

**Construction Industry Council**

**Construction Industry Training Board**

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Meeting No. 001/22 of Construction Industry Training Board was held on 19 January 2022 (Wednesday) at 9:30am at the Board Room, 29/F, Tower 2, Enterprise Square Five, 38 Wang Chiu Road, Kowloon Bay, Kowloon.

Present:	Eddie LAM	(ELM)	Chairperson
	CHAN Kim-kwong	(KKCN)	
	Henry CHAU*	(BCC)	
	HUANG Yongquan*	(YQH)	
	Peter LAM*	(OKL)	
	LAU Wing-sum*	(WSLu)	
	LO LEE Oi-lin*	(OLLL)	
	William LUK*	(WmL)	
	Dennis WONG*	(DW)	
	Staw WONG*	(SwW)	
	WONG Ping*	(PWG)	
	Daniel YAN*	(DY)	
	Angela LEE*	(DS1)	
	WAN Chi-ping*	(CPW)	
In attendance:	Eric CHAN*	(ECCW)	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
	Stephen MANN	(SnM)	Assistant Director – Student & Curriculum Development
	Ivan KO	(IK)	Senior Manager – Trade Testing
	Eric CHENG	(EcC)	Principal – Kowloon Bay Campus, HKIC
	Priscilla TAM	(PTm)	Manager – Board Services & Administration Support
	Formula CHEN	(FMC)	Assistant Manager – Board Services & Administration Support

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

**Minutes**

**Action**

**1.1 Confirmation of the Minutes of the Previous Meeting**

Members took note of Paper CIC/CTB/M/006/21, and confirmed the minutes of the meeting No. 006/21 held on 10 November 2021.

**1.2 Matters Arising from the Previous Meeting**

Item 6.2 - Voluntary Recognition Scheme for Fire Service Installation Technicians

Hong Kong Institute of Construction (HKIC) had conducted the open recruitment for relevant instructors of Electrical Fitter and Fire Service Mechanical Fitter for 6 months with only 1 applicant who failed in the interview so far. Therefore, the course could not be provided for the time being. Priority would be accorded to “Certificate in Fire Service Electrical Fitter” and “Certificate in Fire Service Mechanical Fitter” courses, which were approved by the Hong Kong Institute of Construction Management Board (HKICMB) to commence in the fourth quarter of 2021, upon successful recruitment of qualified instructors. The Chairperson pointed out that the recruitment exercise should be conducted through various channels, rather than simply relying on job advertisements. A Member stated that he would invite members of Registered Fire Service Installation Contractors of Hong Kong Association to liaise with HKIC management with a view to assisting with the recruitment of qualified instructors for HKIC. The representative of Development Bureau (DEVB) pointed out that there was a great manpower demand in Fire Service Fitter related trades, and urged HKIC to expedite the recruitment process for qualified instructors to commence relevant courses.

**FW**

Item 6.5 - Audit Report of Hong Kong Institute of Construction (Phase II)

The management would discuss with Human Resources Department on related matters, and study the feasibility of recruiting retired staff who aged 60 or above with a contract of 1 to 2 years. The result would be reported to Construction Industry Training Board (CITB) in due course.

Item 6.7 - Summary Report of the 3rd Meeting of Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes (CIC Apprenticeship Scheme) and

## Collaborative Training Schemes in 2021

Regarding the public works contracts, the technical circulars had included relevant terms and conditions requesting contractors to participate in the trainings via different Collaborative Training Schemes provided by CIC, and provide a certain amount of training places during the contract period. With a view to letting industry employers understand their responsibilities on participating in the training, the collaborative training places provided by subcontractors during the public works contracts period would be regarded as the training places of main contractors of corresponding contracts, and would be reflected in the level of engagement and training assessment of the main contractors. The Chairperson opined that incentives should be provided to attract subcontractors to participate in the apprentices training. A Member suggested exploring the possibility of compulsory participation of the CIC Apprenticeship Scheme as one of the requirements to the Registered Specialist Trade Contractors Scheme, only employers who met such requirements could become Registered Specialist Trade Contractors and Registered Subcontractors. CIC had to verify whether the employers who participated in the Programmes had qualified instructors. The Executive Director responded that hiring CIC apprentices was one of the requirements for applying to become Registered Specialist Trade Contractors and Registered Subcontractors, and CIC would extend the requirement to other trades. In addition, CIC had also established the Register of Approved Employers of CIC Apprenticeship Scheme, and there was a mechanism to monitor the employers participating in the training. Their instructors and training content should meet the CIC requirements.

DEVB had followed up with the Education Bureau on the feasibility of incorporating CIC Apprenticeship Scheme into Earn & Learn Scheme, and was seeking relevant resources within the government, with a view to facilitating discussion with CIC on providing the most appropriate training-related arrangements and assistance to CIC apprentices.

### Item 6.12 - Statistical Data of Advanced Construction Manpower Training Scheme – Pilot Scheme

The management arranged visits to the construction sites/training workshops of employers and unions with lower passing rates on relevant trades, and consulted instructors of HKIC and trade testing regarding their views on the training facilities and

procedures of the construction sites/training workshops. The related matters were also discussed at the meetings of Course Advisory Panels. In addition, the new site instructors of the Scheme must join the exchange sessions held by Hong Kong Construction Industry Trade Testing Centre (HKCITTC), so that the site instructors could further understand the test requirements, which could help improve passing rates of students.

Item 6.13 - Demand and Supply of Manpower in Construction Industry

HKIC was working out the maximum training capacity, and the management would submit a report to CITB at the next meeting.

### **1.3 Progress Report on the Audit Report of Hong Kong Institute of Construction (for information)**

Members took note of Paper CIC/CTB/P/001/22, and the detailed progress and follow-up actions on the 11 work enhancement recommendations below:

- (a) Monitoring of staff time utilisation should be enhanced
- (b) Monitoring of space utilisation should be enhanced
- (c) Monitoring of cost per graduate should be enhanced
- (d) Quota setting should be formalised
- (e) Mechanism for review of course fee should be established
- (f) Features / reporting function of student information system should be enhanced
- (g) Manpower planning model should be enhanced and implemented
- (h) Discretionary approval for graduation should be enhanced
- (i) Review of student attendance and assessment should be improved
- (j) User access control on Macrosystem and Training Management System (TMS) should be enhanced
- (k) Assessment rubrics are not in place for some courses

A Member opined that HKIC should increase the training quota, enhance liaison with external parties and establish partnerships with trade associations and unions, as all of which had the responsibility to cultivate talents for the industry. Secondly, the process of enhancement work for TMS should be expedited. In addition, HKIC had implemented the pilot scheme for calculating the manpower demand. The Member suggested HKIC to submit the result of pilot scheme to the Task Force on HKIC's Staffing Policy, which would submit a report on manpower forecast in June

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this year, to enhance its manpower forecast. FW responded that in order to optimise TMS, HKIC had reviewed the functions of TMS and removed some unimportant functions. Meanwhile, additional resources were allocated to establish Online Programme Application System. HKIC had been closely liaised and worked with trade associations and unions. The Executive Director supplemented that CIC allocated resources to TMS. The System was equipped with various functions, and most of which had been established while only one to two still needed to be enhanced. The Executive Director invited FW to brief CITB Members on the working progress on TMS at the next meeting.

FW

The CIC Chairman enquired on the progress of the Online Programme Application System. SnM responded that the System was expected to be completed in June this year. The Chairperson enquired on whether HKIC had calculated the maximum training capacity. SnM stated that HKIC had finished the calculation and completed the pilot scheme for class arrangement. It was expected that the training quota could be increased. The new class arrangement methods would also be extended to short courses and compatible with the Online Programme Application System. The Chairperson reminded that although HKIC had increased the training quota, it should also take into account whether there would be sufficient sources of students. In addition, the enhancement of training cost management should also be completed as soon as possible. SnM stated that the management would submit a paper on enhancement of training cost management to HKICMB in February this year for discussion.

**1.4 Recommendation on Student Subsidy for “Professional Diploma in Construction for Specialist Trades” Programme (for approval)**

Members took note of Paper CIC/CTB/P/002/22, and approved the proposal on student subsidy for part-time “Professional Diploma in Construction for Specialist Trades” programme (a total of 5 streams, including Building Decoration, Electrical Installation, Plant Installation & Maintenance, Plumbing Installation and Building Works). The course fee for each student was HK\$79,640 (HK\$362 X 220 credits) and would be fully subsidised by CIC. Three courses in a total of five academic years would be on a trial basis, with a total subsidy of HK\$25,455,840. As HKIC had reserved approximately HK\$4.8 million in the 2022 Financial Budget, which was sufficient for the related course fee for academic year 2022/2023, no additional funding was required. The expenditure for 2023/24, 2024/25, 2025/26 and 2026/27 were

HK\$6,342,240, HK\$9,556,800, HK\$6,342,240 and HK\$3,214,560 respectively. HKIC would reserve funding in the future budget.

### **1.5 The Relocation and Integration of HKIC Outdoor Training Grounds (for approval)**

Members took note of Paper CIC/CTB/P/003/22 and the plans for the relocation and integration of HKIC outdoor training grounds.

A Member enquired whether comparison was made between the training places of each plan for the location options for the relocation of Tuen Mun Training Ground and integration of Tai Po Training Ground. EcC responded that HKIC carefully weighed the impacts and cost of different plans under the premise that the current training capacity should not be reduced. Among the 3 plans, the plans on reprovision of Tuen Mun Training Ground to Siu Lam and regrouping of Tai Po Training Ground were the most cost-effective. The number of training places in Tai Po Training Ground would be increased by 397%, of which safety training would be the highest and a 13.5% increase in Certification Testing. Another Member stated that the demand for Modular Integrated Construction (MiC) would increase in the next 10 years and enquired if HKIC had reserved venues to meet the demand. EcC responded that apart from reserving venues to enhance MiC training, the use of Tai Po Training Ground had also been optimised to strike a balance between training and tests of different types of machinery in order to meet the industry demand. The CIC Chairman reiterated that it was not practicable solely for CIC to train heavy crane operators and could hardly satisfy the industry demand, and it was necessary to collaborate with the industry to conduct the training. However, no significant result was obtained in the past few years as restricted by the ordinance. As there would be a trend for development of high technologies in construction industry in the future, the demand for training on heavy crane would be higher. It was hoped that CITB strived to solve the problem continuously as the industry development would be affected if inadequate talents were trained. The Chairperson responded that the development direction in the future was to collaborate with the industry in training heavy crane operators, and CITB would continue to follow up on the matter.

After deliberation, Members approved HKIC's development plan of reprovision of Tuen Mun Training Ground to an idle government land in Siu Lam, regrouping of Tai Po Training Ground, reserving space for more MiC training, and addition of two more cranes (including a tower crane and a gantry crane), with

a total cost of HK\$45,000,000. Subject to the practicability of technical assessment result of the Siu Lam project to be conducted later, confirmation of the design of regrouping of Tai Po Training Ground by HKIC and approval on the budget of the project by the Council, Members approved in principle that the tender exercise for the aforementioned 2 projects would be launched in the 4th quarter of 2022.

**1.6 ★ Summary Report of the 6th Meeting of Hong Kong Institute of Construction Management Board in 2021 (for information)**

Members took note of Paper \*CIC/CTB/P/004/22\* with no further comments.

**1.7 ★ Summary Report of the 4th Meeting of Sub-committee on Trade Testing in 2021 (for information)**

Members took note of Paper \*CIC/CTB/P/005/22\*. The Chairperson enquired on how HKCITTC optimised the waiting time for trade tests and encouraged workers to apply for trade tests. IK reported that approximately 99% and 88% of the waiting time for trade tests were less than 2 months and 1.5 months respectively. HKCITTC would implement computerised practical assessment and eWritten test to expedite the test process. In addition, HKCITTC conducted a survey from October to December 2021 to look into the reasons and considerations of construction workers for applying/not applying intermediate trade tests, whether the registered semi-skilled workers were interested in applying for trade tests in the future and their considerations, and workers' view on how to encourage more people to join the industry and apply for intermediate trade tests / trade tests. Relevant documents would also be submitted to the Sub-committee on Trade Testing on 25 January 2022 for discussion. HKCITTC would also enhance the promotion on the qualifications and profession of trade test to developers, contractors, subcontractors, trade associations and employers, etc. of the industry, and encourage the industry to include the trade test qualification as one of the requirements of work contracts/employment contracts.

In view of HKCITTC's addition of installing "angle brackets" to the erection of "Truss-out Scaffolds" in trade tests of construction scaffolding, the representative of Labour Department (LD) enquired on whether HKIC also added relevant elements to its training content. The Executive Director responded that the relevant elements had been required to be added in the trade tests

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and training content. The LD representative continued to point out that Hong Kong Polytechnic University was appointed to study non-conventional “Truss-out Scaffolds” recently. As conventional “Truss-out Scaffolds” might not be applicable to the residential buildings completed in recent years, introduction of non-conventional “Truss-out Scaffolds” was required. LD would liaise with instructors of HKIC upon the completion of relevant research and guidelines. The Chairperson also reminded HKCITTC to pay attention to relevant new guidelines, and updated relevant test content according to industry needs in due course.

**1.8 ★ Summary Report of the 4th 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/006/22\*. The CIC Chairman opined that rename of the above-mentioned Sub-committee could be considered in order to facilitate the industry to identify the scheme. The Chairperson responded that a Chinese abbreviation could be added for the scheme for the time being, the renaming could be considered in the future.

**1.9 ★ Summary Report of the 4th Meeting of Sub-committee on Ethnic Minorities in Construction in 2021 (for information)**

Members took note of Paper \*CIC/CTB/P/007/22\*. The Executive Director stated that the overall employment rate after graduation for 1 year of the graduates from Metal Scaffolding courses in English was low. It was because they could not speak Cantonese and encountered difficulties in communication and integration to the work environment. The Executive Director stated that CIC had allocated resources to the English courses. However, the retention rate was unsatisfactory. It was necessary to identify employers who were willing to hire ethnic minority workers, and OKL was one of the role models. OKL expressed that employers who hired ethnic minority workers should meet relevant requirements, e.g. being able to communicate in English. OKL would liaise with colleagues in Career Support Services subsequently to share the relevant requirements of employers.

**Career  
Support  
Services  
Department**

The Chairperson asked if the Sub-committee on Ethnic Minorities in Construction should be renamed. OKL stated that his company adopted “non-Chinese speakers”. PTm expressed that the renaming decision could be made after making reference to the

**Secretariat**

government's wording.

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

Members took note of Paper \*CIC/CTB/P/008/22\*. The Chairperson stated that there would be a keen demand for Certificate in Building Repair and Maintenance in the future, and HKIC should review whether additional resources should be allocated to the course.

**FW**

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

Members took note of Paper \*CIC/CTB/P/009/22\*. The Chairperson inquired about the reasons for few candidates applying for Trade Tests of Cement Sand Mortar in 2021. IK responded that the matter would be followed up after the meeting.

**IK**

**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/010/22\*. The Chairperson reminded the management that the impact for the Plant and Machinery Operation Certification Courses cum Tests should be minimised while regrouping the Tai Po Training Ground.

**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/011/22\* with no further comments.

**1.14 ★ Statistical Data and Progress Report of Construction Industry Council Approved Technical Talents Training Programmes (for information)**

Members took note of Paper \*CIC/CTB/P/012/22\*. The CIC Chairman suggested to rename the Chinese abbreviation of "Construction Craftsman Training Scheme (Union)" under "Advanced Construction Manpower Training Scheme - Pilot Scheme (Skills Enhancement Courses)".

**SnM**

**1.15 Any Other Business**

**Discussion Session on the Way Forward of CITB**

Discussion Session on the Way Forward of CITB would be held on 27 January 2022. Chairperson invited all Members to reserve time to attend the Discussion Session.

**A Vote of Thanks to Mr. CHAN Ka-kui, CIC Chairman**

Chairperson expressed gratitude to Mr. Chan Ka Kui, the outgoing CIC Chairman, for his lead, guidance and support to CITB.

CIC Chairman stated that the establishment of HKIC and HKICMB was to cultivate talents for construction industry. Apart from dissemination of technical skills, education elements were included. Students should also be equipped with right attitude and work ethics. Both Prof. LEE Chack-fan and Mrs. LO LEE Oi-lin, the former Chairperson and current Chairperson of HKICMB, possessed extensive experience in school operation. HKICMB was responsible for management duties while CITB for supervision. CIC Chairman hoped that CITB could assist HKIC in enhancing its recognition.

**1.16 Tentative Date of Next Meeting No. 002/22**

The next meeting was scheduled for 9 March 2022 (Wednesday) at 9:30am at the Board Room, 29/F, Tower 2, Enterprise Square Five, 38 Wang Chiu Road, Kowloon Bay, Kowloon.

There being no further business, the meeting was adjourned at 11:38 am.

**CITB Secretariat  
January 2022**