

Construction Industry Council

Construction Industry Training Board

Meeting No. 004/21 of the Construction Industry Training Board was held on 7 Jul 2021 (Wednesday) at 9:30am at Conference Room, 4/F, HKIC-Kowloon Bay Campus (North Wing), 44 Tai Yip Street, Kowloon Bay, Kowloon, Hong Kong.

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|----------------|---|--------|---|
| Present: | Eddie LAM | (ELM) | Chairperson |
| | CHAN Kim-kwong | (KKCN) | |
| | Henry CHAU | (BCC) | |
| | HUANG Yongquan | (YQH) | |
| | Peter LAM | (OKL) | |
| | LO LEE Oi-lin | (OLLL) | |
| | William LUK | (WmL) | |
| | Dennis WONG | (DW) | |
| | Staw WONG | (SwW) | |
| | WONG Ping | (PWG) | |
| | 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 (attended Agenda Item 4.11 only) | (EcC) | Principal – Kowloon Bay Campus, HKIC |
| | Priscilla TAM | (PTm) | Manager – Board Services & Administration Support |
| | Formula CHEN | (FMC) | Assistant Manager – CITB Secretariat |
| Apologies: | LAU Wing-sum | (WSLu) | |
| | Daniel YAN | (DY) | |

Minutes

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4.1 Confirmation of the Minutes of the Previous Meeting

Members took note of Paper CIC/CTB/M/003/21, and confirmed the minutes of the meeting No. 003/21 held on 26 May 2021.

4.2 Matters Arising from the Previous Meeting

Item 3.2 - Proposal on Subsidising Training Places of “VTC Diploma of Vocational Education” in Years 2021/2022 & 2022/2023 and its Financial Budget

Hong Kong Institute of Construction (HKIC) had reviewed current full-time courses and facilities. “Welding Technology and Inspection” programme could be developed in case relevant welding equipment, such as “Non-destructive Testing (NDT)” was added, part-time instructors were employed and technical skills of instructors were upgraded to the standard of Certification Scheme for Personnel 3.1 (CSWIP 3.1) of American Welding Society (AWS). However, “Gas Services Engineering” and “Electronic and Computer Engineering” programmes should be developed from scratch.

As “Gas Services Engineering” and “Electronic and Computer Engineering” trades accounted for an extremely low proportion in construction industry, the management suggested ceasing the subsidy of the relevant programmes from 2024 onwards.

Item 3.2 - Monthly Salary of Apprentices

Report on satisfaction rate of Construction Industry Council Approved Technical Talents Programmes (CICATP) for 2019/2020 indicated that employers’ satisfaction rates towards the requirements on the monthly salary of apprentices in the first and second year were 95% and 87% respectively. Chairperson and members of Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes agreed that the minimum salary requirements should not be adjusted for the time being unless stronger justification could be provided.

Item 3.6 - Audit Report of Hong Kong Institute of Construction (Phase I)

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HKIC management was following up on the audit report conducted by Ernst & Young Advisory Services Limited (EY) comprehensively. Regarding the integration, utilisation and management of the outdoor training grounds (Paper CIC /CTB/P/032/21), the management were reinstating two training grounds which would be returned to the Government before September that year.

Regarding the campus utilisation, the management worked out the following guiding principles:

- (a) The campuses were the precious asset of Construction Industry Council (CIC). The management must ensure an efficient use of the campuses;
- (b) HKIC adapted “Total Campus Utilisation Concept” to ensure that the programmes were not affected by the geographical restrictions and could be conducted in different campuses; and
- (c) The utilisation of classrooms, workshops and other venues must comply with the functions and missions of HKIC and CIC.

Regarding the utilisation of classrooms and workshops, HKIC would set the key performance indicator for the utilisation rate as 70% according to the audit report. Standardised electronic record form was used to record and plan the utilization rate and usage of particular and all venues. That also helped the management to arrange and plan the locations for the medium and short courses.

Overall, HKIC had established mechanisms to optimize the use of campus resources. The management would report the relevant work progress and details at the end of that year.

Item 3.7 - Key Performance Indicators and Work Report of the Sub-committee on Ethnic Minorities in Construction

Collaboration Scheme Department (COS) had liaised with employers, mainly employers of tunnel workers, who were interested in recruiting ethnic minorities, to follow up on their recruitment. COS also assisted ethnic minority students in participating in the Intermediate Tradesman Collaborative Training Scheme according to course schedule and through recruitment day. Regarding tunnel workers, 8 ethnic minority

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students of tunnel work graduated in March 2021. Besides, initial training course for tunnel workers, with 12 ethnic minority students, were commenced in the second quarter of 2021. The students were currently undergoing on-site training and were expected to graduate in August that year.

Besides, COS also discussed with the representatives of the Lift and Escalator Contractors Association and Chairperson of Subcommittee on Ethnic Minorities in Construction on the introduction of new blood to the industry by recruiting ethnic minorities on 15 April via video-conferencing. Members of the association generally did not mind recruiting ethnic minorities, but employees were required to possess the ability to listen, speak and write Chinese as the industry generally communicated and prepared progress report in Chinese.

COS would organise “Employer Seminar – Work with Ethnic Minorities” in Zero Carbon Park on 30 July, to explain and share with employers on the opportunities and challenges in recruiting ethnic minorities. About 38 employers, including those of lift mechanics and tunnel workers, had enrolled in the seminar. It was expected that communications with employers who were interested in recruiting ethnic minorities could be strengthened through the seminar, so as to widen the employers network.

Chairperson enquired about the number of ethnic minority students trained by HKIC annually. YLC responded that more than 100 places of full time short courses were provided to ethnic minority students each year.

A Member suggested that HKIC could offer short courses to teach ethnic minorities specialized terms and safety knowledge of the industry in Chinese. YLC responded that HKIC offered a 60-hour part-time Construction Vocational Cantonese Course. The course contents included simple conversation in Cantonese and construction terms. Many trades were involved except tunnel worker and lift mechanic. Besides, a Member suggested that HKIC could conduct an assessment on Chinese language proficiency of ethnic minority students to evaluate whether they had possessed the knowledge of relevant tools, vocabularies and safety terms for the trade in Chinese. In addition, English language proficiency of ethnic minority students could also be assessed. The Chairperson suggested that HKIC could provide more information on the language ability of ethnic minority students.

YLC

4.3 Proposal on Full-time Courses Graduates Taking Part in the Earn & Learn Scheme of the Vocational Training Council in 2021-2022 (for approval)

OKL declared that he was the Chairman of the Electrical and Mechanical Services Training Board as that item was related to the Earn & Learn Scheme of the Vocational Training Council (VTC). Members took note of Paper CIC/CTB/P/042/21, and noted the background of full-time graduates taking part in VTC Earn & Learn Scheme. It was estimated that about 248 and 100 graduates would take part in the Earn & Learn Scheme in 2021 and 2022 respectively. If Members approved the proposal, CIC would sign the collaboration agreements with VTC.

A Member enquired whether apprentices had returned to HKIC to continue their studies in the past few years. The Chairperson also enquired whether CIC would sign the abovementioned collaboration agreements with VTC again after 2022. SnM responded that since the establishment of CICATP, HKIC had been encouraging graduates to return and take part-time courses in HKIC. After 2022, some Advanced Diploma graduates would be the last cohort participating in Earn & Learn Scheme, while other graduates would not participate in the Earn & Learn Scheme anymore. The Member continued to enquire whether there were still apprentices after 2022 because apprentices had to register under the law, while Office of the Director of Apprenticeship of Vocational Training Council (VTC) was the statutory unit in administering and promoting apprenticeship training, and executing the Apprenticeship Ordinance (Hong Kong Legislation Cap. 47). CIC Chairman clarified that VTC played two roles, i.e. the teaching role and act as the statutory unit in administering and promoting apprenticeship training. As HKIC had been gradually launching enhanced Diploma in Construction and Certificate in Construction programmes. Therefore, although HKIC graduates would not study in VTC after 2022, they could still participate in VTC Apprenticeship Scheme. CIC Chairman asked the Executive Director to follow up on the relevant matters.

After deliberation, Members approved that HKIC would continue its collaboration with VTC in 2021 and 2022. HKIC would arrange some graduates of the one-year full-time courses and Enhanced Construction Supervisor/Technician Training Scheme to participate in the Earn & Learn Scheme according to their wills and career development needs. CIC was not required to pay for the Earn & Learn Scheme. Members also authorised the Executive

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Director to sign the collaboration agreement on the above matter on behalf of CIC with VTC.

(Post-meeting note: Construction Industry Training Board (CITB) approved the “Proposal on Apprenticeship Scheme (Civil & Building Work Trades)” at the meeting held on 6 July 2018, and approved to change the name of the abovementioned scheme to “Construction Industry Council Approved Technical Talents Training Programmes (CICATP)” at the meeting held on 20 March 2019, in order to avoid confusion among CICATP, and apprenticeship training conducted by VTC under Hong Kong Legislation Cap. 47 Apprenticeship Ordinance, as well as certificates awarded by the two organisations. In the meantime, CITB also approved to formally terminate the Apprentices Subsidy Scheme which had launched since 2008. The government allocated HK\$200 million in May 2020 to strengthen manpower training for the trades with strong demand in construction industry, of which HK\$110 million would be used to expand the coverage of CICATP by increasing the number of trades from 6 to 13. Based on the above background, the management would continue to implement and improve CICATP in accordance with the established policies.)

4.4 ★Report on the Quality Assurance and Performance Appraisal of “Collaborative Training Schemes” (from January to December 2020) (for information)

Members took note of Paper CIC/CTB/P/043/21, and the report on performance appraisal of the participating organisations of the collaborative training schemes from January to December 2020. COS closely monitored the training performance of participating organisations by the quality assurance and performance appraisal mechanism. COS evaluated the performance of participating organisations based on the “Retention Rate” and “Passing Rate”, and thus the training quality of participating organisations could be enhanced effectively. The management would continue to implement that mechanism and standardise the benchmarks of efficiency of the collaborative training schemes, and to monitor and follow up the performance of the participating organisations by that mechanism. The Chairperson said that the passing rate of the Advanced Construction Manpower Training Scheme – Pilot Scheme (Skills Enhancement Courses) (ACMTS-SEC) was relatively low and would like to bring the management’s attention to that issue.

SnM

4.5 ★ Report on Employers and Graduates' Satisfaction Rate of Collaborative Training Schemes for Year 2019-2020(for information)

Members took note of Paper *CIC/CTB/P/044/21* and noted the survey on the employers' satisfaction towards the working 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 2019 to August 2020. Employers' feedback on the performance of graduates were positive and the overall score of satisfactory/very satisfactory was 98%. The graduates were generally satisfied with the collaborative training schemes with the overall course satisfactory rate of 95%. 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.

4.6 ★Summary Report of the 3rd Meeting of Hong Kong Institute of Construction Management Board in 2021 (for information)

Members took note of Paper CIC/CTB/P/045/21, and noted that the Hong Kong Institute of Construction Management Board endorsed the establishment of "Task Force on HKIC's Staffing Policy" at the meeting held on 14 April 2021, with the term of office running from 15 July 2021 to 30 June 2022. Terms of reference and membership were as follows:

Terms of reference

- (a) To review HKIC manpower from an overall perspective and propose staffing policies for HKIC, including teaching staff establishment which could meet the training needs, qualification of teaching staff, other recruitment requirements and a quota of part-time staff. To develop a mechanism for the HKIC management to review the quota of teaching staff, deployment and replacement of staff regularly, so as to ensure the quality and stability of the teaching team, and cater for new technologies and teaching requirements; and
- (b) To review projects related to HKIC manpower accordingly to the audit report.

Membership

- Mrs. LO LEE Oi-lin (Chairperson)
- Ir CHENG Ting-ning, Albert (Vice-Chairperson)
- Ir YU Sai-yen
- Ir KWOK Yu-won, Eric

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- Mrs. Deanna TO LAU
- Ir Dr. WONG Kwan-wah, Francis
- Ms. IP Wai, Cheryl

4.7 ★Summary Report of the 2nd 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/046/21*, and noted that the Advanced Construction Manpower Training Scheme – Pilot Scheme (Structured On-the-job) (ACMTS-SOJ) had approximately 50 remaining places subsidized by the government. It was expected to be used up at the end of 2021 or the year after.

A Member opined that as there were many people waiting for admission to ACMTS-SEC organised by the Trade Unions, CIC should not reduce the training places of ACMTS-SEC for 2022. The Chairperson stated that the concerned training quota had not been confirmed, and requested the management to follow up. SnM responded that COS set the training quota according to the construction worker manpower forecast result which was forecasted by CIC Manpower Forecasting Model, and had issued a questionnaire to relevant organisations with a view to understanding the demand. The paper would be submitted for Members' discussion and approval later.

4.8 ★Summary Report of the 2nd Meeting of Sub-committee on Trade Testing in 2021 (for information)

Members took note of Paper *CIC/CTB/P/047/21* with no further comments.

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

Members took note of Paper *CIC/CTB/P/048/21* with no further comments.

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

Members took note of Paper *CIC/CTB/P/049/21* with no further comments.

4.11 ★Table on Waiting Time for Plant and Machinery Operation

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Certification Courses cum Tests (for information)

Members took note of Paper * CIC/CTB/P/050/21* with no further comments.

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

Members took note of Paper *CIC/CTB/P/051/21*. The Chairperson expressed the concern that 32% of apprentices withdrew from CICATP and switched to another industry. The Chairperson enquired about the reasons behind. SnM responded that the concerned reasons would be examined in the next questionnaire survey and would then report to CITB.

SnM

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

Members took note of Paper *CIC/CTB/P/052/21*. CIC Chairman expressed the concern regarding the relatively low passing rates of some trades of ACMTS-SOJ, and enquired whether follow-up actions were taken on employers with relatively low passing rates. SnM responded that COS had followed up on the unsatisfactory performance of the participating organisations by quality assurance and performance assessment mechanism, including sending strong reminders to participants for their underperformance and meeting with them for an explanation, and setting 3-month cooling-off period that new application would not be accepted. A Member opined that the cooling-off period of three months was too short and should be extended to at least six months or more. If the performance continued to fall short of goal, the cooling-off period could be considered to extend and the number of site inspections could be increased. CIC Chairman opined that if the participating organisations had persistent substandard performance, their name should be removed from the Register of Approved Employers of CICATP.

SnM

4.14 Any Other Business

Development of Repair, Maintenance, Decoration, Alteration and Addition

Chairperson stated that CITB endorsed the establishment of Task Force on Repair, Maintenance, Alteration and Addition (RMAA) on 18 November 2020. CIC organised two RMAA industry

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sharing sessions in March and June 2021. In the past six months, the construction industry had 11 occupational injuries, of which 6 injuries were related to RMAA. The Council discussed RMAA matters at the meeting on 18 June 2021, and opined that RMAA could be discussed based on three aspects: technical training, safety awareness and training courses for RMAA supervisors as well as examine the possibility of establishing a registration scheme. As different areas such as safety and registration were involved, the Council approved that the Task Force on RMAA would be established under the Council.

Proposed Membership List of Appeal Panel on Register of Approved Employers of Construction Industry Council Approved Technical Talents Training Programmes

SnM reported that CITB had approved the establishment of Appeal Panel on the Register of Approved Employers of CICATP on 18 March 2021, so as to follow up and handle relevant appeal cases. After discussion with CITB Chairperson, the management proposed appointing the following Members as members of the Appeal Panel:

- (a) Ar WONG Chiu-lung, Dennis
- (b) Sr WONG Kin-wai, Staw
- (c) Ir LUK Wai-lam, William

The chairperson would be elected from among the 3 members. The term of office started from 7 July 2021 upon expiry of the corresponding terms of the members.

4.15 Tentative Date of Next Meeting No. 005/21

The next meeting was scheduled for 9 September 2021 (Thursday) at 9:30am. Venue to be confirmed.

There being no further business, the meeting was adjourned at 10:50 am.