

Report to: Partnership Board –Transport for the South East

Date of meeting: 13 May 2024

By: Chief Officer, Transport for the South East

Title of report: Business Plan 2025/26

Purpose of report: To outline and agree the plan for the completion of the Business Plan 2025/26

RECOMMENDATION:

The members of the Partnership Board are recommended to:

- (1) Agree to hold an additional Board meeting early December 2024 to ensure approval of the Business Plan for 2025/26
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1. Introduction

1.1 Transport for the South East (TfSE) are required to publish a forward-looking business plan at the start of the new financial year and for formal submission to the Department for Transport (DfT) to secure our grant funding.

1.2 In December 2023 we received guidance for producing our Business Plan for 2024/25, with a deadline to submit the Business Plan to DfT by the end of December. Due to the tight deadline, it was not possible to engage with the Partnership Board, until after we had created a draft Business Plan.

1.3 The feedback from Partnership Board was to engage with them and Senior Officers Group earlier in producing the Business Plan for the next Financial Year (2025/26) and to follow a co-design approach.

2. Business Plan 2025/26

2.1 The proposal for the 2025/26 Business Plan will be that we will begin developing the business plan earlier, even if we have not received the DfT guidance:

- Monday 22 July 2023 – Begin engagement of the Business Plan
- Monday 21 October 2023 – Draft Business Plan to be shared with Board members

2.2 We expect to receive guidance from DfT by December, which may be different from last year's guidance, especially if it is produced following a general election.

2.3 We will then need to revise the 2025/26 to take this guidance into account. Therefore, we recommend scheduling an additional Partnership Board meeting in for early December to allow the Board to sign off the final Business Plan and formally submit to the DfT.

2.4 As per the Audit and Governance Committee Terms of Reference early engagement during their July and October meetings for the Business Plan to be reviewed will also take place. An additional Committee meeting will also be scheduled for early December to sign off the Business Plan before recommendation to the Partnership Board.

3. Conclusions and recommendations

3.1 The Partnership Board is recommended to agree the recommendation for an additional December Board meeting and Audit and Governance Committee to be held to formally sign off the Business Plan before submission to the DfT.

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Chief Officer

Transport for the South East

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