Product Release Notes 2023
2.23.16
(Including previous versions 2.23.03 – 2.23.15)

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Current Release 2.23.16

1. Improvements

1.1 Extend the check on SIR Return to also look at the value F for False

The HESA.xml process currently excludes records where submit_sir_return is equal to 'N'

The process has been amended to also exclude records where submit_sir_return is equal to F

1.2 SWC Error 6560Q – New validation

New validation has been added to the SWC (School Workforce Census) process. When a user is checking their workforce census submission they should receive an error 6560Q if any person in the census file:

- has a post of School Business Professional 'SBP'
- and they are not a leaver or their leave date is after the reference date
- and none of these employees have the SLT checkbox ticked.

The description of this error should state 'The school has School Business Professionals, but none are on the SLT. Please check and confirm this is correct'

1.3 SWC Error 6570Q – New validation

New validation has been added to the SWC process. When a user is checking their workforce census submission they should receive an error 6570Q if any person in the census file:

- has a post of School Business Professional 'SBP'
- and at least one is not a leaver or their leave date is after the reference date
- and none of these employees have a qualification.

The description of this error should state 'No qualifications are recorded for staff with post of 'School Business Professional'. Please check and confirm this is correct.'

1.4SWC Error 4605 – New validation

New validation has been added to the SWC process. When a user is checking their workforce census submission they should receive an error 4605 if their employee is a leaver and their post is 'School Business professional' (SBP) and the origin is one of the 'First employment in teaching' origins (1STIMM, 1STAFT or 1STEBR).

The description of this error should state 'Origin of 'First employment in teaching' is invalid for School Business Professionals'.

1.5 SWC Error 6205 – Validation amendment

An amendment has been made to error 6205 ('Class of Degree must be provided for teachers with a degree arriving in the school from 1 August 2013.') to include the post for School Business Professional (SBP) in the validation.

The amendment made was to exclude School Business Professional from the roles that this validation error should display for.

1.6 SWC Error 4725Q – Validation amendment

An amendment has been made to error 4725Q ('Role of TASS (Teaching Assistant) or HLTA (Higher Level Teaching Assistant) should normally be linked to a post of TAS (Teaching Assistant).') to include the post for School Business Professional (SBP) in the validation.

The amendment made was to include School Business Professional in the roles that this validation error should display for.

Previous Release 2.23.15

1. Improvements

1.1 SWC Error 4610 – Validation amendment

An amendment has been made to error 4610 ('Origin must be provided for teachers and teaching assistants who joined after 2009-08-31') to include the post for School Business Professional (SBP) in the validation.

The amendment made was to include School Business Professional to the roles that this validation error should not display for.

1.2 SWC Error 4722Q – Validation amendment

An amendment has been made to error 4722Q ('Post seems to be inconsistent with Role Identifier. Non teaching Post has a role associated for a staff member that would be expected to be normally filled by a teacher') to include the post for School Business Professional (SBP) in the validation.

The amendment made was to show the validation error for the School Business Professional post when the role is Careers Advisor (CADV), Head of Department (HDPT), Head of House (HDHO), Head of Year (HDYR), or Instructor (INST).

1.3 SWC Error 4545Q – Validation amendment

An amendment has been made to error 4545Q ('Staff member appears to be paid less than minimum wage for apprentices, please supply a reason in a return level note.') to adjust the multiplier.

The amendment was made to show the validation error if the value of (hours per week * weeks per year * 5.28) is less than Actual Salary

1.4 SWC Error 4228 – change validation rules to include SBP

An amendment has been made to error 4228 ('Qualified status is missing for a teacher') to include the post for School Business Professional (SBP) in the validation.

The amendment made was to not show the validation error if the employee has a School Business Professional post and their qualified statuses have not been completed.

1.5 SWC Error 4385 – Validation amendment

An amendment has been made to error 4385 ('Destination code must be provided for completed contracts') to include the post for School Business Professional (SBP) in the validation.

The amendment made was to not show the validation error if the employee has a School Business Professional post.

1.6 SWC Error 4430Q – Validation amendment

An amendment has been made to error 4430Q ('Date of arrival in school has not been supplied. Please confirm if this is correct') to include the post for School Business Professional (SBP) in the validation.

The amendment made was to not show the validation error if the employee has a School Business Professional post.

1.7 SWC Error 4440Q – Validation amendment

An amendment has been made to error 4440Q ('Date of arrival' in school should not be later than the start of the contract. If Date of Arrival is later, please supply a reason in a return level note') to include the post for School Business Professional (SBP) in the validation.

The amendment made was to not show the validation error if the employee has a School Business Professional post.

1.8 SWC Error 4480Q – Validation amendment

An amendment has been made to error 4480Q ('The Pay Range supplied is not valid for a support staff or teaching assistant post') to include the post for School Business Professional (SBP) in the validation.

The amendment made was to show the validation error if the employee has a School Business Professional post.

1.9 SWC Error 4225 – Change of description

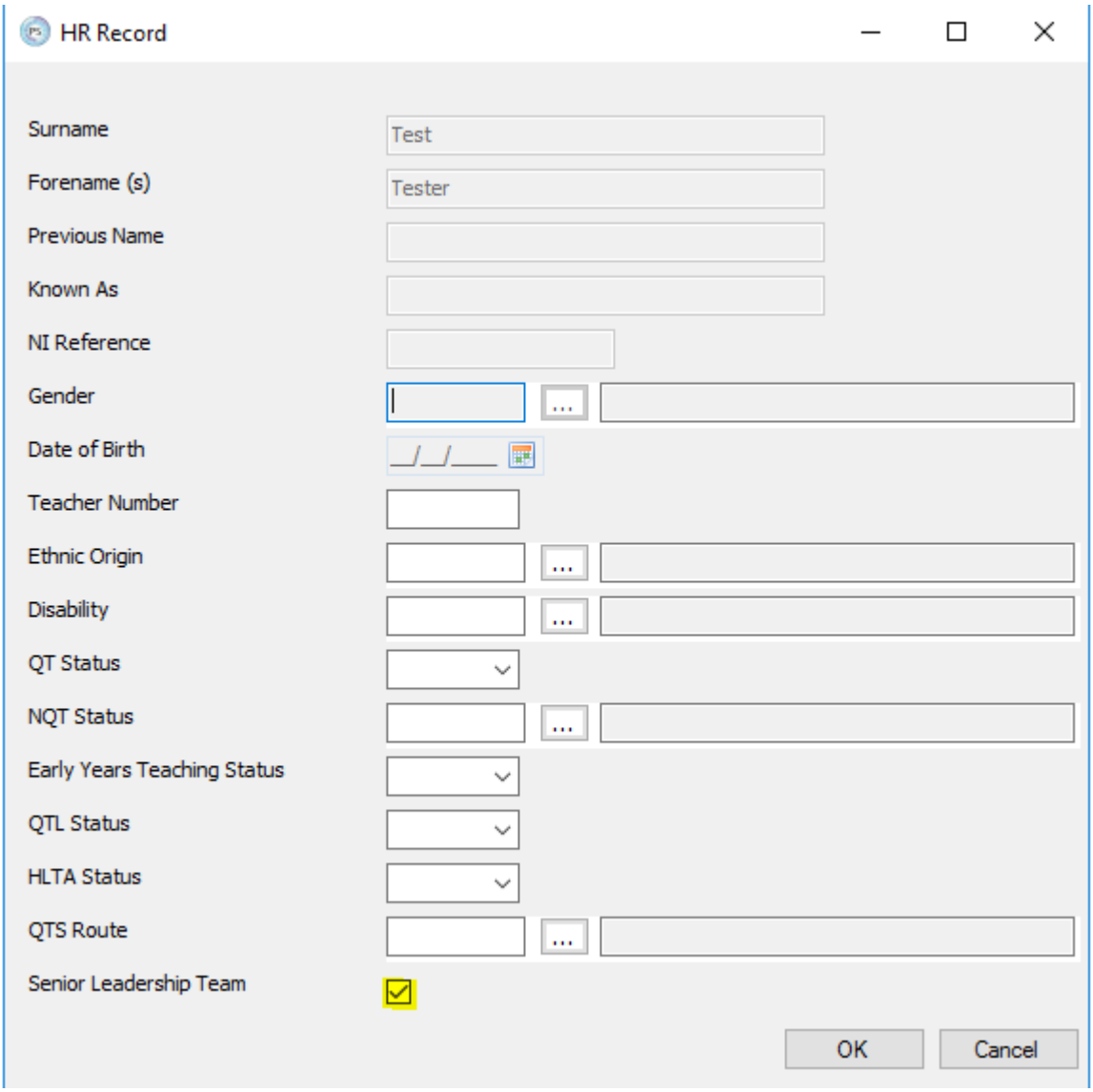
An amendment has been made to the description of error 4225 to clarify why the information is needed for the submission.

The description has been changed to 'Disability is missing or invalid. This data is important to improve outcomes and opportunities for disabled people and should be fully reported.'

1.10 New SLT Flag for SWC

There is a new Senior Leadership Team field that has been added by the DfE this year that needed to be added to the system for School Workforce Census.

This flag has been added to the SWC HR Record page (HR Record => Workforce Census => HR Record (SWC)



This field should be checked for the following posts:

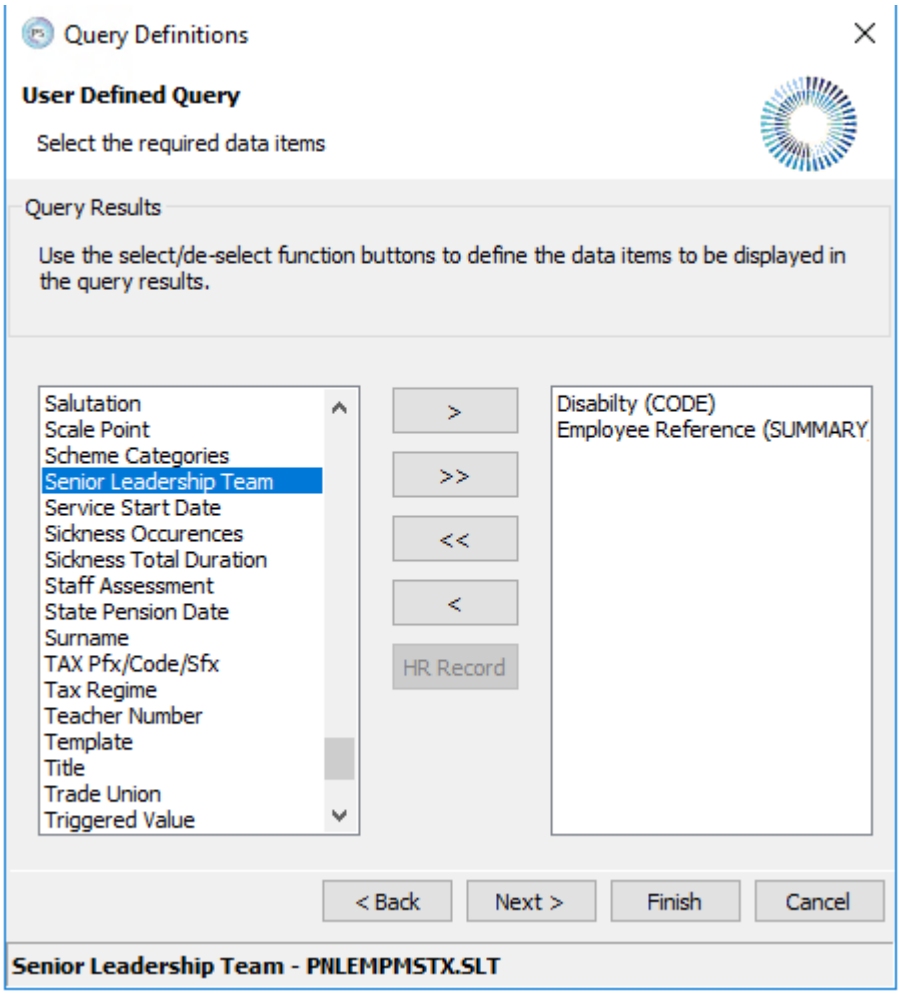
Headteacher (HDT)
Deputy Head (DHT)
Executive Head Teacher (EXH)
Assistant Head (AHT)
Leadership Non-Teacher (LNT)

As part of the upgrade process, this checkbox will automatically be checked based on existing contracts for any employees with the above roles.

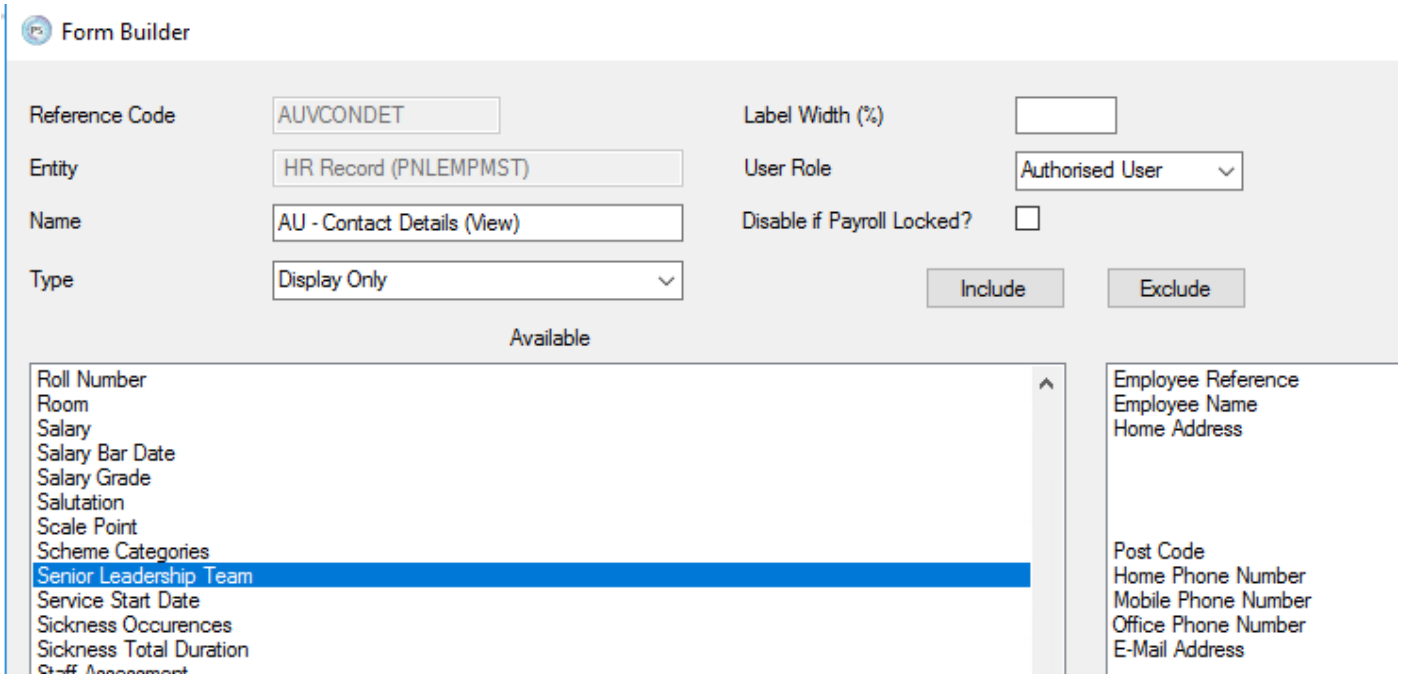
Any new contract created after the upgrade will automatically check this box when the new contract is for one of the above roles. **NOTE:** For employees with multiple contracts, if one of those contracts if for a leadership role, this checkbox will be checked.

The checkbox can be edited (unchecked or checked) and the edited value is what will be reported to the DfE.

This new field has been added to the Query tool under the HR Record



This new field has been added to Form Builder under the HR Record (System Setup => HR Portal => Form Builder)



This new field has been included in the XML output in the <StaffDetails> section under the <NewlyQualifiedTeacher> element.

NOTE: The SLT status on the SWC HR Record is NOT automatically updated when an existing contract is amended or deleted.

2. Bug Fixes

2.1 Revert code that sets contracts to historical when the end date of the contract is in the past

A fix has been implemented to ensure that contracts with a historical end date are no longer automatically updated to 'Historical'

Previous Release 2.23.14

1. Improvements

1.1 I-Connect – Ireland – enhancements requested by LGPS

Enhancements have been made to I-Connect at the request of the LGPS

- Column heading updates
- Column AK to hold 0.00 if a new starter
- For the part time indicator, if the customer is Ireland then check if field mcr_emptype = “C”
- Pensionable pay field changes to include both Main and 5050 values

1.2 Equal Opportunities – add an extra 8 disability fields to keep in line with HESA

The HESA specification for 2023 requires 9 disability fields. This change has already been completed for the HESA functionality.

An additional change has been made to ensure that these 9 disability fields also display on the Equal Opportunities page.

2. Bug Fixes

2.1 MCR – April split can cause days excluded to be zero, but the field should be blank

When an MCR is run for April the normal monthly record is split into 2. Numeric values are proportioned over the 2 records. IF the number of days excluded is present but low, 1 of the 2 records ends up with a value of zero. Zero is not valid for that field.

A fix has been completed so the program checks for zero and if there then it sets the field to blank.

2.2 Payroll Calculation – if the error screen is shown then the advice or summary screens are not shown afterwards

When a single employee calculation is run, when the process finishes, the pay advice or pay summary screen is shown , depending on a parameter. Howev if a warning is to be given about the employee's pay, after the warning screen is closed it goes back to the calculation screen without showing the advice or summary screens.

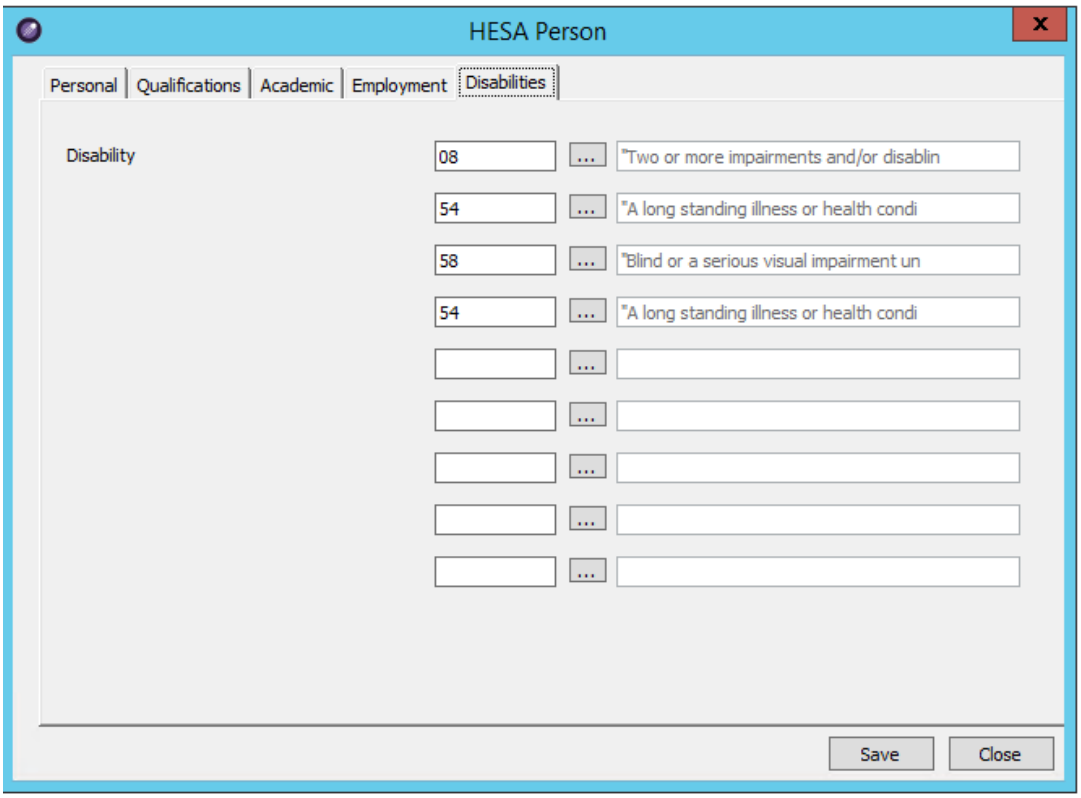
A fix has been implemented to ensure that the advice or summary screen is displayed even after a warning is displayed.

Previous Release 2.23.13

1. Improvements

1.1 HESA - There can now be up to 9 Disabilities entered to the system

For the Summer 2023 return, multiple disabilities can now be entered against each employee:



Amendments have additionally been made to submissions, import values, and defaults, to support this change.

Previous Release 2.23.12

1. Improvements

1.1 I Connect - Need to merge lines if for the same job

The I Connect process currently outputs a line per employment history record.

A change has been made to the process to output a single line if the employment history record is a continuation of the same job.

1. Bug Fixes

2.1 Emergency contact information showing other staff details (#62598)

An issue was raised where emergency contact details were being displayed for the incorrect employees. This issue was due to duplicate sequence ID's in the address table.

Work has been completed to ensure that sequence ID's in the address table are always unique.

2.2 Recruitment issue - Blank candidate data (#60046)

An issue was raised where some candidates were populating into the system with all details, but those details were then being completely removed with only the email address remaining on the candidate.

Upon investigation, it was found that a message from Recruitment was being received at a later time which only included the email address, and therefore all data was being removed and the email address updated. Work has been completed to ensure that if the system receives a message from Recruitment that just includes the email address, only the email address will be updated and all other fields will be retained as they are.

2.3 NEST CSV submission - Output file format incorrect

The file format produced for the NEST submission has the employers contribution in column F, while NEST expect uit to be in column G with all the following fields moved back one column.

A change has been made to the CSV output to ensure that the file is generated in the correct format as requested by NEST.

Previous Release 2.23.11

1. Improvements

1.1 Update HMRC Submissions to support deprecation of TLS 1.0 and 1.1

HMRC have removed support for TLS 1.0 and 1.1 for submissions to the Government Gateway. From May 2023, it is expected that all submissions make use of TLS 1.2 or higher.

We have made changes to the system to ensure that submissions continue to process with this change.

2. Bug Fixes

2.1 Absence hours doubling where a Secondary Active contract has no hours (#59880)

An issue was raised where the amount of hours being calculated on an absence record was multiplies by the number of roles where there were secondary active roles with zero hours.

We have resolved the issue so absence hours are now calculating correctly even in instances where zero hours secondary active contracts exist.

2.2 Error message when entering sickness records (#59878)

An issue was raised where users were not able to enter sickness records on the system.

We have resolved this issue by removing an additional redundant data item access check.

2.3 Apprentice Levy YTD figures no generating the first time the EPS is run (#62261)

An issue was raised where the first time an EPS was run, the Apprentice Levy YTD figures were not generated, and the EPS needed to be run a second time.

We have resolved this issue by ensuring the Apprentice Levy YTD figures are populating the first time the EPS is run.

Previous Release 2.23.10

1. Improvements

1.1 Portal calendar tooltip now shows the absence period

The Portal tooltip shows no information for a period, particularly where 1 day is showing but the absence may in fact be for half a day only.

We have improved the display so that the period of absence now displays in the tooltip, that appears when the mouse is positioned over an absence block in the Portal calendar.

2. Bug Fixes

2.1 Government Gateway files fail to submit to HMRC

When transmitting the EPS/FPS files to the Government Gateway, an error is received “Parsing Error : Element '{http://www.govtalk.gov.uk/CM/envelope}GatewayTest' has a value which does not match the fixed value defined in the DTD/Schema.”

We have resolved this issue and now when submitting, EPS/FPS files will submit to HMRC as expected

Previous Release 2.23.07

1. Improvements

1.1 EPS and FPS RTI Returns - Tax Year Changes from 2022/23 to 2023/24

We have updated the RTI returns file that is generated when the EPS or FPS process is run.

It will now show the Tax Year as 2023/24, when customers roll over into the new Tax Year period.

1.2 Updated P60 report to reflect end of current Tax Year 2022/23

An updated P60 report is included in this release to reflect the end of the current Tax Year 2022/23 and will be available for selection from within Catalyst when producing P60s for the end of the current Tax Year 2022/23

1.3 Sensitive data appearing in Catalyst log files when logging is enabled

When logging is enabled in Catalyst, in some instances sensitive information is logged and displayed in plain text.

For security purposes we have corrected this and now sensitive data is prevented some displaying in the logging files, when logging is enabled.

1.4 Additional logging to be generated from the P45 creation process in Catalyst

It is not possible to identify the root cause of a P45 creation failure in some specific circumstances, where a leave date is set as 31st March of the previous Financial Year, and the P45 is requested in the current Financial Year.

We have introduced additional logging information within the P45 creation process to assist with identifying a root cause of the problem when logging is enabled.

2. Bug Fixes

2.1 Payslips and P60s are emailed when opened and viewed on the Portal

We have fixed an issue when Self Service Portal users requested to view either a P60 or Payslip on screen, and the document displayed on screen would also email the P60 or Payslip.

The default behaviour has now been amended so that viewing either a Payslip or P60 on the Portal will no longer email to the employee.

2.2 Catalyst Scheduler and Workflow issue not sending emails when set to update from New or Updated Record – External

The Catalyst scheduler will not send emails from Workflows, when the Workflow trigger is set to New or Updated Record (External) and the Portal update matches the Workflow criteria.

This issue is caused by a configuration within Catalyst not identifying the trigger source correctly.

It will now be possible to set the trigger within Workflow settings as New or Updated (External) and emails will be sent when records matching the Workflow settings, are updated on the Portal.

2.3 Unable to download applicants from GetGot into Catalyst

Applicants are failing to automatically download from GetGot into Catalyst.

This issue occurs because the Catalyst application expects fields to match exactly as defined within the internal configuration.

We have improved the robustness of the GetGot API functionality to support configurations that vary beyond the standard definition.

2.4 Run-time error received when creating Payslips and saving to the Document Store

When creating Payslips from Payroll > Reports > Pre printed stationary, an error is displayed on screen and the Payslips fail to save to the Document Store.

This is caused by an error in the Payslip creation process when storing information about the Payslip, into the database.

It is now possible to create and store Payslips into the PDF Document Store.

2.5 P60 not emailing from Catalyst when generated from pre-printed stationery wizard

When using the P60 email function from the wizard in Catalyst located in Payroll > Reports > Pre-Printed Stationery > Year End Returns > P60 Print, the wizard completes but no email is sent.

This is caused by a missing setting within the emailing process.

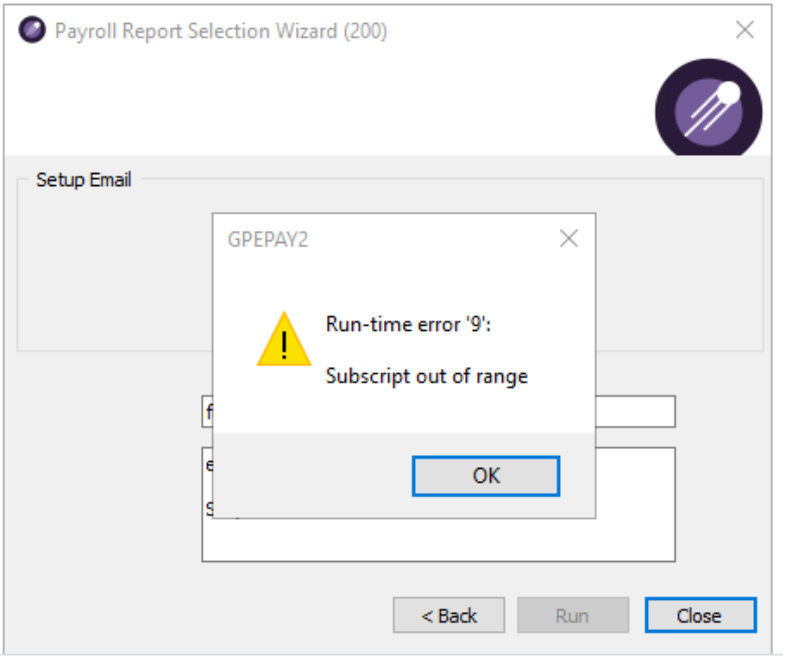
It is now possible to generate a P60 to send by email, and the email is sent, when using the wizard in the pre-printed stationery menu within Catalyst

Previous Release 2.23.06

1. Bug Fixes

1.1 Bug Fix: Generating Payslip to be emailed from within Catalyst causes an error and the process fails

An error occurs when generating Payslips using the Pre-Printed Stationery wizard within Catalyst:



This is caused by an incorrectly configured setting within the Catalyst process that generates and emails the Payslips.

It will now be possible to request and email the Payslips from the Pre-Printed Stationery wizard. You must ensure that a work email address is set for employees, or if using the option to send to personal emails, that employees personal email addresses are set.

There are two email addresses available on the employee record:

- A **work address** that is entered via **HR Record** > **Personal Details**.
- A **personal address** that is entered via **HR Record** > **Address Sheet**.

Previous Release 2.23.03

1. Improvements

1.1 NEST Additional Pension file format for enrolment and submission

In response to a change in the methods that NEST Pension provider accepts enrolment and submission pension files, we have made an enhancement to allow the NEST enrolment and submission transfer templates to be created in Comma Separated Value (csv) format.

The new transfer templates are located in Payroll > Definitions > Transfer Template and are called Nest Enrolment (CSV) and NEST Submission (CSV)

It is still possible to create the NEST enrolment and submission files in the original file format; we have provided this additional format for customer ease of use and flexibility.

1.2 Workflow test functionality when system logging is enabled

We have added a 'Test' button to the Workflow Workbench to assist the Catalyst Support team with troubleshooting and resolving problems with Workflows. The button will be visible to all users with Workflow Workbench access.

If a Workflow problem is reported to the Support desk, guidance will be provided on this functionality, to gather valuable logging information.

2. Bug Fixes

2.1 Further Education Workforce – general fixes to the XML file generation process

We have fixed the following issues in line with EFSA specifications for the file submission process within the Further Education Workforce module:

- The Header portion of the submission file now has the correct information and is no longer missing an identifying part.
- The date in the submission file now displays the academic year period, and not the start year of the academic year. For example, 2122 instead of 2021.
- The Teacher Data section no longer creates an orphan separator in the submission file, when the Teacher Data section on the Employee form within the Further Education Workforce module, is left intentionally uncompleted.

2.2 Revert changes made for populating contract statuses as 'Proposed' and 'Historical'

We have reverted the changes that were implemented to automatically set contract statuses to proposed of the start date was in the future, and historical if the end date was in the past.

2.3 Additional Workflow actions cannot be added

An error is generated and presented on screen when a secondary action is created on a Workflow. Saving is also prevented from occurring.

Users will now be able to save a Workflow where there is more than one action, as well as having the ability to add more than one action to existing Workflows, without error.

2.4 Form Builder cannot update Religious Belief field on Extended Equal Opportunities page

We have fixed an issue within Form Builder that prevents the Religious ID in the Extended Equal Opportunities page from displaying expected employee information and prevents the Religious ID saving to Catalyst.

Users will now see the correct Religious Belief information displayed on the Self Service Portal within the Extended Equal Opportunities page. Changes made to this information on the Portal will now save and update Catalyst.