

December 2022 Newsletter



*After a year of hard work
may the holiday season
be a time to relax and unwind*

From our team to yours, have a fun, safe, and restorative break so we're all ready to tackle 2023 and all that it brings!

Merry Christmas from the Team at Blackburne Group

**We close for the Christmas break at 3pm on Thursday 22nd December and reopen at
8.30am on Wednesday 11th January 2023**

If you require urgent assistance during the holiday break, phone

Mark 021 288 6662

Sonya 0273 730 910



Fair Pay Agreements Become Law

A new legislative framework governing the introduction of Fair Pay Agreements ("FPAs") which ushers in a new bargaining system in terms of industrial relations in New Zealand

came into effect on 1 December 2022.

So, what are Fair Pay Agreements?

In brief, the FPA Act means that industry-wide or occupation-wide terms of agreement can be negotiated and agreed between Unions and an Employer negotiating body. This will generate a 3 to 5 year agreement that is legally binding on all employers and employees who are within the defined coverage of the agreement. EG; the coverage may be for "cleaners". If you employ a 'cleaner' even part-time, that cleaner would fall within the coverage of that FPA. There is no ability to opt-out from any party (employer or employee), and there are fines of up to \$40k for businesses that fail to comply.

A union can make a submission for a FPA if:

- ⇒ At least 10% or 1,000 employees under the defined coverage vote in favour of initiating a FPA claim OR
- ⇒ The union can initiate bargaining without any employee support for groups that the union claims are low paid and have little bargaining power

Employees do not need to be members of a union, they do not even need to want the FPA, but if one exists covering their work, (if at least 25% of the work an employee performs ie 30% cleaner, 70% reception) then they are covered by the FPA, and as an employer, you need to comply.

The National Party vow to repeal the FPA if they are elected next year.

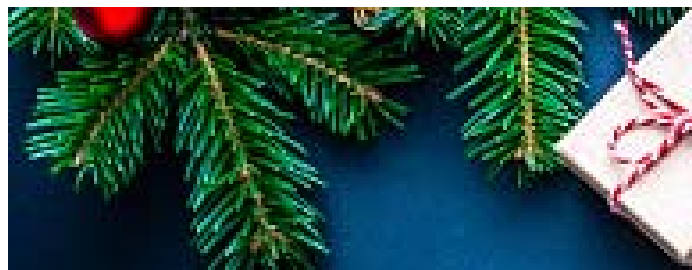
www.employment.govt.nz

www.mbie.govt.nz/business-and-employment-skills/fair-pay-agreement

Katya is available on ext 816 for all payroll enquiries



**“You gave away 60 billion toys and
didn't get one receipt?!”**



Festive risks to manage

1. Buying now, paying later.
2. Last-minute shopping chaos.
3. Using a credit card while under the influence.
4. Watering the Christmas tree with its lights on.
5. Peeking too early.
6. Talking politics.
7. Forgetting to buy batteries for the kids' toys.
8. Under (or over) cooking the turkey.
9. The amount of brandy in Nana's Christmas cake.

**Managing risks in your business will help you gain
some control of the somewhat uncontrollable.**



www.netsafe.org.nz

Check out the above website and all the online scams that are out there.....

Netsafe helps people and schools in NZ experiencing harmful content online. Their service is free and confidential, and they can provide specialist incident advice.

- Text 'Netsafe' to 4282
- Email help@netsafe.org.nz
- Call toll free on 0508 NETSAFE (0508 638 723)
- Online report form at netsafe.org.nz/report

We've recently had an example of a banking fraud happen to a team member's son. \$6k was taken from his savings account! BEWARE!

Check out the Banking Ombudsman Scheme website for more info

www.bankomb.org.nz/guides-and-cases/

Ph 0800 805 950

By following some basic precautions, you will keep your money safe from increasingly sophisticated scammers.



IRD Payment Due Date Reminders

20 December	RWT	RWT return and payment due for deductions from dividends and deductions of \$500 or more from interest paid during November.
20 December	PAYE	Small employers returns for November. Large employers returns for December. File employment information within two working days after payday.
<u>16 January 2023</u>	PAYE	Large employers returns for December. File employment information within two working days after payday.
<u>16 January 2023</u>	Provisional Tax	P2 Instalment due.
<u>16 January</u>	GST	Return and payment for November
<u>20 January</u>	PAYE	Large employers returns for January. Small employers returns for December. File employment information within two working days after payday."
<u>20 January</u>	FBT	FBT return and payment for quarter ended 31 December due
<u>30 January</u>	GST	Return and payment for December

Provisional tax—it's really important to pay the correct amount of provisional tax instalment on time and NOT incur use of money interest (UOMI) and late payment penalties. Even late paying \$1 short will incur additional costs!

Contact Diana on extn 811 if you're unsure of what to pay, when or why.....

IRD are currently sending out letters to clients for:

1. Overdue 2021 income tax returns
2. Covid support product reviews to ensure that Covid-19 support measures went to the right people
3. GST nil returns. You need to be carrying out a taxable activity to be registered for GST.

If you receive a letter from IRD (via MyIR) and you require assistance to respond, contact your manager and we can deal with Inland Revenue on your behalf.



Keep your staff safe at Christmas

The holiday season is a great time to highlight the year's achievements. But with every Christmas party comes great responsibility. Four top tips for ensuring a Christmas party is remembered for all the right reasons:

1. **Remind staff about drink-driving laws.** Ensure that staff have a transport plan travelling to and from Christmas work events. Reiterate the rules about alcohol and company vehicles.
2. **Staff are under your watch.** As an employer, remember your business is responsible for after-work functions where alcohol is served, whether the party takes place at the office/worksite or an outside venue.
3. **If something goes wrong, bring in HR.** HR departments are designed to handle employee incidents. Poor behavior at a work event can lead to disciplinary cases. It's vital to log issues through the proper channels.
4. **Have a sober senior staff member.** While you might be off the clock, ensure at least one senior staff member remains alcohol-free during the festivities as a responsible host to deal with emergencies and ensure everyone gets home safe.



Xero Assistance Programme

Following on from Movember and the most funds raised for Gumboot Friday this country has had so far we thought we would share an option available to Starter, Standard & Premium Xero subscribers.

Xero has a free and 100% confidential support programme offering face-to-face, live chat, online and telephone counselling. Help is available for anything from work, financial or family challenges to depression, drug and alcohol or social problems. No issue is too big or small. So if you, your family, your staff or your staff's family needs support, free phone 0800 360 364 and use the access code XEROCUSTNZ or go to <https://www.xero.com/nz/xero-assistance-programme/> to access the programme or to get more info. Please know that it's OK to not always be OK, and that your health and wellbeing is really important. If you, your staff or any of your family need help, please use this service. This service is currently available until March 2023, when Xero will review the programme including the uptake of the service.





Have you moved house recently?

Please let us know your new physical address, changes to email address, got rid of your landline, change in mobile phone number..... We want to keep your details up to date in our database. We will also notify the IRD and the Company's office if you are a Director of a company.

With the move to DocuSign for electronic signing of annual financial reports and compliance—it's more important than ever that we have your correct email address!

Contact Sarah at reception or Dru on ext 809 and pass on your updated details to them.



Get to know the Blackburne Group Team

Each newsletter we'll profile two team members.

And this time we introduce you to:

Katya Glover

Payroll —aka The PayStation

Born and bred in Taupo, Katya joined us 18 months ago. She is our payroll lady and also assists the admin team.

Before joining us she trained and worked in Auckland as a beauty therapist after finishing school.

When Katya is not processing payroll, she is out with her partner and 15 year old Jack Russell exploring the coastline of the north island - finding the best spot to park up the rooftop tent for the night.

You can contact Katya on extn 816

Dru Yerex

Client Services — aka Systems Stagehand

Dru has been part of the admin team at Blackburne's for fourteen years now. She has done her time at most of the jobs within the administration side of things, including reception in the early years. Now her role includes managing our database and filing systems, Companies Office and Property Security registers, administration of our Audit Shield agency, the collection of the AML documentation and the yearly collection of source documentation for the preparation of annual accounts. She is often the one doing the chasing ("nagging") when we need items provided or returned.

Dru completed a Business Secretarial course on leaving school and has done a variety of jobs over the years.

She is a constant gardener and enjoys the outdoors.

You can contact Dru on extn 809



Dru Yerex

Katya Glover



NZ Road Transport Price Hike

Costs for NZ road transport businesses have risen almost four times higher than inflation in the last quarter, according to the latest Grant Thornton Cost Index.

The quarterly index shows that there has been an overall quarterly increase to June 2022 of 6.24% to road transport business costs, compared with a 1.66% increase in the CPI inflation for the same period. Between September 2018 and

September 2020, despite an increasing CPI, transport costs managed to stay relatively stable. However, in the last two years, the transporting inflation index is showing unprecedented increases and the gap between that and CPI is growing wider.

The index demonstrates that just passing on inflation level increases isn't going to be enough to keep some trucking businesses afloat. The industry cost increases are overwhelmingly higher than inflation, driven by fuel increases of 29.64%, followed by an increase in the cost of tyres of 4.10%.

Nobody will be surprised by this, but we are now armed with the information. As a road transport operator, to stay in business, you have got to charge appropriately. Yes, that will affect consumers but the trucking industry cannot afford to carry additional costs itself. Businesses need to understand their own costs, engage with their customers, and pass those costs on. It is important for the economy that trucking companies remain viable to avoid an even more challenged supply chain than currently exists.

Economist Cameron Bagrie warned at the conference that there are about six economic cycles to be aware of. Trucking businesses are now on "cost watch". We know from a recent industry survey, that one in five transport companies say they are unable to pass any of their costs on, and that is a concern. The good news is that the same survey told us over 40% of industry businesses said the Government's Road User Charge (RUC) discount of 36% was helping with these cost pressures.

Courtesy of Nick Leggett, Chief Executive, Iā Ara Aotearoa Transporting New Zealand

Disclaimer

This publication has been carefully prepared, but it has been written in general terms only. The publication should not be relied upon to provide specific information without also obtaining appropriate professional advice after detailed examination of your particular situation.