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Sage Outsource Services

P11D, bureau and managed payroll services

Sage Outsource Services offers a range of flexible payroll service options that are designed to ease the headache of payroll administration.

Whether you're a large or small organisation, running weekly or monthly payrolls - or a combination of the two – we can offer a service that matches your needs.

It doesn't matter who you are, or what you need... it's all about your business:

[Managed payroll](#)[Payroll bureau](#)[P11D services](#)[Additional services](#)

Managed payroll is just as it sounds – we manage your payroll and you decide how involved you want to be.

Part managed...

Our part managed payroll service is geared towards HR teams who want to keep control of core employee data, but would rather leave the payroll data entry and processing to us – because we're the experts. You have the flexibility to access your data at all times – without the burden of processing your payroll.

...to fully managed

We want you to rely on us, if resources are limited (or even non-existent), why not give us full responsibility? All you need to do is give us your data and we'll make sure everything's processed accurately and on time, while ensuring that you've fulfilled all obligations to HMRC.

The Sage fully managed service takes care of all elements and responsibilities associated with running and managing your payroll, including:

- Liaison with HMRC on your behalf
- Administration of statutory payments/deductions, including court orders, CSAs, Student Loans, SMP and SSP
- Administration of, and liaison with, third party bodies, such as pension providers, unions, GAYE etc.
- Optional P11D services
- Key Performance Indicators as standard
- Year end processing and submission to the relevant bodies and persons
- Processing and submission of in-year online filing in accordance with HMRC
- Payment of all statutory deductions, including responsibility for PAYE payment, reconciliation and queries

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- [Roundhouse](#)

- Payment of employees' net pay though BACS and reconciliation of the payroll each period
- Bespoke reports available based on clients' business needs
- Designated payroll professional assigned to each customer's payroll

It's simple...

Your payroll may be complex, but our range and breadth of experience means we can cater for your needs. Leave the complexities to us, so it's simple for you.

We're everywhere

That's right. We have offices throughout the UK, including Surrey, Sussex, Suffolk, Birmingham, Hampshire, Newcastle, Manchester, Glasgow and Oxford. So wherever you're based, we're a local business for you.

It's personal

Our customers tell us that we deliver a personal and friendly service, we even make sure you have access to your own personal payroll professional. We don't believe in frosty call centres! Your business is our business and we prefer to be an extended part of your team.

Both the Sage bureau payroll and managed payroll models are delivered with our HMRC accredited **in-house payroll software**, which means you also have the option to integrate with the personnel module – better data management all round.

Your in-house payroll team have full control of your payroll data using our HMRC accredited software. We calculate, process and generate your payroll reports for you.

The Sage bureau payroll service can include the following:

- Statutory payment and deduction calculations
- Gross-to-net calculations
- BACS transmissions for employees' net pay and HMRC payments
- Payslip print and distribution
- P45 print and distribution
- Electronic submission of returns to HMRC
- Year end processing – P60 printing, P35 and P14 submission

Any organisation knows the complexity of managing and administering taxable benefits. Payroll processing can be demanding enough and P11Ds are often just one more thing to worry about. Especially when it comes to year end...

Sage P11D processing service takes care of all elements of P11D processing and management for you. We'll submit everything to HMRC, as you might expect, and we'll give you all the reports you need, so you stay on top of who's receiving what and how much it's costing you.

It's available either as part of our other outsourcing services, or standalone. That means even if you want control of other areas of payroll processing, you've still got the option to pass your P11Ds on to us.

Sage Outsource Services offers a range of standalone services:

- Payroll process reviews and benchmarking - find out how much you can save by letting us process your payrolls
- Payslip customisation, print and distribution - you don't need to worry about maintaining costly printing and sealing machines, we design, print, seal and deliver
- Job costing - we provide in-depth job costing reports so you can do the analysis of how much salary costs affect your business
- Absence administration - you provide the data and we process your absence payments

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