

KEEPING THE SOUTH EAST WORKING



Partners working together



These are unprecedented times for both businesses and individuals throughout the South East.

The challenging global economic climate impacts on us all and our response has to be effective and rapid. We have created the Regional Recovery Plan which sets out how the key public sector agencies and business support organisations will continue to work together as a powerful integrated force to provide a clear and extensive range of assistance for businesses, individuals and communities.



Support is available to help individuals and employers to face a variety of challenges and to give impartial advice and practical assistance. For example, skills and employment assistance includes re-training, financial help, benefits and support to find new jobs.

The South East is overall a thriving and vibrant region. During this recession it's critical to ensure that the strongest qualities of the region emerge. The aim is simple – the region is working together to deliver comprehensive support for individuals and organisations. Our energy is real – our commitment is real and most importantly we can, by working together, offer real help now.

This leaflet provides information available from key regional agencies to keep the South East working. Details of the full range of Government support can also be found in “Real Help in the South East” at www.realhelpnow.gov.uk

Real help now

Extensive support available for individuals

Jobcentre Plus

Contact Jobcentre Plus on **0845 601 2001** or www.jobcentreplus.gov.uk for advice on:

- Claiming benefits.
- Job vacancies.
- Finding work and gaining the skills needed to get a job.
- Training needs and opportunities to learn new skills or improve existing ones.
- Specialist support, for example, in the case of illness or disability.
- Self employment.
- The Continuing Employment Support Service (CESS), in partnership with SEEDA, meets the requirement of those affected by redundancy. This includes providing information about other jobs in the marketplace, matching the individual with known vacancies, CV formulation and delivering enhanced job skills.

Business Link

Contact Business Link on **0845 600 9 006** or www.businesslink.gov.uk/southeast for advice on and access to:

- Support for people thinking about starting a business.

nextstep

Contact nextstep on **0800 195 4700** or www.nextstepsoutheast.org.uk for:

- Free, face-to-face advice on learning, training and work.
- Support from experienced advisers offering an impartial and confidential service to all adults.
- Help with finding work, updating skills, changing direction or improving careers prospects.
- Advice on training and information about training courses.
- Employment workshops covering CV design, application forms and interview skills.
- Personal development including confidence building.
- Information about other support available such as funding and childcare.

Other help for individuals is available from

www.direct.gov.uk and www.realhelpnow.gov.uk

www.traintogain.gov.uk

www.apprenticeships.org.uk

www.learndirect.co.uk

www.connexions-direct.co.uk

Local authority websites all contain details of other locally available support.

Extensive support available for businesses

Business Link

Business Link is the primary access channel for all business support in the South East.

Contact Business Link on **0845 600 9 006** or www.businesslink.gov.uk/southeast for advice and access to:

- Free Business Health Check which offers advice on cash-flow, marketing and business planning, debt management and product development.
- Access to finance advice, credit crunch presentations and finance seminars.
- Guidance on how to survive in difficult times.
- Specialist skills assessment and access to Train to Gain to increase the skills of your workforce. A team of skills brokers provide quality assured impartial advice to help businesses identify skills needs and source high quality vocational skills training, such as Apprenticeships and leadership and management opportunities.
- Information on new business opportunities and markets.
- Financing is available via Enterprise Finance Guarantee Scheme and freeing up bank lending.

- Grant for Business Investment. Funding is available for those companies whose capital investment plans are being held up by the current economic conditions.
- Immerse programme providing extensive design support to selected larger businesses who are looking for robust business development opportunities.
- Manufacturing Advisory Service.
- Transition Loan Fund. Directed at those fully established viable businesses who are currently facing difficulties in obtaining credit through banks.
- Commercialisation Fund. Available for companies with high growth potential to bring new services into the market.

SEEDA is responsible for funding and delivering Business Link in the South East.

Jobcentre Plus

Contact Jobcentre Plus on **0845 601 2001** or www.jobcentreplus.gov.uk/employers for advice on:

- A comprehensive range of support to help employers recruit the right people. There is nothing to pay and no red tape and these services make the difference to thousands of employers dealing with changes in the current economic climate.
- Professional, modern and free Vacancy Advertising Services to get jobs noticed by the right people.
- Recruitment Advisory Services that offer wider support for filling vacancies and longer term partnership opportunities.
- Local Employment Partnerships where employers and Jobcentre Plus work together to unlock the talent available in the local community.
- The Continuing Employment Support Service (CESS) in partnership with SEEDA offers a free, tailored, in-house package of support to businesses making redundancies, help for workers before they leave employment, such as advice on pensions, state benefits, careers advice, CV writing and interview techniques.

Alliance of Sector Skills Councils

Contact Sector Skills Councils on **0845 072 5600** or www.sscalliance.org

- The Alliance represents all 25 Sector Skills Councils (SSCs) and acts as their collective voice by:
 - promoting understanding of the role of SSCs within the skills system
 - co-ordinating policy positions and strategic work on skills with stakeholders
 - ensuring the training and skills needs of employers are met.

Sector Skills Councils are employer-driven organisations that together articulate the voice of the employers of more than 85% of the UK's workforce on skills issues.

Other help for businesses is available from

www.traintogain.gov.uk

www.direct.gov.uk

www.apprenticeships.org.uk

Local authority websites all contain details of other locally available support.

What are the roles and responsibilities of the key partners?

Keeping the South East Working is a co-ordinated approach to ensure businesses and individuals have access to business, employment and skills advice and practical assistance.

The aim is to help employers continue trading through the downturn, but where this is not possible, to provide the support and advice to prepare people to work with other employers.

This is a priority in the region. Jobcentre Plus, the Learning and Skills Council and SEEDA, supported by the Government Office for the South East, are working to deliver the plan by working in regional and local partnerships, (which will critically include local authorities and local networks) with a focus on:

- Supporting **businesses** through a package of measures aimed at improving business viability and assisting with specific issues.

- Providing a rapid response for those at threat of, or experiencing, **redundancy**.
- Enhancing **adult information, advice and guidance** so that individuals, especially those made redundant, have tailored advice and signposting to relevant training or employment and other necessary services.
- Providing **employment advice and skills opportunities** including for those who are unemployed or at risk of redundancy, through both pre-employment and vocational training.
- Supporting **young people** as they prepare for employment and training or face redundancy.

Individuals and businesses will benefit from clear signposting to the skills, business and employment support available to them for workforce development, re-training, benefits and financial support and finding new jobs.



- Provides information, advice and support to start, maintain and grow businesses.
- Helps businesses to understand their needs and refers them to the most appropriate support from the public, private and voluntary sectors.

www.businesslink.gov.uk/southeast



- Initiates first employer contact (in redundancy situations).
- Provides benefits advice and guidance, job search and employment advice to support affected workforces.
- Manages Rapid Response Fund interventions.

www.jobcentreplus.gov.uk



Leading learning and skills

- Monitors redundancy and downturn support in local areas.
- Identifies, reviews and funds skills provision to support businesses and individuals, including Train to Gain and Apprenticeships.

www.lsc.gov.uk



- Provides face-to-face information, advice and support to individuals on learning and work.
- Provides practical employability workshops.
- Helps individuals identify transferable skills, strengths and training needs.

www.nextstepsoutheast.org.uk



Working for England's World Class Region

- Provides the strategic lead for the regional response to the downturn.
- Identifies and co-ordinates relevant funds and programmes.
- Supports sub regional partnerships.
- Funds and delivers Business Link in the South East.

www.seeda.co.uk



- Works with Government and its agencies to test out plans from an employer perspective.
- Provides advice and guidance on opportunities and support available to companies.
- Signposts employers to options relating to skills and productivity.

www.sscalliance.org.uk





Leading learning and skills



www.realhelpnow.gov.uk

