Local Government Association

COVID-19 Workforce Survey

Research Report

6 October 2020

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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 23 September 2020. The overall response rate was 56 per cent and covered over a third of the total workforce.

Key findings

- Some 33 per cent of councils reported recruiting additional staff (of any type including casual, agency, contingent, etc) in the week ending 18 September 2020. In total 1,115 additional staff had been recruited in responding authorities: the median number of staff per authority was three and the mean was 19.
- More than a third of councils (120) recorded deaths in service since lockdown. A total of 298 deaths in service were reported by respondents since the start of lockdown (cause not specified).
- Twenty per cent of councils reported that they had fully furloughed at least one member of staff. In total, responding authorities reported there were 3,820 staff furloughed full-time in the week ending 18 September 2020, which was 0.7 per cent of the current workforce.
- In addition, 22 per cent of councils reported that they had partially furloughed at least one member of staff. In total, respondents reported there were 2,457 staff furloughed part-time in the week ending 18 September 2020, which was 0.5 per cent of the current workforce.
- The main reason given for furloughing staff was that the service had stopped (85 per cent) or that funding had stopped (35 per cent).
- Some 54 per cent of councils had redeployed staff. In total, in the responding authorities there were 5,499 staff redeployed in the week ending 18 September 2020, which was one per cent of the current workforce. The median number of staff redeployed was 2 and the mean was 30.
- Just over eight out of ten councils (83 per cent) reported that they had at least one member of staff unavailable for work. In total, respondents reported there were 25,252 staff unavailable for work in the week ending 18

September 2020, five per cent of the current workforce. The median number of staff unavailable for work was 35 and the mean was 127.

- Fourteen per cent of staff were unavailable through 'self-isolation (other)' and 52 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 18 September was schools: 31 per cent of councils reported they were operating with moderate or severe disruption due to staffing numbers. Also badly affected were adults and children's services, with 24 per cent and 21 per cent of councils respectively reporting moderate or severe disruption.

- When asked to assess the council overall, in terms of whether there are enough staff to run services normally or not, 55 per cent of councils report minor or moderate disruption and 45 per cent were operating normally.

- Councils that had gone through a local lockdown in the week ending 18 September (there were 24) were asked about the availability of personal protective equipment (PPE) and COVID-19 testing for staff. Ninety-two per cent reported they had about the right amount of PPE they needed; whilst four per cent had less than they needed. Fifty per cent said all the staff who need testing can access it, whilst four per cent said none of the staff that need testing can access it.

- Looking ahead, councils were asked if they were experiencing significant difficulties recruiting for some posts or not: 74 (35 per cent) said they were. Councils were subsequently asked to choose from a list of specialist occupations where they were experiencing difficulties: 50 per cent of councils were having difficulties recruiting children's social workers, 36 per cent were having difficulties recruiting planning officers and 35 per cent were having difficulties recruiting environmental health officers.

- Councils were asked to choose the five occupations or roles where recruitment difficulties were most acute. Fifty-two per cent of the 71 councils who answered the question had acute difficulties recruiting children's social workers.

- Out of the thirty-six councils who had said they had acute difficulties in recruiting children's social workers, 44 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 23 September 2020, the LGA's Research and Information Team sent an online survey to human resources contacts in England, Wales and Northern Ireland (a total of 372 councils). The survey was in the field for one week. A total of 210 councils responded, which is a response rate of 56 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	96	51
County	25	18	72
London borough	33	24	73
Metropolitan district	36	21	58
Unitary	57	41	72
Welsh unitary	22	10	45
Local government districts (NI)	11	0	0
All	372	210	56

Table 2: Response rate by region			
Region	Total number	Number of responses	Response rate %
Eastern	50	33	66
East Midlands	45	27	60
London	33	24	73
North East	12	11	92
North West	41	25	61
South East	70	36	51
South West	33	15	45
Wales	22	10	45
West Midlands	33	10	30
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 18 September 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 533,991 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 104 councils that responded to the survey and had responsibility for schools, 22 (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 18 September 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 18 September 2020.

Of the councils that responded 69 (33 per cent) reported recruiting additional staff: in total 1,115 additional staff were recruited during the week ending 18 September 2020. The median number of staff per council was 3 and the mean was 19.

Table 3: Has the council recruited additional staff (of any type including casual, agency, contingent, etc during week ending 18 September 2020)?

	Yes	%	Total	Median	Mean
County	9	50	38	2	5
District	15	16	30	1	2
London borough	15	63	633	10	9
Metropolitan borough	9	43	147	3	21
Unitary	16	39	125	3	12
Welsh unitary	5	50	142	21	28
English single tier	37	43	898	4	30
All councils	69	33	1115	3	19

Base: all authorities (210 councils – 18 counties, 96 districts, 24 London boroughs, 21 metropolitan boroughs, 41 unitary, 10 Welsh unitary, 86 English single tier)

Current headcount as at 18 September 2020

Total headcount for those councils that responded has increased by 1.2 per cent since the 1 March 2020 and now stands at 540,218 on the week ending 18 September 2020.

Table 4: Change in headcount from 1 March – 18 September 2020

	At 1 March	At 12 June	% change
County	122929	123983	0.9
District	43509	43525	0.0
London borough	76262	77762	2.0
Metropolitan borough	95477	99111	3.8
Unitary	130316	130714	0.3
Welsh unitary	65498	65123	-0.6
English single tier	287022	292628	2.0
All councils	533991	540218	1.2

Base: all authorities (210 councils – 18 counties, 96 districts, 24 London boroughs, 21 metropolitan boroughs, 41 unitary, 10 Welsh unitary, 86 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 208 councils that answered this question, 120 (58 per cent) recorded a total of 298 deaths in service as of 18 September 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	50	15
District	35	29
London borough	42	20
Metropolitan borough	67	18
Unitary	76	31
Welsh unitary	28	7
English single tier	173	69
All councils	298	120

Base: all authorities (208 councils – 18 counties, 96 districts, 24 London boroughs, 20 metropolitan boroughs, 40 unitary, 10 Welsh unitary, 84 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 18 September 2020. Of councils that answered the question about full-time furloughing, 39 (20 per cent) reported that they had furloughed at least one member of staff.

In total there were 3,820 staff furloughed full-time in responding councils in the week ending 18 September, 0.7 per cent of their current workforce. Of those councils that had furloughed staff full-time, the median number was 55 and the mean was 198; but this varied considerably across different types of authority.

Table 6: No. of staff furloughed full time (week ending 18 September)					
				Of those councils with furloughed staff	
	No. of councils	% of councils	Total no. staff	Median	Mean
County	5	31	569	132	114
District	13	14	871	37	67
London borough	1	5	70	70	70
Metropolitan borough	6	30	266	7	44
Unitary	8	22	1162	74	145
Welsh unitary	6	67	882	109	147
English single tier	15	19	1498	21	100
All councils	39	20	3820	55	98

Base: all authorities (198 councils – 16 counties, 95 districts, 21 London boroughs, 20 metropolitan boroughs, 37 unitary, 9 Welsh unitary, 78 English single tier)

Of councils that answered the question about part-time furloughing 44 (22 per cent) reported that they had furloughed at least one member of staff on this basis.

In total there were 2,457 staff partially furloughed in responding councils in the week ending 18 September, 0.5 cent of their current workforce. Of those councils that had furloughed staff part-time, the median number was 15 and the mean was 57, but this varied considerably across different types of authority.

Table 7: No. of staff furloughed part time (week ending 18 September)				Of those councils with furloughed staff	
	No. of councils	% of councils	Total no. staff	Median	Mean
County	5	31	637	105	127
District	19	20	536	10	28
London borough	2	10	17	9	29
Metropolitan borough	6	30	335	18	56
Unitary	9	24	544	33	60
Welsh unitary	3	33	388	47	129
English single tier	17	22	896	25	53
All councils	44	22	2457	15	56

Base: all authorities (199 councils – 16 counties, 95 districts, 21 London boroughs, 20 metropolitan boroughs, 37 unitary, 9 Welsh unitary, 78 English single tier)

Reason staff were furloughed

The councils that had furloughed staff in the week ending 18 September 2020 were subsequently asked to indicate the reason the member(s) of staff had been furloughed, and 52 were able to provide the reason or reasons.

In the week ending 18 September 2020, 85 per cent of staff were furloughed because the 'Service has been stopped' and 35 per cent of staff furloughed as 'Funding has stopped'. The pattern varied across authority types: in districts 87 per cent of staff were furloughed due to 'Service has been stopped', while in London boroughs 83 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	83	0	0	2	16
District	1	0	0	87	12
London borough	83	0	0	17	0
Metropolitan borough	29	4	0	67	0
Unitary	37	3	1	58	1
Welsh unitary	1	4	0	94	1
English single tier	37	3	0	59	1
All councils	35	3	0	85	4

Base: all authorities with furloughed staff (52 councils – 5 counties, 20 districts, 3 London boroughs, 7 metropolitan boroughs, 10 unitary, 7 Welsh unitary, 20 English single tier)

Redeployed staff

Councils were asked to indicate the number of staff that had been redeployed in the week ending 18 September 2020, either formally or informally. Of councils that answered the question, 99 (54 per cent) reported that they had redeployed at least one member of staff.

In total there were 5,499 staff redeployed in the week ending 18 September, one per cent of the current workforce. The median number of staff redeployed was 2 and the mean was 30.

Table 9: No. of staff redeployed (week ending 18 September)					
	No. of councils	% of councils	Total no. staff	Median	Mean
County	9	69	856	44	66
District	31	35	534	0	6
London borough	15	65	859	7	37
Metropolitan borough	16	89	1459	45	81
Unitary	21	68	871	10	28
Welsh unitary	7	78	920	78	102
English single tier	52	72	3189	12	44
All councils	99	54	5499	2	30

Base: all authorities (183 councils – 13 counties, 89 districts, 23 London boroughs, 18 metropolitan boroughs, 31 unitary, 9 Welsh unitary, 72 English single tier)

Unavailable for work

Councils were asked to indicate the number of staff that were unavailable for work in the week ending 18 September 2020. Of councils that answered the question, 165 (83 per cent) reported that they had at least one member of staff unavailable.

In total there were 25,252 staff unavailable for work in responding authorities in the week ending 18 September, five per cent of the current workforce. The median number of staff unavailable for work was 35 and the mean was 127.

Table 10: No. of staff unavailable for work (week ending 18 September)					
	No. of councils	**% of councils**	**Total no. staff**	**Median**	**Mean**
County	16	94	5026	228	296
District	69	73	1513	9	16
London borough	20	87	3112	62	135
Metropolitan borough	20	100	6218	322	311
Unitary	33	89	6692	105	181
Welsh unitary	7	88	2691	216	336
English single tier	73	91	16022	121	200
All councils	165	83	25252	35	127

Base: all authorities (199 councils – 17 counties, 94 districts, 23 London boroughs, 20 metropolitan boroughs, 37 unitary, 8 Welsh unitary, 80 English single tier)

Reason staff were unavailable for work

The 165 councils that reported they had at least one or more member of staff unavailable for work in the week ending 18 September 2020 were subsequently asked to indicate the reason for them being unavailable, and 163 were able to provide the reason.

In the week ending 18 September 2020, 52 per cent of staff were unavailable because of 'Non-COVID sickness' and 14 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 six 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/someone who is sick	Other reason
	% staff	% staff	% staff	% staff	% staff	% staff
County	53	6	0	21	1	19
District	52	1	1	9	2	35
London borough	47	6	1	10	1	35
Metropolitan borough	46	4	0	17	2	31
Unitary	55	2	3	8	1	29
Welsh unitary	59	3	1	14	10	13
English single tier	50	3	2	12	1	31
All councils	52	4	1	14	2	27

Base: all authorities with staff unavailable for work (163 councils – 16 counties, 69 districts, 20 London boroughs, 19 metropolitan boroughs, 33 unitary, 6 Welsh unitary, 72 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: 31 per cent of single tier and county councils reported they were operating with moderate or severe disruption due to staffing numbers. Also badly affected were adults and children's services, with 24 per cent and 21 per cent of councils respectively reporting moderate or severe disruption. Seven per cent of councils that responded to this question reported severe disruption to public health services.

When asked to assess the council overall, in terms of whether there are enough staff to run services normally or not, 55 per cent of councils reported minor or moderate disruption and 45 per cent were operating normally.

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)	110	40	36	22	2
Bereavement services	146	71	21	8	0
Children's services	107	48	32	18	3
Environment health	181	51	29	14	6
Household waste (doorstep collection)	164	72	21	6	1
Housing and homelessness services	183	62	25	11	2
Planning	196	63	29	8	0
Public Health	123	51	28	12	9
Revenue and Benefits	177	63	24	11	2
Schools	86	37	33	26	5
Trading standards	104	57	30	12	2
Overall council	203	45	40	15	0

Base: all authorities (base for each category varied by authority type)

Availability of Personal Protective Equipment (PPE)

Only councils that had gone through a local lockdown in the week ending 18 September were asked to indicate whether they had enough of the correct type of PPE for those staff that needed it. A total of 24 (11 per cent of councils who responded to the survey) answered the question, of which 92 per cent reported they had about the right amount of PPE; whilst four 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	-	-	-	-
District	20	80	0	0
London borough	0	100	0	0
Metropolitan borough	0	91	9	0
Unitary	0	100	0	0
Welsh unitary	0	100	0	0
English single tier	0	94	6	0
All councils	4	92	4	0

Base: all authorities in lockdown (24 councils – 0 counties, 5 districts, 3 London boroughs, 11 metropolitan boroughs, 4 unitary, 1 Welsh unitary, 18 English single tier)

Availability of testing

Councils that had gone through a local lockdown in the week ending 18 September were also asked to indicate whether staff who needed it were able to access testing or not. A total of 24 (11 per cent of councils who responded to the survey) answered the question, of which 38 per cent said most of the staff that need testing can access it, with four per cent saying none of the staff that 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	-	-	-	-	-
District	40	60	0	0	0
London borough	33	33	0	33	0
Metropolitan borough	36	45	18	0	0
Unitary	100	0	0	0	0
Welsh unitary	100	0	0	0	0
English single tier	50	33	11	6	0
All councils	50	38	8	4	0

Base: all authorities in lockdown (24 councils – 0 counties, 5 districts, 3 London boroughs, 11 metropolitan boroughs, 4 unitary, 1 Welsh unitary, 18 English single tier)

Planning ahead

Recruitment difficulties

Councils were asked if they were experiencing significant difficulties recruiting for some occupations and roles: 74 (35 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 77 per cent of English single tier councils were having difficulties recruiting children's social workers. In district councils 56 per cent of those that responded to the question said there were have problems recruiting environmental health officers and 56 per cent also said they were having problems recruiting planning officers. Eighty-six per cent of county councils said they were having problems recruiting children's social workers.

From the specialist occupations and roles they were having difficulties recruiting, councils 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 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	14	15	43	14	18	0	23	18
Adult's social workers	64	0	86	0	53	50	48	34
Building control officers	7	22	43	0	6	50	13	16
Chartered surveyors	14	11	29	29	18	0	23	16
Children's social workers	86	0	86	86	71	50	77	50
Economic development officers	14	4	0	0	0	0	0	4
Educational psychologists	50	0	71	29	24	0	35	24
Engineers	29	4	14	29	12	0	16	14
Environmental health officers	0	56	43	29	29	50	32	35
Health visitors	14	0	0	0	0	0	0	3
Homelessness officers	0	19	0	14	6	0	6	9
ICT professionals	14	19	71	0	12	50	23	20
Legal professionals	36	30	57	43	18	0	32	31
Mental health social workers	43	0	57	14	18	0	26	19
Occupational therapists (adults')	43	0	43	14	18	0	23	18
Occupational therapists (children's)	29	0	43	0	6	0	13	11
Regulatory services officers	0	0	14	0	0	0	3	1
Planning officers	29	56	71	14	12	0	26	36
Public health officers	14	0	29	29	18	0	23	12
School nurses	14	0	0	0	0	0	0	3
Test and trace team leaders	0	0	14	14	0	0	6	3
Test and trace officers (clinical case officers)	0	0	14	29	6	0	13	5
Trading standards officers	21	0	43	0	6	0	13	9
Youth workers	7	0	0	0	0	0	0	1
Other	43	15	0	14	0	0	3	15

Base: all authorities experiencing recruitment difficulties (74 councils – 14 counties, 27 districts, 7 London boroughs, 7 metropolitan boroughs, 17 unitary, 2 Welsh unitary, 31 English single tier)

	County	District	London borough	Metropolitan borough	Unitary	Welsh unitary	English single tier	All councils
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.								
	%	%	%	%	%	%	%	%
Accountants	14	17	43	14	18	0	23	18
Adult's social workers	64	0	86	0	53	50	48	35
Building control officers	7	25	43	0	6	50	13	17
Chartered surveyors	14	13	29	29	18	0	23	17
Children's social workers	86	0	86	86	71	50	77	52
Economic development officers	14	4	0	0	0	0	0	4
Educational psychologists	50	0	71	29	24	0	35	25
Engineers	29	4	14	29	12	0	16	14
Environmental health officers	0	63	43	29	29	50	32	37
Health visitors	14	0	0	0	0	0	0	3
Homelessness officers	0	21	0	14	6	0	6	10
ICT professionals	14	21	71	0	12	50	23	21
Legal professionals	36	33	57	43	18	0	32	32
Mental health social workers	43	0	57	14	18	0	26	20
Occupational therapists (adults')	43	0	43	14	18	0	23	18
Occupational therapists (children's)	29	0	43	0	6	0	13	11
Regulatory services officers	0	0	14	0	0	0	3	1
Planning officers	29	63	71	14	12	0	26	38
Public health officers	14	0	29	29	18	0	23	13
School nurses	14	0	0	0	0	0	0	3
Test and trace team leaders	0	0	14	14	0	0	6	3
Test and trace officers (clinical case officers)	0	0	14	29	6	0	13	6
Trading standards officers	21	0	43	0	6	0	13	10
Youth workers	7	0	0	0	0	0	0	1
Other	43	17	0	14	0	0	3	15

Base: authorities experiencing recruitment difficulties (71 councils – 14 counties, 24 districts, 74 London boroughs, 7 metropolitan boroughs, 17 unitary, 2 Welsh unitary, 31 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	8	13	38	38	13
Adult's social workers	20	20	40	35	5
Building control officers	7	14	43	43	0
Chartered surveyors	5	40	20	40	0
Children's social workers	36	25	28	44	3
Economic development officers	1	0	0	100	0
Educational psychologists	10	50	30	20	0
Engineers	3	33	33	33	0
Environmental health officers	19	11	53	37	0
Health visitors	1	0	100	0	0
Homelessness officers	5	40	60	0	0
ICT professionals	9	44	33	22	0
Legal professionals	16	31	50	19	0
Mental health social workers	9	11	11	78	0
Occupational therapists (adults')	11	18	18	64	0
Occupational therapists (children's)	5	20	20	60	0
Regulatory services officers	19	21	32	47	0
Planning officers	6	33	50	17	0
Public health officers	0	-	-	-	-
School nurses	1	0	100	0	0
Test and trace team leaders	0	-	-	-	-
Test and trace officers (clinical case officers)	2	0	0	100	0
Trading standards officers	2	0	0	0	0
Youth workers	0	-	-	-	-
Other	9	0	0	0	11

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 difficulty is in recruiting generally or recruiting at the required level of expertise/experience/qualification. Out of the thirty-six councils who had said they had acute difficulties in recruiting Children's social workers, 44 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: <u>Covid 19 workforce collection</u>

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 <u>privacy statement</u>; 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 18 September 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 18 September 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 excluding permanent and fixed term staff in the week ending 18 September?

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 18 September	

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 18 September 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 <u>for week</u>

<u>ending 18 September 2020</u>. 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 18 September 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