

**For discussion
on 4 April 2005**

**LegCo Subcommittee
to Study the Streamlining of Food Business Licensing**

**Number of Food Business Licence Applications
and Time Taken for Processing Applications**

Purpose

This paper informs Members of the number of restaurant and non-restaurant licences processed by the Food and Environmental Hygiene Department (FEHD) in 2002, 2003 and 2004 and the time taken to process these applications.

Background

2. FEHD issues two main categories of food business licences, namely the restaurant licence and non-restaurant licence. Restaurant licences cover general restaurant, marine restaurant and light refreshment restaurant. FEHD has not issued any marine restaurant licence in the past three years. Non-restaurant licences cover food factory, fresh provision shop, factory canteen, siu mei and lo mei shop, bakery, cold store, frozen confection factory and milk factory.

3. All applications of food business licences are processed by three Licensing Offices of FEHD in Hong Kong, Kowloon and the New Territories respectively. FEHD issues both full and provisional licences for all types of food business licences. For application of a provisional licence, an applicant must apply for a full licence at the same time.

Number of Applications and Processing Time

4. Details on the number of restaurant and non-restaurant

licences processed by FEHD in 2002, 2003 and 2004 and the time taken to process these applications are set out at **Appendix I** and **Appendix II**.

5. Members will note that:
 - (a) The average time taken to process a full restaurant licence application made in 2002, 2003 and 2004 was 185, 185 and 164 working days respectively and that for a full non-restaurant licence, was 133, 130 and 107 working days respectively;
 - (b) For a provisional licence, the average time taken to process a restaurant licence application made in 2002, 2003 and 2004 was 48, 49 and 44 working days respectively, and that for a non-restaurant licence application was 54, 48 and 43 working days respectively.
6. The above analysis excludes figures on withdrawn cases. FEHD will conduct a separate analysis and submit the findings to the Subcommittee at a later stage.

Advice Sought

7. Members are requested to note the information as set out in paragraph 5 and Appendices I and II.

Health, Welfare and Food Bureau
Food and Environmental Hygiene Department
March 2005

Number of Applications for Full Food Business Licences Processed
(As at 1.3.2005)

Type of Licence	2002		2003		2004	
	Completed Cases	Under processing pending report of compliance with licensing requirements by applicant	Completed Cases	Under processing pending report of compliance with licensing requirements by applicant	Completed Cases	Under processing pending report of compliance with licensing requirements by applicant
Restaurant Licences@	846	7	857	59	388	733
Non-Restaurant Licences#	982	6	815	44	471	573
Total	1 828	13	1 672	103	859	1 306

Number of Applications for Provisional Food Business Licences Processed

Type of Licence	2002		2003		2004	
	Completed Cases	Under processing pending report of compliance with licensing requirements by applicant	Completed Cases	Under processing pending report of compliance with licensing requirements by applicant	Completed Cases	Under processing pending report of compliance with licensing requirements by applicant
Restaurant Licences@	893	2	968	15	1 018	122
Non-Restaurant Licences#	583	4	627	25	605	199
Total	1 476	6	1 595	40	1 623	321

Notes : @ Including General restaurant licence and Light refreshment restaurant licence

Including Food factory licence, Fresh provision shop licence, Bakery licence, Siu mei and lo mei shop licence, Factory canteen licence, Frozen confection factory licence, Cold store licence and Milk factory licence

Average Time Taken for Issue of a Full Food Business Licence
(As at 1.3.2005)

Food Business Licence	2002				2003				2004			
	Completed Cases	Working day+			Completed Cases	Working day+			Completed Cases	Working day+		
		Average	Min	Max		Average	Min	Max		Average	Min	Max
Restaurant Licence@	846	185	65	658	857	185	56	509	388	164	56	273
Non-restaurant Licence#	982	133	7	730	815	130	12	462	471	107	12	233
Total	1 828				1 672				859			

Average Time Taken for Issue of a Provisional Food Business Licence

Food Business Licence	2002				2003				2004			
	Completed Cases	Working day+			Completed Cases	Working day+			Completed Cases	Working day+		
		Average	Min	Max		Average	Min	Max		Average	Min	Max
Restaurant Licence@	893	48	17	455	968	49	10	365	1 018	44	11	204
Non-restaurant Licence#	583	54	6	430	627	48	4	323	605	43	3	264
Total	1 476				1 595				1 623			

Notes : @ Including General restaurant licence and Light refreshment restaurant licence

Including Food factory licence, Fresh provision shop licence, Bakery licence, Siu mei and lo mei shop licence, Factory canteen licence, Frozen confection factory licence, Cold store licence and Milk factory licence

+ Excluding Saturday, Sunday and public holiday