leaving, the date is now compared against the next to last P11 record. If the date left is less than this date, you will see a warning, but you are allowed to continue.
- Corrected an issue filing P46 online. The Week 1 / Month 1 flag was not being picked up correctly.
- Date of birth is not mandatory for EOY filing from 2010. Changed the message when saving the employee to just "you should" rather than "you must".
- When copying employee details to a new employee, clear the leaver fields, joined date and new starter online filing information.
- Corrected an issue when collecting the P11 records for pay in previous employment when wanting to file P45 Part 3 online.

End of Year

- Date of birth is not mandatory for EOY filing from 2010. Reduced the HMRC validation message to a warning.
- Increased the maximum allowed value of the P35 Tax-Free incentive payment to £825.
- 2010 online filing. There has been a published schema change for early 2010 EOY online filings. Updated this program to accept these new changes.
- Changed the P35 declaration options in line with HMRC business rules.

Minimum pension contribution calculation

- Addressed an issue with the calculation of the minimum employee and employer contribution for employees with a Contracted Out Money Purchase Scheme pension. NI letters FGS.

P11 maintenance

- Corrected an issue when changing the NIable earnings. Caused by the addition of the Upper Accrual Point, the system thought there was a gross NIC change.

P32/Archive month number calculation

- The month number is calculated from the pay date as per HMRC specifications.

Tax table maintenance

- Corrected an issue when validating tax code and pay date on the test PAYE function.

System reports

- Pay detail reports (paydeta1.vrx & paydeta2.vrx). Now exclude leavers.

Changes to WinPay in V6.34 SP6 - 30 April 2009

Employee count

- Changed the method by which the total number of employees is calculated. It now excludes leavers from a previous tax year.

Employee maintenance

- New function to file P45 Part 3 and P46 online.
- Force recalculation of the P11 data when starting the online filing system.
- Once filed online successfully, the user, date and time of the filing is stored to stop duplicate filings.
- When accumulating P11 records for Directors, before showing the message that the P11 records might be out of alignment IF the Director took week 1 as a holiday, check to see if there is a valid P11 record in the previous tax year marked as a Director.
- Date of leaving can no longer be earlier than the last pay date for that employee.

HMRC general validation

- Changed the HMRC general validation code so that it excludes leavers who left in a previous tax year.
- Corrected an issue in End of Year, when in an EOY copy company. Validation took place on the live company data.

P45 control

- When listing leavers, it now only shows those that have left in the current tax year. But you can choose to list all leavers as an option.

Pay elements

- Corrected a problem when a pay element was linked to a WinAccs nominal account. If you use this feature, it may be worthwhile checking your pay element nominal destinations to ensure they are correct.

System reports

- Corrected the paper size for continuous versions of P14 and P60 reports.

Changes to WinPay in V6.34 SP5 - April 2009

Advance Period

- Corrected an issue when creating the EoY copy company left an 'Advance' lock in place. If the EoY copy cannot be taken, give the user a chance to correct the problem and then try to take the copy again.

End of Year

- Increased the validation value on the Tax free incentive payment received to £750.

P45 Control

- Added the ability to file P45 Part 1 online. This includes a pre-flight check, similar to HMRC general validation, which ensures that the employee record conforms to HMRC rules.

Tax code changes (P9X)

- Changed the phrasing of the button 'Apply' to 'Set the Adjust By values' to make it clear that you still have to click OK to perform the changes.

Changes to WinPay in V6.34 SP4 - March 2009

Employee Maintenance

- Corrected an issue when attempting to add multiple student loans.
- A new field, activated when an employee is marked as a leaver. You can now tell WinPay if this employee has died. This is required for the new P45 forms.

End of Year

- Reduced the validation on the P35 tax free incentive payment from £750 to £75 for 2009 and £0 in 2010.

P32

- On the P32 and in the archive data, for weekly records the month number was calculated using the payment date instead of the week number (e.g. 3rd September 08 was week 22 and should have been month 6 but was calculated as month 5, as the payment date was before the 6th on the month). Weekly records now use a new routine for getting the month number.

P45 Control

- Updated to allow the selection of the 5 different types of P45 stationery now available. Also includes the logic for the online filing, but does not include the function itself. This will be released in SP5 shortly.

SSP Recovery

- When advancing a company, you now have an option to reduce SSP recovery to zero if the company data is to be consolidated with a larger group. This setting is remembered for each advance.

System Reports

- New 2009/10 P45 V-Rex reports for continuous, laser-sheet and plain paper A4. Also includes the new 'Died' flag for Part 1. Changed PSLPSC85.VRX to make it fit dot matrix printers.

Changes to WinPay in V6.34 SP3 - March 2009

None

Changes to WinPay in V6.34 SP2 - March 2009

2010 Tax Year

- Added new system table records for NI, PAYE, AMAPs, Attachment Orders & SxP. Added reports for new tax year.
- EoY console was not getting the correct NI data for 2010 tax year. It also now forces an error during HMRC validation rather than a warning, if any employees do NOT have a date of birth.

Employee Maintenance

- Strengthened the warning that date of birth will be mandatory from 2010 onwards and that you will not be able to file online without all employees having a valid date of birth.

P11 reports (for 2009 and 2010)

- Made parts 1 and 2 have exactly the same number of rows. Removed deleted employees from the report.

Pay Detail report

- The date field was being cropped when using a 4 digit year.

Changes to WinPay in V6.34 SP1 - March 2009

System reports

- User can choose to exclude leavers in the report birthday.vrx.

Changes to WinPay in 6.34 - January 2009

Company Details

- Change field name of PAYE reference on HMRC tab.
- First 3 digits of PAYE reference may not be "000".
- Check all pay frequencies set up with Current Pay dates in the same tax year.
- WinPay can deal with Bankline, the Internet banking system used by Royal Bank of Scotland and Natwest. On the E.B. tab you can select the payment type as Bankline (RBS) (Payment); or you may select Bankline (RBS) (Bulk list payment) and later when you have selected (in

Employee Maintenance) which employees are to be paid using Electronic Payments you can create the Bankline (RBS) (Bulk list payment) beneficiary import file.

Create Company

- New option when creating a company to copy the pay elements from New Company Template.

Employee maintenance

- Add warning if DoB is missing
- Add warning if NINO is missing.

Advance

- Runs P11 - P32 integrity check and prints the results.
- Runs HMRC validation before Advance and prints the results.

Enquiry

- New field "Include Don't Pay Elements" which has the default of not being set. If you "Include Don't Pay Elements" the totals may be meaningless.
- New option to output the contents of the display grid to a TSV file (Tab Separated Variable) which is ready to be opened in Microsoft Excel or other spreadsheet.

End of Year

- Purge P32 with same aging as P11.
- When removing ECON from the EOY copy it now also removes it from the live company.

Employer Period Totals

- There is a new report PERTOT.VRX which shows the Employer Period Totals and includes Pay Dates, Gross pay, N1able pay and Take home pay. To access the report go to Reports, Reports Index, System reports and select PERTOT.VRX. Enter the year end (e.g. 2009) and select OK.

P45

- Fix error displaying last year's figures if employee had not worked at all in the year of the leaving date (i.e. casual employee)

NI Tables

- New layout of the NI tables giving Employee's rates and Employer's rates for the different bands.

Process Payments

- WinPay can deal with Bankline, the Internet banking system used by Royal Bank of Scotland and Natwest. See Company Details above.
- A check has been added to ensure that the bank credit date is no less than and no more than 14 days ahead of the bank processing date.

Pension Reports

- The pension report PENTRANS.VRX now excludes any employees who are not part of a pension scheme.

Assign User Rights

- The administrator can now decide which users can view and/or delete the Central spool files and Other users' spool files.

Report changes

- For standardisation reports including the word "personnel" in the name or text have been changed to say "employee". Reports changed are person1.vrx which becomes employees1.vrx, personm.vrx which becomes empmain.vrx, personnel.vrx becomes employees.vrx, personpy.vrx becomes emppay.vrx, persplus.vrx becomes empplus.vrx.
- Using these reports you can now select to 'Exclude leavers'.
- Using empaccum.vrx, emptax.vrx and emppayel.vrx you can also select to 'Exclude Leavers'.

Banks

- As part of the upgrade process XBANK is copied into each company folder and renamed banka.dat in the WinAccs companies and bankp.dat in the WinPay companies. In Maintenance, Parameters, Bank (Sort Codes) there is now an option to copy the bank records to different companies.

Reports Index

- In the list of reports you may now on the right of the screen enter a string of characters (e.g. emp) and then select Search. Then the list of reports will be limited to the reports within the selected folder that have those characters in their description.

Autobackups

- a) You can choose at any time to select Utilities, Security, Perform an Autobackup (or use File, Perform an Autobackup) and that will create a file in the root directory in the folder Autobackup in the file P\xxx\2009\User-Selected\20090127-0944.zip where the company is xxx, the end of year is 2009, the date is 27th January 2009 and the time 09.44.
- b) Before updating data it takes an autobackup of the company and puts it in the root directory in the folder Autobackup in the file P\xxx\2009\Pre-Upgrade\20090126-1454-From_6_33_to_6_34_.zip where the company is xxx, the end of year is 2009, the date is 26th January 2009 and the time 14.54 and WinAccs is upgrading the company from version 6.33 to 6.34.
- Pre upgrade autobackups are kept forever (unless deleted by the user). User selected backups are deleted after a week.