

Western Gateway Sub-national Transport Body

Board Meeting

Paper C

Date **25 February 2026**

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 to the end of Quarter 3 2025/26.

1. Introduction

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

2. Summary of our Financial Position budget for 2025/26

- 2.1 Table 1 sets out the summary of the spend position to the end of Quarter 3 against the revised agreed budget 2025/26. In the nine months from April to the end of December, WG spent £628,274.17.
- 2.2 This aligns with our expectations at the start of the year. As we only pay for work upon completion, expenditure on the technical programme will increase as the financial year progresses.
- 2.3 Table 2 sets out the summary of the forecast expenditure to the end of the year as £782,915.01. The table includes contingency budget of just over £150,000 to ensure that the Western Gateway is in a position to meet its liabilities and for general contingency for staff/technical programme risks.

3. Staffing Budget

- 3.1 Staffing costs are broadly in line with expectations, although adjustments will be reflected in the next reporting period due to staff departures. Our forecast expenditure for staffing and engagement to the end of the year is £545,827.13 including overhead charges. Any underspends arising from staff departures

within the staffing budget line will be automatically reflected in the overall underspend for the financial year.

4. Technical Programme Budget

- 4.1 The main elements of expenditure to date relating to delivering the technical programme, includes development of the Spatial and transport planning tool, delivery of the Rail Freight feasibility study, delivery of the Westbury Platform Zero work, Rural Mobility pilot projects and progressing all other work packages.
- 4.2 The actual expenditure to date is just under £200,000 as most of the work is being done in house by WG officers. Our forecast expenditure to the end of the year (excluding accruals) is £231,711.88.
- 4.3 Spend for the technical programme does not track equitably across the Financial Year, as invoices are paid on completion of key milestones. 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) or Programme Management Group (in between Senior Officers Group meeting) for approval of reallocation. This will be reported to the Board members at the next Board meeting.
- 4.4 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 line is approximately £8k.
- 4.5 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 December 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)	£459,488.49
Technical programme	£168,785.68
Total - Actual YTD Spend	£628,274.17

Table 2 – Summary of Forecast Expenditure 2025/26

Forecast expenditure is as follows:

Programme Management (including staffing and engagement activities)	£551,203.13
Technical Programme	£231,711.88
Contingency/Remaining balance	£213,084.99
Total	£996,000

5 Consultation, communication and engagement

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

6 Equalities Implications

- 6.1 No adverse impact on any protected groups

7 Financial considerations

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

8 Conclusion

- 8.1 The Board is recommended to note the financial position at the end of December 2025.

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