

# COVID-19 Workforce Survey

Research Report

24 September 2020





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# Summary

## Background

This 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 9 September 2020 and covers the week ending 4 September 2020. The overall response rate was 53 per cent and covered around 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 4 September 2020. In total 3,028 additional staff had been recruited in responding authorities: the median number of staff per authority was four and the mean was 52.
- More than half of respondent councils (107) recorded deaths in service since lockdown. A total of 268 deaths in service were reported by respondents since the start of lockdown (cause not specified).
- Twenty-three per cent of councils reported that they had furloughed at least one member of staff full time. In total responding authorities reported there were 4,395 staff furloughed – full time in the week ending 4 September 2020, which was 0.9 per cent of the current workforce. The number of staff furloughed full time has gone down by nine per cent compared to the previous fortnights collection (4,854).
- In addition, 22 per cent of councils reported that they had furloughed at least one member of staff part-time. In total respondents reported there were 2,249 staff furloughed part time in the week ending 4 September 2020, which was 0.4 per cent of the current workforce.
- The main reason given for furloughing staff was that the service had stopped (71 per cent) or that funding had stopped (22 per cent).
- Some 59 per cent of councils had redeployed staff. In total in the responding authorities there were 5,718 staff redeployed in the week ending 4 September 2020, which was one per cent of the current workforce. The median number of staff redeployed was four and the mean was 34.

- 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 23,834 staff unavailable for work in the week ending 4 September 2020, five per cent of the current workforce. The median number of staff unavailable for work was 35 and the mean was 128.
- Seventeen per cent of staff were unavailable through 'self-isolation (other)' and 51 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 4 September was public health: eight per cent of single tier and county councils reported they were operating with severe disruption due to staffing numbers. Also badly affected were adults social care and schools, with 27 per cent and 20 per cent, 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, 48 per cent reported they were operating normally.
- Councils who had been under a local restrictions due to a COVID-19 outbreak were asked about the availability of personal protective equipment (PPE) and COVID-19 testing for staff. Eighty-two per cent reported they had about the right amount of PPE they needed; while 12 per cent had less than they needed. Forty-one per cent said all the staff who need testing can access it.
- Looking ahead, councils were asked what they were currently considering doing about staffing within this financial year, 34 per cent said they were considering increasing apprenticeships and 28 per cent said they were considering reducing the use of contractors or agencies.
- Finally, councils were asked what they were currently considering in terms of staffing locations, 67 per cent were considering increasing flexible working options and 47 per cent were considering changing models of service delivery. Just under a third of councils (32 per cent) said they were considering reducing the number of physical workplaces.

## 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 9 September 2020, 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 197 councils responded, which is a response rate of 53 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.

Type of authority	Total number	Number of responses	Response rate %
District	188	91	48
County	25	18	72
London borough	33	19	58
Metropolitan district	36	19	53
Unitary	57	40	70
Welsh unitary	22	10	45
Local government districts (NI)	11	0	0
All	372	197	53

**Table 2: Response rate by region**

Region	Total number	Number of responses	Response rate %
Eastern	50	36	72
East Midlands	45	21	47
London	33	19	58
North East	12	10	83
North West	41	23	56
South East	70	38	54
South West	33	16	48
Wales	22	10	45
West Midlands	33	7	21
Yorkshire and Humber	22	17	77
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 4 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 506,538 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 106 councils that responded to the survey and had responsibility for schools, 19 (18 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 4 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 4 September 2020.

Of the councils that responded 65 (33 per cent) reported recruiting additional staff, in total 3028 additional staff were recruited during the week ending 4 September 2020. The median number of staff per council was four and the mean was 52.

**Table 3: Has the council recruited additional staff (of any type including casual, agency, contingent, etc during week ending 4 September 2020)?**

	Yes	%	Total	Median	Mean
County	10	56	96	5	11
District	12	13	28	2	3
London borough	13	68	2533	12	358
Metropolitan borough	10	53	60	6	9
Unitary	15	38	115	3	8
Welsh unitary	5	50	196	21	39
English single tier	38	49	2708	4	82
All councils	65	33	3028	4	52

Base: all respondents (197 councils – 18 counties, 91 districts, 19 London boroughs, 19 metropolitan boroughs, 40 unitary, 10 Welsh unitary, 78 English single tier)

### Current headcount as at 4 September 2020

Total headcount for those councils that responded has increased by 1.6 per cent since the 1 March 2020 and now stands at 514,539 on the 4 September 2020.

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

	At 1 March	At 4 September	% change
County	117255	118390	1.0
District	42818	42781	-0.1
London borough	63002	65784	4.4
Metropolitan borough	95970	99870	4.1
Unitary	126390	126635	0.2
Welsh unitary	61103	61079	0.0
English single tier	285362	292289	2.4
All councils	506538	514539	1.6

Base: all respondents (197 councils – 18 counties, 91 districts, 19 London boroughs, 19 metropolitan boroughs, 40 unitary, 10 Welsh unitary, 78 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 194 councils that answered this question 107 (55 per cent) recorded a total of 268 deaths in service as of 4 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?**

	<b>No. deaths</b>	<b>No. of councils recording 1 or more deaths</b>
County	45	15
District	33	25
London borough	31	14
Metropolitan borough	67	17
Unitary	67	30
Welsh unitary	25	6
English single tier	165	61
All councils	268	107

Base: all responding to question (194 councils – 18 counties, 90 districts, 19 London boroughs, 18 metropolitan boroughs, 39 unitary, 10 Welsh unitary, 76 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 4 September 2020. Of councils that answered the question about full time furloughing, 43 (23 per cent) reported that they had furloughed at least one member of staff.

In total there were 4,395 staff furloughed full time in responding councils in the week ending 4 September, 0.9 per cent of their current workforce. The number of staff furloughed full time has gone down by nine per cent compared to the previous fortnight's collection (4,854). Of those councils that had furloughed staff full time, the median number was 60 and the mean was 102; but this varied considerably across different types of authority.

<b>Table 6: No. of staff furloughed full time (week ending 4 September)</b>					
	No. of councils	% of councils	Total no. staff	Of those councils with furloughed staff	
				Median	Mean
County	5	28	540	100	108
District	14	16	892	37	64
London borough	3	17	100	20	33
Metropolitan borough	6	40	339	22	57
Unitary	9	24	1387	111	154
Welsh unitary	6	67	1137	172	190
English single tier	18	25	1826	48	101
All councils	43	23	4395	60	102

Base: all responding to question (188 councils – 18 counties, 90 districts, 18 London boroughs, 15 metropolitan boroughs, 38 unitary, 9 Welsh unitary, 71 English single tier)

Of councils that answered the question about part time furloughing 41 (22 per cent) reported that they had furloughed at least one member of staff on this basis.

In total there were 2,249 staff partially furloughed in responding councils in the week ending 4 September, 0.4 per cent of their current workforce. Of those councils that had furloughed staff part time, the median number was 12 and the mean was 55 but this varied considerably across different types of authority.

**Table 7: No. of staff furloughed part time (week ending 4 September)**

	No. of councils	% of councils	Total no. staff	Of those councils with furloughed staff	
				Median	Mean
County	3	17	164	60	55
District	20	22	641	9	32
London borough	1	6	45	45	45
Metropolitan borough	3	20	161	7	54
Unitary	10	26	803	50	80
Welsh unitary	4	44	435	49	109
English single tier	14	20	1009	40	72
All councils	41	22	2249	12	55

Base: all responding to question (188 councils – 18 counties, 90 districts, 18 London boroughs, 15 metropolitan boroughs, 38 unitary, 9 Welsh unitary, 71 English single tier)

## Reason staff were furloughed

The councils that had furloughed staff in the week ending 4 September 2020 were subsequently asked to indicate the reason the member of staff had been furloughed, and 48 were able to provide the reason or reasons.

In the week ending 4 September 2020, 71 per cent of staff were furloughed because the 'Service has been stopped' and 22 per cent of staff furloughed as 'Funding has stopped'. The pattern varied across authority types, in districts 80 per cent of staff were furloughed due to 'Services has been stopped', while in counties 72 per cent of staff were furloughed because 'funding has stopped'.

**Table 8: For those staff furloughed, what is/are the reason/s?**

	<b>Funding has stopped</b>	<b>Staff are shielding</b>	<b>Caring responsibilities</b>	<b>Service has been stopped</b>	<b>Other reasons</b>
	<b>% staff</b>	<b>% staff</b>	<b>% staff</b>	<b>% staff</b>	<b>% staff</b>
County	72	0	0	9	20
District	8	1	1	80	11
London borough	65	0	0	35	0
Metropolitan borough	3	0	0	97	0
Unitary	33	1	0	64	2
Welsh unitary	0	1	0	99	0
English single tier	29	0	0	69	2
All councils	22	1	0	71	6

Base: all responding to question (48 councils – 5 counties, 20 districts, 3 London boroughs, 4 metropolitan boroughs, 10 unitary, 6 Welsh unitary, 17 English single tier)

## Redeployed staff

Councils were asked to indicate the number of staff that had been redeployed in the week ending 4 September 2020. Of councils that answered the question, 101 (59 per cent) reported that they had redeployed at least one member of staff.

In total there were 5,718 staff redeployed in the week ending 4 September, one per cent of the current workforce. The median number of staff redeployed was four and the mean was 34.

	<b>No. of councils</b>	<b>% of councils</b>	<b>Total no. staff</b>	<b>Median</b>	<b>Mean</b>
County	11	73	1149	44	77
District	37	44	593	0	7
London borough	15	79	866	10	46
Metropolitan borough	12	92	1422	40	109
Unitary	18	62	520	4	18
Welsh unitary	8	89	1168	108	130
English single tier	45	74	2808	10	46
All councils	101	59	5718	4	34

Base: all responding to question (170 councils – 15 counties, 85 districts, 19 London boroughs, 13 metropolitan boroughs, 29 unitary, 9 Welsh unitary, 61 English single tier)

## Unavailable for work

Councils were asked to indicate the number of staff that were unavailable for work in the week ending 4 September 2020. Of councils that answered the question, 154 (83 per cent) reported that they had at least one member of staff unavailable.

In total there were 23,834 staff unavailable for work in responding authorities in the week ending 4 September, five per cent of the current workforce. The median number of staff unavailable for work was 35 and the mean was 128.

	<b>No. of councils</b>	<b>% of councils</b>	<b>Total no. staff</b>	<b>Median</b>	<b>Mean</b>
County	17	100	3789	148	223
District	64	74	2354	9	27
London borough	17	89	2119	62	112
Metropolitan borough	18	100	5967	283	332
Unitary	30	83	7220	101	201
Welsh unitary	8	89	2385	160	265
English single tier	65	89	15306	121	210
All councils	154	83	23834	35	128

Base: all responding to question (186 councils – 17 counties, 87 districts, 19 London boroughs, 18 metropolitan boroughs, 36 unitary, 9 Welsh unitary, 73 English single tier)

### **Reason staff were unavailable for work**

The 154 councils that reported they had at least one or more member of staff unavailable for work in the week ending 4 September 2020 were subsequently asked to indicate the reason for them being unavailable, and 147 were able to provide the reason.

In the week ending 4 September 2020, 51 per cent of staff were unavailable because of 'Non-COVID sickness' and 17 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 eight per cent of staff were unavailable due to 'Confirmed/suspected COVID'.

**Table 11: For those staff currently unavailable for work, what is/are the reason/s?**

	<b>Non- COVID sickness</b>	<b>Confirmed/ Suspected COVID</b>	<b>Self- isolation (Track and trace)</b>	<b>Self- isolation (Other)</b>	<b>Caring for dependents/ at risk relative/som eone who is sick</b>	<b>Other reason</b>
	<b>% staff</b>	<b>% staff</b>	<b>% staff</b>	<b>% staff</b>	<b>% staff</b>	<b>% staff</b>
County	58	6	0	22	2	11
District	58	2	1	12	2	25
London borough	53	4	0	10	1	32
Metropolitan borough	42	2	1	24	5	25
Unitary	48	1	0	12	2	37
Welsh unitary	61	2	1	11	15	10
English single tier	46	2	1	17	3	31
All councils	51	3	1	17	4	25

Base: all responding to question (147 councils – 16 counties, 63 districts, 16 London boroughs, 16 metropolitan boroughs, 29 unitary, 7 Welsh unitary, 61 English single tier)

## Service disruption

When asked whether individual services had enough staff to run them normally or not, the worst affected service was public health: eight per cent of single tier and county councils reported they were operating with severe disruption due to staffing numbers. Also badly affected were schools and adults social care, with 27 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, 48 per cent of councils reported they 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.**

	<b>Base</b>	<b>Operating normally</b>	<b>Operating with minor disruption</b>	<b>Operating with moderate disruption</b>	<b>Operating with severe disruption</b>
	<b>No. councils</b>	<b>% councils</b>	<b>% councils</b>	<b>% councils</b>	<b>% councils</b>
Adult social care (directly employed)	104	43	36	20	1
Bereavement services	135	68	24	7	0
Children's services	100	49	34	15	2
Environment health	170	52	31	15	3
Household waste (doorstep collection)	152	76	16	7	0
Housing and homelessness services	171	63	23	12	2
Planning	183	64	29	7	0
Public Health	120	55	26	11	8
Revenue and Benefits	165	65	25	8	2
Schools	82	38	28	27	7
Trading standards	95	57	33	9	1
Overall council	190	48	40	12	0

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

## Availability of Personal Protective Equipment (PPE)

Only councils where, in the week ending 4 September, local restrictions had been in place to deal with an outbreak of COVID-19 were asked to indicate whether they had enough of the correct type of PPE for those staff that needed it. A total of 17 (nine per cent) answered the question, of which 82 per cent reported they had about the right amount of PPE; but 12 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?**

	<b>More than we need</b>	<b>About what we need</b>	<b>Less than we need</b>	<b>We don't need it</b>
	% councils	% councils	% councils	% councils
County	-	-	-	-
District	0	100	20	0
London borough	0	67	0	0
Metropolitan borough	17	33	0	0
Unitary	0	67	33	0
Welsh unitary	-	-	-	-
English single tier	8	50	8	0
All councils	6	82	12	0

Base: all responding to question (17 councils – 5 districts, 3 London boroughs, 6 metropolitan boroughs, 3 unitary, 12 English single tier)

## Availability of testing

Only councils where, in the week ending 4 September, local restrictions had been in place to deal with an outbreak of COVID-19 were also asked to indicate whether staff who needed it were able to access testing or not. A total of 17 (nine per cent) answered the question, of which 41 per cent said all the staff who need testing can access it; 12 per cent said only some 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?**

	<b>All the staff that need testing can access it</b>	<b>Most of the staff that need testing can access it</b>	<b>Some of the staff that need testing can access it</b>	<b>None of the staff that need testing can access it</b>	<b>None of our staff need testing</b>
	% councils	% councils	% councils	% councils	% councils
County	-	-	-	-	-
District	40	40	20	20	0
London borough	0	67	0	0	0
Metropolitan borough	33	17	0	0	0
Unitary	33	33	33	0	0
Welsh unitary	-	-	-	-	-
English single tier	25	33	8	0	0
All councils	41	41	12	6	0

Base: all responding to question (17 councils – 5 districts, 3 London boroughs, 6 metropolitan boroughs, 3 unitary, 12 English single tier)

## Planning ahead

### Thinking about staffing

Councils were asked about staffing and what they were currently considering doing within this financial year. A total of 163 (7 per cent) answered the question, of which 51 per cent said they were 'making no substantive changes'. Thirty-four per cent said they were currently considering 'increasing apprenticeships' and 28 per cent were considering 'reducing the use of contractors or agencies'.

**Table 15: Thinking about staffing, is your council currently considering doing any of the following within this financial year?**

	County	District	London borough	Metropolitan borough	Unitary	Welsh unitary	English single tier	All councils
	% councils	% councils	% councils	% councils	% councils	% councils	% councils	% councils
Making no substantive changes to staffing numbers	56	60	50	64	32	117	44	51
Increasing apprenticeships	38	38	38	43	29	50	34	34
Reducing use of contractors or agencies	25	31	31	50	29	17	34	28
Recruiting more staff in specialist roles	13	19	19	29	24	17	23	20
Recruitment freeze	25	18	19	21	21	17	20	17
Reducing staff numbers overall	19	18	19	7	24	0	19	16
Recruiting more staff overall	19	6	6	7	3	0	5	7
Increasing use of contractors or agencies	0	5	0	0	0	0	0	2
Decreasing apprenticeships	0	4	6	0	0	0	2	2

Base: all responding to question (163 councils – 16 counties, 77 districts, 16 London boroughs, 14 metropolitan boroughs, 34 unitary, 6 Welsh unitary, 64 English single tier)

### Thinking about staff locations

Councils were also asked what they were currently considering about staff locations. A total of 171 (87 per cent) answered the question, of which 67 per cent answered they were considering 'increasing flexible working options' and 47 per cent said they were considering 'changing models of service delivery'.

**Table16: Is your council currently considering any of the following or not affecting staff locations?**

	<b>Reducing the number of physical workplaces</b>	<b>Increasing flexible working options</b>	<b>Changing models of service delivery</b>	<b>Increasing home working</b>	<b>None of these</b>
	% councils	% councils	% councils	% councils	% councils
County	47	80	47	0	20
District	41	84	63	0	1
London borough	21	50	57	0	43
Metropolitan borough	17	67	50	0	0
Unitary	41	79	47	0	0
Welsh unitary	44	78	44	0	33
English single tier	30	70	50	0	9
All councils	32	67	47	0	7

Base: all responding to question (171 councils – 15 counties, 81 districts, 14 London boroughs, 18 metropolitan boroughs, 34 unitary, 9 Welsh unitary, 66 English single tier)

## 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 [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 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 4 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 4 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 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 blank.*

	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 4 September 2020. If zero please enter "0". If you do not know please leave blank.*

	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 4 September 2020.*

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

*\*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 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)						
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 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
- Reducing use of contractors or agencies
- Increasing apprenticeships
- Decreasing apprenticeships
- Recruitment freeze

Q8.2 Can you please tell us what these specialist roles are?

*Please enter in the space below*

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Q8.3 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

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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