

**To receive the Pontoon future maintenance document and consider any actions and associated expenditure.**

**Report to:** Property Maintenance

**Date of Report:** 18.06.25

**Officer Writing the Report:** Office Manager / Assistant to the Town Clerk

**Pursuant to:** N/A

**Officers Recommendations**

To consider a future maintenance schedule for the Pontoon and assess the inclusion of associated costs within the Property Maintenance five-year repair and maintenance plan.

**Report Summary**

Following recent repair and maintenance works on the pontoon, it has been recommended that a comprehensive annual maintenance plan be implemented to ensure the long-term safety and durability of this important Town Council asset.

The attached document - **Appendix A** outlines the proposed ongoing maintenance schedule.

This includes annual maintenance, checks every 8–10 years and a two-yearly inspection inclusive of visual assessments, diver inspections and float integrity checks. The two-year inspection will also include underwater video footage to clearly document the condition of the pontoon's underside and floats.

Voyager Marine has confirmed future maintenance costs at £4,000 per annum. This will enable the Property Maintenance Sub-Committee to plan and budget confidently over the next five years. The SD team will also support ongoing upkeep and maintenance, working from the same planned maintenance schedules, which will help reduce overall costs to Saltash Town Council.

## **How Does This Meet the Business Plan?**

Strategic Priority 1 – Boosting Jobs and Economic Prosperity

The Property Maintenance sub committee aim to continue to manage the repair and maintenance programs for Town Council properties, assessing the need for further investments and improvements as necessary or when required.

And aim to support the promotion of Saltash as a vibrant and welcoming visitor destination by reviewing public amenities and identifying opportunities for investment and enhancement.

## **Quotes Provided**

Due to the specialised nature of the works and services required, a suitable alternative local company has not yet been identified to provide a quotation.

## **Budgets**

**Budget Availability:** £9,052.00

**Budget Codes:** 6584 SE EMF Pontoon Maintenance Costs

**Committed Spend:** £0

## **Lessons Learned**

The Town Council has not previously implemented a comprehensive annual maintenance schedule for the pontoon.

Following damage caused by Storm Darragh, insurers advised that the severity of the impact could have been reduced had a comprehensive maintenance plan been in place.

This highlights the importance of learning from past experience and suggests that establishing a formal maintenance schedule would be beneficial in safeguarding this valuable asset.

## **Signature of Officer:**

Office Manager / Assistant to the Town Clerk