

Report to: Partnership Board –Transport for the South East

Date of meeting: 27 January 2025

By: Chief Officer, Transport for the South East

Title of report: Financial Update

Purpose of report: To update on the budget position for Transport for the South East

RECOMMENDATION:

The members of the Partnership Board are recommended to note the current financial position for 2024/25 to the end of December 2024.

1. Overview

1.1 The purpose of this report is to update the Partnership Board on Transport for the South East's (TfSE) financial position for 2024/25 to the end of December 2024.

2. Financial Position to the end of September

2.1 **Appendix 1** sets out the spend position to the end of December 2024 (end of Quarter 2) against the final Business Plan for 2024/25 that the Partnership Board signed off in July.

2.2 As set out in the final Business Plan, our aim to spend our full budget, apart from our earmarked reserve, on delivering our technical programme this Financial Year. In doing so, we aim to reduce our carry forward for the next Financial Year to the lowest amount possible. However, in delivering our work programme, we also seek efficiencies so that we can maximise the value for money we deliver for the taxpayer.

2.3 At the end of Quarter 3, we estimate a carry forward of £528,435 for 2024/25.

Committed Spend

2.4 £211,000 of this underspend is committed carry forward, to finish work on the transport strategy, analytical framework, decarbonisation, and to support the Kent-Gatwick SOBC in 2025/26.

Uncommitted Spend

2.5 The other £317,435 that we estimate as carry forward is because driven down costs in every area of our business, seeking savings where possible. The Partnership Board can then reallocate this £317,435 to deliver more technical work.

2.6 We forecast uncommitted underspend of £54,000 on the technical programme, as we seek cost efficiencies (this is in addition to the underspend of £211,000, which is committed)

2.7 We forecast an underspend on salaries and training of £180,000, as we have held vacancies in the team, and minimised spending on training.

2.8 We forecast an underspend of £40,825 on communications and engagement, as we have reduced our communications spend and cancelled our planned Connecting the South East event for 2024.

2.9 We forecast an underspend of £42,610 on governance and operational expenses, as we have sought to save money by foregoing attendance at events and conferences and have delayed planned work to review TfSE's governance structures.

3. End of Year Forecast

3.1 Taking the total estimated carry forward of £528,435 into consideration, the current forecast outturn to the year end is £3,397,172, against the budget of £3,925,607.

4. Audit and Governance Committee

4.1 Audit and Governance Committee reviewed TfSE's finances and approved them before submission to the Partnership Board.

5. Conclusions and recommendations

5.1 The Partnership Board is recommended to note the financial position to the end of December 2024.

RUPERT CLUBB
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Transport for the South East

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Appendix 1 – TfSE budget position at end of December 2024/25

	Budget	Actual YTD Spend	Forecast Spend
EXPENDITURE			
Salaries (including on-costs)	1,300,000	793,401	1,138,325
Training	20,000	1,174	1,675
STAFFING	1,320,000	794,575	1,140,000
Transport Strategy	500,000	367,153	430,749
SIP implementation	615,000	47,097	615,000
Analytical framework	395,000	34,897	374,977
Future mobility	40,000	0	0
Active travel	56,000	6,126*	50,862
Decarbonisation	55,000	15,000	25,000
Freight	185,000	62,900	144,348
Electric Vehicle Infrastructure	130,000	60,186	104,295
Centre of Excellence	260,000	194,782	260,000
Other costs/technical support	204,997	124,652	170,766
TECHNICAL PROGRAMME	2,440,997	912,793	2,175,997
Events	41,000	21,779	40,000
Communications	17,500	730	1,250
Publications	5,000	250	1,250
Website	21,000	10,276	10,250
Stakeholder Database	18,000	0	8,925
COMMUNICATIONS/ENGAGEMENT	102,500	33,035	61,675
TfSE Governance	10,000	0	0
Operational Expenses	52,110	16,564	19,500
OTHER	62,110	16,564	19,500
TOTAL EXPENDITURE	3,925,607	1,756,967	3,397,172

FUNDING

Local Contributions	498,000
DfT Grant	2,065,000
Carry Forward	1,362,607
TOTAL FUNDING EXCLUDING RESERVE	3,925,607

TfSE Reserve	406,730
TOTAL FUNDING INCLUDING RESERVE	4,332,337

* Due to an administrative issue, the reporting suggests that we have received a credit for the

amount of £20,812.50, that we have not received. This will be addressed on the next financial report.