

APPENDIX A

To consider Risk Management Reports as may be received – Jubilee Pontoon

Report to: Services Committee

Date of Report: 12.02.25

Officer Writing the Report: Town Clerk

Officers Recommendations

URGENT Health and Safety Matter

Following a site visit held on 12.02.25, Members are asked to appoint a contractor to remove the pontoon from the water to be taken to a boat yard for phase 1 maintenance and assessment work to be undertaken. The gangway would then be lifted and secured to the two pylons sited either side.

The Service Delivery department is met with daily challenges by people mooring their boats to the pontoon creating additional pressure to the already damaged structure.

Should Members not support this health and safety recommendation there is a high possibility that with further strong tides the pontoon could be swept down the Tamar causing other damage and risk to life.

It is essential that the Town Clerks recommendation is approved, and funds recommended to Full Council, removing the pontoon from the water asap to protect the Town Council.

See attached **Appendix A and B** – Quotes.

The Town Clerk has sole delegated authority to exercise overall responsibility for Health and safety (**Standing Orders Section C 1.1**)

No expenditure may be authorised that will exceed the budget for that type of expenditure other than by resolution of the Town Council or a duly delegated committee acting within its Terms of Reference, except in an emergency. In cases of serious risk to the delivery of Town Council services or to public safety on Town Council premises, the Town Clerk may authorise expenditure of up to £2,000 excluding VAT

on repair, replacement or other work that in their judgement is necessary, whether or not there is any budget for such expenditure. The Town Clerk/RFO shall report such action to the Chairman as soon as possible and to the Town Council as soon as practicable thereafter **(Financial Regs Section 5.17)**.

All aspects of health and safety that fall within the remit of the committee **(Terms of Reference point 5)**

Report Summary

Please refer to the main pontoon condition report under agenda item 9 for further details.

Attached are two specialist quotes for Members consideration this evening. The cost comes under the procurement threshold.

By undertaking phase 1 work Saltash Town Council will be investing public money therefore a strong commitment is given to fully repair the pontoon. We hope that the insurers will agree that various maintenance work over the years is compliant with the insurance policy and the Town Council can reclaim the associated cost.

Budgets

Budget Availability: £9,733

Budget Codes: 6584 EMF Pontoon Maintenance Costs

Committed Spend: None. No budget has been set for 2025-26

The above budget availability is not sufficient to cover the works required.

The associated cost to remove the pontoon to a boat yard for phase 1 maintenance and assessment work will need to be allocated to General Reserves (unforeseen event and circumstances).

Ratification of appointment and associated spend to take place at the March Full Town Council meeting.

Signature of Officer:

Town Clerk