

**Construction Industry Council**

**Construction Industry Training Board and Committee on Manpower Training and Development**

The 1<sup>st</sup> joint meeting of the Construction Industry Training Board (CITB) and Committee on Manpower Training and Development (CMTD) was held on Tuesday, 10 July 2012 at 10:00 a.m. at Conference Room, CIC Headquarters, 15/F, Allied Kajima Building, 138 Gloucester Road, Wanchai, Hong Kong

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The items of discussion at the 1<sup>st</sup> joint meeting of CITB and CMTD were summarized as follows:

<b>Agenda Item</b>	<b>Paper</b>	<b>Major Resolutions/Progress Highlights</b>
1.2	CIC/CTB/R/002/12	<b>Confirmation of the last progress report of CITB</b> Members confirmed the progress report of the 2 <sup>nd</sup> CITB meeting held on 15 May 2012.
1.3	CIC/CTB/R/002/12	<b>Matters arising from the last meeting of CITB</b> (i) Proposal for integrating Schedule 1 of Construction Workers Registration Ordinance, technical memorandum on exempted construction works and proposal on registration arrangement for senior construction workers — Comments from Members regarding the above three issues were consolidated and sent to the Development Bureau (DEVB) for consideration. The Chairman would join the task force of DEVB to work on the revision of the Construction Workers Registration Ordinance.

<b>Agenda Item</b>	<b>Paper</b>	<b>Major Resolutions / Progress Highlights</b>
		<p>(ii) Outcomes of Enhanced Construction Manpower Training Scheme (ECMTS) — It was noted that the average age of trainees in the seven trades put under the ECMTS was between 27.5 and 38.5 while it was between 34.7 and 51.2 as recorded by the Construction Workers Registration Authority. In addition, there was a slight downward trend in the average age of registered semi-skilled workers in bar-bending and formwork since the launch of ECMTS.</p>
1.4	CIC/CTB/P/053/12	<p><b>Proposal for Contractor Cooperative Training Scheme (Tunnel Worker)</b></p> <p>Members accepted the proposed framework for tunnel worker cooperative training scheme. The total training duration of the new course would be 32 days, composed of theoretical and practical training. Theoretical training would be conducted in classroom for 9 days with the ratio of instructor to trainee as 1:20. Practical training to be conducted on site would last for 20 days with the instructor-to-trainee ratio being stood at 1:4. In addition, 3 days would be reserved for safety courses and intermediate trade test. Daily trainee allowance would be \$240, amounting to \$7,680 for the whole training period. A graduation incentive allowance of \$2,560 would also be given. After deducting the trainee allowance, the cost per trainee would be around \$4,300.</p>

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1.5	CIC/CTB/P/054/12	<p><b>Proposal for capacity and trainee allowance of full-time courses in 2012/13 training year</b></p> <p>Members accepted the plan of proposing the capacity and schedule of full-time courses in two phases. The first phase was proposed in the context of better utilizing the existing training facilities and training grounds, and was based on the results of the manpower forecast by CityU. Capacity and trainee allowance/site practice allowance were proposed as follows:</p> <table border="1" data-bbox="1176 783 2007 1380"> <thead> <tr> <th data-bbox="1176 783 1350 890">Full-time courses</th> <th data-bbox="1350 783 1518 890">Proposed capacity for 2012/13</th> <th data-bbox="1518 783 1854 890">Trainee allowance</th> <th data-bbox="1854 783 2007 890">Site practice allowance</th> </tr> </thead> <tbody> <tr> <td data-bbox="1176 890 1350 997">Regular Short Courses</td> <td data-bbox="1350 890 1518 997">1,492</td> <td data-bbox="1518 890 1854 997">\$150 per day (normal allowance \$105 plus special allowance \$45)</td> <td data-bbox="1854 890 2007 997">---</td> </tr> <tr> <td data-bbox="1176 997 1350 1169">Basic Craft Courses</td> <td data-bbox="1350 997 1518 1169">540 (1<sup>st</sup> yr: 440; 2<sup>nd</sup> yr: 100)</td> <td data-bbox="1518 997 1854 1169">\$2,800 per month (normal allowance 1<sup>st</sup> yr: \$1,800 and 2<sup>nd</sup> yr: \$2,200 while special allowance 1<sup>st</sup> yr: \$1,000 and 2<sup>nd</sup> yr \$600)</td> <td data-bbox="1854 997 2007 1169">\$105 per day</td> </tr> <tr> <td data-bbox="1176 1169 1350 1380">Regular Construction Supervisor/ Technician Training Programme</td> <td data-bbox="1350 1169 1518 1380">263 (1<sup>st</sup> yr: 160; 2<sup>nd</sup> yr: 103)</td> <td data-bbox="1518 1169 1854 1380">\$2,800 per month (normal allowance: \$2,600 plus special allowance: \$200)</td> <td data-bbox="1854 1169 2007 1380">\$105 per day</td> </tr> </tbody> </table> <p data-bbox="1176 1393 1854 1420">*Special allowance could be flexibly adjusted on a yearly basis</p>	Full-time courses	Proposed capacity for 2012/13	Trainee allowance	Site practice allowance	Regular Short Courses	1,492	\$150 per day (normal allowance \$105 plus special allowance \$45)	---	Basic Craft Courses	540 (1 <sup>st</sup> yr: 440; 2 <sup>nd</sup> yr: 100)	\$2,800 per month (normal allowance 1 <sup>st</sup> yr: \$1,800 and 2 <sup>nd</sup> yr: \$2,200 while special allowance 1 <sup>st</sup> yr: \$1,000 and 2 <sup>nd</sup> yr \$600)	\$105 per day	Regular Construction Supervisor/ Technician Training Programme	263 (1 <sup>st</sup> yr: 160; 2 <sup>nd</sup> yr: 103)	\$2,800 per month (normal allowance: \$2,600 plus special allowance: \$200)	\$105 per day
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		<p>Apart from conducting a survey on manpower demand every three months through the Hong Kong Construction Association, the Management had also directly sent letters to Housing Department, Urban Renewal Authority, Airport Authority and the like to enquire about the timetable of new works, projects involved and the related manpower required. Information collected would be compared with the data kept by the CWRA and be discussed with CityU research consultant to draft the proposed capacity of full-time courses in the 2<sup>nd</sup> phase.</p>
1.6	CIC/CTB/P/055/12	<p><b>Capacity and schedule of part-time courses in 2012/2013</b></p> <p>Members accepted the proposed capacity and schedule of part-time courses in 2012/2013. The total training places would be 64,210, which was about 2,000 more when compared with the estimation made in the previous year, and the total actual intake in 2010/2011 was 59,912.</p>
1.7	CIC/CTB/P/056/12	<p><b>Proposal for modularizing Course on Conservation of Built Heritage (Advanced course in wet trades) into bricklaying, plastering and tiling modules</b></p> <p>Members agreed to split the 24-day full-time Course on Conservation of Built Heritage (Advanced course in wet trades) into three 39-hour modules and amend the target</p>

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		<p>trainees. The fees for the three modules, bricklaying, plastering and tiling, would be \$2,000, \$1,500 and \$2,000 respectively. Whereas, the admission requirement of its beginner course, 18-hour Appreciation Course on Conservation of Built Heritage, would be revised accordingly. Course applicant would only be required to possess a construction trade test qualification in any of the three trades, namely bricklaying, plastering, or tiling, for admission.</p>
1.8	CIC/CTB/P/057/12	<p><b>Proposal for running an Advanced Course on Conservation of Built Heritage</b></p> <p>Members approved the proposal on running of the above course. The total training hours of the course would be 18 hours and the target trainees would be those who had completed the Introductory Course on Conservation of Built Heritage and passed the assessment. There would be 20 persons per class and the course fee would be \$1,350 per trainee.</p>
1.9	CIC/CTB/P/058/12	<p><b>Proposal for running Certificate in Civil Engineering Supervision Course under Enhanced Construction Supervisor/Technician Training Scheme</b></p> <p>Members agreed to conduct the Civil Engineering Supervision Course in the mode of adult short course with 40 persons per class. According to the plan of DEVB,</p>

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		<p>CICTA had to train 400 people or offer 10 classes per year. However, the existing facilities could only afford the conduct of two classes, providing a total of 80 places. CICTA would continue to search for training venues for the course. Class training of the course would account for 208 days and the subsequent on-the-job site training would last for 6 months, making up a total of 15-month training for the whole course. As regards the trainee allowance, a daily allowance of \$180 would be given during the nine months of training at CICTA. For on-the-job allowance of \$250 per day (around \$6,000 per month), \$4,000 out of the said allowance would be retained and given to the trainee in a one-off sum of around \$24,000 after he/she had completed the on-the-job training and site practice report, and achieved attendance rate of 95% so as to encourage the trainee to complete the training and lessen the impact to be brought by the difference of income between pre-training and post-training. Members also noted that two additional lecturers, two instructors and two instructors' assistants on temporary contracts would be needed for running the said course. Extra staff and other operating expenses would amount to a total of around \$2.57 million in addition to a capital expenditure of \$0.4 million.</p>
1.11	CIC/CTB/P/060/12	<b>Proposed budget for establishing two new outdoor training grounds</b>

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		<p>It was viewed that the capital expenses to be spent should be suitable and economically efficient as the lease of the two parcels of land in San Tin ST7 and Wong Lung Hang in Tung Chung were only temporary and short-term in nature, and only construction training activities would be carried out on the land. The management was requested to see if there was any further reduction in other expenditure items and circulate the revised budget for Committee's consideration.</p>
1.12	CIC/CTB/P/061/12	<p><b>Proposal for outsourcing five skills enhancement courses and conducting open tender</b></p> <p>Members agreed in principle to outsource the five skills enhancement courses but the management was requested to revise the proposal according to Members' comments. Every item in the tender document had to be reviewed and rationalized. The revised document would be submitted to the Committee by circulation for consideration.</p>
1.13	CIC/CTB/P/062/12	<p><b>Review on the fee criteria of part-time courses</b></p> <p>Members opined that the fees of part-time courses should be determined according to the market conditions. In addition, each course proposal at present would be submitted to the Committee for endorsement before commencement, Members could then determine the fees</p>

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		based on the market situation at that time.
1.14	CIC/CTB/WGHM/R/001/12	<p><b>Submission of summary report of the 1<sup>st</sup> meeting of Working Group on Heritage Maintenance held in 2012</b></p> <p>Members accepted the summary report of the above Working Group.</p>
1.15	CIC/CTB/P/063/12	<p><b>Submission of the review mechanism of Enhanced Construction Manpower Training Scheme</b></p> <p>Members accepted the above review mechanism of ECMTS for trades to be put under or taken away from the scheme, which included: (i) results of the trend depicted in CityU's research; (ii) surveying the contractors every three months about the future manpower demand; (iii) data of relevant trades by CWRA; (iv) continual exchange and discussion with relevant associations and unions; (v) situation on the recruitment and application for ECMTS; (vi) employment situation for graduates of ECMTS; (vii) data of mandatory contractor cooperative training. After obtaining the above data, CICTA would discuss and follow up with the industry associations/unions and then make recommendations on the trades and training capacities for the next stage of ECMTS for Committee' consideration.</p>
1.16	CIC/CTB/P/064/12	<b>Submission of progress report on items under Investing</b>

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		<b>in Construction Manpower Project</b>  Members noted the progress of the various items under the Investing in Construction Manpower Project.
1.17	CIC/MTD/R/002/12	<b>Confirmation of the last progress report of CMTD</b>  Members confirmed the progress report of the 2 <sup>nd</sup> CMTD meeting held on 9 May 2012.
1.18	CIC/MTD/P/013/12	<b>Submission of data on construction workers</b>  Members noted the manpower forecast report by CityU in April 2012. The average number of construction workers in 2012 was 84,810 but the average number of workers entering construction sites between January and May 2012 was 58,000 as recorded by CWAR. As regards the difference between the forecast figure and the actual figure, CityU research team explained that the forecast was the average of a year. When some of the infrastructure projects commenced by the end of 2012, the number of workers entering construction sites would increase. It was also opined that there was periodic cycle of construction works and the manpower demand at various construction stages differed, so the actual number of workers entering construction sites would be higher than 58,000. In addition, the manpower forecast by CityU was based on a mathematical model and so the results would deviate from

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		the actual number.
1.19	CIC/MTD/P/014/12	<p><b>Submission of progress report on tender for the study on update and enhancement of construction manpower forecast model</b></p> <p>Members noted the progress of the above tender for the study on update and enhancement. The Tender Assessment Panel had opened and vetted the technical proposal submitted by CityU. Tender enquiry one was sent to CityU and most of the questions were answered with the only exception that it could not provide forecast for the nine types of supervision personnel as requested. The management would discuss with CityU and the consultant of the study on definition of supervision personnel to work out a solution.</p>
1.20	CIC/MTD/P/015/12	<p><b>Submission of proposal for further study after the consultancy study of definition and scope of duties of site supervision personnel of the construction industry</b></p> <p>Members had accepted the generic definition and classification of site supervision personnel. However, as the classification was very broad, it was opined that statistics of the total number of nine types of site supervision personnel and the number of personnel in each type should be compiled first before conducting a further study. Next step of action to be taken should be</p>

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		determined after getting the general number of frontline supervision personnel.
1.21	CIC/MTD/CMF/R/001/12	<b>Submission of the summary report of the 1<sup>st</sup> meeting of Advisory Sub-committee on Construction Industry Council Manpower Forecasting Model in 2012</b>  Members accepted the summary report of the above Advisory Sub-committee.