



Institute of Certified Bookkeepers

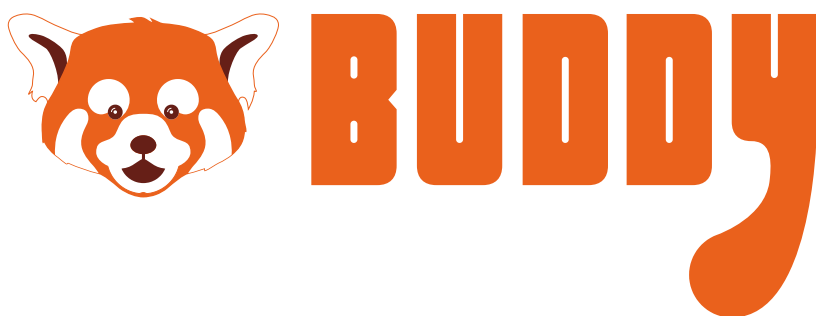
Software Review

October 2024

Conducted by Sarah Douglas

C.FICB PM.DIP

HouseTree Business



Scope of Review

Buddy Payroll is constantly evolving software that offers unique features that set it apart. This review provides detailed insight into the software and its capabilities as of July 2024.

In this review, I have covered the key areas bookkeeping and accounting practices should consider when selecting cloud payroll software for a reliable and stable environment. This list is not exhaustive, but I will cover the following:

- Basic Payroll
- Timesheet Entry
- Pensions
- Innovative Payroll Tools
- Reporting
- Integrations
- Security and Compliance

Overview of product

A Cloud-based Solution

Buddy payroll software is a cloud-based solution that offers the flexibility to manage your payroll from anywhere, at any time. This adaptability makes it a highly convenient and accessible solution for businesses of all sizes.

Easy to Use

Buddy is designed to be easy to use. Its intuitive interface and user-friendly system can help streamline your payroll processing.

Range of Features

Buddy payroll software offers a variety of features that can significantly improve payroll processing.

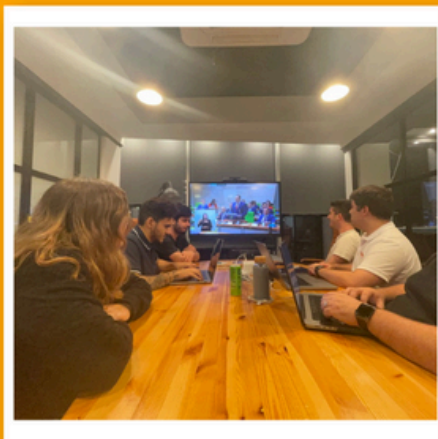
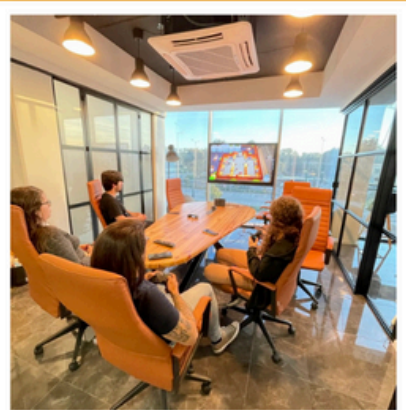
Company Background

Buddy was founded by David and Jonathan, two relative strangers who were introduced to solve a unique challenge. They wanted to help businesses eliminate the pain and fear of payroll.

The team is currently led by David, Jonathan, and Mark, and truly function as a unified team. I have met several members of the team, and I can confirm that Buddy has an outstanding team ethos, demonstrated by the way they support each other and treat their clients.

Buddy - United Kingdom's Leading Cloud Payroll Software

Team



Company set up

The Basics

Company Details1/7

Company Address*

Company Industry*

Company Name*

HMRC Credentials*

PAYE Reference*

Principal*

Company Logo

Edit

Edit

Edit

Edit

Edit

Edit

Edit

Payroll Details1/3

Payroll Schedule*

Overtime & Special Rates

Pay Items

Edit

Edit

Edit

Pension0/5

How to add Groups*

How to add Schemes*

Pension Groups

Pension Integrations

Pension Schemes

Learn More

Learn More

Edit

Edit

Edit

Assets0/2

Read Assets Article*

Assets

Learn More

Edit

The Compliant

HMRC Notifications0/2

Read DPS Notifications Article*

HMRC Notifications

Learn More

Check

The Essentials

Billing1/3

People

Reach Employee Target*

Processing Payroll


Name	PT/FT	Salary	Gross Pay	
> Angela Watkins	Full-time	£45000 / Year	£2993.76	<div><div>PREVIEW</div><div>EDIT</div></div>
> Blake Young	Full-time	£32500 / Year	£2708.33	<div><div>CALCULATE & SAVE</div></div>
> David Hudson	Full-time	Mixed Salaries	£3472.11	<div><div>CALCULATE & SAVE</div></div>
6th Apr - 16th Apr Full-time - £3000 / Month				
Pay Item/OT	Input	Amount	Tax Name	Employee Employer
Base Hours	60.66666667	£ 1050.00	Pension	112.20 84.15
Overtime @ 1.5	3	£ 77.88	NIC	193.93 374.55
Overtime @ 2	2	£ 69.23	PAYE	484.60
<div><div>+ Add Pay Item</div></div>			Gross	3472.11
<div><div>Clear Payslip</div></div>			Net Pay	2681.38
17th Apr - 5th May Full-time - £3500 / Month				
Pay Item/OT	Input	Amount		
Base Hours	112.67	£ 2275.00		
<div><div>+ Add Pay Item</div></div>				
<div><div>Clear Payslip</div></div>				
Weeks Worked				
<div><div><div><div></div><div></div><div></div><div></div></div></div></div>			Vacation Leave	
<div><div>Add Payslip Note</div></div>			Entitled	160.00
			Consumed	0.00
			Balance to Date	55.20
			Annual Balance	160.00

© ICB 2024

Timesheet entry

Buddy has an excellent timesheet entry feature that handles manual and digital payroll timesheets using OCR.

Monica Hargrave
March 2022
Location: Office



Day	Weekday	Time in	Time out	Break (min)
01	Tuesday	09:00	17:00	25
02	Wednesday	08:00	17:00	60
03	Thursday	06:00	17:00	20
04	Friday	07:00	11:00	20
05	Saturday	10:00	15:00	
06	Sunday	20:00	4:00	25
07	Monday	19:00	5:00	15
08	Tuesday	18:00	6:00	14
09	Wednesday	17:00	7:00	10
10	Thursday	16:00	8:00	16
11	Friday	15:00	9:00	10
12	Saturday	14:00	10:00	5
13	Sunday			
14	Monday			
15	Tuesday	09:00	10:00	0
16	Wednesday	10:00	20:00	0
17	Thursday	11:00	17:00	0
18	Friday	11:00	11:15	0
19	Saturday			
20	Sunday			
21	Monday	20:00	5:00	10
22	Tuesday	09:00	12:00	5
23	Wednesday	08:00	12:45	10
24	Thursday	15:00	19:00	0
25	Friday	13:00	5:00	0
26	Saturday			
27	Sunday			
28	Monday	2:45	8:45	10
29	Tuesday	8:55	17:00	10
30	Wednesday	9:55	17:00	5
31	Thursday	10:00	15:00	10

The process allows you to complete mapping various styles of timesheets from your payroll clients.

Import Timesheets

Select Timesheet file to Upload

Field Name

EmployeeID

Date

PunchInTime

PunchOutTime

Save

View Timesheets

From

To

Department

Fetch Timesheets

Buddy Mapping

Select...

Employee Reference

Timesheet Reference

Time

Time Type (In/Out)

Time In

Time Out

Scheduled Time In

Scheduled Time Out

Data Preview

1234M

1/8/2020

10:15

12:30

Timesheet entry

Once you have uploaded your timesheet, you can then review it and make any necessary changes.

View Timesheets

From
01/02/2023

To
31/03/2023

Department
Select...

Employee
Select...

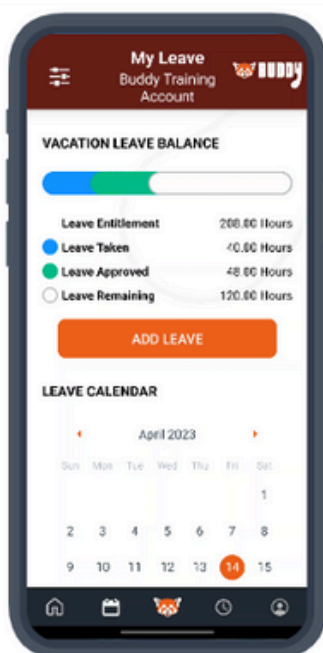
Work Location
Select...

Status
Select...

Employment Type
Select...

EMPLOYEE	DATE	HOURS WORKED	TIME IN	TIME OUT	LOCATION	BREAK
Graham Wilson	Full Time	251.25 (106.25 unpaid)				
	Wed, 01/02/2023	8.75	07:45	17:00		0
	Thu, 02/02/2023	8.75	07:45	17:00		0
	Fri, 03/02/2023	8.5	08:00	17:00		0
	Mon, 06/02/2023	8	08:30	17:00		0
	Tue, 07/02/2023	8	08:30	17:00		0
	Wed, 08/02/2023	9	08:00	17:30		0
	Thu, 09/02/2023	9.5	07:30	17:30		0
	Mon, 13/02/2023	8.5	08:00	17:00		0

Buddy Employer App



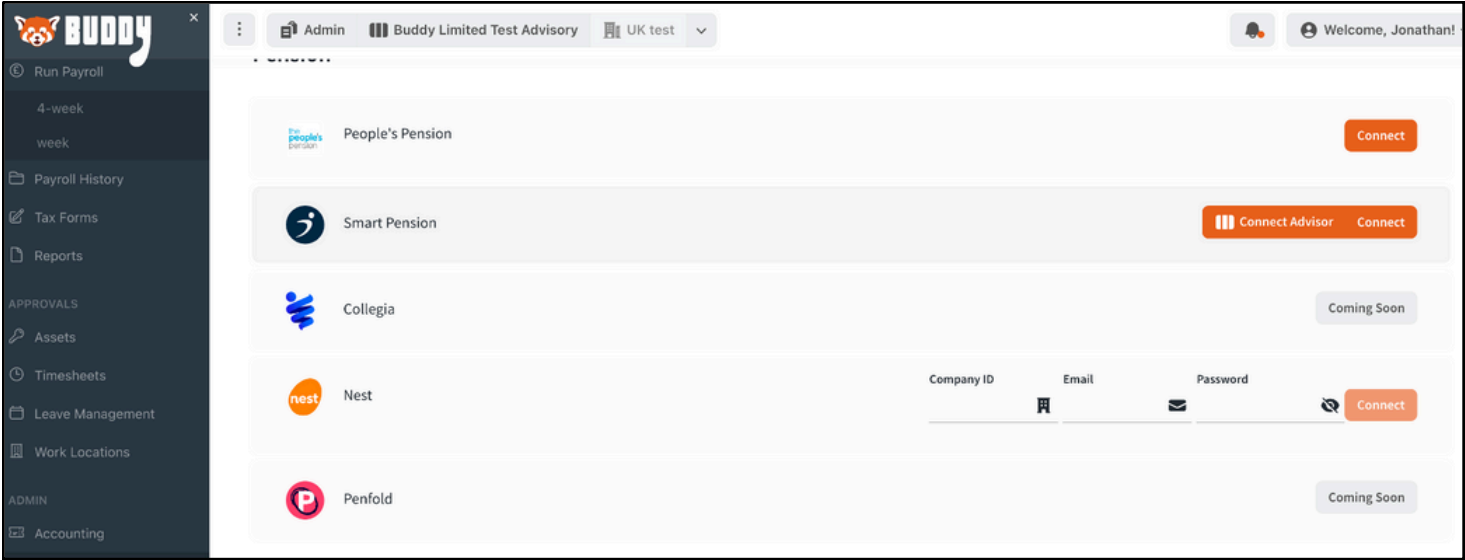
Help your boss pay you right

Effective Collaboration

In order to pay you correctly, your employer needs your help. At the very least they need to know when you're taking days off. Based on your work they also likely need other information.

- Personal Information** Check and update your personal information from the Buddy App, to ensure your employer has the correct details.
- Holidays** Book your holidays early, so your employer can plan and calculate your Holiday Pay correctly.
- Time** If you're asked to clock-in make sure you do so, via the app or punch clock as indicated by the employer.

Auto enrolment pensions



Payslips

This payslip is well-designed and easy for employees to understand. It also allows for the addition of your company logo.

Earnings			Deductions	
Hours	Amount			Amount
£3,000.00 / Month (06/04/2024 - 16/04/2024)			£3,500.00 / Month (17/04/2024 - 05/05/2024)	
Basic Pay	60.67	£1,050.00	Pension @ 5%	£112.20
Overtime @ 1.5	3.00	£77.88	National Insurance Letter A	£193.93
Overtime @ 2	2.00	£69.23	Tax Code 1257L	£484.60
£3,500.00 / Month (17/04/2024 - 05/05/2024)			Total Deductions	
Basic Pay	112.67	£2,275.00	£790.73	
Total Earnings		£3,472.11	Your employer has contributed; £84.15 in Pension, £374.55 in National Insurance	
TAKE-HOME PAY			£2,681.38	

Payroll checks

Run Payroll - 1st Monthly of 2024

Payday

30/04/2024

Looking for an older payroll?

Period Start

01/04/2024

Period End

30/04/2024

More Options

Almost done!

Congratulations on getting all the numbers in place! We know it's no easy feat. You can save the payroll and come back to it later, or conclude it right now.

Employees Without Department

3.88

Gross
£ 2493.88

Net
£ 2019.10

Pension
£ 122.69

NIC
£ 355.22

PAYE
£ 289.00

Go Back

Save & Exit

Send for Approval

Payroll awaiting approval

Hey Partner!

£

Client Example's payroll is waiting to be confirmed by their team.

Remind

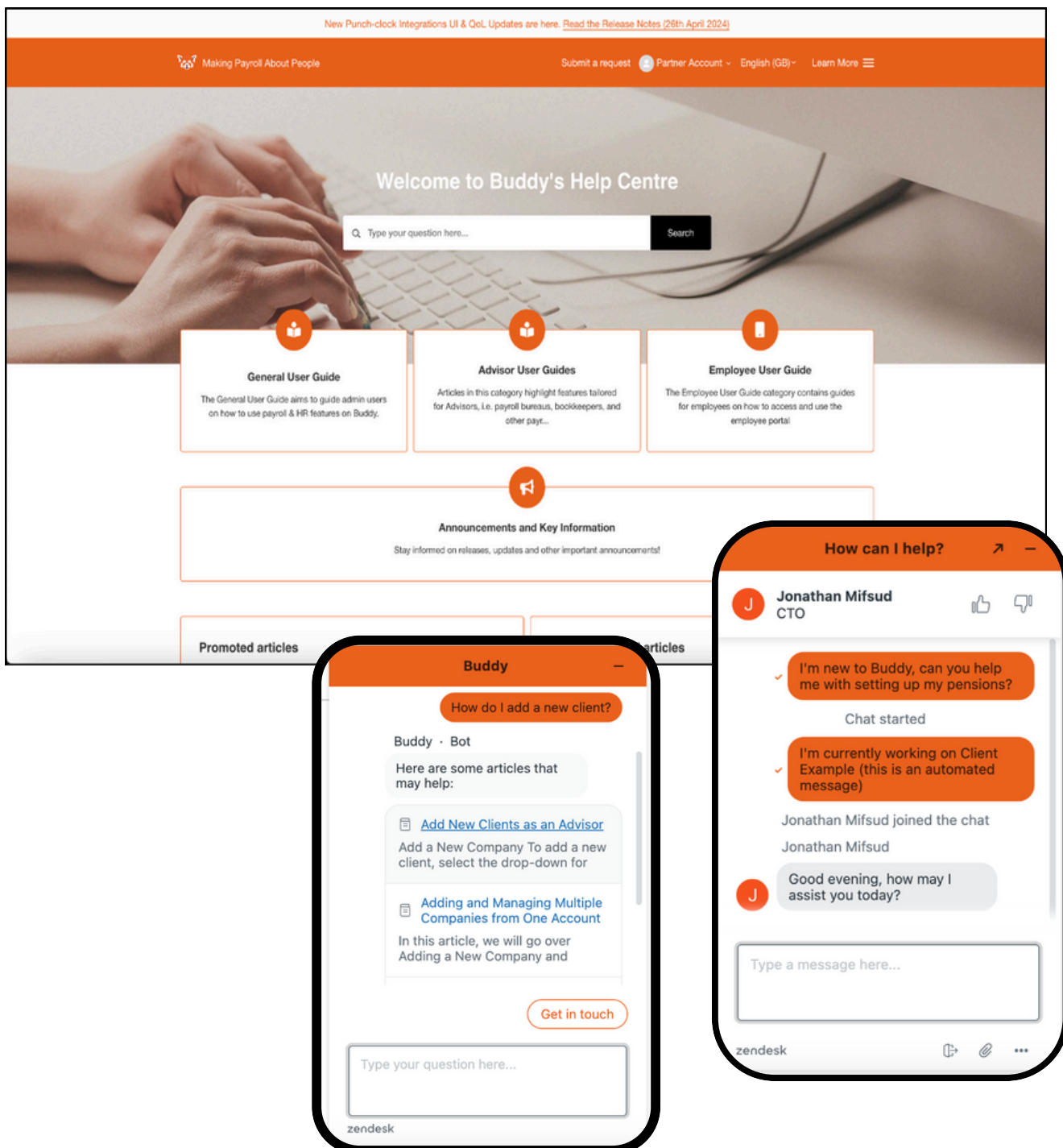
Amend

Conclude Anyway

Download Payroll Report

Support

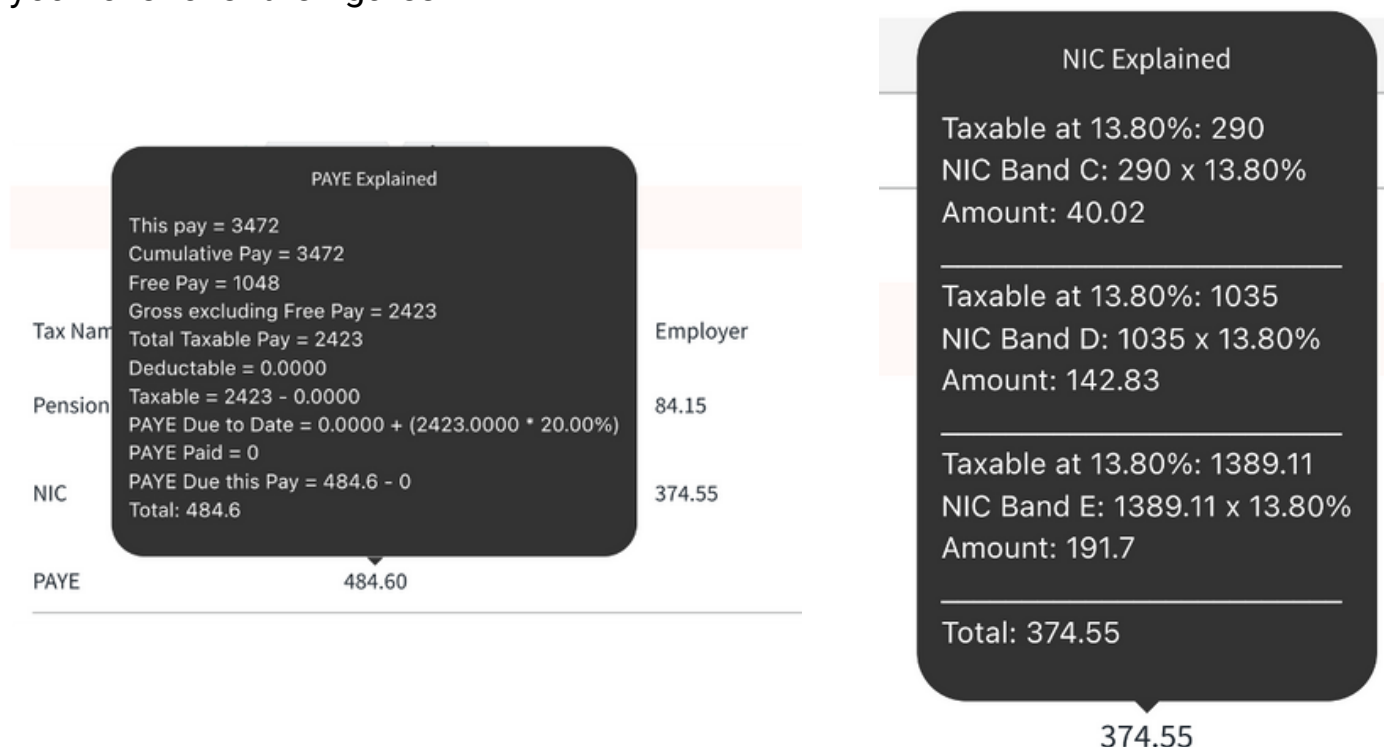
The Buddy support page has very helpful user guides that are easy to understand. This is undeniably the most helpful support page I have encountered for cloud-based payroll software. There is also an excellent Live and out of office chatbot, and the support page is very helpful and easy to understand.



Key features

Hover Effect PAYE and NI Calculations

When processing payroll, hovering over figures shows National Insurance and PAYE tax calculations for each individual. Here is an example of what you will see when you hover over the figures.



Mid – Month Salary Pro Ration

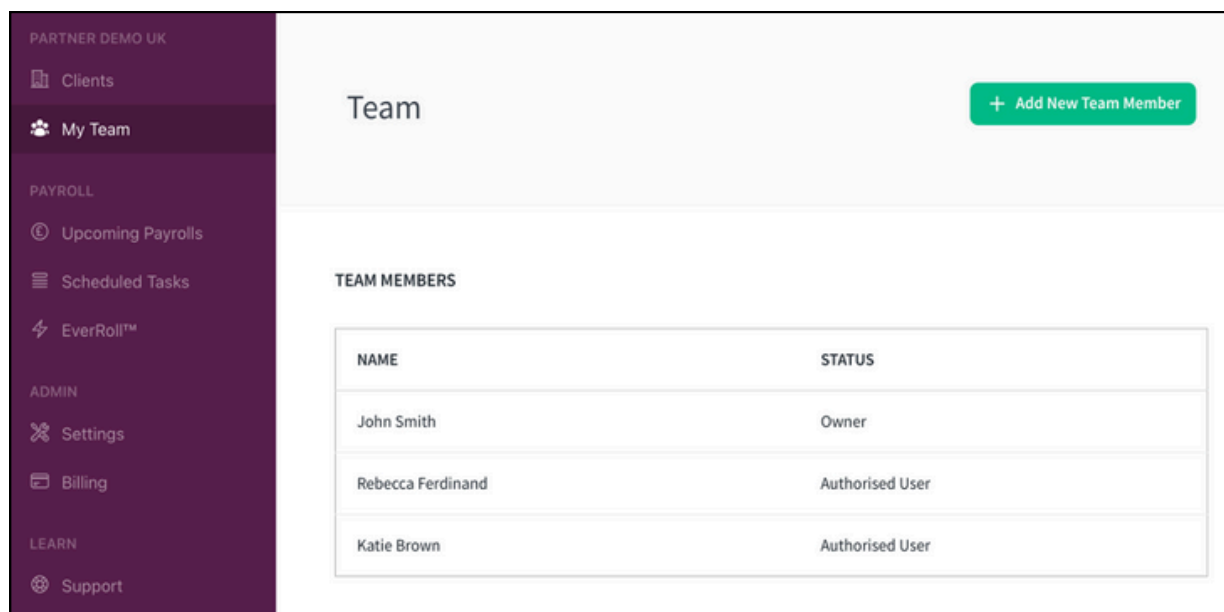
This is a great feature. It can be annoying for payroll individuals when their clients change hourly and monthly rates during processing periods, especially when they're busy. I definitely think Buddy is on to something here. [View this video.](#)

Name	PE/FT	Salary	Gross Pay			
Angela Watkins	Full time	£45000 / Year	£2993.76			
Blake Young	Full time	£32500 / Year	£2708.33			
David Hudson	Full time	Mixed Salaries	£3472.11			
6th Apr - 16th Apr Full time - £3000 / Month						
Pay Item/OT						
Input			Amount	Tax Name	Employee	Employer
Base Hours	60.6666667		£ 1050.00	Pension	112.20	84.15
Overtime @ 1.5	3		£ 77.88	NIC	193.93	374.55
Overtime @ 2	2		£ 69.23	PAYE	484.60	
Add Pay Item				Gross		3472.11
				Net Pay		2681.38
17th Apr - 5th May Full time - £3500 / Month						
Pay Item/OT						
Input			Amount			
Base Hours	112.67		£ 2275.00			
Add Pay Item						
Weeks Worked				Vacation Leave		
				Entitled		160.00
				Consumed		0.00
				Balance to Date		55.20
				Annual Balance		160.00

Key features

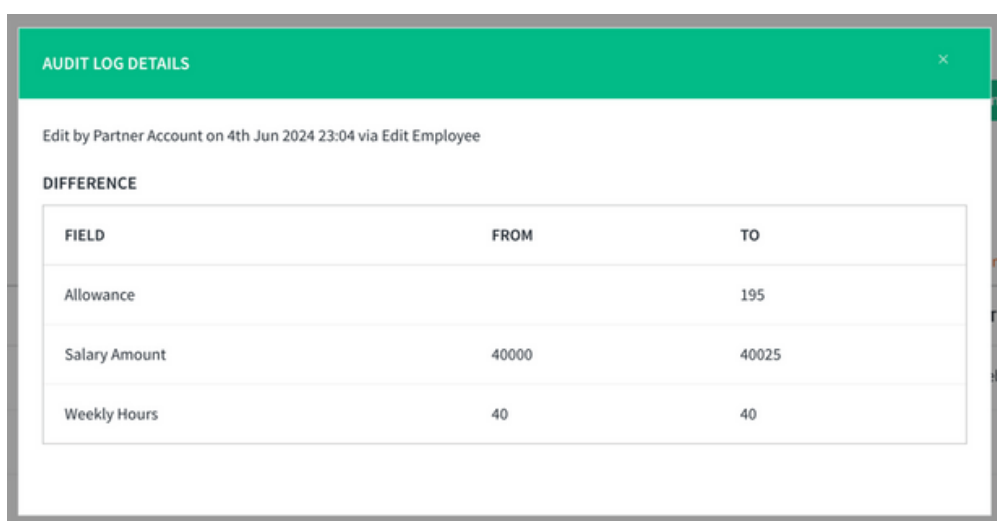
Invite your team

As an advisor in Buddy Payroll Bureau, you can invite your team members to become advisors or remove their access.



Audit logs

Another excellent feature I like in Buddy is the audit trail, which allows you to see if any team member has made changes. How many times have changes happened without the next person completing the payroll knowing and looking at the wrong reports previously sent by email?



The screenshot shows a modal window titled 'AUDIT LOG DETAILS' with a close button. It displays a log entry: 'Edit by Partner Account on 4th Jun 2024 23:04 via Edit Employee'. Below this is a section titled 'DIFFERENCE' containing a table with three columns: 'FIELD', 'FROM', and 'TO'.

FIELD	FROM	TO
Allowance		195
Salary Amount	40000	40025
Weekly Hours	40	40

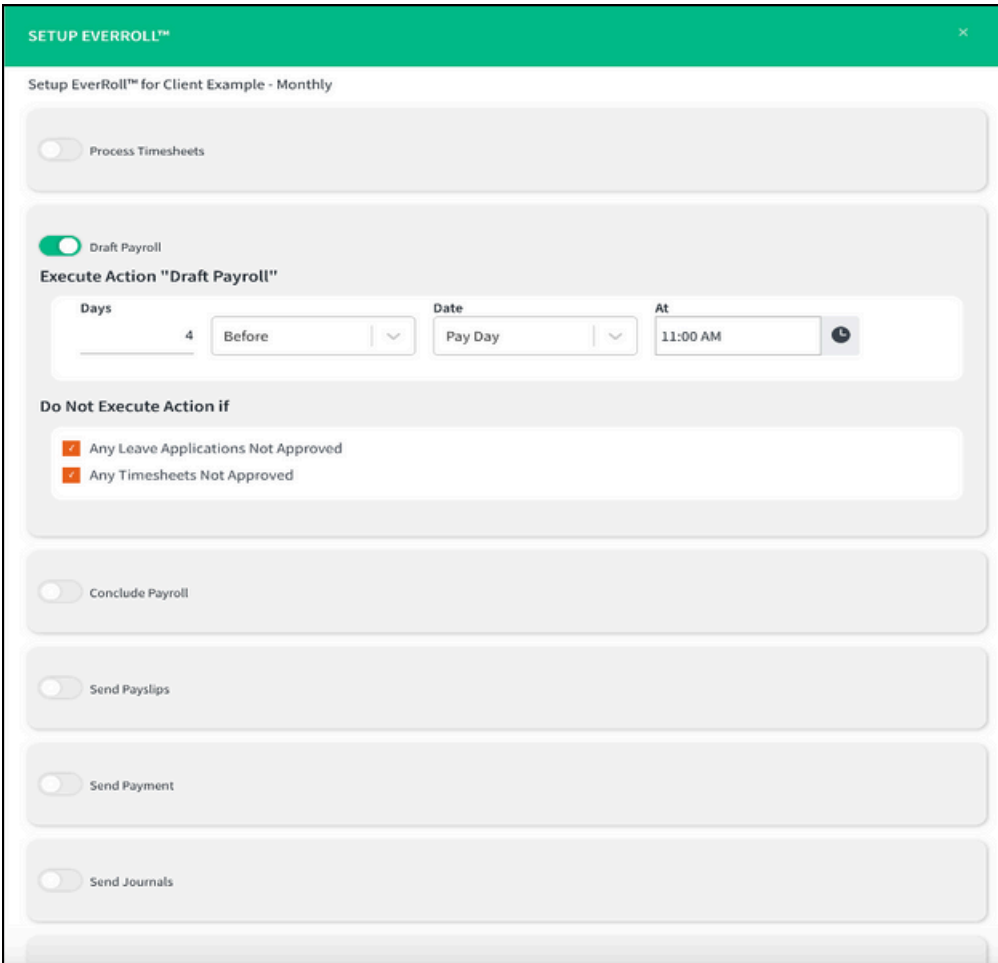
Key features

EverRoll Automated Payroll for Partners

Buddy is introducing automated payroll through EverRoll. Payroll service providers frequently manage numerous low-touch clients, ensuring that payrolls are processed efficiently with minimal effort.

Using EverRoll, advisors can schedule the dates for drafting payslips, finalising payroll, and sending EPS, FPS and RTI. This feature enables advisors to focus on more crucial aspects of payroll and accounting while staying informed through email notifications.

[Payroll Bureau View + EverRoll \(loom.com\)](#)



SETUP EVERROLL™

Setup EverRoll™ for Client Example - Monthly

☐ Process Timesheets

☒ Draft Payroll

Execute Action "Draft Payroll"

Days: Before At:

Do Not Execute Action if

- ☒ Any Leave Applications Not Approved
- ☒ Any Timesheets Not Approved

☐ Conclude Payroll

☐ Send Payslips

☐ Send Payment

☐ Send Journals

Partnerships

Accounting

Sage



 INTUIT
quickbooks

Time and Attendance

 workforce.com

deputy 

 TimeMoto



 TimeMoto

Pensions

 Smart Pension

the
people's
pension



Payments

Telleroo.

 Fyorin

Security & Compliance

Multi-factor authentication as standard

Multi-Factor Authentication

☒ Enable MFA

Enforce MFA for

Admins & Managers


Admins & Managers

All Employees & Admins

Save

ENABLE MULTI-FACTOR AUTHENTICATION

1. Download and open an authenticator app on your phone
2. Scan the Buddy QR Code on the app



Show Setup Key

Once you've added the Multi-Factor Authentication (MFA) on your phone, insert the 6-digit key below.

Information Security ISO/IEC 27001:2013 Certified

AES 256
Encryption

EU
Datacenter

CERTIFIED
ISO 27001:2013



HM Revenue
& Customs

HMRC recognised Buddy
payroll software on
November 23 and is an
official operator in the UK

Pricing

Bureau License from £0.50/employee + a £50/mo license.

Pay As You Go: £2 net plus VAT per employee / mo.

This means that once you process at least 33 payslips a month, the bureau license is more cost effective.



Strengths and Weaknesses

Strengths

- The aesthetic and intuitive interface is very easy to work with.
- Support page, Live Chat & Bots.
- PAYE & NI explained during processing.
- Timesheet processing.
- Audit logs for payroll bureaus.
- EverRoll Automated Payroll.
- Internet-based and fully cloud

Weaknesses:

- Does not include a CIS module for subcontractors Certs.
- Not yet integrated with FreeAgent, but I believe this will be coming in September.

Conclusions

Payroll processing can be a time-consuming task that involves many steps. In my review, I confirm Buddy Payroll focuses on the core functions of payroll, including calculating employee wages, timesheets, pensions, taxes, holidays, sick pay, payroll expenses, and deductions.

Based on my detailed review, Buddy Payroll is a complete cloud payroll bureau that I recommend. I have highlighted some basic functions and innovative payroll tools that make Buddy Payroll special.

I recommend that bookkeepers and accountants ask for a demo.

