

Committee	Number of Meetings 2008/2009	Number of Committee Members	Number of Agendas & Reports Printed	Proposed Distribution	Printing Costs 2008/09 (£)	Potential Savings
Appeals Committee	4	Members - 8 (3 members 2010/11)	Members - 8 Officers - 9 Other - 3  Total - 20	Committee Members - 8 CMT - 5 Monitoring/Deputy Officer - 2 Head of Personnel - 1 Committee Services - 2 Filing - 1  Total - 19	94.00 (£1.18p/c)	4.70
Appointments Committee	2	Members - 8	Members - 8 Officers - 8 Other - 3 Total - 19	Committee Members - 8 CMT - 5 Monitoring/Deputy Officer - 2 Head of Personnel - 1 Committee Services - 2 Filing - 1  Total - 19	70.00 (£1.84p/c)	Nil
Audit Committee	6	Members - 13 (12 members 2010/11) Partners - 2	Members - 15 Officers - 15 Other - 7 Total - 37	Committee Members - 13 CMT - 5 Monitoring/Deputy Officer - 2 Head of Service - 1 Committee Services - 5 Partners - 2 Filing - 1  Total - 29	255.00 (£1.15p/c)	55.20

Committee	Number of Meetings 2008/2009	Number of Committee Members	Number of Agendas & Reports Printed	Proposed Distribution	Printing Costs 2008/09 (£)	Potential Savings
Blackwood Town Centre Management Group	5	Members - 4 Partners - 14	Members - 7 Officers - 18 Other - 15 Total - 40	Committee Members - 4 Partners - 14 CMT - 3 Head of Service (PD) - 1 Committee Services - 5 Filing - 1  Total - 28	185.00 (£0.93p/c)	55.80
Bargoed Town Centre Management Group	2	Members - 7 (4 members 2010/11) Partners - 9	Members - 7 Officers - 18 Other - 15 Total - 40	Committee Members - 7 Partners - 9 CMT - 3 Head of Service (PD) - 1 Committee Services - 5 Filing - 1  Total - 26	62.00 (£0.78p/c)	21.84
Cabinet	33	Members - 9	Members - 73 Officers - 23 Other - 20 Total - 116	Committee Members - 9 Members without IT - 2 Partners - 0 CMT - 5 Monitoring/Deputy Officer - 2 Committee Services - 6 Filing - 1  Total - 25	2773.00 (£0.73p/c)	2192.19

Committee	Number of Meetings 2008/2009	Number of Committee Members	Number of Agendas & Reports Printed	Proposed Distribution	Printing Costs 2008/09 (£)	Potential Savings
Community Council Liaison Committee	4	Members - 16 Partners - 32	Members - 16 Officers - 14 Other - 50 Total - 80	Committee Members - 16 Partners - 32 CMT - 5 Monitoring Officer - 1 Committee Services - 6 Filing - 1  Total - 61	161.00 (£0.51p/c)	38.76
Community Safety Partnership	4	Members - 1 Partners - 12	Members - 5 Officers - 9 Other - 26 Total - 40	No longer supported	206.00	206.00
Caerphilly Town Centre Management Group	4	Members - 8 Partners - 9	Members - 8 Officers - 20 Other - 15 Total - 43	Committee Members - 8 Partners - 9 CMT - 3 Head of Service (PD) - 1 Committee Services - 5 Filing - 1  Total - 27	137.00 (£0.80p/c)	51.20
Corporate Health and Safety Group	5	Members - 7 Partners - 12	Members - 7 Officers - 15 Other - 18 Total - 40	Committee Members - 7 Partners - 12 CMT - 5 Head of Service (GH) - 1 Monitoring Officer - 1 Committee Services - 5 Filing - 1  Total - 32	320.00 (£1.60p/c)	64.00

Committee	Number of Meetings 2008/2009	Number of Committee Members	Number of Agendas & Reports Printed	Proposed Distribution	Printing Costs 2008/09 (£)	Potential Savings
Full Council	13	Members - 73	Members - 73 Officers - 20 Other - 20 Total - 113	Committee Members - 73 CMT - 5 Monitoring/Deputy Officer - 2 Committee Services - 6 Filing - 1  Total - 87	1105.00 (£0.75p/c)	253.50
Education for Life Scrutiny Committee	14	Members - 20 Partners - 7 (16 members 2010/11)	Members - 73 Officers - 19 Other - 27 Total - 119	Committee Members - 16 Partners - 7 CMT - 5 Monitoring Officer - 1 Committee Services - 6 Filing - 1  Total - 36	1594.00 (£0.96p/c)	1,115.52
Grants to the Voluntary Sector Sub-Committee	2	Members - 15	Members - 15 Officers - 14 Other - 17 Total - 44	Committee Members - 15 CMT - 5 Head of Service (NS) - 1 Committee Services - 4 Filing - 1  Total - 26	57.00 (£1.90p/c)	68.40

Committee	Number of Meetings 2008/2009	Number of Committee Members	Number of Agendas & Reports Printed	Proposed Distribution	Printing Costs 2008/09 (£)	Potential Savings
Health, Social Care and Wellbeing Scrutiny Committee	9	Members - 20 Partners - 5 (16 members 2010/11)	Members - 73 Officers - 17 Other - 24 Total - 115	Committee Members - 16 Partners - 5 CMT - 5 Monitoring Officer - 1 Committee Services - 6 Filing - 1  Total - 34	940.00 (£0.91p/c)	663.39
Joint Consultative Committee	3	Members - 9 Partners - 21	Members - 9 Officers - 21 Other - 24 Total - 54	Committee Members - 9 Partners - 21 CMT - 5 Monitoring Officer - 1 Head of Service (GH) - 1 Committee Services - 6 Filing - 1  Total - 44	128.00 (£0.79p/c)	23.70
Licensing Main Committee	7	Members - 15	Members - 15 Officers - 11 Other - 20 Total - 46	Committee Members - 15 Partner - 2 Monitoring Officer - 2 Head of Service (RH) - 2 Committee Services - 6 Filing - 1  Total - 28	187.00 (£0.58p/c)	73.08
Licensing Sub Committees	50 (estimate)	Members - 3	Members - 3 Officers - 11 Other - 20 Total - 34	Committee Members - 3 Monitoring Officer - 2 Head of Service (RH) - 2 Committee Services - 6 Filing - 1  Total - 14	850.00 (£0.50p/c)	500.00

Committee	Number of Meetings 2008/2009	Number of Committee Members	Number of Agendas & Reports Printed	Proposed Distribution	Printing Costs 2008/09 (£)	Potential Savings
Living Environment Scrutiny Committee	11	Members - 20 Partners - 7 (16 members 2010/11)	Members - 73 Officers - 21 Other - 26 Total - 120	Committee Members – 16 Partners - 7 CMT - 5 Monitoring Officer - 1 Committee Services - 6 Filing - 1  Total - 36	1199.00 (£0.91p/c)	840.84
Local Access Forum	1	Members - 1 Partners - 19	Members - 1 Officers - 9 Other - 30 Total - 40	Committee Members - 1 Partners - 19 Committee Services - 3 Head of Service - 3 Filing - 1  Total - 27	27.00 (£0.68p/c)	8.84
Members Seminars/ Induction	14	73 Members	N/A	73 Members	372.00	None
Monmouthshire Canal	1	Members - 9 Partner - 1	Members - 9 Officers - 11 Other - 3 Total - 23	Committee Members - 9 Partners - 1 Monitoring Officer - 1 Head of Service - 6 Committee Services - 3 Filing - 1  Total - 21	25.60 (£1.12p/c)	2.24
NNDR	1	Members - 3	Members - 3 Officers - 8 Other - 0 Total - 11	Committee Members - 3 CMT - 2 Head of Service - 1 Committee Services - 2 Filing - 1  Total - 9	23.65 (2.15p/c)	2.30

Committee	Number of Meetings 2008/2009	Number of Committee Members	Number of Agendas & Reports Printed	Proposed Distribution	Printing Costs 2008/09 (£)	Potential Savings
Policy and Resources Scrutiny Committee	8	Members - 20 (16 members 2010/11)	Members - 73 Officers - 21 Other - 19 Total - 113	Committee Members - 16 CMT - 5 Monitoring Officer - 1 Committee Services - 6 Filing - 1  Total - 29	1213.77 (1.34p/c)	900.48
Planning Committee	Site Visits = 20  Weekly Planning List = 46  Committee = 19	Members - 33 (20 members 2010/11)	<b>Weekly Planning List</b>  Members - 73 Officers - 14 Other - 18 Total - 105  <b>Planning Committee</b>  Members - 73 Officers - 32 Other - 19 Total - 124	<b>Weekly Planning List</b>  Email to all Members Non IT Members - 2  <b>Planning Committee</b>  Committee Members - 20 Monitoring Officer - 1 Head of Service Planning - 2 Head of Service Public Protection - 1 Head of Service Engineering - 1 Committee Services - 6 Filing - 1  Total - 32	<b>Weekly Planning List</b> 1197.02 (£0.24p/c)  <b>Site visits</b> 543.80  <b>Planning Committee</b> 6,338.25 (2.69p/c)	<b>Weekly Planning List</b> 1,137.12  <b>Site visits</b> Nil  <b>Planning Committee</b> 4,702.12
Regeneration Scrutiny Committee	11	Members - 20 (16 Members 2010/11)	Members - 73 Officers - 21 Other - 20 Total - 114	Committee Members - 16 CMT - 5 Monitoring Officer - 1 Committee Services - 6 Filing - 1  Total - 29	1,048.42 (£0.84p/c)	785.40

Committee	Number of Meetings 2008/2009	Number of Committee Members	Number of Agendas & Reports Printed	Proposed Distribution	Printing Costs 2008/09 (£)	Potential Savings
Rights of Way	1	Members - 5	Members - 5 Officers - 13 Other - 18 Total - 36	Committee Members - 5 CMT - 3 Monitoring Officer - 1 Head of Service (PM) - 1 Committee Services - 3 Filing - 1  Total - 14	61.00 (£1.69p/c)	37.18
River Rhymney Task Group	2	Members - 3 Partners - 11	Members - 3 Officers - 14 Other - 16 Total - 33	Committee Members - 3 Partners - 11 CMT - 1 Monitoring Officer - 1 Head of Service Public Protection - 2 Head of Service Engineering - 2 Head of Service Planning - 2 Committee Services - 4 Filing - 1  Total - 27	49.92 (£0.76p/c)	9.12
Standing Advisory Council on Religious Education	6	Members - 6 Partners - 13	Members - 6 Officers - 4 Other - 19 Total - 29	Committee Members - 6 Partners - 13 Head of Service (JL) - 1 Committee Services - 3 Filing - 1  Total - 24	339.90 (£1.95p/c)	58.50
Sustainable Development Advisory Panel	6	Members - 11	Members - 11 Officers - 18 Other - 18 Total - 47	Committee Members - 11 CMT - 5 Head of Service Planning - 4 Head of Service Performance and Policy - 1 Head of Service ITC - 1 Committee Services - 3 Filing - 1  Total - 25	387.10 (£1.37p/c)	180.84



Committee	Number of Meetings 2008/2009	Number of Committee Members	Number of Agendas & Reports Printed	Proposed Distribution	Printing Costs 2008/09 (£)	Potential Savings
Standards Committee	4	Members - 2 Partners - 6	Members - 2 Officers - 11 Other - 24 Total - 37	Committee Members - 2 Partners - 6 CMT - 5 Monitoring/Deputy Officer - 2 Corporate Complaints Officer - 1 Committee Services - 4 Filing - 1  Total - 21	150.82 (£1.02p/c)	65.28
Timetable	6				136.36 Discontinued	136.36
Voluntary Sector Sub-Committee	5	Members - 15 Partners - 32	Members - 15 Officers - 14 Other - 50 Total - 79	Committee Members - 15 Partners - 32 CMT - 3 Head of Service (CJ) - 1 Committee Services - 5 Filing - 1  Total - 57	417.90 (£1.06p/c)	116.60
<b>Total Expenditure</b>					<b>£22,655.51</b>	
<b>Total Potential Savings</b>					<b>£14,370.50 (63% of total expenditure)</b>	

#### Note

**Others** – For each committee agendas are sent to the following Library (x1), Filing (x1), GAVO (x1), Resource Centre (x1), Members Rooms (x 3), Reception x 4 and Press x 8. In addition, certain committees will have an additional circulation list such as an Assembly Member, Community Councillors, Trade Unions, Police, LHB etc.