

**Western Gateway Sub-national Transport Body**

**Board Meeting**

**Paper G**

Date **25th March 2025**

Title of report: **Financial Update Report**

Purpose of report: **To provide an update on the budget position for Western Gateway Sub-National Transport Body.**

**Recommendations:**

The members of the Partnership Board are recommended to:

- I. To note the current financial position on the report till date

**1. Introduction**

- 1.1 This report contains an update on finances. The paper provides an update on the budget for the Western Gateway. The board is asked to note the financial position to end of January, as summarised below.

**2. Budget Update**

- 2.1 Table 1 sets out the summary of the spend position to end of January against the revised agreed budget 2024/25.
- 2.2 The main elements of expenditure to date relate to delivering the technical programme, including development of the Strategic Investment Plan, delivery of the Regional Centre of Excellence, Coach workstreams, progressing all other work packages and staffing costs. Actual expenditure to date is just above £540k which is split between staffing costs incorporating comms and the technical programme. The committed spend on staffing including comms and the technical programme (excluding accruals) is approximately £363k.
- 2.3 Expenditures for the technical work program are expected to increase significantly due to the technical call-off contract, with costs rising through the end of the Financial Year and into early next year. The majority of the technical work is scheduled for completion by the end of March, while a few work packages are expected to be finalized by late April or May. Current

forecasts indicate that just over £500k will likely be spent on the technical program for this Financial Year.

- 2.4 At the end of January 2025, we estimate a carry forward/contingency of £92,324 for 2024/25. This is expected to decrease by the end of the Financial Year due to some reconciliations ongoing.
- 2.5 Spend for the technical programme does not track equitably across the Financial Year, as invoices are paid on completion of work. Our aim is to execute the technical programme effectively within the current Financial Year by utilizing allocated budget resources optimally, thereby minimizing any carry-over into the next Financial Year. At the same time, we remain committed to driving efficiencies throughout the implementation of our work programme to ensure we deliver maximum value. The forecast will be reviewed regularly and if we forecast an underspend against any budget line and needs reprofiling to cover other budget lines, we will bring a recommendation to the Senior Officers Group and/or Programme Management Group for approval of reallocation. This will be reported to the partnership board members at the next partnership board meeting.

### 3. End of Year Forecast

- 3.1 Based on the total estimated carry forward of £92,324, the projected year-end expenditure stands at £903,676, representing a variance of £92,324 against the approved budget of £996,000.

#### Table 1 – Summary of the WG budget till date

The budget report is summarised as follows:

Local Authority contribution	£180,000
DfT Grant Funding	£816,000
<b>Total Funding</b>	<b>£996,000</b>
<b>Expenditure (including committed spend)</b>	
Staffing (including seconded staff and comms costs)	£357,360
Technical programme	£546,316
<b>Total Spend YTD</b>	<b>£903,676</b>
Carry forward/contingency	£92,324
<b>Total Budget</b>	<b>£996,000</b>

### 4. Consultation, communication and engagement

- 3.1 This update has been discussed by the Programme Management Team and approved by the Senior Officer Group.

**5. Equalities Implications**

4.1 No adverse impact on any protected groups.

**6. Legal considerations**

5.1 The Western Gateway STB remains an informal non-statutory partnership.

**7. Financial considerations**

6.1 The budget considerations are set out in this report.

**8. Conclusion**

7.1 The Board is recommended to note the financial position till date.

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