

**Construction Industry Council**

**Construction Industry Training Board**

Meeting No. 006/17 of the Construction Industry Training Board was held on 14 December 2017 (Thursday) at 9:30am at Board Room, 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon.

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Summary Notes of the Construction Industry Training Board (the “CITB”) Meeting No. 006/17:

<b>Agenda Item</b>	<b>Paper</b>	<b>Major Resolutions/ Progress Highlights</b>
6.1	CIC/CTB/R/005/17	<b>Confirmation of the Progress Report of the Previous Meeting</b> Members confirmed the progress report of 5th CITB Meeting held on 4 October 2017.
6.2 6.2.1	CIC/CTB/R/005/17	<b>Matters arising from the last Meeting</b>  Item 5.2.3.3-5.2.3.5 – Graduates of Full-time Adult Short Course on Plumbing & Pipe-fitting (English class) failed to turn up for work or applied for long holiday after working only for one day or two  It was noted that Career Support Services Team would give talks on occupational ethics to all trainees before they graduated and invite employers to sharing sessions for exchange of views. In addition, after the Team followed up with these absent Ethnic Minority (EM) trainees and communicated with related employers, four trainees had returned to work. As for the opinion to enhance the inculcation of occupational ethics in EM trainees, CIC had already reinforced the teaching of work accountability and occupational ethics in daily training. In the meantime, CIC’s “Occupational Ethics Handbook” would also be given out to the trainees.

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6.3	CIC/CTB/P/081/17 (for approval)	<p><b>Organisational Structure of CITB and Composition of Course Advisory Panels in Year 2018</b></p> <p>Members approved the organisational structure of CITB in 2018. Under the new structure, the Hong Kong Institute of Construction Management Board (“HKICMB”), the Task Force on Trade Testing, the Task Force on Collaborative Schemes and the Task Force on CIC Manpower Forecasting Model Updating and Enhancement Study would be put under CITB. The Hong Kong Institute of Construction (“HKIC”) would be led by HKICMB at the strategic level and would take over the work of the Task Force on Training dissolved due to overlapping of work. There would be seven internal committees/groups under HKICMB, namely "Management Committee", "Programme Committee", "Quality &amp; Accreditation Committee", "Staff Development Working Group", "Campus Management Groups", “Student Assessment Working Group” and “Programme Teams” to ensure that all documents submitted to HKICMB had been thoroughly discussed and considered internally.</p> <p>In the meantime, the 18 Course Advisory Panels (CAPs) would continue to function under HKICMB and Task Force on Trade Testing; and their terms of reference would be slightly modified due to the dissolution of the Task Force on Training. However, the composition of these panels would still adopt the existing mechanism of having 11 members. CAPs of certain trades might adjust the ratio of representatives from different sectors according to the needs of the trade concerned. Representatives from government departments might be invited to attend meetings and provide advice.</p>
6.4	CIC/CTB/P/082/17 (for endorsement)	<p><b>Proposed Organisational Structure of HKIC</b></p> <p>To facilitate the effective operation and management of HKIC, Members endorsed the organisational structure of HKIC which had been approved by HKICMB. There would be three Assistant Directors under the Director of HKIC and each of them would be responsible for different areas of work to</p>

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		assist in the management of HKIC. Members also endorsed the recruitment of staff to fill the established posts under the proposed structure but priority would be given to incumbent staff to take up the new post in addition to his/her existing duties or to redeploy serving staff through internal transfers to reduce administrative expenses.
6.5	CIC/CTB/P/083/17 (for approval)	<b>Suggestions Arising from Interim Review of Advanced Construction Manpower Training Scheme - Pilot Scheme</b>  It was noted that CIC commissioned a consultancy firm to conduct an interim review of the captioned scheme in late 2016. The review report pointed out the main reasons for the dropout of trainees and presented the employers' views towards the training scheme. Against that background, Members endorsed the amendments proposed in the paper for the "Structured On-the-job" (SOJ) and "Skills Enhancement Courses" (SEC). Proposed amendments for the SOJ included (i) adding those subcontractors registered under the CIC's "Subcontractor Registration Scheme" to the employers' eligibility; (ii) keeping trainee's eligibility to possessing not more than 2 years of working experience as semi-skilled workers of the relevant trade, which might be relaxed to 3 years for certain trades facing difficulties in trainee recruitment; (iii) allowing adjustment to the training mode to provide extra 1 to 3 days' skills upgrading courses before the Trade Tests for Construction Craftsmen according to the needs of individual trades; (iv) the giving out of trainee allowance, completion bonus and trainer subsidy to employers would be changed to monthly basis; (v) increasing the amount of bonus upon completing mid-term training and upon graduation pro rata to the length of training period. The proposed amendments to the SEC was the relaxation of eligibility for enrolment to not less than 1 year of working experience upon obtaining semi-skilled workers' qualification and removing the upper limit of years of experience. These suggestions would come into effect on 1 January 2018 with no retrospective period. The effectiveness of the amendments

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		would be reviewed in the second half of 2018.
6.6	CIC/CTB/P/084/17 (for information)	<p><b>Forming STEM Alliance with Secondary Schools</b></p> <p>Members noted the background leading to the proposed formation of STEM alliance with target schools, the objectives of the alliance, and the benefits to schools and HKIC upon forming alliance. Members also took note of the proposed composition and structure for STEM alliance, time table for establishing the alliance, and the series of events to be organised for the establishment of the STEM alliance.</p>
6.7	CIC/CTB/P/085/17 (for endorsement)	<p><b>Re-offering Mobile Crane Operation Course at Shatin Training Ground and the related Expenditure</b></p> <p>As the return date of the Shatin Training Ground to the government had been extended from the original 2017 to the end of 2019, and the waiting time for admission to the machinery operation courses was still very long, Members endorsed re-offering Mobile Crane Operation Course at the venue to train “multi-skilled” trainees. It was estimated that at most 30 more training places could be provided every year. Graduates of the course would obtain both the operation certificates for Crawler-mounted Mobile Crane and for Wheeled Telescopic Mobile Crane. Besides, after comparing the cost of providing the training in-house and outsourcing the training, and taking into account the short period available for using the venue, Members endorsed outsourcing the training course to contractors, subcontractors or labour unions. The course would be introduced on a pilot basis for one year in 2018 and be reviewed by the year end.</p> <p>(Post-meeting note: After reviewing the proposal again by the management, it was found that there might be other more cost-effective means to increase the number of training places for crane operation. Thus, the proposal would not be submitted to the Committee on Administration and</p>

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		Finance for extra funding.)
6.8	CIC/CTB/P/086/17 (for endorsement)	<p><b>Addition of Working Platform at Tuen Mun Training Ground for Increasing Training Places for Excavator Operation Course and the Related Expenditure</b></p> <p>According to the manpower demand forecast of plant and equipment operators (excavators), there would be a shortage of around 300 excavator operators in the industry in the years of 2018 and 2019. Therefore, Members endorsed the proposed addition of the fourth working platform at Tuen Mun Training Ground to increase the number of training places for Excavator Operation Course so as to address the problem of manpower shortage of the trade in the coming years. Since the government has planned to recover the Tuen Mun Training Ground in 2020, Members endorsed the suggestion of providing more classes of the course by CIC after comparing the cost of in-house training and outsourced training, and taking into account the addition of the contractual condition in the tender document requiring the supplier to buy back the excavators in 2020. It was estimated that there would be an addition of 24 training places for 8 classes each year.</p> <p>(Post-meeting note: After reviewing the proposal again by the management, it was found that there might be other more cost-effective means to increase the number of training places for crane operation. Thus, the proposal would not be submitted to the Committee on Administration and Finance for extra funding.)</p>
6.9	CIC/CTB/P/087/17 (for approval)	<p><b>Report of Assessment of the Tender to Purchase Two New Wheeled Telescopic Mobile Cranes</b></p> <p>It was noted that an Open Tender Approach was adopted to invite six crane agents or suppliers to put in bids for the procurement contract of two new Wheeled Telescopic Mobile Cranes. A total of three tenders were received at the closing of tender. Members agreed to the recommendation made by the Tender Assessment Panel and accepted the tender submitted by Zoomlion Heavy Industry (HK)</p>

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		Company Limited which had attained the highest score in both the technical part and the fee part. The proposed tender price was within the budget.
6.10 to 6.13	CIC/CTB/P/088/17 to CIC/CTB/P/091/17 (for information)	<p><b>Summary Notes of Meeting of Task Force on Collaborative Schemes (3<sup>rd</sup> Meeting on 21 September 2017 and 4<sup>th</sup> Meeting on 24 October 2017); Summary Notes of Meeting of Steering Group on Implementation of CWRO Amendments (4<sup>th</sup> Meeting on 16 November 2017); Summary Notes of Meeting of HKICMB (1<sup>st</sup> Meeting on 16 September 2017); Summary Notes of Meeting of Task Force on Training (4<sup>th</sup> Meeting on 13 September 2017 and 5<sup>th</sup> Meeting on 20 November 2017)</b></p> <p>Members took note of the resolutions made by the above task forces/ steering group/ management board at the above meetings.</p>
6.14 to 6.17	CIC/CTB/P/093/17 to CIC/CTB/P/095/17 (for information)	<p><b>Waiting Time and Data for Training Courses/ Scheme and Trade Testing</b></p> <p>Members took note of the waiting time table of adult full-time short course, trade testing and machinery operation certification course cum tests; charts of registered workers who qualified through Senior Workers Registration Arrangement and Trade Testing; and the statistical data of Advanced Construction Manpower Training Scheme - Pilot Scheme.</p>

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6.18	Any Other Business	
6.18.1	CIC/CTB/P/096/17 (for discussion)	<p><b>Training Courses for Registered Skilled Workers</b></p> <p>In response to the discussion by the Construction Workers Registration Board about the strong demand of the local construction industry for registered skilled workers and the desire to maintain a high quality professional workforce as well as the suggestion of conducting training courses for registered skilled workers, the management had preliminarily explored the feasibility to offer the said courses. It was considered that the proposed courses should not be confined to the trade knowledge that the skilled workers already had but should be extended to cover knowledge of other trades. The courses were suggested to be delivered in the form of workshops. In order to attract more registered skilled workers, there would be no assessment for the time being. All attending Members supported the offering of continuing education courses for registered trades. Views were also made on matters relating to the course content, training hours, assessment arrangement, evening or Sunday classes, teaching hours per session, award of certificates, and the like.</p>
6.18.2		<p><b>3-year Strategic Plan and Annual Business Plan</b></p> <p>It was noted that from 2018 onwards all standing committees under CIC had to work out a 3-year strategic plan and an annual business plan (also known as "3+1" working mode). Thus, CITB had to devise a strategic proposal on the training for construction practitioners. The Chairperson suggested to arrange a brainstorming session either before or after the next CITB meeting to formulate the 3-year strategic plan and the detailed annual business plan.</p>
6.18.5		<p><b>A Token of Thanks to Chairperson and Members of Task Force on Training</b></p> <p>The Chairperson, on behalf of CITB, expressed gratitude to Ir YU Sai-yen, the Chairperson of Task</p>

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		Force on Training, and to members of the task force for their valuable opinions on training over the years.

**Remarks:** *The mentioned papers discussed at the Construction Industry Training Board can be made available to Council Members from the CIC Secretariat upon request.*