

**Business Facilitation Advisory Committee  
Task Force on Business Liaison Groups**

*Rationalizing the referral process of alteration applications  
for Places of Public Entertainment Licence*

**Background**

The Food and Environmental Hygiene Department (FEHD) is authorized by the Secretary for Home Affairs under section 3B of the Places of Public Entertainment Ordinance to issue or cancel the Places of Public Entertainment Licence (PPEL) or exercise any other function relating to licensing matters under the Ordinance. According to the licensing conditions for granting of a PPEL, the licensee has to seek FEHD's approval before effecting any alteration including additions and/or deletions to the approved layout plan.

2. Upon receipt of an application with layout plans showing any proposed alteration and/or addition, FEHD refers the application to relevant departments such as the Buildings Department and the Fire Services Department for comments from different safety perspectives. For PPEL for places other than cinemas and theatres, FEHD also refers the application for alteration works to the Police for comments.

**Trade's Concern**

3. In March 2014, a Family Amusement Center (FAC) operator expressed his concern to the secretariat of the Business Liaison Group (BLG) for FACs about FEHD's practice of referring alteration applications to the Police, especially the role of the Police in commenting on alteration applications as changes on approved layout plans should only have implications for building and fire safety requirements.

## **Administration's Response**

4. In response to the above enquiry, the Police advised that in processing alteration applications they would provide comments from the law and order perspective. Having reviewed the experience in processing alteration applications and taking into account that the FAC premises under alteration applications were valid PPEL holders and they were subject to annual inspections by the Police during their annual licence renewal, FEHD and the Police considered that there was scope to rationalize the referral process of alteration applications.

5. A streamlined process has subsequently been announced at the 17<sup>th</sup> BLG meeting for FAC held in October 2014. Under the new arrangement, FEHD will inform the Police about the applications for alteration works but will not require the Police to comment on the cases. The trade welcomes the improvement measure.

## **Way Forward**

6. Members are invited to note the above measure and offer comments, if any.

**Hong Kong Police Force**  
**Food and Environmental Hygiene Department**  
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