



Kernock Park Plants Ltd
Pillaton, Saltash
Cornwall, PL12 6RY

Tel: +44 (0) 1579 350561
Fax: +44 (0) 1579 351151

Email: info@kernock.co.uk
Web: www.kernock.co.uk

Retirement Policy

Reviewed: 18 March 2021

Following the removal of the Default Retirement Age, with effect from 1 October 2011, the KPP will not assume that employees will retire at any specific age. These guidelines have been updated to reflect legislative changes regarding retirement.

WHO IS COVERED BY THE POLICY?

This policy covers employees only. It does not apply to freelance workers, consultants, partners, non-executive directors, or other officers.

An employee who decides to retire will therefore be required to resign from their post, submitted in writing, providing the notice specified in their Contract of Employment in the normal way.

It is helpful to understand the intention of employees with regards to their future career and retirement plans, as far as is possible to enable the KPP to undertake workforce planning and to assist employees in their career planning process. KPP will continue to discuss with all employees irrespective of age their short, medium and longer term career aspirations.

KPP would like employees to engage in open and transparent discussions with their appropriate supervisor/Manager specifically in relation to retirement, as early as possible in their career planning process.

It is acknowledged that individual intentions to retire can change due to a variety of personal circumstances and any informal discussions will only be progressed formally once notice to resign has been given.

It is recognised that employees, at whatever stage of their working life, may wish to change their working pattern to suit their individual circumstances. It may therefore be possible to agree a flexible working approach whether or not this is intended to lead directly towards a full retirement.

Should an employee wish to work more flexibly (e.g. reduced hours) then that request would be considered as a flexible working request. See our *Flexible Working Policy* Appendix XIV for more information.

A meeting to discuss retirement could however include a discussion around flexible working as it may be helpful to consider the different options available and how appropriate these might be to the company/department and the individual at the same time.