

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

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

Background

Applicants of Certificate of Compliance (CoC) (i.e., club licences) under Clubs (Safety Of Premises) Ordinance (Cap. 376) are required to submit a layout plan for their premises for vetting and acceptance by the licensing authority, i.e. the Office of the Licensing Authority (OLA) under the Home Affairs Department (HAD), to ensure compliance with the required building and fire safety requirements. Any subsequent changes to the layout plans should require the prior agreement of the licensing authority.

Trade's Concern

2. As it is common for operators to re-organise moveable items such as sofas, tables and chairs at the club premises, the trade enquired whether such movable items can be waived from showing on the layout plans to save the need for applying for altering the seating layout.

Administration's Response

3. In response, the HAD clarified that it is not a statutory requirement to indicate moveable furniture items on the layout plans when considering the issue of CoC. However, such indication would assist the OLA to assess whether the number of persons to be accommodated is acceptable and whether means of escape would be obstructed/hindered. To provide greater flexibility for the operators to alter their seating layout to suit operation needs, OLA will ***relax the indication of furniture items on layout plans***, as a business facilitation measure. Common moveable furniture items such as sofas, tables and chairs will no longer be required to be shown on the layout plans for licensing purpose so long as the number of persons to be accommodated in various parts of the proposed licensed area are clearly indicated for vetting. However, in case

where the means of escape provisions has become critical, the OLA may require the indication of movable furniture on the layout plans to ensure effective control on the maximum number of patrons to the club premises and/or satisfactory provision of escape routes.

4. OLA will put in place the measure within 2018-19. It is expected that it will facilitate the club operators in the submission of applications and reduce the need for applying for alteration of the seating layout provided that the number of patrons to be accommodated as stated on the layout plan is not exceeded.

Way Forward

5. Members are invited to note the content of the paper and offer comment, if any.

Home Affairs Department
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