

**Construction Industry Council**

**Construction Industry Training Board**

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Meeting No. 003/21 of the Construction Industry Training Board was held on 26 May 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)	
	LAU Wing-sum*	(WSLu)	
	William LUK*	(WmL)	
	Dennis WONG*	(DW)	
	Staw WONG*	(SwW)	
	WONG Ping	(PWG)	
	Daniel YAN*	(DY)	
	Angela LEE	(DS1)	
	WAN Chi-ping	(CPW)	
In attendance:	Rick KO	(WCK)	Development Bureau
	CHAN Ka-kui	(KKCh)	Construction Industry Council Chairman
	Albert CHENG	(CTN)	Executive Director
	Alex LEUNG	(AL)	Director – Collaboration & Trade Testing
	Francis WONG	(FW)	Director – HKIC
	CHU Yin-lin	(YLC)	Assistant Director – Training
	Stephen MANN	(SnM)	Assistant Director – Student & Curriculum Development
	Ivan KO	(IK)	Senior Manager – Trade Testing
	Eric CHENG*	(EcC)	Principal – Kowloon Bay Campus, HKIC
	(attended Agenda item 3.5 only)		
	William HO*	(YHH)	Principal – Sheung Shui Campus, HKIC
	(attended Agenda item 3.7 & 3.10 only)		
	Priscilla TAM	(PTm)	Manager – Board Services & Administration Support
	Formula CHEN	(FMC)	Assistant Manager – CITB Secretariat

\*Members or attendees joined the meeting via video-conferencing

**Minutes**

**Action**

**3.1 Confirmation of the Minutes of the Previous Meeting**

Members took note of Paper CIC/CTB/M/002/21, and confirmed the minutes of the meeting No. 002/21 held on 18 March 2021.

**3.2 Matters Arising from the Previous Meeting**

Item 2.4 - Proposal on Subsidising Training Places of “VTC Diploma of Vocational Education” in Years 2021/2022 & 2022/2023 and its Financial Budget

OKL declared that he had been appointed by VTC as Chairman of the Electrical and Mechanical Services Training Board since 1 April 2021 as that item was related to the subsidy of VTC courses. SnM reported that as the Hong Kong Institute of Construction (HKIC) had gradually obtained qualification recognition for full-time (one-year and two-year) courses, Diploma of Vocational Education Programmes would not be subsidised starting from 2023, except for “Lift and Escalator”, “Welding Technology & Inspection”, “Gas Services Engineering” and “Electronic and Computer Engineering”. The Chairperson enquired about the development path of part-time Diploma in Construction Programme. SnM responded that HKIC would launch different part-time Diploma in Construction Programmes in 2021 and 2022 as well as bridging courses so that graduates of part-time Diploma in Construction Programme could enroll in the Professional Diploma in Construction for Specialist Trades launched in September 2022.

A Member enquired when HKIC would stop subsidising the abovementioned four courses. YLC responded that as more resources were needed to organise the abovementioned four courses, HKIC had no plan to provide the concerned courses for the time being. The Executive Director stated that except for “Lift and Escalator”, the other three courses needed relatively small venue. He would review the feasibility of providing the three courses with the HKIC management.

**FW**

Item 2.5 - Proposal on Establishing the Register of Recognised Employers of Construction Industry Council Approved Technical Talents Programmes (CICATP)

The management had reviewed both the new and old courses. There was a substantial difference between the two course contents. 83% of site trainers who completed the course in or

before 2019 had to re-take the 5-day “Certificate in Instructing Techniques for Site Trainers” before 31 December 2021. The management suggested that the site trainers (37 people, accounting for 17%) who completed the 2-day “Foundation Certificate in Site Instruction Techniques” after the end of 2020 could be exempted from re-applying to the new course until the end of 2022. HKIC also provided sufficient incentives to employers and site trainers with employer subsidy (paid study leave for site trainers) and trainer subsidy offered, so as to encourage site trainers to enroll in the 5-day “Certificate in Instructing Techniques for Site Trainers”.

Besides, with regard to the dropout rate and the passing rate of graduation assessment of apprentices of outstanding employers, the employer validity period was standardised to three years after the management’s review. Therefore, the requirements of dropout rate and passing rate had also been withdrawn.

#### Item 2.6 - Proposal on the Development Plan of Apprenticeship Training of Construction Industry for the Next Three Years

Regarding the alignment of eligibility of the employers and the requirements of the register of recognised employers, the management had revised and standardised the requirements of recognised employers in the relevant framework documents according to the comments made by the Member and the CIC Chairman. The management would submit “Statistical Data of CICATP” at each meeting of Construction Industry Training Board (CITB) to report the progress to Members.

#### Item 2.12 - Table on Estimated Waiting Time for Full-time Short Courses

The management would study the feasibility of conducting practical training of full-time crane operation short courses in the Greater Bay Area, and had incorporated the item into the three-year plan which would be followed up closely. The Chairperson enquired if HKIC had studied the feasibility of using public stockpiling area for collaborative training. The DEVB representative suggested that Civil Engineering and Development Department could be consulted on the daily operation of stockpiling area and the feasibility of conducting collaborative training. The Labour Department representative pointed out that training of crane operators in the Greater Bay Area would involve enforcement issues of mandatory safety training as the current ordinance only allowed training in Hong Kong. If training outside Hong Kong was involved, legal advice should be sought.

Item 2.17 - Monthly Salary of Apprentices

The management was following up on matters of the monthly salary of apprentices, and would report the matters at the next meeting.

**SnM**

**3.3 Proposal on Membership Updates on Boards under Construction Industry Training Board and Streamlined Approval Procedures (for approval)**

AL briefed Members on Paper CIC/CTB/P/029/21. Members took note of and approved the following proposals:

- (a) Sr LAM Kin-wing, Eddie would succeed Ir YU Sai-yen as member of Hong Kong Institute of Construction Management Board (HKICMB) and director of Hong Kong Institute of Construction (Company Limited) for the period from 1 July 2021 to 30 June 2023;
- (b) Mr. LAM Oi-ki, Peter would be appointed as the chairperson of the Task Force on CIC Manpower Forecasting Model Updating and Enhancement Study for the period from 1 July 2021 to 30 June 2023. All existing Members would be reappointed for the period from 1 July 2021 to 30 June 2023;
- (c) A new member, Cr FUNG Kwok-keung, Conrad, would join the Sub-committee on Trade Testing for the period from 26 May 2021 to 30 June 2022. The Sub-committee on Trade Testing would continue to be chaired by Ir YU Sai-yen until 30 June 2022; and
- (d) Mr. Lam Tim-hing, a new employer representative, would join the Course Advisory Panel on Joinery. Mr. Yan Yip-wai, an employer representative, would be replaced by Ms. Yan Lai-ha. The Course Advisory Panel on Joinery would be chaired by Ir TAM Kam-hung for the period from 26 May 2021 to 31 December 2021.

AL also introduced suggestions on streamlined approval procedures of CITB stated in the Paper, so as to enhance the operational efficiency of CITB. The Chairperson suggested revising the wording of “exceed expenses that could be borne by CITB” in Annex H into “exceed CITB budget”. Members agreed and approved the paper and the proposals.

**3.4 Proposed 3-year Programme Plan for 2021/22 to 2023/24 and 2021/22 Training Places (for approval)**

Members took note of Paper CIC/CTB/P/030/21, and noted that the 3-year programme plan covered the following major areas : (a) Enhancement of programmes and qualification recognition to achieve the goal of obtaining the qualification of Programme Area Accreditation; (b) Planning and development of full-time long courses (Certificate in Construction, Diploma in Construction and Advanced Diploma), Certificate Programmes, Enhanced Construction Supervisor/Technician Programme and part-time courses; (c) Provision of initial training for Collaborative Training Schemes; (d) Provision of craftsmanship training for CICATP; (e) Review on the facility requirements; (f) Setting a maximum capacity for each class based on target trainees; (g) Establishment of a mechanism for training quota projection; and (h) Enhancement of the training for teaching staff, etc.

Regarding the matter of gradual reduction of training places of Certificate in Construction Scaffolding, the Chairperson enquired if there was a timetable to indicate the progress of the reduction of training places. If it would be gradually phased out, the bamboo scaffolding industry should be notified to prepare in advance. A Member opined that the demand for bamboo scaffolders could be reviewed on aspects of public works and property management. YLC responded that the Course Advisory Panel on Construction Scaffolding Works also agreed to gradually reduce the training places. However, they opined that as some large-scale works projects, renovation, repair and maintenance works would still need bamboo scaffolders, it was necessary to keep that course. HKIC reduced 30 training places of Certificate in Construction Scaffolding for the first time in academic year 2021/2022. The management would discuss with the industry on the arrangement of training places after academic year 2021/2022.

Another Member agreed that it was up to the industry to decide if it was necessary to keep Certificate in Construction Scaffolding, and pointed out that the government had just launched works projects which costed HK\$180 billion. It is expected that the manpower demand will increase in the future. However, as training places of some courses had been reduced, such as Certificate in Bar-Bending and Fixing, the Member worried that there might be manpower shortage in the concerned trades. The Chairperson responded that HKIC had provided sufficient training places in the past, but the enrolments were fewer than the training places. He suggested that contractors and sub-contractors should encourage their registered general workers to enroll in HKIC's courses. The DEVB representative stated that the abovementioned paper only included the training places in academic year 2021/22, which was

a short-term mechanism. It was believed that HKIC would fully consider the needs of the industry before establishing a long-term mechanism of setting training places, and respond to the recommendations of the audit report.

After deliberation, Members approved the proposed 3-year programme plan for 2021/22 to 2023/24 and the respective number of training places for full-time courses and part-time courses were 4,905 and 76,536 in 2021/22.

### **3.5 Report on the Development of Outdoor Training Grounds of Hong Kong Institute of Construction in the Future (for information)**

Members took note of Paper CIC/CTB/P/031/21, and noted that HKIC currently had nine outdoor training grounds which were managed by Kowloon Bay and Kwai Chung Campus respectively. The management staff would enhance the management of the outdoor training grounds based on the location, area, topographical limits, utilization, future training plans and needs. Management of all outdoor training grounds would be handed over to Kowloon Bay Campus in June 2021.

CIC Chairman opined that the trainings should be concentrated in Tai Po Training Ground, Lam Tei Training Ground and Siu Lam Training Ground with larger areas, and consider returning the smaller training grounds to the Government. The Chairperson suggested that HKIC should apply for other lands or make use of stockpiling area if it was not able to rent idle land in Siu Lam for the training of Loadshifting Machinery Operation. The Chairperson enquired about the construction progress of Lam Tei Training Ground. EcC replied that the foundation work of the Training Ground was in good progress, but they were following up and discussing with relevant departments on some statutory requirements and specifications, such as arrangements of the water supply for fire fighting.

### **3.6 Audit Report of Hong Kong Institute of Construction (Phase I) (for information)**

Members took note of Paper CIC/CTB/P/032/21, and noted that CIC had engaged Ernst & Young Advisory Services Limited (EY) in the third quarter of 2020 to conduct audit for HKIC. The concerned audit was generally divided into two phases. Phase I was completed in January 2021. After reviewing the operation of campuses and training grounds, EY had recommended 6 areas for

Action

improvement. The management had proposed suggestions on work enhancement and timeline in the report, and would report to the Members on details of the follow-up actions of the suggestions.

For the improvement plan proposed by HKIC in response to the audit report, CIC Chairman suggested HKIC should report the progress, improvement plan and monitoring mechanism to HKICMB and CITB. The Chairperson suggested HKIC to submit a progress report at the end of every year, and set key performance indicator (KPI) for the utilisation rate of venues. HKIC must provide legitimate reason if the KPI could not be met.

**FW**

**3.7 Key Performance Indicators and Work Report of the Sub-committee on Ethnic Minorities in Construction (for approval)**

Members took note of Paper CIC/CTB/P/033/21 and noted that in order to address to the low enrollment rate, employment rate and retention rate and high drop-out rate of the training programmes for ethnic minorities, the Sub-Committee on Ethnic Minorities in Construction had implemented a series of new measures as well as proposed some KPIs for the enrolment rate, employment rate, retention rate of Certificate in Metal Scaffolding (English), Certificate in Plumbing & Pipe-Fitting (English) and Certificate in Welding (English).

A Member enquired about the courses provided by HKIC to the ethnic minorities. YHH replied that the courses provided by HKIC included Metal Scaffolding, General Welding, Plumbing, Concreting and Plastering. HKIC had sent questionnaires regarding the courses that ethnic minorities were interested in to 20 targeted ethnic minorities non-profit organisations and 15 of which replied. Among which, Painter, Tunnelling, Concreting, Timber Formworker and Lifts and Escalators were more popular. The Chairperson of the sub-committee, OKL, supplemented that due to limited resources, he suggested allocating the resources to appropriate trades, e.g. the trades with difficulty in recruiting workers while providing suitable support to ethnic minorities. It was hoped that maximum benefit could be derived with minimal resources. A Member suggested adding more trades to the training programmes for ethnic minorities, and promoting the ethnic minority workers to the Course Advisory Panels and trade associations, and encouraging employers to recruit the workers.

**YHH**

After deliberation, Members approved the Sub-committee to set KPIs for the enrolment rate, employment rate, retention rate and dropout rate of Certificate In Metal Scaffolding (English),

Certificate In Plumbing and Pipe-Fitting (English) and Certificate In Welding (English).

**3.8 ★Summary Report of the 2nd Meeting of Hong Kong Institute of Construction Management Board in 2021 (for information)**

Members took note of Paper \*CIC/CTB/P/034/21\* with no further comments.

**3.9 ★Summary Report of the 1st Meeting of Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes in 2021 (for information)**

Members took note of Paper \*CIC/CTB/P/035/21\* with no further comments.

**3.10 ★Summary Report of the 2nd Meeting of Sub-committee on Ethnic Minorities in Construction in 2021 (for information)**

Members took note of Paper \*CIC/CTB/P/036/21\* with no further comments.

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

Members took note of Paper \*CIC/CTB/P/037/21\* with no further comments.

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

Members took note of Paper \*CIC/CTB/P/038/21\* with no further comments.

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

Members took note of Paper \*CIC/CTB/P/039/21\* with no further comments.

**3.14 ★Statistical Data of Construction Industry Council Approved Technical Talents Training Programmes (for information)**

Members took note of Paper \*CIC/CTB/P/040/21\* with no further comments.

**3.15 ★Statistical Data of Advanced Construction Manpower Training Scheme – Pilot Scheme (for information)**

Members took note of Paper \*CIC/CTB/P/041/21\* with no further comments.

**3.16 Any Other Business**

Proposal on Subsidising Apprentices of “Construction Industry Council Approved Technical Talents Training Programmes” to take Part-time Diploma in Construction Programme

The management submitted the “Proposal on the Development Plan of Apprenticeship Training of Construction Industry for the Next Three Years” (Paper CIC/CTB/P/016/21) at the CITB meeting on 18 March 2021. As the course fee of Part-time Diploma in Construction Programme was estimated to be HK\$30,000 at that time, it was suggested to provide full subsidy for CICATP apprentices to take the two-year Part-time Day Diploma in Construction Programme from 2021 onwards. Members had also approved the above suggestion. As HKICMB had approved the “Proposal on Course Fee for Part-time Diploma in Construction Programme” at the meeting on 14 April 2021, the course fee for each programme per student was charged at HK\$39,000. In view of cost control, the management suggested subsidizing students who participated in the concerned training programmes at 100% and 50% for the first and second year respectively, and the balance should be paid by employers. Members approved the above proposed adjustment to the subsidy.

Task Force on Repair, Maintenance, Alteration and Addition(RMAA)

Chairperson enquired about the progress of the establishment of Task Force on RMAA. The Chairperson of Task Force on RMAA, ELM, replied that they were still identifying appropriate persons to join the Task Force.

Vote of Thanks to Chairperson YU Sai-yen

CIC Chairman thanked Ir YU Sai-yen for his tremendous effort on promoting HKIC revamp and CICATP over the past two years, and hoped that Ir YU would continue to support the CIC in other

capacity. SYYu thanked Members for their support, and looked forward to the upcoming chairperson to drive the industry development and encourage stakeholders' participation.

**3.17 Tentative Date of Next Meeting No. 004/21**

The next meeting was scheduled for 7 July 2021 (Wednesday) 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 11:50 am.

**CITB Secretariat  
May 2021**