

How much does your in-house payroll *really* cost?

Payroll Staff Costs

Employee annual salary or proportion spent on Payroll		£	25000.00
Employers National Insurance	formula	£	2474.06
Memberships and Subscriptions		£	100.00

Sickness/Holiday and Maternity Cover

Temp staff or Fixed Term Contract		£	3000.00
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Recruitment Costs

Internal HR costs, interviewing, administration and contracts		£	1000.00
Agency costs and finders fee		£	3000.00

Staff Training

Management time spent training		£	500.00
Legislation updates and external training courses		£	500.00

Payroll System

Payroll hardware - cost of Payroll package		£	270.00
Payroll software - annual legislative updates		£	50.00
BACS maintenance and transmission charges		£	175.00

IT Support

Internal support for both hardware & software		£	250.00
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IT Hardware

Cost and maintenance of secure Servers and PC's		£	350.00
Cost and maintenance of printers		£	150.00
Back up Servers, PC's and printers (Disaster Recovery)		£	150.00

Add Ons

Stationery – specialist payslips, envelopes, postage etc		£	350.00
Filing - Secure personal files and storage space		£	500.00
Ink cartridges for printers		£	50.00

Total annual cost of running your payroll for 50 employees: £ 37869.06

Monthly cost of running your payroll for 50 employees: £ 3155.76
