

**Construction Industry Council**  
**Construction Industry Training Board**

Meeting No. 005/19 of the Construction Industry Training Board (CITB) was held on 18 September 2019 (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. 005/19:

<b>Agenda Item</b>	<b>Paper</b>	<b>Major Resolutions/Progress Highlights</b>
5.1	CIC/CTB/M/004/19	<b>Confirmation of Minutes of the Previous Meeting</b> Members approved the Minutes of the 4 <sup>th</sup> Meeting held on 10 July 2019.
5.2	CIC/CTB/M/004/19	<b>Matters Arising from the Previous Meeting</b> Members took note of the progress on the matters arising from the previous Meeting.
5.3	CIC/CTB/P/048/19 (for endorsement)	<b>Proposed Business Plan and Financial Budget for CITB for 2020</b> Members took note of the paper CIC/CTB/P/048/19 and endorsed the proposed business plan and financial budget of CITB for 2020.
5.4	CIC/CTB/P/049/19 (for approval)	<b>Development Blueprint of Full-time Courses (1-Year and 2-Year) of the Hong Kong Institute of Construction</b> Members took note of the paper CIC/CTB/P/049/19, the background of the mentioned development blueprint, the long-term development strategies of the Hong Kong Institute of Construction (HKIC), the quality assurance mechanism and qualification recognition, and the arrangement and shortcomings of the current full-time courses (1-year and 2-year).  The outline of the HKIC development blueprint was devised mainly for the purpose of offering a sound articulation mechanism and a “one-stop” progression ladder for graduates of the full-time courses, allowing graduates to be promoted from intermediate construction workers to site

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		<p>management staff or higher grades. All top-up study programmes would be offered in a part-time mode.</p> <p>Members also noted the proposed milestone of the programme development for the next five years. The HKIC would engage necessary staff in phases according to the programme development. In the future, the HKIC would reduce the course fee paid to the Youth College/Hong Kong Institute of Vocational Education. If the HKIC would also charge the fee for the provision of the new part-time Diploma in Construction and Advanced Diploma courses, the annual expense of the entire project would be further reduced.</p> <p>After discussion, Members approved the Development Blueprint of HKIC Full-time Courses (1-year and 2-year).</p>
5.5	CIC/CTB/P/050/19 (for approval)	<p><b>Development Blueprint of the Centre of Professional Development</b></p> <p>Members took note of the paper CIC/CTB/P/050/19, and noted that the Centre for Professional Development (CPD) devised the background of the development blueprint, positioning of the CPD, existing programme and focus of programme development in the coming future, according to the directive of the CIC and HKIC, included (i) meeting the industry development needs; (ii) responding to demands from the industry; (iii) considering the development needs of individual practitioners; (iv) meeting the future development of the HKIC; and (v) meeting the development needs of the Greater Bay Area.</p> <p>CPD facilities would be concentrated in Kowloon Bay Campus. Office of the Construction Innovation &amp; Technology Application Centre and the Construction Industry Recruitment Centre of Labour Department, both currently located at Kowloon Bay Campus, might be allocated to the CPD, and the CPD would increase classrooms, expand school office and increase student lounges/facilities based on the actual needs.</p> <p>In the aspect of human resources, one Manager had been engaged, and the position of one Senior</p>

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		<p>Lecturer was suggested to be changed as Assistant Manager; 9 Lecturers and 1 Assistant – Centre Administration were suggested to be changed as “established” posts; a new round of recruitment of part-time Lecturers would be commenced. CPD would engage necessary staff in phases in response to the programme development.</p> <p>Given the future development of the CPD would move in the direction of vocational and professional education and training, instead of focusing merely on vocational training, the Chinese and English names of the CPD were suggested to be renamed as “建造專業進修院校” and School of Professional Development in Construction (SPDC) respectively. An easily identifiable logo was to be designed in harmony with the HKIC logo. Finally, the CPD would develop an independent web page and a mobile application (apps) to enhance the promotion and publicity of the programmes to the industry.</p> <p>After discussion, Members approved the development blueprint of the Centre for Professional Development.</p>
5.6	CIC/CTB/P/051/19 (for approval)	<p><b>Proposed Subsidies for Mandatory Basic Safety Training Course of “Diploma of Vocational Education – Craft Certificate Programmes” offered by the Vocational Training Council in years 2019/2020 and 2020/2021</b></p> <p>Members took note of Paper CIC/CTB/P/051/19 and approved proposed subsidies for Mandatory Basic Safety Training Course of “Diploma of Vocational Education – Craft Certificate Programmes” offered by the Vocational Training Council in years 2019/2020 and 2020/2021. A total of 700 students would be entitled to receive the subsidy and the total amount of subsidy would be HK\$98,000. As the related expenses could be allocated from the approved funding of “VTC Diploma of Vocational Education” in years 2019/2020 and 2020/2021, application for additional funding was not required.</p>

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5.7	CIC/CTB/P/052/19 (for approval)	<p><b>Proposal on Terms of Reference and Composition of the Task Force on CIC Manpower Forecasting Model Updating and Enhancement Study</b></p> <p>Members took note of Paper CIC/CTB/P/052/19, and noted that in order to avoid duplication of information and release standard manpower forecast results, the Vocational Training Council would be responsible for manpower forecast of Site Supervisory Personnel, Technicians and Professionals, while the CIC would be responsible for manpower forecast of construction workers with effect from year 2020.</p> <p>Members approved to extend the term of office of current Members of the Task Force on CIC Manpower Forecasting Model Updating and Enhancement Study (Task Force) until 31 December 2019, and the newly amended terms of reference, composition and term of office of the Task Force would come into force in 2020 (Annex). The term of office of the new term Task Force would be until 30 June 2021.</p>
5.8	CIC/CTB/P/053/19 (for approval)	<p><b>Proposal on Adding Enrichment Programme to Advanced Construction Manpower Training Scheme - Pilot Scheme (Structured On-the-job)</b></p> <p>Members took note of the paper CIC/CTB/P/053/19. Members approved the proposal on adding enrichment programme to Advanced Construction Manpower Training Scheme - Pilot Scheme (Structured On-the-job) and to make the two-day Effective Site Safety Training and Instructing Techniques Course compulsory.</p>
5.9	CIC/CTB/P/054/19 (for approval)	<p><b>Suggestion on Expansion of the Eligibility Criteria of Employer of Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Schemes</b></p> <p>Members took note of the paper CIC/CTB/P/054/19, and approved to expand the eligibility criteria of employer by covering members of The Real Estate Developers Association of Hong Kong and The Hong Kong Association of Property Management Companies. If applicants were not belonging to the approved categories, they would be submitted on a case-by-case basis to the Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes for consideration and approval.</p>

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5.10	CIC/CTB/P/055/19 (for approval)	<p><b>Renaming and Course Outline of Marine Specialist Work Trades of “Construction Tradesman Collaborative Training Scheme”</b></p> <p>Members took note of the paper CIC/CTB/P/055/19, and approved to rename “Vibro Compaction Rig Operator” as “Hydraulic Filling Vibro Compaction Rig Operator”, and the course outline of “Hydraulic Filling Vibro Compaction Rig Operator” and “Floating Box Culvert Installation Operator”.</p>
5.11	CIC/CTB/P/056/19 (for approval)	<p><b>Proposed Procedure for Handling Suspected Fraud Cases of Collaborative Training Schemes</b></p> <p>Members took note of the paper CIC/CTB/P/056/19, and approved the proposed procedure for handling suspected fraud cases of Collaborative Training Schemes.</p>
5.12	CIC/CTB/P/057/19 (for information)	<p><b>Report on Employers and Graduates Satisfaction Rate for Year 2017-2018</b></p> <p>Members took note of the paper CIC/CTB/P/057/19 and noted that survey on employers’ satisfaction towards the working performance of graduates of HKIC and Collaborative Training Schemes, and the graduates’ satisfaction towards relevant courses was conducted covering the period from July 2017 to August 2018. The courses included the full-time training courses and Collaborative Training Schemes. Employers’ feedback on the performance of graduates of full-time training courses and Collaborative Training Schemes was positive and the respective overall scores of satisfactory/very satisfactory were over 77% and 89% respectively. The graduates were generally satisfied with the full-time training courses and Collaborative Training Schemes. The overall course satisfactory rate was 97%. Improvement measures would be introduced according to the findings of the survey to further enhance the satisfaction rates of employers and graduates.</p>
5.13	CIC/CTB/P/058/19 (for information)	<p><b>Report on Benchmarks of Efficiency for Full-time Courses (Employment Rate and Retention Rate)</b></p> <p>Members took note of the paper CIC/CTB/P/058/19 and noted that the average employment rate after graduation for 1-month of full-time courses in 2018 was 89%, which was similar to that in 2017. The retention rates after graduation for 3-month was 80%, which was 3% higher than the corresponding figure recorded in 2017. The retention rates after graduation for 6-month was 75%, which was similar to that in 2017.</p>

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5.14 to 5.19	CIC/CTB/P/059/19 to CIC/CTB/P/064/19 (for information)	<b>Summary Report of the 4<sup>th</sup> Meeting of the Hong Kong Institute of Construction Management Board in 2019, Summary Report of the 1<sup>st</sup> Meeting of the Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes, Table on Estimated Waiting Time for Full-time Short Courses, Table on Waiting Time and Data for Trade Tests, Table on Waiting Time for Plant and Machinery Operation Certification Courses cum Tests, Statistical Data of Advanced Construction Manpower Training Scheme – Pilot Scheme</b> Members took note of the mentioned report, summary reports and waiting time tables.

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

## **Task Force on CIC Manpower Forecasting Model Updating and Enhancement Study**

### **Terms of Reference**

1. To oversee the development, updates and enhancement of the Forecasting Model of Skilled Construction Workers in the Hong Kong Construction Industry, and to make recommendations to improve the accuracy, reliability and performance of the model;
2. To make suggestions on maintaining the operation of the Forecasting Model of Skilled Construction Workers in the Hong Kong Construction Industry, including updating parameters and data to achieve a satisfactory level of reliability of the forecast results;
3. To oversee the regular updates of the forecasting results of skilled construction workers in the Hong Kong construction industry using the forecasting model; and
4. To advise the Construction Industry Training Board on the Hong Kong Construction Industry Manpower Forecasting Model Updating and Enhancement Study.

### **Composition and Membership List**

#### **Chairperson**

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| (1) Construction Industry council Member | Ir PAN Shujie |
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#### **Members**

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| (2) Representative of Development Bureau, HKSAR  | Mr. YAU Hau-yin  |
| (3) Representative of Census and Statistics Department, HKSAR                                    | Mr. NG Chi-chung |
| (4) Representative of Transport and Housing Bureau, HKSAR  | TBC              |
| (5) Representative of Hospital Authority   | TBC              |
| (6) Representative of Vocational Training Council  | TBC              |
| (7) Representative of MTR Corporation Limited  | TBC              |
| (8) The Real Estate Developers Association of Hong Kong  | TBC              |
| (9) Representative of The Hong Kong Construction Association                                     | TBC              |
| (10) Representative of Hong Kong Construction Sub-Contractors Association                        | TBC              |
| (11) Representative of The Hong Kong Federation of Electrical and Mechanical Contractors Limited | TBC              |
| (12) Representative of Hong Kong Construction Industry Employees General Union                   | TBC              |
| (13) Representative of Construction Industry Training Board                                      | TBC              |