

Construction Industry Council

**Construction Industry Training Board
and**

Committee on Manpower Training and Development

Meeting No. 001/12 of the joint meeting of the Construction Industry Training Board and Committee on Manpower Training and Development was held on Tuesday, 10 July 2012 at 10:00 am at Conference Room, CIC Headquarters, 15/F, Allied Kajima Building, 138 Gloucester Road, Wanchai, Hong Kong.

Present :	Ir WONG Wing-hoo, Billy	Chairman
	Ir Ho Ngai-leung, Albert	Member
	Mr Li Chi-leung	Member
	Ir Synn Raymond-Cheung	Member
	Ms Wong Hoi-wan, Charmaine	(Representing Ir Enoch Lam)
	Mr Lok Kwei-sang, Tandy	Member
	Mr Tse Chun-yuen	Member
	Dr Lo Kin-ki, Edmond	Member
	Mr Choi Wun-hing, Donald	Member
	Prof LEUNG Kin-ying, Christopher	Member
	Mr NG San-wa, Lawrence	Member
	Mr WAN Koon-sun, MH	Member
	Sr WONG Bay	Member
	Ir WONG Tin-cheung, Conrad	Member
	Ir MA Ka-chun	Ad-hoc Member
In Attendance :	Ir Lau Chun-kit, Ricky	Principal Assistant Secretary (Works) 6 (Designate), DEVB
	Mr WONG Doon-ye, Charles	Director – Training & Development, CIC
	Mr Wong Chi-lap	Senior Manager - Construction Trade Testing, CIC
	Mr Chu Yin-lin	Senior Manager – Construction Training, CIC
	Mr Cheung Yuk-lung	Senior Manager – Development & Support Services, CIC
	Ms Joyce Au	Manager – Board Services, CIC
	Mrs Shirley Lam	Senior Officer – Board Services, CIC
Apologies :	Mr Lai Yuk-fai, Stephen	Member
	Mr Chow Luen-kiu	Member
	Mr WONG Chik-wing	Member

Ir CHEW Tai-chong	Member
Ir KWAN Po-jen, Helen	Member
Mr Tse Lai-leung, Jimmy	Member

Progress Report

Action

1.1 Welcome

Chairman welcomed members of the Construction Industry Training Board (CITB) and Committee on Manpower Training and Development (MTD) to the first joint meeting. As some Members served in both of the Committees and the agenda items of the two Committees were related, future meetings would be conducted in the form of a joint meeting until the amalgamation of the two Committees through the revision of the Construction Industry Council Ordinance.

1.2 Confirmation of the progress report of the 2nd CITB meeting held in 2012

Members took note of Paper CIC/CTB/R/002/12 and confirmed the progress report of the 2nd CITB meeting held on 15 May 2012.

1.3 Matters arising from the last meeting

- 1.3.1 Agenda item 2.2.1 – 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

Director reported that Members' comments on the above three areas had been compiled and sent to DEVB for consideration. The Chairman would participate, on behalf of the Committee, in the Task Force formed by the DEVB to work on the revision of the Construction Workers Registration Ordinance.

Action

1.3.2 Agenda item 2.2.4 – Manpower situation on lift mechanics

1.3.2.1 Members noted that the discussion on training of the lift mechanics in the industry through short courses/ Contractor Cooperative Training Scheme was not yet resolved. Hong Kong Federation of Electrical and Mechanical Contractors Limited (HKFEMC) was now drafting a proposal on the roles of lift mechanics and lift workers as well as the possible assistance that could be provided by VTC and CICTA.

1.3.2.2 Chairman stated that it was necessary to pay attention to the training of construction-related E&M workers and proposed to discuss follow-up actions in due course.

1.3.3 Agenda item 2.12 – Recommendations on training strategies

Director reported that letters had been sent to industry clients, such as Airport Authority, Drainage Services Department, Housing Department, Urban Renewal Authority and Housing Authority, requesting the provision of the time table of new construction works and manpower involved in relevant trades. When all relevant information was collected, analysis would be conducted and a strategic training scheme would be recommended.

1.3.4 Agenda item 2.16 – Outcomes of Enhanced Construction Manpower Training Scheme (ECMTS)

1.3.4.1 Members noted, as submitted in the meeting, the number of graduates and their average age in the seven trades,

Action

which was put under the above training scheme, and their parallel comparison of the average age distribution of semi-skilled workers in corresponding trades, as recorded by Construction Workers Registration Authority (CWRA). It showed that the average age of trainees of the above training scheme was between 27.5 and 38.5 while it was between 34.7 and 51.2 as recorded by CWRA. Since the launch of ECMTS, the average age of registered semi-skilled workers in bar bending and formwork had dropped gradually whereas there was no change in the trades of concreter, metal scaffolder and leveller. This might be due to the situation that more young new entrants of the two trades joined the industry through ECMTS. It was expected that the average age of workers of those trades under the scheme would drop gradually, which could help ease the ageing manpower problem.

1.3.4.2 Responding to the question that the average age of trainees in formwork under ECMTS was on the high side, Director stated that, in general, the younger industry practitioners/trainees were more inclined to drop out from the industry while workers between 30 and 35 years old were more stable in the industry.

1.3.5 Agenda item 2.17.1 – Tunnelling and Underground Construction Academy in the United Kingdom

1.3.5.1 Director reported that information about the said Academy was collected. However, facilities of the Academy were still under construction and the trade disciplines to be offered and the

Action

training capacity were not yet decided. Moreover, CICTA and Hong Kong Construction Association were now exploring the manpower demand and trade tasks of tunnel works in Hong Kong in the coming ten years. Therefore, the feasibility study could only be conducted later.

- 1.3.5.2 Chairman added that crane and piling simulators had been used in Europe and Japan to assist the delivery of training. The management were instructed to collect information on machine simulators related to tunnel works for classroom teaching. For training on tunnel operation, Chairman proposed the management to liaise with MTR Corporation to find second-hand 'drilling jumbo' for training purpose. The management would also discuss with DEVB about the search for suitable site, such as an abandoned quarry, as the training venue for the above machines. It was also suggested dividing further the tasks of tunnel worker to achieve a more focused training. The management were requested to take follow-up actions in this direction.
- SM-CT
- SM-DSS

1.4 Proposal for Contractor Cooperative Training Scheme (Tunnel Worker)

- 1.4.1 Members took note of Paper CIC/CTB/P/053/12 and noted that CICTA had proposed running an adult short course (tunnel worker) in 2009 but the Committee considered it be offered under the Contractor Cooperative Training Scheme and subsequently endorsed an application for training tunnel workers in 2010. After discussing with the industry practitioners, the management now drafted a 32-day outline for new tunnel worker course covering theoretical and practical training.

Action

Theoretical training would be conducted in classroom for 9 days with the ratio of instructor to trainee setting as 1:20. Practical training would be conducted on site for 20 days with the instructor-to-trainee ratio as 1:4 after considering the needs of safety and effective supervision. In addition, 3 days would be reserved for safety training and trade testing. Daily trainee allowance would be \$240, amounting to \$7,680 for the whole training period. Besides, a graduation incentive allowance of \$2,560 would also be given. After deducting the trainee allowance, the cost per trainee was around \$4,300.

- 1.4.2 Members accepted the above framework proposal on tunnel work cooperative training scheme. It was also noted that four tunnel works companies would hold a job fair at CIC Resource Centre in August, offering more than 200 vacancies. **SM-DSS**

1.5 Proposal for capacity and trainee allowance of full-time courses in 2012/13 training year

- 1.5.1 Members took note of Paper CIC/CTB/P/054/12 and noted that apart from making reference to the findings of the construction industry manpower demand forecast from 2012 to 2016 as submitted by City University (CityU), the management was now urging HKCA's members through HKCA to actively provide information on manpower demand survey for the coming year as reference for future development. However, it would be rather difficult to quantify manpower demand of individual trades without the actual data. Thus, the capacity of training would be proposed in two phases. The first phase was proposed in the context of better utilizing the existing training facilities and training grounds, and also in accordance with the manpower forecast results by CityU. Capacity of full-time courses at phase one in 2012/2013 was proposed as follows:

Action

Full-time course	Proposed capacity in 2012/13 training year	Capacity in 2011/12 training year
Regular Short Course	1,492	1,343
Basic Craft course	540 (Year One : 440 ; Year Two 100)	574 (Year One : 420 ; Year Two 154)
Supervisor/Technician regular course (24months)	263 (Year One : 160 ; Year Two 103)	276 (Year One : 160 ; Year Two 116)

1.5.2 Members also noted that on top of conducting a survey through HKCA’s members on manpower demand, the management had directly sent letters to Housing Authority, Urban Renewal Authority, Airport Authority, Drainage Services Department and Housing Department to enquire about the time table, construction projects involved and related manpower demand of new construction works. When sufficient information was collected, it would be compared with the data collected by CWRA and conducted analysis with CityU research consultants to draft the proposed capacity of full-time courses in the second phase. Chairman requested the management to circulate the contents of the relevant questionnaire together with the list of organizations to Members for information and Members were welcome to suggest other suitable organizations to be included in the survey list.

D-T&D

1.5.3 Chairman also proposed making the above manpower survey a regular task that would be carried out quarterly so as to understand the latest market changes, especially changes in the private market. Consultation with several major developers was also recommended. In addition to one-year / two-year courses, swift response to the data should be arranged for other courses, which would be achieved by outsourcing training courses and the Contractor Cooperative Training Scheme, to be in line with the demand of the industry. This continual survey mechanism would adjust and provide training for the way forward, and also help allocate the teaching resources more effectively.

D-T&D

**All
Members**

Action

Chairman called on the Members again to advise the list of survey targets to perfect it and gather more data for demand forecast so that CICTA could carry out a more accurate training demand forecast.

- 1.5.4 A Member suggested using a brief questionnaire as the manpower demand survey would be regularly carried out in every three months. It was also pointed out that the contents of questionnaire for developers and contractors might be different. Thus, the questionnaire should be prepared carefully to avoid collecting overlapping information. All Members agreed to conduct survey on a regular basis in the industry but the contents of questionnaire should be carefully designed according to the survey targets.
- 1.5.5 Representative of DEVB pointed out that page three of the document about the scenario of neutral economy, the first item in the list of construction manpower demand-and-supply for 2012 to 2016 predicted by CityU, “shortage of construction workers will generally appear in 2012 to 2016”, should be revised to “individual trades will have manpower shortage or ageing problem” as not all trades were experiencing manpower shortage.
- 1.5.6 Members approved the capacity of full-time courses in 2012/2013 and the conduct of manpower demand survey on a regular and continual basis.
- 1.5.7 For training allowance, Members noted the allowance for short courses would increase from \$105 last year to \$150 to maintain the basic personal expenses of trainees and to narrow the gap between the trainee allowance and the allowance provided by Build Up Scheme. In addition, trainee allowance of Basic Craft courses would be the same as that of Supervisor/ Technician courses. The allowances of the full-time courses were proposed as follows:

D-T&D

Action

Courses	Trainee allowance	Site allowance
Short courses	\$150 per day	—
Basic Craft courses	\$2,800 per day	\$105 per day
Supervisor/Technician Courses	\$2,800 per day	\$105 per day

Members also noted that the overall trainee allowance expenditure in 2012/13 would be \$42 million after increasing the allowance of the above courses and that would account for \$11.9 million more than last year (an increase of \$4.5 million for short courses and a total increase of \$7.4 million for Basic Craft courses and Supervisor/Technician courses).

- 1.5.8 Chairman expressed that the proposed increase in trainee allowance was responding to market needs which was not permanent. Thus, it was recommended keeping the amount of allowance the same as last year but creating a “special allowance” on top of it, which was the difference between the proposed allowance and allowance for last year. The “special allowance” was flexible and could be adjusted or stopped with reference to future market changes and decrease in demand. Members agreed and accepted the trainee allowance added with a special allowance.

SM-CT

1.6 Capacity and schedule of part-time courses in 2012/2013

- 1.6.1 Members took note of Paper CIC/CTB/P/055/12. It was noted that the running of part-time courses was based on, apart from the number of applications in the previous year and the demand for individual courses as reflected by the industry, the types of courses, such as new courses, courses with great demand from the industry, continuing education programmes and courses required by the law etc., together with the consideration of other relevant factors to decide the training capacity. Furthermore, the management had listed the estimated capacity of all part-time courses in

Action

2011/2012 and 2012/2013 as well as the actual admission figure in 2010/2011 for Members' reference. The sub-total capacity and grand total estimated capacity for the six major types of part-time courses and corresponding sub-total and grand total of admission in 2010/11 were listed in the document. The estimated overall total capacity for part-time courses in 2012/13 was 64,210, which was around 2,000 more when compared with the estimation made in the previous year, and the actual grand total of admission was 59,912 in 2010/11.

- 1.6.2 The Committee approved the proposed capacity and schedule of part-time courses in 2012/2012. SM-CTT

1.7 Proposal for running Bricklaying Module, Plastering Module and Tiling Module for Course on Conservation of Built Heritage (Advanced course in wet trades)

- 1.7.1 Members took note of Paper CIC/CTB/P/056/12 and noted the background and the target trainees of the three 39-hour modules split from the 24-day Full-time Conservation of Built Heritage (Advanced course in wet trades). Under the proposal that no course administration fees would be charged, the fees for the three modules, Bricklaying, Plastering and Tiling, were \$2,000, \$1,500 and \$2,000 respectively. CICTA would hire part-time instructors to assist in teaching when needed. If the Fujian craftsmen could be invited to Hong Kong on time, they could teach these courses. The proposed courses were already accepted by the Working Group on Heritage Maintenance. Further to modularizing that course, the admission requirement of its beginner course, 18-hour "Appreciation Course on Conservation of Built Heritage (Brick Wall, Plastering and Tiles)", needed corresponding adjustment that an applicant was only required to possess a construction trade test qualification in any of the three trades: bricklaying / plastering / tiling for admission.

Action

- 1.7.2 Members accepted the proposal for running Bricklaying Module, Plastering Module and Tiling Module for Course on Conservation of Built Heritage (Advanced course in wet trades) and the revision of admission requirements for its Appreciation Course. SM-CT
- 1.8 Proposal for running an Advanced Course on Conservation of Built Heritage**
- 1.8.1 Members took note of Paper CIC/CTB/P/057/12. It was noted that total training hours for the said course was 18 and the target trainees were those who had completed “Introductory Course on Conservation of Built Heritage” and passed the assessment. There would be 20 people per class and the cost of the course was around \$27,000. Under the proposal of full cost recovery, course fees would be \$1,350 per trainee. The proposal of the course concerned was accepted by the Working Group on Heritage Maintenance.
- 1.8.2 Members approved the proposal on running of the above course. SM-CT
- 1.9 Proposal for running “Certificate in Civil Engineering Supervision Course” under Enhanced Construction Supervisor/Technician Training Scheme**
- 1.9.1 Members took note of Paper CIC/CTB/P/058/12 and noted the aim of running the said course was to train junior supervisors for the industry to cope with its demand. After the allocation of \$220 million from the Government, the capacity of the course increased to 1,000 and the training period revised from 9 – 12 months to 15 months (9-month classroom training + 6-month site training). The course would be conducted in the mode of adult short courses with 40 people per class. According to the plan of DEVB, CICTA needed to train 400 people or offer 10 classes per year. However, it could only offer two classes owing to the existing

Action

classroom facilities and provide a total of 80 capacities. It would continue to search for training venues for the course. Classroom training of the course accounted for 208 days and the subsequent on-the-job site training was 6 months, which made up a total of 15-month training for the whole course. As regards trainee allowance, it was proposed to issue a daily allowance of \$180 to a trainee during the nine months' training at CICTA. For on-the-job site allowance of \$250 per day (around \$6,000 per month), it would be issued according to the recommendations of Course Advisory Panel on Supervisor Training Programme that \$4,000 out of the monthly allowance would be kept and issued to a trainee in a one-off sum of around \$24,000 only after completing the on-the-job training, obtaining a pass in site practice report and achieving an attendance rate of 95% so as to encourage the trainee to complete the training and reduce the impact brought by the difference of income between pre and post training. Members also noted that two additional lecturers, instructors, instructors' assistants respectively were needed to be employed on temporary contracts for running the said course. Extra staff and other operating expenses amounted for a total of around \$2.57 million in addition to a capital expenditure of \$400,000.

- 1.9.2 For item 2.4 of the document, Member representing VTC supplemented that Hong Kong Institute of Vocational Education (IVE) had the obligation to take care of the study needs of Secondary Five graduates in the old academic system, and thus, a number of Higher Diploma courses were offered for them. However, these courses could not be offered permanently and IVE was now studying the provision of the bridging courses in need.
- 1.9.3 A Member greatly supported the course proposal as it was urgently needed in the industry and hoped that CICTA could launch "Certificate in Building

Action

Construction Supervision Course” soon to train more “experienced supervisors” (who started at the bottom, gained experience and then moved up the ladder). Member representing DEVB stated that since CICTA could only provide 80 capacities under the existing facilities but manpower demand was urgently sought for in the industry, DEVB would help look for suitable training venues if needed. A Member proposed leasing a venue with convenient transportation for the course, such as at a school under HKCA with a leasing contract to be expired by the end of next year.

1.9.4 With reference to paragraph 3.9 (b) in the document that an employer was required to pay according to the minimum wage requirement, Member representing DEVB proposed that the management could seek clarification on whether training allowance should be included in the requirement of the monthly minimum salary. However, the salary given by employers plus the additional monthly training allowance given by CICTA would exceed the minimum wage requirement, and achieve the objective of attracting more interested applicants.

1.9.5 A Member enquired whether an employer was required to increase the salary of a trainee after the training. Some viewed that under the present economic conditions, after training, a trainee could get an amount not less than that during the training period. It was inappropriate to obligate an employer to increase a trainee’s salary right after the training as more promises would become a burden to the industry. Besides, the decision to increase salary relied a lot on the performance and capability of the trainee. Furthermore, it was pointed out that providing career advancement opportunities to a trainee would be more important than the salary matter.

1.9.6 The Committee confirmed running of the above course and the management would follow up the

SM-CT

Action

salary and career advancement matters after graduation.

- 1.9.7 Members also noted that the target trainees of the new “9+6” Certificate in Supervision Course were similar to that of “18+6” Diploma in Supervision Course. However, the former was a certificate course responding to the urgent manpower demand in the industry at present and some of the measures were temporary. The latter was a diploma course, serving as a mainstream course to train supervisors, and apart from receiving basic theory training and workshop practice at CICTA, trainees would simultaneously take a relevant part-time Higher Diploma course at IVE during their training and after they were employed. Therefore, the ability of graduates from the latter diploma course to move upwards would be greater, and thus, they could become qualified construction supervisors sooner than those graduates from the former certificate course. There was a view that the salary of the new “9+6” certificate course was really attractive but it was necessary to provide future bridging arrangement for trainees completing the said course.
- 1.9.8 A Member worried that the considerable sum of salary would attract high school graduates with a certain level of academic attainment to apply but they would not join the industry after completion of the course and would pursue further studies afterwards. This would render no help to the industry in recruiting more people. Yet, a Member pointed out that society became wealthier nowadays and many families could afford their children to receive higher education. As long as they were academically capable, their parents would support them to further study after high school graduation. Thus, there was no need to be over worried that the salary would attract high school graduates who had no interest in joining the construction industry but just applied for the course with an eye to the money. Furthermore, it was told

Action

that many young people nowadays would not just focus on immediate monetary return. Under the guidance of teachers or parents, they were able to make relatively long-term plans and choose a job with better prospects.

1.9.9 Chairman explained the reason for implementing “Certificate in Civil Engineering Supervision Course” was mainly because of the urgent demand for supervisors in the industry and many supervisors had been advanced through the progression pathways these years. Thus, the industry really needed a new batch of practitioners to fill the vacancies. The target trainees of the said course were those who had unsatisfactory academic performance and could not continue with their studies but had to join the workforce. To attract these students, a considerable amount of training allowance together with the salary offered by the employer were used. Chairman also pointed out that the measure would be considered effective if more than half of the graduates of the said course stayed in the industry. As such, discussion should focus on whether the sum of money was higher or lower than the salary offered by relevant positions in the industry at present and whether the salary is attractive enough rather than comparing it with the salary of university graduates.

1.9.10 Member representing DEVB stated that a trainee would get a monthly allowance of \$4,300 during the first nine months of training at CICTA, which could help sort out those who were really interested in completing the course and joining the industry. In the subsequent 6-month on-the-job site training after being employed by an employer, a trainee could get \$6,000 training allowance per month but \$4,000 out of which would be deferred to issue until the trainee completed on-the-job training and met the requirements for performance and attendance. The one-off sum of around \$24,000 could then be issued. Thus, a monthly salary of \$13,000 was for publicity and the trainee

Action

was needed to meet some requirements before getting that monthly salary.

1.9.11 Chairman requested the management to determine carefully the calculation of attendance as this would directly affect whether the trainee could get the one-off issuance of \$24,000 and to avoid any future unnecessary disputes. SM-CT

1.9.12 A Member pointed out that the present salary for leveller trainees on site and the above monthly salary (\$13,000) were more or less the same. However, graduates of the above supervisor certificate course were responsible for supervising the operation, safety and quality of the site with many responsibilities. The Member also opined that supervision personnel were underpaid in the past and hoped that this supervisor certificate course could continue to run. Another Member welcomed the said certificate course by CICTA to provide training other than the traditional supervisor training to train “experienced supervisors” for the industry. These supervisors would become hard-core personnel on site. The Member also hoped that this certificate course could become a regular course.

1.9.13 Chairman expressed that all Members supported the continual running of this supervisor certificate course but there was a problem that the training allowance for the course was time-limited. If a course, launched in response to urgent manpower demand from the industry, was made to be a regular course, the amount exceeding the normal allowance could be regarded as a special allowance that could be flexibly cancelled according to circumstances in the future. It was agreed in the meeting.

1.10 Report on specified training courses in E&M trade

Members noted that Paper CIC/CTB/P/059/12 was withdrawn from discussion.

Action

1.11 Proposed budget for establishing two new outdoor training grounds

1.11.1 Members took note of Paper CIC/CTB/P/060/12. It was noted that CICTA had applied two more suitable parcels of land for training from the Government, including San Tin ST7 and Wong Lung Hang in Tung Chung, and drafted the capital expenditure for establishing these two training grounds and their operating expenses.

1.11.2 Referring to Annex 3 of the document about the budget of establishing a training ground at San Tin ST7, some viewed that it was a temporary and short-term training ground on which only construction training activities were carried out, so the capital expenditure to be incurred should be reasonable and cost-effective. The originally planned expenditure item “paving the surface with gravel and asphalt” could be revised to “paving with bituminous sub-base”, a cheaper material. Moreover, estimated expenses of electricity and electrical supply system could be adjusted downwards. The management were requested to review whether there was room for reduction in other expenditure items. A Member also suggested decreasing the percentage of expenditure reserved for contingency from 15% to 5%-8%.

1.11.3 Chairman requested the management to revise the budget according to the comments of Members and circulate for Committee’s consideration.

SM-CT

1.12 Proposal for outsourcing five skills enhancement courses and conducting open tender

1.12.1 Members took note of Paper CIC/CTB/P/061/12 and noted the background of outsourcing five skills enhancement courses on Carpenter (Formwork – Civil Construction), Floor Layer (Timber Flooring), Bamboo Scaffolder, Metal Scaffolder and General Welder. Reference was made to Employees Retraining Board for the outsourcing arrangement.

Action

1.12.2 As regards paragraph 5 about the allocation of training quota for the successful tenderer, the management were requested to propose a reasonable allocation system. For paragraph 8 about the payment conditions, it should be listed clearly the number of percentage of the tendered price of each class that CICTA would pay the training institute when the passing rate of every class of trainees met the stipulated percentage. Yet, if the passing rate in trade test was lower than a specific percentage, the training institute concerned would not be invited to tender in the future. When determining the said percentage, the management were requested to make reference to the passing rate of related trade tests and propose a reasonable percentage that would affect whether the training institute be invited to tender in the future.

SM-CTT

(Mr NG San-wa left the meeting at this juncture.)

1.12.3 In Annex A of the document – letter on open tender – paragraph 4 about “points to note for each criterion” regarding the four sub-criteria for technical assessment: qualification of instructors, training facilities, quality of management and related training experience, the Committee considered that every single item in the sub-criteria was also needed to meet the requirement in addition to those four assessment sub-criteria. For paragraph 5 on “points to note for operation”, the Committee considered it necessary to revise the wordings in a clear and strict manner and avoid using controversial terms. The course must also be taught by the list of instructors that were endorsed by CIC. Furthermore, paragraph 7 on “payment conditions”, the Committee opined that the fees for each course were needed to be listed in the tender to inform the tendering institute in advance. As stated in item 8 for the second part in Annex 2 of the letter about the insurance matters of training institute and training venue, it should be listed clearly the type of insurance that must be

SM-CTT

Action

purchased, insurance coverage and the minimum sum to be taken out etc.

- 1.12.4 Chairman concluded that the Committee in principle agreed to outsource the above five skills enhancement courses but the management were requested to revise the proposal according to Members' comments. Every item in the tender document should be reviewed and rationalized. The revised document would be submitted to the Committee by circulation for consideration.

SM-CTT

1.13 Review on the fee criteria of part-time courses

- 1.13.1 Members took note of Paper CIC/CTB/P/062/12 and noted the four factors in working out the present part-time course fees, including (i) number of people per class; (ii) teaching hours of each course; (iii) hourly rate of lecturers or trade instructors; and (iv) indirect training expenses. Members also noted the fee criteria for three major types of part-time courses under general circumstances. On the other hand, the management proposed four new factors for consideration in determining individual course fees under special circumstances.

- 1.13.2 Chairman pointed out that the fees of part-time courses should be determined according to the market conditions. At present, each course would be submitted to the Committee for endorsement before commencement. Members could set the fees in line with the market situation at that time.

1.14 Submission of summary report of the 1st meeting of Working Group on Heritage Maintenance held in 2012

Members took note of Paper CIC/CTB/WGHM/R/001/12 and accepted the summary report of the captioned meeting.

1.15 Submission of the review mechanism of Enhanced Construction Manpower Training Scheme (ECMTS)

Action

1.15.1 Members took note of Paper CIC/CTB/P/063/12 and noted the consideration factors of adding or excluding trades under ECMTS and increasing or decreasing the training capacities of the trades under ECMTS. Factors 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 of graduates of ECMTS; (vii) data of mandatory contractor cooperative training. After obtaining the above data, CICTA would discuss and follow up with industry associations/unions and then make recommendations on the trades and training capacities for the next stage of ECMTS for Committee's consideration.

1.15.2 The Committee accepted the above review mechanism of ECMTS.

1.16 Submission of progress report on items under Investing in Construction Manpower Project

Members took note of Paper CIC/CTB/P/064/12 and noted the progress of various items under Investing in Construction Manpower Project upto 15 June 2012. For ECMTS, the total number of admission was 1,697 while the target intake was 1,780. It was anticipated that after the six parcels of land applied from the Government were put into operation in stages, CICTA could train over 6,000 people before October 2014 (the number of trainees from Contractor Cooperative Training Scheme was not included) and the training progress was acceptable. There were around 160 people applying for Senior Construction Workers Trade Management Course. The response was not satisfactory. It was now exploring possible measures to promote the course. Regarding the subsidy for fees of trade testing and specified training courses, more than 2,300 workers had applied for the tests since its launch in September 2010. With the implementation of exempting

Action

test fees for three months, it was expected that the number of applicants would increase. The quota for fee subsidy of specified training courses could be re-allocated to subsidize trade tests if necessary. With more skills enhancement courses to be subsidized, the implementation of fee exemption for three months and the outsourcing of these courses, it was believed that the number of trainees would increase. Members also noted the suggestions to enhance the effectiveness of various measures under the Investing in Construction Manpower Project.

(Dr Lo Kin-ki left the meeting at this juncture.)

1.17 Confirmation of the progress report of the 2nd MTD meeting held in 2012 and its matters arising

1.17.1 Members took note of Paper CIC/MTD/R/002/12 and confirmed the progress report of 2nd MTD meeting held on 9 May 2012.

1.17.2 For matters arising from the last meeting, with the exception of agenda item 2.9(g), other items would be discussed under the following relevant items.

Referring to agenda item 2.9(g) on exploring the ways to obtain statistics of renovation / repair works, Director reported that as there was only a small amount of statistical data of repair, maintenance, alterations and additions works at present, it was proposed to set up a working group. However, some industry practitioners proposed a forum for industry practitioners first to introduce the background of collecting information on renovation / repair works and to seek their views. This could also serve to encourage these practitioners to support the work of the working group to be formed.

1.18 Submission of data on construction workers

1.18.1 Members took note of Paper CIC/MTD/P/013/12 and noted the background of collecting data of construction workers. According to the report on

Action

manpower forecast prepared by CityU in April 2012, the average number of construction workers required on site 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 CWRA.

- 1.18.2 As regards the difference between the forecast figure and the actual figure, CityU research team explained that the forecast figure 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. Another view stated that there was periodicity of construction works and the manpower demand at various construction stages differed, so the actual number of workers entering construction sites should 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 the actual number. By the end of March 2012, CWRA recorded a total of 290,000 valid registered workers but the actual manpower demand from the industry was between 60,000 and 80,000. The difference was mainly due to the fact that there were repair, maintenance, alterations and additions works, small-scale works and new construction works in the industry. However, workers involved in these works had no record of site entrance. Moreover, some workers did not directly participate in construction works after they got registered and there were problems of trades mismatch and ageing manpower. This explained why there were more than 200,000 registered workers in the industry at present but individual trades still had manpower shortage.
- 1.18.3 Chairman expressed that obtaining data from CWRA at present was quite complicated and time-consuming which required manual calculation from time to time. It was thus necessary to upgrade the computer system at CWRA. Member representing DEVB raised that CWRA was said to

Action

have requested CIC to enhance the concerned system and it was expected to be completed in 2014. Information Technology Department of CIC would help enhance the operation of such system. Another Member suggested, as what the Committee needed was the statistical data, splitting the part of statistical data from the overall enhancement to facilitate and handle the relatively simple task quickly. As CWRA was now collecting opinions and needs from users relating to the system enhancement, Chairman requested the Director to arrange working meeting to follow up.

D-T&D

(Ms Wong Hoi-wan and Ir Wong Tin-cheung left the meeting at this juncture.)

1.19 Submission of progress report on the tender for the study on update and enhancement of construction manpower forecast model

1.19.1 Members took note of Paper CIC/MTD/P/014/12 and 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. This was because the nine types of supervision personnel were new classification and their basic duties, minimum qualifications and working experience for each type of supervisors were not yet confirmed. In addition, CityU stated that it was very difficult to find out the overlapping scope of supervision personnel and professional personnel, so it was proposed to use the definition of supervisors as stated in the previous study. The management were now discussing with CityU and consultants of the study on definition of supervision personnel to work out a solution.

1.19.2 The Committee had no comment about the

**Tender
assessment**

Action

technical proposal submitted by CityU and the Tender Assessment Panel could proceed with the prescribed procedures.

panel

1.20 Submission of proposal for further study after the consultancy study of definition and scope of duties of site supervision personnel of the construction industry

1.20.1 Members took note of Paper CIC/MTD/P/015/12 and noted that MTD agreed to conduct a further study after the completion of the above consultancy study.

1.20.2 Chairman raised that although the Committee had accepted the generic definition and classification of site supervision personnel, the classification was very broad. Before conducting a further study, it should first compile statistics of the total number of such nine types of site supervision personnel and the number of personnel in each type. Further action should only be determined after getting the general number of frontline supervision personnel. Chairman requested the management to submit a proposal on how to collect the number of site supervision personnel to the Committee for consideration.

SM-DSS

1.21 Submission of the summary report of the 1st meeting of Advisory Sub-committee on Construction Industry Council Manpower Forecasting Model in 2012

Members took note of Paper CIC/MTD/CMF/R/001/12 and accepted the above summary report. It was also noted that the management would propose to the Committee for consideration whether the monitoring of the enhancement and expansion of the manpower forecast model be put under the existing Advisory Sub-Committee or an independent working group.

1.22 There being no further business, the meeting was adjourned at 12:40 p.m.

**CITB & MTD
July 2012**