

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

*Amendment to Police visit summary for
licence renewal application*

Background

Application for renewal of a liquor licence or club liquor licence is required to be submitted to the Licensing Office of the Liquor Licensing Board (LLB) not less than 3 months before the licence is due for renewal. The application is referred to the Hong Kong Police Force (Police) and the District Office concerned for comments. Based on the inspection reports on the premises concerned, Police will prepare a visit summary and comments for LLB's consideration.

Suggestion by the Trade

2. At the 15th meeting of the Business Liaison Group for Karaoke Establishments, Nightclubs, Bars and other Entertainment Clubs, the trade suggested to include the information about whether an incident was reported by the licensee or the person-in-charge of the premises in the Police visit summary so that LLB would have a clearer picture of whether the premises were properly managed or not.

Administration's Response

3. As an enforcement agency in the liquor licensing regime, Police is duty bound to take proactive enforcement actions to ensure that liquor licensed premises are operated in accordance with the relevant legislations and licensing conditions. Police will report to LLB any irregularities detected on liquor licensed premises for its consideration of the renewal and other applications of the premises. Towards this end, Police will regularly review the format of the visit summary and one of the recent amendments is to include additional information regarding the identity of the informant of each incident (i.e. whether the report is made by the licensee or the person-in-charge of the premises). The trade generally welcomes this amendment.

Way Forward

4. Members are invited to note the above business facilitation measure and offer comments, if any.

**Hong Kong Police Force
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