IRIS Managed Payroll

How to Make the Switch

Zac Street, Pre-Sales Specialist
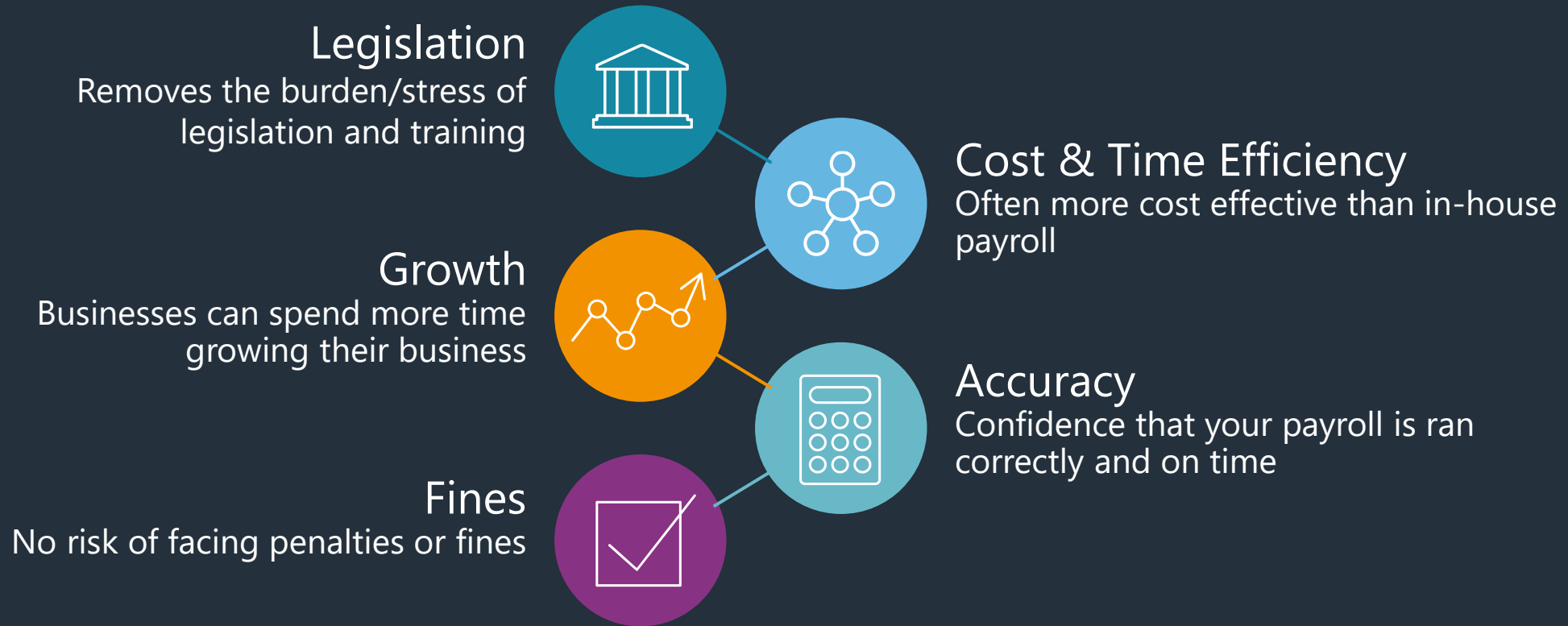
IRIS

IRIS. Look forward

Agenda

- What is Managed Payroll?

- Why businesses are outsourcing payroll

- Making the move

- The IRIS Service

IRIS. Look forward

What is Managed Payroll?

- IRIS would manage your payroll responsibilities, including:
  - Making calculations
  - Payroll processing
  - Making payments to your staff via BACS
  - Submissions to HMRC
  - Handle pension calculations/communications
- No software needed
- No need for training

What outsourcing can do for your business

IRIS

Legislation
Removes the burden/stress of legislation and training

Cost & Time Efficiency
Often more cost effective than in-house payroll

Growth
Businesses can spend more time growing their business

Accuracy
Confidence that your payroll is ran correctly and on time

Fines
No risk of facing penalties or fines

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How to Make the Switch

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Implementation Process

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01

Define

First of all our bureau team will be in touch to gain a comprehensive understanding of your requirements, the areas of interaction and, any barriers that we may have to overcome.

02

Design

Once we are both comfortable with the project scope and timelines we will create a detailed personalised plan for your business. Based on what we learn when in the define stage will determine the plan we create.

03

Data

We will work with you to ensure that data is transferred correctly and efficiently. Once imported your information we will produce data validation checks for you to approve.

04

Deploy

Finally, once we have successfully and accurately transferred your data we are ready to start running payrolls. We can add a Parallel Run here if you would like where we both run your payroll and compare results.

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Data Transfer Process

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Step 01
Fill in the data import spreadsheets or exported from existing IRIS software

Step 02
Your data is imported into the payroll system

Step 03
You will receive a data sample. We work together to make any amendments
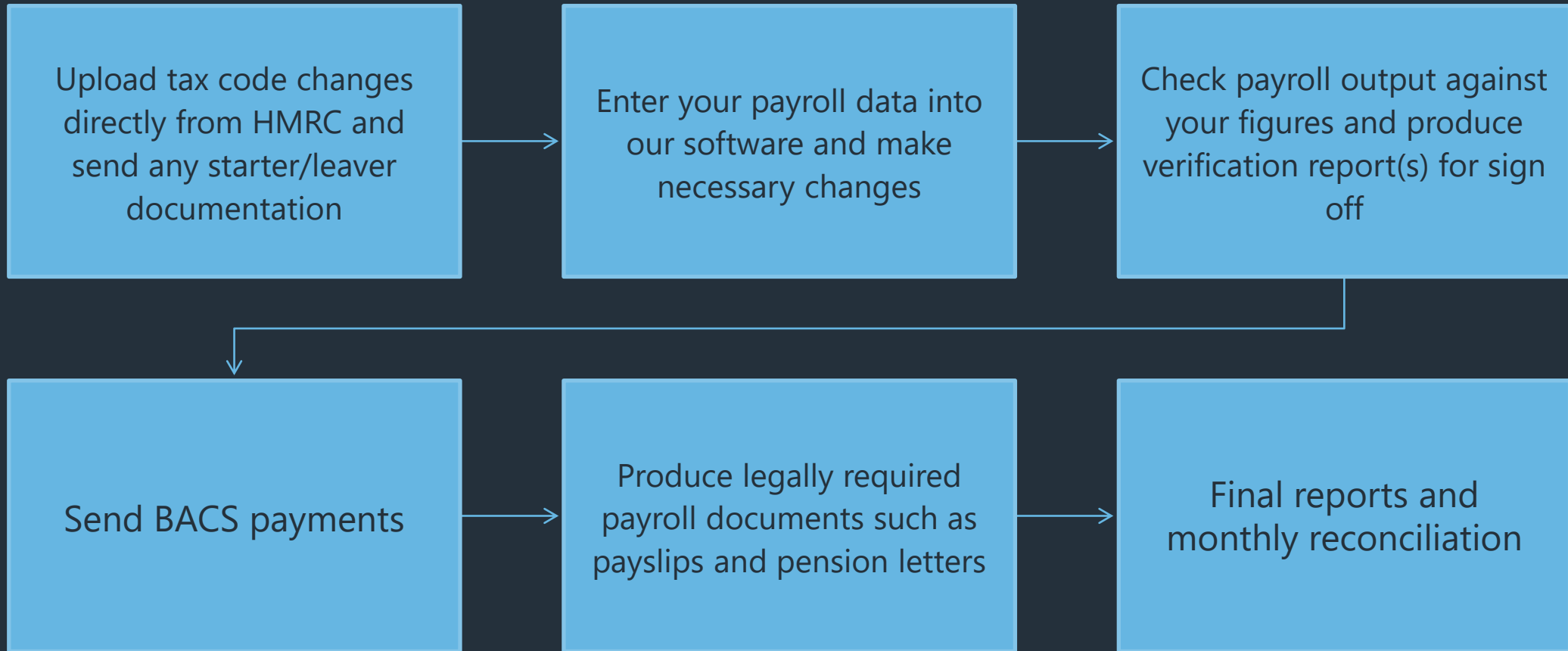
Step 04
Sign off the data transfer process

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IRIS' Responsibilities

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Upload tax code changes directly from HMRC and send any starter/leaver documentation

Enter your payroll data into our software and make necessary changes

Check payroll output against your figures and produce verification report(s) for sign off

Send BACS payments

Produce legally required payroll documents such as payslips and pension letters

Final reports and monthly reconciliation

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OpenPayslips App

View Payslips, P60s and Pension Letters
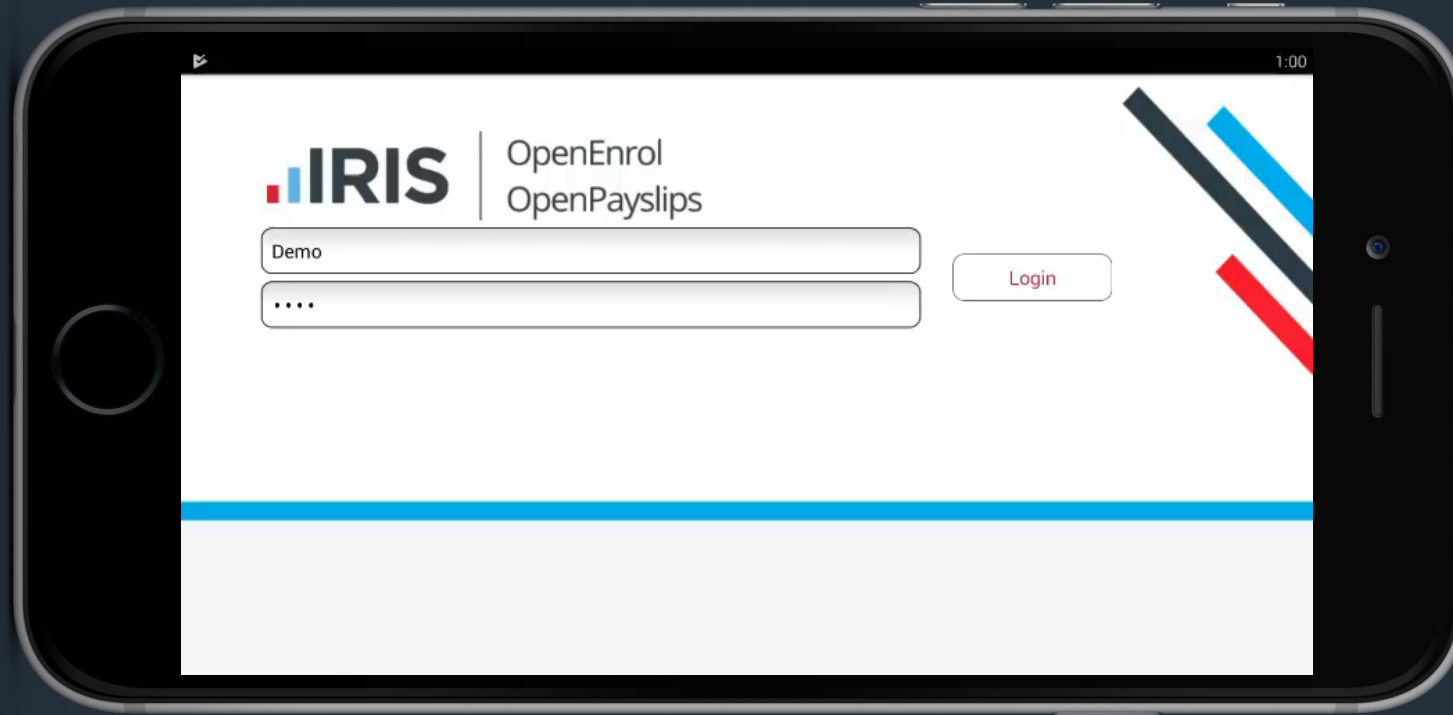
Tailored Options

IRIS

01
Fully Managed
- Payroll Processing
- Payroll reports
- BACS Payments
- AE
- Online payslips

02
BACS Only
- Submit BACS file on your behalf

03
Payslips Only
- Online payslips, P60 and AE Pension Letters
- Free app
- Print payslips

04
P11D Only
- P11D form production
- Submission to HMRC or other third parties

IRIS. Look forward

Case Studies

"Now payroll is really straightforward. Issues you would normally face running payroll now don't occur, all we do is fill in a spreadsheet and send it over for the bureau to complete the rest."

— Sarah Berry, Mico Lighting.

"I wouldn't be surprised if IRIS Managed Payroll saves me a full day's worth of work each month."

— Tim Baker, Aldens

"The level of service we've received from IRIS has been fantastic. I think a benefit of us building our relationship since 2007 has meant that the IRIS team have developed a real understanding of ACT and how we operate. This is a great help when it comes to dealing with our specific requirements."

— Vicki French, ACT Conferencing

"Outsourcing was almost exclusively a time-orientated decision. Running the payroll for the practice with auto enrolment, and overtime all included was taking me around half a day each payroll run. Since outsourcing, the time I need to put into the payroll has gone down to almost zero."

— Jaqui Westcott, Penny Lane GP Surgery