

SUTTON CENTRE FOR INDEPENDENT LIVING AND LEARNING

an independent charity, serving the community



WORKING WITH



Payroll Service

SCILL is delighted to offer you a comprehensive payroll service, which is designed to support you to be a successful employer, whilst removing the administrative burden.

How it works

- Monthly salary payments (12 per year)
- Automated salary payment into employee accounts
- Salary calculated and processed from hours recorded on timesheets authorised by you
- Employer reports (showing all payment calculations)
- On-line filing of tax returns
- Inland Revenue liaison
- Storage of PAYE records for required six years

Beneficial features

- You complete the time sheet, SCILL does the rest
- SCILL handles all Inland Revenue returns including the year end
- Itemised and secure payslips, P45 and P60
- 24hr access to Employment Law Helpline

The payroll support is available to you, for only £12.00 for each personal assistant(s) per month.

If you would like more information please contact the **Direct Payments Team** at Disability Advice Service Lambeth on **020 7642 0041/2016** or direct.payments@disabilitylambeth.org.uk

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Third Party Service

SCILL offers a simple solution to the management of your social care funding, (eg. Direct Payments, ILF, Individual Budget) enabling you to benefit from the independence, choice and control offered by self directed support whilst relieving you of the administrative burden.

How it works

- SCILL will receive your funds directly from London Borough of Lambeth and/or the Independent Living Fund (ILF). These will be credited to your personal account
- This amount is used to meet the monthly costs of carers and other items included in your care package
- You remain in control as payments are only made with your prior authorisation
- You will receive a periodic statement detailing what has been spent and what remains in your account

Beneficial features

- SCILL will manage your Third Party account and pay your PA(s) and any other items in your care package
- No need for you to open a separate bank account
- SCILL will supply the financial information you are required to provide to London Borough of Lambeth

Third Party Service is available to you, for only £8.00 per month.

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