

**Notes of the 20<sup>th</sup> Meeting of  
Business Liaison Group (Theme Parks and Attractions)**

**Date :** 20 June 2016 (Monday)  
**Time :** 2:30 pm  
**Venue :** Conference Room 4, G/F., Central Government Offices, Tamar  
**Chairman :** Mr CHAN Wah Chan, Head, Business Facilitation Division,  
Economic Analysis and Business Facilitation Unit

**Trade attendees:**

Hong Kong Disneyland

Mr John KWONG	Manager, Facility Asset Management
Mr Eric WONG	Manager, Building & Architecture Maintenance
Ms Maggie YIP	Manager, Facility Asset Management

Hong Kong Observation Deck

Mr Billy LIU	Assistant Operations Manager
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Hong Kong Observation Wheel

Mr Cedric TAM	Senior Construction Manager
Mr Joe WONG	Operation Manager

Kai Tak Cruise Terminal

Mr Simon KAM	Facility Manager
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Madame Tussauds

Mr Horace SHEK	Operations Manager
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Ngong Ping 360

Mr Alan CHOW	Facilities Manager
Ms Dora PANG	Guest Services Manager

Ocean Park Corporation

Mr Arthur WONG	Project Development Director
Mr Kenneth LAU	Operations Director
Mr Joseph LEUNG	Executive Director, Revenue
Ms Celine CHEUNG	Executive Director, Design & Planning
Ms Gillian CHO	Assistant Corporate Services Manager

**Government representatives:**

Buildings Department (BD)

Mr Colin CHENG

Senior Building Surveyor

Ms Angel LAI

Building Surveyor/Licensing

Economic Analysis and Business Facilitation Unit (EABFU)

Mr Sunny YU

Chief Management Services Officer (Secretary)

Mr Robert CHU

Management Services Officer

Food and Environmental Hygiene Department (FEHD)

Ms Rebecca KU

Superintendent(Hygiene)2

Greening, Landscape and Tree Management Section (GLTMS), Development Bureau

Ms Angie AU YEUNG

Assistant Secretary (Tree Management) 1

**In attendance:**

Dr Billy MAK

Convenor, Business Liaison Group Task Force (BLGTF)

Mr Victor LAM

Member, BLGTF

**Action**

1. **The Chairman** welcomed all to the meeting. He said that the notes of the last meeting had been posted to the Business Facilitation Initiatives website ([http://www.gov.hk/en/theme/bf/pdf/TP%26A\\_BLG\\_19\\_Notes1.pdf](http://www.gov.hk/en/theme/bf/pdf/TP%26A_BLG_19_Notes1.pdf)) for trade's reference.

**Agenda 1 – Briefing by Bureau/Department**

***Handbook on Tree Management (HTM) relevant to theme parks and attractions***

2. **Ms Angie AU YEUNG** briefed the trade on the HTM with the presentation pack at **Annex 1**. The HTM, published in April 2016, was developed by the GLTMS of the Development Bureau to provide tree owners with guidelines and standards of good practices on tree management. In collaboration with the Home Affairs Department, the HTM would form part of the Code of Practice on Building Management and Maintenance issued under the Building Management Ordinance (Cap. 344) (BMO). The three key components of the HTM were –

(a) Part 1 - Duty of care of tree owners

The legal provisions for tree management included Common Law Duty of Care, BMO, Occupiers Liability Ordinance (Cap. 314) and provisions in land leases.

(b) Part 2 - Key steps in tree risk management

Tree owners should engage qualified professionals for tree works, prepare tree inventory, undertake tree risk assessment, mitigate tree risk and keep records.

**Action****(c) Part 3 - General tree care**

Tree owners were recommended to acquire the knowledge on tree planting and tree maintenance.

3. **Mr Alan CHOW** enquired about the definition of a tree and what kinds of qualified professionals were required to conduct tree risk assessment. In response, **Ms AU YEUNG** said that a plant was considered as a tree if its trunk diameter measured 95 mm or more at a height of 1.3m above the ground level. The trade could make reference to the HTM for the recommended requirements of qualified professionals for different types of tree works. The information on qualified service providers/members in the professional groups on tree management could be found at “Information about Tree Maintenance for Private Properties” page ([http://www.greening.gov.hk/en/tree\\_care/info\\_private.html](http://www.greening.gov.hk/en/tree_care/info_private.html)) of the GLTMS website.
  
4. In response to **Mr John KWONG**’s enquiry on tree removal, **Ms AU YEUNG** replied that the trade could make reference to the Lands Department (LandsD) Practice Note “Issue No. 7/2007 – Tree Preservation and Tree Removal Applications in Hong Kong in Private Land” ([http://www.landsd.gov.hk/en/images/doc/2007-7\\_text.pdf](http://www.landsd.gov.hk/en/images/doc/2007-7_text.pdf)) for details about tree preservation and tree removal application. The LandsD was prepared to respond promptly to related enquires or applications. **The Chairman** added that the LandsD had previously attended a BLG meeting for recreational clubs to discuss the issue of compensatory planting and the trade could refer to the relevant meeting notes (<http://www.gov.hk/en/theme/bf/pdf/Notes-RC11v.5.pdf>).

***Implementation of the Building (Standards of Sanitary Fitments, Plumbing, Drainage Works and Latrines)(Amendment) Regulation 2015 (Amendment Regulation) relevant to theme parks and attractions***

5. **Mr Colin CHENG** briefed the trade on the subject with the presentation pack at **Annex 2**. The Amendment Regulation was implemented on 14 December 2015 and applicable to nine categories of building uses. Among them, three were commonly found in theme park or attraction premises, viz. offices and other places of work, places of public entertainment and restaurants. For existing theme park or attraction premises, the Amendment Regulation would be applicable to renovations under two scenarios –

**(a) Extension**

For example, an existing venue of places of entertainment was expanded to cover new area and became one unified venue.

**Action****(b) Change in use**

For example, a floor of office was swapped with a floor of places of public entertainment. Both floors would fall under the Amendment Regulation.

6. **Mr CHENG** advised that should the trade meet great difficulties in fulfilling the requirements under the Amendment Regulation, such as physical constraints of the building, they could deliberate with the BD by providing the details. The department would take a practical approach in considering granting exemption. In addition, the Amendment Regulation concerned permanent building structures and did not deal with mobile toilets. In response to the enquiry of **Mr Alan CHOW**, **Mr CHENG** said that mobile toilets could not be used to fulfil the stipulated provision requirement of sanitary fitments.
7. In response to **Ms Celine CHEUNG**'s enquiry on change in use of building/premises from shop to food business, **Mr CHENG** replied that if the proposed change was permanent in nature, the owner should submit an application for change in use to the BD. If the proposed change was a temporary plan to meet certain business needs, the building owner might submit an application for the relevant permit/licence to the licensing authority. **Ms Angel LAI** supplemented that the owner might consider engaging an authorised person to ascertain whether the conditions of the building/premises would meet the corresponding food licensing requirements before submitting the application to the BD or licensing authority.

**Agenda 2 – New Issue*****Submission of alteration and addition (A&A) applications involving different floors of multi-storey premises under Places of Public Entertainment Licence (PPEL)***

8. **The Secretary** said that some licensed premises of theme parks and attractions on different floors of multi-storey buildings were under one PPEL. From time to time, the operators concerned might carry out separate A&A projects on different floors and submitted related applications at different times. The trade would like to enquire how the A&A applications should be submitted so as to facilitate their processing by the FEHD and related authorities.
9. **Ms Rebecca KU** said that according to the standard conditions of a PPEL, prior approval should be sought from the FEHD before effecting any alteration to the approved layout plan. The application had to route through all relevant departments such as the BD and Fire Services Department for comment. If an

**Action**

operator had already submitted more than one A&A applications for a PPEL at different times, as long as the first application had not been approved, all applications would be taken as one single case, even though the applications covered different floors of the premises. If there were several A&A works planned on different floors of the premises, the operator was recommended to submit just one A&A application, instead of several ones. In the application, the operator should highlight all proposed changes by colour pens in the layout plans with simple descriptions. For the case that an operator had sequentially made several applications to the same premises, he/she should at the latest application highlight clearly all proposed changes (i.e. including previous ones) on the layout plans with colour pens and simple descriptions. If separate A&A works were to be performed by different groups of persons or contractors, the operator was suggested to make necessary arrangements with them so that the A&A works could be coordinated suitably to follow the above mentioned practices.

10. **Mr Horace SHEK** remarked that some operators had to frequently carry out renovation works at their licensed premises in order to maintain the attractiveness of their facilities. They would submit three or even four A&A applications in one year. In response, **Ms KU** advised that for such cases, the trade was recommended to advance their submissions as early as practicable so that timely referral could be made to other departments and the operator should maintain good communication with the licensing authorities.
11. In response to **Mr Simon KAM**, Ms KU said that under normal circumstances, the processing of A&A applications would not affect the renewal of the PPEL concerned.

**Agenda 3 – Date of the next BLG meeting**

12. **The Chairman** thanked all for their attendance and active participation. The Secretary would inform trade members of the date of the next meeting in due course.

Economic Analysis and Business Facilitation Unit  
June 2016