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

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**To: Chief Fire Officers
Chief Executives/Clerks to Fire Authorities
Chairs of Fire Authorities
Directors of Human Resources at Fire Authorities**

Members of the National Joint Council

3 June 2008

CIRCULAR NJC/05/08

Dear Sir/Madam

CONTINUAL PROFESSIONAL DEVELOPMENT SCHEME

1. You will be aware that Continual Professional Development payments are discontinued on promotion. As a consequence the NJC agreed a minimum increase on promotion of £300.
2. We write to clarify this arrangement for individuals employed on the retained duty system.
3. The minimum increase for those employed on the retained duty system is 25% of the figure in paragraph 1 above, i.e. £75. This will also apply in cases of temporary promotion and acting up.

Yours faithfully
SARAH MESSENGER
MATT WRACK
Joint Secretaries