


UN3364 1 of 1 16 <sup>th</sup> November 2023	Electronic Staff Record Programme USER NOTICE	
<b>Title</b>	Guidance on managing partial retirement	
<b>Purpose</b>	To provide organisations with guidance on how partial retirement can be managed through ESR	
<b>Intended Audience</b>	All Payroll, Pensions and HR ESR Users	

## SUBJECT

Guidance on managing partial retirement through ESR.

## DETAIL

Partial retirement has been available for members of the 2008 and 2015 NHS Pension Scheme for a number of years. From October 2023 this has been extended to members of the 1995 Scheme enabling all eligible employees to have the option to retire flexibly.

To supplement the guidance provided by NHS Employers and NHS Pensions, the attached document provides some suggested scenarios that organisations may wish to use where an employee is looking to reduce their pensionable pay to meet the requirements of the partial retirement regulations, but not necessarily reducing their working hours.

## ACTION REQUIRED

The attached guidance should be reviewed and applied as required.

## FURTHER INFORMATION

None

## NEXT UPDATE

None