

Action

2.2.1 Agenda item 1.4 – Participation in CITB’s Sub-committee and Board of Studies

Members noted the membership lists tabled for the Sub-committee on Employers Subsidy Scheme and the Board of Studies on Construction Safety Courses (see Annex 1). It was noted that the first meeting of the Sub-Committee had been convened and Mr. Jimmy Tse was re-elected as the Chairman. Minutes of the meeting would be discussed under a separate agenda item.

2.2.2 Agenda item 1.5.3 – Writing directly to workers to promote the fee subsidy for specified training courses

Director (Training) reported that the Construction Workers Registration Authority had written to all provisionally registered workers directly to promote the provision of the fee subsidy for specified training courses.

(Ir Helen Kwan joined the meeting at this juncture.)

2.2.3 Agenda item 1.5.5 – Slogan for jump in salary

Members noted that the slogan for ‘Enhanced Construction Manpower Training Scheme’ was officially confirmed as 「Build 升」計劃 “由我建造” (“Build Up, I Construct”) which had been advertised on newspapers, buses and other media platforms to further promote this ‘Build Up’ Training Programme.

Regarding the production of large promotional banners by the Government for its public sites, the Chairman proposed sending the soft copy of the banner to the interested contractors for self-production and hanging the banner at prominent spots of their sites. Moreover, it was proposed that DEVB would liaise with the MTR

D(T)

DEVB
representative

Action

Corporation about the feasibility of displaying relevant promotional items on its platforms or podiums inside the MTR stations.

(Mr. Tandy Lok joined the meeting at this juncture.)

2.2.4 Agenda item 1.7 – Revised contents of the Supervision of Tree Works Course

Members noted that comments and support from the Chief Executive of the Conservancy Association for the revised contents of the captioned course had been sought. The revised contents were then accepted by the Members.

**Senior
Manager
(ST)**

2.2.5 Agenda item 1.11.2 – Composition of Course Advisory Panel

Members suggested formulating guidelines for the review on Course Advisory Panel, including consecutive terms of office of the panel members should not exceed six years and panel members should be appointed in personal capacity instead of representing his/her company.

**Senior
Manager
(CT)**

2.2.6 Agenda item 1.14.2 – Training of piling operatives (bored pile) as submitted by Gammon Construction Limited under the Collaborative Training Scheme

Director (Training) reported that views were being sought from relevant parties regarding the captioned collaborative training scheme.

**Senior
Manager
(ST)**

(Post-meeting note: Ir Helen Kwan replied that the Hong Kong Institution of Engineers had noted that the course structure covered every important aspect of operations on site and had no further comments on the proposed course outline.)

2.3 **Capacity, schedule and trainee allowances of Basic Craft (BC) Courses and Construction**

Action

Supervisor/Technician (CST) Programme in 2011/2012 training year

Members took note of Paper CIC/CTB/P/019/11 and noted the trainees completed the BC courses and CST Programme in 2010 were swiftly employed, which reflected a certain demand for technical personnel in the industry. With the implementation of various infrastructure projects, demand for construction workers would come to a peak period. Although recruitment for Basic Craft courses in the 2011/2012 training year was anticipated to be difficult, it was expected to maintain last year's capacity. Some eligible applicants were not admitted for the Supervisor/Technician Programme last year because of capacity limit. However, with the implementation of Enhanced Construction Supervisor Training Scheme, the proposed capacity for 2011/2012 would remain the same as last year. After discussion, Members approved the total training targets of 574 and 276 respectively for Basic Craft Course and Supervisor/Technician Programme in 2011/2012 training year.

A Member proposed to further increase the trainee allowances as the transportation fares and meal expenses had increased recently and the Enhanced Construction Manpower Training Scheme offered a training subsidy of HK\$5,000. Under the principle of sufficiently subsidizing the expenses of trainees during the training period, Members agreed to further increase the monthly allowance and daily allowance for site practice as follows:

	Basic Craft Courses		Supervisor/Technician Programme	
	Monthly allowance \$	Daily allowance \$ for site practice	Monthly allowance \$	Daily allowance \$ for site practice
Year 1	1,800	100	2,600	100
Year 2	2,200	100	2,600	100

**Senior
Manager
(CT)**

With the increase in monthly and daily allowances, the management personnel would need to re-calculate the annual additional expenses.

Action

(Post-meeting note: the above increase in allowances would become effective from September 2011, which would cost an additional expense of \$3,680,000 annually. It was expected that the original estimates could cover expenses from September to December 2011 and expenses for 2012 would be reflected in the 2012 budget draft.)

2.4 Capacity, schedule and trainee allowances of Full-time Adult Short Courses in 2011/2012 training year

Members took note of Paper CIC/CTB/P/020/11 and approved a total capacity of 1,339 for Full-time Adult Short Courses in 2011/2012 training year as well as a slight increase in daily allowance to \$105. As regards the proposed suspension of three courses (i.e. Metal Scaffolding (Civil Engineering and Building Construction), Structural Steelwork and Falsework Erector (Civil Engineering and Building Construction) and Steelworks Painting (Civil Engineering and Building Construction)) in the new training year due to insufficient intake, Members agreed to the proposal but requested the management to review the industry demands for such trades. If there was a need, these courses could be put under the “5-10-15” scheme to make the course more attractive.

**Senior
Manager
(CT)**

2.5 Capacity and schedule of Part-time Courses in 2011/2012 training year

Members took note of Paper CIC/CTB/P/021/11 and approved a total capacity of 62,900 for Part-time Courses in 2011/2012 training year. The capacity was meant to be the estimate and could be adjusted according to industry’s needs. Regarding the restrictions of training venues and instructing staff, Members stated that training could be conducted in other venues if there was genuine needs; and flexible arrangement could be made for instructing staff like hiring those who just retired as temporary instructors.

**Senior
Manager
(ST) / (CT)**

2.6 Progress Report of the Investing in Construction Manpower Project

Members took note of Paper CIC/CTB/P/022/11 and noted the progress of various measures. Members suggested increasing the class size of Bar Bending and Fixing under

Action

the Enhanced Construction Manpower Scheme to 20 persons, if necessary.

Members discussed how to handle the demand for manpower flexibly and requested the management personnel to consider the feasibility of the following arrangements:

- i) to combine the staffing resources responsible for teaching with those for trade testing for deployment; general tasks of restoring the test ground could be given to labourer/outsourced worker;
- ii) to provide training on Saturdays and Sundays; part-time instructors could be hired for evening classes to ease the situation of insufficient manpower or outsourcing the weekend or evening classes to external organizations;
- iii) to provide incentives to encourage instructors to learn other trades skills to achieve 'multi-skills', such as offering extra allowance, to take up courses with insufficient instructors in case of need.

Representative of DEVB stated that enrollment would increase after publicity of the 'Build Up' Training Programme and requested CICTA to get ready. The representative added that the pre-determined subsidy quota could be allocated to other sub-items if unsatisfactory response was found for individual sub-items under item of fee subsidy for trade tests, specified training courses and skills enhancement courses.

More than 20 trades were included under the item 'Fee subsidy for trade tests, specified training courses and skills enhancement courses' starting from 1 May 2011. To further disseminate the message, Members suggested appealing to workers, who applied for registration, to provide mobile phone numbers to receive information from CICTA on courses, trade tests, discounts, etc., via sms in future. Members requested DEVB to convey such suggestion and request to the Construction Workers Registration Authority.

**DEVB
representative**

2.7 Proposal on running a short course on Certificate in Civil Engineering Supervision under the Enhanced Construction Supervisor Training Scheme

Action

Members took note of Paper CIC/CTB/P/023/11 but proposed revising the mode of running of the above course. Collaborative training with contractors was suggested, making the trainees to be employed by the contractors upon enrolling onto the course. Training would first be provided by CICTA and then the practical training would be conducted by the contractor.

**Senior
Manager
(CT)**

2.8 Revised proposal on running the Appreciation Course on Conservation of Built Heritage (Carpentry and Joinery) and Appreciation Course on Conservation of Built Heritage (Painting)

Members took note of Paper CIC/CTB/P/024/11 and approved the revised proposals on the above two courses. The teaching hours for the two courses were 15 and 12 respectively while the tuition fees per trainee would be \$320 and \$280 respectively after deducting the administration charges. The two courses would be conducted on part-time evening mode and the target trainees would be trade tested craftsmen of relevant trades; the class size would be 15 persons.

**Senior
Manager
(CT)**

2.9 LegCo paper on review of the System for Recognition and Monitoring of Mandatory Safety Training Courses and the proposed improvement measures

Members took note of Paper CIC/CTB/P/025/11 and the contents of the LegCo paper on reviewing the above course. In view of the establishment of a working group to collect views on the proposed improvement measures by the Labour Department, Members requested the management to give views on the content from the perspective of CICTA while paying attention to the comments made by Committee on Construction Site Safety to avoid inconsistency. Members could also reflect their views to the Labour Department through the staff member, who participated in the working group.

**Senior
Manager
(ST)**

2.10 Drop-out rates of Adult Short Courses between 2007 and 2010

Members took note of Paper CIC/CTB/P/026/11 and noted

Action

- the average drop-out rates of Adult Short Courses and individual centres for the period 2007-2010 at its five training centres. Members requested the management to find out the reasons, review on them and propose effective improvement measures.
- Senior Manager (CT)**
- 2.11 Vetting on revised syllabus and subsidy arrangements for implementing 'five-day teaching' of Adult Short Courses**
- Members took note of Paper CIC/CTB/P027/11. Since the industry was actually operating on six working days a week and the trainees would like to complete the training as soon as possible, Members expressed that CICTA, as a service provider, should not change the existing mode of 5.5 training days for the above courses just because of the implementation of five-day working week.
- 2.12 Proposal on running Technically Competent Person T1 (Minor Works) Training Course in line with the Minor Works Control System**
- Members took note of Paper CIC/CTB/P/028/11. Since CICTA had been running the Technically Competent Person T1 Training Course, Members proposed that the course would be kept to avoid confusion while discussions to be held with Buildings Department on whether the existing and the above proposed course could be modularized to let workers take the required modules according to their own needs.
- Senior Manager (ST)**
- 2.13 To consider the proposal on Tunnel Locomotive Operator Collaborative Training Scheme submitted by a construction company**
- Members took note of Paper CIC/CTB/P/029/11 and noted that the construction company had not submitted further information on the entry permit of their workers recruited overseas. It was opined that the application made by this company should be on hold.
- Senior Manager (ST)**
- 2.14 Accepting report from Sub-Committee on Employers Subsidy Scheme**

Action

Members took note of Paper CIC/CTB/ESS/R/001/11 and accepted the first meeting report of Sub-Committee on Employers Subsidy Scheme held on 21 April 2011. Applications for Apprentice Subsidy Scheme (Trial) in 2010, when compared with 2009, recorded a distinct increase, no matter in number of trainees, relevant trades and employers, while the total number of trainees saw a 45% growth. CICTA would submit a report reviewing this scheme in the middle of the year and discuss the effectiveness of the trial scheme as well as future development. Moreover, the Sub-Committee suggested extending the graduation month of Basic Craft Courses and Supervisor/Technician Programme beyond August as the very hot weather might affect the intentions of trainees to work in the industry. Director (Training) stated that such proposal would be submitted if feasible.

2.15 Proposal on establishing Joiner Intermediate Trade Testing Workshop at Hei Ling Chau and Pak Sha Wan Correctional Institutions

Members took note of Paper CIC/CTB/P/030/11 and agreed to the establishment of Joiner Intermediate Trade Testing Workshops by the Hong Kong Correctional Services at Hei Ling Chau and Pak Sha Wan Correctional Institutions to facilitate inmates participating in Intermediate Trade Testing and enable the Institutions to better use their resources.

**Senior
Manager
(ST)**

(Ir Helen Kwan left the meeting at this juncture.)

2.16 Vetting of Trade Test Questions on subdivided trade tests including Marble Workers (Polishing), Plasters (Floors) and Joiners (Fitters) in the second phase cum Preparatory work for subdivided tests in Carpenter (Formwork-Civil Construction) and Carpenter (Formwork-Building Construction)

Members took note of Paper CIC/CTB/P/031/11. As people in the industry, including a representative from a workers' union, took a different view of further subdividing the trade tests and the Construction Workers Registration Ordinance was undergoing review, Members would not consider the subdivisions, if there was no urgency, until decisions of the

Action

above were made.

2.17 To consider the revised proposal on questions of Intermediate Trade Test for Bar Bender and Fixer

Members took note of Paper CIC/CTB/P/032/11 and approved the revised proposal on questions of Intermediate Trade Test for Bar Bender and Fixer to meet the requirements of the industry that semi-skilled workers had to know the simple operation of electrical machines of bar bending and fixing.

**Senior
Manager
(ST)**

2.18 Progress report on relocation of three training grounds and establishment of training ground in Tai Po

Members took note of Paper CIC/CTB/P/033/11 and noted that Sheung Yuet Road training ground could be moved out as scheduled for building the Construction Industry Council Zero Carbon Building. For the proposed land in Tai Po, there were two buildings with potential hazardous installations which required quantitative risk assessment. However, one of the property proprietors refused to provide relevant confidential information. CICTA would consider employing that proprietor (its directly employed consultant) to conduct quantitative risk assessment and submit to the concerned institution for approval. In addition, CICTA was seeking support from Tai Po District Council and inviting relevant council members to visit training grounds of CICTA in early June.

2.19 Proposal on hiring marketing consultant to formulate strategy and schedule of publicity and recruitment cum advertising activities in the second half of 2011

Members noted the above draft proposal would be submitted for the consideration of the committee later.

2.20 Recent report on publicity, recruitment and placement activities

Members took note of Paper CIC/CTB/P/035/11 and noted the work programme of publicity, trainee recruitment and placement activities from mid November 2010 to May 2011.

Action

2.21 Offering course in collaboration with the Pneumoconiosis Compensation Fund Board

Members took note of Paper CIC/CTB/P/036/11 but requested the management to re-draft the course proposal.

2.22 Progress report on Work Trades Contractor Cooperative Training Scheme

Members took note of Paper CIC/CTB/P/037/11 and noted the updates of the Civil Works Cooperative Training Scheme in progress and the Work Trades Contractor Cooperative Training Scheme in the drafting stage.

2.23 Any Other Business

Demand for electrical and mechanical workers

Regarding the serious shortage of electrical and mechanical workers in the market as raised by the Hong Kong Federation of Electrical and Mechanical Contractors Limited (HKFEMC), the Chairman proposed inviting VTC to attend the next meeting of Committee on Manpower Training and Development and present relevant training courses offered by them. In addition, representatives from the HKFEMC would also be invited to give the manpower forecast in the electrical and mechanical field.

**Dr Lo Kin
Ki,
Edmond**

**Mr Synn
Raymond-
Cheung**

2.24 Tentative date of next meeting

To be advised.

All to note

There being no further business, the meeting was adjourned at 11:50 am.

**CITB Secretariat
July 2011**

2011-2012 Membership for the Sub-committee on Employers Subsidy Scheme and the Board of Studies on Construction Safety Courses:

**Sub-committee on Employers
Subsidy Scheme**

**Board of Studies on Construction
Safety Courses**
(Chairman to be elected)

Mr Tse Lai-leung, Jimmy (Chairman)

Mr Choi Wun-hing, Donald

Mr Chow Luen-kiu

Mr Tse Lai-leung, Jimmy

Ir Helen Kwan

Ir Ho Ngai-leung, Albert

Dr Lo Kin-ki, Edmond

Ir Chi Wuh-jian Joseph
Representative of Hong Kong
Institution of Engineers

Mr Lok Kwei-sang, Tandy

Mr Yeung Chung-yuen
Representative of Hong Kong
Construction Association

Mr Li Chi-leung

Mr. Siu Kam-yuen, Stephen
Representative of Hong Kong Institute
of Construction Managers

Mr Lai Yuk-fai, Stephen

Mr Salony K.S. Yim
Representative of HKCIEGU

Mr Tse Chun-yuen

Mr. Li Kiu-yin, Michael
Representative of DEVB

Ir Ho Ngai-leung, Albert

Mr. Wu Wai-hung
Representative of Labour Department

Ir Synn Raymond-Cheung