



# IRIS Inspire

Your monthly newsletter

## Welcome to the February edition of IRIS Inspire!

Love is in the air, and so is the unmistakable hum of HR & Payroll perfection! As cupid sharpens his arrows, at IRIS we are busy fine-tuning our own love story - the one we share with our beloved software solutions and the HR & Payroll professionals who make magic happen every day.

This month, as we dive headfirst into the romantic whirlwind of payroll this Valentine's Day, let's celebrate the true heartbeat of our professions! So grab your calculators, don your cupid wings, and let's sprinkle some love into our numbers, because when it comes to payroll, there's no greater passion than precision!

**Happy Reading!**  
**Your HCM Sector Team.**



## Payroll Year End 2024:

Payroll Year End 2024 is fast approaching, but don't worry! There is still plenty of time to prepare. We have a range of resources available to help you, from general guidance, to blogs & guides, to specific payroll product training - IRIS is here to help you through every step of the journey.

There is a lot to collate ahead of Payroll Year End, but here's a condensed list to get you started:

1. **Update employee records:** Ensure all of your employee information is current and up-to-date.
2. **Stay informed:** Stay updated on legislation, tax, compliance and payroll law changes.
3. **Prepare for reporting:** Get ready for the yearly reporting obligations.
4. **Reconciliation checks:** Double-check your payroll transactions for accuracy.
5. **Communicate with employees:** Ensure employees are informed about any upcoming payroll changes.
6. **Holiday payroll processing:** Plan ahead for holiday payroll schedules.

7. **Review your internal processes:** Evaluate and improve your payroll procedures.
8. **Data security:** Arguably the most important point, ensure data backups and security measures are in place.

[Explore our Payroll Year End blog](#)

To help you even further, our team of experts have pulled together some information to guide you through each of the key steps when processing your year end with IRIS products:

[Cascade](#)

[Staffology](#)

[Payroll](#)

**In need of some dedicated time with a consultant to help you perform reconciliation and year-end procedures?**

Click here to book in for a half day 1-2-1 session with one of our consultants.



## Blogs & Guides:

### [Payroll Fact Card 2024/25](#)

Every year we see changes to payroll legislation impacting a number of calculations. To help you ensure your payroll remains accurate and compliant, we have collated all the key figures.

[Access the fact card](#)

### [Electronic payslips](#)

Think about it: if you can cut costs on everyday stuff, you've got more to spend on critical areas. Electronic payslips do just that! Check out our handy guide aimed to help you save money!

[Ditch paper today](#)

### [Holiday entitlement & holiday pay](#)

All employees in the UK are entitled to time off, this is known as their holiday entitlement. But how many days according to UK law should employees have when working full or part-time? Find out in our new blog.

[Read more here](#)

### [Your complete guide to holiday pay](#)

Covering all the latest 2024 regulations, this comprehensive guide is designed to help you manage the key changes to how holiday pay is calculated for workers who do not work regular or fixed hours.

[Calculate today](#)



## Webinars:

### Cascade HR PYE:

Watch this webinar on-demand, designed to help Cascade HR customers to manage their Payroll Year End with ease, touching on Cascade Payroll and Cascade Payroll Managed Services!

[Watch here](#)

### Masterclasses:

Whether you're wanting to freshen up on knowledge, or learn something new, our Cascade Masterclasses offer a range of training and tips & tricks! Check the schedule below.

[Explore now](#)

### Auto-enrolment:

Would you like to brush up on your knowledge on automatic enrolment, also known as the workplace pension reform. Our payroll expert is hosting a mini-masterclass to help you understand better!

[Register here](#)



## Things to get excited for in 2024:

Soon, we're adding a new feature to our recruitment software, **IRIS Networx**, Interview Scoring! With this, each interviewer can give their own scores, making the selection process fairer by reducing bias. **Stay tuned!**

If you didn't know already... We recently integrated **DocuSign** with **IRIS Cascade**. This means you can easily handle agreements right from your HR Software. More functionality is on the way, including the ability to check DocuSign signature status and keep track of credits used. Speak to your account manager if you're interested in finding out more.



## Dates for your diary:

### 5th - 11th February 2024 - National Apprenticeship Week:

This campaign aims to bring together those who have a passion for apprenticeships to celebrate the value, benefit and opportunity that they bring! Your business could use this as a chance to stay informed and raise awareness for apprenticeships within your organisation!

### 17th February 2024 - Random Acts of Kindness Day:

This is a key HR calendar date that encourages us to take the time to recognise and appreciate the little acts of kindness and promote positivity. Take a moment to brighten someone's day!



## Partner spotlight:

### GFB:

360 Degree feedback at its nest. GFB have been designing & running 360-degree feedback surveys for over 20 years, helping thousands of people to benefit from the insights they receive.

Hosted on a secure online platform, GFB's wide range of surveys are suitable for organisations of all sizes!

[Discover GFB](#)

### FairHQ:

An all-in-one Diversity, Equity & Inclusion platform that measurably improves DEI and business performance for small businesses and medium-sized organisations.

FairHQ is your trusted DEI advisor wrapped in a user-friendly product, helping you to choose relevant goals.

[Explore FairHQ](#)



### Podcasts

Welcome to IRIS Interviews - our new podcasts aiming to help working professionals add value and thrive.



### Webinars

All of our webinars are free and ready for you to watch. With sessions running every week and wide

topics covered, you won't miss a thing.



## Blogs

The IRIS Blog is the central location for product updates, guest articles and industry insights.



The IRIS Inspire is a monthly resource. If you think that your colleagues might benefit from receiving our newsletter, they can opt-in to receive future updates using the following [form](#). Alternatively, if you would like to opt-out of receiving our newsletter please do so [here](#).



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