

# Single Touch Payroll

STP

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Neighbourhood Houses Victoria acknowledges the Aboriginal custodians of this land and we pay our respects to their culture, their people and elders past, present and future.

# About STP



- Single Touch Payroll (STP) works by reporting live payroll information to the ATO at the time it is generated.
- This includes wages, taxation and super generated for the employee.
- Large employers (more than 19 employees) are already required to report under the STP starting at July 1 2018.
- As of 1 July 2019 all employers are required to report STP data. There are some allowances for micro-employers (1-4 employees).

# More About STP



- Most software has updated to include the STP reporting function and can be added on for a small cost which varies from various providers.
- Xero includes the function within its ordinary fee.
- You will need to advise the ATO about which software you are using, this can be done either over the phone 1300 852 232 or through the Access Manager portal in your AUSkey login. (Under Business Appointments, My hosted SBR software services)

# More About STP



- You will also need to provide your software providers 'software service ID' (SSID).
- If you are a micro-employer there are a range of No-cost and low-cost STP products available:  
<https://www.ato.gov.au/business/single-touch-payroll/in-detail/low-cost-single-touch-payroll-solutions/>
- These look more time consuming than simply using a cloud based accounting system like Reckon or Xero.

# PAYG Summaries (Group Certificates)



- Provided that the STP is up and running by July 1, the employer will no longer provide PAYG Summaries (Group Certificates) to employees.
- All employees will be able to access this information via myGov and they will need to set up an account:  
<https://my.gov.au/LoginServices/main/login?execution=e1s1>

## Last notes.



- A Bookkeeper, BAS Agent or Accountant can lodge STP on your behalf, however, it is the employers responsibility to ensure that they are appropriately lodging through STP.
- Eventually, this should reduce reporting requirements, particularly for large employers that previously generated a large number of PAYG Summaries at the end of the financial year.

# Discuss



- Has anyone experienced problems with the process?
- Best practice is to still provide a PAYG Summary until the process is normalised and staff have MyGov accounts working.
- Anything else?

# Thank you

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