

**立法會**  
**Legislative Council**

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Tel : 3919 3300

Date : 14 February 2022

From : Clerk to the Legislative Council

To : All Members of the Legislative Council

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**Council meeting on 16, 17 and 18 February 2022**  
**(Remote meeting by video conferencing)**

**Agenda and meeting arrangements**

Further to the preliminary Agenda issued under LC Paper No. CB(3) 74/2022 on 8 February 2022, I now attach the Agenda for the above meeting, which will be posted on the Legislative Council website.

2. As Members are aware, the debate on the 2021 Policy Address (“motion debate”) will be held at the above meeting. In view of the severe epidemic situation in Hong Kong, and after considering Members’ opinions and discussing with the Administration, the President has decided to revise the sequence of the debate themes and grouping of policy areas for the four debate sessions. Members will first debate the theme “Emerging from the Epidemic” to deliberate on the Administration’s measures to tackle the fifth wave of the epidemic, and the Council will then proceed to the remaining three debate sessions. The procedure for dealing with the motion debate and the updated grouping of policy areas are **attached** for Members’ information.

3. Members are reminded that the above meeting will be conducted via video conferencing, with the President chairing the meeting in Conference Room 2A and the President’s Deputy in Conference Room 4 of the Legislative Council Complex. For security reason, **access link and**

**meeting ID will be provided to Members in a separate Restricted Email.**

4. Please refer to the “**Guidelines on conducting remote meetings of the Council or a committee**” [Version as at 25 January 2022] (**attached**) for details of the meeting arrangements, in particular, paragraph 8 on using **colour virtual background** for remote meetings. Members are also reminded to dress in **business attire** and behave with decorum while they are participating in remote Council meetings.

5. The President will closely monitor the development of the COVID-19 pandemic. Members will be informed as early as possible if there is any change to the above meeting.

(Miranda HON)  
for Clerk to the Legislative Council

Encls.

**Council meeting on 16, 17 and 18 February 2022**  
**(Remote meeting by video conferencing)**

**Procedure for the motion debate on**  
**the 2021 Policy Address**

- (a) Hon Starry LEE moves the motion (the motion mover has 15-minute speaking time for moving the motion and making the reply);
- (b) the President proposes the question on the motion;
- (c) the President invites the Chief Secretary for Administration to speak;
- (d) the arrangements for Members to speak on the motion are as follows:
  - (i) the debate will be held in **four sessions**;
  - (ii) **each Member** (including the motion mover) **may speak once in each of the four debate sessions**, subject to the **total** speaking time limit of **15 minutes**; and
  - (iii) Members' speeches in a debate session should be confined to the policy areas specified for that session. The updated grouping of policy areas for this debate is in the **Appendix** for Members' easy reference;
- (e) after Members have spoken in each debate session, there will be a 10-minute suspension of the meeting for the public officers ("POs") attending that session to co-ordinate their response to the Council. The President may exercise discretion not to suspend the meeting if POs consider the break not necessary;
- (f) the speaking time limit for POs in each debate session is set out in the updated grouping of policy areas for this debate;
- (g) at the end of a debate session and before the start of the next debate session, Members will be informed of the balance of their speaking time;
- (h) after all POs for a particular debate session have spoken, the next debate session will begin immediately unless the time is approaching 7:00 pm; and
- (i) after POs have spoken in the last debate session, the President calls upon Hon Starry LEE to reply, and then puts to vote the question on the motion.

**2021 Policy Address  
Debate on the Motion of Thanks  
Proposed Grouping of Policy Areas  
16 – 18 February 2022**

Provided by the Administration
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Debate Session	Debate Themes	Main Policy Areas	Speaking Order of Principal Officials (POs)	Speaking Time
(1)	- Emerging from the Epidemic	- Measures relating to tackling the fifth wave of the epidemic	CS SFH STH SCED SCS	1 hr 5 mins
(2)	- Steadfastly and Successfully Implementing “One Country, Two Systems”  - Enhancing the Effectiveness of Governance	- Governance and re-organisation of Government Structure - Implementation of “One Country, Two Systems” - National Security - Electoral System - Basic Law - Rule of Law - Executive-Legislature Relationship - Civil Service Training	CS SJ S for S SCMA SCS	50 mins

<b>Debate Session</b>	<b>Debate Themes</b>	<b>Main Policy Areas</b>	<b>Speaking Order of Principal Officials (POs)</b>	<b>Speaking Time</b>
(3)	<ul style="list-style-type: none"> <li>- New Impetus to the Economy: Integration into the National Development</li> <li>- Planning for the Future - Northern Metropolis</li> <li>- Increasing Housing and Land Supply</li> </ul>	<ul style="list-style-type: none"> <li>- Economic Development</li> <li>- Integration into the National Development</li> <li>- International Financial Centre</li> <li>- International Transportation and Trade Centre</li> <li>- Aviation</li> <li>- Hong Kong's Business Environment Ties with the Mainland</li> <li>- Tourism Industry</li> <li>- The Northern Metropolis</li> <li>- Housing Supply</li> <li>- Land Supply</li> </ul>	<ul style="list-style-type: none"> <li>FS</li> <li>SCMA</li> <li>SFST</li> <li>SDEV</li> <li>STH</li> <li>SCED</li> </ul>	48 mins

Debate Session	Debate Themes	Main Policy Areas	Speaking Order of Principal Officials (POs)	Speaking Time
(4)	<ul style="list-style-type: none"> <li>- Continuously Improving People's Livelihood</li> <li>- Nurturing Talents and Youth Development</li> </ul>	<ul style="list-style-type: none"> <li>- Waste Reduction and Resources Recovery</li> <li>- Development and Conservation</li> <li>- Urban Renewal</li> <li>- Harbourfront Enhancement</li> <li>- Cycle Tracks</li> <li>- Innovation and Technology</li> <li>- Smart City</li> <li>- Traffic and Transport</li> <li>- Sports Development</li> <li>- New Cultural Landmark</li> <li>- Environment and Conservation</li> <li>- Agricultural and Fisheries Industries</li> <li>- Welfare</li> <li>- Poverty Issue</li> <li>- Elderly and Rehabilitation Services</li> <li>- Pro-child</li> <li>- Women Affairs</li> <li>- Support for Ethnic Minorities</li> <li>- Labour Welfare</li> <li>- Quality Education</li> <li>- Attracting talents</li> <li>- Connecting with Young People</li> </ul>	<ul style="list-style-type: none"> <li>SEN</li> <li>S for IT</li> <li>SHA</li> <li>SLW</li> <li>SED</li> <li>CS</li> </ul>	48 mins

<sup>Note</sup> Should there be any change in the final arrangements in response to Members' speeches, the Government will advise the Legislative Council President before the Public Officers speak at the relevant debate session.

# **Guidelines on conducting remote meetings of the Council or a committee [Version as at 25 January 2022]**

## **Introduction**

These guidelines are prescribed by the President of the Legislative Council (“LegCo”) under Schedule 3 to the Rules of Procedure (“RoP”) to provide details on the conduct of a remote meeting of the Council or a committee<sup>1</sup> pursuant to an authorization of the Council under section 27(1) of the Legislative Council (Powers and Privileges) Ordinance (Cap. 382) and RoP 81A(1) (“a remote meeting”) (“Guidelines”).<sup>2</sup> The provisions of RoP, House Rules and any other rules and procedures made under RoP shall remain in force where appropriate.

## **Technical tool**

2. As determined by the President pursuant to the resolution made and passed by LegCo under section 27(1) of Cap. 382 on 19 January 2022, the Zoom video conferencing platform is deployed for the conduct of a remote meeting of the Council or a committee.

3. For the purposes of joining a remote meeting, Members are required to install Zoom<sup>3</sup> on their devices (e.g. laptops/desktops/smart phones/tablets) which are equipped with camera, microphone and speaker, and to run the latest version of Zoom on their devices so that the “Virtual Background” feature of Zoom can be used.

## **Meeting arrangements**

### Joining a remote meeting

4. Before each remote meeting, the Meeting ID, Passcode and Invite Link will be sent to Members **by restricted email**. Members must not share the Invite Link with anybody.

5. Members who wish to join a remote meeting are required to log in personally to the meeting **30 minutes before the scheduled start time**. After login, they are required to stay in the “Waiting Room” before they are admitted to the meeting. Once they are admitted, they must **toggle video on to show their**

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<sup>1</sup> In these Guidelines, “committee” refers to any committee defined in RoP 93(e).

<sup>2</sup> These Guidelines may be revised/updated as and when directed by the President.

<sup>3</sup> Zoom is available for download at <http://zoom.us/download>.

**faces** to help authenticate their identity. Uninvited participants will be removed from the meeting.

6. Members are required to **use their full Chinese names as “Display Name” in Zoom** throughout the meeting for easy identification by the President or the chairman of a committee or any other presiding Member (as the case may be) (collectively hereafter referred to as “the Chair”) during the meeting.

7. All participants of a remote meeting are required to find a **suitably quiet and stationary position with a stable internet connection** and access to Zoom. If they are using Zoom on smart phones, they should **set the screen orientation to landscape mode (i.e. a horizontal orientation)**.

8. Members are required to **display a colour background** by using the “Virtual Background” feature of Zoom when they are participating in a remote meeting. As specified by the President, **three different colour backgrounds**, namely **orange, green and purple**, are respectively provided for: (a) Members returned by the **Election Committee**; (b) Members returned by **functional constituencies**; and (c) Members returned by **geographical constituencies** through direct elections. **Members of each group are required to use a virtual background in the same colour.**

#### Conducting a remote meeting

9. Where a remote meeting is conducted, Members of the Council or a committee attending the meeting and other participants shall **join and participate in the meeting remotely from a place within Hong Kong using a local IP address via Zoom through the Invite Link.**

10. Members of the Council or a committee attending a remote meeting and other participants shall have their **faces shown on the screen** while they are participating in the meeting.

11. Members of the Council or a committee who participate in a remote meeting in accordance with paragraphs 9 and 10 shall be **counted as present for the purposes of constituting the quorum** for the meeting and of voting at the meeting.

12. In a remote meeting, the microphone function of Zoom will be controlled by the LegCo Secretariat. Members who intend to speak are required to **use the “Raise Hand” feature of Zoom to indicate their intention.** Their microphone will only be turned on at the Chair’s direction.



13. Members may use the **“Chat” messaging function** of Zoom to communicate with the Chair or the relevant Clerk during a remote meeting. Members who intend to raise a point of order are required to **use the “Raise Hand” feature of Zoom and send messages to the Chair or the relevant Clerk via “Chat”** to indicate their intention. All messages in “Chat” will be deleted after the meeting.

14. For each remote meeting, the LegCo Secretariat will designate an email account for Members to submit to the Chair and the relevant Clerk any documents relevant to the meeting.

15. The Chair shall have all the powers as provided for in the current provisions of RoP.

#### Voting at a remote meeting

16. Only Members who are present when voting takes place shall be permitted to vote.

17. Unless an electronic voting system is provided, voting at a remote meeting shall be conducted **by a show of hands via Zoom** in accordance with the provisions of RoP 47 and the procedures prescribed herein the Guidelines as appropriate. To facilitate vote counting, **Members’ faces and hands raised shall be clearly shown on the screen when they are casting a vote.**

18. Upon a question being put to vote, a Member may claim a division by **using the “Raise Hand” feature of Zoom** to indicate such wish to the Chair.

19. When a division is ordered in a remote meeting of the Council, a committee of the whole Council (“CoWC”), the Finance Committee (“FC”) or its subcommittees, Members will be **notified of the impending voting through the Short Messaging Service (“SMS”) subscribed by the LegCo Secretariat.** The voting shall be held **five minutes after the SMS message has been issued.** The voting shall be conducted via Zoom in accordance with the provisions of RoP 49 and the procedures prescribed herein the Guidelines as appropriate.

20. For any voting in a committee (other than CoWC, FC and its subcommittees), irrespective of whether a division is ordered, members will be **notified of the impending voting by the LegCo Secretariat through SMS if the chairman orders or upon request of a member.** The voting shall be held **five minutes after the SMS message has been issued.**

## **Privilege**

21. Relevant provisions of Cap. 382 apply to a remote meeting as if it were a physical meeting.<sup>4</sup> Members and designated public officers joining and participating in a remote meeting from a place within Hong Kong in accordance with paragraph 9 will be covered by the privileges and immunities under Cap. 382.

## **Other related issues**

22. Simultaneous interpretation services for Cantonese, Putonghua and English will be provided for all remote meetings.

23. Minutes of meetings will be kept for all remote meetings.

24. The LegCo Secretariat will arrange live broadcast of open remote meetings via the LegCo Webcast and/or a publicly accessible social media platform. Archives of all open remote meetings will also be available for the press and public access via the LegCo Webcast.

25. Technical assistance and support hotline(s) will be provided for Members in need to facilitate their participation in a remote meeting.

Legislative Council Secretariat

25 January 2022

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<sup>4</sup> Under section 27(3)(b) of Cap. 382, provisions of Cap. 382 (other than section 8(4) which requires copies of the administrative instructions issued by the President and authenticated by the Clerk to be exhibited in a conspicuous position in the precincts of the Chamber) apply to a remote meeting as if it were a physical meeting.