

# Greater London Employment Forum

Thursday 23 February 2023 at 11.30am approx (or on the rising of the sides from the previous meeting) Virtual MS Teams Meeting

**Employers' Side:** Virtual MS Teams Meeting 10.45am

**Union Side:** Virtual MS Teams Meeting 10.45am

**Contact Officer:** Debbie Williams

**Telephone:** 020 7934 9964 **Email:** debbie.williams@londoncouncils.gov.uk

## Agenda item

1.	<b>APOLOGIES FOR ABSENCE</b>	
2.	<b>TO RECEIVE THE MINUTES OF THE MEETING HELD ON 19 JULY 2022 AND TAKE ANY MATTERS ARISING</b>	Attached
3	<b>TACKLING RACIAL INEQUALITY PROGRAMME UPDATE – Kim Wright, Chief Executive, Lewisham and joint chair of the Tackling Racial Inequality Programme</b>	Attached
4.	<b>APPRENTICESHIPS UPDATE – SURVEY 2022 – Amin Aboushagor Principal Policy Officer for Skills and Culture, London Councils</b>	Attached
5.	<b>LOCAL GOVERNMENT PAY CLAIMS 2023</b>	Attached
6	<b>LONDON PLEDGE – CHILDREN'S AGENCY SOCIAL WORKER ARRANGEMENTS UPDATE – Rula Tripolitaki, Programme Manager &amp; Workforce Programme Lead, London Innovation and Improvement Alliance (LIIA)</b>	Attached
7.	<b>ANY OTHER BUSINESS</b>	
8.	<b>DATE OF NEXT MEETING: Tuesday 18 July 2023</b> Group meetings: 10am Employers meeting: 10.45 Joint Meeting: 11.30	

## Notes of the Joint Meeting of the Greater London Employment Forum held on Tuesday 19 July 2022

### PRESENT

#### Employers' Side

Cllr Sade Bright	London Borough of Barking & Dagenham
Cllr Barry Rawlings	London Borough of Barnet
Cllr Pauline Tunncliffe	London Borough of Bromley
Cllr Richard Olszewski	London Borough of Camden
Cllr Jeet Bains	London Borough of Croydon
Cllr Bassam Mahfouz	London Borough of Ealing
Cllr Ivis Williams	Royal Borough of Greenwich
Cllr Carole Williams	London Borough of Hackney
Cllr Zarar Qayyum	London Borough of Hammersmith & Fulham
Cllr Sarah Williams	London Borough of Haringey
Cllr David Ashton	London Borough of Harrow
Cllr Shantanu Rajawat	London Borough of Hounslow
Cllr Alison Holt	Royal Borough of Kingston
Cllr David Amos	London Borough of Lambeth
Cllr Amanda de Ryk	London Borough of Lewisham
Cllr Sally Kenny	London Borough of Merton
Cllr Zulfikar Ali	London Borough of Newham
Cllr Kuldev Sehra	London Borough of Richmond
Cllr Stephanie Cryan	London Borough of Southwark
Cllr Richard Clifton	London Borough of Sutton
Cllr Paul Douglas	London Borough of Waltham Forest
Cllr Kemi Akinola	London Borough of Wandsworth
Cllr Adam Hug	City of Westminster
Florence Keelson-Anfu	City of London

#### Trade Union Side

Helen Reynolds	UNISON
Gloria Hanson	UNISON
Gabby Lawlor	UNISON
Christine Lander	UNISON
Simon Steptoe	UNISON
Sean Fox	UNISON
Andrea Holden	UNISON
Sonya Howard	UNISON
Jackie Lewis	UNISON
Adejare Oyewole	UNISON
Kerie Ann	UNISON
Mary Lancaster	UNISON
Janet Walker	UNISON

Vaughan West	GMB
Christine Golding	GMB
Kehinde Akintude	GMB
George Sharkey	GMB
Sonya Davies	GMB
Donna Spicer	GMB
Danny Hoggan	Unite

## **IN ATTENDANCE**

Jade Appleton	Political Advisor to the Conservative Group, London Councils
Daniel Houghton	Political Advisor to the Liberal Democrat Group, London Councils
Steve Davies	London Councils
Debbie Williams	London Councils
Julie Woods	UNISON

## **1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Muhammed Butt (Brent), Cllr Nesil Caliskan (Enfield), Cllr Ray Morgan (Havering), Cllr Douglas Mills (Hillingdon), Diarmaid Ward (Islington), Cllr Josh Rendall (Kensington & Chelsea), Cllr Helen Coomb (Redbridge), Cllr Abu Chowdhury (Tower Hamlets), Deputy Alastair Moss (City of London), Donna Spicer (GMB), Ella Watson (Political Advisor to the Labour Group, London Councils),

## **2. ELECTION OF CHAIR AND VICE-CHAIR 2022-23**

The constitution provides that the positions of Chair and Vice-Chair should alternate between the two sides on an annual basis. This year it is the turn of the Trade Union Side to Chair.

Cllr Richard Clifton, Vice-Chair (Sutton) informed that on behalf of Cllr Mohammed Butt (Brent) Chair of the Employers Side Vice-Chair who is not in attendance today that he nominates Sean Fox (UNISON) Chair of the Greater London Employment Forum for 2022-23, seconded by Sonya Howard (UNISON).

The Chair nominated Cllr Mohammed Butt (Brent) as Vice-Chair of the Greater London Employment Forum for 2022-23, seconded by Danny Hoggan (Unite).

## **3. CONFIRMATION OF THE GREATER LONDON EMPLOYMENT FORUM (GLEF) MEMBERSHIP 2022-23**

The membership of GLEF was noted and agreed as follows.

<b>Borough</b>	<b>Rep</b>	<b>Party</b>	<b>Deputy</b>
Barking & Dagenham	Sade Bright	Lab	Irma Freeborn
Barnet	Barry Rawlings	Lab	Ross Houston
Bexley	Andy Dourmough	Con	Stephen Hall
Brent	Muhammed Butt	Lab	Mili Patel
Bromley	Pauline Tunnicliffe	Con	Stephen Wells
Camden	Richard Olszewski	Lab	
Croydon	Jeet Bains	Con	

Ealing	Steven Donnelly	Lab	
Enfield	Nesil Caliskan	Lab	Ayten Guzel
Greenwich	Mariam Lolavar	Lab	
Hackney	Carole Williams	Lab	Philip Glanville
Hammersmith & Fulham	Zarar Qayyum	Lab	
Haringey	Sarah Williams	Lab	Julie Davies
Harrow	David Ashton	Lab	Steven Greek
Havering	Ray Morgon	Con	
Hillingdon	Douglas Mills	Con	Eddie Lavery
Hounslow	Shantanu Rajawat	Lab	
Islington	Diarmaid Ward	Lab	Santiago Bell-Bradford
Kensington & Chelsea	Josh Rendall	Con	Catherine Faulks
Kingston upon Thames	Alison Holt	LD	Andreas Kirsh
Lambeth	David Amos	Lab	Nanda Manley Browne
Lewisham	Amanda de Ryk	Lab	Kim Powell
Merton	Sally Kenny	Lab	Billy Christie
Newham	Zulfiqar Ali	Lab	
Redbridge	Helen Coomb	Lab	Vaniska Solanki
Richmond upon Thames	Kuldev Sehra	LD	Phil Giesler
Southwark	Stephanie Cryan	Lab	
Sutton	Richard Clifton	LD	
Tower Hamlets	Abu Chowdhury	Ind	Amin Rahman
Waltham Forest	Paul Douglas	Lab	Vicky Ashworth
Wandsworth	Kemi Akinola	Lab	
Westminster	Adam Hug	Lab	Aicha Less
City of London	Alistair Moss	Ind	

## UNISON

Helen Reynolds  
 Sean Fox  
 Mary Lancaster  
 Simon Steptoe  
 Clara Mason  
 Gabby Lawler  
 Gloria Hanson  
 Andrea Holden  
 Maggie Griffin  
 Jackie Lewis  
 Simon Hannah  
 Sonya Howard  
 Glenn Marshall  
 Valerie Bossman Quarshie  
 April Ashley  
 Janet Walker  
 Kerie Anne  
 Christine Lander  
 Adejare Oyewole  
 Julie Woods (in attendance)

## UNITE

Gary Cummins  
 Danny Hoggan  
 Susan Matthews

Kath Smith  
Jane Gosnell  
Pam McGuffie  
Mick Callanan  
Clare Keogh

**GMB**

Penny Robinson  
Keith Williams  
George Sharkey  
Gary Harris  
Kehinde Akintude  
Donna Spicer  
Sonya Davis  
Christine Golding

If members are aware of any changes that need to be made to the GLEF list of Representatives and Deputies, please contact [Debbie Williams](#).

**4. NOTES OF THE LAST MEETING INCLUDING ANY MATTERS ARISING**

The notes of the meeting held on 22 February 2022 were agreed as an accurate record.

**Matters Arising**

Apprenticeship Report – Item 4

Gabby Lawlor (UNISON) stated that the union side believed and have raised before that a breakdown of apprenticeships and what they look like explicitly would be provided in the next annual report so we can look at how we can make any developments.

Steve Davies, Employers Side Secretary responded that this was the case and would take back and remind colleagues at London Councils who collect annual information on apprenticeships.

Occupational Health & Safety – Item 3

Jackie Lewis (UNISON) stated that she understood, and it is mentioned in the minutes, that a further meeting was to be arranged between the Health and Safety Network and the unions to have further discussions. This has not happened and asked that a meeting be arranged.

Steve Davies, Employers Side Secretary responded that he does believe that there has been a breakdown with communications with the Health & Safety group but will pick up and sort out a meeting.

**5. LONDON PENSIONS COLLECTIVE INVESTMENT VEHICLE (CIV) UPDATE – Cameron McMullen, Client Relations Director**

Cameron McMullen provided an update on the London Pensions Collective Investment Vehicle (CIV) and informed colleagues that his presentation would be shared following this meeting (also attached).



Simon Steptoe (UNISON) stated that he understood the wish to go down the engagement route, which has not been successful and asked if the 2040 target will be regularly reviewed?

Cameron responded yes, absolutely the common thought in CIV is that is the best route and with the 2040 target now set we need to work out how we achieve this.

Sonya Howard (UNISON) stated that having sustainable investments up to 2040, which is eighteen years, seems quite a long time so are there any reasons why this is so long?

Cameron responded that we are battling with ourselves, central government set a net zero target in 2050, so we are being a bit ambitious with 2040. If we are looking at more ambitious targets it gives a greater restriction on investments on the market which has a bearing on the fiduciary pension fund for the members themselves, so as much as we would like a more ambitious target, we have to align the companies we are taking forward.

Cllr Adam Hug (Westminster) stressed that a lot of boroughs have 2030 targets will need to ensure this is fully compliant by then. It is changing constantly but we need to be clear that we need to hit the 2030 targets we have.

Cameron responded that he realises there are conversations between councillors and pension funds at local level, but London CIV are not involved in local discussions.

Cllr Zulfikar Ali (Newham) stated that he wondered there was an action plan to see how many will be moving from red/amber to green and whether there were any sanctions and pressure we can use to move them to green? Also is there a defined timeline/outcome?

Cameron responded that there is a defined timeline and outcome. When colleagues receive the presentation, you will see the roadmap with the ambitions to the 2040 net zero target. The easy part is setting the target the hardest is working out how we get to the target. In terms of pressuring there are two other parties we consult with, one of which we have procured with. The other part of the staring is the guidance we have received from the LAPFF, it is the connection through this where we think we can get better outcomes.

Cllr Richard Olszewski (Camden) asked if Cameron was able to illustrate how London CIV compare with other co-funds regionally?

Cameron responded that they are currently pulling together the reports on how we are performing but have difficulty with the eight pools around the country as we all do things slightly differently. We are currently pulling together the information and data which will be made available in due course. Previous reports are on our website - <https://londonciv.org.uk/>

Danny Hoggan (Unite) stated that when London CIV first started, we had a presentation from Lord Kerslake and we were given assurances that they would increase representation for the unions on the CIV Board. Unions have an invested interest as it is also our money. We do have a greater say but would suggest one person from each trade union sits on the CIV Board.

Cameron responded that the information provided is that the number of trade union representatives on the shareholder committee is proportionate so this may be something that

Kristina Ingate, Director for Governance & Company Secretary, London CIV can provide more information on post this meeting.

Vaughan West (GMB) stated that having managed to get representation for the trade union side it was still very late in the day in comparison to private sector funds. The public sector fund was well behind the legislation, but London CIV had to be brought to the table and forced by the unions kicking and screaming to give us representation. We were finally allowed one representative on the Board, but our view still remains that we have one representative per union. It is incumbent that we continue to raise the injustice when we have the opportunity to do so. Would be interested to know the makeup of regional CIV's compared to London.

Cameron responded that he completely understands where the unions are coming from and will take this back to London CIV and get Kristina to come back with a response. In terms of other CIVs this information should be available at local pool level but will find out and come back on this issue.

Jackie Lewis (UNISON) stated that concern had been raised in the chat facility about people not being able to see the presentation clearly so wanted to take the opportunity to highlight for future presentations that they need to be accessible to anyone using screen reader software. Would ask that the Joint Secretaries have a discussion on trying to make sure that documents going forward are accessible as we should allow for the fact that people may need to use screen reading software.

The Chair agreed we can take this away and discuss at Joint Secretaries.

Steve Davies, Employers Side Secretary stated that quite rightly we need to be mindful of accessibility arrangements and appreciates that a majority of our reports are straight forward text but that presentations are mainly graphics.

## **6. LOCAL GOVERNMENT AND NHS EMPLOYMENT SERVICE PASSPORT - UPDATE -**

Steve Davies, Regional Employers Side Secretary

Steve Davies, Employers Side Secretary stated that reports had previously been provided to this forum along with the premise behind it and that it was a concept discussed with NHS Employers groups, NHS unions, London borough Heads of HR as well as the Joint Secretaries.

We originally talked about this pre-Covid, and everyone was on board with the principles within the report but for good reasons the take up has stalled during Covid so I am now looking to reenergise so I suggest that we look to try and integrate this as part of our London Agreement so it would it therefore be incorporated for all London boroughs.

I have just started to re-engage with the National Health Employers who have been tied up with CCS arrangements, so want to pick up with them on how they will pick up on this again. it has not died of death; we want to make the Passport a positive for London.

The Chair stated that he agreed that incorporating this into the London Agreement was a good idea.

Cllr Carole Williams (Hackney) informed colleagues that she had enquired at the Employers Side meeting whether there was anyway of us influencing on what the NHS does around equalities? They have a much higher ethnicity gap than local authorities in their lower graded positions so if there was anyway of influencing them as part of the process that would be great.

Steve Davies, Employers Side Secretary stated that the Employers Side had agreed it would be good to engage with NHS employers in terms of how we can share best practice in addressing equalities and diversity issues. In the NHS they seem to have a bigger pay gap from an ethnicity perspective compared to London boroughs. Have discussed previously discussed with HR colleagues how we can share best practice with the NHS so this is something I will be pick up with respective bodies going forward.

The Chair asked whether the reason for having the Passport as part of the London Agreement was due to boroughs not being engaged or said that they were not going to sign-up to it?

Steve Davies, Employers Side Secretary responded that no boroughs had indicated that they were not going to sign-up to it but only a few boroughs have signed-up so far so definitely stalled. No strong dissenting voices which is why I suggest we make it part of the London Agreement.

The Chair stated that boroughs who have not signed-up so far might be thinking that redundancies might impact them, which they will not, so we need to make it clear going forward that the financial side will not impact them.

## **7. LOCAL GOVERNMENT PAY CLAIMS 2022 – Steve Davies, Regional Employers Side Secretary**

Steve Davies, Employers Side Secretary stated that the report provided was straightforward and highlighted the key elements from the unions claim and outlined a summary of the main groupings as well as highlighting the chief officer claim, which is for a substantial increase. The Chief Executives claim is similar, but they want to peg their claim more directly to the Local Government Services (LGS) pay claim. Have also added the contextual information that the trade union side helpfully put into their claim, the key bullet points the unions wanted to make along with the practical issues for the National Employers in terms of the National Living Wage (NLW).

The National Employers are due to meet on Monday 25 July to discuss the specifics of the unions claim.

Sonya Howard (UNISON) raised and stated that she did not expect a response that one of the concerns raised at the unions side meeting was about retention and with the fact that supermarkets are now paying £11.50 per hour so I think we need to bear in mind that we will haemorrhage staff who can work down the road in our local supermarkets. Also, when you speak to an employer about meeting the pay claim they respond yes but we may need to lose staff, which is not going to be helpful and that we appreciate the cost-of-living crisis we are all facing.

Donna Spicer (GMB) stated that people in the public sector have seen their pay decrease over the years and the retention is not just in schools but across local government and Sonya is correct in saying that supermarkets are paying more per hour than schools are paying our support staff so unless we increase this year's offer there will be a lot of people willing to walk out of schools. These people are in what are classed as decent jobs but are now visiting food banks and this is not ok. The next generation of children will suffer as teachers are struggling to cope specially in terms of what they are earning.

Simon Steptoe (UNISON) stated that in the past we have asked the employers to make common course to pay the right amount for staff, which they have not always done, so please do this. We need resources to pay staff to actually deliver the services we need.



Steve Davies, Employers Side Secretary responded that colleagues had made brilliant points, I know that from meetings with different employer groups that they are really mindful of all the points raised and making representations to government in terms of pressures on local government and the need for good settlements to help support a good pay settlement. Also because of the cost-of-living pressures it is incumbent on all of us all to make sure the offer and agreement is sorted out in good time this year, obviously depends on the nature of the employer's response but the sooner the better an agreement is made the better it will be for our staff.

Donna Spicer (GMB) stated that we all want the claim to go through quickly, but you are right it depends on the pay offer so if we want it to go quickly it needs to be a decent offer.

Cllr Adam Hug (Westminster) stated that it was a clear response from discussions in the Employers Side meeting earlier that there needs to be as much pressure possible put on the government to try and get money for the local government pot.

Mary Lancaster (UNISON) stated that she hoped we were all saying the same thing, it is important we address this. There are going to be announcements today about teachers likely getting offered 5% and support staff might get lower than this, which will be an added insult to everything. Members have to start to understand that our members are not going to just roll over. We hear what Steve has said about the need to move quickly but the employers have not yet come back to the unions with an offer.

Harry Honnor (LGA) responded that National Employers received the unions claim on 8 June, which was two months beyond the pay implementation date. The Employers then held regional consultations that concluded on 27 June. The National Employers are meeting on 25 July, and we hope that a formal response to the unions claim will emerge from this meeting. We are expecting pay review body announcements this afternoon which will inform National Employers discussions on Monday.

In terms of funding, it is not in the remit of the National Employers to lobby the government, it is for the LGA to do this so suggest that members feed their views through their political groups of the LGA. In terms of timescale, we got the claim late, but we have moved very quickly to consult and hopefully the Employers will agree a formal response next Monday then we are in unions hands to what they decide to do with the offer but none of us want a delay to the process.

Danny Hoggan (Unite) stated that 1.75% offer is the reason why it has taken so long. We have taken industrial action in Northern Ireland where we have not got the Tory laws on the threshold there and we will be trying our best to put up a bit of a fight. Also are we replicating claims in our outsourced services? No. the number of our members say they want more than a certificate after risking lives on the frontline during Covid-19 when managers were sitting safely at home.

Sonya Howard (UNISON) stated that she thinks the points have been made but it is important that we speak to our members, we just do not decide on what an offer should be. We have heard that people have had enough firstly with Covid and now with cost-of-living crisis, so it is for the Employers to come back with a decent offer, so appealing to them to come up with something decent and striking is always the last resort.

The Chair stated that he agrees with what colleague have said agreed with what colleagues have said and informed that the NJC Staff Side are meeting on Wednesday 27 July. Clearly, we

will consult our members as we see appropriate depending on what the offer is. Hopefully the Employers will receive a quick and short response on Wednesday.

**MENOPAUSE POLICIES – UPDATE – Steve Davies, Regional Employers Side Secretary**

Steve Davies, Employers Side Secretary stated that this item was a request for an update from the union side on what boroughs are doing. We received a good and positive response from boroughs, not one borough is not proactively doing something in supporting people going through the menopause in terms of guidance, support groups, menopause advocates, intranet comms, some boroughs have specific policies and others have support in place, which is really positive.

Donna Spicer (GMB) stated that it was good to hear that finally this issue is being addressed and listened to as every person going through the menopause will need support within the workplace, still sad to see the small list of usual symptoms mentioned as we need to be aware that there are almost 66 symptoms. Disappointed some councils only offering guidance as this can be misinterpreted by managers. If there is good practice out there it would be good to share and as well as UNISON, GMB has a really good menopause toolkit 'Smash the Stigma' which includes an all-staff survey which boroughs can use as well as a good model policy which was produced by an Ambulance Trust on the South Coast. Link –

<https://www.gmb.org.uk/menopause>

Cllr Alison Holt (Kingston) informed that Kingston is becoming a Bloody Good Accredited Employer and the borough is embracing, would encourage other London boroughs to go down this route. We are also committed to be a Menopause Friendly Employer, but the whole ethos behind the accreditation is not just the menopause it is about periods all throughout adult life.

Cllr Ali Zulfikar (Newham) stated that from his perspective we have a number of initiatives in place, and we are also looking at e-learning, chat groups and drop-in sessions as the key issue is making people to come forward and talk to their line manager.

Sonya Howard (UNISON) stated that obviously through there is a plethora and wealth of information out there, but it is about what information we use, we set up a policy two years ago in Kensington & Chelsea as well as running cafes, drop-ins and supplying fans and ran joint events with HR so there is a lot of work we can do to raise awareness. A lot of organisations have model policies so no excuse for not having a policy but would encourage councils to talk to their trade unions. Would be good to know what councils have implemented a policy. It is also about the quality and understanding, policies keep moving they are not dead objects, things change so they need to be revisited, they are organic, but we still need to remind managers, so training is also quite key.

Carole Williams (Hackney) stated that was important to have this update, feels like a long time ago we discussed this and also gave thanks to all who have used inclusive language today as we need to lead on this. More than happy to share what we Hackney is doing, we held extensive consultations with our equalities groups across the council and we bought a menopause motion which adds to the council. Huge amount of work going on since then and working through the commitment of the motion which I am happy to share with this with colleagues.

The Chair stated that we can all share good practice.

Jackie Lewis (UNISON) flagged up that some people going through the menopause are of a young age and that there is a tendency to think this only happens to older people. Some used the word 'end of the stigma' which is a key aspect to this, the menopause needs to be normalised as a workplace issue and staff need to understand that it is normal for people to

have some difficulties. Would also ask for an update at the point to which boroughs have actually adopted a formal policy because it is one of those issues where an employer will say we do it but do nothing at all. Staff need to know where they can get help. So would be good to know if boroughs have adopted a formal policy at a future update. If something is working well elsewhere then we can pinch ideas. We are not in competition with each other, but good employer practice helps with recruitment and retention.

Cllr Stephanie Cryan (Southwark) informed that they have adopted a formal policy in agreement with the unions. We do have to break the stigma and not sweep under the carpet, and it is important that we understand that everyone's experience of the menopause is different and can hit when you least expect it, so we need to adapt policies to be flexible. If any council has not adopted one, why have you not so please adopted one.

Steve Davies, Employers Side Secretary stated that colleagues had made some good points. Donna Spicer is right about the other union's charters on this, and we need to share in terms of sharing best practice with our London borough networks. Fully take on board the point made about sharing policies and understanding what boroughs have policies in place, but one thing I would say is that a policy is not as active as it should be so was encouraged that some boroughs did not have a policy but were actively promoting engagement with people with setting support groups, training, meetings which is far more important to me in sharing best practice. We can ask which boroughs have a formal policy, but I thought it was good to see what positive action boroughs were taking to support their staff no matter what their age.

Janet Walker (UNISON) stated that Waltham Forest adopted a guidance some time back but that it is still an issue where females work in a dense work environment run by men where there is a still a struggle, so it does need to be policy for managers. With the symptoms of the menopause and young people it plays alongside the Disability Act which is why it needs to be a policy and embedded especially for male workers.

## **LONDON COUNCILS' CONSTITUTIONAL MATTERS: To receive a cover report and attachments for noting**

- 1: Amendments to London Councils Standing Orders
- 2: Protocol for London Councils Virtual Meetings
- 3: Scheme of Delegations

Steve Davies, Employers Side Secretary informed that these do not really affect the Greater London Employment Forum or the Greater London Provincial Council, so just for noting.

## **ANY OTHER BUSINESS**

### Extreme Heat Policy - Andrea Holden (UNISON)

Andrea stated that Haringey have had a policy in place since the mid-80s around trigger temperatures and that it with the increasing extreme heat we are experiencing every year and the government seemingly not interested in doing anything I think it is about time we need to stop sitting on our hands and do something about it in terms of agreeing a legal heat working minimum.

Sonya Howard (UNISON) reinforced what Andrea has said and informed that they are looking at pan-policy as the extreme heat will be happening more and more in the future. Councils are being supportive, but it is something we need to look at in a more serious way, over 35 degrees can be extremely dangerous for people with underlying health issues. So going forward we need a more agreed approach to working in extreme heat.

Danny Hoggan (Unite) stated that most councils had done really well supporting staff but that there does need to be a common policy in place. We all need educating on this and perhaps between us can produce a piece of work.

Steve Davies, Employers Side Secretary thanked colleagues for their comments/suggestions, good points well-made and suggested that this is something to flag up for next year and promote as good practice for employers in terms of the maximum heat issue and support. Information this week from councils is that there have been different Gold meetings over the last few days, so leadership has been meeting on how they support staff and their communities.

**The meeting concluded at 1.02pm**

**DATE OF NEXT MEETING: Thursday 23 February 2022**

Group meetings: 10am Joint Meeting: 11.30am

## Greater London Employment Forum

### Tackling Racial Inequality Programme Update

Item: 3

**Report by:** Nancy Hunt      **Job title:** Policy Officer, London Councils  
**Date:** 23 February 2023  
**Contact Officer:** Nancy Hunt  
**Telephone:** 020 7934 9762      **Email** [nancy.hunt@londoncouncils.gov.uk](mailto:nancy.hunt@londoncouncils.gov.uk)

**Purpose:** To provide an update on the Tackling Racial Inequality Programme for 2022.

#### Introduction

1. The London Tackling Racial Inequality Programme was established in 2020 as a London local government response to persistent racial disparities, particularly following a series of events: the murder of George Floyd, the resurgence of the Black Lives Matter movement and the disproportionate impact of Covid-19.
2. The programme creation and subsequent development are driven by the Chief Executive's London Committee (CELC) Tackling Racial Inequality group, currently co-chaired by Stuart Love, CE Westminster, and Kim Wright, CE Lewisham.
3. Whilst there are many excellent examples across the capital of work and initiatives to support ethnically diverse communities, there was space for greater regional action and collaboration. To achieve this, the programme is set up to deliver two overarching priorities:
  - a. Support the work that individual boroughs are undertaking that responds to the needs within their communities and organisations
  - b. Work beyond our statutory duties to develop regional activity and action, where appropriate.
4. Three themes were established to deliver these priorities and help drive regional activity that adds the most value to boroughs:
  - a. Demonstrating leadership
  - b. Our role as large employers
  - c. Challenging and improving practice across services.

5. Over the last few years, the programme has built a strong foundation of 200 volunteer officers from across London local government operating through five working groups that actively link in with the broader movements of networks and partners. The working groups are chaired by local authority senior leaders and sponsored by members of CELC. The appetite of our volunteers allows for the development of ground-up initiatives, assured by senior leaders, that are collaborative and impactful.

## **Summary**

The Tackling Racial Inequality Programme provided its first update to the Greater London Employment Forum in July 2021 after it had built a strong foundation and defined structure to facilitate London-wide action enabling future phases of delivery.

This GLEF item provides an update on the Tackling Racial Inequality Programme outcomes of 2022. The programme continues to bring local authorities together to develop new and innovative products which embed race equality and anti-racist culture into government agendas. The below outcomes detail key areas of impact:

- The Anti-Racist Statement and CELC Tackling Racial Inequality Standards
- Race Equality, Language and Terminology Consultation
- Racial Trauma Guidance
- Ethnicity and Pay Data Across London Local Government
- The Tackling Racial Inequality Programme's First Event - Harnessing our Black, Asian and Multi-Ethnic Communities Talent
- Race Matters – The Tackling Racial Inequality Programme's Newsletter

## **Key outcomes and products from the programme during the last year**

### **The Anti-Racist Statement**

6. The Tackling Racial Inequality Programme considers that local authorities would benefit from adopting an anti-racist approach because the most damaging aspects of inequality and racism are embedded in society. The statement is founded on the belief that it is everyone's responsibility to proactively and continuously:
  - a. Unpack and reset beliefs, assumptions, and values.
  - b. Take action when we observe racism in beliefs, assumptions and values and the decision and actions that follow, however subtle.
  - c. Be humble and educate ourselves on what we don't know about racial inequalities rather than putting the onus on others to educate us.
7. Through adopting the Statement, local authorities are encouraged to:
  - a. Build a picture of key inequalities in their area and look at what is driving these.
  - b. Shape solutions by listening to residents, communities and frontline staff.

- c. Set expectations for leaders to take personal responsibility for what they can do now to bring about change.
- 8. Our collective commitment to achieve racial equality focuses on what London's local authorities can do together to have a positive impact on life outcomes at all stages. Through the public adoption of the Statement, local authorities can begin taking a consistent approach to driving change.

## **The Tackling Racial Inequality Standard**

- 9. The Anti-Racist Statement is underpinned by the CELC Tackling Racial Inequality Standard. The CELC Tackling Racial Inequality Standard has been designed as a self-assessment and benchmarking tool for London local authorities. It contains a descriptor of the level of practice required of local authorities to meet a minimum for exemplary standards on racial equality. It is informed by and celebrates local initiatives building a model that assesses impact and cultivates pan-London shared learning and good practice.
- 10. The standards enable local authorities to reflect on and improve their practice across seven categories: Strategic Leadership and Management, Employee Lifecycle, Data Governance, Policies and Processes, Strategies and Action Plans, Staff Networks and Community Engagement.
- 11. The aim is to nurture, support and learn from innovative initiatives and effective approaches that can be used as a model for tackling inequalities in the medium and longer-term extending the reach and impact of the programme. Consistently engaging communities across London will shape programme priorities and deliverables, ensuring it responds to what matters most and adds value to London.

## **Race Equality, Language and Terminology**

- 12. In the last couple of years, there has been wide discussion around the terminology used in race and ethnicity. Whilst previously, public policy in the UK normalised the use of the acronym 'BAME' or 'BME' to refer collectively to groups of ethnically diverse people. More recently there has been scrutiny of the collective acronym. The resurgence of the Black Lives Matter movement and the disproportionate impacts of Covid-19 on some Black and Asian and Multi-Ethnic communities have highlighted that collectivism is rarely fit for purpose. It is impossible to divorce our actions from the language we choose, and therefore, conscious language is a powerful tool for addressing injustices.
- 13. To engage meaningfully with our programme priorities, it is important to have the correct framework and language to reference Black Asian and Multi-Ethnic individuals and communities and to engage under-served communities in a language that is meaningful to them.
- 14. The programme's 'Demonstrating Leadership Working Group' set out to establish a partnership narrative around language and terminology through the lens of racial equality that advocates for the disaggregation of 'BAME', proposing that we must refer to our communities at the most granular level possible, where appropriate.

15. In contexts where collectivism is appropriate (typically data collection and analysis), the working group commissioned a survey to garner views. The results built on previous research and public sentiment which does not support the use of the acronym 'BAME or 'BME'. Overall, the respondents were not comfortable being categorised by a collective term that encompasses all backgrounds except White British. If collectivism is necessary, '**Ethnically Diverse**' and '**Black, Asian & Multi-Ethnic**' are the overall preferred terms. However, the qualitative responses of the research have allowed the programme to develop four guiding principles on language and terminology rather than prescribe particular terms:

- **Specificity**

Be as factual as possible when referring to, presenting conclusions or findings, and making recommendations for ethnically diverse groups. It is recommended to avoid vague terminology that is all-encompassing and collective terminology should never be used for convenience.

- **Context**

Only use collective terminology where necessary and be guided by the context of the situation and the content of the work reported on. If the context is not decisive, then use the preferred collective terms outlined in the report or use language interchangeably to reflect the complexity of individual and community identity.

- **Empowerment**

Recognising that language is a powerful tool, choose terminology that centres on empowerment and positivity. This allows us to challenge historical labelling that infers marginalisation and discrimination, particularly avoiding the term 'minority'.

- **Choice and transparency**

The value of choice is important for those who are typically referred to by collective terminology. The recommendation is to always engage groups and recognise their right to choose as well as the overall challenge in establishing a consensus on collective terminology. The approach to language and terminology should always be open and transparent and tailored to reflect the unique attitude of each organisation, community or individual. Therefore, the approach must recognise that within organisations groups and individuals may have different preferences. For example, staff networks may self-refer using different terminology than the organisational guidance recognises.

## **Racial Trauma**

16. During the 'Harnessing our Black, Asian and Multi-Ethnic Communities Talent' event, panellists and the audience explored the issue of racial trauma, focusing particularly on the lack of understanding and support available within our organisations.

17. Racial trauma is an issue that is often uncovered or avoided, both generally and specifically, in a workplace context. The programme has therefore developed guidance with the help of Professor Patrick Vernon OBE and borough partners.

18. This guidance seeks to provide a cursory definition of racial trauma, share and build an understanding of the experiences of racial trauma and provide suggestions around what support organisations can provide within existing structures.



19. Defining racial trauma - Racial trauma is not a tangible issue or experience that can be easily defined – it is fluid and constantly evolving; it manifests in different ways and invokes different reactions based on the individual's own experiences. To reflect this, the guidance does not seek to establish a single definition, rather it seeks to provide a degree of support to help build our understanding.
20. Racial trauma is the mental and emotional injury caused by encounters with racial and cultural bias, ethnic discrimination, racism and hate crimes. There's no universal definition of racial trauma and the term can be used as a catch-all for the effects that encountering racism and discrimination can have on how we think, feel and behave. Racial trauma is not specific to any particular ethnic group, skin colour or cultural identity and it often intersects with other aspects of identity which experience different forms of discrimination, such as gender, faith, sexuality and more. Please note that where resources reference specific groups this language is the choice of the scholar and this document intends to include all spheres of racial trauma, broadly speaking, anything that prevents an individual or a group's ability to show up as their authentic self in the workplace.
21. It is important to distinguish that racial trauma is not currently considered a mental health disorder. It is a mental injury that can occur as the result of living within a racist system and environment or experiencing events of racism. However, it must also be recognised that experiences of racism can make people more likely to develop mental health problems.
22. How can we support our Black, Asian and Multi-Ethnic colleagues - Organisations will have policies and procedures in place to ensure that the employment relationship can be managed fairly and equitably. However, we know that despite this, the experience of how these policies and processes are applied can still have a detrimental impact on Black, Asian and Multi-Ethnic staff. Points of consideration include;
23. Organisational Culture – A culturally competent organisation is crucial. We must be proactive in building our understanding of different cultures and their experiences, and establish an environment where Black, Asian and Multi-Ethnic colleagues can share narratives and, as an organisation, have an honest discussion around experiences and challenges. This should be facilitated by senior leadership.
24. Role of HR and OD Leaders – As senior leaders who are central to shaping and improving organisational culture, HR and OD Leaders are essential in embedding a positive and inclusive working environment, where Black, Asian and Multi-Ethnic colleagues can share narratives and, as an organisation, have an open and honest discussion around experiences and challenges. It is advisable to provide anti-racist and cultural competency training for senior members of staff to foster an inclusive environment where everyone can feel psychologically safe and thrive in their authenticity and progress in their careers.
25. Emotional Emancipation Circles – These are support groups (often self-help) in which Black, Asian and Multi-Ethnic colleagues work together to overcome, heal from and tackle trauma caused by structural racism. It is a model centred around; storytelling, resilience building and empowerment.

26. Use of Employee Assistance Programmes, Well-Being Champions and EDI Champions as well as staff networks are all forums and opportunities to support discussion and promote awareness of EDI issues, including racial trauma.
27. Understanding our workforce with data - By analysing data concerning recruitment, staff surveys, exit interviews, and reviewing formal complaints raised by staff, we can begin to understand the core issues impacting staff and address matters that can be complex and multi-layered.

### **Ethnicity and Pay Data Across London Local Government**

28. During 2020, the programme initiated an annual data collection exercise, in collaboration with the London borough Heads of the HR network, to capture trends across the 87,000 staff that work in London local government around ethnicity and pay. The level of granularity and detail captured in this exercise was the first of its kind for the sector and made a series of key findings. In 2021, London Councils released the first set of analytical data on ethnicity and pay as of October 2020.
29. In 2022, London Councils released their second set of analytical data on ethnicity and pay as of October 2021, and this provided a first year of comparative data.
30. In summary key findings were:
- Overall, the percentage of London local government's workforce exceeds the capital's Black, Asian and Multi-Ethnic population (45% vs 41%) suggesting an increased likelihood for people from these communities to work in local government.
  - However, there is an underrepresentation of staff from Asian/Asian British backgrounds compared to the London population, suggesting they are less likely to work in local government
  - There are more Asian staff working in Corporate Services than in other services and more Black staff working in Adults and Children's services than in other services.
  - The 2021 data shows that Black, Asian and Multi-Ethnic representation, at all but one senior grade, has increased compared to 2020. By contrast to the previous year, where the under-representation 'ceiling' started at the £40k- £50k pay band, the new 'ceiling' starts at the £50k-£60k pay band.
  - In terms of under-representation at senior grades, compared to the Black, Asian and Multi-Ethnic local government workforce, the disparity ranges from a 6.8 per cent point difference, at the lower end (grades £50k-60k) to a 27 per cent difference at its highest (£160k and above).
  - No borough has a complete workforce picture as the average percentage of "unknown" / "prefer not to say" staff is 12%. The difference across boroughs varies significantly as the lowest percentage was 1.5% and the highest was 41%.
31. The way we use, monitor and share data is pivotal to how we deliver services. As data becomes an increasingly central tool to the way local government operates, there is more that we can do to apply perspectives, ideas and practices around data to help tackle racial inequality. The principle of "no decision about me, without me" is fundamental to the

programme's approach to developing solutions. By this, we mean that the solutions to address the challenges found in the ethnicity and pay data must be driven by the voice of our workforce.

32. The Data sub-group has produced some helpful products to promote the benefits of sharing personal information and resultant data. These are summarised below:
- **Ethnicity and pay page for council websites** - best practice guidance and suggested approach to publishing data.
  - **Share not declare** - encouraging employees to share their personal data and a best practice toolkit for local authorities looking to improve their ethnicity data collection arrangements.
  - **Turning Data into Insight toolkit** - thoughts and suggested approaches for the development of recruitment diagnostic measures as well as hypotheses for root cause analysis.

### **The Tackling Racial Inequality Programme's First Event - Harnessing our Black, Asian and Multi-Ethnic Communities Talent**

33. As part of celebrating Race Equality week, on 9 February 2022, the Tackling Racial Inequality programme welcomed colleagues from across London's partnership landscape to Lambeth Assembly Hall to explore how we can better harness our Black, Asian and Multi-Ethnic communities' talent.
34. The event was split into two parts:
- During the first part, learning and development sessions led by Rosemary Campbell-Stephens MBE and David Weaver were designed for our aspiring Black, Asian and Multi-Ethnic talent.
  - The second part was a panel discussion chaired by Althea Loderick (Chief Executive, Newham Council), and featured Dr Habib Naqvi (Director, NHS Race and Health Observatory), Kim Wright (Chief Executive, Lewisham Council), Osama Rahman (Director of Analysis and Chief Scientific Adviser, Department for Education). We heard about a range of initiatives and ideas from panellists and the audience, particularly around themes of data, trauma, and action.

### **Race Matters – The Tackling Racial Inequality Programme's Newsletter**

35. Vital to any journey on race equality is providing a platform to share and amplify voices, ideas and perspectives. The programme's perspective is that to embed race equality in all we do – including our services, practices, processes and conversations – everyone must be empowered to talk about their history, experience and achievements. To help achieve this we created and continue to develop the programme's Race Matters newsletter.
36. Race Matters consists of blog contributions from senior leaders in London local government, spotlights of good practice from boroughs, multimedia contributions from borough colleagues and the sharing of events across boroughs. To date, eight issues have been produced, going to around 350 contacts, and the newsletter continues to expand its content, readership, and design. The newsletter will continue to share colleagues' voices, information and best practice

and engage with people in London local government and beyond. Our 2022 issues are summarised below:

- [Race Matters Issue 5](#) - How colleagues across boroughs celebrated Race Equality Week (held 7-13 February), including our first event as a programme.
- [Race Matters Issue 6](#) - In this edition, we included reflections two years on from the murder of George Floyd, thoughts and conversations around racialised trauma following the event we held in February, and a contribution from the Data Sub-Group around the latest findings from borough ethnicity and pay data.
- [Race Matters issue 7](#) – In this Black History Month special edition, we heard from Cllr Holland (LB Lambeth) on the importance of Black History Month in London, share the borough's local events, the work of the Leadership in Colour programme and Yvonne's Okiyo talks about the significance of Chris Kaba's death, plus much more!
- [Race Matters Issue 8](#) – In this edition, Swazi Kaur introduces herself as the Tackling Racial Inequality programme coordinator and heard from Cllr Butt (LB Brent) on the importance of Islamophobia Awareness Month in London and Shazia Hussain (Deputy CEX of LB Waltham Forest) on what Islamophobia Awareness Month means to her and the role of councils in this space.

## Greater London Employment Forum

### Apprenticeships Update – Survey October 2022

Item: 4

**Report by:** Amin Aboushagor      **Job title:** Principal Policy Officer for Skills and Culture

**Date:** 23 February 2023

**Contact Officer:** Amin Aboushagor

**Telephone:** 020 7934 9916      **Email** amin.aboushagor@londoncouncils.gov.uk

**Summary:** In October-November 2022, London Councils collected data on apprenticeships created by London boroughs during the 2021-22 financial year. Data was provided on apprenticeship starts, apprenticeship completions, progression from apprenticeships, apprenticeship levy spend and levels of apprentice pay. To supplement the primary returns, subcategories of data were also collected, including age, ethnicity, disability, and level of apprenticeship. Additional datapoints collected for the first time this year include:

- Care leavers
- Age breakdowns for gender, disability, ethnicity, and completions
- An additional “Unknown” field for the ethnicity subcategory
- Existing staff apprenticeship completions that were on L4+ apprenticeships

This year, only 29/33 (87%) London boroughs submitted returns, ending a four-year long streak of 100% borough responses to the survey.

The data submitted shows that London boroughs generated a total of 2,152 apprenticeships between April 2021 and March 2022. By contrast, in 2020/21, the same boroughs created 2,925 apprentices representing a proportional 27% decline year on year<sup>1</sup>. Boroughs directly employed 1,376 apprentices this year, almost identical to the 1,382 created in 2020/21. Continuing with the

---

<sup>1</sup> All 2020/21 comparison figures relate to the 29 boroughs who responded to the survey this year.

trend from last year, a significant majority (68%) of overall apprentice starts are existing staff members.

Apprentices aged 25+ remain the largest age group among apprenticeship starts, comprising 77% of the total apprentice start population. Directly employed 16-24 apprenticeship starts remained static year on year, constituting 23% of all new apprentices, and continuing a year-on-year decline since the introduction of the levy. Since 2017-18, the number of directly employed apprentices aged 16-18 and 19-24 has declined substantially, falling by 85% and 65% respectively. The ethnic breakdown of apprentice starts in 2021-22 was recorded as follows: White (22%), Black African/ Caribbean/ Black British (18%), Asian/ Asian British (14%), Mixed/ Multiple Ethnic Background (5%), Other Ethnic Group (2%), Unknown (22%).

The entry level for new apprentices revealed a mixed picture. Proportionately to last year, Level 2 apprenticeships decreased by 12%, Level 3 starts remained static, Level 4-5 starts decreased by 6%, and Level 6-7 apprenticeships rose by 9%<sup>2</sup>.

Data was also collected on apprenticeship completion and progression. In 2021-22 a total of 459 apprentice completions were recorded. Of the new apprentices who had reached completion, 65% went onto a job in the council. 44% of existing staff who undertook and completed apprenticeships in 2021-22 completed apprenticeships of Level 4 and above.

Regarding the types of apprenticeships created, this year's data revealed that proportionately to last year, the number of directly recruited apprentices remained static. ATA apprentice starts remained static at near zero, continuing the lack of ATA usage by boroughs for apprenticeship recruitment since the levy was introduced. School apprenticeships declined by 13%, continuing a year-on-year decline. Apprenticeships created by levy transfers, however, have halved from last year, despite boroughs making more use of their levy this year. Council supply-chain businesses created apprenticeships decreased by 40%, continuing a consistent decline since the introduction of the levy. Additionally, apprenticeships created by local businesses reduced by 74%.

Between April 2021 – March 2022, a total of £43.5m was available to London boroughs via the apprenticeship levy. £20.6m (47%) was spent, leaving £22.9m unspent (53%). While this continues a year-on-year increase in the percentage of apprenticeship levy spent by boroughs, underutilisation of a majority of levy funds remains a significant issue. However, the proportion of apprenticeship levy used has increased year-on-year between 2019 and 2022.

Hourly apprenticeship pay continues to vary considerably across London boroughs, ranging from £5.75 to £14.79, depending upon the level of study. 23/29 boroughs currently pay at least the

---

<sup>2</sup> All 2020/21 comparison figures relate to the 29 boroughs who responded to the survey this year.

London Living Wage (LLW) to their apprentices, up from 21 last year, depending also upon the level of study.<sup>3</sup>

**Recommendations:** That the group:

1. notes the emerging trends outlined in this analysis.
2. comments on additional ways to use the data.
3. considers what, if any, actions should be taken as a result of this year's data.

## **Background**

1. London Councils collects data annually from all London boroughs on their apprentices and their demographics, including figures for:
  - The number of apprentices directly employed by boroughs, specifying how many of these apprentices are newly recruited to the council, and how many are existing members of staff
  - The number of apprentices employed by maintained schools
  - The number of apprentices recruited by contractors delivering services on behalf of a borough
  - The number of apprentices placed with ATAs where boroughs pay the salary and provide the placements for but do not employ the apprentice
  - For those apprentices employed directly by the borough and within schools, we also recorded information on the age, ethnicity, level of apprenticeship, the number of apprentices who were previously not in education, employment or training (NEET), and the number who have declared a disability.
  - Data was also collected on apprenticeship completions and progression, including the destination of apprentices following completion, in addition to age breakdown. Finally, we requested that boroughs report their apprenticeship hourly pay at each level of study.
2. This year's data collection was carried out in October-November 2022. London Councils received responses from 29/33 (87%) boroughs, a decrease of four boroughs from the past four years.

---

<sup>3</sup> The 2021/22 London Living Wage is £11.05, which is used when referring to the LLW in this report. In September 2022, the LLW was increased to £11.95. Boroughs are in the process of increasing apprentice pay to the new LLW level by May 2023.

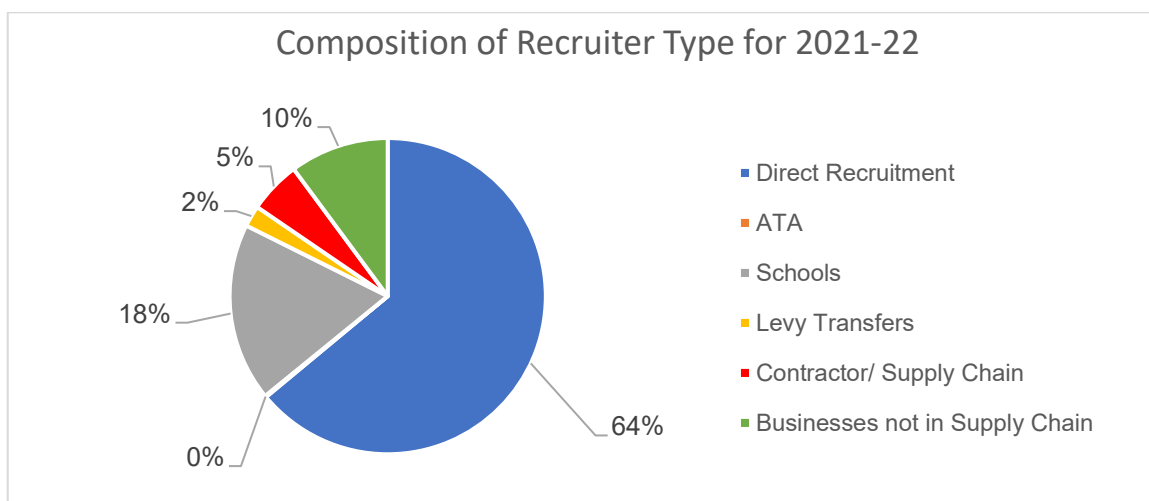
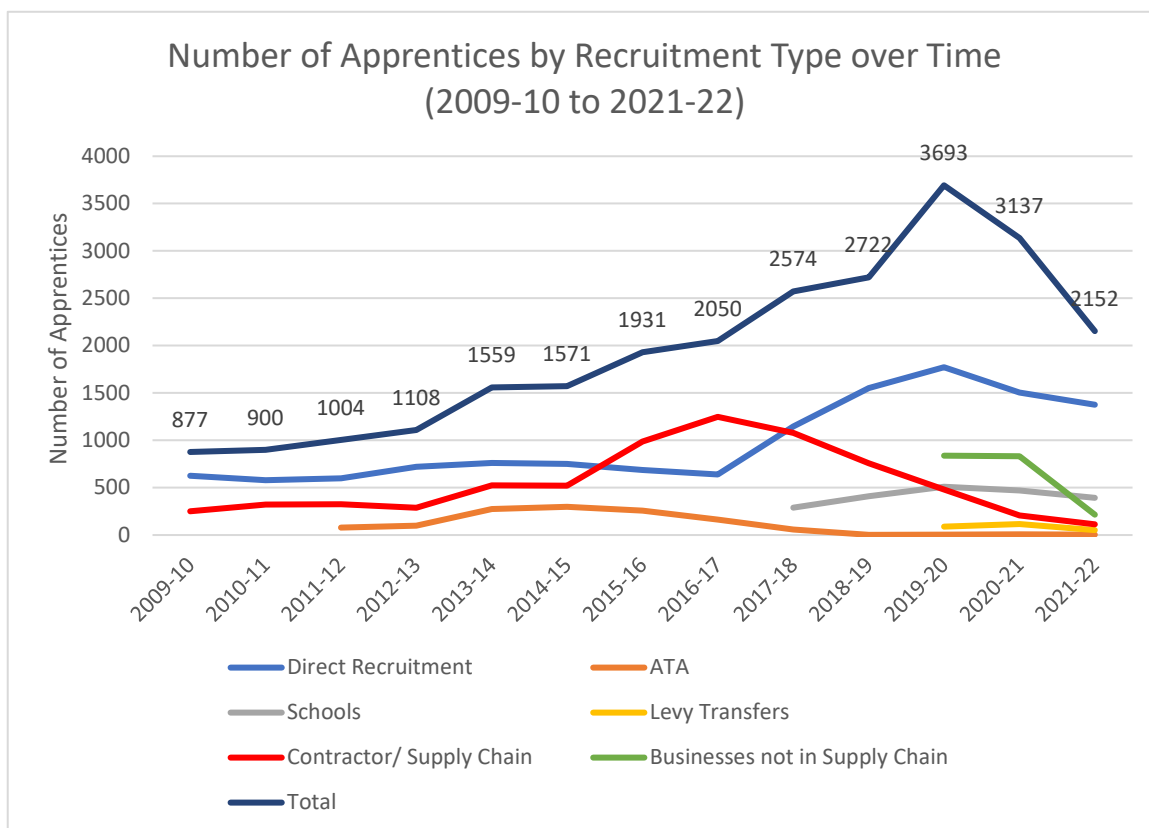
## **Trends: Apprenticeship Starts**

3. The data submitted shows that London boroughs generated a total of 2,152 apprenticeships during the 2021-22 financial year, a decline of 985 from the previous year. While the numerical drop can likely be attributable to the lower survey response rate received this year, when proportionately compared to the number of apprenticeships created in 2020-21 (i.e. data from the 29 boroughs who completed the survey in 2021-22 compared only with their data from 2020—21), the number of total apprenticeships is down is 27% down year-on-year 2020/21.
4. Regarding the types of apprenticeships created, this year's data revealed that proportionately to last year, the number of directly recruited apprentices remained static. ATA apprentice starts remained static near zero, continuing the lack of ATA usage by boroughs for apprenticeship recruitment since the levy was introduced. School apprenticeships declined by 13%, continuing a year-on-year decline. Apprenticeships created by levy transfers, however, have halved from last year, despite boroughs making more use of their levy this year. Council supply chain businesses created apprenticeships decreased by 40%, continuing a consistent decline since the introduction of the levy. Additionally, apprenticeships created by local businesses reduced by 74%<sup>4</sup>. Boroughs directly employed 1,376 apprentices in 2021-22, almost identical to the 1382 created in 2020/21. 2021-22 saw a very large decrease (74%) in the number of apprentices recruited by businesses not in the supply chain from the previous year.

---

<sup>4</sup> All 2020/21 comparison figures relate to the 29 boroughs who responded to the survey this year.

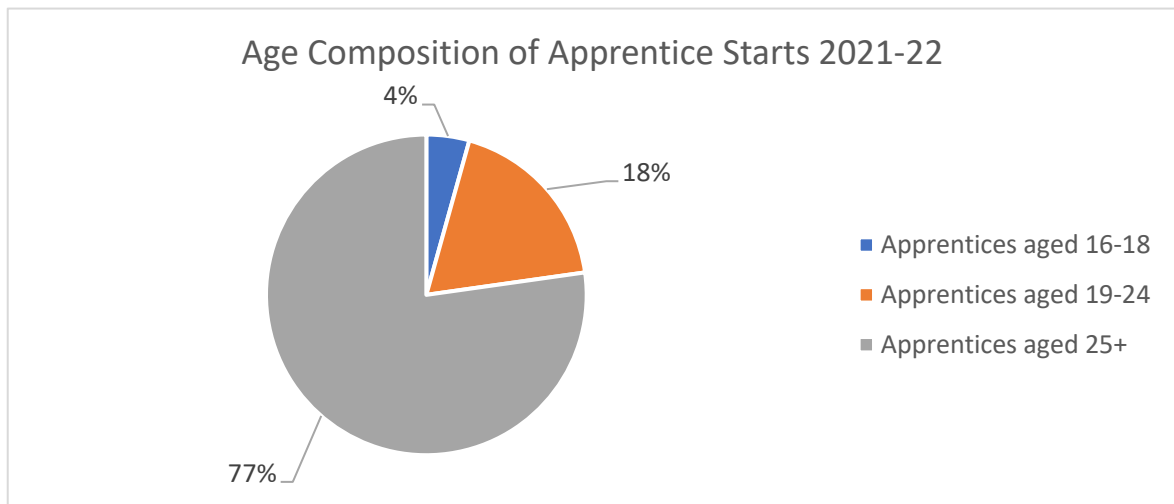




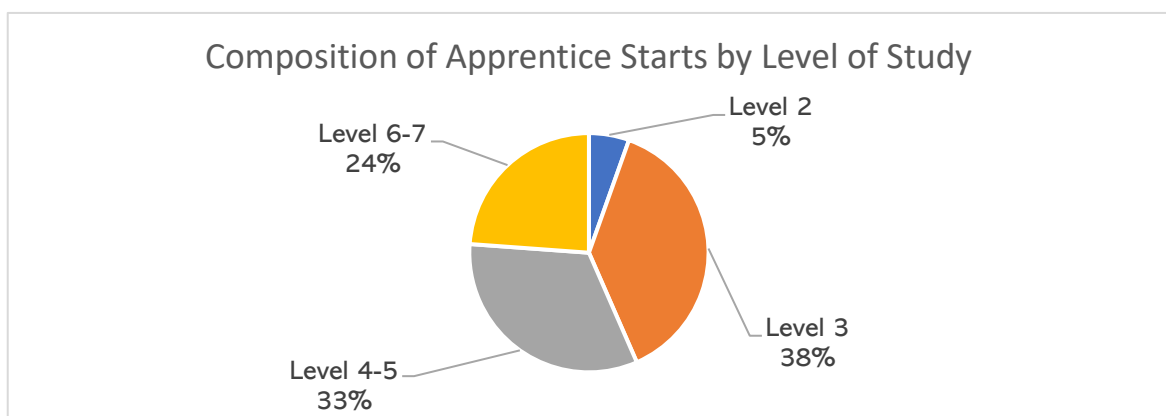
5. Boroughs directly recruit the majority of their apprentices, accounting for 64% of apprenticeship starts in the 2021-22 financial year. This is in line with previous years.
6. Boroughs provided data on the number of apprenticeship starts for new staff and existing employees in the council. This financial year, 32% of apprenticeship starts were new staff members, while 68% were existing members of staff. This composition is relatively

consistent with last year's data where the new starter/existing staff member ratio was 29% to 71% respectively.

7. Of the 1,769 apprenticeships generated within the council and in schools, age was reported in 97% of cases. The breakdown of age is illustrated below:



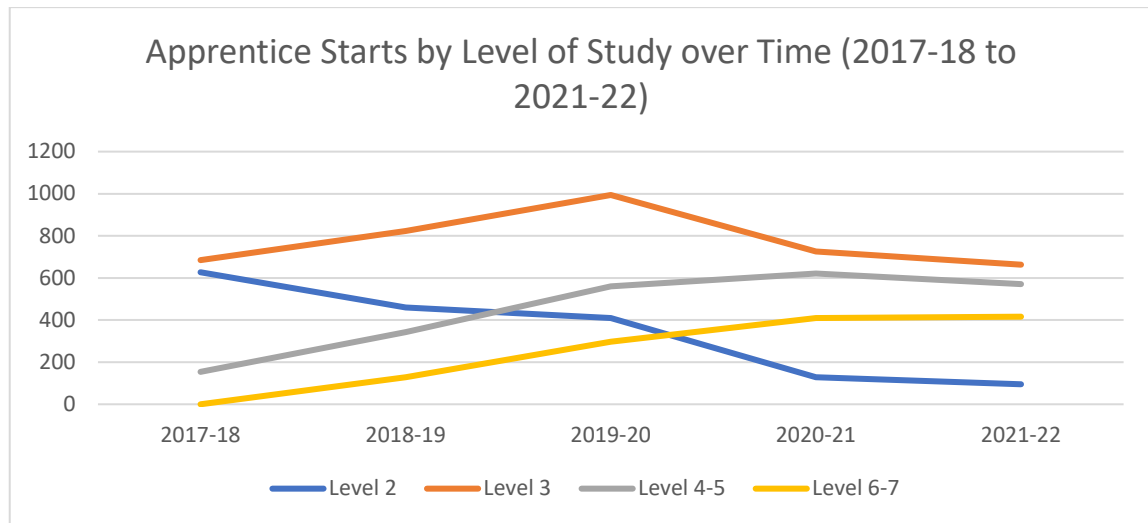
8. Similar to previous years, apprentices aged 25+ represent a significant majority of apprenticeship starts between April 2021 and March 2022. The number of 16-24 apprentices continued to decline. Since 2017-18, the number of apprentices in councils and schools aged 16-18 has fallen by 85% and those aged 19-24 by 65%.
9. The composition of the level of study among new apprentices in the council and in schools has also shifted significantly over time. In 2021-2022, 99% of the total number of apprenticeship starters provided data on level of study. The breakdown is as follows:



10. Following on from last year, Level 3 continues to be the most common standard level at which an apprentice is hired, accounting for 663 apprentices in 2021-22. Only 95

apprentices started at Level 2, representing 5% of the total number of apprentices where level of study was reported..

11. The entry level for new apprentices revealed a mixed picture. Proportionately to last year, Level 2 apprenticeships decreased by 12%, Level 3 starts remained static, Level 4-5 starts decreased by 6%, and Level 6-7 apprenticeships rose by 9%<sup>5</sup>.



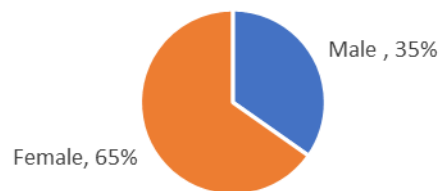
12. 84 apprentices employed directly within the council were recorded as not previously being in education, employment or training (NEET). This represents a significant increase from the previous year, where only 49 apprentices were recorded as NEET.

13. Gender data was provided for 95% of apprentices employed directly by the council or within schools. This year, there were 1,080 female (65%) apprentice starts, compared with 575 men (35%), remaining in line with last year's findings.

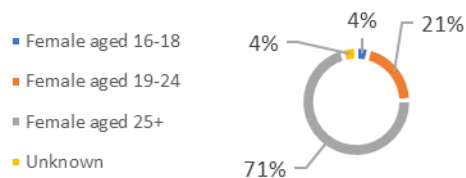
14. The age breakdown within gender data is consistent with the wider London population data on age, with women aged 25+ representing 71% of the female population, and men in the same category comprising 66% of the male population.

<sup>5</sup> All 2020/21 comparison figures relate to the 29 boroughs who responded to the survey this year.

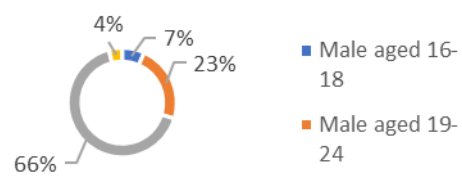
### Gender Composition of Apprentice Starts (2021-22)



### Female: Age Breakdown

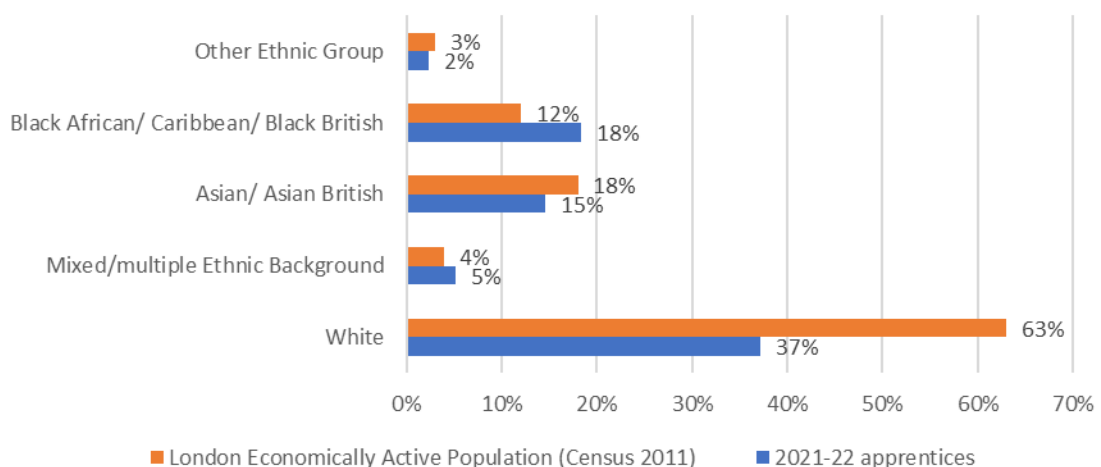


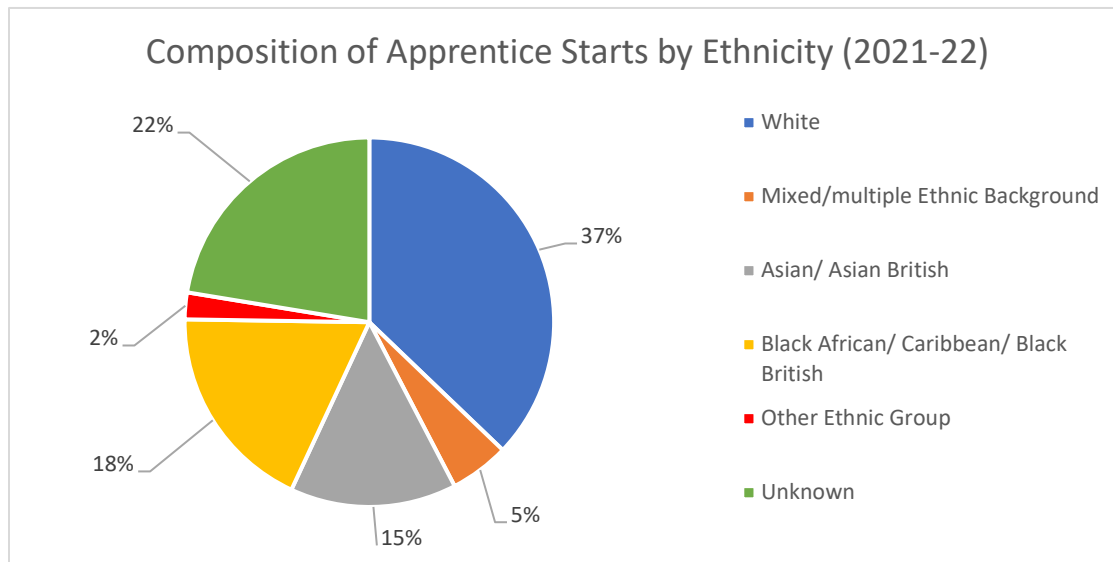
### Male: Age Breakdown



15. The proportion of apprentices classed as White, Asian/Asian British, and Other Ethnic Group is lower than the London-wide figure for the economically active population, whereas it is higher for those classed as Black African/ Caribbean/ Black British and Mixed/ Multiple Ethnic Background. The unknown figure illustrated in the data below comprises only the recorded 'unknown' figures.

### Economically Active Population vs Ethnic Make-up of 2021-22 Apprentices





16. We asked London boroughs to provide data on disability. A total of 79 apprentices declared a disability, accounting for 5% of the total number of apprentices delivered directly by boroughs and through schools. This compares to 7% of London's economically active population from the 2011 census.

17. This year, data was collected on the number of apprentices who have declared as a care leaver. There were 12 apprentices who reported to be a care leaver.

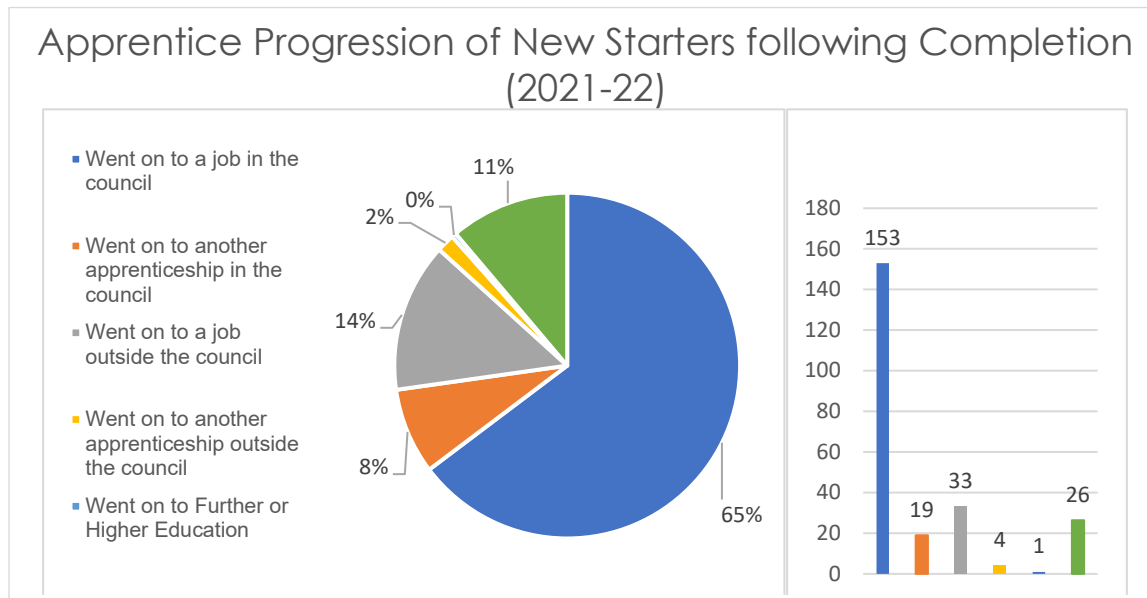
### **Trends: Apprenticeship Completion and Progression**

18. This is the second year that London Councils have collected data relating to apprenticeship completions and progression. We asked for the number of apprenticeship completions, both for new apprentices and existing staff taking apprenticeships. For those completions, we asked how many went on to a new job within the council, a job outside the council, or further/higher education. We also requested data on age.

19. Boroughs reported having 236 (50%) completions of new apprentices and 237 (50%) completions of existing staff taking apprenticeships, making a total of 473 completions. In line with last year's data, these figures are considerably lower than the number of annual starts, indicating that such data is therefore either not consistently kept on record or perhaps not easily accessible.

20. In the previous financial year, 343 completions of new apprentices and 171 completions of existing staff were recorded, indicating that apprenticeship completions declined by 8% from 2020-21 to 2021-22<sup>6</sup>.

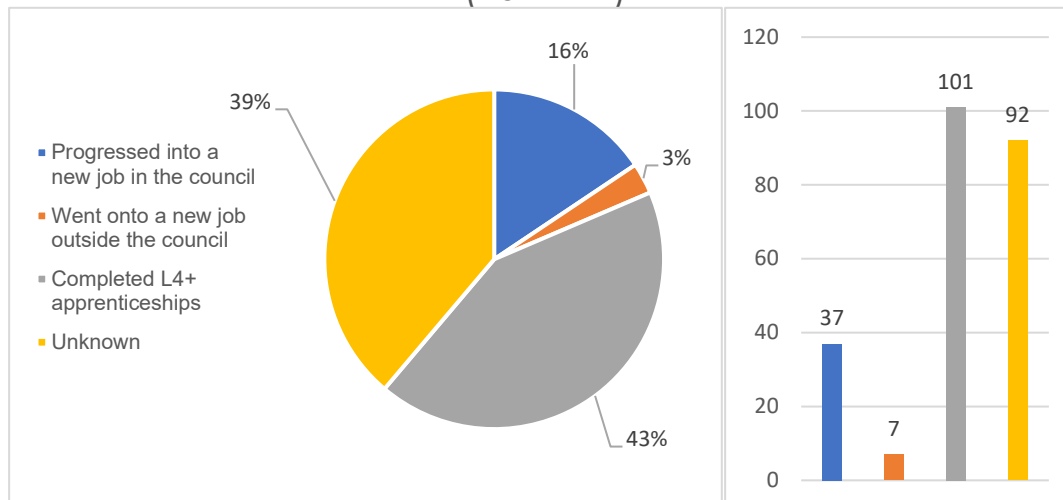
21. In 2021-22, of the 236 new apprentices who completed, 65% went onto a job in the council, representing the most common path taken by apprentices following completion. The graph below highlights alternative paths pursued following apprenticeship completion:



22. Of the 237 existing staff who completed their apprenticeship, 43% completed apprenticeships of Level 4 or above. In addition, 16% progressed into a new job in the council, while only 3% went on to a job outside the council. 39% of apprentice completions undertaken by existing staff were not accounted for in the data.

<sup>6</sup> All 2020/21 comparison figures relate to the 29 boroughs who responded to the survey this year.

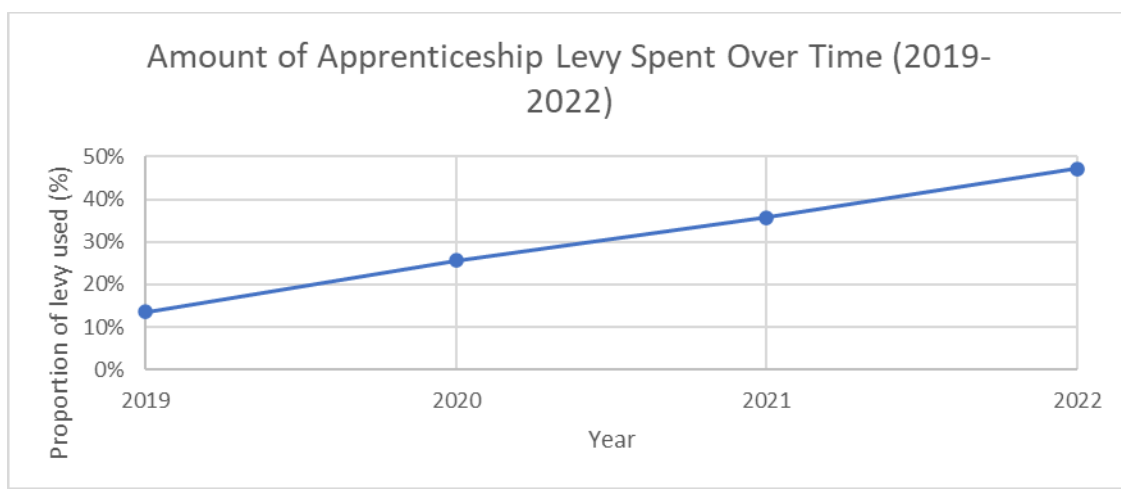
## Apprentice Progression of Existing Staff Following Completion (2021-22)



### Apprenticeship Levy

23. London Councils surveyed boroughs on their use of the apprenticeship levy between April 2021 and March 2022. This is the fourth year that we have asked about the levy. Boroughs were asked two questions regarding their use of the apprenticeship levy in the 2021-22 financial year: how much levy was available to them, and how much of the levy was spent during that same time period.

24. Between April 2021 and March 2022, a total of £44.7 million was available to London boroughs. Of this figure, £20.9 million was spent, indicating that 47% of the available apprenticeship levy was used. While this is a significant underspend of the levy, it does represent an increase on previous years. Since 2019, there has been a consistent increase in the amount of apprenticeship levy used as a proportion of the amount available, starting from just 14% in 2019, to 47% in 2022.



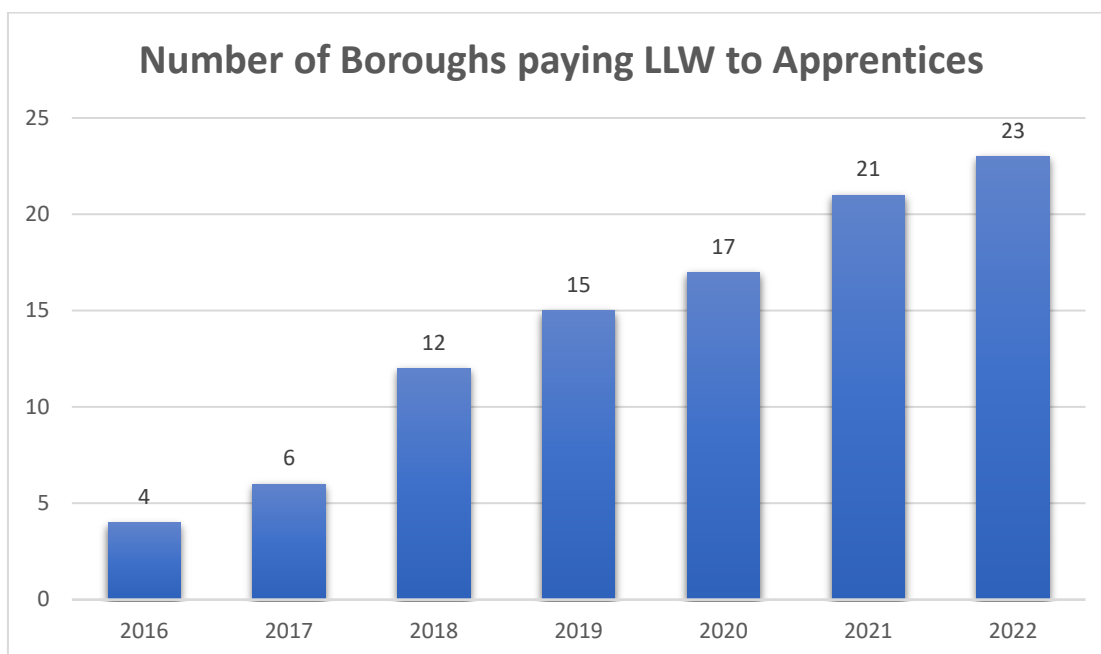
## Apprenticeship Payscale

25. London Councils asked that boroughs submit their figures for apprentice pay per hour.

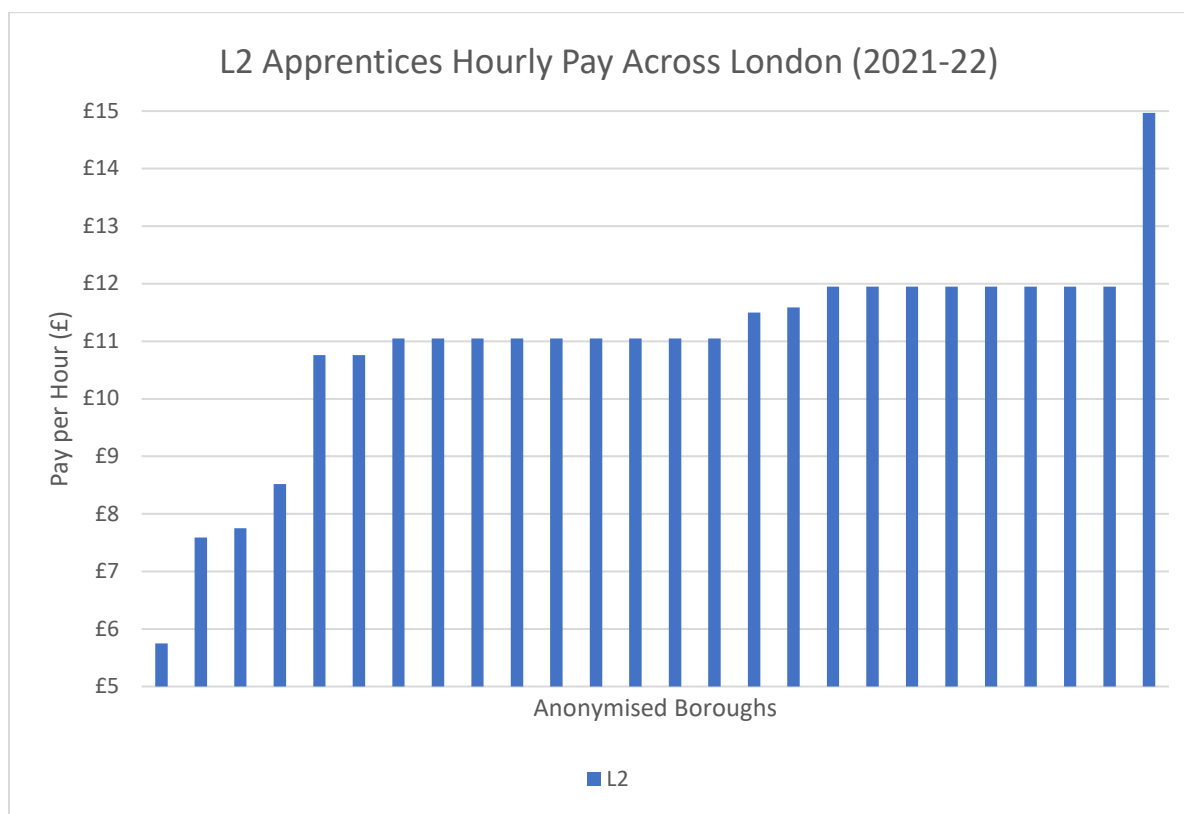
This is the seventh year that we have carried out a survey on apprenticeship pay. Where necessary, averages and/or medians have been calculated to represent a borough's average pay per hour. In 2021-22 the London Living Wage (LLW) was £11.05.<sup>7</sup> 23 boroughs paid the 2021/22 LLW, up from 21 last year.

<sup>7</sup> The 2021/22 London Living Wage is £11.05, which is used when referring to the LLW in this report. In September 2022, the LLW was increased to £11.95. Boroughs are in the process of increasing apprentice pay to the new LLW level by May 2023.

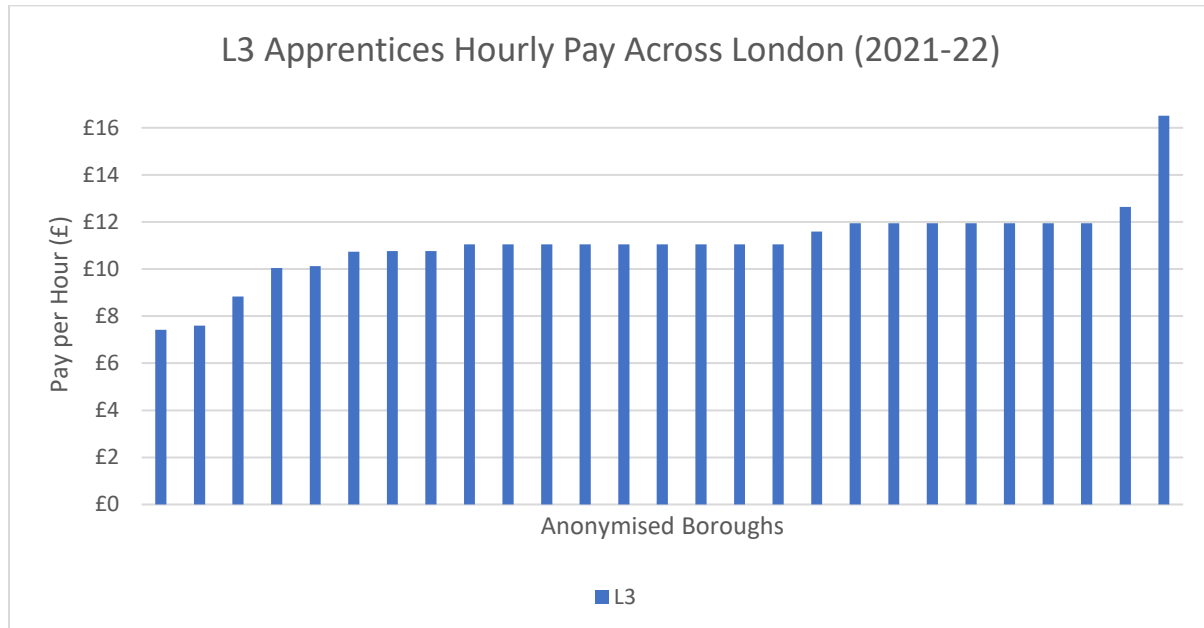




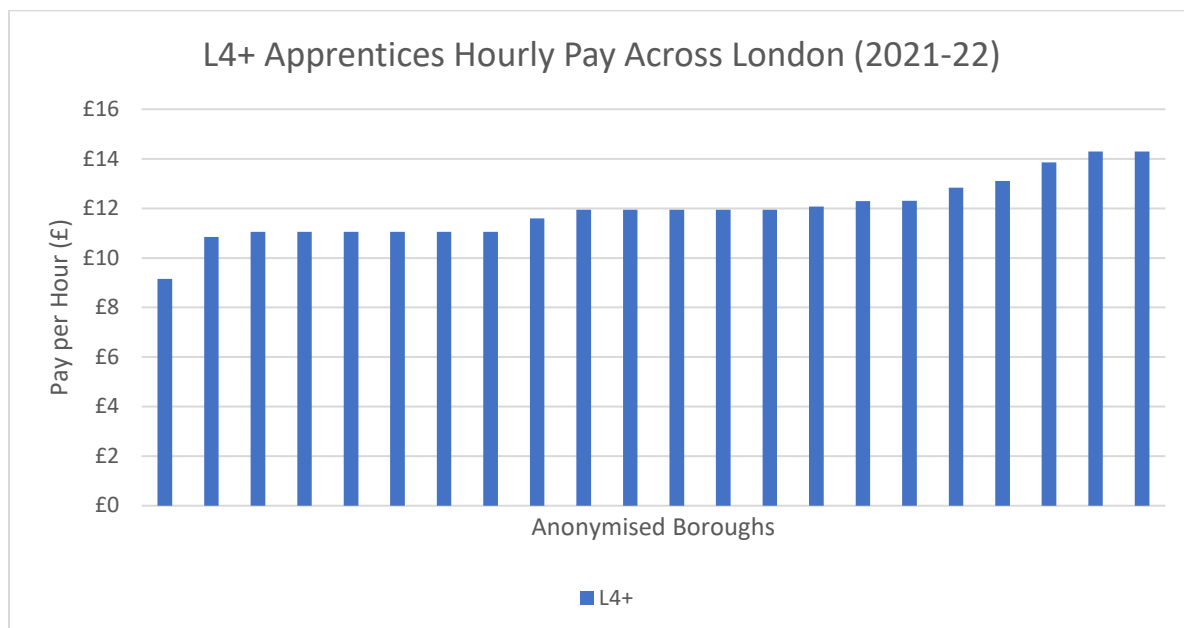
26. Apprenticeship pay continues to vary considerably across London boroughs. For Level 2 apprenticeships, the pay ranges from £5.75 - £14.97. Across the 26 boroughs who provided data on Level 2 pay, the average pay per hour is £10.93, while the median is £11.05 (2021-22 LLW).



27. For Level 3 apprenticeships, the pay across London boroughs varies from £7.42 - £16.51. 27 boroughs responded to this question, providing an average of £11.11 and a median of £11.05 (2021-22 LLW) for Level 3 apprentices.



28. For Level 4 and above, only 23 boroughs provided quantitative information on pay per hour. The average pay across all respondents was £11.90, with a median of £11.95 (2022-23 LLW). Pay ranges from £9.15 - £14.29 at these levels.



29. More detail is set out in Appendix 1. It is important to note that shortly prior to the launch of this survey, the 2022/23 LLW was announced of £11.95 ph, and boroughs that pay the LLW are in the process of increasing their rates to that level by May 2023.

## **Next steps for the data**

30. It is intended that the data will be used in the following ways:

- In a letter to borough Chief Executives to update them on trends in apprenticeships across London
- In a presentation to the Greater London Employers Forum (GLEF) meeting in 2023
- On London Councils' apprenticeship web pages
- In correspondence with government as part of London Councils' advocacy on apprenticeship policy, including the levy
- Aggregate numbers will be used to inform conversations with other organisations without a commercial interest in apprenticeships to approach joint lobbying positions on behalf of London local government
- Aggregate numbers may also be used in the media to support London Councils' public positions. Individual borough data will not be disclosed without prior permission from the borough in question, though this data would be disclosed if subject to a request under the Freedom of Information Act
- As part of London Councils' work to help boroughs increase the number of young and diverse apprenticeships

## **Points for discussion**

31. This year, only 29/33 (87%) London boroughs submitted returns, ending a four-year long streak of 100% borough responses to the survey. This has several potential consequences:

- Overall apprenticeship starts have declined much more significantly than in the past, which may create a misleading picture about borough efforts pan-London given the lack of complete data
- The quality of the data collected is affected by not having 100% of boroughs provide data returns, making it harder to develop a wholly pan-London picture of apprenticeship activity
- LC's apprenticeship survey data is frequently used as evidence when advocating for boroughs in our policy and lobbying activities, and lacking 100% borough data could undermine our credibility with potential stakeholders, making it harder for LC to influence.
- What were the challenges encountered by boroughs in completing the survey, and how can LC help address them to return to a 100% response rate?

32. The continued decline in the number of 16-24 apprenticeships since the levy was introduced serves to reinforce the need for action to correct this trend. London Councils is currently developing resources for boroughs to use to help recruit more young and diverse apprentices, which we will share shortly.

33. Other points include:

- Alongside the decline in 16-24 apprenticeships, L2-3 apprenticeships have also continued to decrease year-on-year, which may be influenced by the withdrawal of popular entry level apprenticeship standard frameworks and using levy spending on higher level apprenticeships.
- This is the third year that London Councils have asked for data on ethnicity in relation to apprentices in the council and in schools. Ethnicity data was provided by 75% of respondents, but some boroughs were able to only provide partial information. Are there any ways we can improve the collection of this data?
- Given that all borough apprenticeship recruitment types except direct recruitment have decreased year-on-year, some by significant levels, it would be interesting to hear boroughs' views on the reasons why this has happened.
- For the first time, boroughs recorded data on the number of apprentices identifying as care leavers. While the number is small (0.5%), it is positive to begin understanding the numbers of care leavers at London boroughs and care leaver apprenticeship opportunities.
- There is a large reduction in the number of apprenticeships created through the supply chain and among local businesses. Is this due to a continued decrease in monitoring this by boroughs, a reduction in overall activity in this area, or a combination of both?
- We have also seen an increase in the number of NEET apprentices after a period of decline. Is this increase due to better data recording of NEETs or is it a response to the difficult labour market conditions for young people?
- The proportion of the apprenticeship levy spent by boroughs has more than tripled to 47 percent, compared to just 14 percent three years ago. While this is a positive development, the fact that a majority of levy funds are still being unspent makes it clear that there are still challenges around maximising the use of levy funds by councils.
- 23/29 boroughs currently pay at least the 2021/22 LLW to their apprentices, depending also upon the level of study, continuing the positive progress that boroughs have made towards increasing their apprentice pay.

## Appendix 1: Apprentice Pay Levels in London Boroughs, October 2022

How much are L2 apprentices paid per hour?	How much are L3 apprentices paid per hour?	How much are L4+ apprentices paid per hour?	Additional comments
First six months: £6ph / 7+ months: NLW	first six months: NLW / 7+: LLW	LLW	The payment model is being reviewed and likely to increase rates in 2023/24
N/A	£10.13	£12.30	
LLW	LLW	LLW	
£8.52	£8.83	£9.15	These figures are derived from annual/monthly basic
LLW £11.05	LLW £11.05	LLW £11.05	L7 varies £30k
LLW	LLW	LLW	Some higher apprenticeship are paid at a higher rate subject to JD and responsibility.
£14.97	Varies from £14.97 - £18.04	Variable, currently no one in this	
LLW £11.05	LLW £11.05	Varies dependent on job evaluation outcome	
£6 per hour year 1 NMW for age year 2	£6 per hour year 1 NMW for age year 2	Dependent on grade following job evaluation	
LLW £11.05	LLW £11.05	Min of NJC Scale 4 upwards	L5+ apprenticeships are evaluated individually
LLW	LLW	Amount varies depending on the Job Evaluation	
LLW	LLW	L4 start at LLW then increase to a rate set to 80% of the evaluated Level/Zone for the role. Level 5 and above start at £12.19 then increase to a rate set to 80% of the evaluated Level/Zone for the role	
LLW £11.05	LLW £11.05	LLW £11.05	
Role is now evaluated but recent rates have been £11.50 per hour	£7.80 - £12.28 per hour	Role is evaluated - generally average at £13.85 per hour	We are looking at recruiting apprentices into roles - this means the role is evaluated and grade and rate of pay is according to evaluation. It also helps us retain them at the end of the scheme.

N/A	N/A	N/A	We have different gradings for different roles therefore, pay is set in line with gradings rather than apprenticeship level. Apprentice pay is based purely on the role being advertised aligned to the apprenticeship being offered for that role. Our apprentice banding starts at grade 3 - £23,838-£24,270.
Year 1 £5.45 / Year 2 £6.05	Year 1 £6.80 / Year 2 £7.56 / Year 3 £7.91	Level 4/5/6 £10.85 and Level 7 £13.26	
£11.95	£11.95	£12.83+	L5+ apprentices do not have an upper limit, with pay scales agreed with managers, HR, and the appropriate Service Director
LLW £11.05	LLW £11.05	Each JD gets evaluated individually.	The increase in LLW from £11.05 to £11.95 will be paid from 1 April 2023.
£10.14	£10.14	£10.14	£21,099 spot salary is paid to all apprentices at any level
LLW £11.05	LLW £11.05	LLW £11.05	
LLW £11.05	LLW £11.05	LLW £11.05	These figures refer to new starters only.
N/A	N/A	N/A	These figures are being reviewed
LLW - £11.05 (£11.95 as of 1/11/22)	LLW - £11.05 (£11.95 as of 1/11/22)	LLW - £11.05 (£11.95 as of 1/11/22)	Looking at reviewing this for those on L6 courses due to the length of study
LLW £11.05	LLW £11.05	LLW £11.05	
LLW	£12.64	£13.10	
LLW - £11.95 per hour	LLW - £11.95 per hour	LLW - £11.95 per hour	May pay higher if prior degree is required for L6 or L7 roles where duration of apprenticeship is longer
80% of London Living Wage (£9.56ph) in Year 1 and LLW in year two (£11.95ph)	Usually 80% of London Living Wage (£9.56ph) in Year 1 and LLW in year two (£11.95ph)	Usually paid Scale 5/6 if recruited as apprentices i.e £25.5k - £26.5k	
LLW £11.05	LLW £11.05	LLW £11.05	Level 6 £13.39

**Note:** Shortly prior to the launch of this survey, the 2022/23 LLW was announced of £11.95 ph, and boroughs that pay the LLW are in the process of increasing their rates to that level by May 2023. This is why there are different levels of the LLW quoted in this table

## Greater London Employment Forum

### Local Government Pay Claims 2023

Item: 5

<b>Report by:</b>	Steve Davies	<b>Job title:</b>	Head of London Regional Employers' Organisation
<b>Date:</b>	23 February 2023		
<b>Contact Officer:</b>	Steve Davies		
<b>Telephone:</b>	020 7934 9964	<b>Email</b>	<a href="mailto:Steve.davies@londoncouncils.gov.uk">Steve.davies@londoncouncils.gov.uk</a>

**Purpose:** To report on the local government pay claims for 2023.

#### 1. Summary of the pay claims

1.1 The unions submitted their pay claim for local government services staff effective from 1 April 2023 on 30 January 2023. This is as follows:

**The claim is for:**

- An increase of RPI (10.70 per cent, Nov 22 figure) + 2% on all pay points

**In addition:**

- Consideration of a flat rate increase to hourly rates of pay in order to bring the minimum rate up to £15 per hour within two years
- A review and improvement of NJC terms for family leave and pay
- A review of job evaluation outcomes for school staff whose day-to-day work includes working on Special Educational Needs (SEN)
- An additional day of annual leave for personal or well-being purposes
- A homeworking allowance for staff for whom it is a requirement to work from home
- A reduction in the working week by two hours
- A review of the pay spine, including looking at the top end, and discussions about the link between how remuneration can be used to improve retention

1.2 The Chief Officers claim is:

- RPI (10.70 per cent) + 2%
- An additional day of annual leave for all Chief Officers to be implemented from 1 April 2023
- An additional day of annual leave for personal or well-being purposes (as per NJC 2023 claim)

1.3 The Chief Executives claim is

- a pay increase of the same percentage increase to SCP43 on the NJC pay spine (or, if NJC award is a cash figure, the equivalent percentage)
- A direct link to NJC increases so that Chf Execs receive the same percentage increase as SCP43;
- A review of Chf Execs' 30-day minimum annual leave if NJC is awarded an extra day

1.4 Local Government Association officers together with National Joint Council Employer representatives are conducting pay briefings with regional employer organisations during February. In London our briefing was conducted on Monday 6 February and the unions were able to make a presentation about their claims at the start of the meeting.

1.5 The National Employers are due to meet on 23 February to consider the claims and information from the regional employer briefings.

## **2. Key points of Information in the unions claim**

2.1 The unions have helpfully summarised and outlined a number of key points in their claim for local government services staff. These are outlined below:

### **CONTEXT OF OUR CLAIM**

- Council and school workers have suffered over a decade of below average pay awards/pay freezes
- Local government workers have lost on average 25% from the value of their pay spine since 2010
- As household costs continue to rise, the value of staff pay keeps falling – with 4.6% lost from the value of local government pay in 2022 alone
- 81% of local authorities are concerned about their staffing capacity to deliver services
- 51.5% of the cost of meeting this pay claim would be recouped by the government through increased tax income for the Treasury

### **COST OF LIVING CRISIS**

- Rapid inflation is pushing up prices faster than wages
- The latest 2022 NJC pay award has been completely wiped out by rising household costs
- Local government workers are skipping meals, not running the heating or relying on foodbanks
- Council and school workers are experiencing the fastest fall in living standards since records began
- This crisis will burden local government workers with debt that will be carried with them for years

### **ECONOMIC BACKGROUND**



- In the last year, gas prices rose by 132%, electricity prices by 66%, mortgage interest payments by 26% and petrol and oil costs by 22% - over the same period NJC pay increased by (on average) 7%
- HMRC mileage rates have remained frozen since 2011 while (over the same period) petrol costs have risen by 43%
- For 11 of the last 12 years, NJC pay awards have fallen below average pay awards in both the private sector and across the whole economy.

### **COMPARING NJC PAY**

- NJC pay at the bottom end has now fall below the £10.90 UK Foundation Living Wage rate
- The new legal minimum will climb to £10.42 per hour in April 2023 – only 18p behind NJC SCP 2
- The TUC is calling on the government to set a target for a £15 per hour minimum wage ‘as soon as possible’, with all major unions supporting this call
- If this claim was met (and subsequent NJC pay awards maintained similar levels) the NJC could reach a £15 minimum by 2025 – alternatively, flat rate hourly increases could be implemented (e.g. £2.50 per hour on all spinal column points in both 2023-24 and in 2024-25)

### **RECRUITMENT AND RETENTION PRESSURES**

- 81% of councils are concerned about their capacity to deliver services due to workforce absences and their ability to recruit and retain staff
- For some roles, local authorities are even struggling to fill vacancies with agency staff
- Local government already has an ageing workforce and struggles to attract new, young staff
- With unemployment at a record low and local government pay stagnating, even some traditionally low-paid high street/retail jobs have caught up and overtaken local government pay

### **PAY-RELATED CONDITIONS OF WORK**

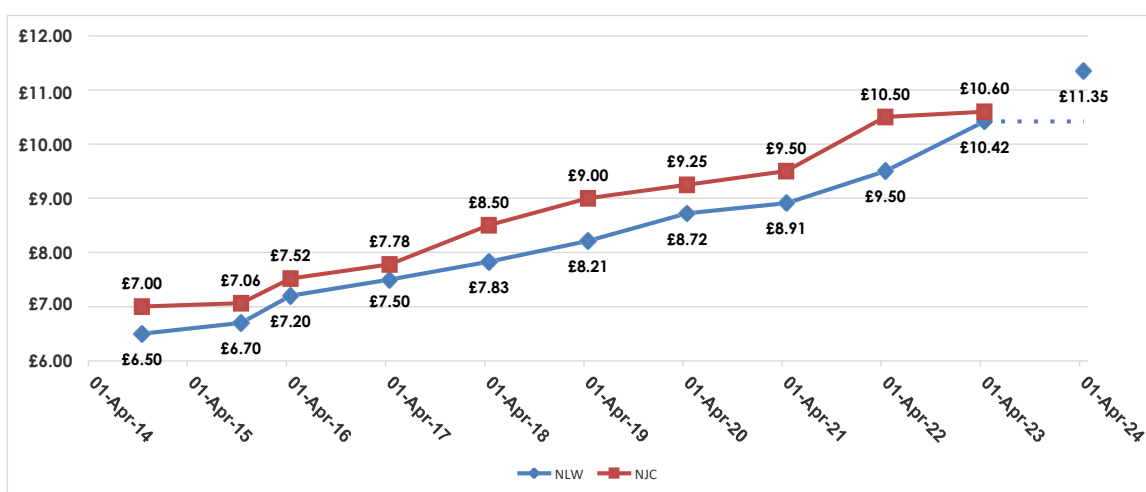
- NJC terms for family leave and pay compares unfavourably and need a major review
- Some school staff would benefit from a review of job evaluation
- An additional day of annual leave (for personal or well-being purposes) plus a two hour reduction in the working week would help to restore some work/life balance for local government workers
- A homeworking allowance would support staff for whom it is a requirement to work from home
- The NJC pay spine has already been distorted by a number of factors and is in need of a review

## **3. Important Context and Background Information about the challenges relating to the national pay award**

- 3.1 Regardless, of the current economic situation and cost of living crisis, local government employers have been grappling with the challenges and pressures created on the bottom of national pay scales by the National Living Wage (NLW). The National Living Wage is

the minimum hourly rate of pay across the country for those aged 23 years and over and calculated by the Low Pay Commission (LPC). It is not to be confused with the Real Living Wage which is calculated by the Living Wage Foundation and based on the cost of living.

- 3.2 Since its introduction in 2014, the National Living Wage (NLW) has presented a huge challenge for the National Joint Council (NJC) in managing to maintain headroom between the bottom pay points of the local government pay spine and the statutory NLW.
- 3.3 Ahead of the last General Election, the Conservative Party announced a policy of increasing the NLW from 60 per cent of national median earnings to 66 per cent by April 2024. This has formed the remit of the Low Pay Commission since and has resulted in some significant annual increases in the NLW.
- 3.4 The graph below shows the lowest rate of pay in local government has always been higher than the NLW:



- 3.5 Maintaining this headroom is a continuous struggle because of the volatility of forecasts of what the NLW rate will be and the lack of a fixed figure to work towards (until it is announced in each October / November). It is therefore very difficult for the National Employers to plan effectively for each round of pay negotiations.
- 3.6 The Chancellor in his Autumn Statement announced another significant increase in the rate from next April: an increase of 92p (9.7 per cent) to £10.42, from its current £9.50. As a result of the 2022 pay deal, the bottom rate of NJC pay on 1 April 2023 will be £10.60 per hour, thereby providing 18p headroom over the NLW (pending a decision on pay for 2023).
- 3.7 This amount of headroom appears, on the face of it, to provide some comfort with regard to the NLW. However, the Chancellor also reaffirmed government policy for the NLW to reach 66 per cent of median earnings in 2024. Newly released forecasts from the Low Pay Commission (LPC) show that this policy could result in the NLW reaching £11.35 in 2024, an increase of 93p (8.9 per cent) from its 2023 level. This is the top end of the range (£10.82 to £11.35) announced by the LPC in its latest forecasts.

- 3.8 Whilst projected increases to lower earners' pay are essentially guaranteed due to the increases to the NLW, it is also important to remember that the NLW is just one element of what will need to be considered by the National Employers in pay negotiations. Other factors such as the wider economic backdrop of inflation, cost of living, energy and fuel prices, all play a part in the thinking.

## Greater London Employment Forum

### London Pledge – children’s agency social worker arrangements update

Item: 6

**Report by:** Steve Davies      **Job title:** Head of London Regional Employers’ Organisation

**Date:** 23 February 2023

**Contact Officer:** Steve Davies

**Telephone:** 020 7934 9964      **Email** [Steve.davies@londoncouncils.gov.uk](mailto:Steve.davies@londoncouncils.gov.uk)

**Purpose:** To report on the London Pledge, which is the memorandum of understanding between London boroughs to jointly manage and control arrangements for the engagement of children’s agency social workers via temporary recruitment agencies.

#### The London Pledge

The key components of the London Pledge are:

- 32 London Boroughs signed up to a single capped rate agreement for agency workers
- Agency push and pull factor research
- 100% regional quarterly agency pay rate data collection
- Directors of Children’s Services led sub-regional multi-discipline governance
- Active engagement with agency provider market
- A developed regional statement of principles and practice for remote working

#### Update report January 2023

The London Pledge has continued to receive interest from other regions. Greater Manchester have confirmed that they will be implementing a similar agreement and Wales have confirmed the same. Where possible the London Improvement & Innovation Alliance (part of London Councils) are working with these other regions to support their implementation and the London Councils HR Metrics team have been introduced to contacts in the region to demonstrate the data collection and analysis methodology.

**Quarterly Agency Pay Rate Data Collection:** The quarterly data collection for Q3 (as at December 30) has experienced some delays in returns, but we are working with any outstanding boroughs to finalise collections.

**London Pledge Dashboard Development:** To support improved learning and development of the data collected on agency pay rates in London, LIIA’s intelligence team are currently piloting

the development of a 'London Pledge Dashboard' using Power BI that will enable improved engagement with the data, trend analysis and benchmarking on their SW agency pay rates.

**Project Team Data Collection Pilot:** The pilot collection to ascertain the number and make up of project teams across London is pending 3 LA responses, and the template has been effective and provided helpful intel to understand the make up and costings of these teams in more detail. We hope to share some learnings in the February governance meetings.

**Sub-Regional Governance Meetings:** All sub-regional meetings have now been arranged for February, each led by the appointed DCS lead.

**London Pledge Evaluation Survey** – In addition to the data collection we will be asking for boroughs to complete the quarterly evaluation survey to ensure that soft learnings are also captured in order to support effective market engagement and progress.

**National Agency Proposals:** The DfE's national agency proposals will be released with the Care Review Response. Debbie Jones, DCS Croydon has been pivotal in the national forum and together with LIIA we have provided consultation on the proposals and the supporting materials to ensure assurance of message and consideration of tone.

**Draft Statement of Principles and Practice: Remote Working** – Across November DCS and Practice Leaders collectively developed a regional statement to outline expectations of in-person social work with children in response to increasing trends and expectations around remote working, that were in some cases not conducive to the role of a child and family social worker. This has since been shared with DfE and will be circulated to other professional partners, including the MSPs and agency supply chain.