

## Scotland Excel Joint Committee

To: Joint Committee

On: 12 June 2015

Report by Director

### Spend Activity and Estimated Forecast Savings Report - Q3 2014/15

#### 1. Introduction

The purpose of this report is to provide the group with an update to spend activity and estimated savings achieved through the Scotland Excel collaborative contracts during Q3 2014/15. This report includes additional spend data provided by suppliers since the last meeting. The report covers four quarters from 1 January 2014 (Q4 2014/15) to 31 December 2014 (Q3 2014/15).

#### 2. Update

This report covers 53 contracts in quarter 4, 51 contracts in quarter 1, 53 contracts in quarter 2 and 51 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 51 as the report includes legacy contracts and renewed contracts i.e. asbestos, building and timber materials, hygiene products, meats - fresh, prepared and cooked, milk, paint, presentation and audio visual equipment, road maintenance materials, salt, 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 87% has currently been achieved for Q3 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)
2011/2012	Q4	47	£68,749.6	£4,936.8
2012/2013	Q1	53	£59,590.5	£4,242.4
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	£72,531.2	£4,436.9
2014/2015	Q2	53	£72,267.5	£4,632.9
2014/2015	Q3	51	£80,501.7	£3,513.6
<b>TOTAL</b>			<b>£873,918.8</b>	<b>£55,459.2</b>

#### 4. Summary

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



Contract Spend and Estimated Savings Report

Appendix 1 (Expenditure Summary per Council)



1. Expenditure/Estimated Savings Summary -Year To Date as at: Q3 (Oct 2014 - Dec 2014)

Organisation	Contracts Available	Contracts Used	Participation	Quarter 4		Quarter 1		Quarter 2		Quarter 3		Total		Actual v Forecast %	
				Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)		
Aberdeen City Council	51	46	90%	4,022,205	216,371	3,175,653	175,523	3,745,765	196,779	3,998,203	210,298	14,941,826	798,971	14,108,086	105.9%
Aberdeenshire Council	51	46	90%	5,957,957	453,263	4,828,356	548,612	5,024,154	661,133	4,760,259	104,337	20,570,726	1,767,345	25,707,835	80.0%
Angus Council	51	35	69%	1,371,952	172,061	986,187	157,238	1,115,001	169,114	1,122,554	59,873	4,595,695	558,286	5,949,078	77.3%
Argyll & Bute Council	51	40	78%	1,600,910	90,950	1,890,722	102,309	1,411,372	78,735	1,808,086	83,764	6,711,090	355,758	8,457,046	79.4%
City of Edinburgh Council	51	39	76%	4,194,781	331,760	3,828,227	303,849	4,577,715	344,046	7,004,171	323,020	19,604,894	1,302,675	24,801,556	79.0%
City of Manchester Council	51	37	73%	637,659	53,283	899,860	48,237	842,361	55,943	767,106	49,037	3,146,985	206,500	3,741,083	84.1%
Comhairle nan Eilean Siar	46	27	59%	454,792	31,377	490,459	27,670	251,774	17,590	363,155	12,319	1,560,180	88,957	2,548,140	61.2%
Dumfries & Galloway Council	51	39	76%	1,809,780	128,529	1,909,953	117,684	1,294,754	100,008	1,901,888	75,087	6,916,375	421,309	10,678,358	64.8%
Dumfries City Council	51	34	67%	1,754,967	60,117	2,211,040	63,468	2,186,480	27,481	1,614,973	36,650	7,767,470	187,717	9,367,660	82.9%
East Ayrshire Council	51	32	63%	1,323,306	78,764	1,058,529	64,977	1,265,877	39,767	1,315,703	31,352	4,963,415	214,859	6,513,116	76.2%
East Dunbartonshire	51	42	82%	1,726,349	109,988	1,476,699	89,117	1,298,993	63,576	1,893,457	60,439	6,395,498	323,120	11,432,190	55.9%
East Lothian Council	51	42	82%	1,416,865	111,380	1,484,729	94,019	1,237,318	82,763	1,607,376	79,227	5,746,288	367,389	8,787,417	65.4%
East Renfrewshire Council	51	39	76%	1,461,405	87,405	1,713,796	57,086	1,123,677	54,481	1,992,605	53,718	6,291,483	252,690	6,043,327	104.1%
Falkirk Council	51	39	76%	1,811,878	81,299	1,947,298	61,038	1,793,788	76,852	2,501,599	91,435	8,054,543	310,625	13,488,418	59.7%
Fife Council	51	36	71%	5,342,436	270,807	3,409,265	89,821	3,355,212	111,513	4,117,395	116,464	16,224,308	588,606	22,383,951	72.5%
Glasgow City Council	50	29	58%	3,737,655	290,623	3,822,026	364,734	3,570,639	303,483	2,606,538	198,641	13,736,859	1,157,480	24,409,762	56.3%
Highland Council	49	38	78%	2,634,931	103,861	2,681,039	131,408	2,965,632	162,963	2,947,125	103,757	11,228,727	501,989	19,816,406	56.7%
Inverclyde Council	51	40	78%	847,844	26,718	759,912	22,602	748,847	29,287	1,369,859	28,253	3,726,462	106,860	6,413,703	58.1%
Midlothian Council	51	40	78%	2,055,476	86,584	1,451,557	82,372	1,967,218	95,212	1,901,160	53,190	7,375,411	317,358	8,445,580	87.3%
North Ayrshire Council	51	40	78%	2,766,044	230,956	1,934,780	133,865	2,370,962	145,546	2,234,259	90,760	9,306,046	601,128	11,746,041	79.2%
North Lanarkshire Council	51	36	71%	4,583,361	261,857	2,949,053	195,974	5,073,260	333,583	5,237,377	305,290	17,843,050	1,096,703	17,595,041	101.4%
Orkney Islands Council	44	23	52%	473,962	26,851	506,597	78,374	349,473	51,414	198,264	8,863	1,528,296	165,502	1,636,244	93.4%
Perth & Kinross Council	51	38	75%	1,886,910	96,449	1,550,529	122,208	1,443,104	138,910	1,845,725	98,267	6,726,268	455,834	8,937,701	75.3%
Renfrewshire Council	51	44	86%	6,061,831	225,064	2,941,745	125,063	2,742,180	129,268	3,374,583	135,575	15,120,339	614,970	12,782,018	118.3%
Scottish Borders Council	51	41	80%	1,506,411	98,035	1,603,160	133,242	1,690,755	95,158	1,587,986	86,059	6,388,312	412,494	6,197,139	103.1%
Shetland Islands Council	45	26	58%	351,789	-15,757	285,205	17,987	263,842	20,219	424,123	14,457	1,324,959	36,906	2,447,025	54.1%
South Ayrshire Council	51	40	78%	1,662,561	133,959	1,999,758	130,459	1,563,830	115,156	1,709,628	112,757	6,935,777	492,331	8,413,649	82.4%
South Lanarkshire Council	51	41	80%	6,455,255	300,207	5,249,599	225,446	7,325,577	250,399	5,549,747	196,220	24,580,178	972,273	24,477,888	100.4%
Stirling Council	51	31	61%	690,702	42,286	609,785	42,076	623,562	35,798	805,201	43,486	2,729,251	163,646	4,863,138	56.1%
The Moray Council	51	39	76%	921,738	85,771	1,366,737	95,275	998,990	70,435	1,311,346	75,061	4,598,810	326,542	9,092,363	50.6%
West Dunbartonshire	51	44	86%	2,147,774	78,243	2,069,121	83,017	2,543,150	100,277	2,284,342	73,820	9,044,386	335,357	9,761,058	92.7%
West Lothian Council	51	46	90%	4,415,905	418,418	3,691,784	257,674	3,178,255	294,588	4,021,256	323,827	15,307,200	1,294,507	15,431,249	99.2%
Associate Members	44	25	57%	2,317,913	29,366	1,764,047	31,721	2,070,673	46,722	2,116,801	29,305	8,269,434	137,114	6,921,163	119.5%
Tayside Contracts	48	27	56%	3,155,759	195,775	3,983,950	162,719	3,253,284	134,691	2,207,824	148,950	12,600,817	642,135	15,297,522	82.4%
<b>Totals:</b>				<b>83,561,061</b>	<b>4,992,618</b>	<b>72,531,159</b>	<b>4,436,864</b>	<b>75,267,465</b>	<b>4,632,893</b>	<b>80,501,674</b>	<b>3,513,559</b>	<b>311,861,359</b>	<b>17,575,934</b>	<b>388,691,153</b>	<b>80.2%</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: Q3 (Oct 2014 - Dec 2014)

Appendix 2 (Expenditure Summary per Contract)



Ref	Contract	Start Date	Quarter 4		Quarter 1		Quarter 2		Quarter 3		Total		Actual v Forecast %	
			Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)		
0213	Heavy Vehicles	13/01/2014	4,046,775	0	3,746,150	0	5,714,313	0	5,732,349	0	19,239,587	0	33,051,500	58.2%
0612	Light Vehicles	16/07/2013	8,222,525	167,807	2,797,890	57,100	3,226,774	65,853	4,708,857	96,099	18,956,045	386,858	20,484,940	92.5%
1411	Groceries & Provisions	01/05/2012	5,499,899	352,573	4,649,967	305,836	3,873,818	257,324	4,409,479	296,423	18,433,163	1,212,157	14,556,184	126.6%
1112	Secure Care	01/07/2013	3,835,647	-72,387	4,388,182	-81,260	4,254,656	-81,260	4,591,912	-91,293	17,070,396	-326,907	18,197,457	93.8%
1212	Frozen Foods	01/07/2013	4,232,774	166,103	3,300,860	138,639	2,714,235	105,230	4,313,154	169,019	14,791,023	579,019	13,008,407	113.7%
0712	Educational Materials	01/04/2013	5,317,476	306,995	3,424,973	200,428	3,290,642	189,387	2,718,351	156,365	14,751,442	853,175	16,437,485	89.7%
0513	Library Books & Textbooks	01/11/2013	4,995,509	100,619	2,263,825	44,690	2,688,253	53,045	2,611,587	51,993	12,559,174	250,346	14,002,459	89.7%
0713	Vehicle & Plant Hire	05/12/2013	3,267,851	46,052	3,508,860	49,340	3,144,336	44,252	2,422,693	33,890	12,343,740	173,534	14,680,288	84.1%
1011	Domestic Furniture and Furnishings (SWF)	13/05/2013	2,407,566	281,599	2,518,147	295,293	3,643,462	439,719	3,365,458	406,604	11,934,633	1,423,214	19,423,759	61.4%
0313	Recycle/Refuse Containers	01/11/2013	2,928,638	659,918	2,560,544	512,101	3,328,006	731,456	1,872,139	202,413	10,689,327	2,105,887	6,571,208	162.7%
1511	Electrical Materials	01/04/2012	2,955,104	233,632	2,289,016	151,696	2,399,877	199,203	2,784,588	198,639	10,428,585	783,170	7,817,531	133.4%
0810	Hygiene Products	01/05/2011	2,646,617	216,970	2,993,032	255,493	2,170,346	167,877	2,512,335	195,252	10,322,330	835,592	7,352,189	140.4%
0112	Bitumen Products	01/03/2013	1,535,826	168,771	4,370,438	428,553	3,105,953	297,023	1,289,168	120,185	10,301,384	1,014,532	11,682,527	88.2%
1711	Plumbing Materials	01/04/2012	2,660,137	310,788	2,825,924	322,383	2,152,799	251,731	2,216,252	245,496	9,855,111	1,130,399	8,798,660	112.0%
1110	Street Lighting Materials	01/07/2011	2,656,922	-22,040	2,584,497	-23,040	3,320,635	-24,903	219,798	-2,603	8,781,852	-72,587	7,772,553	113.0%
4010	Building and Timber Materials	01/04/2011	2,307,646	72,036	2,203,130	21,644	2,052,514	20,164	1,867,802	48,637	8,431,092	162,481	7,502,298	112.4%
2610	Fostering	28/03/2013	1,090,727	0	1,660,162	0	2,389,631	0	2,371,682	0	7,512,201	0	0	0
0212	Vehicle Parts	01/01/2013	2,160,799	113,726	1,952,819	102,780	1,925,921	101,364	1,353,253	71,224	7,392,785	389,094	9,110,624	81.1%
0412	Personal Protective Equipment	01/04/2013	1,853,853	183,475	1,694,355	174,161	1,575,698	164,073	1,861,575	168,887	6,985,481	690,597	4,970,870	140.5%
1210	Security	03/05/2011	1,623,231	206,120	1,684,005	213,522	1,863,063	228,303	1,605,119	196,997	6,775,419	844,941	6,639,842	102.0%
0312	Education & Office Furniture	01/03/2013	2,405,672	223,478	812,185	75,449	1,483,835	137,843	1,970,478	183,050	6,672,171	619,819	3,512,685	189.9%
0113	Tyres for Vehicles & Plant	01/11/2013	1,118,368	107,913	1,332,916	128,615	1,655,579	159,749	1,244,745	120,107	5,351,608	516,383	5,476,742	97.7%
1313	Milk	01/03/2014	655,570	-76,916	1,656,338	-194,438	1,106,792	-121,731	1,730,459	-198,846	5,149,159	-591,931	6,665,929	77.2%
0311	Children's Residential Care	14/08/2014	1,796,604	282,077	1,296,470	201,235	1,171,225	171,886	2,706,571	-74,253	4,215,741	-149,362	7,914,298	53.3%
2013	Salt	01/07/2014	1,525,632	217,515	700,744	103,423	772,467	117,884	806,596	122,403	3,805,440	561,225	4,740,342	80.3%
1012	Organic Waste	01/04/2011	446,166	39,179	1,308,528	107,373	1,271,877	101,192	768,008	53,456	3,794,579	301,201	6,945,840	54.6%
1410	Asbestos	01/04/2011	1,017,096	69,545	901,115	61,615	1,070,360	73,187	788,924	53,944	3,777,495	258,290	4,783,559	79.0%
0211	Telecare Equipment	12/01/2012	921,647	95,597	789,713	76,736	825,191	84,088	823,817	79,401	3,360,368	335,821	3,096,859	108.5%
0413	Trade Materials (ironmongery, trade tools, paint)	03/03/2014	334,917	30,201	945,597	78,153	1,060,063	80,439	1,008,438	76,365	3,349,015	265,158	5,617,534	59.6%
0410	Salt	01/07/2010	1,988,557	-110,136	1,292,126	-56,266	542,237	28,463	1,078,986	58,440	3,280,682	-166,402	4,540,351	72.3%
1811	Catering Sundries	01/10/2012	735,279	40,604	683,389	36,218	710,731	56,346	911,786	77,935	3,027,805	266,497	6,775,663	44.7%
0111	Engineering Consultancy	18/03/2013	768,098	63,299	637,190	68,917	1,379,256	110,558	633,732	55,937	2,804,744	250,306	4,285,343	65.4%
1011b	Domestic Furniture and Furnishings (TA)	13/05/2013	304,441	35,705	487,315	48,106	590,226	45,723	592,921	44,167	2,399,090	185,052	2,650,193	90.5%
1010	Prepared Meals	15/09/2011	607,564	47,159	608,379	48,003	193,708	0	1,838,426	0	2,032,134	0	8,898,500	22.8%
1213	Agency Workers - Social Care	01/08/2014	0	0	0	0	0	0	1,457,759	49,806	1,457,759	49,806	5,237,561	27.8%
0713	Street Lighting Materials	01/07/2014	388,821	265,764	581,317	324,074	449,550	303,658	1,407,839	106,534	1,419,688	899,486	814,634	174.3%
0214	Meats - Fresh, Prepared & Cooked (inc. Fresh Fish)	01/11/2014	1,116,074	-21,282	1,116,074	-21,282	1,116,074	-21,282	1,116,074	-21,282	1,116,074	-21,282	1,335,592	83.6%
1709	Milk	01/03/2010	540,593	40,623	414,184	41,621	259,978	114,176	73,693	17,665	954,777	82,244	1,430,204	66.8%
0310	Road Maintenance Materials	01/06/2010	320,223	136,999	264,753	110,352	88,556	4,900	171,151	9,579	918,648	379,192	1,145,153	80.2%
0610	Signage	07/01/2011	293,729	10,198	172,127	9,029	88,556	4,900	171,151	9,579	715,648	379,192	1,145,153	60.9%
1311	Waste Disposal Equipment	01/03/2012	293,729	10,198	172,127	9,029	88,556	4,900	171,151	9,579	715,648	379,192	1,145,153	60.9%
0114	Washroom Solutions	01/10/2014	0	0	212,590	21,925	79,143	7,863	464,404	189,624	464,404	189,624	245,247	189.4%
1713	Road Maintenance Materials	01/07/2014	0	0	192,370	17,911	171,399	24,607	192,370	17,911	404,960	39,836	970,296	41.7%
0613	Roadstone	01/07/2014	0	0	171,399	24,607	171,399	24,607	171,399	24,607	250,542	32,470	7,293,951	3.4%





Contract Spend and Estimated Savings Report

2. Breakdown of Spend by Contract - Year To Date as at: Q3 (Oct 2014 - Dec 2014)

Ref	Contract	Start Date	Quarter 4		Quarter 1		Quarter 2		Quarter 3		Total			Actual v Forecast %		
			Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Forecast Spend (£)			
0314	Signage	01/12/2014							197,814	12,037			197,814	12,037	314,861	62.8%
3810	Paint	02/05/2011	30,484	2,341									30,484	2,341	0	
1413b	Recyclable & Residual Waste (Income)	07/07/2014													9,384,542	0.0%
1413	Recyclable & Residual Waste	07/07/2014													209,657	0.0%
2113	Online School Payments	27/11/2014													0	
0812	Household WEEE and Batteries	01/04/2013	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Totals:</b>			<b>83,561,061</b>	<b>4,992,618</b>	<b>72,531,159</b>	<b>4,436,864</b>	<b>75,267,465</b>	<b>4,632,893</b>	<b>80,501,674</b>	<b>3,513,559</b>	<b>17,575,934</b>	<b>388,691,153</b>	<b>311,861,359</b>	<b>17,575,934</b>	<b>388,691,153</b>	<b>80.2%</b>