
 STATUTORY INSTRUMENTS

1966 No. 1347

INDUSTRIAL TRAINING**The Industrial Training (Hotel and Catering Board) Order 1966**

<i>Made</i>	- - -	<i>25th October 1966</i>
<i>Laid before Parliament</i>		<i>3rd November 1966</i>
<i>Coming into Operation</i>		<i>7th November 1966</i>

The Minister of Labour (hereinafter referred to as "the Minister") after consultation with organisations and associations of organisations appearing to be representative respectively of substantial numbers of employers engaging in the activities hereinafter mentioned and of substantial numbers of persons employed in those activities and with the bodies established for the purpose of carrying on under national ownership industries in which the said activities are carried on to a substantial extent and by virtue of the powers conferred on him by section 1 of, and paragraphs 1 and 7 of the Schedule to, the Industrial Training Act 1964(a) (hereinafter referred to as "the Act") and of all other powers enabling him in that behalf hereby makes the following Order:—

Citation, commencement and interpretation

1.—(1) This Order may be cited as the Industrial Training (Hotel and Catering Board) Order 1966 and shall come into operation on 7th November 1966.

(2) The Interpretation Act 1889(b) shall apply to the interpretation of this Order as it applies to the interpretation of an Act of Parliament.

Establishment of Industrial Training Board

2. An industrial training board to be known as the Hotel and Catering Industry Training Board (hereinafter referred to as "the Board") is hereby established to exercise in relation to the activities specified in Schedule 1 to this Order as the activities of the hotel and catering industry the functions conferred on industrial training boards by the Act.

Membership and proceedings of the Board

3. The provisions of Schedule 2 to this Order shall have effect in relation to the Board.

25th October 1966.

R. J. Gunter,
Minister of Labour.

SCHEDULE 1

THE HOTEL AND CATERING INDUSTRY

1. Subject to the provisions of this Schedule, the activities of the hotel and catering industry are the following activities in so far as they are carried out in Great Britain:—

- (a) the supply in the course of any business of food or drink to persons for immediate consumption;
- (b) the supply by any body of persons of food or drink to persons in their employment for immediate consumption;
- (c) the provision in the course of any business of board and lodging for guests or lodgers or for persons employed in the business;
- (d) any activities, being—
 - (i) related activities incidental or ancillary to principal activities of the hotel and catering industry; or
 - (ii) activities undertaken in the administration, control or direction of one or more establishments, being establishments engaged wholly or mainly in principal activities of that industry, in related activities incidental or ancillary thereto, or in the administration, control or direction of one or more other establishments engaged in such principal or related activities; and carried out, in either case, by the employer engaged in those principal activities or, where that employer is a company, by the company or by an associated company of the company;
- (e) any activities of industry or commerce (other than hotel and catering activities) carried out at or from an establishment mainly engaged—
 - (i) in hotel and catering activities; or
 - (ii) in hotel and catering activities and in activities described in the Appendix to this Schedule, but to a greater extent in hotel and catering activities than in activities described in that Appendix in relation to any one industry.

2. Notwithstanding anything contained in this Schedule, there shall not be included in the activities of the hotel and catering industry:—

- (a) the activities (not being activities mentioned in paragraph 1(a) or 1(b) of this Schedule) of any establishment engaged—
 - (i) mainly in activities not being hotel and catering activities or activities described in the Appendix to this Schedule; or
 - (ii) to a less extent in hotel and catering activities than in activities described in that Appendix in relation to any one industry;
- (b) any operations in an establishment, being a factory, engaged wholly or mainly in the manufacture or adapting for sale of any article of food or drink, other than operations in the supply of food or drink to persons for immediate consumption or operations in the kitchen of a staff dining room, staff restaurant or canteen or in a mess room;
- (c) the supply (except at or in connection with a restaurant, café, snack bar, canteen, mess room or similar place of refreshment) of—
 - (i) ice cream, chocolate confectionery, sugar confectionery or soft drink;
 - (ii) shellfish or eels; or
 - (iii) food or drink by means of an automatic vending machine;
- (d) any operations when carried out by the captain or a member of the crew of an aircraft, by the master or a member of the crew of a ship or vessel, or by a person ordinarily employed as a seaman who is employed in or about a ship or vessel in port by the owner or charterer thereof on work of a kind ordinarily done by a seaman on such a ship or vessel while it is in port;

- (e) any activities undertaken in connection with the management of an approved school by the managers thereof;
- (f) the activities of any hospital, nursing home, convalescent home or similar establishment providing accommodation for the sick, infirm or mentally disordered;
- (g) any activities mentioned in sub-paragraph (c), (d) or (e) of paragraph 1 of this Schedule when carried out by—
- (i) a harbour authority within the meaning of the Harbours Act 1964(a) while acting in that capacity;
 - (ii) the Electricity Council, the Central Electricity Generating Board or an Area Electricity Board;
 - (iii) the North of Scotland Hydro-Electric Board or the South of Scotland Electricity Board;
 - (iv) the Gas Council or an Area Gas Board; or
 - (v) statutory water undertakers within the meaning of the Water Act 1945(b) or local water authorities within the meaning of the Water (Scotland) Act 1946(c), being the activities of such undertakers or authorities in the exercise of their powers or duties as such;
- (h) the activities mentioned in paragraph 1(d) or paragraph 1(e) when carried out by a local authority, not being activities mentioned in head (ii) or head (iv) of paragraph 3(m) of this Schedule;
- (i) the activities of any company, association or body that is required by its constitution to apply its profits, if any, or other income in promoting its objects and is prohibited thereby from paying any dividend to its members, and that has for its sole or principal object or among its principal objects the provision of facilities for any of the purposes mentioned in section 15(1) of the Disabled Persons (Employment) Act 1944(d) (which relates to the provision for registered persons who are seriously disabled of employment or work on their own account under special conditions and of training for such employment or work); or
- (j) the activities of any local authority in the provision of sheltered employment carried on in accordance with arrangements under section 3 of the Disabled Persons (Employment) Act 1958(e), or under section 29 of the National Assistance Act 1948(f) as extended by section 8(2) of the Mental Health Act 1959(g) and section 8(2) of the Mental Health (Scotland) Act 1960(h), or under section 31 of the National Assistance Act 1948 (as substituted by the National Assistance Act 1948 (Amendment) Act 1962(i)), or under section 28 of the National Health Service Act 1946(j) as extended by section 6 of the Mental Health Act 1959, or under section 27 of the National Health Service (Scotland) Act 1947(k) as extended by section 7 of the Mental Health (Scotland) Act 1960.
3. In this Schedule:—
- (a) "approved school" means an approved school within the meaning of the Children and Young Persons Act 1933(l) or of the Children and Young Persons (Scotland) Act 1937(m);
 - (b) "body of persons" means any body of persons, whether corporate or unincorporate;
 - (c) "business" means—
 - (i) any trade or business carried on for the purposes of gain;
 - (ii) the activities of any person or body of persons in the management or operation of a club; or
 - (iii) the activities of any person or body of persons engaged in the provision of education or of vocational or technical training;

(a) 1964 c. 40.
 (d) 1944 c. 10.
 (g) 1959 c. 72.
 (j) 1946 c. 81.
 (m) 1937 c. 37.

(b) 1945 c. 42.
 (e) 1958 c. 33.
 (h) 1960 c. 61.
 (k) 1947 c. 27.

(c) 1946 c. 42.
 (f) 1948 c. 29.
 (i) 1962 c. 24.
 (l) 1933 c. 12.

- (d) "club" does not include a members' club unless the main activities or one of the main activities of the club consist of habitually providing—
- (i) the customary main meal at mid-day or in the evening or both; or
 - (ii) board and lodging for reward;
- (e) "company" includes any body corporate, and "subsidiary" has the same meaning as by virtue of section 154 of the Companies Act 1948(a) it has for the purposes of that Act;
- (f) "factory" has the same meaning as in section 175 of the Factories Act 1961(b);
- (g) "food" includes ice cream;
- (h) "guests" includes students in attendance at a university, university college, college of education, technical college, college for adult education or similar institution;
- (i) "hotel and catering activities" means any one or more of the principal activities of the hotel and catering industry or of the activities included in that industry by virtue of paragraph 1(d) of this Schedule;
- (j) "ice cream" includes any similar commodity;
- (k) "office premises" has the same meaning as in section 1(2) of the Offices, Shops and Railway Premises Act 1963(c);
- (l) "principal activities of the hotel and catering industry" means activities which, subject to the provisions of paragraph 2 of this Schedule, are specified in paragraph 1, other than sub-paragraphs (d) and (e) thereof, as activities of the hotel and catering industry;
- (m) "related activities" means any of the following activities, that is to say—
- (i) research, development, design or drawing;
 - (ii) buying, selling, letting out on hire, testing, advertising, packing, distribution, delivery, transport or any similar operations;
 - (iii) operations of a kind performed at office premises or laboratories;
 - (iv) operations of a kind performed at stores, warehouses or similar places;
 - (v) cleaning, washing or garaging vehicles, or carrying out running repairs or minor adjustments thereto;
 - (vi) training of employees or apprentices;
- (n) "shellfish" includes crustaceans and molluscs of any kind;
- (o) "ship" and "vessel" have the same meanings as in the Merchant Shipping Act 1894(d);
- (p) "soft drink" has the same meaning as in Regulation 2(1) of the Soft Drinks Regulations 1964(e);
- (q) "supply" in relation to food or drink includes any preparation thereof by the person or body of persons supplying the same for immediate consumption.

4.—(1) For the purposes of this Schedule, two companies shall be taken to be associated companies if one is a subsidiary of the other, or both are subsidiaries of a third company, and "associated company" shall be construed accordingly.

(2) For the purposes of this Schedule, the supply—

- (a) by means of an automatic vending machine of food or drink; or
- (b) of hot fried fish or hot chipped potatoes;

shall be deemed to be a supply to persons for immediate consumption, whether or not such food or drink is in fact so consumed.

(3) A reference in this Schedule to any enactment shall be construed as a reference to that enactment as amended by or under any other enactment.

(a) 1948 c. 38.
(c) 1963 c. 41.

(b) 1961 c. 34.
(d) 1894 c. 60.

(e) S.I. 1964/760 (1964 II, p. 1605).

APPENDIX

The activities that would be included in an industry specified in Column 1 hereof by virtue of the industrial training order specified in the corresponding entry in Column 2, if the provisions specified in Column 3 were omitted from that order.

Column 1	Column 2	Column 3
The wool, jute and flax industry	The Industrial Training (Wool Industry Board) Order 1964 as amended by the Industrial Training (Wool, Jute and Flax Board) Order 1966 (a)	Schedule 1 Paragraph 1(r)
The iron and steel industry	The Industrial Training (Iron and Steel Board) Order 1964(b)	Schedule 1 Paragraph 1(j)
The construction industry	The Industrial Training (Construction Board) Order 1964(c)	Schedule 1 Paragraph 1(h)
The engineering industry	The Industrial Training (Engineering Board) Order 1964(d)	Schedule 1 Paragraph 1(i)
The shipbuilding industry	The Industrial Training (Shipbuilding Board) Order 1964(e)	Schedule 1 Paragraph 1(d)
The ceramics, glass and mineral products industry	The Industrial Training (Ceramics, Glass and Mineral Products Board) Order 1965(f)	Schedule 1 Paragraph 1(n)
The furniture and timber industry	The Industrial Training (Furniture and Timber Industry Board) Order 1965(g)	Schedule 1 Paragraph 1(r)
The man-made fibres producing industry	The Industrial Training (Man-made Fibres Producing Industry Board) Order 1966(h)	Schedule 1 Paragraph 1(d)
The carpet industry	The Industrial Training (Carpet Board) Order 1966(i)	Schedule 1 Paragraph 1(d)
The knitting, lace and net industry	The Industrial Training (Knitting, Lace and Net Industry Board) Order 1966(j)	Schedule 1 Paragraph 1(j)
The cotton and allied textiles industry	The Industrial Training (Cotton and Allied Textiles Board) Order 1966(k)	Schedule 1 Paragraph 1(p)
The agricultural, horticultural and forestry industry	The Industrial Training (Agricultural, Horticultural and Forestry Board) Order 1966(l)	Schedule 1 Paragraph 1(m)
The road transport industry	The Industrial Training (Road Transport Board) Order 1966(m)	Schedule 1 Paragraph 1(o)

(a) S.I. 1964/907, 1966/428 (1964 II, p. 1928; 1966 I, p. 925).

(c) S.I. 1964/1079 (1964 II, p. 2384).

(e) S.I. 1964/1782 (1964 III, p. 3928).

(g) S.I. 1965/2028 (1965 III, p. 5998).

(i) S.I. 1966/245 (1966 I, p. 499).

(k) S.I. 1966/823 (1966 II, p. 1907).

(m) S.I. 1966/1112 (1966 III, p. 2712).

(b) S.I. 1964/949 (1964 II, p. 2127).

(d) S.I. 1964/1086 (1964 II, p. 2402).

(f) S.I. 1965/1391 (1965 II, p. 4062).

(h) S.I. 1966/143 (1966 I, p. 257).

(j) S.I. 1966/246 (1966 I, p. 506).

(l) S.I. 1966/969 (1966 II, p. 2333).

SCHEDULE 2

MEMBERSHIP

1. The appointment of a member of the Board shall be for such term as the Minister may determine and, subject to the provisions of this Schedule, a member shall hold and vacate office in accordance with the terms of the instrument appointing him to be a member.

2. A person who has held office as a member of the Board shall be eligible for reappointment.

3. A member of the Board may resign his office by notice in writing to the Minister and the resignation shall have effect on such date as the Minister shall appoint.

4. If a member of the Board—

(a) is absent from meetings of the Board for more than six months consecutively unless his absence is due to illness or some other reason approved by the Minister; or

(b) becomes in the opinion of the Minister unfit to continue in office or incapable of performing his duties;

the Minister may declare the office of that member to be vacant and shall notify the fact in such manner as he shall think fit, and thereupon the office of the member shall become vacant.

PROCEEDINGS AND MEETINGS

5. At a meeting of the Board one-third of the members shall be the quorum, or if the number so ascertained includes a fraction the nearest higher whole number of members.

6. The chairman or if absent the deputy chairman (if any) shall preside at all meetings of the Board at which he shall be present, but if at any meeting the said chairman and any deputy chairman be not present within 10 minutes of the time appointed for holding the meeting the members present shall choose some one of their number to be chairman of the meeting.

7. At a meeting of the Board a resolution put to the vote on any matter not relating to the imposition of a levy shall be decided on a show of hands of the members present and voting; each member shall have one vote and if the votes are equally divided the chairman of the meeting shall have a second or casting vote.

8.—(1) If at a meeting of the Board a resolution relating to the imposition of a levy is put to the vote of the members appointed as mentioned in paragraph 3(a) of the Schedule to the Act, each such member shall have one vote, and the resolution shall be decided on a show of hands of those members present and voting unless a poll is demanded by any such member (before or on the declaration of the result of the show of hands) in which case the poll shall be taken forthwith and the votes may be given either personally or by proxy.

(2) The instrument appointing a proxy shall be in writing under the hand of the appointor, and the proxy shall be a member of the Board appointed as mentioned in paragraph 3(a) of the Schedule to the Act.

(3) An instrument appointing a proxy shall be in the following form or a form as near thereto as circumstances admit:—

I.....of.....in the county of.....being a member of the Hotel and Catering Industry Training Board appointed as mentioned in paragraph 3(a) of the Schedule to the Industrial Training Act 1964, hereby appoint.....of.....or failing him.....of.....as my proxy to vote for me on my behalf on any matter relating to the imposition of a levy at the meeting of the said Board to be held on the..... day of.....19..... and at any adjournment thereof.

Signed this.....day of.....19.....

(4) A vote given in accordance with the terms of an instrument of proxy shall be valid notwithstanding the previous death or insanity of the principal or revocation of the proxy, provided that no intimation in writing of any such death, insanity or revocation shall have been received by the Board at its office before the commencement of the meeting or adjourned meeting at which the proxy is used.

9. Minutes shall be kept of the proceedings of the Board and any such minutes shall, if signed by any person purporting to have acted as chairman of the meeting or at a meeting at which they were read, be evidence of the proceedings at the first-mentioned meeting, and a meeting to which any such minutes relate shall, unless the contrary is proved, be taken to have been regularly convened and constituted.

10. The Board shall have an office at which communications and notices will at all times be received and shall notify to the Minister the address of that office and any change of that address.

EXECUTION AND ISSUE OF INSTRUMENTS

11. The seal of the Board shall be authenticated by the signature of the chairman of the Board or some other member of the Board authorised by the Board to act in that behalf and of the secretary or some other person authorised by the Board so to act.

12. Every document purporting to be a document duly executed or issued either under the seal of the Board authenticated in the manner provided by this Schedule or on behalf of the Board, or purporting to be signed by the secretary or any other person, being a member, officer or servant of the Board authorised to act in that behalf, shall, until the contrary be proved, be deemed to be a document so executed or issued or so signed as the case may be.

EXPLANATORY NOTE

(This Note is not part of the Order.)

This Order, which is made under the Industrial Training Act 1964, establishes an industrial training board to be known as the Hotel and Catering Industry Training Board, and defines the industry to which it relates. Provision is made as to the membership of the Board and its meetings and proceedings.