

## COVID-19 & The Big Shift to Bringing Payroll In-House

Welcome  
to today's webinar



**Rachel Hynes**

Marketing Manager at BrightPay

## Agenda

- Introduction
- Pros and cons of bringing payroll in-house vs. outsourcing payroll
- What to look out for in payroll software
- Short tour of BrightPay's payroll software
- Practical guidance on how to make the transition to in-house payroll
- Questions & Answers

## COVID-19 & Payroll Trends

COVID-19 has seen a massive shift towards bringing payroll in-house

Potential cost savings: Businesses can reduce the risk of redundancies

Payroll software should simplify furlough processes for users

Being able to adapt processes is important for business survival

## COVID-19 & Payroll Trends

Continually review business processes - are they fit for purpose?

The payroll process can be more automated than ever before

Some prefer to manage all payroll & HR related activities internally

Payroll needs to be processed accurately and in a timely manner

## In-House vs. Outsourcing

### Benefits of Outsourcing

- Cost-savings (not spending money on training and resources)
- Save time and focus on other aspects of your business
- Confidence that your employees are being paid correctly
- Peace of mind that your payroll is compliant
- Greater security than operating payroll in-house

## Benefits of In-House Payroll

- Cost-savings (if you're using the right payroll software)
- Greater flexibility and control over the payroll data
- Other HR features may be included at no extra cost
- Control over data security (no third-party access to data)
- Invite employees to their own online self-service portal and app

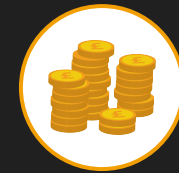
## Cost

when processing payroll in-house vs. outsourcing

When outsourcing payroll, the costs need to be recuperated by the accountant

Handling payroll in-house can work out cheaper in the long run

Reducing your business outgoings can potentially save jobs in these uncertain times



## Cost

when processing payroll in-house vs. outsourcing

Potentially costs of training employees depending on the payroll software

With easy to use payroll software, you won't need to be a payroll expert

There should be no additional / hidden charges for important functionality



## Payroll Reporting

when processing payroll in-house vs. outsourcing

In-house payroll means instant access and control over the reports generated

Quick and easy answers to questions instead of waiting on a third party

Increased flexibility to produce payroll reports and detailed, customisable analysis



## Control & Flexibility

when processing payroll in-house vs. outsourcing

In-house payroll means absolute control over payroll scheduling

Flexibility to correct errors or make last minute changes to the payroll instantly

You may not have the same flexibility when outsourcing payroll



## Workload

when processing payroll in-house vs. outsourcing

Is there a genuine time saving when outsourcing your payroll?

You still need to spend time preparing and providing the payroll data

Data entry doesn't need to be as time consuming or as difficult as you imagine



## Data Security

when processing payroll in-house vs. outsourcing

In-house payroll gives you greater security about the safety of personal data

You can protect private information such as employees' salary details

Secure payroll systems should provide added security features



## DIY Self-Service Access

when processing payroll in-house vs. outsourcing

Payroll software with integrated HR functionality can simplify HR tasks

Online employee access to personal data, payslip library and leave calendar

Enables employees to streamline routine payroll tasks by doing it themselves





### Employee Self Service Portals:

- **Fewer calls to HR** – Employees can answer their own payroll queries
- **Saves processing times** – Eliminates time spent distributing payslips
- **Simplify leave management** – Instantly approve leave requests
- **HR Documents** – Store employee information in one secure location

### Direct API Integration

with accounting & bookkeeping software

Payroll software should integrate with systems such as pensions & accounting

Minimise the amount of manual data entry you need to complete

Create wage journals to send directly to the accounting software



### In-House Benefits

- Reduced business overheads and potential cost savings
- Increased control over payroll reporting
- Internal flexibility over last-minute changes
- Minimal reduction in workload
- Streamlined HR and annual leave processes
- Self-service online access for employees
- Increased accurate reporting in accounting software

### Choosing the right software

Do you want a laborious or quick and easy payroll process?

Find out what options are available – will they make your life easier?

Do the benefits outweigh the benefits of outsourcing your payroll?

There are a lot of different options and this can be overwhelming

 brightpay

# brightpay

---



320,000 Businesses  
in the UK & Ireland



Payroll Software of  
the Year 2018 & 2019



99% Customer  
Satisfaction Rate




30  
Years' Developing  
Payroll Software

 brightpay

## Reasons to Choose BrightPay

Excellent Customer Support	Competitive Pricing
Migration Assistance	No Hidden Extras
Responsive to COVID-19	Optional HR Features

 brightpay

## A Quick Tour of BrightPay

 brightpay

---



Desktop-Based  
Payroll Software





Available on  
Windows & Mac



Optional Cloud  
Add-On



10  
Activations Per  
BrightPay Licence

### Standard

For individual employers.



One employer Unlimited employees <small>For large employers</small>	£199
One employer Up to 25 employees <small>For medium-sized employers</small>	£149
One employer Up to 10 employees <small>For small employers</small>	£99

### Bureau

For payroll service providers.

Unlimited employers Unlimited employees <small>For large payroll bureaux</small>	£499
Up to 25 employers Unlimited employees <small>For medium-sized bureaux</small>	£399
Up to 10 employers Unlimited employees <small>For small payroll bureaux</small>	£249



NOTE: Prices are per tax year and exclude VAT.





### Example Monthly Bills


Monthly subscription based on number of employees

1 employee	£0.50 per month	100 employees	£27.70 per month
5 employees	£2.10 per month	250 employees	£57.70 per month
10 employees	£3.90 per month	500 employees	£97.70 per month
25 employees	£8.70 per month	1000 employees	£157.70 per month
50 employees	£15.70 per month	5000 employees	£477.70 per month








Free Phone & Email Support




Help Guides & Video Tutorials




Free 60 Day BrightPay Trial



Free Online 20 Minute Demo



## Is BrightPay the right in-house payroll software for your business?



"As a small business, BrightPay has enabled us to keep control of payroll processes in house. We are definitely more efficient despite the increasing demands of auto enrolment. Very satisfied with BrightPay."

Penny Quilter, Quilters

"I was worried about bringing our payroll back in house for me to do and then I discovered BrightPay - WOW! It's such as easy, straight forward, total package I can't believe what it costs in relation to other payroll software annual licenses. We are now so much more flexible than before having to pass all the info to the bureau for a certain date it's a dream. If you're thinking about it, do it you'll save a fortune."

Graham Paterson, Verytas Solutions Ltd

"I love how user friendly BrightPay is for both CIS and Payroll. People tell me to use an accountant because they think that it is easier. It is a false pretence and with this software it makes you feel like a pro with its simple functionality. All reports are easy to find and tailor. Being able to email all documents is truly great, add in time saving and environmentally friendly. The amount we pay as a company to BrightPay is justified and I always recommend them."


Sarah King, Sherborne Utilities Ltd

"Recommended by my accountant to save money in the first instance but also to have a product more suited to my needs - foolproof!"

Sally Avery, R W Avery

"Have just started using BrightPay this financial year, having taken over from our accountant. Really easy to use and plenty of helpful support. 10/10."

Stephen Irish, The Mountain Air



## Questions & Answers