

# Redundancy factsheet

## Information for employers



Department  
for Work &  
Pensions

Redundancies are challenging for everyone involved. But you can use our services free of charge to get support and useful information through our 'Rapid Response Service (RRS)'. This is a redundancy service designed to give both employers and employees support and advice about things like:

- helping people facing redundancy to construct CVs and find jobs
- helping people identify their transferable skills and training needs
- providing training to help people develop vocational skills
- providing general information about benefits
- helping with costs like travel to work expenses

If you need to get in touch with Jobcentre Plus to discuss what redundancy support is available please email: [rrs.enquiries@dwp.gov.uk](mailto:rrs.enquiries@dwp.gov.uk)



### What support can you give me as an employer?

We offer a fast and free 'Rapid Response' service to help you and your employees through the process of redundancy. We can work independently or with other private organisations you are using to complement the support already being delivered. There may be help and expertise we can offer you so it is worth involving us too.

Get in touch with us so we can let you know about this service and how we can support you and your employees as soon as people are 'at risk' of redundancy or during the period of notice. We can provide a tailored package of support through our network of partners, at no cost to you.



### Where can I find useful information?

The employerhelp website offers a range of advice to help your business overcome challenges associated with the COVID-19 pandemic. Find out more at [www.employerhelp.dwp.gov.uk](http://www.employerhelp.dwp.gov.uk)

**GOV.UK:** Find clear advice about the procedures you need to follow when making redundancies and what rights your employees have.

Go online and visit [www.gov.uk/staff-redundant](http://www.gov.uk/staff-redundant)

**Acas:** responsible for reviewing working practices and business structure to help avoid redundancies. They can help you with:

- advice to managers and employee representatives about handling redundancy
- useful information can be found in their 'Redundancy Handling' leaflet
- free training to give you the skills and knowledge to deal with employment issues and help you create a more productive workplace

To find out more go online and visit [www.acas.org.uk](http://www.acas.org.uk)

**Trades Unions:** you will also need to consider whether as an employer you are required to consult with recognised unions or elected employee representatives in relation to potential redundancies.

**HM Revenue and Customs (HMRC):** they can:

- provide advice about the forms you must complete when your employee leaves employment
- help to calculate any PAYE and National Insurance in your final payments to them

Go online and visit [www.gov.uk/government/organisations/hm-revenue-customs](http://www.gov.uk/government/organisations/hm-revenue-customs)

**The Insolvency Service:** they can give you advice about alternatives to bankruptcy and information about other options to compulsory liquidation.

Go online and visit [www.gov.uk/government/organisations/insolvency-service](http://www.gov.uk/government/organisations/insolvency-service)

**Partnership Action for Continuing Employment (PACE):** if you live in Scotland the Scottish Government initiative to help individuals and employers during redundancy situations can help.

Call **0800 783 6000** or visit [www.ourskillsforce.co.uk/support-with-business-change/pace-free-advice-on-redundancy](http://www.ourskillsforce.co.uk/support-with-business-change/pace-free-advice-on-redundancy)

**Redundancy Action Scheme:** If you live in Wales the Welsh Government scheme, aimed at helping people dealing with redundancy, can help. Go online and visit [www.careerswales.com/en/jobs-and-training/unemployment-and-redundancy/coping-with-redundancy/](http://www.careerswales.com/en/jobs-and-training/unemployment-and-redundancy/coping-with-redundancy/)

If you would like to view the website in Welsh click on 'Cymraeg' at the top of the page.

**Universal Credit:** if you need more information as an employer about Universal Credit go online and visit: [www.understandinguniversalcredit.gov.uk/universal-credit-and-employers/what-universal-credit-means-for-employers/](http://www.understandinguniversalcredit.gov.uk/universal-credit-and-employers/what-universal-credit-means-for-employers/)

**The Federation of Small Businesses (FSB) -** [www.fsb.org.uk](http://www.fsb.org.uk)

**British Chamber of Commerce -** [www.britishchambers.org.uk](http://www.britishchambers.org.uk)

## **Voluntary redundancy and early retirement**

We are happy to offer help and advice to employees taking voluntary or early redundancy.

If you would like to contact us to find out more then email: [rrs.enquiries@dwp.gov.uk](mailto:rrs.enquiries@dwp.gov.uk)

## **Help to cope with redundancy**

If you need to talk to someone about coping with redundancy go online and visit:

[www.samaritans.org](http://www.samaritans.org)  
[www.relate.org.uk](http://www.relate.org.uk)

## **Useful information:**

