

**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:** Annual Report 2023/24

**Purpose of report:** To agree to publish the Annual Report 2023/24 on the Transport for the South East website.

***RECOMMENDATION:***

**The members of the Partnership Board are recommended to sign off the Annual Report 2023/24 and agree to publish it on the Transport for the South East website.**

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**1. Introduction**

1.1 In line with previous years, it is intended that Transport for the South East (TfSE) will publish a retrospective annual report at the start of the new financial year.

1.2 The Partnership Board must agree this annual report, before it can be published on our website.

**2 Annual Report**

2.1 The Annual Report provides clarity around TfSE's structure, role, vision and purpose alongside a summary of achievements, as well as information on governance structures, finances and the team. Successes will be measured against the objectives set out in last year's business plan.

2.2 TfSE's Audit and Governance Committee have fed into the development of the Annual Report. Audit and Governance Committee approved the final draft and recommended that it was presented to Partnership Board.

2.3 The Annual Report for 2023/24 can be reviewed in appendix 1. Partnership Board are to review the draft and note if there should be anything else included.

2.4 In previous years, the Annual Report was appended to the finance report at the April Partnership Board meeting alongside the Business Plan. However, the Department for Transport (DfT) set an earlier deadline for business plan submission, which is why we have brought it as a standalone item.

2.5 For the first time this year, at the request of the Audit and Governance Committee, the Annual Report includes details of how much transport funding the South East received. We will aim to capture this metric for each financial year going forward.

2.6 In annual reports in future years, we will also report on the success of the Centre of Excellence in meeting its Key Performance Indicators, following its launch in June 2024.

2.7 Our draft figures for FY23/24 are set out in the 'Finances' section. The annual report will be updated with final funding figures, as soon as the figures have been confirmed.

### **3 Conclusions and recommendations**

3.1 The Partnership Board is recommended to sign off the Annual Report 2023/24 and agree to publish it on the Transport for the South East website.

**RUPERT CLUBB**

**Chief Officer**

**Transport for the South East**

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# ANNUAL REPORT

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# CHAIR'S WELCOME

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## COUNCILLOR KEITH GLAZIER, CHAIR TFSE

2023/24 was a year marked by numerous economic, social, and political challenges. Individuals, households, and businesses have faced increased day to day costs due to inflation, which thankfully appears to be falling.

Though this backdrop might appear bleak, I highlight it to show I understand how difficult it has been for many. It also begs the question why investment in transport over the last 12 months should remain a priority at a time when some might understandably question its necessity.

I believe a key way to continue to reduce inflation, invest in world class public services, and lower taxes, is by growing and levelling up the economy. Transport is key to this, which is why it is imperative that Transport for the South East (TfSE) has continued to provide a single voice to government, making the case for investment in our region.

Last September, nearly two hundred people attended our Connecting the South East annual conference at the Amex Stadium in Falmer, Brighton & Hove. Colleagues from across the transport sector, local authorities and business groups came together to hear about our work and the investment our region needs.

The event began with a keynote speech from Richard Holden MP, who was then a minister in the Department for Transport (DfT). He outlined how vital a flourishing south east is to the national economy and why the best way to continue to make the case to government for investment is through TfSE speaking with one voice.

# CHAIR'S WELCOME

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## COUNCILLOR KEITH GLAZIER, CHAIR, TFSE

Listening to him endorse our work crystalised to me why the implementation of our Strategic Investment Plan (SIP) matters and why it is so important to get it right. The last year has seen us make steady progress on delivering the SIP, working with our partners to deliver improvements for the region.

I am proud of what we have achieved so far. The strength of our partnership means we are well placed to navigate the changing economic, social and environmental circumstances over the coming years. Our need to travel is ever present and expectations around the quality of those journeys are often at the top of the agenda for our communities. Despite an uncertain financial outlook we need to prepare our plans to support our delivery partners, particularly in local authorities, who remain supportive and understanding of the vital work that we do. I would like to thank you for all your engagement and assistance over the last twelve months. Together we are making a real difference.



Councillor Keith Glazier

# CHIEF OFFICER'S FOREWORD

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RUPERT CLUBB, CHIEF OFFICER, TFSE

TfSE continues to develop its capability to support our local transport authorities in responding to some of the challenges that our region and country faces. We know that good quality, reliable transport links are vital to ensure the south east can prosper and play its part in supporting the nation's economic ambitions.

Over the last year, the DfT has asked TfSE to take on a broader role, and actively support our partners, at a time where they are facing significant funding pressures. We have done this through our local authority capability workstream, providing local authorities bespoke support in areas like strategic optioneering and carbon reduction. We will take this to the next level with the launch of our Centre of Excellence in June 2024. The Centre of Excellence will support our local authorities in every area of transport, from data and modelling to developing local transport plans. This is in addition to the scheme development funding that TfSE will continue to provide.

I am proud of the technical programme that underpins our SIP. This evidence-backed plan demonstrates how vital local knowledge is when it comes to improving the transport network in our region. Local people who are working with local partners to develop and help deliver interventions that will improve the quality of life and the transport experience for hundreds of thousands of people.

# CHIEF OFFICER'S FOREWORD

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RUPERT CLUBB, CHIEF OFFICER, TFSE

In this report you will read in more detail about the difference we have made last year across all our work areas. But for me, the one key factor that underpins all our work is people. Dedicated and knowledgeable TfSE staff working together with partners and stakeholders to achieve the same goal – a transport system that protects the environment and is efficient, reliable, and affordable.

The next twelve months will be challenging, but I am confident we have the right team and leadership in place to work with our partners to deliver for those that live and work in the south east. I look forward to continuing to work with you.



Rupert Clubb



# ABOUT US

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TfSE is a productive and valued partnership for our region. We bring together local authorities, business groups, transport providers and others to determine the south east's strategic transport needs.

We represent West Berkshire, Reading, Slough, Wokingham, Bracknell Forest, Windsor and Maidenhead, Kent, Medway, Hampshire, Southampton, Portsmouth, the Isle of Wight, Surrey, East Sussex, West Sussex and Brighton and Hove.

Our region is nationally and internationally highly significant. It is served by the country's two biggest airports. Our transport network includes many of the country's busiest motorways, along with crucial railway links to London, the rest of Britain and mainland Europe. We are also home to some of the country's biggest and busiest seaports, all of which makes the south east the nation's key international gateway for people and goods. It is of worldwide importance.

Aside from the economic success and global status of the south east, we house world-leading universities and research institutes, diverse towns and cities and stunning coasts and countryside. It is a great place to live, work, study, visit and do business. The south east has a growing population of over 8.3m residents and is the base for around 350k businesses.

By 2050, the south east will be the world's leading region for sustainable economic growth. Our mission is to provide a cleaner, safer, seamless transport system to better connect our lives and our businesses, while protecting the environment. This will mean more jobs, greater opportunities to trade in the global marketplace and a better quality of life for everyone.

Working closely with the Partnership Board, we will ensure that everything we undertake delivers maximum value for money for government, constituent authorities and, most importantly, the taxpayer.

We have come a long way since our inception in 2017. It is clear our role has never been more important when it comes to supporting local transport authorities (LTAs) and other partners on transport issues in the region.

# OUR CONSTITUENT AUTHORITIES



# OUR REGION



# THE DIFFERENCE WE MADE LAST YEAR

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We have used the funding from the DfT and our LTAs to make a real and tangible difference across the south east.

We have developed an agile **Prioritisation Tool** that will allow us to prioritise transport investment to different funding profiles, and different strategic priorities at short notice. We have developed the **SIP Delivery Action Plan** and supported our partners regarding Major Road Network and Large Local Major schemes (both promoters and DfT). We have also provided direct support for four schemes at feasibility and strategic outline business case (SOBC) stages.

We have developed our **Analytical Framework**, updating **South East Economic Land Use Model**, completing the **South East Modelling Review**, and developing and publishing an interactive **Story Map** showing where all of the SIP interventions are located and how they interact. We are working with other Sub National Transport Bodies (STBs) to contribute to the development of the **Common Analytical Framework**, which will level up analytical capability across England. We have rolled out a **Development Data Collection Log** for the collection of local plan data, and implemented Transport for the North's **Electric Vehicle Charging Infrastructure Locate Tool** in the south east.

We commenced work on a refresh of our **Transport Strategy** to reflect the significant changes to travel patterns following the Covid 19 pandemic and changes to government policy on decarbonisation, levelling up and bus infrastructure provision.

To support our partners and develop our **Monitoring and Evaluation** work, we produced our first ever **State of the Region Report**.

# THE DIFFERENCE WE MADE LAST YEAR

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We adopted an **Electric Vehicle Charging Infrastructure Strategy** in April 2023 and commenced work on the delivery of the **Action Plan** associated with the strategy, including work to assess the impact of the electrification of vehicle fleets on the demand for public and depot-based charging infrastructure.

We commenced work on our Regional Active Travel Strategy to complement the work being undertaken by our constituent LTAs through the identification of a prioritised strategic active travel network across our area.

To support **freight**, we completed work on a study of the provision of lorry parking and driver welfare facilities in our area, commenced work on studies to examine the potential for modal shift to waterborne freight, and the future warehousing requirements in our area and launched our Wider South East Freight Forum. We held quarterly meetings of our Future Mobility Forum attended by key stakeholders from across the region involved in this sector.

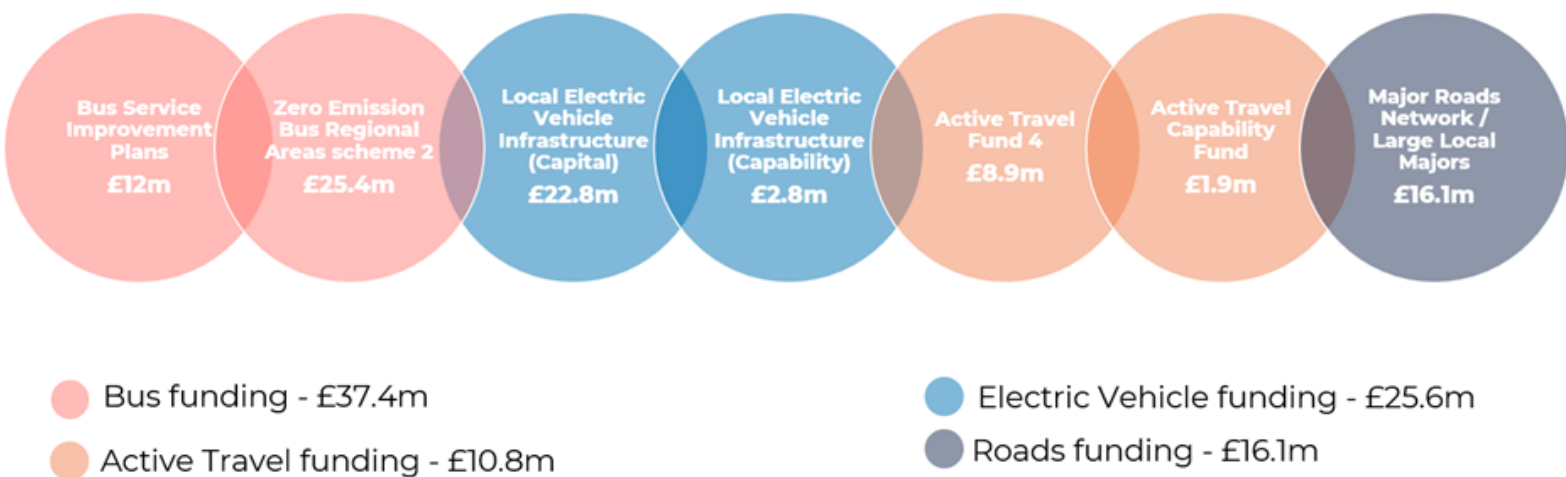
Working jointly with England's Economic Heartland and Transport East we developed and launched a **Decarbonisation Playbook**. This identifies baseline carbon emissions and trajectories to net zero in each of the local authorities in the three STB areas. This tool will enable each local authority to assess the carbon reduction potential of the proposals included in their local transport plans.

Our **Local Authority Capability** workstream supported five local authorities in improving: carbon reduction; communications; strategic optioneering; and standardising guidance.

# TRANSPORT INVESTMENT IN THE SOUTH EAST IN FY23/24

This table summarises the transport funding DfT awarded to LTAs in our region in FY23/24.

At the request of our Audit and Governance Committee, we will capture this data in annual reports from now on, to track how the level of investment is increasing or decreasing each year.



This is based on our analysis of figures publicly available on gov.uk and has not been independently verified by a third party. It should not be used to make investment decisions.

This table excludes funding for enhancements of the rail and the strategic roads network. These figures will be published by the Office for Road and Rail and National Highways in their annual reports.

# THE YEAR IN REVIEW

**APR-  
JUN  
2023**

- Adopted Electric Vehicle Infrastructure Strategy.
- Finalised and publish our Delivery Action Plan.
- Concluded delivery of our Bus Back Better support packages.
- Commenced the formalisation of our Analytical Framework bringing together existing and new analytical tools and resources.
- Established our Monitoring and Evaluation Framework as we begin to implement the Delivery Action Plan.

**JUL-  
SEPT  
2023**

- Began a refresh of our Transport Strategy
- Commenced work on a regional active travel strategy.

**OCT-  
DEC  
2023**

- Hosted Connecting the South East 2023: Delivering our bold and ambitious plan.
- Commenced work on a study to investigate the potential role of coastal shipping and inland waterways for freight transport.
- Launched the Wider South East Freight Forum.
- Began work to assess the impact of fleet electrification on public charge point provision.

**JAN-  
MAR  
2024**

- Completed our lorry parking and driver welfare study.
- Commenced work on a property market review of warehousing provision in the TfSE area.

# DEVELOPING OUR STRATEGIC INVESTMENT PLAN

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The SIP is a blueprint for investment that we want to deliver in the south east, working with government and national bodies such as Network Rail and National Highways. It sets out a comprehensive picture of the investment needed to unlock sustainable economic growth in our region, improve quality of life and deliver our net zero carbon commitment. It not only identifies the interventions needed to achieve our vision – but also where, when and how the investment will be delivered, along with the funding levels needed to make it a reality. The SIP was approved by the Partnership Board in March 2023 and subsequently submitted to government, with them agreeing to have regard to it as they make future funding decisions.

## Delivering the Strategic Investment Plan

The SIP contains nearly 300 proposals of multi-modal interventions to be delivered across the south east over the next 26 years to realise the vision for 2050 set out in the TfSE Transport Strategy. Delivering the programme of interventions requires close working with all our partners, including LTAs, National Highways, , Network Rail and DfT.

## Delivery Action Plan

To support this, we developed a Delivery Action Plan (DAP). This sets out the current position of each of the schemes from the SIP. It details the next steps for each scheme, with a particular focus on the first three years, 2023-2026. It confirmed the roles of both TfSE and delivery partners in undertaking the next steps and identified what resources and analytical tools are available and required to develop and deliver the schemes and policy interventions in the SIP. The DAP was approved by the Partnership Board in July 2023

The information within the DAP was amended in conjunction with our delivery partners in December 2023. We updated the progress of the schemes and took the opportunity to gain a greater understanding of scheme ownership (particularly where more than one partner is involved). Through the update we were able to learn that a significant number of the schemes are progressing with 33 schemes having progressed from one stage to another through the development/delivery lifecycle.

# DEVELOPING OUR STRATEGIC INVESTMENT PLAN

As well as supporting scheme delivery, the information in the DAP feeds into the strategic prioritisation tool (see below).

## Strategic prioritisation tool

The DfT Business plan guidance requires STBs to provide advice to ministers on the prioritisation of transport investment across their geographies.

In order to support this, we have developed an evidence based Strategic Prioritisation Framework and supporting analytical tool. This utilises and builds upon our technical evidence base that was compiled during the SIP development, to help inform three types of decisions with respect to prioritisation:

- ① Supporting where to focus revenue study money for early-stage scheme development.
- ② Defining the timing and relative priority for interventions that require further development.
- ③ Defining the timing and relative priority to deliver interventions.

It is important to recognise that the tool does not make decisions, that function remains with the Partnership Board. The tool will however provide an evidence based draft priority list that responds to the specific criteria for which the prioritisation is required and will be able to support decision makers in their considerations.

## Story Map

We have developed our Story Map. An interactive map version of the SIP which allows users to search for interventions at a location and its surrounding area. Alternatively, they can scroll through the story of each sub region as set out in the SIP. Results include information about the scheme interventions in an area including the mode, description and project stage. The Story Map has been updated to include the latest data from the DAP update completed in December 2023. The Story Map will provide the source for future updates in scheme progress and ownership.



# DEVELOPING OUR STRATEGIC INVESTMENT PLAN

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## Scheme development support

In 2023/4, we offered £200,000 of support for SIP scheme early business case development. Following an application and review process, four schemes were selected for support across the region in Kent, Medway, Portsmouth and Southampton. The projects are all in progress and will complete by early 2024/25. We will be continuing to work with delivery partners to identify a pipeline of schemes for support funding in the forthcoming financial year. Schemes will be prioritised based on the knowledge within the DAP and using the scheme prioritisation framework and tool, alongside discussions with delivery partners to ensure that limited resources are not only shared across the region, but also targeted to priority schemes.

# COLLABORATING TO BUILD A BETTER FUTURE

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2023/24 has seen collaboration across many workstreams, whether working closely with other STBs and the DfT or with wider organisations and key players through our forums and working groups.

# STRENGTHENING OUR RELATIONSHIPS

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Partnership working is at the heart of what we do. We have increased access to engagement using online meetings to compliment face to face meetings with many of our stakeholders on several occasions. We have spoken at events both physical and virtual and hosted a number of in person events ourselves. We are also developing our hybrid meeting arrangements so that where appropriate we can accommodate attendees both physical and virtual. We have continued to meet regularly with stakeholders from across the region, building new relationships and strengthening existing ones as our stakeholder group widens further.

## Stakeholder engagement

Our Communications & Stakeholder Engagement team are responsible for this workstream. Collectively they ensure partners and wider stakeholders have many opportunities to play a meaningful part in the development of our technical work and deliver our SIP. They provide them with regular news, updates and events and build mutually beneficial relationships with people and organisations including environment groups and special interest groups who have a stake in shaping our shared vision for the future.

Over the last 12 months we have continued to enhance our relationship with the DfT, LTAs, and district and borough authorities. This has been crucial for the delivery of our SIP, designed by the south east, for the south east. It supports our ambition to keep a golden thread running from policies set by government, through our Transport Strategy and SIP, into local transport plans (LTPs).

As part of our ongoing engagement work, we have held virtual and face-to-face briefings with MPs across the south east. These have seen our Chair and Chief Officer update individual MPs about the current work of TfSE and specifically highlight the interventions we are advocating for to improve transport connectivity in their own constituencies.

# STRENGTHENING OUR RELATIONSHIPS

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Through our Universities Group meetings, we have continued to work closely with university leaders from across the region who have specialisms in areas relevant to our Transport Strategy and who have shown a strong appetite for collaboration. Together, we have started to develop opportunities for innovative research which could help us further to deliver our strategy.

We have also continued to work with the private sector to better understand the role it could play in delivering our strategic investment plan, helping to limit the costs of future investment to the taxpayer and improve the deliverability of our proposals.

Our Transport Forum has been refreshed, and will meet twice a year, bringing together representatives of a wide group of stakeholders including user groups, transport owners and operators, business groups, environmental groups and delivery partners. Keeping them informed and offering an opportunity for contributions and constructive challenge in all areas of our work.

We continue to embrace digital media as a way of further engaging with our stakeholders and other audiences. In the last year we produced our first-ever Transport Forum Digital Q&A event which sees Chair Councillor Keith Glazier and Chief Officer Rupert Clubb answer questions from our Transport Forum members on all kinds of issues.

This Q&A event is filmed and is available 'on-demand' on TfSE's YouTube channel which can be accessed on our website. We will produce another one these sessions later this year.

Podcasting has proved to be an excellent communication tool as it allows us to reach different audiences including those who are visually impaired. 'The TfSE Podcast' launched in September and is hosted by our Communications and Public Relations Apprentice. Each monthly episode covers a different topic with invited guests contributing to the podcast.

Recent episodes have covered Electric Vehicles, Women in Transport, Climate Change, e-bikes and a look at the challenges and opportunities for TfSE over the coming months. We even recorded an episode from the STB Conference in Manchester that featured contributors from across the transport sector.

# CONSULTATION RESPONSES

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Using our collective voice to respond to consultations is one of the many ways we make sure the south east has its say on key issues and influences policy development - adding value to our partners and the people and businesses they represent.

Here are a few key consultations we have responded to in the last year:

## National Highways Strategic Road Network Initial Report consultation to the DfT

With the Government preparing to make decisions about the Strategic Road Network (SRN) in the third Road Investment Strategy (RIS3), which covers the period 2025 to 2030. The Initial report summarises the evidence and proposals provided to the Department for Transport about the current performance of the SRN, future priorities for the next road period and beyond, as well as the analytical strategy National Highways have adopted. The DfT sought comments on National Highways' proposals in its Strategic Road Network Initial Report; their analytical approach; and whether the Department have heard the full range of views that should be incorporated into the RIS3 programme. The principal focus of the consultation was on the set of proposals made in National Highways' Initial Report, which outlined their view on the current state of the SRN, its potential future needs and their proposed priorities for the next Road Period (RP3), covering the financial years 2025-26 to 2029-30.

## National Highways RIS3 Route Strategies

Route strategies are a rolling programme setting out National Highways' plan for the SRN (SRN). They're a key research element underpinning the Road Investment Strategy (RIS), which informs the process of future road investment. National Highways are required to produce route strategies as a condition of their operating licence. They are the first stage of the RIS process that informs future decision making. However, the strategies themselves don't represent any commitment to funding or delivery.

# CONSULTATION RESPONSES

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National Highways Connecting the country: our long-term strategic plan to 2050  
Setting out National Highways' 2050 vision that the SRN is part of a seamlessly integrated transport system. Connecting the country safely and reliably, delivering economic prosperity, social value and a thriving environment. Connecting the country will inform National Highways investment planning for each future Road Period toward 2050. A long-term strategy, based on analysis of available evidence to understand both historic and future trends grouped this into 9 focus areas under 3 core themes. Connecting the country introduces National Highways' future approach to the SRN. This involves defining routes by customer needs. These categories will be developed in future, based on consultation feedback.

**Transport Select Committee – Call for evidence: Does the Government have a joined-up plan for investing in transport?**

This call for evidence launched by the Transport Select Committee sought to examine how the Government develops strategic objectives for transport policy, as well as how effectively the Government works across departments to set strategic transport objectives, and how these objectives do — or should — influence decisions on investment in services, networks and infrastructure.

**Department for Transport (DfT) and Department for Levelling Up, Housing and Communities (DLUHC) – Call for evidence: Freight and logistics and the planning system.**

In the context of The Future of Freight: a long-term plan that recognises the needs of the freight and logistics sector, DfT and DLUHC published a call for evidence seeking views so that the planning needs of the freight and logistics sector can be properly and effectively considered and empowering the relevant authority to plan for them.

# CONSULTATION RESPONSES

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It is intended that evidence helps underpin any new or amended planning policies that reflect the government's vision and expectations for local planning authorities in planning for freight, ensuring sufficient land is allocated to service the needs of freight and logistics. Responses were invited on what works well for planning freight and logistics, what does not work well and if there are improvements to be made.

## Transport Select Committee – Call for evidence on scrutiny of the draft Rail Reform Bill

The Government's draft Bill proposes legislation needed to deliver reforms included in the Government's [Plan for Rail](#). This includes giving Great British Railways new legal powers to manage and oversee the country's rail infrastructure and services.

During its pre-legislative scrutiny, the Transport Select Committee will examine the draft Bill's proposals and make recommendations to the Government on how the Bill might be improved.

We also comment on our constituent authorities' consultations as they arise. This year we have responded to local transport plan consultations from Reading Borough Council and East Sussex County Council.

Our consultation responses cover a range of issues, schemes, and policy proposals. You can view the full list of our consultation responses on our website: [Consultation responses - Transport for the South East](#)

# FINANCES

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TfSE is funded by contributions from our constituent authorities and grant funding from the DfT. This mixed approach to funding reflects our commitment to delivering best value for our partners and taxpayers.

## Multi-year funding

The DfT provided a multi-year indicative funding allocation in March 2022.

Securing a multi-year funding commitment from government enables us to implement and deliver our strategic investment plan, supporting the department to meet its priorities in a timely, efficient, and effective way.

However, in 2023/24, we did not receive our full indicative funding settlement, and instead received the same level of funding as 2022/23: £1.725m. We hope to receive the full indicative funding settlement in 2024/25 to maximise the impact we can have for our partners and the Department for Transport.

## Where our income comes from

Funding from our 16 local transport authorities, which for 2023-24 amounted to just under £500,000, is used to support our operational and staff costs. The approach for calculating contributions was developed with members and reflects the relative sizes of different member authorities. The formula has remained unchanged for the last six years.

The DfT awarded £1.725m in grant funding to support the delivery of our technical programme. This level of funding enabled us to proceed with many aspects of our technical programme including the development of the Transport for the South East Centre of Excellence and commencing the refresh of our Transport Strategy.

Our total income for 2023-24 was £4.300m. This included committed funding and carry forward from 2022-23 and reserves.

# FINANCES

How we spent our money

<b>Income</b>	<b>£</b>
<b>Local Contributions</b>	<b>498,000</b>
<b>DfT Grant</b>	<b>1,725,000</b>
<b>Carry Forward</b>	<b>1,715,301</b>
<b>Carry Forward for TfSE Reserve</b>	<b>361,252</b>
<b>Total Income</b>	<b>4,299,533</b>

This section will be updated with the 2023/24 figures once they are confirmed at the end of the financial year.

## Accountable body

As part of TfSE's establishment in 2017 it was agreed that East Sussex County Council (ESCC) would act as the organisation's accountable body. During the last seven years, TfSE's processes and procedures have followed those of the accountable body. In addition, the Section 151 Officer at ESCC has financial oversight of TfSE's budget, ensuring effective review of governance over financial decisions.

## Audit and Governance Committee

The Audit and Governance Committee provides an independent, high-level focus on the audit, assurance and reporting framework underpinning financial management and governance arrangements for TfSE.

The Committee meets quarterly and has overseen the recommended approval of TfSE accounts to the Partnership Board. The Committee also monitors the risk and performance by reviewing the risk register, ensuring progress is made with mitigating actions.

The Committee reports the finding, conclusions, recommendations and effectiveness of the governance, risk management and internal controls to the Partnership Board with quarterly update reports.





# OUR TEAM

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TfSE has a team of 18.6 full-time equivalent employees including one apprentice role and plans to recruit another. The team works closely with and draws additional support from officers from our constituent authorities and other stakeholder groups. This approach to partnership working ensures TfSE provides excellent value for money to our partners and taxpayers across the south east.

## TfSE Apprenticeships

It can be challenging to recruit skilled staff in many areas of the transport sector. The impact of this is far reaching and being unable to recruit the right talent to fill vacancies or skills gaps can affect the work capacity and growth of an organisation.


We have currently have one apprentice in our team who works as Communications and Public Relations Assistant with her apprenticeship ending in September. This individual has become a valued member of TfSE and has grown in terms of confidence and taking on more responsibility in the organisation.

Later this year, we plan to recruit an administration apprentice to assist with the work of the team. But this is just the beginning. We have experienced first-hand how valuable apprentices are to an organisation and our aspiration is to grow an apprenticeship framework within TfSE to help us develop a diverse talent pipeline and grow a motivated, skilled, and qualified workforce.

Our team works closely with and draws additional support from officers from our constituent authorities and Local Enterprise Partnerships (LEPs) via officer working groups. This approach to partnership working ensures that TfSE provides the best value to our partners and taxpayers.

## TfSE Secondments

The transport sector is more effective when organisations work collaboratively, with individuals understanding how other organisations work and how to engage with them. To that end, TfSE is exploring how we can encourage and facilitate reciprocal secondments between TfSE, our constituent authorities, DfT, and its delivery bodies.



We have set up our first secondment this year with the Head of Programme and Policy who we seconded from DfT. We will monitor the effectiveness of this secondment with a view of how best to facilitate similar secondments in the future

# PARTNERSHIP BOARD

The Partnership Board is our principal decision-making forum. It comprises a mix of representatives from the public and private sectors including local authorities, business groups, protected landscapes, and national delivery partners.

The Partnership Board meets virtually three times a year and once a year in person. Whether online or in person, our meetings are open to the public and the agenda, papers and minutes of each meeting are published on our website.



**CHAIR**  
Cllr Keith Glazier



**DEPUTY CHAIR**  
Cllr Rob Humby

**Cllr Trevor Muten**  
Brighton & Hove City Council  
Chair for Transport and Sustainability Committee

**Cllr Jason Brock**  
Berkshire Local Transport Body  
Leader of Reading Borough Council

**Cllr Phil Jordan**  
Isle of Wight Council  
Leader

**Cllr David Robey**  
Kent County Council  
Deputy Cabinet Member for Highways and Transport

**Cllr Vince Maple**  
Medway Council  
Leader

**Cllr Gerald Vernon-Jackson**  
Portsmouth City Council  
Cabinet Member for Transportation

**Cllr Eamon Keogh**  
Southampton City Council  
Cabinet Member for Environment and Transport

**Cllr Matt Furniss**  
Surrey County Council  
Cabinet Member for Transport and Infrastructure

**Cllr Joy Dennis**  
West Sussex County Council  
Cabinet Member for Highways and Transport

**Geoff French**  
Transport Forum  
Independent Chair

**Daniel Ruiz**  
LEP representative  
Enterprise M3 LEP

**Vince Lucas**  
LEP representative  
South East LEP

**Cllr Dr Beccy Cooper**  
District & borough authorities' representative  
Leader, Worthing Borough Council

**Cllr Matt Boughton**  
District & borough authorities' representative  
Leader, Tonbridge and Malling Borough Council

**Tim Burr**  
Protected landscapes representative  
South Downs National Park Authority

**Ellie Burrows**  
Network Rail (non-voting member)  
Managing Director, Southern Region

**Richard Leonard**  
National Highways (non-voting member)  
Network Planning Director

**Vacant**  
Transport for London (non-voting member)

# OUR TRANSPORT FORUM

The Audit and Governance Committee led a review into the operation of the Transport Forum during April – October 2023. The review was to ensure that the forum continues to bring together a wide range of stakeholders to gather views on strategic transport issues to feed into the Partnership Board. The Partnership Board agreed the recommended proposal put forward to them at their recent meeting on 30 October 2023. The Forum will now meet twice a year face to face with digital engagement before each meeting.

## LOOKING AHEAD

Our work in 2024-25 is focused around four key priorities. Together, we will:

- ④ Develop our Delivery Action Plan and Analytical Framework that will support the implementation of the schemes and interventions within our Strategic Investment Plan.
- ④ Develop and publish our monitoring and evaluation framework that will allow us to track progress against the baseline in the State of the Region report and the Delivery Action Plan.
- ④ Continue to deliver four workstreams to support the DfT's priorities including; Electric Vehicle Charging Infrastructure Strategy, Local Authority Capability, Bus Back Better Support and Transport Decarbonisation.
- ④ Develop and implement a Regional Centre of Excellence for the south east.

**Read more about our plans for 2024/25 in our business plan.**