

In April the Government's new National Living Wage will become law.

If you're working and aged 25 or over and not in the first year of an apprenticeship, you'll be legally entitled to at least £7.20 per hour. That's an extra fifty pence per hour in your pocket. The Government is committed to increasing this every year.

If you're an employer, you'll need to make sure you're paying your staff correctly from 1st April 2016, as the National Living Wage will be enforced as strongly as the current National Minimum Wage.

Employees: you can find out if you are eligible for the National Living Wage by using an online simple calculator: https://www.gov.uk/am-i-getting-minimum-wage/y

Employers: From April 2016, all workers aged 25 and over are legally entitled to at least £7.20 per hour.

Take these four steps to be ready for the change:

- 1. Check you know who is eligible in your organisation. Find out on GOV.UK's employment status page: https://www.gov.uk/employment-status/overview
- 2. Take the appropriate payroll action. Find useful guidance in HMRC's tutorials: https://www.gov.uk/government/news/webinars-emails-and-videos-on-employing-people
- 3. Let your staff know about their new pay rate.
- 4. Check that your staff under 25 are earning at least the right rate of National Living Wage: https://www.gov.uk/national-minimum-wage-rates

You can find out everything you need to know about the new National Living Wage, including the new rates of pay, on the employers' National Minimum Wage page:

(https://www.gov.uk/national-minimum-wage/employers-and-the-minimum-wage). If you still have any queries that are not addressed visit GOV.UKs Acas page (http://www.acas.org.uk/index.aspx?articleid=1902) for further information and assistance.

For more information please visit the National Living Wage website https://www.livingwage.gov.uk/

Workplace Pensions

Starting from October 2012, and over the next few years, all employers must by law offer a workplace pension scheme. You, your employer and the government will pay into your pension if you're enrolled into a workplace scheme.

The biggest employers have already started enrolling workers into their pension scheme.

Use the Pensions Regulator staging date calculator (http://www.thepensionsregulator.gov.uk/employers/staging-date.aspx) to check if the new law applies to you and your business. The calculator is for employers but also works for employees.

For more information about Workplace Pensions go to: https://www.gov.uk/workplace-pensions