

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

***“Fast Track Application Procedure” for Use of Places of Amusement
for Events/Activities not Specified in the Licence***

Background

The premises of billiard establishments, public bowling-alleys and public skating rinks are regulated by the Places of Amusement Licence issued by the Leisure and Cultural Services Department (LCSD). According to Condition 3 of the Standard Licensing Conditions, “Except with the approval of the Department, or as specified in any licence or permit granted by the Department, the premises must not be used for any other purpose or class of business”. To facilitate them to develop more business opportunity, LCSD allows the trade to apply for permission to hold events/activities not specified in the licence such as fashion show, wedding ceremony and New Year count-down. Normally, it takes about 30 working days for processing an application for non-designated use of places of amusement.

Trade’s Concern

2. At a Business Liaison Group meeting for billiard establishments, public bowling-alleys and public skating rinks, the trade enquired whether the time of processing an application for non-designated use of places of amusement could be shortened. The Economic Analysis and Business Facilitation Unit (EABFU) suggested that LCSD should explore the feasibility of introducing a fast track application procedure.

Administration’s Response

3. With the collaboration of the Buildings Department (BD), Fire Services Department (FSD), Hong Kong Police Force and EABFU, LCSD has managed to devise a fast track application procedure for processing “simple cases”. A “simple case” refers to an application which can satisfy the following criteria:

- (a) the licensed premises is not located in a small commercial/residential composite building;
- (b) the proposed event/activity does not involve applications for any other types of licence/permit, nor does it require any additional electrical installation;
- (c) at least one event/activity that is of the same nature and type has been organized on the premises with approval under the normal application procedure since 1 April 2014;
- (d) the temporary structure(s) to be used for the proposed event/activity has been approved by BD after implementation of the “Fast Track Application Procedure”;
- (e) the applicant has undertaken that he/she agrees to comply with the Building Safety Conditions and Fire Safety conditions issued by BD and FSD respectively; and
- (f) the applicant has submitted the application form together with the relevant plans, including the layout plan, plan(s) of the temporary structure(s), relevant certificate(s) issued by authorized person(s)/registered structural engineer(s) or temporary structure declaration as appropriate.

4. The above fast track has been implemented with effect from 1 April 2014. The time of processing the applications can be shortened by over 33% to 20 working days.

Way Forward

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

Leisure and Cultural Services Department
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