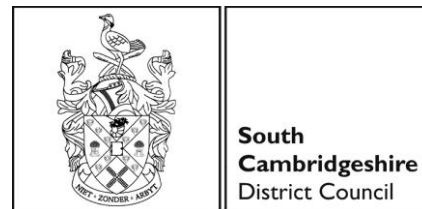


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13 May 2009

To: Members of the Licensing Committee (2003 Act)
Quorum: 3

Dear Sir/Madam

You are invited to attend the next meeting of **LICENSING COMMITTEE (2003 ACT)**, which will be held in **COUNCIL CHAMBER, FIRST FLOOR** at South Cambridgeshire Hall on **THURSDAY, 21 MAY 2009 at 5.10pm** or following the meeting of the Licensing Committee, whichever is later.

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution *in advance of* the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully
GJ HARLOCK
Chief Executive

Requests for a large print agenda must be received at least 48 hours before the meeting.

AGENDA		PAGES
1.	APOLOGIES FOR ABSENCE To receive apologies for absence from committee members.	
2.	DECLARATIONS OF INTEREST	
3.	ELECTION OF CHAIRMAN OF LICENSING COMMITTEE (2003 ACT)	
4.	APPOINTMENT OF VICE-CHAIRMAN OF LICENSING COMMITTEE (2003 ACT)	
5.	ESTABLISHMENT OF LICENSING (2003 ACT) SUB-COMMITTEE, APPOINTMENT OF SUB-COMMITTEE CHAIRMEN AND PROCEDURE FOR THE APPOINTMENT OF MEMBERS Report attached .	1 - 4

Recommendations (from paragraph 12 of the report)

The Committee is recommended:

- (a) To establish a Licensing Sub-Committee to make determinations under the Licensing Act 2003 in respect of applications not determined by the Licensing Officer under delegated powers and in accordance with the Table of

Delegations in respect of Licensing Functions set out in the Annex to Table One of Part 3 of the Constitution.

- (b) To appoint 6 Members to act as Chairmen of the Sub-Committee, subject to the Chairmen having received, or giving a commitment to undertake, the appropriate training required for the role as directed by the Corporate Manager for Health and Environmental Services,
- (c) To authorise the Democratic Services Manager to appoint three Members to the Sub-Committee when it is required to meet, comprising a Chairman from the list agreed in (b) above and two Members of the Committee, dependent on availability, having regard to potential conflicts of interest and in consultation with the Chairman of the Committee.