

Summary of key features of the committees of the Legislative Council

Committee	Functions/ Terms of Reference	Membership (quorum)	Regular meetings (minimum notice of meeting *)	Voting rights of chairman
Standing committees				
Finance Committee ("FC")	RoP 71(4)	All Members except President (chairman + 8 members)	Bi-weekly, Friday, 3:00 pm or after HC meeting, held in public (5 clear days)	No original vote; Has casting vote
Establishment Subcommittee of FC	ESC Procedure, Paragraph 2	Any FC members signify membership at the start of session (chairman + 1/7 of members)	Monthly, Wednesday, 8:30 am – 10:45 am, held in public (5 clear days)	No original vote; Has casting vote
Public Works Subcommittee of FC	PWSC Procedure Paragraph 3	Any FC members signify membership at the start of session (chairman + 1/7 of members)	Bi-weekly, Wednesday, 8:30 am – 10:45 am held in public (5 clear days)	No original vote; Has casting vote
Public Accounts Committee	RoP 72(1)	Chairman, deputy chairman and 5 members (chairman + 2 other members)	As and when directed by the chairman hearings open to public (5 clear days)	No original vote; Has casting vote
Committee on Members' Interests	RoP 73(1)	Chairman, deputy chairman and 5 members (chairman + 2 other members)	As and when directed by the chairman held in public except for handling complaints (5 clear days)	No original vote; Has casting vote

Committee	Functions/ Terms of Reference	Membership (quorum)	Regular meetings (minimum notice of meeting *)	Voting rights of chairman
Select committees	RoP 78	Decided by the President taking into account the recommendations of House Committee (RoP 78(2)) (chairman + 1/3 other members of the select committee)	As and when directed by the chairman held in public unless the chairman orders otherwise in accordance with decision of the committee	No original vote; Has casting vote

Committee	Functions/ Terms of Reference	Membership (quorum)	Regular meetings (minimum notice of meeting *)	Voting rights of chairman
Other committees				
House Committee ("HC")		All Members except President (20 members including the chairman)	Weekly, Friday, 2:30 pm Held in public (3 days)	Has no original vote but casting vote in normal business; Has both original vote and casting vote in the election of chairman and deputy chairman
Subcommittees of HC on subsidiary legislation	RoP 75(10)	Minimum of 3 HC members who signify membership (3 members including chairman or 1/3 of members)	As and when directed by chairman held in public (3 clear days)	Has original vote but no casting vote in normal business; Has both original vote and casting vote in the election of chairman and deputy chairman
Parliamentary Liaison Subcommittee of HC		No limit on the membership size for the Fifth LegCo (follow the quorum requirements for other subcommittees of HC) (LC Paper No. CB(4)13/12-13)	Follow the requirements for other subcommittees of HC	Has no original vote but no casting vote in normal business; Has both original vote and casting vote in the election of chairman and deputy chairman
Subcommittee of HC on Members' Remuneration and Operation Expenses Reimbursements		Minimum of 3 HC member who signify membership (3 members including chairman or 1/3 of members)	As and when directed by chairman held in public (3 clear days)	Has no original vote but no casting vote in normal business; Has both original vote and casting vote in the election of chairman and deputy chairman

Committee	Functions/ Terms of Reference	Membership (quorum)	Regular meetings (minimum notice of meeting *)	Voting rights of chairman
Subcommittees of HC on policy issues	RoP 75(11) and (12)	Minimum of 3 HC members who signify membership (3 members including chairman or 1/3 of members)	As and when directed by chairman held in public (3 clear days)	Has no original vote but casting vote in normal business; Has both original vote and casting vote in the election of chairman and deputy chairman
Panels	RoP 77(2) and (3) Resolutions passed by the Council	Minimum of 6 Member (except President) who signify membership (3 members including chairman or 1/3 of members)	Monthly and as and when directed by chairman held in public (3 clear days)	Has original vote but no casting vote in normal business; Has both original vote and casting vote in the election of chairman and deputy chairman
Subcommittees of Panels	RoP 77(9)	Minimum of 3 Panel members who signify membership (3 members including chairman or 1/3 of members)	As and when directed by chairman held in public (3 days)	Has original vote but no casting vote in normal business; Has both original vote and casting vote in the election of chairman and deputy chairman
Bills Committees	RoP 76(7)	Minimum of 3 Members (except President) who signify membership (3 members including chairman or 1/3 of members)	As and when directed by chairman held in public (3 days)	Has original vote but no casting vote in normal business; Has both original vote and casting vote in the election of chairman and deputy chairman

Committee	Functions/ Terms of Reference	Membership (quorum)	Regular meetings (minimum notice of meeting *)	Voting rights of chairman
Committee on Rules of Procedure	RoP 74(1)	Chairman, deputy chairman and 10 members (chairman + 3 other members)	As and when directed by chairman Need not be held in public (5 clear days)	No original vote; Has casting vote
Investigation Committee	RoP 73A(2)	Chairman, deputy chairman and 5 members (5 members including the chairman)	As and when directed by chairman Held in private (subject to RoP 73A (5))	No original vote; Has casting vote
Committee on Access to the Legislature's Documents and Records	RoP 74A(1)	Chairman (President), deputy chairman (Chairman of House Committee), Deputy Chairman of House Committee and no more than 10 Members (chairman + 3 other members)	As and when directed by chairman Need not be held in public unless the chairman orders otherwise in accordance with decision of the committee) (3 days)	No original vote; Has casting vote

* shorter notice may be given if so directed by the chairman.