

## Scotland Excel

**To:** Scotland Excel Joint Committee

**On:** 27 November 2015

### Report by Director Scotland Excel

#### Spend Activity and Estimated Forecast Savings Report – Q1 2015/16

### 1. Introduction

The purpose of this report is to provide the Committee with an update to spend activity and estimated savings achieved through the Scotland Excel collaborative contracts during Q1 2015/16. This report includes additional spend data provided by suppliers since the last meeting. The report covers four quarters from 1 July 2014 (Q2 2014/15) to 30 June 2015 (Q1 2015/16).

### 2. Update

This report covers 45 contracts in quarter 2, 46 contracts in quarter 3, 47 contracts in quarter 4 and 48 contracts in the latest reporting period. Appendix 1 sets out the reported spend and estimated savings for each council. Appendix 2 shows the same spend and estimated savings totals but is split by contract and sorted in descending order of total actual spend. The total number of contracts available is 56 as the report includes legacy contracts and renewed contracts i.e. asbestos, building and timber materials, hygiene products, meats - fresh, prepared and cooked, presentation and audio visual equipment, security, signage, street lighting materials, Telecare equipment and washroom solutions.

The details included in the appendices form the basis of the business review reports that the Scotland Excel regional teams prepare and discuss with nominated procurement representatives in each council.

A supplier return rate of 92% has currently been achieved for Q1 which has been issued to Council procurement teams for review.

### 3. Summary of Reporting (3 Years)

The table below shows spend and savings figures recorded over the last three years and the number of contracts included in our reporting database:

Period	Quarter	No. Contracts	Spend (£000's)	Est. Savings (£000's)
2012/2013	Q2	52	£61,998.0	£4,288.6
2012/2013	Q3	53	£69,031.8	£4,462.3
2012/2013	Q4	56	£84,385.5	£6,072.0
2013/2014	Q1	59	£71,241.5	£5,155.3
2013/2014	Q2	58	£74,224.9	£4,385.4
2013/2014	Q3	60	£75,835.5	£4,340.4
2013/2014	Q4	53	£83,561.1	£4,992.6
2014/2015	Q1	51	£72,547.0	£4,437.3

2014/2015	Q2	45	£75,375.2	£4,638.6
2014/2015	Q3	46	£80,609.5	£3,584.4
2014/2015	Q4	47	£106,438.5	£4,319.7
2015/2016	Q1	48	£95,708.8	£3,766.0
<b>TOTAL</b>			<b>£950,957.3</b>	<b>£54,442.6</b>

#### 4. Summary

The Scotland Excel Joint Committee is invited to note the participation levels and associated benefits estimates.

Appendix 1 (Expenditure Summary per Council)



Contract Spend and Estimated Savings Report

1. Expenditure/Estimated Savings Summary - Year To Date as at: Q1 (Apr 2015 - Jun 2015)

Organisation	Contracts Available	Contracts Used	Participation	Quarter 2		Quarter 3		Quarter 4		Quarter 1		Total			
				Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Forecast Spend (£)	Actual v Forecast %
Aberdeen City Council	56	47	84%	3,747,380	196,760	3,999,765	210,730	5,325,609	224,456	4,654,826	240,637	17,727,579	872,583	17,737,992	99.9%
Aberdeenshire Council	56	48	86%	5,084,265	661,664	4,788,444	118,535	6,642,804	209,988	6,665,977	228,347	23,131,490	1,218,534	31,105,729	74.4%
Angus Council	56	39	70%	1,126,564	169,651	1,129,949	60,110	1,392,297	85,655	1,270,325	55,728	4,919,136	371,144	7,274,533	67.4%
Argyll & Bute Council	56	43	77%	1,414,677	79,248	1,821,672	86,829	1,975,580	53,983	1,535,382	74,778	6,747,312	294,838	11,882,999	56.8%
City of Edinburgh Council	56	47	84%	4,579,041	344,031	7,004,574	322,073	6,635,929	305,546	7,751,905	236,310	25,971,449	1,207,960	33,165,471	78.3%
Clackmannanshire Council	56	43	77%	842,361	55,943	767,106	49,037	801,797	58,942	856,340	50,420	3,267,604	214,343	5,409,888	60.4%
Comhairle nan Eilean Siar	52	32	62%	251,774	17,590	363,155	12,319	577,107	22,790	706,030	20,939	1,898,066	73,638	2,509,738	75.6%
Dumfries & Galloway Council	56	43	77%	1,294,754	100,008	1,915,194	79,165	2,274,916	123,302	1,731,625	77,347	7,216,489	379,822	14,142,249	51.0%
Dumdee City Council	56	41	73%	2,197,268	28,381	1,625,869	37,559	2,075,482	59,661	1,798,270	19,236	7,694,888	144,837	10,830,605	71.0%
East Ayrshire Council	56	32	57%	1,266,231	39,772	1,320,978	33,512	1,807,886	58,103	1,662,515	41,017	6,057,610	172,404	8,152,913	74.3%
East Dunbartonshire	56	42	75%	1,340,697	66,428	1,926,982	60,809	1,669,627	68,341	1,704,846	84,572	6,642,152	280,150	14,092,520	47.1%
East Lothian Council	56	47	84%	1,237,454	82,761	1,607,376	79,227	3,039,163	156,055	2,058,845	148,694	7,942,837	466,737	11,779,054	67.4%
East Renfrewshire Council	56	42	75%	1,123,677	54,481	1,993,801	53,797	1,815,839	68,775	1,399,054	54,672	10,092,237	326,085	16,960,071	59.5%
Falkirk Council	56	47	84%	1,770,071	73,154	2,466,098	88,522	3,091,953	102,887	2,764,115	61,523	10,092,237	326,085	16,960,071	59.5%
Fife Council	56	37	66%	3,355,212	111,513	4,119,606	117,396	5,337,273	171,897	5,408,555	64,063	18,220,646	464,870	26,699,089	68.2%
Glasgow City Council	55	31	56%	3,571,258	303,464	2,725,972	215,920	4,081,776	242,870	3,465,611	87,581	13,844,617	849,835	28,801,178	48.1%
Highland Council	55	41	75%	2,965,632	162,963	2,929,096	104,742	2,916,247	83,157	2,926,033	96,170	11,737,008	447,032	23,526,430	49.9%
Inverclyde Council	56	46	82%	751,306	29,287	1,369,905	28,273	1,389,981	38,595	1,126,188	30,884	4,637,381	127,038	8,128,504	57.1%
Midlothian Council	56	44	79%	1,994,473	97,804	1,923,086	55,305	1,649,062	68,222	1,714,278	61,689	7,280,500	283,020	11,172,065	65.2%
North Ayrshire Council	56	44	79%	2,371,149	145,553	2,240,928	100,849	3,455,160	111,969	2,811,690	101,954	10,878,927	460,326	15,961,994	68.2%
North Lanarkshire Council	56	39	70%	5,073,260	333,583	5,237,377	305,290	8,344,909	320,279	3,424,848	230,619	22,080,993	1,189,772	20,793,671	106.2%
Orkney Islands Council	50	25	50%	349,473	51,414	198,264	8,863	683,455	40,093	926,193	64,750	2,157,385	165,120	2,059,601	104.7%
Perth & Kinross Council	56	45	80%	1,450,149	139,573	1,835,490	98,939	2,308,861	110,888	1,579,738	125,387	7,174,237	474,788	11,247,180	63.8%
Renfrewshire Council	56	49	88%	2,742,180	129,268	3,381,893	136,127	3,750,805	169,313	4,681,761	182,801	14,556,640	617,509	15,286,031	95.2%
Scottish Borders Council	56	46	82%	1,690,755	95,158	1,589,040	86,504	2,410,377	61,496	2,341,265	95,189	8,031,438	338,346	7,617,575	105.4%
Shetland Islands Council	51	28	55%	263,842	20,219	424,123	14,457	508,886	11,137	448,021	23,896	1,644,872	69,708	2,665,334	61.7%
South Ayrshire Council	56	43	77%	1,563,851	115,157	1,714,656	112,971	2,175,901	164,833	2,094,224	113,828	7,546,632	506,789	10,872,167	69.4%
South Lanarkshire Council	56	43	77%	7,325,577	250,399	5,484,043	198,626	7,156,992	279,143	6,299,375	352,424	26,265,988	1,080,593	26,351,557	99.7%
Stirling Council	56	33	59%	623,562	35,798	805,201	43,486	1,594,175	75,867	1,354,732	45,106	4,377,670	200,257	7,577,329	57.8%
The Moray Council	56	40	71%	998,990	70,435	1,314,599	77,512	1,421,623	71,855	2,008,888	75,146	5,744,100	294,948	10,898,876	52.7%
West Dunbartonshire	56	47	84%	2,543,150	100,277	2,292,386	80,456	4,116,706	139,303	3,765,963	117,844	12,716,206	437,880	12,147,458	104.7%
West Lothian Council	56	50	89%	3,191,632	295,490	4,039,189	327,030	8,032,120	389,231	7,585,029	310,433	22,847,970	1,322,183	19,188,138	119.1%
Associate Members	48	31	65%	2,070,673	46,722	2,045,869	30,491	2,295,087	44,058	2,407,076	11,424	8,818,705	132,695	8,155,403	108.1%
Tayside Contracts	52	27	52%	3,253,284	134,691	2,207,824	148,950	3,687,156	127,056	2,841,237	180,578	11,989,501	591,276	16,582,160	72.3%
<b>Totals:</b>				<b>75,375,224</b>	<b>4,638,639</b>	<b>80,609,508</b>	<b>3,584,411</b>	<b>106,438,542</b>	<b>4,319,745</b>	<b>95,708,760</b>	<b>3,765,987</b>	<b>358,132,034</b>	<b>16,308,781</b>	<b>478,050,176</b>	<b>74.9%</b>

Notes:

1. Contracts Available - The number of contracts available to members during the full reporting period (inclusive of those contracts that may have expired within the reporting timeframe).
2. Contracts Used - The number of contracts which spend has been recorded against during the reporting period (inclusive of those contracts that may have expired within the reporting timeframe).
3. Actual Spend - Total actual spend (net of saving) on contracts during the reporting period compiled using spend data returns provided by contracted suppliers.
4. Saving - Calculated using the estimated forecast saving percentage figure attributed to each contract as per Executive Sub-Committee reports (or variation thereof subsequently agreed with the customer).
5. Forecast Spend - Estimated total spend anticipated in the reporting period.





Contract Spend and Estimated Savings Report

2. Breakdown of Spend by Contract -Year To Date as at: Q1 (Apr 2015 - Jun 2015)

Appendix 2 (Expenditure Summary per Contract)



Ref	Contract	Start Date	Quarter 2		Quarter 3		Quarter 4		Quarter 1		Total			
			Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Forecast Spend (£)	Actual v Forecast %
0213	Heavy Vehicles	13/01/2014	5,714,313	0	5,732,349	0	8,053,392	0	7,288,525	0	26,788,579	0	33,051,500	81.1%
0612	Light Vehicles	16/07/2013	3,226,774	65,853	4,708,857	96,099	7,825,247	159,699	4,322,521	88,215	20,083,399	409,865	20,484,940	98.0%
1411	Groceries & Provisions	01/05/2012	3,873,818	257,324	4,409,479	296,423	6,088,167	392,752	5,003,154	327,565	19,374,618	1,274,065	14,556,184	133.1%
1112	Secure Care	01/07/2013	4,254,656	-81,260	4,450,008	-88,584	4,839,676	-91,870	4,979,788	-96,312	18,524,168	-358,023	18,197,457	101.8%
0311	Children's Residential Care	14/08/2014	0	0	4,633,806	-130,564	5,372,239	-130,208	7,509,425	-226,021	17,515,469	-486,793	68,977,900	25.4%
1212	Frozen Foods	01/07/2013	2,714,235	105,230	4,313,154	169,047	5,008,378	196,233	4,311,018	170,197	16,346,785	640,707	13,008,407	125.7%
0712	Educational Materials	01/04/2013	3,290,642	189,387	2,718,351	156,365	5,454,269	316,838	4,181,640	241,472	15,644,902	904,062	16,437,485	95.2%
0513	Library Books & Textbooks	01/11/2013	2,688,253	53,045	2,611,587	51,993	4,847,070	97,267	2,626,799	51,354	12,773,709	253,659	14,002,459	91.2%
1011	Domestic Furniture and Furnishings (SWF)	19/05/2013	3,643,462	439,719	3,365,458	406,604	2,668,213	319,958	2,848,643	342,319	12,525,777	1,508,580	19,260,528	65.0%
0713	Vehicle & Plant Hire	05/12/2013	3,144,336	44,252	2,422,693	33,890	3,410,835	46,916	3,294,667	45,593	12,272,532	170,651	14,680,288	83.6%
2610	Fostering	28/03/2013	2,389,631	0	2,371,682	0	2,998,860	0	3,751,886	0	11,512,059	0	11,512,059	0
0313	Recycle/Refuse Containers	01/11/2013	3,331,311	731,969	1,931,517	217,823	3,004,506	439,202	2,658,601	282,921	10,925,984	1,671,915	6,571,208	166.3%
1511	Electrical Materials	01/04/2012	2,369,877	199,203	2,784,588	198,639	2,899,144	213,588	2,211,706	163,570	10,295,315	775,000	7,817,531	131.7%
1613	Street Lighting Materials	01/07/2014	0	0	1,457,759	49,806	3,304,758	109,971	5,368,857	168,520	10,126,374	328,296	10,475,122	96.7%
2013	Salt	01/07/2014	1,509,170	-75,109	2,706,571	-74,253	4,874,682	-211,425	817,140	-62,668	9,907,562	-423,455	15,828,596	62.6%
0112	Bitumen Products	01/03/2013	3,105,953	297,023	1,289,168	120,185	1,415,943	152,354	4,032,520	377,537	9,844,984	947,099	11,682,527	84.3%
1711	Plumbing Materials	01/04/2012	2,129,102	248,033	2,194,251	242,063	2,418,538	276,286	1,867,073	202,472	8,608,964	968,853	8,798,660	97.8%
0212	Vehicle Parts	01/01/2013	1,925,921	101,364	1,353,253	71,224	2,190,314	115,280	1,992,347	104,860	7,461,835	392,728	9,110,624	81.9%
0312	Education & Office Furniture	01/03/2013	1,483,835	137,843	1,970,478	183,050	2,933,371	272,499	1,036,662	96,302	7,424,347	689,693	3,512,685	211.4%
1313	Milk	01/03/2014	1,131,603	-119,945	1,755,895	-197,029	2,259,990	-256,189	1,932,708	-222,467	7,080,195	-795,630	7,095,705	99.8%
0412	Personal Protective Equipment	01/04/2013	1,575,698	164,073	1,861,575	168,887	1,761,451	163,699	1,662,407	163,941	6,861,131	660,601	4,970,870	138.0%
0810	Hygiene Products	01/05/2011	2,170,346	167,877	2,512,335	195,252	1,781,438	129,659	2,408,280	9,646	6,464,118	492,768	5,514,142	117.2%
4010	Building and Timber Materials	01/04/2011	2,052,514	20,164	1,867,802	48,637	2,408,280	9,646	2,216,621	0	6,328,597	78,447	5,626,723	112.5%
1213	Agency Workers - Social Care	01/08/2014	193,708	0	1,838,426	0	1,938,137	0	2,216,621	0	6,186,892	0	17,797,000	34.8%
0113	Tyres for Vehicles & Plant	01/11/2013	1,682,434	162,340	1,368,407	132,039	1,352,010	130,457	1,434,656	138,432	5,877,506	563,268	5,476,742	106.6%
1210	Security	03/05/2011	1,863,063	228,303	1,605,119	196,997	1,408,229	172,455	4,876,411	597,755	4,876,411	597,755	5,060,550	96.4%
0214	Meats - Fresh, Prepared & Cooked (inc. Fresh Fish)	01/11/2014	1,060,063	80,439	1,407,839	106,534	1,818,668	137,258	1,276,896	90,688	4,503,403	334,480	4,171,821	107.9%
0413	Trade Materials (Ironmongery, trade tools, paint)	03/03/2014	1,271,877	101,192	1,008,438	76,365	1,094,339	83,814	1,145,814	73,920	4,308,654	314,538	5,617,534	76.7%
1012	Organic Waste	01/04/2013	1,379,256	110,558	768,008	53,456	666,948	38,186	1,542,644	101,532	4,249,478	294,366	7,101,092	59.8%
1011b	Domestic Furniture and Furnishings (TA)	19/05/2013	772,467	117,884	806,596	122,403	899,045	52,897	1,205,909	68,227	4,117,942	287,620	5,323,244	77.4%
3510	Presentation & Audio Visual Equipment	01/04/2011	3,326,711	-24,984	219,798	-2,603	1,104,146	59,125	688,657	37,974	3,546,509	-27,587	3,886,276	91.3%
1110	Street Lighting Materials	01/07/2011	542,590	28,477	1,079,360	58,454	1,130,645	93,877	666,126	53,573	3,414,754	184,030	2,489,702	137.2%
1811	Catering Sundries	01/10/2012	710,731	56,346	902,661	76,988	1,130,645	93,877	666,126	53,573	3,414,754	184,030	2,489,702	137.2%
0111	Engineering Consultancy	18/03/2013	1,137,956	77,809	805,608	55,084	578,394	54,030	2,277,495	264,467	2,916,800	352,942	3,963,326	73.6%
1410	Asbestos	01/04/2011	590,226	45,723	592,921	44,167	578,394	54,030	1,958,941	117,281	1,958,941	117,281	2,971,611	65.9%
1414	Janitorial Products	01/03/2015	825,191	84,088	823,817	79,401	1,047,338	35,268	600,462	19,959	1,649,008	163,488	1,548,430	106.5%
1010	Prepared Meals	15/09/2012	2,459	0	13,895	0	192,768	0	1,276,075	0	1,647,800	55,227	1,653,306	99.7%
1314	Building And Timber Materials	01/04/2015	0	0	464,404	189,624	415,569	173,408	402,287	166,351	1,485,196	0	21,041,422	7.1%
0814	Security (Services)	12/01/2012	0	0	0	0	0	0	0	0	0	0	0	0
0614	Telecare and Telehealth Technologies	01/01/2015	0	0	0	0	0	0	0	0	0	0	0	0
1413	Recyclable & Residual Waste	07/07/2014	0	0	0	0	0	0	0	0	0	0	0	0
0114	Washroom Solutions	01/10/2014	1,171,225	171,896	171,399	24,607	310,604	35,804	471,887	98,367	1,282,060	529,383	735,741	174.3%
0910	Meats - Fresh, Prepared & Cooked (incl. Fresh Fish)	01/10/2014	79,143	7,863	171,399	24,607	310,604	35,804	471,887	98,367	1,033,033	166,641	15,439,225	6.7%
0613	Roadstone	01/07/2014	212,590	21,925	192,370	17,911	341,888	34,748	246,733	21,641	893,581	96,225	1,940,592	51.2%
1713	Road Maintenance Materials	01/07/2014	0	0	197,814	12,037	319,425	16,314	321,868	17,893	989,107	46,244	944,582	88.8%
0314	Signage	01/12/2014	0	0	0	0	0	0	0	0	0	0	0	0

**Contract Spend and Estimated Savings Report**

**2. Breakdown of Spend by Contract -Year To Date as at: Q1 (Apr 2015 - Jun 2015)**



Ref	Contract	Start Date	Quarter 2		Quarter 3		Quarter 4		Quarter 1		Total						
			Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Forecast Spend (£)	Actual v Forecast %			
1311	Waste Disposal Equipment	01/03/2012															
1114	Asbestos	01/04/2015	88,556	4,900	171,151	9,579	194,100	9,980	355,062	19,871	808,869	44,330	1,312,406		61.6%		
1214	Presentation & Audio Visual Equipment	01/04/2015							734,234	131,916	734,234	131,916	1,044,850		70.3%		
0710	Washroom Solutions	01/10/2010	449,550	303,658							449,550	303,658	271,545		165.6%		
0610	Signage	07/01/2011	259,978	114,176							611,716	46,043	977,686		62.6%		
1014	Ground Maintenance	02/03/2015			166,668	59,870											
0914	Heavy Plant	02/03/2015							316,669	30,937	316,669	30,937	2,418,076		13.1%		
2113	Online School Payments	27/11/2014							90,350	2,603	90,350	2,603	4,911,867		1.8%		
0812	Household WEEE and Batteries	01/04/2013		0	0	0	0	0	11,669	5,001	11,669	5,001	796,391		1.5%		
0511	Care Homes for Adults (LD)	29/06/2015															
0814b	Security (Equipment)	01/04/2015															
1413b	Recyclable & Residual Waste (Income)	07/07/2014															
<b>Totals:</b>			<b>75,375,224</b>	<b>4,638,639</b>	<b>80,609,508</b>	<b>3,584,411</b>	<b>106,438,542</b>	<b>4,319,745</b>	<b>95,708,760</b>	<b>3,765,987</b>	<b>358,132,034</b>	<b>16,308,781</b>	<b>478,050,176</b>		<b>74.9%</b>		