

PENINSULA TRANSPORT UPDATE

FY24/25 Business Plan Proposal

6 December 2023

Please note that the following recommendation/s is/are subject to consideration and determination by the Board before taking effect.

RECOMMENDATION

It is recommended that:

- (a) The Board approves the submission of the budget proforma requested by the Department for Transport in advance of the final Business Planning guidance being issued and the Board formally approving its Business Plan for FY24/25;
- (b) The Board notes a full Business Plan for FY24/25 will be brought for approval in March 2024.

1. Background

In advance of STBs approving their full Business Plans for 24/25, the Department for Transport has requested that a budget proforma be submitted to assist the department with budget planning for 24/25.

The information required is set out in a proforma provided by the Department for Transport together with initial guidance on the requirements for business plans for 24/25.

The proforma is intended to provide Ministers with a one-page view of all proposed workstreams, deliverables and milestones.

In advance of the publication of revised business planning guidance, which is expected shortly, the DfT has advised that budgets should be developed based on the funding proposed in the letter received from Baroness Vere in March 2022. This proposed a grant funding allocation for Peninsula Transport of £704,000. The budget has also been forecast based on the continued contribution from Local Authorities of £159,820, maintained at the level set in 2019. This gives a total budget for FY24/25 of £863,820.

In order to provide the information requested by the DfT, the STB has undertaken an initial assessment of the work requirements and priority workstreams for 24/25, taking into account the Transport Strategy and the establishment of a core team of staff.

2. Overview of Budget Proforma

Workstreams

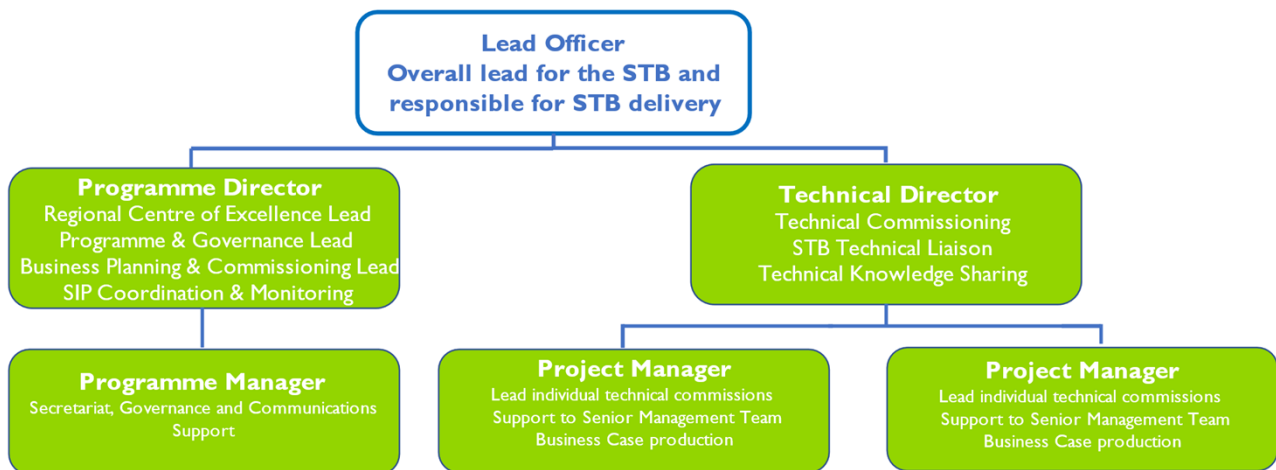
Peninsula Transport have identified the following priority workstreams in 2024/25:

- Strategic Investment Plan development & prioritisation – appraise and prioritise schemes against the Peninsula Transport Strategy Outcomes. This includes the production of a Strategic Environmental Assessment
- MRN2 Support – assisting member authorities with identifying, developing and prioritising potential schemes on the Major Road Network
- Easier Journeys – a series of activities focused around improving journeys in the peninsula including integrated ticketing, rural mobility pilots and assisting with BSIP rollout :
- Going Electric – activities focused around facilitating the rollout of EV infrastructure across the peninsula

- A Connected Peninsula – continued support and facilitation of the SW freight forum and actions coming out of the sub-groups
- Completing the Network – activities around support for enhancements and resilience of our strategic road and rail networks.
- Regional Centre of Excellence – the continued development of a Regional Centre of Excellence for the Peninsula, focused upon updating the regional evidence base; rollout of the Carbon ‘playbook’ tool; and supporting our LTAs with their Local Transport Plans and business case requirements.
- National and regional STB activities – ongoing liaison and collaboration with STB network including sharing of technical knowledge and tools, participation in cross-STB sub-groups and conference preparation.

Core Staff

Alongside the workstreams, in FY24/25 we will have four permanent staff in post, with the option to expand to five subject to a recruitment process. The core staffing structure is set out below.



3. . Financial Considerations

As detailed above, the Business Plan has been produced based on the proposed Year 3 settlement as set out in the correspondence from Baroness Vere in March 2022. This letter proposed grant funding of £704,000 for Peninsula Transport for 24/25. Local Authority contributions will remain at the level agreed in 2019 at a total of £159,820.

FY24/25 STB Budget Proforma

Workstreams

Work Area <small>Please categorise work into a number of major work areas E.G. Transport Strategy, Roads, Regional Centre of Excellence, Decarbonisation</small>	Specific Workstream <small>Please separate out each workstream into individual work packages. E.G. Road Study, Local Authority workshop</small>	Cost (£,000s)*	Key Milestones <small>Break the work up into deliverables and dates, as necessary.</small>	End Date <small>This should be by the end of the FY, unless that is unachievable.</small>
Strategic Implementation Plan	Scheme prioritisation		Draft SIP - Jun-24	Sep 2024
	Strategic Environmental Assessment (SEA)	20	SEA for Consultation Jun-24	Sep 2024
Transport Strategy	Monitoring and Reporting		Annual report Mar-25	
MRN2 Support	Scheme development and prioritisation		Initial Scheme List Jun-24	
Easier Journeys	Integrated Ticketing Action Plan		Draft Action Plan Sep 24	
	Rural Mobility Pilot Scheme Development	30	Pilot proposals – July 24	
	Support Local Authorities with BSIP rollout		Mar-25	
Going Electric	EVCI Tool rollout	10	Jun-24	
	EV Strategy & Action Plan		Draft Strategy and Action Plan June 24	
	EV Market Liaison	10	Sep-24	
	Alternative Fuels for Freight Tool	10	Sep-24	
A Connected Peninsula	SW Freight Forum Facilitation & Support	60	Mar-25	
	Freight Load Matching & other initiatives	30	Jun-24	
Completing the Network	RIS3 Development Support & Liaison		Mar-25	
	Rail Network Enhancement Scheme Support		Mar-25	
Regional Centre of Excellence	Regional Evidence Base update		Mar-25	
	Carbon Playbook Tool rollout	20	Jun-24	
	LTP Support		Mar-25	
	Business Case support	10	Mar-25	
Functional Admin, Comms, Consultation and Programme Management		80		
TOTAL		280		

*Where no cost specified, assumed to be part of Core Team activities.

Core Staff – Paid for using DFT funding

Business Area	Headcount	Cost (£)
Core Team	5	375,000

Core Staff – Paid for using Local Authority Contributions

Business Area	Headcount	Cost (£)
Lead Officer Secondment	0.2	c.45,000
LA Officer Support	0.5	c.45,000

Costs to Implement the Common Analytical Framework

Staff Needed	N/A
Costs	Funded from DfT via TfN

Products Needed (Datasets, tools, consultancy)	Costs
EVCI Tool	TBC
Alternative Fuels for Freight Tool	TBC

Funding Assumptions

Funding Source	Allocation (£)
Baroness Vere Letter Yr 3 Budget	704,000
Local Authority Contribution	159,820
Total	863,820

Proposed Budget 24/25

Funding Provision	£863,820
Forecast Expenditure	£745,000
Contingency/risk (including redundancy)	£118,820

4. Environmental Impact Considerations

There are no environmental considerations associated with this paper.

5. Equality Considerations

There are no equality considerations associated with this paper.

6. Legal Considerations

There are no specific legal considerations associated with this paper.

7. Risk Management Considerations

The Peninsula Transport Programme Management Group reviews risk and assigns the required mitigation actions across the Peninsula Transport workstreams on at least a monthly basis.

A full risk register will be produced as part of the final Business Plan for FY24/25. This risk register will be monitored and reviewed regularly in conjunction with the DfT in line with previous Business Plan periods.

8. Public Health Impact

There are no public health impacts associated with this paper.

9. Summary/Conclusions/Reasons for Recommendations

In order to draw down on the allocated funding from the Department for Transport, a Business Plan is required to set out how the budget will be allocated and spent. This revised Business Plan sets out how the approved funding will be allocated by Peninsula Transport for this Financial Year.