

## COVID - 19 Workforce Collection - Week ending 04/09/2020

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Q1.2 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 - week ending 4 September 2020](#)

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 [research@local.gov.uk](mailto:research@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 4 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 4 September 2020	

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

- Include schools staff
- Exclude schools staff
- Don't know

Q2.3 Have you recruited any additional staff excluding permanent and fixed term staff in the week ending 4 September?

Yes

No

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**Answer if answered YES to Q2.3**

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.*

	Number of staff (headcount)
Additional staff week ending 4 September 2020	



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 blank.*

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

Q3.1 How many staff, if any, do you currently (week ending 4 September 2020) have in the categories below?

*Please enter the headcount. If none, please enter zero. If you do not know please leave bank. Please include both formal and informal redeployment*

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

**Answer if number of furloughed staff is greater than zero**

Q4.1 For those staff furloughed, what is the primary reason?

*Please provide the number of staff furloughed broken down by main reason for week ending 4 September 2020. If zero please enter "0". If you do not know please leave blank.*

	Number of staff (headcount)
Funding has stopped	
Shielding (or relevant health reasons)	
Caring responsibilities	
Service has been stopped	
Other	

**Answer if the number of staff unavailable for work is greater than zero**

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 4 September 2020.

If none please enter "0". If you do not know please leave blank.

*\*Self-isolating (other) 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 staff unavailable	
Non-COVID sicknesses	
Confirmed / Suspected COVID	
Self- isolation (contacted by track and trace)	
Self-isolation (other - see above)	
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 enough of the right staff 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)	<input type="radio"/>					
Bereavement services (cemeteries and crematoria)	<input type="radio"/>					
Children's services	<input type="radio"/>					
Environmental health	<input type="radio"/>					
Household waste (doorstep collection)	<input type="radio"/>					
Housing and homelessness services	<input type="radio"/>					
Planning	<input type="radio"/>					
Public health	<input type="radio"/>					
Revenue and benefits	<input type="radio"/>					
Schools	<input type="radio"/>					
Trading standards	<input type="radio"/>					

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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

End of Block: Block 4

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Start of Block: Block 5

Q7.1 Were local restrictions in place in your area to deal with an outbreak of COVID-19 in the week ending 4 September 2020?

- Yes
- No

**If NO go to Q8.1**

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Q7.2 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

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Q7.3 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 the issues where councils may need some guidance and support. These questions will not be asked every fortnight; but we are aware that plans are at an early stage and may change, so we will ask them on a couple of occasions. This will allow you to change your answer if your plans have developed or decisions have changed.

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Q8.2 Looking ahead and thinking about staffing, is your council currently considering doing any of the following with this financial year?

- Recruiting more staff in specialist roles
  - Recruiting more staff overall
  - Reducing staff numbers overall
  - Making no substantive changes to staffing numbers
  - Increasing use of contractors or agencies
  - Reducing use of contractors or agencies
  - Increasing apprenticeships
  - Decreasing apprenticeships
  - Recruitment freeze
  - Don't know
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**Answer if selected any in Q8.2**

Q8.3 Can you please tell us what these specialist roles are?

*Please enter in the space below*

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Q8.4 Is your council currently considering any of the following, or not, affecting staff locations?

- Reducing the number of physical workplaces
- Increasing flexible working options
- Changing models of service delivery
- Increasing home working
- None of these
- Don't know

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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