


UN3063 1 of 3 02 nd AUG 2021	Electronic Staff Record Programme USER NOTICE	
Title	Advance notification of Pay Awards for England & Wales	
Purpose	To advise all ESR Organisations on the planned implementation of the Pay awards	
Intended Audience	All ESR Organisations	

SUBJECT

Advance notification of the planned Pay Awards for England & Wales

DETAIL

The following Pay Awards have been agreed with an effective date of the 1st April 2021:

England

AfC
Medical & Dental
GP Educators

Wales

AfC
Medical & Dental
GP Educators


These are due to be introduced on to ESR in Release 50.3 over the weekend commencing 27th August 2021, subject to successful development and testing. Full details of the content and downtime requirements will be provided nearer to the release.

Retro Pay

The Pay Awards detailed above will be made in the September pay and the Retro Pay processes will calculate any associated back pay. These Pay Awards impact a high proportion of the employee records held on ESR and the processing time for any retro processes that are run will be impacted as a result. Whilst we intend to utilise active queue management during this period, organisations may want to consider running their retro processes as early as possible in the period, to ensure that there is no delay to payroll run processing.

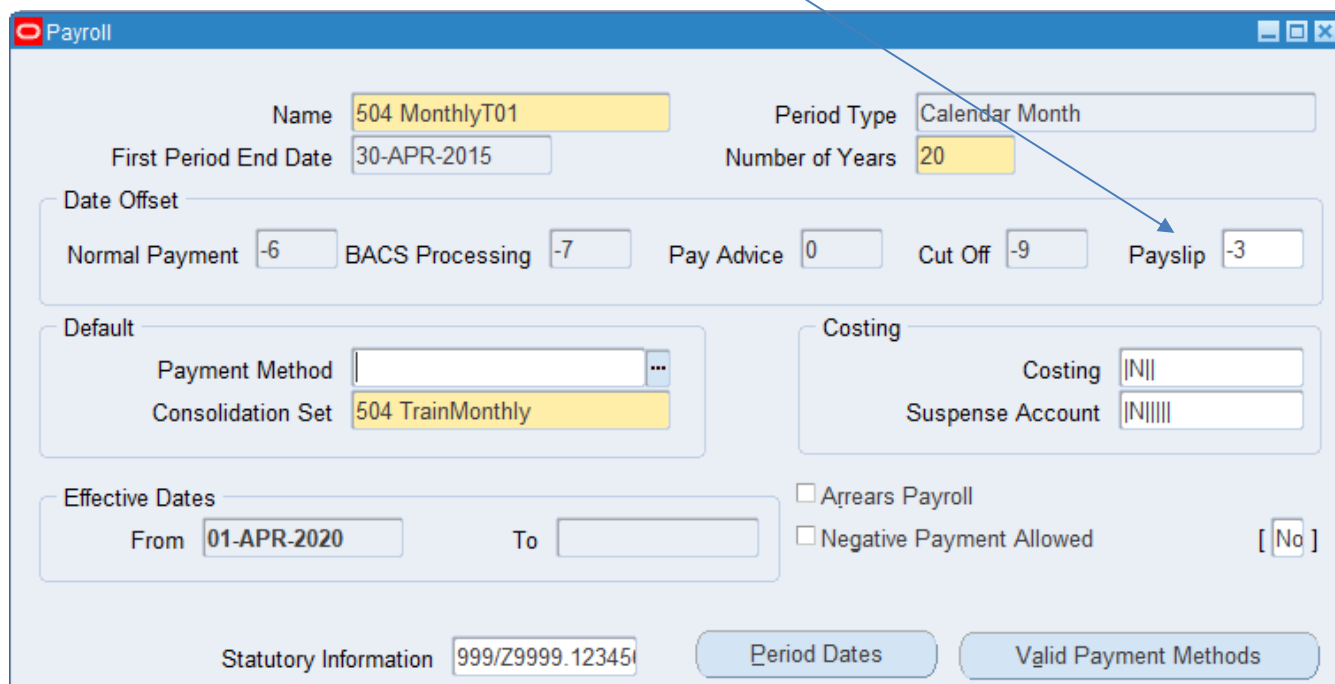
Online Payslips

Along with the Pay Awards, September is also the final month for the pay during annual leave settlement payments. This is likely to increase the number of employees wishing to view their payslips during, and particularly at the end of, September. Organisations may wish to

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consider allowing access to online payslips earlier by setting the Payslip Offset field a number of days before the actual pay day.


This can be done by amending the Payslip Offset Date in the Payroll Description form before payroll processing commences. The values entered should be a negative number, e.g. -3, this would allow the payslips to be viewed 3 days before the normal payment date.



The screenshot shows a 'Payroll' window with the following details:

- Name: 504 MonthlyT01
- Period Type: Calendar Month
- First Period End Date: 30-APR-2015
- Number of Years: 20
- Date Offset:
 - Normal Payment: -6
 - BACS Processing: -7
 - Pay Advice: 0
 - Cut Off: -9
 - Payslip: -3
- Default:
 - Payment Method: []
 - Consolidation Set: 504 TrainMonthly
- Costing:
 - Costing: [IN|]
 - Suspense Account: [IN|]
- Effective Dates:
 - From: 01-APR-2020
 - To: []
- Options:
 - Arrears Payroll
 - Negative Payment Allowed [No]
- Statutory Information: 999/Z9999.12345
- Buttons: Period Dates, Valid Payment Methods

Employees can choose to opt into receiving an email to let them know when their payslip is available to view. Organisations may also wish to take this opportunity to promote this functionality to their employees ahead of September's pay dates.

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My Payslip and P60 ?

20066599 - AA POS 3

NEW [Pay date: 29-Oct-2020](#)

i No P60 available

Go Paperless ? NO

Email me when Payslip available ? YES

[View My Payslips](#) [View My P60s](#)

ACTION REQUIRED

Users should consider running retro processes early in the month of September to allow enough time for completion.

For Online payslip users, consideration should be given to allow employees to access payslips as soon as reasonably possible prior to pay day and encourage usage of the Payslip email notification.

FURTHER INFORMATION

None

NEXT UPDATE

User Notices containing the detailed Pay Awards will be provided nearer to the implementation of Release 50.3.