

立法會
Legislative Council

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From : Clerk to the House Committee
To : Members of the House Committee

**Late provision of discussion papers by the Administration
for Panel meetings**

At the House Committee meeting on 26 November 2004, Members agreed to the following arrangements if the Administration's papers for Panel meetings are not received by the agreed deadlines –

- (a) if the Chairman wishes to remove the item from the agenda, the Panel should be consulted; and
- (b) if the Chairman decides to leave the item on the agenda, he should consult the Panel at the meeting whether the item should be discussed or removed, and allow time for a short discussion on the matter.

2. Members may recall that at the meeting on 18 January 2002, the House Committee endorsed the following arrangements for the provision of papers for Panel meetings –

- (a) the Administration should provide papers at least five clear days before the meeting for items with at least three weeks' notice;
- (b) the Administration should provide papers at least two clear days before the meeting for items involving time critical proposals (e.g. financial proposals, or where the need to consult Panels does not arise until a very late stage); and

- (c) the Administration should provide papers as soon as practicable for items with less than three weeks' notice; certain policy initiatives which cannot be released prior to the approval of the Executive Council; and matters involving commercially sensitive information.

(Mrs Constance LI)
for Clerk to the House Committee