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

Rehana Azam
Jim Kennedy
Jon Richards

Joint Secretaries