Umbrella Suppliers

2026

To ensure our contractors receive the highest standard of support, we operate with a carefully selected list of preferred umbrella companies and payroll solution providers. This preferred supplier list is the result of robust due diligence, where compliance, financial security, and service standards are thoroughly assessed to safeguard both our business and our contractors. By working only with trusted and fully compliant partners, we minimise risk, maintain transparency, and provide contractors with the confidence that their payments and employment arrangements are handled to the highest professional and legal standards

Weekly Cost

Brookson Solutions offer an FCSA and SafeRec compliant payroll model that facilitates Umbrella services for those wishing to be paid under a PAYE process. **£21.00**
https://www.brooksonone.co.uk/services/umbrella-company/
Options: Umbrella PAYE

Brookson Construction offer an FCSA and SafeRec compliant payroll model for those that work and wish to be paid in line with the Construction Industry Scheme. **£21.00**
https://www.brooksonone.co.uk/services/CIS/
Options: Construction Industry Scheme (CIS)

0345 058 1200

Paystream have been providing payroll services for over 20 years, are FCSA accredited and have multiple pay and accounting solutions available. **£20.00**
https://www.paystream.co.uk/
Options: Umbrella PAYE, CIS

0161 222 4995

Sapphire Contracting provide an employed payroll solution via their FCSA accredited Umbrella service, plus accounting services for those operating as a Limited Company. **£18.00**
https://compasscontracting.co.uk/
Options: Umbrella PAYE, CIS, EOR International

01625 539 997

Workwell provides an FCSA accredited global workforce management solution with contractor management services **£15.00**

https://workwellsolutions.com/
Options: Umbrella PAYE, EOR international

contact-us

Key Information Document

This document sets out key information about your relationship with us, including details about pay, holiday entitlement and other benefits.

The Employment Agency Standards (EAS) Inspectorate is the government authority responsible for the enforcement of certain agency worker rights. You can raise a concern with them directly on 020 4566 5333 or through the Acas helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

GENERAL INFORMATION

Name of employment business:	Highfield Professional Solutions Ltd Unit 1-2 Mill Court, The Sawmills, Durley, Southampton, SO32 2EJ Contact: Refer to your Recruitment Consultant Phone: +44 (0)1489 774 010

Highfield Professional Solutions Ltd operate an different engagement models in the UK. This document provides a Key Information Document for each engage type as follows:-

1. Umbrella PAYE – Approved Supplier List
    a. Brookson
    b. Paystream
    c. Sapphire
    d. Workwell
2. CIS Umbrella
3. Personal Service Company – Outside of IR35

1) Key Information Document: Umbrella PAYE General Information

You are being paid through an intermediary or umbrella company: a third-party organisation that will calculate your tax and other deductions and then pay you for the work undertaken for the hirer. We will still be finding you assignments. The money earned on your assignments will be transferred to the umbrella company as part of their income. They will then pay you your wage.
All the deductions made which affect your wage are listed below. The personal allowance reduction where income is above £100k has not been applied. Your payslip may show you as an employee of the umbrella company listed below. If you have any queries about these please contact us.

Type of contract you will be engaged under:	Contract of Service - Employment Contract
How often you will be paid:	Paid when paid by Highfield - weekly
Expected or minimum rate of pay:	As per illustration.
Deductions from intermediary or umbrella income required by law:	Employer National Insurance Employer Pension Apprenticeship Levy
Expected or minimum rate of pay to you:	National Minimum Wage
Deductions from your wage required by law:	Income tax & Employees National Insurance Employee Pension Student loan once notified by student loan company.

a. **Brookson Solutions Limited**

Your employer & Who will be responsible for paying you:	Brookson Solutions Limited
Any other deductions or costs from your pay (to include amounts or how they are calculated):	Maximum Weekly margin of £21 will be retained - the amount of the margin will be discussed on your on boarding call
Holiday entitlement and pay:	For 25/26, holiday pay is calculated at a statutory minimum of 28 days a year or 12.07% and is paid in every payment and advised on each pay statement. https://www.brooksonfaq.co.uk/knowledge-base/your-umbrella-payslip-explained/
Additional benefits:	https://www.brooksonone.co.uk/services/umbrella-company/umbrella-overview

EXAMPLE PAY

Example Pay (No Pension)	Weekly	Monthly	Yearly
Example gross rate of pay to intermediary or umbrella company from us:	£1,000.00	£4,333.33	£52,000.00
Deductions from gross rate required by law:			
Employers NI	£114.59	£496.57	£5,958.86
Apprenticeship Levy	£4.30	£18.64	£223.63
Any other deductions:			
Company Margin	£21.00	£91.00	£1,092.00
Gross Salary	£860.11	£3,727.12	£44,725.51
Deductions from your pay required by law:			
Income tax	£123.68	£535.93	£6,431.10
Employees NI	£49.47	£214.37	£2,572.44
Example net take home pay:	£686.96	£2,976.82	£35,721.97

Example rate of pay to you:

Gross Salary	£860.11
Hours worked	37.50
Rate	£22.94

Example Pay (With Pension)	Weekly	Monthly	Yearly
Example gross rate of pay to intermediary or umbrella company from us:	£1,000.00	£4,333.33	£52,000.00
Deductions from gross rate required by law:			
Employers NI	£111.78	£484.39	£5,812.71
Apprenticeship Levy	£4.21	£18.23	£218.76
Employers Pension Contribution	£21.64	£93.78	£1,125.34
Any other deductions:			
Company Margin	£21.00	£91.00	£1,092.00
Gross Salary	£841.37	£3,645.93	£43,751.19
Deductions from your pay required by law:			
Income tax	£119.93	£519.69	£6,236.24
Employees Pension Contribution	£28.85	£125.04	£1,500.45
Employees NI	£47.95	£207.78	£2,493.38
Example net take home pay:	£644.64	£2,793.42	£33,521.12
Employer Pension contribution into Pension	£21.64	£93.78	£1,125.34
Employee Pension contribution into Pension with 20% credit	£36.07	£156.30	£1,875.56
Higher rate tax reclaim through self assessment	£0.00	£0.00	£0.00
Total value earned	£702.35	£3,043.50	£36,522.02

Example rate of pay to you:

Gross Salary	£841.37
Hours worked	37.50
Rate	£22.44
Employers pension contribution per hour on top of rate	£0.67

b. Paystream

Your employer & Who will be responsible for paying you:	PayStream My Max Limited
Any other deductions or costs from your pay (to include amounts or how they are calculated):	Maximum Weekly margin of £20 will be retained - the amount of the margin will be discussed on your on boarding call
Holiday entitlement and pay:	Holiday entitlement accrues on the last day of each pay period and equates to 12.07% of hours worked in the pay period (up to a maximum of 28 days per annum). Holiday pay is calculated at a rate of 12.07% of total gross pay for work done.
Additional benefits:	PayStream Rewards • Employer's Liability, Professional Indemnity and Public/Products Liability Insurance • Allowable expenses

EXAMPLE PAY

	Intermediary or umbrella fees	Worker fees
Example gross rate of pay to intermediary or umbrella company from us:	£1,000.00 per week (5 days per week @ £200.00 per day)	
Deductions from intermediary or umbrella income required by law:	**Employer's NI:** £114.35 **Apprenticeship Levy:** £4.29	
Any other deductions or costs taken from intermediary or umbrella income:	**Umbrella Margin:** £23.00	
Example rate of pay to you:		**Gross:** £858.36
Deductions from your pay required by law:		**Employee's NI:** £49.31 **PAYE:** £123.20
Any other deductions or costs taken from your pay:		None in this example
Any fees for goods or services:		None in this example
Example net take home pay:		£685.85 per week

c. Sapphire

Your employer & Who will be responsible for paying you:	Sapphire DNP Limited
Any other deductions or costs from your pay (to include amounts or how they are calculated):	Maximum Weekly margin of £18 will be retained - the amount of the margin will be discussed on your on boarding call
Holiday entitlement and pay:	28 days a year or 12.07%
Additional benefits:	N/A

EXAMPLE PAY

	Intermediary or umbrella fees	Worker fees
Example gross rate of pay to intermediary or umbrella company from Example Recruitment:	(5.00 X £200.00) = £1,000.00	
Deductions from intermediary or umbrella income required by law:	Apprenticeship Levy - £4.28 Employer's NI - £114.09	
Any other deductions or costs taken from intermediary or umbrella income:	Company Margin - £25.00	
Example rate of pay to you:		£20.38/hour (£764.37) + Holiday Pay (£92.26)
Deductions from your pay required by law:		Income Tax - £122.80 National Insurance - £49.17
Any other deductions or costs taken from your pay:		£0.00
Any fees for goods or services:		£0.00
Example net take home pay:		£684.66

d. Workwell

Your employer & Who will be responsible for paying you:	Workwell Solutions Limited
Any other deductions or costs from your pay (to include amounts or how they are calculated):	Maximum Weekly margin of £15 will be retained - the amount of the margin will be discussed on your on boarding call
Holiday entitlement and pay:	28 days holiday per year, either paid to you in addition to your salary (the expected or minimum rate of pay to you noted above), or payable to you as and when you request holiday
Additional benefits:	Market leading employee benefits scheme, including wellbeing packages and shopping discounts

EXAMPLE PAY

	Intermediary or umbrella fees		Worker fees	
Example gross rate of pay to intermediary or umbrella company from us:	£1,000.00	Weekly		
Deductions from intermediary or umbrella income required by law:	£4.31 £114.79 £0.00	Apprenticeship Levy Employers NIC Employers Pension		
Any other deductions or costs taken from intermediary or umbrella income:	£19.50	Umbrella margin		
Example salary paid to you:			£768.64	
Example holiday pay paid to you:			£92.77	
Deductions from your pay required by law:			£123.93 £49.57 £0.00	Tax National Insurance Pension
Any other deductions or costs taken from your pay:			-	
Any fees for goods or services:			-	
Example net take home pay:			£687.90	

2. CIS Umbrella – Under Approved Supplier List

a. Brookson
b. Compass
c. Paystream
d. Sapphire
e. Workwell

Engagement Details
Engagement Type: *Umbrella CIS*
You will be engaged and paid via a third-party umbrella company operating CIS.

Pay Structure
The assignment rate paid by the end client is reduced by the umbrella margin. A CIS deduction will then be applied at either 0% (Gross) or 20% (Standard), as determined by HMRC verification.

Pay Frequency
Unless otherwise agreed, approved hours / times are required weekly and payments are processed one week in arrears.

Illustrative Pay Example
This example is for illustrative purposes only and is not a guarantee of earnings. Actual pay will vary depending on individual circumstances, rates of pay, tax status, statutory deductions, and the chosen Umbrella provider's fees.

RATE example – Gross CIS

Agreed Payment Rate	**£ 250.00**
Agreed Payment Units	**per day**
Approved Units	**5 days**
NET Invoice Amount	**£1,250.00**
VAT (if applicable)	**£ 250.00**
CIS Deduction – Gross	**(£ -)**
Umbrella Fee	**(£ 20.00)**
Amount Payable	**£1,480.00**

RATE example – Standard CIS

Agreed Payment Rate	**£ 250.00**
Agreed Payment Units	**per day**
Approved Units	**5 days**
NET Invoice Amount	**£1,250.00**
VAT (if applicable)	**£ 250.00**
CIS Deduction – Standard	**(£ 250.00)**
Umbrella Fee	**(£ 20.00)**
Amount Payable	**£1,230.00**

Important Information
CIS deductions are paid to HMRC and offset against your tax liability. You remain responsible for ensuring your tax affairs are accurate and up to date.

3. Personal Service Company

Engagement Details
Engagement Type: Limited Company / Personal Service Company (PSC)
Payments are made to your limited company, not to you personally.

Pay Structure
The employment business pays the invoiced amount to your company. VAT is payable in addition where applicable. No deductions are made by the employment business.

Pay Frequency
Unless otherwise agreed, approved hours / times are required weekly and payments are processed one week in arrears.

Illustrative Pay Example
This example is for illustrative purposes only and is not a guarantee of earnings. Actual pay will vary depending on individual circumstances, rates of pay, tax status, and statutory deductions.

DAY RATE example

Agreed Payment Rate	£ 250.00
Agreed Payment Units	per day
Approved Units	5 days
NET Invoice Amount	£1,250.00
VAT (if applicable)	£ 250.00
GROSS Invoice Amount	£1,500.00

HOURLY RATES example

Agreed Payment Rate	£ 31.25
Agreed Payment Units	per hour
Approved Units	40 hours
NET Invoice Amount	£1,250.00
VAT (if applicable)	£ 250.00
GROSS Invoice Amount	£1,500.00

Important Information
You are responsible for all taxes, payroll, and statutory obligations within your company, including Corporation Tax, VAT, PAYE, and dividends.