

**Thirty-eight Meeting of  
the Business Facilitation Advisory Committee**

***Agenda Item 4(c): Report on the work of the  
Task Force on Business Liaison Groups***

**Purpose**

This paper reports on the work of the Task Force on Business Liaison Groups (BLGTF) since the last Business Facilitation Advisory Committee meeting on 26 June 2018.

**Work progress of the BLGTF**

***Overall progress of Business Liaison Groups***

2. From 1 January to 30 June 2018, two Business Liaison Group meetings were held. A total of eight issues were satisfactorily resolved or clarified and one information dissemination session on business facilitation was conducted.

***Measures to facilitate licence application for premises located in old composite buildings***

3. The trade was concerned that the relatively long lead time for the installation of improvised sprinkler systems in premises located in old composite buildings would increase the cost of obtaining a licence. At the BLGTF meeting on 30 July 2018, the Fire Services Department (FSD) and Water Supplies Department (WSD) briefed members on a series of facilitation measures with the aim of shortening the lead time. These measures included parallel processing of applications to FSD and WSD for installation of the sprinkler systems and water supply, parallel processing of the plumbing proposals and the applications for the commencement of the plumbing works by WSD internally, advancing registration of the applications for excavation permits with the Highways Department by WSD for water supply applications, and proposing amendments to related licensing authorities by FSD on enhancing the licensing guides etc. The above measures will be implemented progressively within 2018-19.

***Measures to facilitate licence application for purpose-built hotels***

4. In response to the hotel industry's concern about expediting the licensing process by advancing the licence application process, the Office of the

Licensing Authority (OLA) of the Home Affairs Department (HAD) presented several measures on facilitating licence application for purpose-built hotels at the same BLGTF meeting. These measures included working with the Buildings Department (BD) for wider promulgation of hotel licensing requirements by providing hyperlinks to hotel licensing information on the relevant Practice Notes posted on BD's website, thereby facilitating the hotel developers and their Authorised Persons to plan ahead the works for the proposed hotel buildings. Moreover, OLA will provide pre-submission enquiry service for these premises to offer advice on specific hotel licensing issues/requirements.

5. All these measures helped facilitate early planning of licence application and avoid subsequent rectification works, thereby shortening the time needed to obtain a hotel licence. OLA would put in place these measures progressively from Q3 of 2018 with a view to implementing them fully within 2018-19.

***Relaxation of Showing Moveable Furniture Items on the Layout Plans for Application for Certificate of Compliance under Clubs (Safety of Premises) Ordinance (Cap. 376)***

6. The trade was concerned about the frequent need to apply for alteration of the seating layout. To provide greater flexibility for the operators to alter their seating layout to suit operation needs, OLA of HAD proposed at the same BLGTF meeting to relax the requirements of indicating common moveable furniture items such as sofas, tables and chairs on the layout plans for the application for Certificates of Compliance. It was expected that this measure could reduce the need for the applications for alteration of seating layout.

7. BLGTF appreciated the facilitation efforts of departments concerned.

**Way forward**

8. Members are invited to note the work progress of the BLGTF. BLGTF will continue to oversee and monitor the work progress of the BLGs.

Business Facilitation Team  
Efficiency Office  
Innovation and Technology Bureau  
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