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| **Meeting Type**: Full Council | **Agenda Item:** 19 |
| **Date of Meeting:** 14th May 2025 |  |
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| **OAKHAM TOWN COUNCIL** | |
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| **Report Author:** Cllr Paul Ainsley | **Subject:** Staff Illness |
| **Title:** Additional Support Measures | |
| **Details:**  Oakham Town Council is currently experiencing a temporary reduction in staff. We understand the importance of maintaining essential services, and we are implementing measures to ensure continuity. During this period, Oakham Town Council has taken the following steps:   1. Sought assistance from Uppingham Parish Council. 2. Assign urgent tasks to Councillors where necessary. 3. Prioritised essential services to minimise disruptions to residents. 4. Engaging temporary staff/agency workers to support key administrative functions if necessary. | |
| **Proposal:**   1. Uppingham Town Council has kindly extended a limited amount of administrative support to Oakham Town Council as a goodwill gesture. This assistance is provided voluntarily and without cost, to facilitate certain administrative processes while maintaining clear governance boundaries. 2. Council approves the allocation of £1500 from General Reserves (Operational) to cover potential temporary staff/agency workers to support key administrative functions if necessary. | |

For completion by the office

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| *Budget Header:* | General Reserves (Operational). | | | | |
| *Proposed Expenditure* | *£1500* | *Initial Budget* | *£67,836* | *Unbilled Expenditure* | *Y* |
| *Budget Remaining* | *£66,336* | *Time Sensitive (Y/N)* | *Y* | *Expiry Date* | *Nov 2025* |