

## **Appendix 1 - Scheme For Voluntary Early Retirement by Reason of Interests of The Efficiency of The Service**

The Council's Scheme is reproduced below.

### **1. Implementation of the Scheme**

1.1 No application to retire early on the grounds of efficiency of the service will be considered by the Council unless the employee is aged 55, or over with at least two years' service and the Chief Executive is satisfied that the following criteria are met:

- a. There is a changing need of skills with the post that the incumbent cannot meet, retraining having been considered.
- b. The applicant has given good service but has reached a point in their career where they are unable to adapt to the changing needs of the organisation, for example new technology, systems or working practices, and it can be demonstrated that this has a detrimental effect on the efficiency of the organisation and to improvement in quality.
- c. All other options have been considered for the applicant i.e. a reduction in hours, job share, redeployment or a change in duties.
- d. The retirement of the individual will provide a benefit or opportunity to the organisation in terms of increased productivity/effectiveness, improved customer relations, achievement of objectives as stated in the Service Area Plan, a financial saving.
- e. There is no perceived difficulty in recruiting to the post.
- f. This must not be used as a means of dealing with poor performance, that should be dealt with in accordance with the Council's Capability Procedure.
- g. The individual must be prepared to work their notice with no payment in lieu being considered, except in exceptional circumstances where this is not possible.

1.2 The Service Area Manager will have to demonstrate the benefit of any early retirement to the Chief Executive who, if he supports the proposals will make a case to the Employment Committee, whether taking into account all costs, that there is a benefit to the Council in agreeing to an early retirement on the grounds of efficiency of the service, which outweighs the financial cost. It is recognised that there may be financial costs to the Council, but these should be mitigated by the benefit to the service.

1.3 All costs of early retirement on the grounds of efficiency, will be calculated and considered by the Executive who will make the decision whether to approve funding for the application.

## 2. **Compensatory Payments**

2.1 An employee who volunteers to retire early on the grounds of efficiency of the service, and is given approval to do so, will be entitled to early release of pension benefits accrued and the Council will meet the costs of releasing these early. There is no entitlement to added or augmented service.