

**Construction Industry Council**

**Construction Industry Training Board**

Meeting No. 001/17 of the Construction Industry Training Board was held on 25 January 2017 (Wednesday) 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 CITB Meeting No. 001/17:

<b>Agenda Item</b>	<b>Paper</b>	<b>Major Resolutions/ Progress Highlights</b>
1.1	CIC/CTB/R/006/16	<b>Confirmation of the Progress Report of the Previous Meeting</b> Members confirmed the progress report of 6 <sup>th</sup> CITB Meeting held on 8 December 2016.
1.2	CIC/CTB/R/006/16	<b>Matters arising from the last meeting</b> Items 6.6 to 6.8 – In relation to the proposal of introducing three training courses on Building Information Modeling (BIM), the management would closely monitor the recruitment situations and report to the CITB. The proposal of providing an elementary course or a bridging course on BIM for persons with an educational level of Secondary 3 would also be followed up on. Item 6.13 – As regards the proposal of replacing the existing collaborative training schemes for the training of semi-skilled workers by a new Collaborative Training Scheme, Members noted that the difference between the average monthly salary of trades with three-month training and that of trades with six-month training under the new Collaborative Training Scheme was due to the fact that trainees pursuing 3-month training could get the cash award in a shorter period of time. However, the premise was that the trainees could get a pass in the intermediate trade tests. Thus, it was proposed to maintain the original proposal which would be reviewed after implementation. In addition, a transition period would be set up for the existing Contractor Cooperative Training Scheme to let contractors fulfill the contractual terms throughout the project period already commenced. Regarding the need to follow up the training needs of those trades not being included in the new Collaborative Training Scheme, supplementary information would be given in agenda item 1.7.

<b>Agenda Item</b>	<b>Paper</b>	<b>Major Resolutions/ Progress Highlights</b>
1.3	CIC/CTB/P/001/17 (for discussion)	<p><b>Organisation Structure and Membership of CITB in 2017</b></p> <p>Members accepted the proposed organisation structure (Annex A) and membership of CITB in 2017. There would be four task forces, four task groups (Task Group on Development of Local Construction Professionals and Supervisory Staff to Work Overseas and Task Group on Standardisation of Labour Return of Construction Sites had to be dissolved respectively as their tasks were not the focus areas in the coming years or the objectives had been met) and 18 course advisory panels under CITB. The terms of office for all task forces and task groups would run from 1 January to 31 December 2017.</p> <p>(Remarks: the terms of office of all existing course advisory panels would be extended to 30 June 2017 as the consultant Tricor had not completed the review report on Training &amp; Development.)</p>
1.4	CIC/CTB/P/002/17 (for discussion)	<p><b>To Streamline Procedures to Purchase or Replace Machines</b></p> <p>To avoid affecting the waiting time of plant operation courses due to the breakdown of machines, Members agreed to let the management prepare a discussion paper on the machines to be purchased in the year listing out the estimated costs, type of machines, number required and reasons for the consideration of CITB. After getting approval, the related training centres could go ahead with the purchase in the year and submit the result of the tenders for the endorsement of Committee on Administration and Finance and CIC. Members also agreed to purchase four machines as replacements in 2017, i.e. a crawler mounted mobile crane, a lorry crane, a tower crane and a bulldozer, and the total estimated expenses would be \$12M.</p>
1.5	CIC/CTB/P/003/17 (for discussion)	<p><b>Skills Enhancement Courses for Construction Workers</b></p> <p>To enhance the skills level of registered general workers with at least one year of working experience in related trade to the level of semi-skilled workers to get registered soonest possible so as to carry out skill work independently after the implementation of the provision of designated workers for designated skills, Members agreed to introduce the Skills Enhancement Course for Construction Workers covering seven trades on metal scaffolder, plumber, general welder, plasterer, painter, bar-bender and timber formworker in the first phase. Members also accepted the proposed course contents for the seven trades. There would be 10-12 trainees per class and the total training hours per</p>

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		course would be 50 hours. The training capacity per year would be about 1,000 and trainees would only be allowed to take the intermediate trade tests if their attendance rate was 85% or above. Both the course and the intermediate trade test (two times including the first attempt and re-examination) were free and trainees would get a one-off cash award of \$4,000 if they could pass the tests. Total expenses including the promotion expenditure were estimated at around \$6.75M.
1.6	CIC/CTB/P/004/17 (for discussion)	<p><b>Appreciation Course on Quality of Drinking Water and Good Practice</b></p> <p>To provide continuing education for registered skilled and semi-skilled plumbers (about 14,500 plumbers in total as of the end of November 2016), Members agreed to introduce a part-time evening Appreciation Course on Quality of Drinking Water and Good Practice and the proposed course content. The training hours of the course would be 1.5 hours and the class size would be 30 persons. The course would be provided in the period from April 2017 to March 2020 for 3 years and be conducted in Kowloon Bay Training Centre. Trainees would get a certificate after completing the course which would be free of charge. A review would be conducted after six months to see if it was appropriate to extend the group of the targeted trainees.</p>
1.7	CIC/CTB/P/005/17 (for discussion)	<p><b>Budget Estimates for New Collaborative Training Scheme in 2017 and Supplementary Information</b></p> <p>Following the acceptance of the proposal to replace the existing Collaborative Training Schemes by a new Collaborative Training Scheme (new CTS) for the training of semi-skilled workers at the last meeting, Members accepted the financial arrangement for the new CTS in 2017. The new CTS was expected to be introduced in the 2<sup>nd</sup> quarter of 2017 and the new expenditure items included: i) training expenses for trainees (training allowance, subsidy for site instructors and cash awards) and training related expenses; ii) the instructing and administrative staff for the newly added initial training at CIC; iii) publicity, promotion and recruitment; iv) equipment required for initial training. The total expenses for the new CTS in 2017 were estimated at \$46.4M, out of which about \$42.6M on training expenses for trainees would be reallocated from the budget already approved and an extra funding of \$3.8M by CIC was required for the remaining expenditure items. Members also agreed to add one more item, i.e.</p>

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		“the trade would be considered for inclusion in the new CTS if the related course was imbedded with practical test”, to the considerations in determining the list of trades for collaborative training and thus the trade on Tower Crane Erection & Dismantling Workers’ Assistant should be included in the new scheme.
1.8	CIC/CTB/P/006/17 (for discussion)	<p><b>Proposed Amendments to Advanced Construction Manpower Training Scheme-Pilot Scheme</b></p> <p>Members agreed to amend the arrangement of the first mid-term assessment of Structured On-the-Job under the above Pilot Scheme. Originally, a score of 60 marks or above had to be obtained as a pass and failed trainees had to retake the test again in two months’ time. If the trainee still failed to get a pass in the re-examination, the eligibility of the trainee in question would be removed from the training scheme and the training would be stopped. Instead, a report on the deficiencies of the trainees in the mid-term assessment would be sent to the employers, instructors and trainees for appropriate follow-up actions. The re-examination mechanism of the assessment would be cancelled. However, CIC would follow up the training items and progress of the trainees with the employers and instructors if the score in the mid-term assessment was below 40 marks. Since the testing items for the three trades on painter &amp; decorator, leveller and plumbers were more numerous, trainees might have difficulties in coping with the tests. In addition, the nature of the project might not cover all trade testing items. Thus, CIC would provide 3-day make-up course to beef up the skills levels of trainees to take the trade tests in the end.</p> <p>In addition, in view of the overwhelming number of applications for the Skills Enhancement Courses under the above Pilot Scheme, Members agreed to accept the proposal made by unions to increase the training places to 500. As the total budget for the Pilot Scheme was sufficient to cover the expenses of \$16.95M to be incurred by the increase in training places, there was no need to apply for additional funding.</p>
1.9	CIC/CTB/P/007/17	<b>Summary Notes of Meeting of Task Force on Training (4<sup>th</sup> meeting on 8 Nov 2016)</b>
1.10	CIC/CTB/P/008/17	<b>Summary Notes of Meeting of Task Force on Trade Testing (4<sup>th</sup> meeting on 28 Nov 2016)</b>
1.11	CIC/CTB/P/009/17	<b>Summary Notes of Meeting of Task Group on Machinery and Crane Operation (3<sup>rd</sup> meeting on 14</b>

<b>Agenda Item</b>	<b>Paper</b>	<b>Major Resolutions/ Progress Highlights</b>
	(for information)	<p><b>Nov 2016)</b></p> <p>Members noted that the resolutions made by the above task forces/task group at the above meetings were presented in discussion papers for the consideration of CITB.</p>
1.12 to 1.15	CIC/CTB/P/010/17 to CIC/CTB/P/013/17 (for information)	<p><b>Waiting time and figures of training courses/schemes and trade/certification tests</b></p> <p>Members took notes of the tables on waiting time of Full time Adult Short Courses, Trade Tests and Certification Training Courses and Tests of Construction Machinery, the charts on workers got registered through Senior Workers Registration Arrangement and Trade Tests, and the statistical figures of Advanced Construction Manpower Training Scheme-Pilot Scheme.</p>
1.16	Any Other Business	<p><b>Deployment of outreach team of Workers Registration Office</b></p> <p>Members noted that after the closing of the senior workers registration arrangement by the end of September 2016, the outreach team of Workers Registration Office switched to assist in the promotion of trade testing and the establishment of 10 staff members would be re-deployed from the Registration Services Division to the Training &amp; Development Division.</p>
		<p><b>Fee concessions for taking trade tests</b></p> <p>It was agreed to let members of the Construction Industry Council Trainee Alumni Association enjoy fee discount when applying for trade testing.</p>
		<p><b>Subsidy Applications for Advanced Construction Manpower Training Scheme-Pilot Scheme (January 2017)</b></p> <p>As the endorsement was being sought for the membership of Task Force on Collaborative Scheme of the new term and there were a total of 12 applications for subsidy pending for approval, Members agreed to accept the 12 applications involving 21 training places for the Structured On-the-Job and 36 places for the Skills Enhancement Courses. The total amount of subsidy would reach \$6.25M.</p>

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

**Organisation Structure of CITB**

