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| **Meeting Type**: Extraordinary Meeting of Staffing Committee | **Agenda Item: 4** |
| **Date of Meeting:** 7th 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 due to illness. 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:* Sought assistance from Uppingham Parish Council.
* Assign urgent tasks to Councillors where necessary.
* Prioritised essential services to minimise disruptions to residents.
* Engaging temporary staff/agency workers to support key administrative functions if necessary.
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| **Proposal:**1. Subject to ratification by Full Council that we engage support/admin assistance from Uppingham Town Council. The initial proposal is for 4 hours/week at a rate of £30 / hour.
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For completion by the office

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| *Budget Header:* |  |
| *Proposed Expenditure* |  | *Initial Budget* |  | *Unbilled Expenditure* |  |
| *Budget Remaining* |  | *Time Sensitive (Y/N)* |  | *Expiry Date* |  |