

**Extract of the Hong Kong Arts Development Council's
"Standing Orders Governing the Opening of
Meetings of the Full Council and Transparency"**

(iv) Admission of the public to the meetings

- The public shall be admitted to all meetings of the Council provided that :-
 - (a) a meeting or any part thereof shall be held in closed session if the business being dealt with, or about to be dealt with, relates to any of the following information :-
 - (i) any information relating to the employment or proposed employment of a particular person by the Council;
 - (ii) any information concerning the private affairs of a person;
 - (iii) any commercial information concerning the Council or any other person or organization;
 - (iv) any information relating to any proposal on funding of any body or organization other than the Council; or
 - (v) any information provided to the Council in confidence; and
 - (b) in addition to the circumstances described in (a) above, at any meeting the Council may, if a majority of two thirds of the Members present at the meeting so decide, exclude the public from such meeting of any part thereof where, owing to the nature of the business being dealt with or about to be dealt with, it considers such exclusion to be necessary. In this event a statement will be issued giving the reasons. The same majority of two thirds of the Members present at that meeting will be required to reverse any decision taken under these circumstances; and

- (c) if a member of the public interrupts the proceedings at any meeting the Chairman may order his/her removal, by force if necessary, from the venue of the meeting; and
- (d) in so far as there is accommodation members of the public, including the press, will be admitted on a first come first served basis.