

Western Gateway Sub-national Transport Body

Board Meeting

Paper F

Date **17th September 2025**

Title of report: **Financial Update Report**

Purpose of report: **To provide an update on finance of Western Gateway Sub-National Transport Body.**

Recommendations:

The members of the Partnership Board are recommended to:

- I. To note the current financial position as set out in this report.

1. Introduction

- 1.1 This report contains an update on finances. The paper provides an update on the finance of the Western Gateway. The board is asked to note the financial position at the end of August 2025, as summarised below.

2. Budget Update

- 2.1 Table 1 sets out the summary of the spend position to the end of August 2025 against the revised agreed budget 2025/26.
- 2.2 Table 2 sets out the summary of the forecast expenditure. The table includes contingency budget of just over £150k to ensure that the Western Gateway is in a position to meet its liabilities and for general contingency for staff/technical programme risks.
- 2.2 The main elements of expenditure to date relate to delivering the technical programme, including development of the Spatial and transport planning tool, delivery of the Rail Freight feasibility study, progressing all other work packages and staffing costs. Expenditure to dates is just under £300k which is split between staffing costs and some of the technical programme. The committed spend on the technical programme (excluding accruals) is approximately £310k.
- 2.3 The staffing costs are consistent with expectations, although this will be revised in the next reporting period following the in-year cost increases, such as increases to pension costs, or employer national insurance. Expenditure

will be reallocated from the Technical Programme to support the increase in the Programme Management budget line.

- 2.4 Spend for the technical programme does not track equitably across the Financial Year, as invoices are paid on completion of key milestones. 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 (in between quarterly board meetings) and/or Programme Management Group (in between Senior Officers Group meeting) for approval of reallocation. This will be reported to the partnership board members at the next partnership board meeting.
- 2.5 The budget also makes provision for engagement activities including events and annual website maintenance subscription as part of the operational costs. Committed spend to date on this budget lines are just over £8k.
- 2.6 The budget will continue to be reviewed and updated with any changes as the year progresses to reflect changes such as reallocations of funds between projects and cost increases. Changes will be reported to the Board.

Table 1 – Summary of the WG budget as of the end of August 2025

The budget report is summarised as follows:

Local Authority contribution	£180,000
DfT Grant Funding	£816,000
Total Funding	£996,000
Expenditure (excluding committed spend)	
Staffing (including overhead costs)	£209,418
Technical programme	£83,132
Total - Actual YTD Spend	£292,550

Table 2 – Summary of Forecast Expenditure 2025/26

Forecast expenditure is as follows:

Programme Management (including staffing and engagement activities)	£521,695
Technical Programme	£310,000
Contingency/Remaining balance	£164,305

Total	£996,000
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3. Consultation, communication and engagement

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

4. Equalities Implications

- 4.1 No adverse impact on any protected groups.

5. Legal considerations

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

6. Financial considerations

- 6.1 The budget considerations are set out in this report.

7. Conclusion

- 7.1 The Board is recommended to note the financial position at the end of August 2025.

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