

FLEXIBLE RETIREMENT POLICY

It is the policy of Tonbridge and Malling Borough Council only to agree to a reduction in an employee's hours or grade, under the provisions of regulation 35 of the LGPS, where such a reduction can be achieved with no detrimental effects on the Council, its service recipients or its employees. Requests for a reduction in hours or grade will be fully considered by the employee's Chief Officer including proper investigation of any proposals made by the employee in respect of arrangements to accommodate the reduction in hours/grade.

Where a reduction in hours/grade is agreed under the provisions of regulation 35 of the LGPS the Council will normally agree to the immediate payment of pension benefits to the employee providing there is no cost to the Council. Where there is a cost to the Council as a result of set up/continuing costs in relation to the arrangements made for continuity of service, e.g. job sharing, or for protections enjoyed by the employee, or by reason of a proposal from the employee which included the Council waiving the actuarial reduction of the benefits, the Council will not agree to the payment of unreduced pension benefits unless there is a demonstrable benefit which would take full account of any costs to be borne by the Council.

Decisions on matters within the remit of this policy may be taken by the service Chief Officer in consultation with the Personnel Manager other than where a cost would be incurred. In these circumstances the decision may be taken by the service Chief Officer in consultation with the Personnel Manager, the Cabinet Member for Resources and Capital Projects and the Chairman of the General Purposes Committee. Employees may raise any complaint they have about the operation of this policy through the Council's Grievance Procedure.

(Agreed by the General Purposes Committee September 2006)

Employees granted flexible retirement on the basis of reduced hours, and who have an entitlement to a leased car under the Council's scheme, will have their 'Limit of Three Year Leased Cost' in the scheme reduced pro rata to their reduction in hours. This reduction will take effect on the same date as the reduction in hours takes effect. Similarly a pro rata reduction in allowance will apply to flexibly retiring employees who have opted into the Leased Car Cash Alternative Scheme.

(Agreed by MT 15.01.2008)