



## Payroll Bureau

### Spitalfields Crypt Trust: Clare Gunn, finance administrator

#### The History

I joined SCT four years ago and inherited our previous payroll provider. They were difficult to work with, as they made lots of mistakes and were not at all flexible. I went on maternity leave and, in my absence, the colleague who was covering me spoke to the Director about changing over to Stewardship.

By the time I got back, all the information for making the switch was in place. We changed over to Stewardship and immediately noticed the difference.

#### The Vision

STC has been working with vulnerable people in East London since 1965. We support the homeless, addicted and socially isolated, working with them to find them jobs through our social enterprise schemes, offering a drop-in service and relapse prevention services. We employ 74 people and have over 30 volunteers. We run two coffee shops and seven charity shops.

SCT supports recovering addicts. We're passionate about it and one of the things we try to do is to help them with their self-esteem and sense of self.

Paying them through our payroll is vitally important, as that monthly salary does increase their sense of self-worth. That's why it's so important to get the salaries right and to have excellent service from our payroll provider.

#### The Plan

We've got 74 people on our payroll and it's **vitally important that the salaries are correct and go out on time, as the self-esteem of many of our staff is bound up with being paid for the work they do.** Our previous provider made many mistakes on salaries. This kind of thing never happens with Stewardship.

Many of our staff struggle with literacy and administration. We work closely with them to be aware of their needs and we need to work with a payroll provider who accommodates our own particular needs. **Stewardship are incredibly flexible and helpful to us.** We often need to help our staff change bank accounts or work with the benefits

office and we are able to do that with the way in which Stewardship works with us.

## The Need

Our staff often need to print out their payslips or P60s for the benefits office or for their own records. With Stewardship, they can easily log on to the system any time they like and print off paperwork. Our previous provider charged them £30 per time for this service, which we thought was outrageous. We don't want to add in any more stress to their lives and it's vitally important that we support them in every way, including administratively.

We run a large payroll and it's important that everything is done well and efficiently. **We need quick and helpful answers to our queries via email and phone and that's just what we get from Stewardship.**

## The Solutions

We have recently switched over to auto enrolment and we needed help with it. Mark from Stewardship's Payroll Bureau service was very helpful and informative.

The Stewardship team are always there to help us and offer advice when we need it. By Stewardship operating our payroll it **frees me up to do the work I need to do day to day.**

## The Difference

Working with a Christian organisation is important to us as they share our ethos and values. It's really important to us that we are good stewards of God's money and working with Stewardship has helped us achieve that.

I would estimate that Stewardship have saved us in excess of £30 per month since we switched to them. **The amount of hassle saved is incalculable.**

## The Future

We have looked at switching over to give.net for our regular donors. We may also look into

Stewardship's consultancy services in the future. For the time being, **we are extremely happy** with the payroll service Stewardship provides and anticipate many more years of our excellent and fruitful relationship.

## About Stewardship

*Stewardship exist to strengthen Christian causes, inspire greater generosity and to make giving easy with the aim for the world to encounter Jesus through the generosity of His Church. Our fee structure is clear and based on the number of employees you have. To benefit from our Payroll Bureau service as Spitalfields Crypt Trust has, all you need to do is choose your next steps...*

### Next Steps for you

1. To apply for our Payroll Bureau service you can download a form [here](#)
2. To find out more information about our service and the costs simply click [here](#)
3. To talk to someone about getting set up with Stewardship please call:



**John Keskeys**  
Client Development Manager  
t 020 8418 8190  
e [john.keskeys@stewardship.org.uk](mailto:john.keskeys@stewardship.org.uk)  
w [www.stewardship.org.uk](http://www.stewardship.org.uk)



Stewardship have been awarded *payroll service provider of the year 2015* by *Pay & Benefits Magazine*.