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**NATIONAL JOINT COUNCIL
FOR LOCAL AUTHORITY
FIRE AND RESCUE SERVICES**

Employees' Secretary, Matt Wrack
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**To: Chief Fire Officers
Chief Executives/Clerks to Fire Authorities
Chairs of Fire Authorities
Directors of HR (Fire Authorities)**

Members of the National Joint Council

12 February 2015

CIRCULAR NJC/02/15

Dear Sir/Madam,

Shared parental leave

1. You will be aware of the new statutory entitlement to Shared Parental Leave and pay for eligible employees.
2. The options to use the new Shared Parental Leave rights will apply for parents who meet the eligibility criteria, where a baby is due to be born on or after 5th April 2015, or for children who are placed for adoption on or after that date.
3. Authorities will be considering modification of existing guidance to ensure that the entitlement and process is clear to employees.
4. Your attention is therefore drawn to the detailed guidance available on the LGA's website:

<http://www.local.gov.uk/documents/10180/5883011/workforce+advisory+bulletin+-+ab617.pdf/536a270a-eade-4bd1-9db5-dd1106a0eb0a>

Yours faithfully

**SIMON PANNELL
MATT WRACK**
Joint Secretaries