

## National Minimum Wage

From October 1<sup>st</sup> 2010. You must ensure that you pay the appropriate minimum wage to all groups of staff. The new rates are shown below:

- £5.93 for workers aged age 21 and over
- £4.92 for workers aged 18 years to 20 years
- £3.64 for workers aged 16 and 17 year olds

Please note that the adult minimum wage will also apply to 21-year-olds from October 2010.

Where you have workers under the age of 21 you should put a mechanism in place to ensure you increase their wages at the appropriate date where their birthday falls after the implementation date in October.

Remember if you are in a service industry where tips, gratuities and service or cover charges are the norm these monies are not counted as part of the minimum wage.

You should also note that the minimum wage for an apprentice will be £2.50 per hour. The new rate will apply to all apprentices under 19 and for the first year of the apprenticeship where the worker is aged 19 or over.

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Note: This document is intended only as a discussion of selected issues relating to the subject matter. It is neither a definitive statement nor a legal document, nor does it purport to suggest any detailed commercial strategy. For this reason, readers are advised to liaise with the appropriate authorities and, if necessary, seek suitable legal and/or technical advice prior to making business decisions. Whilst TimelessTime Ltd has exercised every care in the preparation of this document, no responsibility can be accepted for any omissions or errors contained herein.