

Average estimated cost of one meeting of the East Kent Joint Scrutiny Committee

Average approximate cost of producing all agenda papers, including spares ¹ :	£140
Average approximate cost of postage for agenda papers to Committee and press ²	£20
Cost of refreshments ³ :	£10
Total average cost for one meeting	£170

Estimated total cost of East Kent Joint Scrutiny Committee during 2010/11

Number of meetings of East Kent Joint Scrutiny Committee since 1 April 2010 ⁴ :	3
Estimated total cost of East Kent Joint Scrutiny Committee during 2010/11	£510

Notes:

1. 50 copies of the agenda packs are printed for each meeting, this includes copies for Committee Members, Press, and Officers, as well as spares for public
2. All agenda papers are sent second class - cost for a large letter second class >100g is currently 81 pence
3. Dover District Council very kindly do not charge for use of the Council Chamber. There is a small cost for the provision of tea and coffee, however
4. There have been three meetings since March 2010: 30 Jun 2010, 13 Oct 2010 and 22 Mar 2011

Excluded costs:

There is no assessment of additional officer time involved in preparing reports or attending meetings
There is no assessment of the travel costs of Councillors or officers