

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**GENERAL PURPOSES COMMITTEE**

**2 July 2012**

**Report of the Central Services Director**

**Part 1- Public**

**Delegated**

**1 UPDATES TO THE FLEXIBLE RETIREMENT POLICY**

**The existing Flexible Retirement Policy is presented in Annex 1 of this report. As part of programmed Equality Impact Assessments some qualitative research was undertaken to ascertain the views of users and potential users of this policy. The Equality Impact Assessment (EQiA) is attached in Annex 2.**

**This report recommends some amendments that reflect the outcomes of theEQiA, and presents an updated policy in Annex 3.**

**1.1 Amendments**

1.1.1 It was generally felt that the content of the Flexible Retirement Policy should be expanded to provide those who do not have any knowledge of the Local Government Pension Scheme with the background information that they need to decide whether or not to make a formal request for flexible retirement. The requested information is specified in Section 9 of the Equality Impact Assessment in Annex 2. This information has been incorporated in Sections 1 and 3 in the rewritten Flexible Retirement Policy in Annex 3.

1.1.2 It was also suggested that as the Flexible Retirement Policy is subject to annual equality monitoring, this should be explicitly stated. This point has been added in Section 2:10 of the updated policy.

1.1.3 The third suggestion was that the policy should give formal guidance on the procedure that should be followed by those requesting flexible retirement, and that it should also specify the benchmarks according to which Chief Officers and Management Team will assess such requests. This guidance is set out in Section 2 of the attached updated policy.

**1.2 Legal Implications**

1.2.1 The updated policy is compliant with Regulation 18 of the Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations 2007.

### 1.3 Financial and Value for Money Considerations

- 1.3.1 A fundamental feature of the assessment as to whether or not to agree to a request for flexible retirement is a consideration of the costs involved. This includes an assessment of the cost of any arrangements (e.g. job sharing) that may need to be made to ensure continuity of service.

### 1.4 Risk Assessment

- 1.4.1 Agreement to a request for flexible retirement will only be made where there are no detrimental effects to the Council, its service recipients or other employees.

### 1.5 Equality Impact Assessment

- 1.5.1 See Annex 2 .The updated policy in Annexes 3 has been considered and endorsed by both the Corporate Equalities Monitoring Group and the Joint Employee Consultative Committee.

### 1.6 Recommendations

- 1.6.1 That the Council adopts the updated Flexible Retirement Policy in Annex 3 to this report.

Background papers:

contact: Delia Gordon

Nil

Julie Beilby  
Central Services Director

Screening for equality impacts:		
Question	Answer	Explanation of impacts
a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community?	No	
b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality?	Yes	See Section 9 of the Equality Impact Assessment of the former Flexible Retirement Policy in Annex 2.
c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?		Implementing the recommendations of this report.

*In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above.*