

## **12.3 POLICY ON RETIREMENT & DISCRETIONARY PENSION MATTERS (A.12/DU)**

### **Purpose of the report:**

### **To adopt a Policy on Retirement & Discretionary Pension Matters**

#### **1. Key issues**

**To adopt a policy to bring together information on retirement and pensions currently held in a number of documents.**

### **Recommendations**

- 2. 1. To adopt a Policy on Retirement & Discretionary Pension Matters**
- 2. That any future changes to the Policy will be approved at Authority**
- 3. That future changes or updates to the guidance notes can be approved by Resource Management Team**

### **How does this contribute to our policies and legal obligations?**

- 3. To have a Policy on Retirement and Discretionary Pension Matters helps the Authority to achieve Corporate Objective 11- to be a well run public body.**

### **Background**

- 4. The approach to retirement and discretionary pensions matters has evolved over time and as such procedures agreed can be found in a number of documents (Committee reports, Resources Management Team reports etc). For clarity and ease of reference it is appropriate to have a single Policy document with guidance notes.**
- 5. In researching for this policy Derbyshire County Council, who administer the Local Government Pension Scheme for us, have an additional scheme for Flexible Retirement (Workforce Reduction). Although not needed to date, this may become a consideration in a future workforce reduction.**

### **Proposals**

- 6. To have a Policy and guidance notes on retirement & discretionary pension matters.**
- 7. That the format for the document is agreed as**
  - A short Policy Statement approved by the Authority. Any changes to the Policy Statement in the future to be approved by Authority and**
  - More detailed guidance notes to managers on how to implement the policy. The guidance notes will be updated and approved by management team.**
- 8. That the Policy bring together**
  - Our Policy on Retirement, Flexible Retirement, Early Retirement and Ill Health Retirement and**
  - Discretionary Pension Matters**

**Are there any corporate implications members should be concerned about?**

9. **Financial:** Financial implications of the Policy are provided for in staff budgets and subject to report and approval at Resource Management Team or committee as appropriate.
10. **Risk Management:** Risk is mitigated by having a clear and comprehensive policy statement.
11. **Sustainability:** No implications
12. **Equality: Implementation of the Policy will be in accordance with the Equality Policy.**
13. **Background papers** (not previously published) – [List below or None]

**Appendix:**

Policy on Retirement and Discretionary Pension Matters

**Report Author, Job Title and Publication Date**

Deborah Unwin, Head of Human Resources & Performance, 7 March 2013