

Redundancy

We're here to help

Dealing with Redundancy – We're here to help

Redundancy is usually when you have lost your job because your employer needed to reduce his or her workforce and your job has disappeared.

Redundancy can be a very stressful time for all concerned especially if you do not know what to do next.

If you have been made redundant we, as your local Council, can point you in the right direction to get the support you need. This guide details the organisations that are here to help whatever your concerns so you can start accessing those services as quickly as possible.

If you are confused about your next steps or would like further help accessing support please contact the Economic Development Team on 01702 318060 or by email to business@rochford.gov.uk

Redundancy – What are your rights?

Find out about your rights and what you should expect from your employer through either Direct.gov or ACAS (The Advisory, Conciliation and Arbitration Service).

Direct.gov

Phone: Redundancy Helpline on 0845 1450 004 or visit

<http://www.direct.gov.uk/en/Employment/RedundancyAndLeavingYourJob/Redundancy/index.htm>

ACAS

Phone: ACAS Helpline: 08457 47 47 47 or visit

<http://www.acas.co.uk/index.aspx?articleid=1611>

Your finances

Benefits

Find out if you are eligible for any benefits particularly if you are sick, have a low income or dependent children.

Direct.gov can provide you with a beginners guide to benefits. For more information phone them on 0845 1450 004 or visit

<http://www.direct.gov.uk/en/MoneyTaxAndBenefits/BenefitsTaxCreditsAndOtherSupport/index.htm>

Help to pay your rent and/or Council Tax

If you have a low income you may be able to get help with paying your rent and/or Council Tax. Your local Council's Revenues and Benefits Department will be able to offer advice and assistance.



Contact details for Rochford Benefits and Housing teams:

Rochford Revenues & Benefits:

01702 318197/318198

08:00 – 20:00hrs (Mon – Friday)

09:00 – 12:00 (Saturday)

www.rochford.gov.uk

Housing

The Council's Homelessness and Housing Advice Team can offer advice and assistance for individuals, families and landlords. If you are having difficulties with the security of your tenure, paying your rent or paying your mortgage it is important that you contact the Team, as well as your landlord or mortgage lender, as soon as possible.

Contact: 01702 318157/318158

If you need to speak to another local authority across South Essex, here are contact details for a number of Revenues and Benefits Departments:

Basildon

Main Line: 01268 5333333

09:00 – 17:15hrs (Mon – Weds)

09:00 – 20:00hrs (Thurs)

09:00 – 17:15hrs (Friday)

Southend-on-Sea

Benefits (Housing & Council Tax):

01702 215001

08:45 – 17:15hrs

www.southend.gov.uk

Castle Point

Main Line: 01268 882200

08:45 – 17:15 (Mon – Thurs)

08:45:16:45 (Friday)

www.castlepoint.gov.uk

Lump sum payment

If you receive a lump sum it may include a 'Payment in Lieu of Notice' as well as a redundancy payment. This may affect your benefit entitlement. You need to think carefully about how you use a lump sum. If you have to claim benefits in the future, the Department for Work & Pensions may need to know how you spent it.

Department for Work & Pensions www.dwp.gov.uk

Pension

If you have been paying into a company pension make sure you find out about your accrued rights. Advice on pensions can be obtained from The Pensions Advisory Service. Similarly it is advisable that you speak to someone in the Pensions Section of your Company.

The Pensions Advisory Service phone:

0845 6012923 or visit

www.pensionsadvisoryservice.org.uk

Maintenance/child support

If you are paying maintenance and child support through the Child Support Agency, you should ask for a re-assessment because your income has dropped. If you are paying through any other arrangement that you have made on your own, you may wish to re-negotiate.

Child Support Agency phone: 08457 137000 or visit

www.csa.gov.uk

Debt Management

The Citizens Advice Bureau (CAB) provides free, independent, confidential and impartial advice to everyone on their rights and responsibilities. They offer a wide range of advice including working out which bills you should pay first and helping you to fill in benefit forms. Common enquiries include debt, fuel and housing costs, benefit claims and overpayments, employment rights, housing requirements, consumer rights and relationship problems.

There are two CAB offices in the Rochford District as follows:

Rayleigh	Rochford
Civic Suite	Back Lane
Hockley Road	Rochford
Rayleigh	Essex
Essex	SS4 1AY
SS6 8EB	

Phone: 0844 477 5773 or visit
<http://www.citizensadvice.org.uk/>

Finding your way back to work

Whether you want to search for a job or brush up on your job seeking skills, you'll find a range of support and advice through Jobcentre Plus, including: CV and interview tips, different ways of searching for work and how to gain new skills.

As well as job vacancies, they hold information about job fairs, employer events and other events in the area. Jobcentre Plus also administers a set of benefits that you may be entitled to including Jobseeker's Allowance.

Job search helpline – 08456 060 234 or visit
www.jobcentreplus.gov.uk

If you are over 18 you may be eligible to apply for a Professional and Career Development Loan. This could help you to improve or adapt your skills in order to find a new job. Employees made redundant can apply for a low-interest loan of between £300 and £10,000 to fund a work-related training course.

Phone: Direct.gov on Call 0800 585 505 for more information or visit
http://www.direct.gov.uk/en/EducationAndLearning/AdultLearning/FinancialHelpForAdultLearners/CareerDevelopmentLoans/DG_10033237

People aged 16 and 17 can get extra support from their local Connexions service when they find themselves without work or training. Connexions urge you to contact them as soon as possible.

Find details of your local connexions service at www.connexions-direct.com or call 080 800 13219.

Setting up your own business

Business Link is a Government funded organisation tasked with helping businesses. Whether you're starting up in business for the first time, already running a business, or looking to grow and develop, Business Link offer free help to:

- manage your finances
- employ people
- find and keep customers
- pay the correct tax
- comply with environmental legislation
- trade internationally
- understand regulations in your sector
- find events and support near you

Business Link run free workshops for people thinking about setting up a business or working for themselves. Topics covered include the pros and cons of running a business, business planning, finance, sales and marketing.

Need access to the Internet?

You may find it useful to access some of the above services online. Did you know you can access the Internet free of charge by joining the library? There are libraries in Great Wakering, Rochford, Hullbridge, Hockley and Rayleigh. Please phone Rochford District Council on 01702 546366 for more information.