

Construction Industry Council

Construction Industry Training Board

Meeting No. 001/21 of the Construction Industry Training Board was held on 20 January 2021 (Wednesday) at 9:30am at Board Room, 29/F, Tower 2, Enterprise Square Five (MegaBox), 38 Wang Chiu Road, Kowloon Bay, Kowloon.

Present:	YU Sai-yen	(SYYu)	Chairperson
	CHAN Kim-kwong	(KKCN)	
	Henry CHAU*	(BCC)	
	HUANG Yongquan*	(YQH)	
	Eddie LAM	(ELM)	
	Peter LAM*	(OKL)	
	Dennis WONG*	(DW)	
	Staw WONG*	(SwW)	
	WONG Ping	(PWG)	
	Daniel YAN*	(DY)	
	Angela LEE	(DS1)	
	WAN Chi-ping	(CPW)	
In attendance:	Susanne WONG	(PAS1)	Development Bureau
	Rick KO	(WCK)	Development Bureau
	CHAN Ka-kui	(KKCh)	Construction Industry Council Chairman
	Albert CHENG	(CTN)	Executive Director
	Francis WONG	(FW)	Director – HKIC
	CHU Yin-lin	(YLC)	Assistant Director – Training
	Stephen MANN	(SnM)	Assistant Director - Student & Curriculum Development
	Eric CHENG*	(EcC)	Principal - Kowloon Bay Campus, HKIC
	(attended Agenda item 1.4 &1.5 only)		
	Ivan KO	(IK)	Senior Manager – Trade Testing
	Ellen FUNG	(EnF)	Manager – Career Support Services
	Daniel CHIU	(DIC)	Manager – Collaboration Scheme
	Priscilla TAM	(PTm)	Manager – Board Services & Administration Support
	Formula CHEN	(FMC)	Assistant Manager – CITB Secretariat
Apologies:	LAU Wing-sum	(WSLu)	
	William LUK	(WmL)	

*Members or attendees joined the meeting via video-conferencing

Minutes

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1.1 Confirmation of the Minutes of the Previous Meeting

Members took note of Paper CIC/CTB/M/006/20, and confirmed the minutes of the meeting No. 006/20 held on 18 November 2020.

1.2 Matters Arising from the Previous Meeting

Item 6.4 - Interpretation of the Motto of Hong Kong Institute of Construction (HKIC)

PTm reported that HKIC had prepared the first draft of the formal version for the interpretation of the motto and would fine-tune the concerned wording before submitting the final version for members' information.

Item 6.5 - Task Force on Repair, Maintenance, Alteration and Addition

Before setting up the above task force, the management needed to fully understand the operation of the sector and would submit the paper on the establishment of the task force for members' consideration later.

Item 6.6 - Progress of the "Register of Recognised Employers"

On 7 January 2021, the management discussed the scheme again with the CIC Chairman, the Chairperson, the Chairperson of Subcommittee on Construction Industry Council Approved Technical Talents Training Programmes and the Executive Director. It was considered that the original proposal had to be further enhanced. A paper would be submitted in February for the discussion and approval of the Hong Kong Institute of Construction Management Board (HKICMB).

Item 6.10 - Table on Waiting Time and Data for Trade Tests

The updated passing rate of trade tests had been emailed to members for information on 19 November 2020.

1.3 Proposal for Setting Up A "Steering Committee on Implementation of HKIC's Vision, Mission and Motto" (for approval)

Members took note of Paper CIC/CTB/P/001/21. The organizational structure of CITB, and the establishment of a Steering Committee on Implementation of HKIC's Vision, Mission and Motto (VMMSC) under HKICMB together with its term of reference and membership of VMMSC (the pending member mentioned in Annex B of Paper CIC/CTB/P/001/21 would be the new HKICMB member, Mrs. Deanna TO LAU) were all approved. The terms of office for VMMSC members would be from 1 January 2021 to 31 December 2022.

The Executive Director suggested authorising HKICMB to have VMMSC to report directly to it. The Chairperson suggested that CITB could authorise HKICMB to take charge of all the managerial and operational matters of HKIC in order to streamline the procedures. Members unanimously agreed to the suggestions made by the Executive Director and the Chairperson.

1.4 Tender Recommendation on Construction Contract of the Relocation of Wai Lok Street Training Ground to Lam Tei Training Ground in Tuen Mun (for approval)

Members took note of Paper CIC/CTB/P/002/21 and the tender result. Although the tender sum exceeded the budgeted amount, HKIC would reallocate its 2021 budget to settle the extra expenses. There was no need to apply for additional funding.

A member raised the following questions: the reason of the substantial difference between the tender sum and the budgeted amount; whether HKIC would accept the cost reduction proposal made by the tenderer; and whether CIC had set the best tender price and measures to prevent the recurrence of the same problem in the future. YLC responded that the major difference between the tender sum and the budgeted amount was the cost of site formation and building services works. The consultant quantity surveyor calculated the cost of the construction of Lam Tei Training Ground with reference to the similar projects of the Architectural Services Department and with no complete mechanical, electrical and plumbing (MEP) information on hand. Besides, the tender requirements also included many applications of new technologies in the industry like the use of Modular Integrated Construction (MiC) method. Tenderers also did not clearly understand the tender requirements and might think that the training ground

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required highly advanced facilities. The tender negotiation team had invited the tenderers to submit cost reduction proposals during the negotiation. However, no tenderer had submitted such proposal. CIC had not set the best tender price. Lastly, CIC would stipulate clearly the position and requirements of tender projects in the future. The performance of the consultant quantity surveyor responsible for the cost estimation of that project would be reflected in the evaluation report of CIC vendors.

The DEVB representative agreed that the tendering work had to be continued, but CIC should learn from the experience to prevent the recurrence of similar situations. The DEVB representative continued to ask how could the tenderers get satisfactory technical scores if they did not clearly understand the tender requirements. The Chairperson stated that he was a member of the tender assessment panel and understood that CIC wanted to involve new technologies of the construction industry in the tendering projects. As the tender put emphasis on the adoption of new technologies such as MiC, some tenderers with relevant experience could get higher technical scores. However, for such simple relocation work of a training ground, only precast components were needed. Fortunately, the weighting of price score was higher than that of technical score of this project so that the problem could be remedied. The Chairperson continued that before awarding the contract, CIC should explain clearly to the successful tenderer regarding the requirements of the construction work and stringently monitor the work to prevent cost overrun. YLC responded that in order to implement strict cost controls, the project team would stringently monitor the work and consider cost-effective options suggested by the successful tenderer.

After consideration, members accepted the recommendation of the tender assessment panel. The contract of the construction of Lam Tei Training Ground would be awarded to New Progress Construction Company Limited, which obtained the highest combined assessment score.

1.5 Tender for Provision of Student Uniforms for Hong Kong Institute of Construction and Construction Worker Uniforms (for approval)

Members took note of Paper CIC/CTB/P/003/21 and noted the background, screening criteria, tender sum, assessment, tendering schedule and risk assessment of the above proposed invitation to

tender.

A member asked what criteria CIC would use to determine whether the vendor could continue to provide services and products; the mechanism for monitoring quality of the products; whether the current vendor could submit tender again if the quality of its products had not fulfilled the requirement; and the reason for re-tendering the provision of student and worker uniforms. YLC responded that the contract had stipulated contract renewal would be subject to the vendor's performance. As the test report on the uniforms produced by the current vendor in December 2020 showed that the quality was not up to standard, retendering was needed. Since the project was conducted through open tender, all vendors could submit their tenders. HKIC would specify in the new contract that if the materials of the uniforms were not up to standard, the vendor should bear the legal liability. EcC supplemented that after the first report on the test was not satisfactory, the current vendor promised to undergo a second test. However, the vendor failed to submit any test report afterwards and did not give any explanation. In addition, the service provided by the vendor in the fourth quarter of 2020 was not satisfactory. Therefore, the HKIC decided to conduct the re-tender exercise.

The Chairperson suggested authorising the Executive Director or HKICMB to approve similar tender documents. The Executive Director responded that CIC had an established mechanism and tender projects exceeding a certain amount of money should be submitted to the relevant board for approval. PTm supplemented that the tender document could be submitted to HKICMB for approval. However, HKICMB would hold a meeting in February. As tendering procedures would take time, it was submitted to CITB instead for approval under special circumstance.

After consideration, members approved the proposed invitation to tender for the provision of uniforms for HKIC students and construction workers.

1.6 Review Report on Referral of Full-time Students to “Intermediate Tradesman Collaborative Training Scheme” in Response to COVID-19 Pandemic (for information)

Members took note of Paper CIC/CTB/P/004/21 and noted the implementation details, statistics, observation, review, and suggested measures for the referral of students of full-time courses

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to take the “Intermediate Tradesman Collaborative Training Scheme”. From October to December 2020, HKIC arranged 300 applicants on the waiting list of full-time short courses to participate in the Collaborative Training Scheme. HKIC would allocate the training places for the next academic year with reference to the relevant statistics. YLC reported that HKIC had resumed the offering of full-time short courses from January 2021. In response to the pandemic, the number of students per class could be up to a maximum of half of the class size.

A member opined that although the demand for civil engineering trades was relatively high while the demand for renovation and E&M trades lagged behind, it was hoped that the management could be forward-looking when working out the training quota. Another member hoped that CIC could make use of the high unemployment rate to attract more newcomers to the construction industry. A member representing the labour unions opined that there were still demands in the market as around 700 applicants were waiting for admission to the Advanced Construction Manpower Training Scheme – Pilot Scheme (Skills Enhancement Courses).

CIC Chairman stated that substantial resources were put into the full-time courses by CIC to train talents. The Collaborative Training Scheme played a supporting role to HKIC with "first-hire-then-train" approach. However, at present CIC had to assist to recruit trainees. The ideal mode for running the Collaborative Training Scheme was that employers nominated their employees to participate in the scheme to be trained up as semi-skilled workers. The Chairperson agreed that employers should nominate their employees to join the scheme as it would help enhance the sense of belonging of their staff to the company and retain talents.

The Executive Director stated that HKIC suspended classes several times over the year due to the pandemic. In order to let those who were interested in joining the construction industry complete the training as soon as possible, referral of applicants on the waiting list of full-time short courses to the Collaborative Training Scheme was a transitional measure. A member who was the Chairperson of Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes opined that the CIC had put in large amount of resources to the Construction Industry Council Approved Technical Talents Training Programmes (CICATP) to

train skilled workers with high standards of skills and integrity for the industry. He hoped that these workers would earn the recognition of the community in upcoming years. He also appealed to the CITB members to support and assist to promote CICATP.

1.7 ★Report on Satisfaction Rate of Employers and Graduates (Intermediate Tradesmen) towards the Collaborative Training Schemes in Year 2018-2019 (for information)

Members took note of Paper *CIC/CTB/P/005/21* and noted the survey on the employers' satisfaction towards the work performance of graduates (intermediate tradesmen) of the Collaborative Training Schemes and the graduates' satisfaction towards relevant schemes. The period covered by the survey was from September 2018 to August 2019. Employers' feedback on the performance of graduates were positive and the overall score of satisfactory/very satisfactory was 97%. The graduates were generally satisfied with the Collaborative Training Schemes with the overall course satisfactory rate of 94%. Improvement measures would be introduced by the management according to the findings of the survey to further enhance the satisfaction rates of employers and graduates.

CIC Chairman expressed concern about graduates' feedback on the relevancy of the course content to the job requirements. 87.5% of the graduates expressed that the course content was "relevant" and "very relevant" to the job requirements, while 12.4% said it was "not relevant". For the training duration, 86.7% of the graduates expressed that the duration was "relevant" and "very relevant" to the job requirements while 13.4% said it was "not relevant". CIC Chairman and the Chairperson enquired about the reasons for graduates' dissatisfaction with the course contents and duration and about the improvement measures. DIC responded that the Collaboration Scheme Department had followed up on the issue and found that it was mainly due to the integration and communication hiccups between trainees and site instructors at the early stage of the training, which fell short of the trainees' expectations. The Collaboration Scheme Department would enhance the expectation management for trainees. Besides, some graduates opined that welding course focused too much on theories during the initial training. The Collaboration Scheme Department would discuss with HKIC on how to enhance the technical skill elements. In addition, trainees who were not satisfied with the training periods opined that the training duration of some trades

DIC

should be extended. The CIC Chairman suggested DIC to learn more about the situation.

1.8 ★Summary Report of the 6th Meeting of Hong Kong Institute of Construction Management Board for 2020 (for information)

Members took note of Paper *CIC/CTB/P/006/21* with no further comments.

1.9 ★Summary Report of the 1st Meeting of Sub-committee on Ethnic Minorities in Construction in 2020 (for information)

Members took note of Paper *CIC/CTB/P/007/21* with no further comments.

1.10 ★Table on Estimated Waiting Time for Full-time Short Courses (for information)

Members took note of Paper *CIC/CTB/P/008/21* with no further comments.

1.11 ★Table on Waiting Time and Data for Trade Tests (for information)

Members took note of Paper *CIC/CTB/P/009/21*. The Chairperson pointed out that the number of candidates for trade tests kept falling over recent years and enquired whether there were measures to encourage workers to apply for trade tests. He also suggested providing intensive courses for workers to prepare for the trade tests. IK responded that the main reason of such drop was the outbreak of COVID-19 pandemic. The drop in the number of candidates for intermediate trade tests accounted for 60% of the total drop. As over 80% of the intermediate trade test applications were referred by training institutions, where courses were suspended due to the pandemic, there was a significant drop in the number of applications referred. In addition, after the adjustment of the application requirements for trade testing took effect on 1 January 2020, the average number of trade tests taken per person had been reduced (i.e. there were fewer retests). Tackling the drop in the number of trade tests, the Hong Kong Construction Industry Trade Testing Centre (HKCITTC) would devise a 3-year plan and set the following 3 main goals: to improve the operational procedures to better utilise the resources; to strengthen the publicity of trade tests to encourage workers to take the tests; to

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promote trade tests to government departments, developers and employers, and encourage them to recognize the certification of trade tests as one of the terms of work contracts or employment. HKCITTC would brief the CIC Chairman, the Chairperson and the Executive Director on the details of the 3-year plan later. The related paper would then be submitted to CITB for discussion afterwards. In the short-term perspective, HKCITTC would also meet the trade associations and labour unions on a regular basis, and appeal to them to encourage their members to apply for trade tests.

IK

CIC Chairman enquired about the reasons for waiting time for the levelling trade tests to be more than 2 months. IK replied that the reprovisioning of levelling workshop was in progress and was estimated to be finished in February 2021. The waiting time would be shortened upon the completion of the reprovisioning. Both the Chairperson and CIC Chairman opined that as the number of candidates of trade tests dropped significantly during the pandemic, the target waiting time of 2 months should be shortened in order to strive for excellence. IK responded that the maximum number of candidates per class was reduced due to the pandemic. HKCITTC had shortened the internal target waiting time to 1.5 months and would continue the efforts in cutting short the waiting time.

1.12 ★ Table on Waiting Time for Plant and Machinery Operation Certification Courses cum Tests (for information)

Members took note of Paper *CIC/CTB/P/010/21* with no further comments.

1.13 ★ Table on Statistical Data of Construction Industry Council Approved Technical Talents Training Programmes (for information)

Members took note of Paper *CIC/CTB/P/011/21*. CIC Chairman stated that it was necessary to groom graduates of one-year training courses into skilled workers through CICATP to succeed the accomplished tradesmen. He appealed to the sub-contractors to support CICATP. If there was a lack of apprenticeship training opportunities for some trades consecutively for 2 to 3 years in the future, CITB might consider not to provide the one-year training courses for the trades concerned.

DEVB representative enquired about the reasons for the withdrawal of apprentices in the middle of the training from the CICATP. EnF replied that it was mainly because apprentices changed jobs for higher salary. The reason of the relatively high dropout rate of the joinery programme was that the main duties of apprentices were floor laying and ceiling installation, which were different from the craft skills they learned in HKIC. However, the dropout rate would be lower if the joinery apprentices joined companies that took up major renovation works (e.g. building renovation). However, there was a lack of that type of companies for CICATP. Career Support Services Department would make an effort to find that type of companies to participate in the programme.

1.14 ★Table on Statistical Data of Advanced Construction Manpower Training Scheme – Pilot Scheme (for information)

Members took note of Paper *CIC/CTB/P/012/21* with no further comments.

1.15 Any Other Business

Membership of the Sub-committee on Trade Testing

Due to the resignation of Ir Annie HO, China State Construction Engineering (Hong Kong) Limited nominated Mr. Ben WONG Wai-pan to replace her as a member of the Sub-committee on Trade Testing. Members approved the said change of the membership and the terms of office of Mr. Ben WONG Wai-pan would run from 20 January 2021 to 30 June 2022.

CIC Relief Fund – Multi-skills Training Scheme for Registered Workers

DEVB representative welcomed the recent launch of “Multi-skills Training Scheme for Registered Workers” by HKIC. It provided training for registered workers who were temporarily underemployed or unemployed to acquire one more type of skills and enhance their capabilities. DEVB representative hoped that HKIC could later provide statistics of the related courses and promote the training scheme to the industry.

YLC

1.16 Tentative Date of Next Meeting No. 002/21

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The next meeting was scheduled for 18 March 2021 (Thursday) at 9:30am at Board Room, 29/F, Tower 2, Enterprise Square Five (MegaBox), 38 Wang Chiu Road, Kowloon Bay, Kowloon.

There being no further business, the meeting was adjourned at 11:35 am.

**CITB Secretariat
January 2021**