

#NPW24
#ChoosePayroll

CHOOSE PAYROLL

Celebrate all the professionals who chose payroll
and make it the incredible industry it is

cipp the chartered institute
of payroll professionals
**NATIONAL
PAYROLL
WEEK 2024**

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Thank you for joining us in celebrating National Payroll Week 2024

National Payroll Week (NPW) was established in the UK by the CIPP in 1998 to celebrate the payroll profession and to give it the recognition it deserves. Launching **#ChoosePayroll** as last year's campaign message for NPW, we have integrated the hashtag into our everyday messaging, and we hope you have done the same too.

We will always champion a career in payroll and love to speak to our members about their own payroll career journeys. Our 'My Payroll Career' campaign puts a spotlight on passionate payroll professionals and allows them to share their stories of how they chose their careers in payroll, and what it is about the industry that interested them.

There have also been two new CIPP-approved qualifications launched in early 2024 – both delivered entirely online. We're particularly proud of the new level 4 Payroll Specialist Certificate, developed, delivered, assessed and awarded by IPPE (a subsidiary of the CIPP), as we received Ofqual accreditation, so now appear on the government register for awarding

organisations. The FdSc Payroll Management (UK Payroll), is a new level 4-5 strategic qualification, delivered and awarded by The University of Lincoln and developed in partnership with IPPE.

These qualifications are a great progression route into more strategic roles, so if you are looking to start a qualification with IPP Education, take a look at the progression ladder available in your pack, or click [here](#).

We also have a dedicated career hub to support you throughout your career – whether you are looking to understand your progression route, wanting to know more about payroll job roles and responsibilities or would like to use the salary benchmark tool, these resources are available to you to use as and when you need them.

We can't wait to celebrate NPW24 with you – here's to another year of **#ChoosePayroll!**

Don't forget to let us know what you get up to during the week. Email marketing@cipp.org.uk with any pictures or stories for the chance to featured in *Professional* magazine.



What's in your digital pack

Your digital pack contains a wealth of digital assets to help you celebrate National Payroll Week and to spread the celebrations around payroll, including:

- Logo pack to use in your office promotions
- Posters and bunting for use around your workplace
- Phone / tablet / computer / video call wallpapers
- E-cards to send to colleagues to show your appreciation
- Template letter to gain support from government
- Social media hints and tips (see page 7)
- Banners to use on email and social media
- Printable sticker templates
- Business case template for ACE24
- 'The importance of payroll' PowerPoint presentation to educate your teams internally
- Information about CIPP membership benefit packages
- Information and offer from headline sponsor 'Portfolio Payroll'
- Get the right information from your new starter (HMRC flyer)
- Face forward for the future you - planning for your pension (PLSA flyer)
- About the ACT online assessment platform (The Payroll Centre flyer)





What is happening this week?

The CIPP team and our sponsors are putting on a week of free informative webinars throughout National Payroll Week 2024. See full details on all the webinars below, and book your places at npw.org.uk, or scan the QR code.

MONDAY 2 SEPTEMBER	TUESDAY 3 SEPTEMBER	WEDNESDAY 4 SEPTEMBER	THURSDAY 5 SEPTEMBER	FRIDAY 6 SEPTEMBER
<p>10:00 – 11:00</p> <p>CIPP Policy Team Update</p> <p>14:00 – 14:45</p> <p>The importance of value perception and strategic pricing for professional services</p>	<p>10:00 – 11:00</p> <p>From back-office to boardroom: unlocking payroll's strategic potential. A National Payroll Week Special <i>(Sponsored by Alight)</i></p> <p>12:30 – 13:15</p> <p>CIPP Advisory clinic</p> <p>14:00 – 14:45</p> <p>Bitesize Training: Statutory Sick Pay</p>	<p>10:00 – 11:00</p> <p>Next generation payroll is here: what's in it for you? <i>(Sponsored by Veritas Prime)</i></p> <p>12:30 – 13:15</p> <p>Earned Wage Access Panel</p> <p>14:00 – 14:45</p> <p>Perspectives on workplace financial wellbeing</p>	<p>10:00 – 11:00</p> <p>Supporting employee's financial wellbeing throughout life's big moments <i>(Sponsored by Experian)</i></p> <p>12:30 – 13:15</p> <p>Elevate Your Payroll Skills: Exploring Learning Paths with IPPE and CIPP</p> <p>14:00 – 14:45</p> <p>The importance of compliance</p>	<p>10:00 – 11:00</p> <p>Payroll at the core: revolutionizing business operations and employee engagement <i>(Sponsored by Sage)</i></p> <p>12:30 – 13:15</p> <p>Getting the nation to pay their pension some attention <i>(Delivered by the PLSA)</i></p> <p>14:00 – 14:45</p> <p>Bitesize Training</p>

How you can get involved this year

Spread the word

Remind your line manager that NPW is important, not only to those within payroll but ensuring everyone within your organisation is aware of the important role you all play. Ensure you share photos of your colleagues celebrating National Payroll Week and send them to marketing@cipp.org.uk with 200 words – you may feature in *Professional* magazine!

Shout about it

Mention NPW24 on your intranet, within your email signature, in PR briefs or write an article for your company newsletter or blog. Let's spread the message of why you **#ChoosePayroll** far and wide!

Join in the conversation

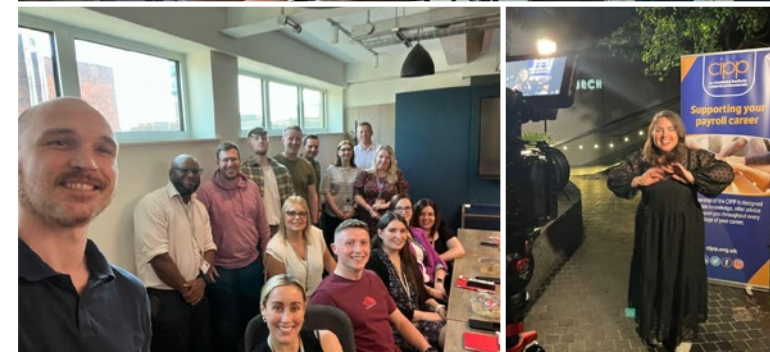
Follow the countdown to NPW24 via our social channels Facebook (@thecipp), LinkedIn (@The Chartered Institute of Payroll Professionals (CIPP)), Instagram (@thecipp) and Twitter (@CIPP_UK) using **#NPW24 #ChoosePayroll**.

Share your celebrations

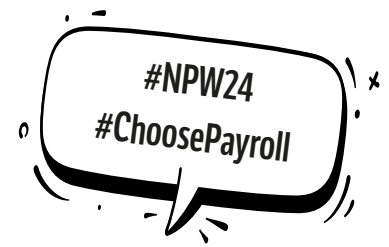
We would love to hear how you made NPW24 a success. Use your social media channels to share how you have celebrated. To view photos, case studies and see how others have celebrated visit our social channels, searching **#NPW24 #ChoosePayroll**.

Enter our 2024 competition

Get involved with our social media competition to tell the world why you **#ChoosePayroll**. The lucky winners could win two tickets to our Annual Excellence Awards, one day of online payroll training or some vouchers to spoil yourself. Visit npw.org.uk/competition for more information and to get involved. [See page 8 for full details.](#)



Tips for using social media during NPW24



We want National Payroll Week 2024 to be our largest yet and we hope you will join us in celebrating the week by setting social media alight! Here are a few hints and tips about how you can ensure we're shining a light on our fantastic industry.

LinkedIn

CELEBRATE

Show your support for NPW by posting an update with your team and what you're up to in your workplace or remotely.

GROW

This is a great opportunity to grow and learn from your payroll network - maybe via our LI group or free webinars running all week!

SHARE

Look out for our NPW posts and those from your industry colleagues, to share and celebrate payroll as a community.

Facebook

POST

Post to share your celebratory updates with us and all your connections - we may share your posts too!

COMMENT

Comment, like and share National Payroll Week posts to get noticed and show your support across the industry.

BE SOCIAL

Use the campaign hashtags within your posts to get involved.

Instagram

ENGAGE

Post your pictures, reels, and stories via your profile tagging @thecipp.

ADD VALUE

Create highlights by saving your stories so your followers can view them as many times as they like!

BE VISUAL

Share pictures through stories and share with followers.

Competition

National Payroll Week is all about celebrating and sharing what we love about payroll, and why we chose this profession.

We would love to watch you and your team(s) celebrating NPW24 and showing us why you all love payroll!

And you could win one of three prizes for the best post.

What do you need to do?

- Record a short video (minimum 20 seconds) showing us how you are celebrating NPW24 in the office, or at home
- Post on LinkedIn, Facebook or Instagram (extra points for Instagram)
- Tag us in the posts so we can watch it
- Use hashtags **#ChoosePayroll** and **#NPW24**
- Follow us on LinkedIn, Facebook, and Instagram

Rules

- One post per person or team (Nominate a colleague to upload on your behalf or tag us from your company's profile)
- Only posts between 2 - 6 September 2024 will be entered into the competition
- Entries will close 5pm on Friday 6 September 2024

What could you win



2 x tickets to our Annual Excellence Awards
(does not include accommodation or transport)



1x place on a one day online training course




£50 Amazon voucher

We will be
announcing the
winners at 12pm
on Tuesday 10
September.

Information from supporting organisations

Thank you to HM Revenue & Customs (HMRC), the Pensions and Lifetime Savings Association (PLSA), and The Payroll Centre for supporting NPW.

Click the graphics to view the documents, or find them in your pack.



Download the HMRC app


Get the right information from your new starter

By encouraging them to get on the HMRC app, they can view their:

- ✓ National Insurance number
- ✓ 5-year employment history
- ✓ Tax code and income


and much more.

Scan the QR Code for more information or go to gov.uk/hmrc/app



HM Revenue & Customs

NATIONAL PAYROLL WEEK 2024


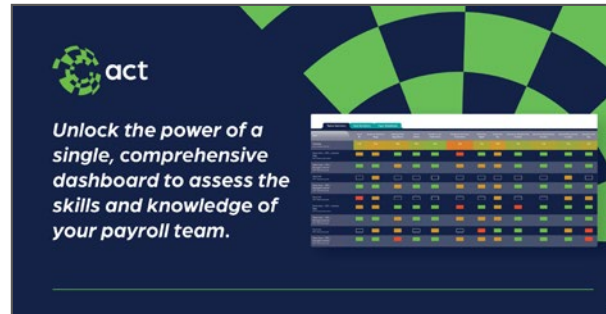


We're all getting older, so it's time to think about the most important pot for your future self. **Your pension pot.**

Face Forward and plan your retirement with these **three simple steps:**

- 1 FIND OUT**
if you have any lost pension pot savings
Do you know where all your pension savings are?
To get started visit: gov.uk/find-pension-contact-details
- 2 LOG IN**
to your pension accounts and check what you'll get when you retire
Do you know how much you currently have in your pension?
Check your likely retirement income here: www.moneyhelper.org.uk/en/pensions-and-retirement/pensions-basics/pension-calculator
- 3 PICTURE**
your future self and how much you'll need
What are your dreams for the future?
Take the next step towards planning your future by visiting: retirementlivingstandards.org.uk

Find out more at pensionattention.co.uk

act

Unlock the power of a single, comprehensive dashboard to assess the skills and knowledge of your payroll team.

ACT is an online assessment and eLearning platform for payroll professionals. We currently have over 4000 users and we are working closely with a number of prestigious businesses across a wide range of sectors.

Improved staff satisfaction and retention, and significant skills improvement, lead to more accurate and compliant payrolls.

The custom-built online platform uses our unique Payroll Competency Model to target the assessment based on team member roles, ensuring relevant assessments and results for payrollers of all experience levels.


Team members sit a series of quizzes covering different topics and the results are shown as a green/amber/red for each sub-skill assessed.

Team leaders then have access to a dashboard showing the team's strengths and weaknesses at a glance, allowing them to make informed training decisions and optimise training budgets.

"With the regular ACT updates, I can ensure that our people are developing their technical knowledge and are staying up to date for our clients".

Karen Thomson
UK Payroll Director
AAB

Proud to support:



We want to hear from you



We hope you have a great National Payroll Week 2024.

Share your videos, photos and anything you have done to celebrate by email to marketing@cipp.org.uk, or tag us on our social media channels;

- Facebook (@thecipp)
- LinkedIn (@The Chartered Institute of Payroll Professionals (CIPP))
- Instagram (@thecipp)
- Twitter (@CIPP_UK)

Make sure you use **#NPW24 #ChoosePayroll** and we will always aim to share.

We will be including NPW celebrations in our *Professional* magazine – so keep an eye out in our November issue to see if you have made it.

