

Monthly Spend Intelligence Report

Client: Example Co Pty Ltd (anonymised, 120 staff) · Reporting month: June · **This is a sample.** All figures are illustrative and drawn from typical engagements.

1. Headline numbers

Metric	This month	Movement
Total monthly SaaS spend	\$68,400	down \$4,120 vs. last month
Annualised run-rate	\$820,800	down 5.7% since engagement start
Savings realized to date (4 months)	\$61,300	3.4x annual service fee
Savings identified, awaiting approval	\$28,900	6 actions in register

2. Spend movement and anomalies

Vendor	Monthly	Change	Note
CRM platform	\$9,850	+\$1,320	12 seats added by sales ops without procurement review
Cloud data warehouse	\$7,200	+\$2,050	Anomaly: dev cluster left running; auto-shutdown proposed
Design tool	\$1,440	0	Renewal in 74 days; downgrade play prepared
E-signature tool B	\$620	0	Duplicate of tool A; migration plan in action register

3. Licence utilization (from SSO login data)

Application	Seats paid	Active (30d)	Utilization	Recoverable / yr
Project management	140	96	69%	\$10,560
Video conferencing	120	84	70%	\$6,480
AI assistant licences	60	22	37%	\$13,680
Sales engagement	35	31	89%	\$1,150

4. 90-day renewal radar

Contract	Renews	Annual value	Recommended play
ERP add-on modules	T-38 days	\$96,000	Renegotiate: usage down 22%, benchmark shows 15% headroom
Endpoint security	T-61 days	\$31,200	Consolidate with M365 E5 features already licensed
Design tool	T-74 days	\$17,280	Downgrade 8 unused editor seats to viewers

5. AI spend watch

AI assistant licences are 37% utilized: 38 of 60 paid seats show no meaningful usage in 30 days.

Recommendation: reduce to 30 seats at renewal and re-expand on demonstrated usage (\$13,680/yr). API spend (LLM providers) is \$1,870/mo, up 41% in two months, driven by an unmonitored internal chatbot; a usage cap and per-team attribution have been proposed.

6. Action register

#	Action	Annual value	Status
12	Cancel zombie subscriptions (4 tools, no logins 90d)	\$8,340	Completed
13	Rightsize AI assistant licences 60 to 30	\$13,680	Awaiting approval
14	Dev cluster auto-shutdown schedule	\$24,600	In progress
15	E-signature consolidation to single vendor	\$7,440	Awaiting approval

What happens next

Actions 13 and 15 need a one-line approval to proceed. The ERP renegotiation brief is scheduled for review at the next monthly check-in. Your realized savings tracker is on track to exceed 4x the annual service fee by month six.

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