



# Active Age Planning Ltd.

## One to one pre retirement planning session outline.

Our pre retirement planning sessions last for around three to four hours, though can be planned to last for just two. They comprise a face to face meeting with an option to engage in telephone/email follow up, and focus on the needs and priorities of the client. Because of this very personal approach, everyone who undertakes one of these sessions will have a very different experience.

Clients are provided with a folder, a planning and resource workbook and post session reference materials.

### **Pre session.**

A session starts, ideally, before the face to face meeting between the client and the tutor. **This is not essential, but it can be useful.** Where this happens, wherever possible, we ask clients to consider four key questions around their ideal 'retirement life' (which might include continuing to work, volunteering, leisure activities, etc.)

- What do I want to do more of?
- What do I want to do less of?
- What do I want to change?
- What do I want to keep the same?

Clients are encouraged, when thinking about these questions, to consider all aspects of their life – health, relationships, money and how they want to spend their time.

### At the session.

Clients are asked to talk about what they want their 'ideal' retirement life to be like and to consider what might be the restraints and constraints relating to that ideal. From that, coverage will include:

- Action planning. **This is ongoing throughout the discussion and is pulled together at the end of the session, so that none of the detail of 'things to do' is missed.**
- Exploration of priorities. Depending on the length of the session, 2, 3 or 4 priority areas are selected for closer and more detailed examination and planning – these might be anything related to the four key areas of life (money, health, relationship and use of time):
  1. Money/resource issues
    - Budgeting
    - Financial planning\*
    - State benefits
    - Wills
    - IHT planning
    - Care planning

- Taxation
  - Occupational pension
  - Insurance
2. Use of time
- Employment/self employment
  - Learning
  - Volunteering
  - Hobbies/pastimes/travel
3. Health
- Physical
  - Mental
  - Spiritual
  - Social
  - Emotional
4. Relationships
- Home and housing
  - Family
  - Friends- old/new
  - Ex-colleagues.

In reality, one or more priority will probably focus on money and resource issues. Clearly not every aspect of a client's priorities can be explored, but resources and signposting for further, post session exploration and research are provided. Post session telephone/email support can be included as a part of the 'package'.

- As well as exploring priorities, clients are introduced to the 'change curve' and to the idea that all aspects of their planning (money, health, relationships and use of time) are interconnected. Clients are also encouraged to explore the future, not just in terms of the next year or two, but in blocks of time such as the next five years; the next ten and the next twenty, so that longer term issues and priorities can at least be identified if not planned for in detail.
- Time is left at the end of the session to check if the priorities for exploration have changed, or new ones emerged. This is a very common occurrence. If new priorities emerge, they will be explored and signposted.
- Clients are invited to review the usefulness of the session. If required, post session telephone and email contacts are shared.

\* we are not financial advisers nor do we have any relationship with any financial or legal company or organisation, to preserve our independence. We are not regulated by the IFA and any discussion around financial and legal matters relates only to general principles and signposting, emphatically not advice.