



NOTTINGHAMSHIRE
POLICE
PROUD TO SERVE

PS 155 Retirement Options

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G2029 Flexible Retirement Application Form

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SECTION 1 VERSION CONTROL

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1.0	February 2013	Sue Peckham	Senior HR Partner	
1.1	January 2015	James Lunn	Senior HR Manager	LGPS 2014

SECTION 2 BACKGROUND

Nottinghamshire Police recognises that working patterns are changing and that individuals may want the opportunity to work longer.

These trends are allied to recent legislative changes which provide for the exercising of individual choice in respect of the date of retirement and to the extension of working life in line with revisions to the State Retirement Age (SRA).

SECTION 3 AIMS / OBJECTIVES

The aim of the policy is to provide greater flexibility and choice for individuals to achieve a work life balance and transition into retirement.

Nottinghamshire Police acknowledges the opportunities which these changes present for flexible retirement options for police staff. The policy and its supporting procedure provide a framework which will allow that retirement for police staff is planned and managed with a transparent, equitable, fair and consistent approach.

This policy is applicable to all Police staff.

SECTION 4 DETAILS

4.1 Key Principles

- Nottinghamshire Police's provision for flexible retirement for police staff is consistent with its aspiration to be an employer of choice and its commitment to supporting employees through the transition from work to retirement.
- The policy is compliant with prevailing legislation and the Local Government Pension Scheme (LGPS) Regulations.
- Retirement is a personal choice and Nottinghamshire Police is unable to provide retirement advice. Employees should ensure they obtain quotations and any other required information from the LGPS.
- This framework provides information about the options available to employees to support them in making an informed choice about their retirement plans.
- This framework is designed to ensure a fair, transparent and equitable approach to flexible retirement for police staff reflective of recognised equality and diversity best practice.
- Individual flexible retirement applications will be afforded all reasonable consideration, taking into account the personal circumstances of the employee, any operational and service delivery requirements; the impact upon others and any pension strain costs.
- Individuals have the right of appeal to the Head of HR & OD should a flexible retirement application not be supported.

4.2 Options for retirement under the LGPS

- Employees can voluntarily retire and draw retirement benefits at any age on or after age 55 and before age 75, provided they have met the 2 years vesting period in the Scheme.

4.2.1 Retirement at 65 years of age (Normal Pension Age)

- Male and female employees can retire and receive their pension benefits in full on reaching 65 years of age.

4.2.2 Retirement before the age of 65

- Employees with a minimum of 3 months membership of the scheme are eligible to retire and receive their pension benefits from age 60 onwards without requiring the Force's agreement.
- Actuarial reductions will be applied to pension benefits paid before the age of 65 years.

4.2.3 Protected membership of the scheme

- Employee's, who were members of the scheme on 30th Sept 2006, may apply for early retirement without a reduction in benefit if they meet the protected membership criteria.

4.2.4 Continuing to work beyond the age of 65

- Employees may continue to work and contribute to their pension until their chosen date of retirement or until 2 days before their 75th birthday, whichever is the sooner.

4.2.5 Flexible retirement provisions

- Employees may request a reduction in their hours of work and/or a change of role to a less senior position from the age of 55 years.
- The employee is responsible for making an application for flexible retirement.
- Flexible retirement applications will be afforded all reasonable consideration applying objective, transparent and equitable criteria on a case by case basis.
- The employee has the right of appeal to the Head of HR & OD, should their request not be supported.
- Employees retiring on a flexible basis may draw some or all of their accrued pension benefits, subject to the Force's agreement.
- Employees retiring on a flexible basis may continue to make pension contributions whilst drawing benefits.
- Employees electing to reduce their hours and/or change their role, will be remunerated for the hours worked and/or the new role undertaken and future benefits will accrue proportionately.

4.2.6 Returning to work after retirement

- Employees who have retired and are in receipt of a pension on any grounds save for ill health, are, subject to a break in service, eligible to apply for employment with the Force as an external candidate.

4.2.7 Retirement as a result of organisational change

- There may be opportunities for employees to request voluntary retirement as a result of organisational change, but the Force is under no obligation to invite such requests or to agree to any requests which are made.

4.2.8 Retirement as a result of ill health

- If an employee is unable to continue in their role due to ill health, they may be eligible for consideration of retirement on the grounds of permanent incapacity.
- While the Selected Medical Practitioner (SMP) will be responsible for determining whether or not an employee is fit to undertake the expected duties of their role at that time and in the future, it is a Force determination whether the employee is retained, in service or not.

SECTION 5 LEGISLATIVE COMPLIANCE

This document has been drafted to comply with the general and specific duties in the Equality Act 2010; Data Protection Act; Freedom of Information Act; European Convention on Human Rights; Employment Act 2002; Employment Relations Act 1999; and other legislation relevant to policing.

This policy and its supporting operating procedure are also compliant with the Local Government Pension Scheme (LGPS) and attendant discretionary payment legislation and mandatory employer duties.