

Construction Industry Council (CIC)
4th Progress Report of Committee on Administration and Finance

Purpose

This paper sets out the main points discussed at the 4th Meeting of the Committee on Administration and Finance held on 5 November 2007. The record of attendance is at Annex.

Latest Developments

2. The Committee noted the following latest developments:

Resignation of CIC Member

3. Mr Poon Man-hon had resigned from CIC with effect from 1 October 2007. The vacancy was expected to be filled in the next term of CIC starting 1 February 2008.

Nomination for Appointment to CIC

4. As the current term of CIC would expire on 31 January 2007, DEVB had issued invitation letters to specified bodies under different categories in Schedule 2 of the CIC Ordinance to seek their nominations before 14 November 2007 of prospective candidates for consideration by SDEV for appointment to CIC. .

Commencement of remaining parts of the CIC Ordinance

5. The Commencement Notice for bringing the remaining provisions of the CIC Ordinance into effect on 1 January 2008 was tabled on 10 October 2007 for negative vetting by LegCo. [Post-meeting note: The Commencement Notice had passed the negative vetting by LegCo on 7 November 2007.]

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A. Progress on administrative and financial matters

(I) Drafting a Code of Conduct

6. The Committee noted that a Code of Conduct was being drafted by the Secretariat.

(II) Renovations works for ED's Office

7. The Committee noted that the renovation works was expected to be completed by mid November 2007 and installation of loose furniture and office equipment were scheduled for late November/early December 2007. Members agreed that installation of telephone and facsimile lines would be held in abeyance pending arrival of the new ED/CIC and supporting staff.

(III) Financial position

8. The Committee noted the summary of monthly financial positions prepared for the period from 1 February to 31 October 2007.

(IV) Logo of CIC

9. The Committee noted that the Secretariat had taken stock of the existing requirements of CIC and future CITB, e.g. letterhead, stationary, printed matters etc., and would proceed to approach professional design firms for provision of service for design of logos of CIC and Construction Industry Council Training Academy (CICTA).

10. The Secretariat had obtained EDB's confirmation that the training establishment to come under CIC would not be regarded as a school registrable under the Education Ordinance (EO) and that the naming of the training establishment, i.e. CICTA and “建造業會訓練學院” in

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Chinese, would not be subject to restrictions stipulated under the EO concerning naming of schools.

(V) Recruitment of ED

11. The Committee noted that the recruitment exercise for the ED post would have to be re-launched by the executive search agency since the candidate recommended by the Selection Panel had declined the offer.

(VI) Other posts of the permanent secretariat

12. To expedite the setting up of the permanent secretariat, the Committee agreed that the recruitment exercise for the Director (Administration, Council Services and Levy) post would have to be launched and advertised before the new ED formally coming to the post. However, suitable arrangements should be made to minimize possible confusion arising from the two recruitment exercises to be conducted in parallel. The ED designated, if available, could also be involved in the recruitment of his/her supporting staff.

13. The Committee noted that the recruitment exercise for the manager posts and other supporting staff of the permanent secretariat would be conducted at a later stage.

B. Appointments to Objections Committee

15. The Committee supported the proposed criteria to be adopted in appointing three CIC Members to the Objections Committee to determine objections lodged against the imposition of levy and surcharge, i.e. Members who were not affiliated with those sectors involved in the levy collection mechanism.

16. The Committee endorsed the recommendations on prospective candidates to be appointed to the Objections Committee for a one-year term starting 1 January 2008. The recommendations would be submitted for endorsement by CIC at its next meeting.

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17. The Committee agreed that a set of procedures for the Objections Committee should be drawn up having regard to the relevant provisions of the CIC Ordinance and existing operation of CITA's Levy Committee.

C. Proposed appointments to CITB

18. After in-depth discussion, the Committee agreed on the list of prospective candidates to be recommended for appointment as the Chairman and members of CITB having regard to nominations made by industry organizations on invitation, the merits of having some members serving on both CIC and CITB for better liaison, and the need to retain some existing CITA members for the sake of continuity. The recommendations would be submitted for endorsement at the 6th meeting of CIC scheduled for 15 November 2007.

D. Publicity arrangement for amalgamation

19. The Committee endorsed the proposal of publicity arrangements which had the support of the ComMTD and the total cost estimates of \$332,750.

20. The meeting noted that the Secretariat had invited quotations from contractors with good track record of providing similar services to other comparable statutory bodies and would complete the evaluation of tenders shortly. The Secretariat would submit a recommendation to the Committee for consideration and endorsement.

E. Proposed subcommittee structure for CITB

21. The Committee noted the proposed subcommittee structure for CITB which was supported by the ComMTD. The proposal would be discussed and endorsed by CIC at its next meeting.

Further Actions

22. The following further action were agreed –

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- (i) the Secretariat would proceed to seek proposals from design firms for logos of CIC and CICTA and ensure that both CIC and CITB would be suitably engaged during the designing process;
- (ii) the Secretariat would request Korn/Ferry to conduct a second search for the ED/CIC post and arrange for launching of the recruitment exercise for the Director (Administration, Council Services and Levy) post;
- (iii) the proposed appointments to Objections Committee and the CITB would be submitted for consideration and endorsement by CIC;
- (iv) the Secretariat would submit a recommendation on hiring of services for implementing the publicity arrangements for consideration and endorsement by the Committee; and
- (v) the proposed subcommittee structure for CITB would be submitted for consideration and endorsement by CIC.

**CIC Secretariat
November 2007**

Committee on Administration and Finance
4th Meeting held on 5 November 2007 at 12:45 p.m.
in Conference Room 1124, Murray Building

Record of Attendance

Present

Members:

Mr Keith Kerr	Chairman
Mr Billy Wong	
Mr James Chiu	
Mr C K Mak	Permanent Secretary for Development (Works)

In Attendance

Miss Janet Wong	Deputy Secretary for Development (Works)1
Mr Enoch Lam	Deputy Secretary for Development (Works)2
Mr Jack Chan	Principal Assistant Secretary Development (Works) 1
Mr K H Tao	Chief Assistant Secretary for Development (Works) 1
Ms Cindy Kwan	Assistance Secretary for Development (Policy & Development)

Agenda item 2:

Mr Eric Lau	Senior Executive Officer (Policy & Development)
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