

THE HONG KONG COUNCIL OF SOCIAL SERVICE

Service Development (Family & Community)

**Specialized Committee on Family and Community Service**

**1<sup>st</sup> Meeting**  
**2016/2017**

DATE : November 15, 2016 (Tuesday)  
TIME : 2:30 pm  
VENUE : Room 1410, Duke of Windsor Social Service Building,  
15 Hennessy Road, Wanchai, Hong Kong

**A G E N D A**

1. Welcoming and Introduction (Paper 1)
2. Structure and Terms of Reference of Specialized Committee (Paper 2 & 3)
3. Election of Chairperson and Vice-chairperson;  
Appointment of Representative to Standing Committee on Service Development  
and Liaison
4. Cooption of Members
5. Confirmation of Minutes of Last Meeting – September 7, 2016  
(*emailed on October 28, 2016*)
6. Matters Arising
7. Half-year Progress Report (April 2016 to September 2016) (Paper 4)
8. Initial Discussion on Business Plan 2017-2018
9. Any Other Business
10. Date of next meeting – Proposed Meeting Schedule (Paper 5)