

Looking Forward to Retirement



A comprehensive programme to assist your employees in the successful transition to a productive and fulfilling future.

*Provided by
Farnham Castle
in association with
Life Academy*



FARNHAM CASTLE
INTERNATIONAL BRIEFING &
CONFERENCE CENTRE



Looking Forward to Retirement

Planning for the Future...

Once seen as a time of old age and financial challenge, retirement is now generally associated with more positive feelings: most of us can expect to spend a quarter of our lifespan in retirement and, with the resources to support a comfortable lifestyle, it can be a time of opportunity and fulfilment. However, lack of proper planning for retirement

can lead to boredom, frustration and financial worries.

The key to creating and experiencing a satisfying retirement is **planning** – preparing oneself **psychologically,**

physically as well as **financially.** Retirement planning is becoming increasingly complex, reflecting the growing complexity of the world we live in. A well-planned retirement will take into account a considerable time span, inevitable change and the need to adapt.

The ideal time to start planning retirement is between the ages of 50 and 55. Whenever you start, it's important that all aspects of retirement are considered and wherever possible with a partner.

How can we help?

Pre-retirement education provides enormous benefits for both employee and employer.

Benefits for the Employee

- Creates the time to consider and inspires them to make plans for the future
- Helps develop a more positive attitude to life after employment
- Builds a framework for defining short and long-term priorities in line with personal objectives

- Provides relevant information, or the means of obtaining it
- Assists identification of the skills and resources that will be required for the next stage of their life
- Gives the chance to explore feelings and confront particular fears and problems about retirement and define solutions for them, particularly with a partner if they attend the programme
- Offers an opportunity to share experiences with a group of people at a similar life stage

Benefits for the Employer

- Gives reassurance and a sense of direction to older employees, possibly improving morale and performance
- Increases employee satisfaction, by sharing the sense of control over the retirement process
- Facilitates successful transitions before and after retirement, preserving a good working environment for the retirees' colleagues
- Decreases the potential need for expensive individual employee counselling
- Allows for more accurate and sympathetic succession planning
- Creates good relations with retired staff, enabling the option of re-engagement to assist for temporary or consultancy periods
- Improves the company image as a caring employer both inside the organisation and in the community.

Farnham Castle

Farnham Castle is the home of the world renowned international briefing and conference centre, providing intercultural training and country briefing to many of the world's leading organisations. Located in the 12th century castle, one of the most important historic buildings in South East England, it now provides all the needs of a modern international business training and conference centre, as well as an impressive location for corporate and private events.



Life Academy

Life Academy has extensive knowledge and understanding of life planning and pre-retirement education that incorporates sound theory and practice. The pre-retirement programmes feature evidence-based practice. This is supported by theory from life course development, psychology of change and loss, adult education and facilitation of groups, specifically from relevant areas of health, finance and relationships. All the programmes are fully interactive and completely flexible. Just as the transition into retirement is a phase in life that is experienced, rather than a single event, the programme is a fluid learning process through which the attendees travel, rather than an off-the-shelf product. Each group follows a different route to the last. The agenda is set at the beginning and takes account of the differing needs of the attendees.



Looking Forward to Retirement

Details of the Looking Forward to Retirement Programme

Aim

The aim of the programme is to consider the changes that take place at retirement and how they can be managed in a positive way. We hope to shift the attitudes of attendees, turning negative attitudes into positive ones.

Objectives

- To know what issues are important at retirement
- To understand the processes of managing the retirement transition
- To understand the process of looking at options and planning the future at the time of change into retirement in areas such as finance, health, work, leisure, relationships, self-identity, as well as others identified during the programme.

What's covered?

Each attendee is sent a pre-programme questionnaire. Fully qualified tutors tailor the content and emphasis of each programme to meet the needs of participants.

Programme Outline

Money

What are the concerns regarding finance in retirement?

Information about pensions and decisions that need to be made.

A look at the benefits available and the criteria required to secure them.

Budgeting / financial planning

Lump sum and investments:
The Risk Pyramid

Wills and Equity Release

Taxation of Income and Assets

Relationships

A chance to consider the stresses to which more personal and family relationships are subjected to in retirement and the need to replace the workplace social network

Time

Understanding and making the most of the 2,000 extra hours of 'spare time' that retirement can bring each year.

How to use your talents and skills.

Taking up a new pastime or hobby

The Challenge of Retirement

What does retirement actually mean?

Coping with the changes retirement can bring - the 'Change Management' model

Job Search

A look at the options for work in retirement: voluntary, self-employment, paid/unpaid, part-time/full-time

Health

How to stay healthy in your retirement.

Looking at ways of keeping fit and active

Programmes are interactive and based on good practice in adult education. All tutors have successfully completed the Life Academy Postgraduate Certificate in Life Planning.

Please note however, we do not market or promote particular financial products or services.

Programmes provide effective and practical experiences that enable individuals to build secure plans for their future lives.

The programme fee also includes a programme support pack, which contains:

- **'Your Retirement'**, an annually updated 90-page book published by Life Academy, which covers the major concerns raised by programme participants
- **The Learn About Money** financial education workbook with a module specifically devoted to Pensions
- A range of useful leaflets from the Department for Work and Pensions, Financial Services Agency and contact numbers for future use.

Who should attend?

Anyone from the age of 50 upwards within 2 years of retirement should consider attending a pre-retirement programme. This gives ample time to prepare properly for the next phase of your life and cope with the transition.

We strongly recommend the attendance of the retiree's spouse or partner on the programme at the same time.



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Programme Options

Tailored Company Programmes

Tailored programmes for companies are held at Farnham Castle or can be arranged at a venue chosen by the company. Programmes can be 1 or 2 days duration with the programme modified to meet the particular needs of the company and their employees. If required, clients are able to provide their own input on various company

benefits, pension schemes and post retirement support.

Each programme is facilitated by experienced tutors and allows participants to move into smaller break out groups for specific topics of interest. Tutors are fully equipped to facilitate all aspects covered including the

financial elements. We liaise with the client prior to the programme to design the best possible content. As with all our programmes, participants are invited to complete a pre-programme questionnaire so that tutors are well briefed beforehand to deal with any issues which are likely to be raised.

As all our programmes are interactive rather than 'lecture' format, a minimum of 6 and a maximum of 20 participants allows full discussion and exchange of ideas, increasing the benefit to all. We recommend the attendance of the spouse/partner of the retirees as this has shown to be beneficial.

One to One Executive Counselling

We also offer a one-day programme for senior managers and executives (and their

partners) developed and designed with the individual to meet his/her specific needs at a venue chosen by the participant. The programme is designed to help the individual to plan and manage the transition from a senior and responsible executive position to the next stage of their life.

Typically, the programme will include financial review of income and assets; transition, status and self esteem; the positive aspects of their current life that the individual wants to take into the next phase; relationships; ongoing plans and looking further forward.

Post programme telephone support is also available.

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Accommodation

Overnight accommodation is available at Farnham Castle for an additional cost and subject to availability.

Details about **Looking Forward to Retirement** Programmes can be found on our website at www.farnhamcastle.com

How to book onto or arrange a programme?

Contact our Client Services Administrator on 01252 720415 to discuss your specific requirements or email your enquiry to dblack@farnhamcastle.com



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