

Comhairle Ceantair an Iúir, Mhúrn agus an Dúin
Newry, Mourne and Down District Council

Treoir Iomarcaíochta

Deiseanna Tacaíochta

Redundancy Guidance

Opportunities for Support

Ag freastal ar an Dúin
agus Ard Mhacha Theas
Serving Down
and South Armagh



Comhairle Ceantair
an Iúir, Mhúrn agus an Dúin
Newry, Mourne and Down
District Council

Redundancy Guidance: Opportunities for Support

Redundancies are a challenging time for everyone involved. If you are an employee or business owner, below are some sources of information that may assist you work through your next steps.

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Support and Advice

Jobs and Benefits Offices

Depending on your circumstances you may be entitled to claim certain benefits such as job seekers allowance or universal credit.

Benefits Freephone Number: 0800 022 4250

Employment Services phone number: 0300 200 7822

Text phone number: 0800 587 1297

Local Offices:

Crown Buildings
18 Crossgar Road
Ballynahinch
BT24 8XP
Email: Ballynahinch.jobsandbenefits@dfcni.gov.uk

Rathkeltair House
Market Street
Downpatrick
BT30 6LZ
Email: Downpatrick.jobsandbenefits@dfcni.gov.uk

Newry Street
Kilkeel
BT34 4DN
Email: kilkeel.jobsandbenefits@dfcni.gov.uk

31 Valentia Place
Newcastle
BT33 0EJ
Email: newcastle.jobsandbenefits@dfcni.gov.uk

Phoenix House
40 Bridge Street
Newry
BT35 8AJ
Email: newry.jobsandbenefits@dfcni.gov.uk

Careers Service

The Careers Service provides an impartial, all-age careers information, advice and guidance service, to help young people and adults make informed choices about their future career paths.

Contact the careers service:

Newry Careers Office
Phoenix House
40 Bridge Street
Newry
BT35 8AJ
Phone: 0300 200 7820



Downpatrick Careers Resource Centre
Rathkeltair House
Market Street
Downpatrick
BT30 6LZ
Phone: 0300 200 7820

<https://www.nidirect.gov.uk/contacts/contacts-az/careers-service>

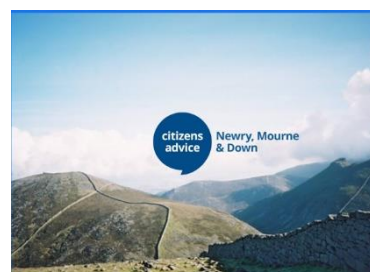
Community Advice

Community Advice's goal is to help everyone find a way forward, whatever problems they face. Providing free confidential, independent and impartial advice and campaigning on big issues affecting people's lives.

Local Offices:

Community Advice Newry Mourne & Down
Ballymote Centre
40 Killough Road
Downpatrick
Contact number 0300 303 0306

Community Advice Newry Mourne & Down
Ballybot House
28 Cornmarket
Newry
Contact number 0300 303 0306



Self-Employment Opportunities

Go for It Programme

Turn your great idea into a business and Go For It with help from your local council.



The Go For It programme provides individuals in Northern Ireland planning to start a business with step by step advice and mentoring.

It is a free programme providing you with professional business mentoring and support to help you produce your own business plan focused on your business idea and to go on to register for self-employment.

The programme is delivered free of charge by your Local Council through Northern Ireland's wide network of Enterprise Agencies' highly experienced business advisors.

Further information on the programme and how to register is available at:

<https://www.goforitni.com>

Call 0800 027 0639

NI Business Info

Free service offered by Invest Northern Ireland, the official online channel for business advice and guidance in Northern Ireland.

<https://www.nibusinessinfo.co.uk/content/redundancy-options>

<https://www.nibusinessinfo.co.uk/my-new-business>

**NIBUSINESS
INFO.CO.UK**

Exploring Enterprise Programme (EEP)

Exploring Enterprise Programme (EEP) is a free programme which provides an insight into starting a business or allows you to take the first steps to gaining employment. You do not need to have a business idea to join.

The programme offers mentoring and training tailored to your needs and the opportunity to work towards achieving a CCEA Level 1 Qualification in Understanding Business Enterprise.

You will be provided with one to one mentoring with an experienced business advisor in areas such as:

Newry Mourne and Down District Council is not responsible for the contents, advice or information provided or the reliability and privacy practices of the listed websites. Listing should not be taken as an endorsement of any kind. Websites are used at your sole risk. Information contained is correct at the time of publishing.

- Marketing
- Financial Planning
- Introduction to HMRC
- Job searching/assisting in writing of job applications
- CV design / development
- Searching for further education courses or other relevant training

To be eligible for this programme you must be:

- Aged 16 or over
- Legally able to reside and work in the UK
- Unemployed/inactive or working/studying less than 16 hours per week;
- Not participating in any other government funded programme

For further information please contact your Local Enterprise Agency below:

Down Business Centre
 Down Business Park
 46 Belfast Road
 Downpatrick
 BT30 9UP
 Email: business@downbc.co.uk
 Contact 028 4461 6416

Newry & Mourne Enterprise Agency
 WIN Business Park
 Newry
 BT35 6PH
 Email: info@nmea.net
 Contact 028 3026 7011



Upskilling and reskilling

South Eastern Regional College

SERC are passionate about inspiring, transforming and enriching the lives of students. The standard of teaching at SERC has helped thousands of students join the workforce and build the Northern Irish economy.

SERC also offer a wide range of courses from full-time and part-time study for businesses.

With over 700 courses to choose from in a range of levels including further education; higher education; and training and apprenticeships, SERC have a course to help you reach your full potential, whether you're a school-leaver, returning to education or looking to develop skills in a new area.



General enquiries email: info@serc.ac.uk

Course enquiries email: admissions@serc.ac.uk

Contact: 0345 600 7555

Southern Regional College

SRC offers first class education and an exciting learning environment for further and higher education. SRC pride themselves on offering a diverse range of higher education learning experiences.

At further education level, SRC offers courses from BTEC level 1-2 certificates and diplomas, through to NVQs and A levels either on a full-time or part-time basis.

SRC offers apprenticeship training programmes where students can learn valuable trades to take into the workplace.

SRC's portfolio of higher level professional and technical courses is broad ranging, ensuring all programmes, be they degrees, diplomas, certificates or professional qualifications are of a quality surpassing that offered at university and relevant for the work of work.

General enquiries email: info@src.ac.uk

Contact 0300 123 1223



Employers Support

Department for Communities (DfC)

Department for Communities offer a free Redundancy Service to help businesses and their employees work through the process of redundancy. DfC can provide a tailored package of support through their network of partners, at no cost to the employer.

For further information on Department for Communities Redundancy Service see <https://www.communities-ni.gov.uk/topics/finding-staff/redundancy-service> or email: dfcemployerservices@communities-ni.gov.uk

HM Revenue & Customs (HMRC)

HMRC can provide advice about forms you must complete when your employee leaves employment and help to calculate any PAYE and national insurance in your final payments to them.

<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/covid-19-support-for-businesses>

Labour Relations Agency (LRA)

LRA provide an impartial and confidential employment relations service to those engaged in industry, commerce and the public services.

<https://www.lra.org.uk>

The Federation of Small Businesses (FSB)

Offers members a wide range of vital business services including advice, financial expertise and support.

<https://www.fsb.org.uk>

Northern Ireland Chamber of Commerce

Northern Ireland Chamber of Commerce is committed to customer service and the commercial success of members.

<http://www.northernirelandchamber.com/coronavirus-support-hub>

Universal Credit

If you need more information as an employer about Universal Credit please visit:

www.nibusinessinfo.co.uk/content/universal-credit

NI Business Info

Redundancy, restructures and change

- <https://www.nibusinessinfo.co.uk/content/redundancy-restructures-and-change>

Redundancy: the options - Redundancy and lay-offs

- <https://www.nibusinessinfo.co.uk/content/redundancy-options>

Selling or closing a business - Employers' responsibilities when closing a business

- <https://www.nibusinessinfo.co.uk/content/buy-or-sell-business>

Coronavirus: New law to ensure furloughed employees receive full redundancy payments

- <https://www.nibusinessinfo.co.uk/content/coronavirus-new-law-ensure-furloughed-employees-receive-full-redundancy-payments>

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0330 137 4000
info@nmandd.org
www.newrymournedown.org

Oifig an Iúir
Newry Office
O'Hagan House
Monaghan Row
Newry BT35 8DJ

Oifig Dhún Pádraig
Downpatrick Office
Downshire Civic Centre
Downshire Estate, Ardglass Road
Downpatrick BT30 6GQ