

Sage 50 Payroll **Minimum wage** **check**

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Sage



Housekeeping

The image shows a mobile application interface for asking questions. A vertical sidebar on the left contains several icons: a microphone, a question mark, a document, an information icon, and an 'Exit' button. The main content area is titled 'Questions' and features a 'Send us your questions' callout box. Below this, there is a 'Want answers?' section with a dashed arrow pointing to a text input field labeled 'Ask the staff a question'. At the bottom, there is a 'Send' button. Four callout boxes with green borders and lines pointing to the sidebar icons provide the following instructions:

- Microphone icon: Your microphone is muted automatically
- Question mark icon: Send us your questions
- Document icon: Download a handout
- Information icon: Switch to full screen

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National Minimum/Living Wage legislation



Legislation

- The **National Minimum Wage** is the minimum pay per hour employees are entitled to.
- The **National Living Wage** is higher than the National Minimum Wage – employees get it if they're over 23.

	23 and over	21 to 22	18 to 20	Under 18	Apprentice
April 2022 (current rate)	£9.50	£9.18	£6.83	£4.81	£4.81
April 2023	£10.42	£10.18	£7.49	£5.28	£5.28



For more information on National Minimum Wage legislation visit [Gov.uk](https://www.gov.uk) or the [Acas](https://www.acas.org.uk) website

Set up minimum wage check



Minimum wage check – Setup

Edit Payment

Reference: 1 Status: Variable

Description *: Basic Base Payment: [dropdown]

Default Hours/No.: 40.0000

Rate: 9.5000

This payment is subject to:

PAYE Qualifying Earnings Community Charge

National Insurance Pension (Main) Council Tax

Salary Sacrifice (Pension Only) Pension (AVC) Other Attachments

Benefit in Kind

Disguised Remuneration

Termination Payment Class 1A

Include Value in Minimum/Living Wage calculation

Include Hours/No in Minimum/Living Wage calculation

This payment includes premium element

Include for Holiday Accrual Include for Weekly Averages

Auto Advance Include in Timesheet Entry

Batch Factor OK Close Help

Step 1 – Set up pay elements to include in Minimum/Living Wage calculation

Pay Elements

Payments Deductions Loans Attachment of Earnings Orders Salary Sacrifice

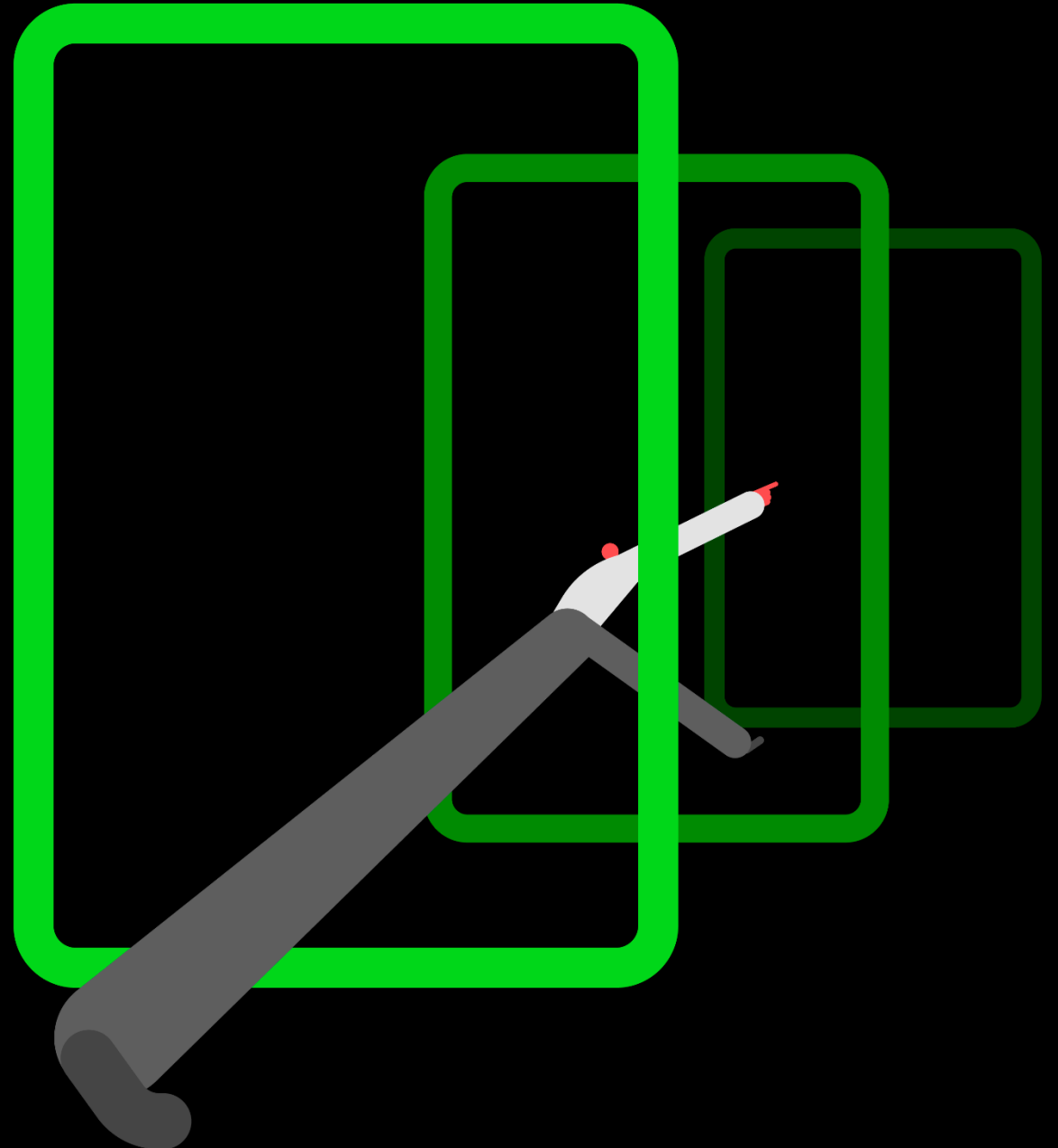
Payment Name	Tax	NI	Hours/No.	Multiplier	Amt/Perc	Rate	Base Payment	In Use
Basic	Pre	Pre	40.0000	N/A	N/A	9.5000	N/A	Yes

Apply Net To Gross Payments **Apply Minimum/Living Wage Check**

Save Cancel Help

Step 2 – Apply Minimum/Living Wage Check

Process minimum wage



Process minimum wage

- Message appears if employees are paid below minimum wage
- Choose which payment to adjust (variable payments only)
- Default rates can be updated in the employee record and pay element settings

The screenshot displays the Sage Payroll interface with a warning dialog box. The background window shows a table with columns: Payment Name, Tax, NI, Hours/No, Multiplier, Rate, Amount, and Net Pay. The table contains two rows: 'Basic' with an amount of 280.00 and 'Commission' with an amount of 50.00. The total Net Pay is 294.82. A dialog box titled 'Sage Payroll' is overlaid, containing a warning icon and the text: 'This employee is being paid less than their Minimum/Living Wage. You should increase the rate of one of the following payments so that they are paid their Minimum/Living Wage. Please select the payment to adjust: Basic (selected), Commission. If you do not adjust their rate of pay then they will be paid less than their Minimum/Living Wage.' Buttons for 'Adjust', 'Cancel', and 'Help' are visible. At the bottom of the dialog, there is a checkbox for 'Select this check box if your employee is leaving and this is their final payment' which is currently unchecked. The background window also has buttons for 'Add Payment', 'Advance Pay', 'Holiday Fund', 'Employer's', 'Save / Next', and 'Close'.

Payment Name	Tax	NI	Hours/No	Multiplier	Rate	Amount	Net Pay
Basic						280.00	
Commission						50.00	
							294.82

Useful links

Sage Knowledgebase

- Apply the minimum/living wage check – [Read more](#)
- Check your pay element settings – [Read more](#)
- Update your employees' rates – [Read more](#)

Gov.uk

- <https://www.gov.uk/national-minimum-wage>

Acas

- <https://www.acas.org.uk/national-minimum-wage-entitlement>

Quiz

Sage



Further support



Help Centre

www.sage.co.uk/help

- Search our knowledgebase
- Support guides
- Webinars
- Videos
- Get in touch

The screenshot shows the Sage 50cloud Payroll Help Centre website. The top navigation bar includes the Sage logo, 'Help Centre', 'Products', 'Integrated Apps', 'Sage University', and 'Useful links'. Below this, a secondary navigation bar features 'Sage 50cloud Payroll', 'Hot topics', 'Webinars', 'Sage City', 'Free training', and 'Manage your account'. The main content area has a dark background with the text 'You need help. We have answers.' and a search bar with the placeholder 'Search for answers...'. To the right is an illustration of two people at a desk with a computer. Below this is a section titled 'What do you need help with today?' containing six help topics, each with an icon and a brief description:

- Pensions**: Help with automatic enrolment, including Pensions Data Exchange.
- Online Services**: Cloud connected services including online payslips.
- Processing your payroll**: Get help to run your payroll from start to finish.
- Correcting mistakes in payroll**: Find the best way to correct an error in your payroll.
- Statutory payments and holidays**: Record statutory payments and your employees' holidays.
- Install your software**: Download for the first time or upgrade to the newest version.

Sage University

www.sageu.com

- e-Learning
- Certification
- Bite-sized learning

A clear learning path to certification

We have designed learning paths to provide you with the knowledge and experience to master Sage 50cloud Payroll and become Sage Certified.



Get started

✓ [Payroll Basics](#)

✓ [Fast Start 1: 'Get started with 50cloud Payroll'](#)

✓ [Fast Start 2: 'Run your Payroll'](#)



Payroll fundamentals



Certification



Bitesized Learning

It takes **more than software and solutions** to make a business work.

That's why we created **Sage Membership**, so you can grow and learn, from a community of real business experts.

What is Sage Membership ?

Sage University – [Sageu.com](https://www.sageu.com)


Sage City – [Sagecity.com](https://www.sagecity.com)

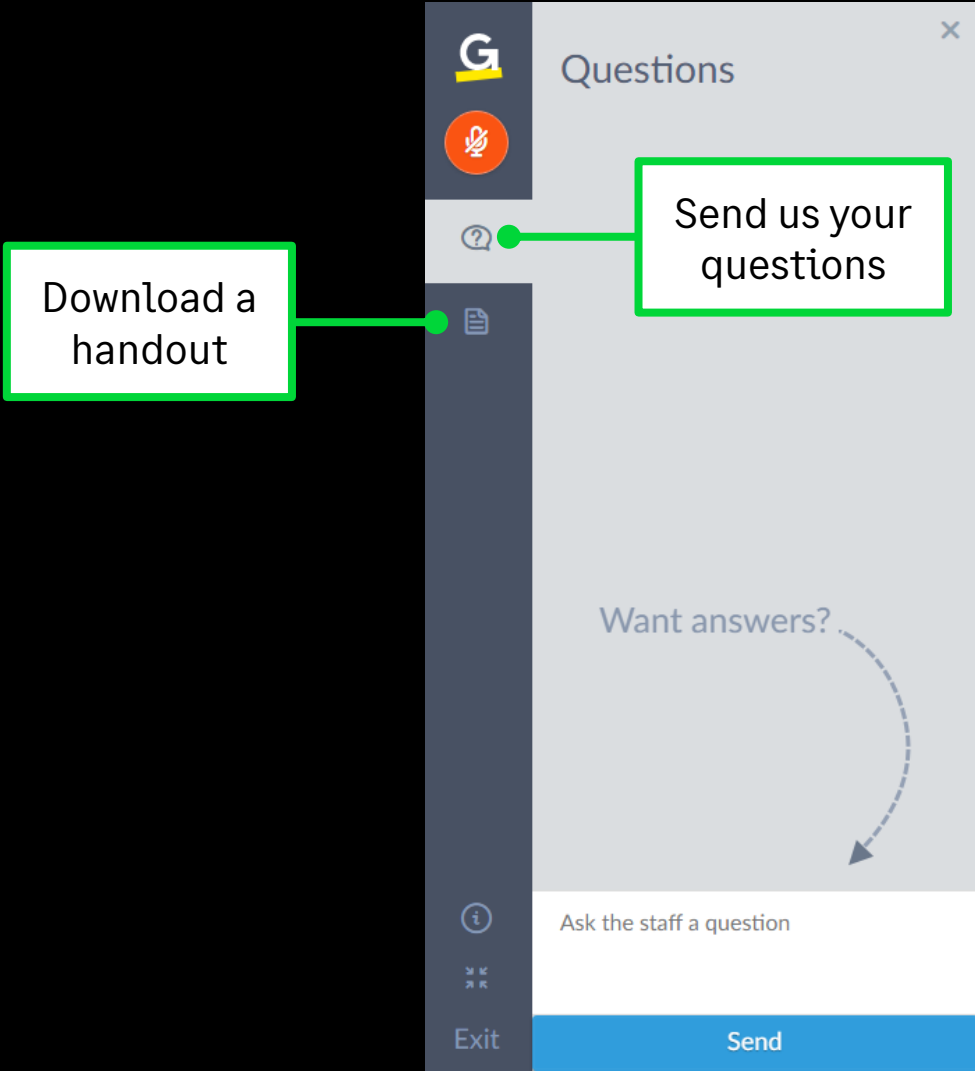
Sage Masterclass

Visit [sage.com/uk/masterclass](https://www.sage.com/uk/masterclass) to find out more

Questions

Submit your questions in the Q&A now!

 This part of the webinar has no sound.



The screenshot shows a mobile application interface for asking questions. At the top, there is a header with a 'G' logo and the title 'Questions'. Below the header is a vertical sidebar with several icons: a microphone (muted), a question mark, a document, and an information icon. A callout box labeled 'Send us your questions' points to the question mark icon. Another callout box labeled 'Download a handout' points to the document icon. The main content area contains the text 'Want answers?' with a dashed arrow pointing to a text input field labeled 'Ask the staff a question'. At the bottom, there is a blue 'Send' button and a grey 'Exit' button.

Thank you!

