

Information you need to know about retirement

Can I retire?

If you were a contributing member of the LGPS on 1 June 2018, you can retire with your pension from the age of 55, without requiring the Council's agreement. But, you should be aware that your pension and lump sum may be reduced if you retire before your normal pension age.

You'll be able to find information about your retirement benefits on the Tayside Pension Fund's online portal – have you signed up for this yet? You can either log on if you've registered already or you can sign up for access to this service:

<https://dundeec.hostingssf.aquilaheywood.com/>.

Once you've logged on to the portal, you should select: Pension Benefits - Benefit Projectors - Voluntary Retirement. If you go down the page to Conversion Options, it allows you to adjust your leaving date and there's also a sliding scale to increase your pension/lump sum.

If you have any queries, then you should email pensions at pensions@dundeecity.gov.uk and quote your National Insurance number.

I've found out my pension and lump sum figures, and I want to retire – what do I do?

If you are planning to retire and leave the Council's employment, then you simply submit your letter of resignation to your line manager, giving your relevant notice - [Periods of Notice](#) - and stating that you wish to access your pension. Your manager will complete the MyView Leavers process which will allow the Payroll & Reward Team to supply the Pensions Team at Dundee City Council with your final salary information. Pensions will then email you, detailing your pension entitlement and enclosing a Bank Mandate and a Member Declaration Form for completion and return to them as quickly as possible. This will include the Commutation Election Form which allows you to elect to give up pension for an increased lump sum. Here is some [retirement information](#) provided by the Pensions Team.

Financial Advisers

A list of financial advisers can be found on the website www.unbiased.co.uk.

Independent financial advice from an independent adviser who is authorised by the Financial Conduct Authority (FCA). You can check if an adviser is authorised by the FCA using the Financial Services Register on the FCA website - <https://register.fca.org.uk/>.

You can also contact Aberdeen Considine who offer employees of PKC and their immediate family members [discount on professional services](#) including Pension Planning and Advice.