



Last night the Government issued further guidance around the furlough scheme – including a change to the eligibility date, and the evidence you need to keep for your employees. The portal goes live on Monday but no doubt will be extremely busy – so you may need to bear with them! To be eligible for the scheme, employers must have:

- created or started a PAYE payroll scheme on or before **19 March 2020**
- enrolled for PAYE Online
- a UK bank account

Employers can claim for furloughed employees who were both:

- on their PAYE payroll on or before 19 March
- included in a 'Real Time Information' (RTI) submission to HMRC on or before 19 March

Claims can be made for any type of full-time or part-time employee. This includes:

- employees
- workers and agency workers
- those on zero hours contracts
- apprentices

Employers need to:

- select and tell ('designate') the employees affected that they're furloughed
- **get written agreement (and keep it for 5 years)**
- keep employees on the employer's payroll and continue their employment contracts
- make sure furloughs last at least 3 weeks

Further information can be found at: <https://www.gov.uk/guidance/claim-for-wage-costs-through-the-coronavirus-job-retention-scheme> and <https://www.acas.org.uk/coronavirus/if-the-employer-needs-to-close-the-workplace>

We also have offers from some **businesses** who are happy to try and answer any specific queries you may have around this issue:

- Molesworths Solicitors – [pdixon@molesworths.co.uk](mailto:pdixon@molesworths.co.uk) or 07798 520657
- Cowgills Accountants – [rob.lord@cowgills.co.uk](mailto:rob.lord@cowgills.co.uk) or 07812 993683
- HY Solicitors – 0161 804 1144

Don't forget the **Business Growth Hub** has a wealth of information on its website, along with some key links that you may find of interest:

- **What can we do to help efforts to tackle the coronavirus crisis?** I like this article, it has *positive vibes*. It's written for individuals and **businesses**.
- **Training programmes** that can be delivered online, including health & care training.
- **Cyber Crime** has an update with all new warnings – there are sadly new scams using WHO and John Hopkins University, and sales for fake medication.
- **The Manufacturing Hub** has updates for government call outs if your clients can manufacturer PPE, health equipment & cleaning, also tech related.

The UK Gov is now using this site as their **official Coronavirus Business Support** page.

<https://www.businessgrowthhub.com/coronavirus>

Please note due to annual leave there will be no issue of **Business Matters** tomorrow (Friday 17<sup>th</sup> April), and will resume on Monday 20<sup>th</sup>.

## *Carol and the RDA Team*

### **Carol Hopkins**

Business Development Manager

Phone: 01706 924886

Mobile: 07794 210858



Number One Riverside, Smith Street, Rochdale OL16 1XU

[www.investinrochdale.co.uk](http://www.investinrochdale.co.uk)

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