

Go Online - HMRC

What's available and how to use it


Go Online – Outline of the presentation

- **Overview**
- **Employees**
- **Employers**
- **Businesses and Corporations**
- **Practitioners**
- **Advantages**
- **Disadvantages**
- **Other Government Online**

Government Online - Overview

- **What's the incentive?**
- **Who is the winner?**
- **HMRC website**
 - Employees and Individuals
 - Employers
 - Businesses
 - Practitioners zone
 - Forms and Manuals
 - The Search Function

HMRC Website

 **HM Revenue & Customs**

Home About us Contact us Online services Site map Help

 » Practitioner Zone

Good Evening

Welcome to HM Revenue & Customs

HM Revenue & Customs (HMRC) is the new department responsible for the business of the former Inland Revenue and HM Customs and Excise. HMRC range of responsibilities



 **individuals & employees**


- Child Benefit
- Internet Shopping
- Self Assessment
- Self employment
- Tax credits
- Travel information
- More topics »

 **employers**

- Contractors
- Employers pack
- National Insurance
- New employers
- Orderline
- Stop press
- More topics »

 **businesses & corporations**

- Charities & donors
- Corporation Tax
- Excise & Other
- Imports & exports
- Starting a business
- VAT
- More topics »

 **do it online**

- Child Benefit
- Corporation Tax
- VAT Online Services

 **quick links**

- Consultations
- Cymraeg / Welsh
- Exchange Rates
- Freedom of Information

We would like you to know

[Stamp Taxes Online](#)

You can now file your Land Transaction Return Online

[VAT Online](#)



[Self Assessment Online](#)

Offers automatic tax calculations, faster repayments, security and convenience

HMRC Website

- **What is needed to use HMRC Online Services?**
 - A computer with an Internet connection.
- **Operating System and Browser requirements**
- **PC Users:**
 - Operating system: Windows 98 or above (i.e. Windows ME/NT/2000/XP)
 - Internet browsers: Internet Explorer 5.0 or above; Netscape 4.75; Opera 6.0
- **Mac Users:**
 - Operating system: Mac OS9 or above
 - Internet browsers: Internet Explorer 5.1; Netscape 4.77
- **Internet browser must have JavaScript and cookies enabled and be capable of supporting 128-bit SSL.**

HMRC – Employees and Individuals

- **Tax Credits – currently offline – not agents**
 - make a claim for Child Tax Credit or Working Tax Credit
 - report a change of circumstance
 - renew tax credits awards
- **Child Benefits – via Gateway – not agents**
 - Claiming Child Benefits – new child details
 - Change of circumstances
 - Messages Child.Benefit@ir.gsi.gov.uk
- **Self Assessment**
 - Via Government Gateway

HMRC - Employers

- **PAYE**

- Uses Government Gateway
- Registration and Authorisation is required
- Most forms can be filed Online
 - Annual P35 and P14s
 - P46 and P45s
 - (exceptions are nil P35, P11D or P9Ds, amended P38A, P11D and P9Ds, More than 5 P11D's with no NI number, other forms like SC60s and CIS25s)
- All notices are received online
- Can opt out of receiving notices online
- Amendments of P35s etc can also be done online

HMRC - Employers

- **Payroll Year End Filing**

- Can also file standard forms during the year

- **Requirements**

- Large employers, 250 or more employees must file online (May 2005)
- paid electronically (May 2004)
- Medium employers, 50-249 employees must file online from 19th May 2006
- Small employers under 50 employees must file online from 2010
- Online incentives for small employers – tax credits
- Handbook available <http://www.hmrc.gov.uk/employers/onlineindex.htm>

HMRC - Employers

- **CIS EDI**
- **To be replaced April 2007**
 - register with the Electronic Business Unit (EBU).
 - download the registration form and return it as an email attachment to helpdesk@ir-efile.gov.uk
 - Or contact the Online Services Helpdesk who will take the necessary information over the telephone.
 - **Benefits of using CIS Online**
 - Speed
 - Accuracy and Quality
 - Reduced paperwork
 - **Forms that can be filed online**
 - CIS23 Construction Gross Payment Voucher
 - CIS25 Tax Payment Voucher
 - CIS36(CS) Contractors Annual Return and Continuation Sheets

HMRC - Employers

- **Online Ordering of Employer's forms**
 - <http://www.hmrc.gov.uk/employers/emp-form.htm>
- **National Insurance**
 - Not currently online
- **Forms and Manuals**
 - Almost all forms are downloadable – there are exceptions
 - Most manuals are available – but often very out of date
- **Employment Status Indicator (ESI) system**

HMRC – Employers

- **Employment Status Indicator (ESI)**
 - New system
 - Can allow the user to anonymously check the status of a subcontractor
 - Details can be saved and returned to at a later date
 - Only deals with the simpler cases
 - More complicated cases still need to be referred to the local tax office and employment status officers – beware.
 - Recent criticisms include the fact that the system appears to be biased towards giving a employed status.

HMRC - Employers

- **NEW CIS system**
- **Due to be introduced in April 2007**
- **Main Requirements**
 - Monthly return for contractors
 - Sub contractors registered online or via the helpline
 - No CIS vouchers
 - Employment status declaration required each month
 - Paper copy will be available but online will be actively encouraged

HMRC – Businesses and Corporations

- **Corporation Tax**
 - Annual Accounts
 - CT600s
- **VAT**
 - Registration
 - VAT returns online
 - Duty Deferment Electronic Statements
 - Electronic Binding Tariff Information
 - EC Sales List
 - Intrastat supplementary Declaration
 - New Export system

HMRC – Businesses and Corporations

- **Corporation Tax**
- **Via the Government Gateway**
- **Can be filed by the Agent or the company**
- **Some restrictions**
 - - Business Premises Renovation Allowance
 - Carry back deficits on non-trading loan relationships
 - Advanced corporation tax on foreign income dividends
 - Tax refunds surrendered under S102 FA 1989
 - Franked investment income
 - Approved investment trust company status S842 ICTA 1988
 - Excess interest distributions
 - Exceptional cases to which standard rates of tax do not apply
 - Non-corporate distributions made by or within groups
 - Eligible unrelieved foreign tax (EUFT) in part 3 and 4 of Supplementary Page C

HMRC – Businesses and Corporations

- **Government Online Filing Software**
 - Very Good Overview
 - Free and easy to do – to date, very few problems
- **External Software providers**
 - Must be approved
- **Corporation Tax Accounts**
 - Must attached the accounts and paperwork as a PDF

HMRC – Businesses and Corporations

- **VAT Online**

- Easy to register for VAT online
- Can change details online
- Information required
 - Need VAT Registration Certificate (Helpline)
 - Last VAT return

- **VAT Returns Online**

- Via eServices – different!
- Requires authorisations codes etc – register codes through Gateway
- Simple and easy
- Incentives - extra 7 days to file and pay

HMRC – Businesses and Corporations

- **Agents and VAT**

- New Service
- Agent must register via the eVAT service on the HMRC website
- Agent must have details of their VAT return to hand (no explanation if agent is not registered)
- Agent can then file VAT returns on behalf of the client

HMRC – Practitioner Zone

- **Services**

- Self Assessment Online
- PAYE Online for employers
- PAYE Online for Agents
- Corporation Tax Online for Agents
- Stamp Taxes Online
- Pension Schemes Online
- Online Agent Authorisation

- **Information**

- Online Services News
- Online Filing
- Forthcoming Events
- Publications
- Inland Revenue Board Directions
- Online Services Contact Points

HMRC – Practitioner Zone

- **Register as an Agent**

- each online service will need a different Agent Reference number
- Self Assessment & Corporation Tax Online services - To obtain an Agent Reference number for each of these services, please contact your local tax office.
- PAYE Online for Agents service – An Agent PAYE Reference can be obtained online from the Agent Reference Service
- User ID cannot be changed but password and email address can be changed.
- Agents will receive information via a secure mailbox
- Some agents have all services combined – others are separate – no logic

HMRC – Practitioner Zone

- **Must register as an Agent**
 - Can register as an Individual or Organisation
 - Go to Government Gateway and click on the 'Register' button in the 'No' section of the login page in answer to the question 'Do you have a User ID and Password?'
 - Choose the service(s) required, enter name, a password and some other details depending on which service(s) are chosen. The User ID will be displayed on screen when an agent has been successfully registered.
 - The Government Gateway will post confirmation of the User ID and Activation PIN(s) to the address held within 7 days of registering. The User ID letter must be kept safe. It does not expire and will be needed it along with the password every time the agent logs in, both now and in the future.
 - You must activate each service within 28 days of the date on the Activation PIN letter(s).
 - To register with a Digital Certificate, you will need to register at the Government Gateway

HMRC – Practitioner Zone

- **New Agent Zone on Government Gateway**
 - Recently introduced
- **New filing**
 - 64-8
 - Must have a UTR, NI number and postcode
 - FBI2
 - Must have Employers Reference and Accounts Office Reference

HMRC Online

- **Advantages**

- Secure
- Quick
- Receipts of filing
- Generally well designed
- Good help lines and works well if use together
- Reduces paperwork
- Extra time given to file and pay
- Tax Credit incentives

HMRC - Online

- **Disadvantages**

- The system is already over stretched
- There are numerous outages and crashes
- Sometimes very complicated and technical – techspeak
- Frustrating when it doesn't work
- Can waste a lot of time the first few times its used
- The system isn't joined up (VAT and Other taxes)
- The online forms are only designed for the easier returns
 - NB Capital Gains and self assessments

Stamp Duties Online

- **Restricted to Land Transaction Tax**
- **Must register to use the system**
- **Agents can register**
- **The following forms can be completed**
 - SDLT1,2,3,4
 - Partial returns can be completed and stored
 - Unique Transaction Reference Numbers (UTRN) given for each transaction filed.
 - Automatic calculation of the tax due
- **Cannot use for share transfers**
- **<http://www.hmrc.gov.uk/so/index/htm>**

Companies House

- **Well laid out and useful website**
- **Many of the forms and manuals are online**
- **Quick, easy to use and good helpline**
- **Vast majority of forms can be filed online**
 - Annual return - £15
 - Directors and Secretarial forms
 - Registered Office
 - DCA – New - test

Government Online - Conclusions

- **The way forward**
- **A requirement in many cases**
- **The government will make it harder to file using paper**
 - PAYE
 - CIS
- **New Self Assessment online filing deadlines (proposals)**