Local Government Association

COVID-19 Workforce Survey

Research Report

12 August 2020

Contents

Summary

Background

This is report is part of a series of bi-weekly surveys of all councils in England, Wales and Northern Ireland collecting key workforce data on how the sector is responding to COVID-19. An online survey is emailed to heads of human resources, or a nominated contact, in councils from England, Wales and Northern Ireland on alternate Wednesdays. The data requested relates to the week ending the preceding Friday. The intention is that this collection is the single national source through which such data is gathered, and it will, as appropriate, be shared with government departments and others in addition to providing comparator information for councils.

This report relates to the survey sent out on 29 July 2020. The overall response rate was 59 per cent and covered over a third of the total workforce.

Key findings

- Some 30 per cent of councils reported recruiting additional staff (of any type including casual, agency, contingent, etc) in the week ending 24 July 2020. In total 1,191 additional staff had been recruited in responding authorities: the median number of staff per authority was three and the mean was 20.
- More than a third of councils (104) recorded deaths in service since lockdown. A total of 218 deaths in service were reported by respondents since the start of lockdown (cause not specified).
- Twenty-seven per cent of councils reported that they had furloughed at least one member of staff full time. In total responding authorities reported there were 6,732 staff furloughed – full time in the week ending 24 July 2020, which was one per cent of the current workforce.
- In addition, 17 per cent of councils reported that they had furloughed at least one member of staff part-time. In total respondents reported there were 2,933 staff furloughed part time in the week ending 24 July 2020, which was 0.5 per cent of the current workforce.
- The main reason given for furloughing staff was that the service had stopped (88 per cent) or that funding had stopped (50 per cent).
- Some 74 per cent of councils had redeployed staff. In total in the responding authorities there were 10,021 staff redeployed in the week ending 24 July 2020, which was two per cent of the current workforce. The median number of staff redeployed was 19 and the mean was 54.
- Just under nine out of ten councils (86 per cent) reported that they had at least one member of staff unavailable for work. In total, respondents reported there were 29,838 staff unavailable for work in the week ending 24 July 2020,

six per cent of the current workforce. The median number of staff unavailable for work was 43 and the mean was 144.

- Thirty per cent of staff were unavailable through 'self-isolation (other)' and 42 per cent were unavailable due to 'non-COVID sickness'.
- When asked whether individual services had enough staff to run them normally or not, the service most badly affected during the week ending 24 July was schools: over a quarter of single tier and county councils reported they were operating with severe disruption due to staffing numbers. Also badly affected were adults and children's services, with 23 per cent and 20 per cent of councils respectively reporting moderate disruption.
- When asked to assess the council overall, in terms of whether there are enough staff to run services normally or not, 62 per cent of councils report minor or moderate disruption.
- Councils were asked about the availability of personal protective equipment (PPE) and COVID-19 testing for staff. Ninety per cent reported they had about the right amount of PPE they needed; whilst one per cent had less than they needed. Eighty-five per cent said all the staff who need testing can access it.
- Looking ahead, councils were asked if they were experiencing significant difficulties recruiting for some posts, 67 (30 per cent) said they were. Councils were subsequently asked to choose from a list of specialist occupations where they were experiencing difficulties, 52 per cent of councils are having difficulties recruiting Children's social workers and 42 per cent were having difficulties recruiting Planning officers.
- Councils were asked to choose the five occupations or roles where recruitment difficulties were most acute. Fifty-three per cent of councils who answered the question had acute difficulties recruiting Children's social workers
- Out of the thirty-five councils who had said they had acute difficulties in recruiting Children's social workers, 40 per cent said they had both difficulty recruiting generally and difficulty recruiting the required expertise, experience or qualification.

Introduction

Councils face significant challenges due to the COVID-19 pandemic, which has required a joined-up approach between government departments, health agencies, local resilience fora and national agencies like the Local Government Association (LGA), all working with and trying to support councils. The LGA, National Association of Regional Employers (the collective body comprising all the regional employers organisations) and PPMA (the membership association for HR and OD professionals in the public sector) joined forces to coordinate an approach to workforce data collection in the sector.

To provide councils with the intelligence to effectively compare progress and plan locally, regionally and nationally a short workforce survey was sent out to all heads of human resources in England, Wales and Northern Ireland. Findings from the survey will give councils a stronger position to build capacity in partnership with others; give the LGA and associations the evidence needed to ask government for support and resources; and help shape government thinking as we emerge from lockdown.

Methodology

On the 29 July, the LGA's Research and Information Team sent an online survey to all heads of human resources in England, Wales and Northern Ireland (a total of 372 councils). The survey was in the field for one week. A total of 221 councils responded, which is a response rate of 59 per cent.

Table 1 and **Table 2** provide a breakdown of responses by authority type and region. Whilst these results should strictly be taken as a snapshot of the views of this group of respondents, rather than representative of all heads of human resources, this level of response means that the results are likely to provide a good indication of the position of the sector more widely.

Table 1: Response rate by type of authority			
Type of authority	**Total number**	**Number of responses**	**Response rate %**
District	188	109	58
County	25	20	80
London borough	33	20	61
Metropolitan district	36	21	58
Unitary	57	40	70
Welsh unitary	22	11	50
Local government districts (NI)	11	0	0
All	372	221	59

Table 2: Response rate by region			
Region	Total number	Number of responses	Response rate %
Eastern	50	39	78
East Midlands	45	26	58
London	33	20	61
North East	12	10	83
North West	41	27	66
South East	70	39	56
South West	33	18	55
Wales	22	11	50
West Midlands	33	12	36
Yorkshire and Humber	22	19	86
Northern Ireland	11	0	0

Technical notes

- Where tables and figures report the base, the description refers to the group of people who were asked the question. The number provided refers to the number of respondents who answered each question. Please note that bases vary throughout the survey.

- Throughout the report percentages in figures and tables may add to more than 100 per cent due to rounding.

COVID-19 Workforce Survey: week ending 24 July 2020

This section contains analysis of the full results from the survey.

Size of local authority workforce

Workforce as at 1 March 2020

In order to establish a baseline, councils were asked the number of staff employed by the council on the 1st March 2020, pre-lockdown. The councils that responded to the survey employed 536,942 staff or approximately a third of the total local government workforce.

184 single tier and county councils have responsibility for schools. As it is not always possible to separate out school-based staff from human resources (HR) systems, a supplementary question was asked to determine how many returns included school-based staff.

Of the 112 councils that responded to the survey and had responsibility for schools, 21 (10 per cent) reported that their return included school-based staff. For expediency this report doesn't separate those that included/excluded schools-based staff as it was felt that it would add significantly to the burden on councils returning the data and would have little effect on the overall findings.

Recruitment week ending 24 July 2020

Councils are at the forefront of the response to the COVID-19 pandemic and to continue to deliver vital services to their communities they have had to be flexible in how they deploy their workforce in order to increase capacity in high demand services or to fill gaps in services caused by the pandemic.

One option available to councils is the recruitment of additional staff. To understand the scale of recruitment, councils were asked whether they had recruited additional staff (of any type including casual, agency, contingent, etc) during the week 24 July 2020.

Of the councils that responded 66 (30 per cent) reported recruiting additional staff, in total 1191 additional staff were recruited during the week ending 24 July 2020. The median number of staff per council was 3 and the mean was 20.

Table 3: Has the council recruited additional staff (of any type including casual, agency, contingent, etc during week ending 10 July 2020)?					
	Yes	%	Total	Median	Mean
County	9	45	50	5	6
District	19	17	69	2	4
London borough	12	60	655	4	8
Metropolitan borough	6	29	95	3	19
Unitary	15	38	187	3	17
Welsh unitary	5	45	135	3	27
English single tier	33	41	937	3	35
All councils	66	30	1191	3	20

Base: all respondents (221councils – 20 counties, 109 districts, 20 London boroughs, 21 metropolitan boroughs, 40 unitary, 11 Welsh unitary, 81 English single tier)

Current headcount as at 24 July 2020

Total headcount for those councils that responded has increased by 0.8 per cent since the 1 March 2020 and now stands at 541,178 on the week ending 24 July 2020.

Table 4: Change in headcount from 1 March – 24 July 2020			
	At 1 March	At 12 June	% change
County	131138	132721	1.2
District	49834	49785	-0.1
London borough	61623	62449	1.3
Metropolitan borough	101207	100792	-0.4
Unitary	128633	129060	0.3
Welsh unitary	64507	66371	2.9
English single tier	291463	292301	0.3
All councils	536942	541178	0.8

Base: all respondents (221 councils – 20 counties, 109 districts, 20 London boroughs, 21 metropolitan boroughs, 40 unitary, 11 Welsh unitary, 81 English single tier)

Death in service

Councils were asked to provide details on the number of staff that have died in service since 24 March 2020 (lockdown). Of the 216 councils that answered this question 104 (48 per cent) recorded a total of 218 deaths in service as of 24 July 2020. Councils were not asked the cause of death, so this figure relates to all causes not only COVID-19 deaths.

Table 5: Since 24 March when lockdown started, how many local authority staff, if any, have died in service?		
	No. deaths	**No. of councils recording 1 or more deaths**
County	42	16
District	26	22
London borough	26	14
Metropolitan borough	50	17
Unitary	51	28
Welsh unitary	23	7
English single tier	127	59
All councils	218	104

Base: all responding to question (216 councils – 20 counties, 107 districts, 19 London boroughs, 20 metropolitan boroughs, 39 unitary, 11 Welsh unitary, 78 English single tier)

Furloughed staff

Councils were asked to provide details of staff that were furloughed – full time and part time - in the week ending 24 July 2020. Of councils that answered the question about full time furloughing, 57 (27 per cent) reported that they had furloughed at least one member of staff.

In total there were 6,732 staff furloughed full time in responding councils in the week ending 24 July, one per cent of their current workforce. Of those councils that had furloughed staff full time, the median number was 61 and the mean was 120; but this varied considerably across different types of authority.

Table 6: No. of staff furloughed full time (week ending 24 July)				Of those councils with furloughed staff	
	No. of councils	% of councils	Total no. staff	Median	Mean
County	7	37	1239	73	177
District	19	18	1713	62	90
London borough	5	28	173	9	35
Metropolitan borough	6	33	397	34	66
Unitary	14	38	2158	103	154
Welsh unitary	5	50	1052	91	210
English single tier	25	34	2728	36	109
All councils	56	27	6732	61	120

Base: all responding to question (209 councils – 19 counties, 107 districts, 18 London boroughs, 18 metropolitan boroughs, 37 unitary, 10 Welsh unitary, 73 English single tier)

Of councils that answered the question about part time furloughing 35 (17 per cent) reported that they had furloughed at least one member of staff on this basis.

In total there were 2,933 staff partially furloughed in responding councils in the week ending 24 July, 0.5 cent of their current workforce. Of those councils that had furloughed staff part time, the median number was 29 and the mean was 84 but this varied considerably across different types of authority.

Table 7: No. of staff furloughed part time (week ending 24 July)				Of those councils with furloughed staff	
	No. of councils	% of councils	Total no. staff	Median	Mean
County	7	37	915	7	131
District	15	14	496	9	33
London borough	2	11	163	82	67
Metropolitan borough	3	17	374	71	125
Unitary	6	16	522	63	87
Welsh unitary	2	20	463	232	232
English single tier	11	15	1059	68	96
All councils	35	17	2933	29	84

Base: all responding to question (209 councils – 19 counties, 107 districts, 18 London boroughs, 18 metropolitan boroughs, 37 unitary, 10 Welsh unitary, 73 English single tier)

Reason staff were furloughed

The councils that had furloughed staff in the week ending 24 July 2020 were subsequently asked to indicate the reason the member of staff had been furloughed, and 61 were able to provide the reason or reasons.

In the week ending 24 July 2020, 88 per cent of staff were furloughed because the 'Service has been stopped' and 50 per cent of staff furloughed as 'Funding has stopped'. The pattern varied across authority types, in districts 81 per cent of staff were furloughed due to 'Services has been stopped', while in London Boroughs 62 per cent of staff were furloughed due to 'funding has stopped'.

Table 8: For those staff furloughed, what is/are the reason/s?					
	Funding has stopped	Staff are shielding	Caring responsibilities	Service has been stopped	Other reasons
	% staff	% staff	% staff	% staff	% staff
County	80	0	0	13	7
District	16	3	1	81	0
London borough	62	11	0	26	0
Metropolitan borough	8	21	0	71	0
Unitary	33	3	0	62	2
Welsh unitary	0	4	0	96	0
English single tier	33	7	0	59	1
All councils	50	5	0	88	3

Base: all responding to question (61 councils – 8 counties, 25 districts, 6 London boroughs, 5 metropolitan boroughs, 12 unitary, 5 Welsh unitary, 23 English single tier)

Redeployed staff

Councils were asked to indicate the number of staff that had been redeployed in the week ending 24 July 2020. Of councils that answered the question, 138 (74 per cent) reported that they had redeployed at least one member of staff.

In total there were 10,021 staff redeployed in the week ending 24 July, two per cent of the current workforce. The median number of staff redeployed was 19 and the mean was 54.

Table 9: No. of staff redeployed (week ending 24 July)					
	No. of councils	% of councils	Total no. staff	Median	Mean
County	12	86	1551	71	111
District	58	60	1249	3	13
London borough	14	82	1091	27	64
Metropolitan borough	17	100	2405	99	141
Unitary	27	84	2119	43	66
Welsh unitary	10	100	1606	107	161
English single tier	58	88	5615	44	85
All councils	138	74	10021	19	54

Base: all responding to question (186 councils – 14 counties, 96 districts, 17 London boroughs, 17 metropolitan boroughs, 32 unitary, 10 Welsh unitary, 66 English single tier)

Unavailable for work

Councils were asked to indicate the number of staff that were unavailable for work in the week ending 24 July 2020. Of councils that answered the question, 178 (86 per cent) reported that they had at least one member of staff unavailable.

In total there were 29,838 staff unavailable for work in responding authorities in the week ending 24 July, six per cent of the current workforce. The median number of staff unavailable for work was 43 and the mean was 144.

Table 10: No. of staff unavailable for work (week ending 24 July)					
	No. of councils	% of councils	Total no. staff	Median	Mean
County	19	100	6132	266	323
District	79	76	2457	10	24
London borough	19	95	2389	106	119
Metropolitan borough	20	100	8315	403	416
Unitary	32	91	7231	130	207
Welsh unitary	9	100	3314	264	368
English single tier	71	95	17935	148	239
All councils	178	86	29838	43	144

Base: all responding to question (207 councils – 19 counties, 104 districts, 20 London boroughs, 20 metropolitan boroughs, 35 unitary, 9 Welsh unitary, 75 English single tier)

Reason staff were unavailable for work

The 178 councils that reported they had at least one or more member of staff unavailable for work in the week ending 24 July 2020 were subsequently asked to indicate the reason for them being unavailable, 164 were able to provide the reason.

In the week ending 24 July 2020, 42 per cent of staff were unavailable because of 'Non-COVID sickness' and 30 per cent were unavailable due to 'Self-isolation (other)'. Reasons for self-isolation (other) included being in an at-risk group, because the staff member believed they were symptomatic or because the staff member shared a household with someone who was symptomatic.

The pattern varied across authority types, in counties five per cent of staff were unavailable due to 'Confirmed/suspected COVID'.

Table 7: For those staff currently unavailable for work, what is/are the reason/s?						
	Non-COVID sickness	**Confirmed/ Suspected COVID**	**Self-isolation (Track and trace)**	**Self-isolation (Other)**	**Caring for dependents/ at risk relative/som eone who is sick**	**Other reason**
	% staff	**% staff**	**% staff**	**% staff**	**% staff**	**% staff**
County	48	5	0	35	2	11
District	40	1	0	22	3	34
London borough	52	3	1	27	2	14
Metropolitan borough	36	3	0	34	3	25
Unitary	42	2	1	26	4	25
Welsh unitary	41	1	0	27	17	14
English single tier	40	3	1	30	3	23
All councils	42	3	0	30	4	20

Base: all responding to question (164 councils – 17 counties, 77 districts, 17 London boroughs, 17 metropolitan boroughs, 30 unitary, 6 Welsh unitary, 64 English single tier)

Service disruption

When asked whether individual services had enough staff to run them normally or not, the service most badly affected was schools: 13 per cent of single tier and county councils reported they were operating with severe disruption due to staffing numbers. Also badly affected were adults and children's services, with 23 per cent and 20 per cent of councils respectively reporting moderate disruption.

When asked to assess the council overall, in terms of whether there are enough staff to run services normally or not, 46 per cent of councils reported minor disruption.

Table 12: Please select the status of the services to the show if there are enough staff to run the service normally or not.					
	Base	Operating normally	Operating with minor disruption	Operating with moderate disruption	Operating with severe disruption
	No. councils	% councils	% councils	% councils	% councils
Adult social care (directly employed)	104	31	41	23	5
Bereavement services	151	62	26	10	2
Children's services	104	42	33	20	5
Environment health	192	53	27	15	6
Household waste (doorstep collection)	171	67	25	8	1
Housing and homelessness services	191	59	23	16	3
Planning	203	60	30	9	1
Public Health	128	50	27	14	9
Revenue and Benefits	184	59	28	10	3
Schools	78	40	18	29	13
Trading standards	104	51	33	13	4
Overall council	210	38	46	16	0

Base: all responding to question and category applicable to the council, categories presented varied by authority type.

Availability of Personal Protective Equipment (PPE)

Councils were asked to indicate whether they had enough of the correct type of PPE for those staff that needed it. A total of 207 (94 per cent) answered the question, of which 90 per cent reported they had about the right amount of PPE; whilst one per cent had less than they needed.

Table 13: At present, do you have enough of the correct PPE for those local authority staff who need it or not?				
	More than we need	About what we need	Less than we need	We don't need it
	% councils	% councils	% councils	% councils
County	5	95	0	0
District	9	87	1	3
London borough	6	94	0	0
Metropolitan borough	0	95	5	0
Unitary	8	90	3	0
Welsh unitary	0	100	0	0
English single tier	5	92	3	0
All councils	7	90	1	1

Base: all responding to question (207 councils – 20 counties, 100 districts, 18 London boroughs, 20 metropolitan boroughs, 39 unitary, 10 Welsh unitary, 77 English single tier)

Availability of testing

Councils were also asked to indicate whether staff who needed it were able to access testing or not. A total of 212 (96 per cent) answered the question, of which 85 per cent said all the staff who need testing can access it.

Table 14: And would you say that, currently, the staff who need testing are able to access it or not?					
	All the staff that need testing can access it	**Most of the staff that need testing can access it**	**Some of the staff that need testing can access it**	**None of the staff that need testing can access it**	**None of our staff need testing**
	% councils	% councils	% councils	% councils	% councils
County	84	16	0	0	0
District	90	5	0	0	5
London borough	56	44	0	0	0
Metropolitan borough	75	25	0	0	0
Unitary	85	13	3	0	0
Welsh unitary	100	0	0	0	0
English single tier	76	23	1	0	0
All councils	85	12	0	0	2

Base: all responding to question (212 councils – 19 counties, 105 districts, 18 London boroughs, 20 metropolitan boroughs, 40 unitary, 10 Welsh unitary, 78 English single tier)

Planning ahead

Recruitment difficulties

Councils were asked if they were experiencing significant difficulties recruiting for some occupations and roles, 67 (30 per cent) said they were. Those that had answered yes to this question were then subsequently asked to choose from a list of specialist occupations where they were experiencing difficulties. Table 15 shows, 52 per cent of councils are having difficulties recruiting Children's social workers and 42 per cent were having difficulties recruiting Planning officers. Other occupations and roles councils said they were having difficulties in recruiting included, nurses, care assistants, highways, procurement, grounds maintenance and roles relating to asset management and compliance.

From the specialist occupations and roles councils had ticked they were having difficulties recruiting, council were asked to choose the five where difficulties are most acute. This is either if their council has a large number of staff vacancies for some posts or it has a small number of vacancies that have a big impact. Fifty-three per cent of councils who answered the question had acute difficulties recruiting Children's social workers, this can be seen in Table 16.

Table 15: From the list of specialist occupations and roles below, please tick those where your council is experiencing recruitment difficulties	County	District	London borough	Metropolitan borough	Unitary	Welsh unitary	English single tier	All councils
	%	%	%	%	%	%	%	%
Accountants	23	13	67	17	5	0	14	15
Adult's social workers	62	0	100	0	60	50	52	36
Building control officers	0	39	67	17	10	50	17	22
Chartered surveyors	15	22	67	33	15	0	24	21
Children's social workers	92	0	67	83	75	50	76	52
Economic development officers	8	0	0	0	5	0	3	3
Educational psychologists	46	0	100	0	30	0	31	22
Engineers	31	4	33	33	20	0	24	18
Environmental health officers	0	48	100	33	20	50	31	31
Health visitors	15	0	0	0	0	0	0	3
Homelessness officers	0	9	0	0	0	0	0	3
ICT professionals	38	22	100	0	15	50	21	25
Legal professionals	46	22	100	50	15	0	31	30
Mental health social workers	54	0	100	0	35	0	34	25
Occupational therapists (adults')	38	0	100	17	20	0	28	19
Occupational therapists (children's)	31	0	100	0	10	0	17	13
Regulatory services officers	0	0	33	0	0	0	3	1
Planning officers	31	70	100	50	10	0	28	42
Public health officers	8	0	67	17	10	50	17	10
School nurses	8	0	0	0	0	0	0	1
Social care commissioners	0	0	0	0	0	0	0	0
Test and trace team leaders	0	0	33	17	0	0	7	3
Test and trace officers (clinical case officers)	0	0	33	17	0	0	7	3
Trading standards officers	15	0	100	0	0	0	10	7
Youth workers	15	0	0	0	0	0	0	3
Other	23	9	0	17	10	0	10	12

Base: all responding to question (67 councils – 13 counties, 23 districts, 3 London boroughs, 6 metropolitan boroughs, 20 unitary, 2 Welsh unitary, 29 English single tier)

Table 16: For those specialist occupations and roles where you have difficulties recruiting, below, please tick up to five where the difficulties are most acute.	County	District	London borough	Metropolitan borough	Unitary	Welsh unitary	English single tier	All councils
	%	%	%	%	%	%	%	%
Accountants	23	14	67	20	5	0	15	15
Adult's social workers	62	0	100	0	63	50	56	36
Building control officers	0	41	67	20	11	50	19	23
Chartered surveyors	15	23	67	40	16	0	26	21
Children's social workers	92	0	67	100	79	50	81	53
Economic development officers	8	0	0	0	5	0	4	3
Educational psychologists	46	0	100	0	32	0	33	23
Engineers	31	5	33	40	21	0	26	18
Environmental health officers	0	50	100	40	21	50	33	32
Health visitors	15	0	0	0	0	0	0	3
Homelessness officers	0	9	0	0	0	0	0	3
ICT professionals	38	23	100	0	16	50	22	26
Legal professionals	46	23	100	60	16	0	33	30
Mental health social workers	54	0	100	0	37	0	37	26
Occupational therapists (adults')	38	0	100	20	21	0	30	20
Occupational therapists (children's)	31	0	100	0	11	0	19	14
Regulatory services officers	0	0	33	0	0	0	4	2
Planning officers	31	73	100	60	11	0	30	42
Public health officers	8	0	67	20	11	50	19	11
School nurses	8	0	0	0	0	0	0	2
Social care commissioners	0	0	0	0	0	0	0	0
Test and trace team leaders	0	0	33	20	0	0	7	3
Test and trace officers (clinical case officers)	0	0	33	20	0	0	7	3
Trading standards officers	15	0	100	0	0	0	11	8
Youth workers	15	0	0	0	0	0	0	3
Other	23	9	0	20	11	0	11	12

Base: all responding to question (66 councils – 13 counties, 22 districts, 3 London boroughs, 5 metropolitan boroughs, 19 unitary, 2 Welsh unitary, 27 English single tier)

Table 17: For each of these roles where you have acute difficulties, please indicate whether the recruitment difficulty is in recruiting generally, or recruiting at the required level of expertise/experience/qualification?					
	Base	Difficulty recruiting generally	Difficulty recruiting required expertise, experience or qualification	Both	Don't know
	No. councils	% councils	% councils	% councils	% councils
Accountants	3	0	33	67	0
Adult's social workers	20	35	35	30	0
Building control officers	10	30	30	40	0
Chartered surveyors	7	14	43	43	0
Children's social workers	35	37	20	40	3
Economic development officers	0	-	-	-	-
Educational psychologists	10	50	20	30	0
Engineers	7	43	14	29	14
Environmental health officers	16	25	38	38	0
Health visitors	1	0	0	100	0
Homelessness officers	1	100	0	0	0
ICT professionals	4	50	50	0	0
Legal professionals	15	27	33	40	0
Mental health social workers	12	17	8	75	0
Occupational therapists (adults')	10	30	10	60	0
Occupational therapists (children's)	5	40	20	40	0
Regulatory services officers	23	30	17	48	4
Planning officers	2	50	0	0	50
Public health officers	0	-	-	-	-
School nurses	1	100	0	0	0
Social care commissioners	0	-	-	-	-
Test and trace team leaders	1	0	0	100	0
Test and trace officers (clinical case officers)	1	0	0	100	0
Trading standards officers	1	0	0	100	0
Youth workers	0	-	-	-	-
Other	7	43	14	29	14

Base: all responding to question and category applicable to the council, categories presented varied by authority type.

Where councils had ticked that they had acute difficulties recruiting certain roles, they were then asked to indicate whether the recruitment difficulty is in recruiting generally or recruiting at the required level of expertise/experience/qualification. Out of the thirty-five councils who had said they had acute difficulties in recruiting

Children's social workers, 40 per cent said they had both difficulty recruiting generally and difficulty recruiting the required expertise, experience or qualification.

Annex A: Questionnaire

COVID - 19 Workforce Collection

Q1.1 Thank you for taking the time to complete this survey.

If you would like to see **an overview of the questions** before completing the survey online, you can access a PDF here: Covid 19 workforce collection

You can navigate through the questions using the buttons at the bottom of each page. If you stop before completing the return, you can come back to this page using the link supplied in the email and you will be able to continue where you left off.

All responses will be treated confidentially. In order that councils do not get multiple requests for such data, the Local Government Association will share the data provided by you in this survey in confidence with the following organisations:

- Other councils (including in LG Inform, via sign-in)
- Regional employers' organisations
- Welsh Local Government Association
- Northern Ireland Local Government Association
- Relevant government departments
- Welsh Government
- Northern Ireland Assembly
- All local resilience fora (LRFs) (through the medium of the LRF dashboard)
- Bain and Company (purely for the purpose of updating the LRF dashboard)

Any information that is published or shared outside of that arrangement will be aggregated, and no authority will be identified without your consent. The information used within the LGA will be held and processed in accordance with our privacy statement; and we will not share it with the organisations listed above unless we have ensured they have the right controls in place to use your information responsibly and only for the reasons for which we have given permission. We are

undertaking this survey in line with the legitimate interests of the LGA in supporting and representing authorities. It will also:

- allow you to compare key data with other authorities
- minimise the number of data requests you respond to from other organisations
- assist in recovery planning, workforce testing and risk profiling, and
- help the LGA evidence our government asks for support and resources.

If you have any queries or problems, please contact roopal.shah@local.gov.uk.

Q2.1 How many staff did you have on 1 March 2020 (that is the usual headcount before COVID -19) and how many staff in the week ending 10 July 2020

Please enter a whole number without a comma or decimal place. Please only include permanent and fixed term staff. If you answered this question for 1 March previously, your answer is already added below.

	Number of staff (headcount)
Headcount of staff at 1 March 2020	
Headcount of staff week ending 10 July 2020	

Q2.2 Do the figures you are providing for this return include or exclude school staff?

○ Includes school staff

○ Excludes school staff

○ Don't know

Q2.3 Have you recruited any additional <u>excluding permanent and fixed term staff</u> in the week ending 10 July?

Yes

○ No

Q2.4 How many additional staff have you recruited excluding permanent and fixed term staff?

Please enter a whole number. If you do not know please leave blank.
If you answered this question previously, your answer is already added below.

	Number of staff (headcount)
Additional staff week ending 10 July	

Q2.5 Since 24 March when lockdown started, how many local authority staff, if any, have died in service (from all causes)?

Please enter the number of staff. If none, please enter "0". If you do not know please leave bank.

	Number of staff (headcount)
Number of staff died in service	

Q3.1 How many staff, if any, do you currently (week ending 10 July 2020) have in the categories below?

Please enter the headcount. If none, please enter zero. If you do not know please leave bank.

	Number of staff (headcount)
Number of staff furloughed – full time	
Number of staff furloughed – part time	
Number of staff redeployed (both formal and informal, and either internally or externally)	
Number of staff unavailable for work	

Q4.1 For those staff furloughed, what is/are the reason/s?

Please provide the number of staff furloughed broken down by reason for week

ending 10 July 2020. If zero please enter "0". If you do not know please leave bank.

	Number of staff (headcount)
Total number of staff furloughed	
Funding has stopped	
Number of staff unavailable for work	
Shielding (or relevant health reasons)	
Caring responsibilities	
Service has been stopped	
Other	

Q5.1 For those staff currently unavailable for work, what is the primary reason?

Please provide the number of staff unavailable broken down by reason for week ending 10 July 2020.

If zero please enter "0". If you do not know please leave bank.

*Self-isolating can be due to any of the following:

Being in an at-risk group

Believe they are symptomatic

Share a household with someone who is symptomatic

	Number of staff (headcount)
Total number of staff unavailable for work	
Non-COVID sicknesses	
Confirmed / Suspected COVID	
Self-isolation (Test and trace)	
Self Isolation (Other)	
Caring for dependants/at-risk relative/someone who is sick	
Other	

Q6.1 Please select the status of the services to the show if there are <u>enough of the right staff</u> to run the service normally or not (at the current level of demand).
This is to allow us to understand whether staff capacity (including redeployed staff) is enough to run the service. It will give us a feel of the pressure points for some of the highest profile service areas.

	Operating normally	Minor disruption	Moderate disruption	Severe disruption	Don't know	Not applicable
Adult social care (directly employed						
Bereavement services (cemeteries and crematoria)						
Children's services						
Environmental health						
Household waste (doorstep collection)						
Housing and homelessness services						
Planning						
Public health						
Revenue and benefits						
Schools						
Trading standards						

Q6.2 In summary, how would you assess the council overall, in terms of whether there are enough staff overall to run services normally or not?

○ Operating normally

○ Minor disruption

○ Moderate disruption

○ Severe disruption

○ Don't know

Q7.1 At present, do you have enough of the correct PPE for those local authority staff who need it or not?

○ More than we need

○ About what we need

○ Less than we need

○ We don't need it

○ Don't know

Q7.2 And would you say that, currently, the staff who need testing are able to access it or not?

○ All the staff who need testing can access it

○ Most of the staff who need testing can access it

○ Some of the staff who need testing can access it

○ None of the staff who need testing can access it

○ None of our staff need testing

○ Don't know

Q8.1 **Looking ahead**

Over the next few fortnights we shall be asking questions to help us understand where councils may need some guidance and support in certain areas. These questions won't be asked every fortnight but they will be asked maybe every other fortnight as you may want to change your answer as your councils circumstances may change.

Q8.2 We have heard from some councils that there are significant difficulties recruiting for certain posts.

Is your authority experiencing recruitment difficulties for some posts or not? *Difficulties may be in the form of a high number of staff vacancies for some posts, or a small number of vacancies that have a big impact.*

❍ Yes
❍ No
❍ Don't know

Q8.3 From the list of specialist occupations and roles below, please tick those where your council is experiencing recruitment difficulties.

This is whether your council either has a large number of staff vacancies for some posts or it has a small number of vacancies that have a big impact.

Accountants
Adult's social workers
Building control officers
Chartered surveyors
Children's social workers
Economic development officers
Educational psychologists
Engineers
Environmental health officers
Health visitors
Homelessness officers
ICT professionals
Legal professionals
Mental health social workers
Occupational therapists (adults')
Occupational therapists (children's)
Regulatory services officers
Planning officers
Public health officers
School nurses
Social care commissioners
Test and trace team leaders
Test and trace officers (clinical case officers)
Trading standards officers
Youth workers
Other (please specify)

Q8.4 For those specialist occupations and roles where you have difficulties recruiting, below, please tick up to five where the difficulties are most acute.

This is whether your council either has a large number of staff vacancies for some posts or it has a small number of vacancies that have a big impact.

Accountants
Adult's social workers
Building control officers
Chartered surveyors
Children's social workers
Economic development officers
Educational psychologists
Engineers
Environmental health officers
Health visitors
Homelessness officers
ICT professionals
Legal professionals
Mental health social workers
Occupational therapists (adults')
Occupational therapists (children's)
Regulatory services officers
Planning officers
Public health officers
School nurses
Social care commissioners
Test and trace team leaders
Test and trace officers (clinical case officers)
Trading standards officers
Youth workers
Other (please specify)

Q8.5 For each of these roles where you have acute difficulties, please indicate whether the recruitment difficulty is in recruiting generally, or recruiting at the required level of expertise/experience/qualification?

	Difficulty recruiting generally	Difficulty recruiting required expertise, experience or qualification	Both	Don't know
Accountants				
Adult's social workers				
Building control officers				
Chartered surveyors				
Children's social workers				
Economic development officers				
Educational psychologists				
Engineers				
Environmental health officers				
Health visitors				
Homelessness officers				
ICT professionals				
Legal professionals				
Mental health social workers				
Occupational therapists (adults')				
Occupational therapists (children's)				
Regulatory services officers				
Planning officers				
Public health officers				
School nurses				
Social care commissioners				
Test and trace team leaders				
Test and trace officers (clinical case officers)				
Trading standards officers				
Youth workers				
Other (please specify)				

Q9.1 Please enter the details of the person nominated to provide this data for your authority or amend the details we hold below if necessary.

○ Name _____

○ Authority _____

○ Job title _____

○ Email address _____

Q10.1
Once you press the 'Submit' button below, you will have completed the survey.

Many thanks for taking the time to complete this survey. You are in control of any personal data that you have provided to us in your response. You can contact us at all times to have the information changed or deleted. You can find our full privacy policy here: click here to see our privacy policy

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