

National Joint Council for local government services

Employers' Secretary
Naomi Cooke

Trade Union Secretaries
Rehana Azam, GMB
Jim Kennedy, Unite
Jon Richards, UNISON

Address for correspondence
Local Government Association
18 Smith Square
London SW1P 3HZ
Tel: 020 7664 3000
info@local.gov.uk

Address for correspondence
UNISON Centre
130 Euston Road
London NW1 2AY
Tel: 0845 3550845
localgovernment@unison.co.uk

**To: Chief Executives in England, Wales and N Ireland
(copies for HR and Finance Directors)
Members of the National Joint Council**

12 February 2020

Dear Chief Executive,

Novel Coronavirus: COVID-19

All information contained in this circular is correct at time of publication but all links to external government websites should be checked regularly as official advice is likely to be updated as the situation continues to develop.

Public Health England (PHE), the Department for Health & Social Care and the Ministry of Housing, Communities & Local Government continue to monitor the evolving situation with the outbreak of the Coronavirus.

The LGA has created a new [webpage](#) that collates useful information for councils including links to national advice, answers to common questions and campaign materials from PHE.

Government advice is being [updated](#) regularly and PHE is addressing common questions on its [blog](#). A UK-wide public information campaign has been launched to advise the public on how to slow the spread of coronavirus and reduce the impact on NHS services.

We also remind you of the provision set out in the 'Green Book' sickness scheme at Part 2 Para 10.9, as follows:

"An employee who is prevented from attending work because of contact with infectious disease shall be entitled to receive normal pay. The period of absence on this account shall not be reckoned against the employee's entitlements under this scheme"

In the event that an employee is required to self-isolate or is placed in quarantine, the provision above should be applied.

Yours sincerely,

Naomi
Cooke

Naomi Cooke



Rehana Azam



Jim Kennedy



Jon Richards

Joint Secretaries