



**ELECTRICAL WORKERS
REGISTRATION BOARD**

Safety • Competency

A N N U A L R E P O R T
J U N E 2 0 0 4



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ABOUT THE BOARD

The Electrical Workers Registration Board is a statutory body which was established in 1993. Members of the Board are appointed by, and responsible to, the Minister of Energy. There are seven members at any one time. Five are registered or entitled to be registered under the Electricity Act

1992, and two are not registered or entitled to be registered.

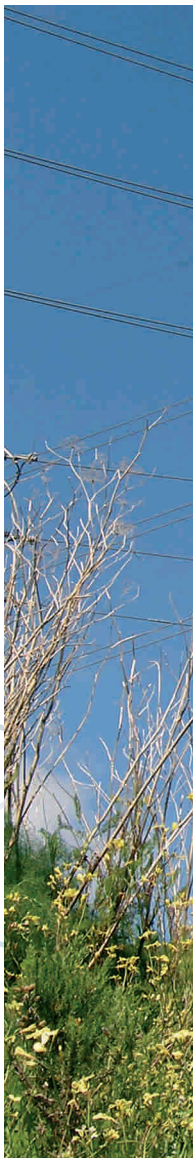
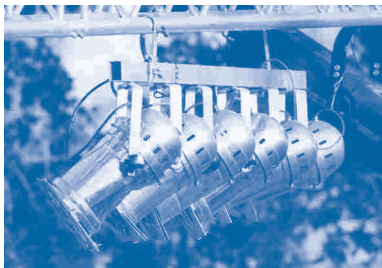
The Board's main functions are set out in section 149 of the Act. Its primary focus is to register electrical workers and ensure the ongoing competency of those workers, thereby ensuring

public safety. In addition to its occupational licensing function, the Board audits electrical workers, holds hearings into complaints and undertakes the promotion of electrical safety and competency.

Income is entirely derived from electrical worker fees and charges.

BOARD HIGHLIGHTS FOR 2004

- Further implementation of the Board's Strategic Plan
- Considerable savings achieved in Board operations
- Distribution of upgraded supervision guidelines for trainees
- Release of discussion document on refresher courses
- Establishment of Board registers on-line
- Introduction of new examination procedures
- Clarification of electrical occupational licensing requirements for overseas-trained electrical workers
- Implementation of a combined Board practising licence and Site Safe passport
- Nationwide advertising campaigns warning of the dangers of employing unlicensed electrical workers.



PRESIDING MEMBER'S REPORT

The primary function of the Board is to ensure the ongoing competency of registered electrical workers and the safe use of electricity. This year has seen considerable progress towards the Board's achievement of these primary objectives.

When the Board meets in different parts of the country, electrical workers are invited to attend an informal early evening "meet with the Board" session.

This year, "meet the people" meetings have been held in Christchurch, Lower Hutt, South Auckland, Rotorua and New Plymouth. Excellent one-on-one feedback has been received and continued interface with individual practitioners and our industry partners has highlighted a number of areas requiring improvement. As a result, a number of worker concerns have been addressed, including:

- Appointment of additional technical advisory staff to the Electrical Workers Licensing Group.
- A greater number of "frequently asked questions" in ELECTRON.
- Publication in ELECTRON of Board disciplinary hearing outcomes with educational comment.
- Release of the draft working paper on prerequisites for refresher courses.
- Release of a draft working paper on supervision of trainees.
- The combination of the Board refresher course with "Site Safe" Passport.

It is obvious that the industry considers the EWRB to be a "one stop shop" where all industry concerns are addressed. Accordingly, the Board is moving more to meet the needs of our industry wherever practicable.



DISCIPLINARY COMPLAINTS

Regrettably, the incidence of disciplinary complaints continues to rise, with the resulting disproportionate increase in the amount of time spent by the Board on such hearings.

As reported previously, the same ongoing complaints are still evident:

- Failure to test work adequately.
- Failure to certify work.
- Failure to have work inspected by a third party when necessary.

Many of these complaints would never have reached the Board had correct procedures been employed while carrying out prescribed electrical work.

There has also been an increase in complaints concerning luminaries, especially quartz halogen downlights, with some faulty installations resulting in fires.

The number of complaints concerning electric shock and electrical accidents to trainees is also of concern to the Board.

The primary investigation of a complaint against any electrical worker is conducted by the Ministry of Economic Development and funded from the electricity levy. Ultimately, if a complaint is established, it is referred to the Board. The cost of such a hearing is funded from annual licence fee income.

The Board does not accept that the cost of such disciplinary hearings should be solely funded by industry.

Accordingly, the Board has recently reviewed the cost of hearings. As a result, the level of costs ordered by the Board, under Section 128 of the Electricity Act, against workers found guilty of a disciplinary offence, has been increased.

It is believed that the increase in the number of complaints against electrical workers has arisen from increased public awareness of electrical safety requirements brought about by industry's own initiatives, increased television exposure and the Board's own nationwide media awareness campaign.



COST OF COMPLIANCE

The Board is acutely aware of the ever-increasing cost of compliance incurred by our industry in its endeavour to remain competitive while still remaining professionally competent and safe.

Particular areas of concern are refresher course quality and cost, coupled with the availability of pertinent written technical information such as regulations, standards and codes of practice.

The Board will continue to make available to licensed electrical workers, usually at no additional cost, such written information as is available from time to time.

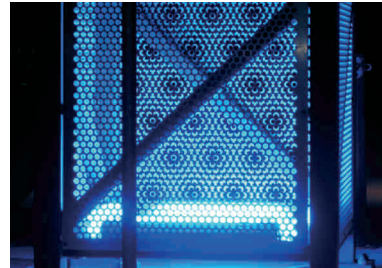
As a result of submissions made by industry partners, in particular the Electrical Contractors Association of New Zealand, the Board has endorsed a combined refresher course with Site Safe requirements that qualifies workers for a combined Practising Licence/Site Safe Passport.

The Board wishes to acknowledge the excellent work of the group responsible for determining the new course. It is pleasing to witness both Government and industry working together to achieve such an acceptable result.

It is also encouraging to note close working relationships developing between industry and the Board, in particular those industry organisations such as the Appliance and Electronic Industry Association, the Electrical Contractors Association of New Zealand, the Electrical Institute of New Zealand, the various Electrical Inspector groups and the Electricity Engineers Association of New Zealand.

In the future, the Board sees the development of similar relationships with the security and fire alarm sectors.

In an age of ever-increasing costs, the Board acknowledges with gratitude the outstanding effort of the Electrical Workers Licensing Group Manager and staff in achieving recognisable reductions in group operating costs and improved productivity.



BOARD MEMBERSHIP

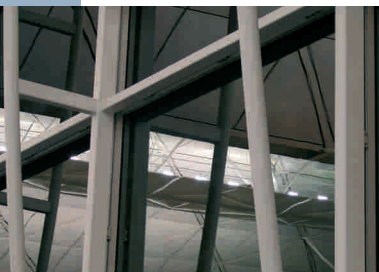
I am pleased to acknowledge that we do have a very dedicated Board, committed to improving the standard of our industry and ensuring stakeholders receive value for licence fees. I thank the members for their dedicated contribution during the year.

Apart from the reappointment for a further term of two “registered” members, Board membership has remained the same, apart from the recent appointment of Mr. Don Pryde, a registered electrician from Dunedin who brings considerable knowledge and experience to our deliberations.

Finally, the Board wishes to acknowledge the excellent work of the staff of the Electrical Workers Licensing Group of the Ministry of Economic Development, the service unit for the Board, and expresses sincere appreciation for the professional and quality services we continue to receive from Registrar/Manager John Sickels and Board Secretary Janine Anderson.



Murray Willis
Presiding Member



REGISTRAR'S REVIEW

STRATEGIC PLAN

The Board and the Electrical Workers Licensing Group have made considerable progress with fully implementing the objectives of the three-year strategic plan that was introduced in 2002.

The key objective in introducing the strategic plan was for the Board and the Electrical Workers Licensing Group to be an efficient and effective business unit. It is anticipated that significant cost savings will have been announced prior to the end of the 2004 calendar year.

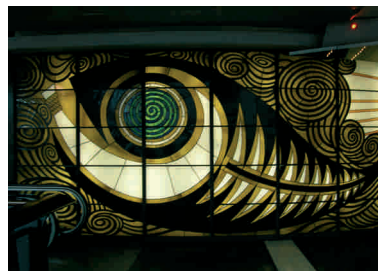
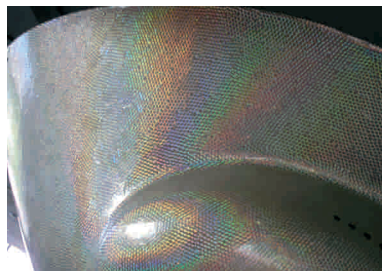
The Board and the Electrical Workers Licensing Group have made savings resulting from amended Board publicity and dissemination of information policies, coupled with Electrical Workers Licensing Group savings. These were the direct result of combined staff and management commitment to the objectives of the strategic plan.

The savings made by the Board on publicity and dissemination of information policies have enabled the Board to enter into agreements with Standards New Zealand to provide Standards AS/NZS 3000 and AS/NZS 3760 to practising licence holders and trainees.

The Board also entered into an agreement with the Electricity Engineers Association, which enabled the Board to provide a handbook to line mechanics that uplifted practising licenses. Legislation/regulation amendments and an Electricity Regulations Compilation 2003 have also been provided to practising licence holders and trainees.

PUBLICITY

Due to its concerns about faulty electrical wiring and poor workmanship, the Board conducted two nationwide advertising campaigns during the year. During each advertising campaign, advertisements appeared in forty publications warning of the dangers of employing unregistered electrical workers. Editorial articles were also included in some publications, promoting the need to engage people who issue Certificates of Compliance.



SUPERVISION OF ELECTRICAL WORKERS

The question of supervision of electrical workers is continually drawn to the attention of the Board. As a consequence the Board, in conjunction with the Electrical Workers Licensing Group, reissued supervision guidelines with a strong recommendation that the guidelines be followed. The Electrical Workers Licensing Group is to consider introducing a code of practice for the supervision of trainees.

PRACTISING LICENCE REFRESHER COURSES

During the year the Board released a discussion document on practising licence refresher courses. The Board developed the document as a result of its concerns about the present courses.

The Board received approximately three hundred submissions on the discussion paper. Following full consideration of the responses, the Board referred the discussion paper to the Registrar for further research and consultation. The Registrar subsequently released another discussion paper and submissions on that document are being received.

BOARD REGISTERS

The Board registers were placed on-line for the first time during the year. This was achieved by enhancing the Board's state-of-the-art web-based licensing system.

Public access to the registers by means of the world wide web enables anyone to easily decide whether or not the person they may be wishing to employ to do prescribed electrical work is suitably registered and licensed.

CONDUCTING OF EXAMINATIONS

Following the Board's 2003 decision to continue conducting registration examinations, the first full round of examinations conducted entirely by the Board in recent years was completed in January 2004.

New examination procedures have been introduced and fully implemented. This has resulted in a robust system with all organisations and individuals involved having clear objectives.

WORKER COMPETENCY AUDITING

Worker competency auditing by the Board under the certificate of compliance programme was reduced while the Board concentrated its auditing function on registered persons who did not uplift practising licenses.

REQUIREMENTS FOR OVERSEAS-TRAINED ELECTRICAL WORKERS

New arrangements were put in place for overseas-trained electrical workers who wish to immigrate to New Zealand on the basis of their electrical experience. The new arrangements provide clarity of the electrical occupational licensing requirements, thus helping decision-making by people wishing to immigrate.

MEMORANDUM OF UNDERSTANDING

A new Memorandum of Understanding was entered into with the Electricity Supply Industry Training Organisation, entitling the Board to rely on National Certificates for line mechanic registration purposes.

CORE CAPABILITIES FOR ELECTRICIANS

Since the Board accepted the previously reported concept of Australasian core capabilities for electricians, considerable work has been completed on integrating the capabilities into national qualifications. This project has now developed to a stage where all the capabilities have been incorporated into the electrician national level qualification. As part of the capstoning aspects of the core capabilities policy, the critical capabilities have been integrated into specific unit standards.



The measurement tool for fulfilling the unit standards will be passing two Board-conducted examinations. One examination is regulatory, based on AS/NZS 3000, while the other is theory-based.

SITE SAFE

In a move that demonstrated that the private and public sectors can work together, agreement was reached with Site Safe on a new approach for the industry in relation to Site Safe and Board requirements.

The Board and Site Safe agreed to issue a combined practising licence/passport to those persons who completed a prerequisite tuition course. The agreement was developed after concern was expressed to the Board over duplication of refresher training required for electrical workers.

DEPARTMENT OF BUILDING AND HOUSING

Several changes to Government agencies aimed at improving and streamlining building and housing services to the public were announced by the Government in June 2004. One of the changes is that the Electrical Workers Licensing Group will move to the Department of Building and Housing in early 2006, from where

it will continue to be the service unit of the Board.

APPOINTMENTS TO THE BOARD

The Associate Minister of Energy, Hon Harry Duynhoven announced the appointment of Donald Stuart Pryde and the reappointment of Murray William Willis and David Timothy Elms as members of the Board.

The Board re-elected Murray Willis and Barrie Mason to their respective positions of Presiding and Deputy Presiding Members of the Board.

COMPLAINTS

The Registrar received sixty-one new complaints during the year, bringing the number of complaints being considered to one hundred and seven.

Sixty-six of the complaints were assessed by Complaints Assessment Committees. Of those, thirty-two were referred to the Board for hearing.

Fifty-nine of the assessments were completed within twenty-five weeks.

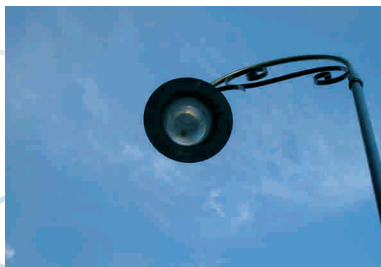
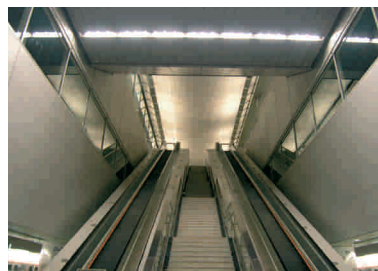
Of the complaints referred to the Board, twenty-five hearings were held resulting in twenty practitioners being found guilty of a disciplinary offence.

Eleven of the Board hearings were held within twenty-five weeks.

THE FORTHCOMING YEAR

As indicated in the opening paragraph of this review, it is anticipated that significant cost savings in Board operations will have been announced by the end of 2004. In line with progress that has been made in reducing the cost of compliance, the Board of the Electrical Workers Licensing Group expects to introduce an "on-line bookshop" in the 2004/2005 year. In addition, Board records will be scanned into a database which will further reduce costs.

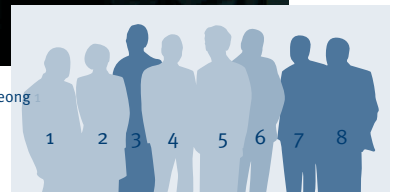
Work will be undertaken by 2004/2005 on the transition of the Electrical Workers Licensing Group into the Department of Building and Housing, and it is anticipated that the EnergySafe programme will move forward.



✓
John Sickels
Registrar



BOARD MEMBERS



- Tom Leong 1
- Deborah Rundle 2
- Don Pryde 3
- Dennis Amis 4
- Barrie Mason 5
- Murray Willis 6
- John Sickels 7
- Tim Elms 8



DENNIS AMISS
Registered Member, Auckland

Dennis is a registered electrician who originally gained broad experience in the industry with the former Auckland Harbour Board. Subsequently he has been involved with the appliance industry. He has been Executive Director of the Appliance and Electronic Industry Association, working extensively with Government, its agencies and the Electrotechnology Training Organisation on behalf of the servicing sector of industry.

CONTACT DETAILS

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Auckland 1015
Telephone: 09 577 3031
Facsimile: 09 577 3032
Email: d.amiss@clear.net.nz



TIM ELMS
Registered Member, Canterbury

Tim has wide experience in electrical contracting as well as a long record of contributions to the Electrical Contractors Association of New Zealand, the Electrical Training Company and the Electrotechnology Industry Training Organisation. He was a founding partner in a major South Island electrical contracting company and maintains a keen interest in training and apprentices.

CONTACT DETAILS

22 Allandale Road
Hawarden, North Canterbury
Telephone: 03 314 2166
Mobile: 027 622 0206



TOM LEONG
Registered Member, Auckland

Tom is a chartered professional engineer and a registered electrical inspector with many years experience in the electrical supply industry. He has extensive knowledge of electrical legislation and electrical industry training. Tom has worked with Standards New Zealand, the Electricity Supply Engineers Association and the National Safety Association to advance safe and competent electrical work in New Zealand.

CONTACT DETAILS

8 Williams Avenue
Pakuranga, Auckland 1706
Telephone: 09 570 5475
Mobile: 027 246 0415
Facsimile: 09 570 6475



BARRIE MASON

Lay and Deputy Presiding Member, Auckland

Barrie is a business consultant and company director with a background in management, marketing and communications. Barrie is a Court-experienced Justice of the Peace, and a board member of the Museum of Transport and Technology (MOTAT).

CONTACT DETAILS

33 Sylvan Park Avenue
Milford, Auckland 9
Telephone: 09 489 6288



DON PRYDE

Registered Member, Dunedin

Don's career is in the electrical supply sector of the industry and he has served on the Electrical Apprenticeship Committee. He has been a member of the New Zealand Engineering, Printing and Manufacturing Union's National Council and is the Union's South Island Regional President and the National Senior Vice President.

CONTACT DETAILS

Telephone: 0274 341 595



DEBORAH RUNDLE

Lay Member, Auckland

Deborah is a Disputes Tribunal Referee, Chairperson of the Discipline and Complaints Committee of the Corporation of Insurance Brokers of New Zealand and a member of the Insurance and Savings Ombudsman Commission. Deborah has considerable experience in dispute resolution, group facilitation, conflict management and consumer issues.



MURRAY WILLIS

Registered and Presiding Member, Auckland

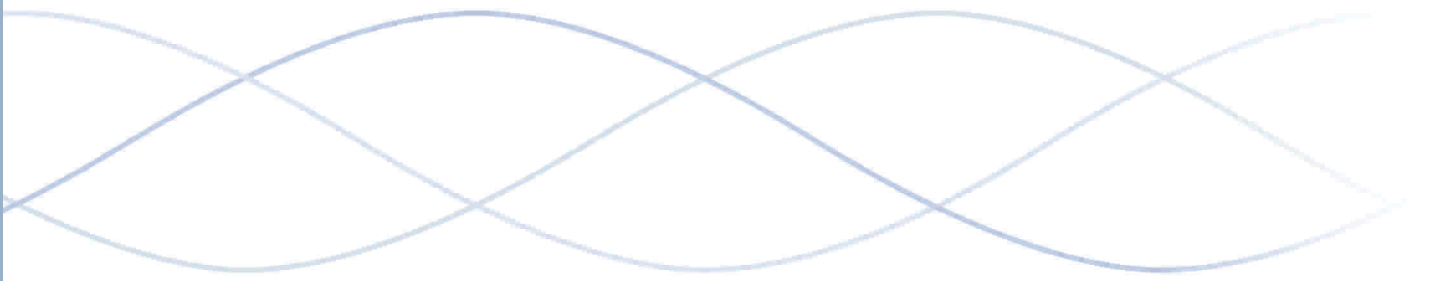
Murray has many years experience in the electronics and electrical industry. He was trained in New Zealand and overseas, and has held management, board and committee positions in a number of multi-national organisations. Currently Murray is self-employed, specialising in the design and construction of renewable electrical energy generation and telecommunication systems, while operating his own electrical contracting and telecommunications companies.

CONTACT DETAILS

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FINANCIALS



The information contained in these financial statements form part of the Ministry of Economic Developments consolidated statements audited by Audit New Zealand.

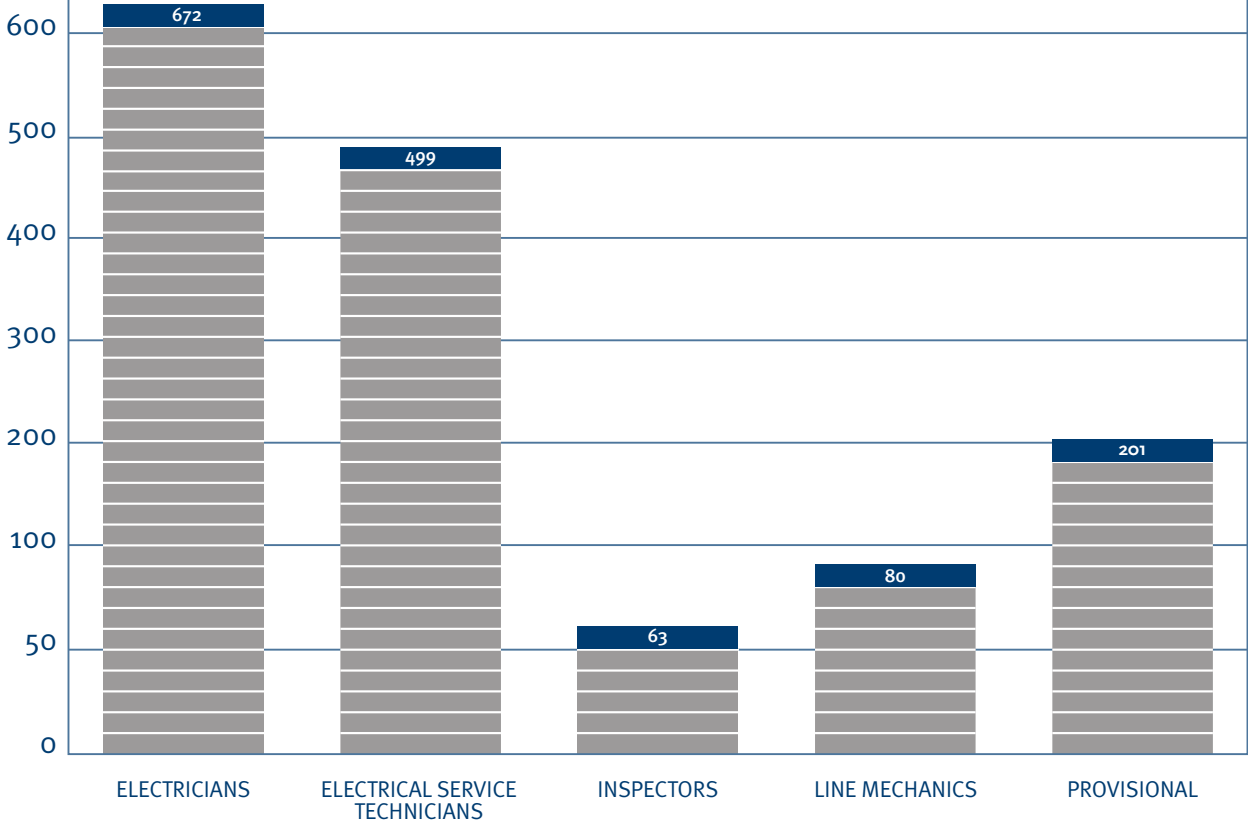
BOARD FINANCIALS

	Actual 2002/2003 \$000's	Estimates 2003/2004 \$000's	Actual 2003/2004 \$000's	Estimates 2004/2005 \$000's
INCOME (\$000's)				
Practising licences	1,374	1,677	1,708	1,698
Examination and registration fees	259	238	353	316
Sale of publications	39	21	22	21
Certificates of compliance	893	879	1,004	954
Miscellaneous revenue	30	193	33	32
TOTALS	2,595	3,008	3,120	3,021

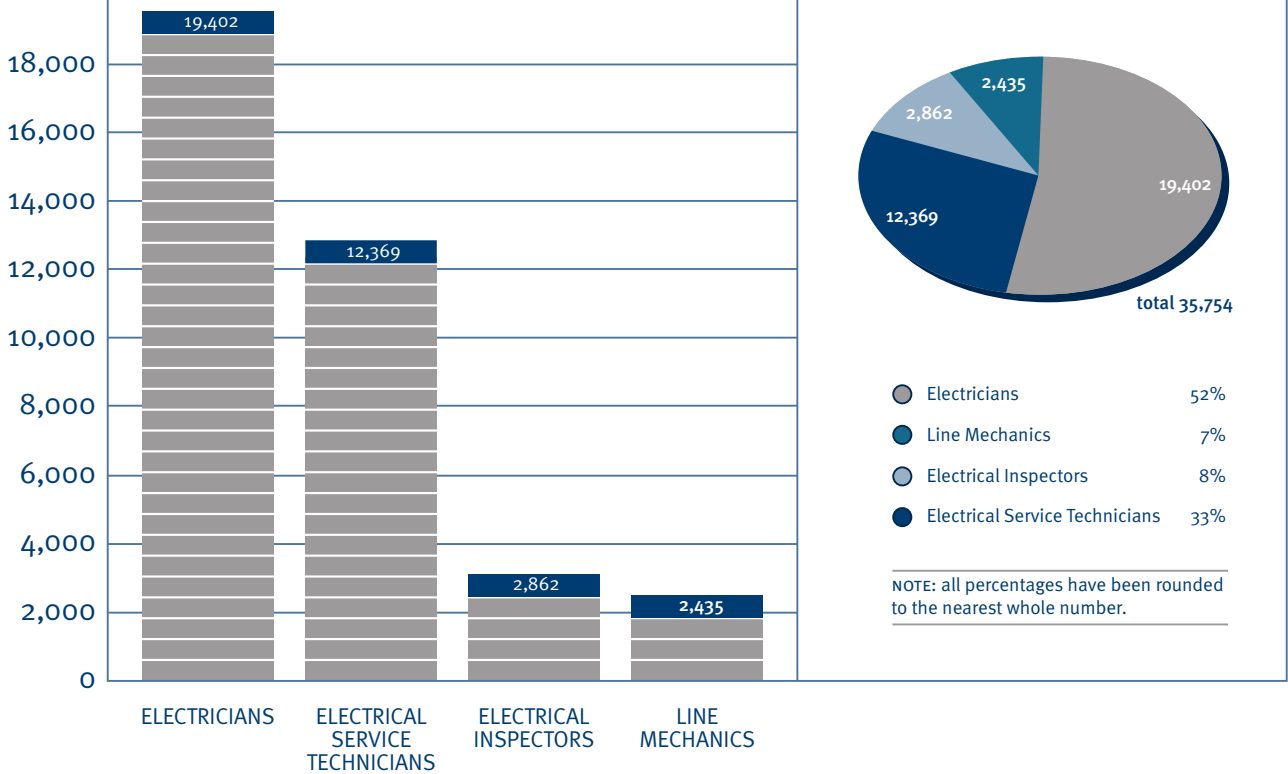
EXPENDITURE (\$000's)				
Personnel	503	351	415	499
Operating	1,164	1,878	1,675	1,926
Depreciation	213	31	32	31
Capital charge	7	8	9	7
Support services	608	577	629	540
TOTALS	2,495	2,845	2,760	3,003

ACCUMULATED FUNDS (\$000's)				
Opening balance	430	530	530	890
Add surplus (deficit)	100	163	360	18
CLOSING BALANCE	530	693	890	908

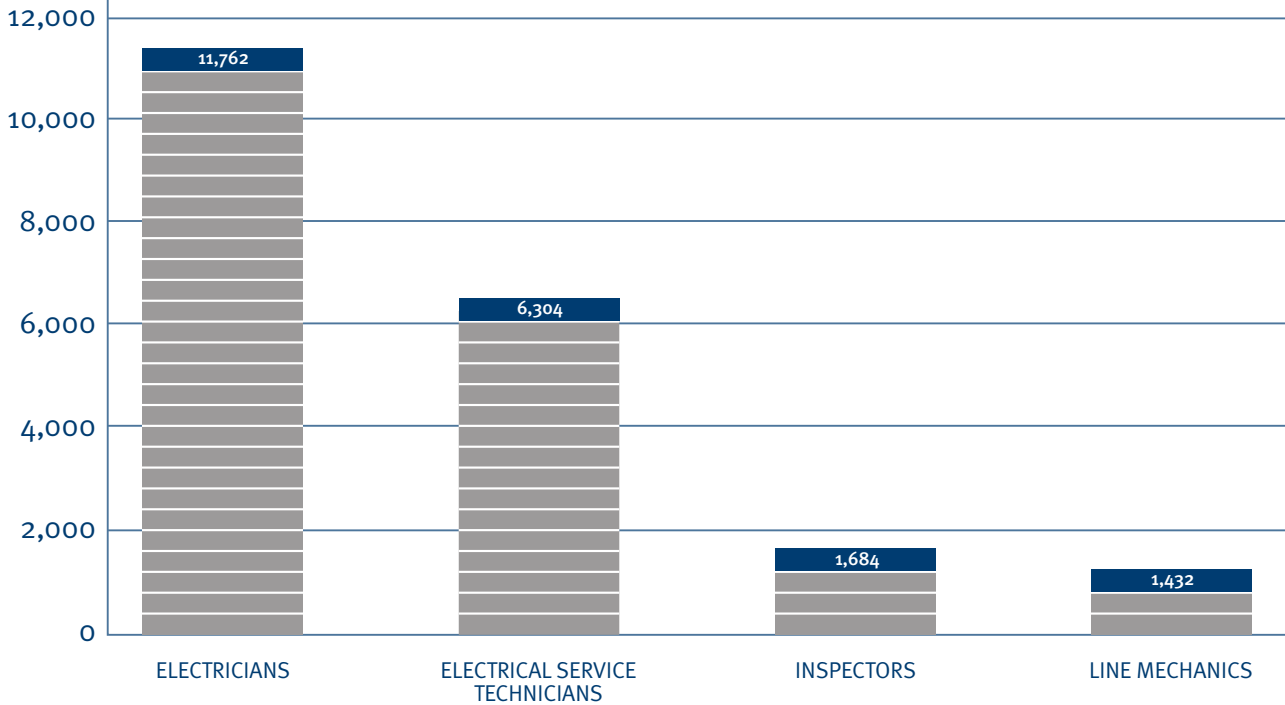
NUMBER OF NEW REGISTRATIONS July 2003 – June 2004



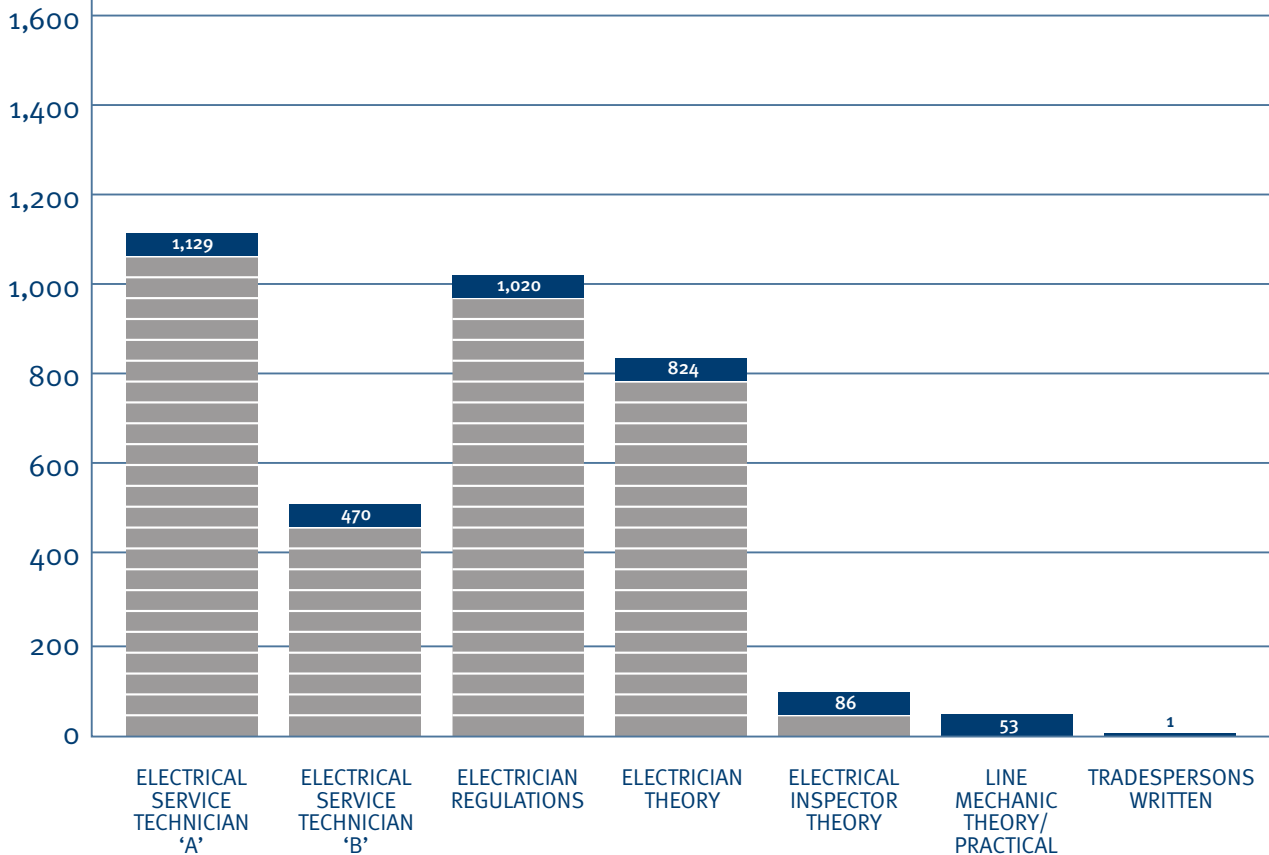
NUMBER OF REGISTRATIONS IN EACH CATEGORY as at 30 June 2004



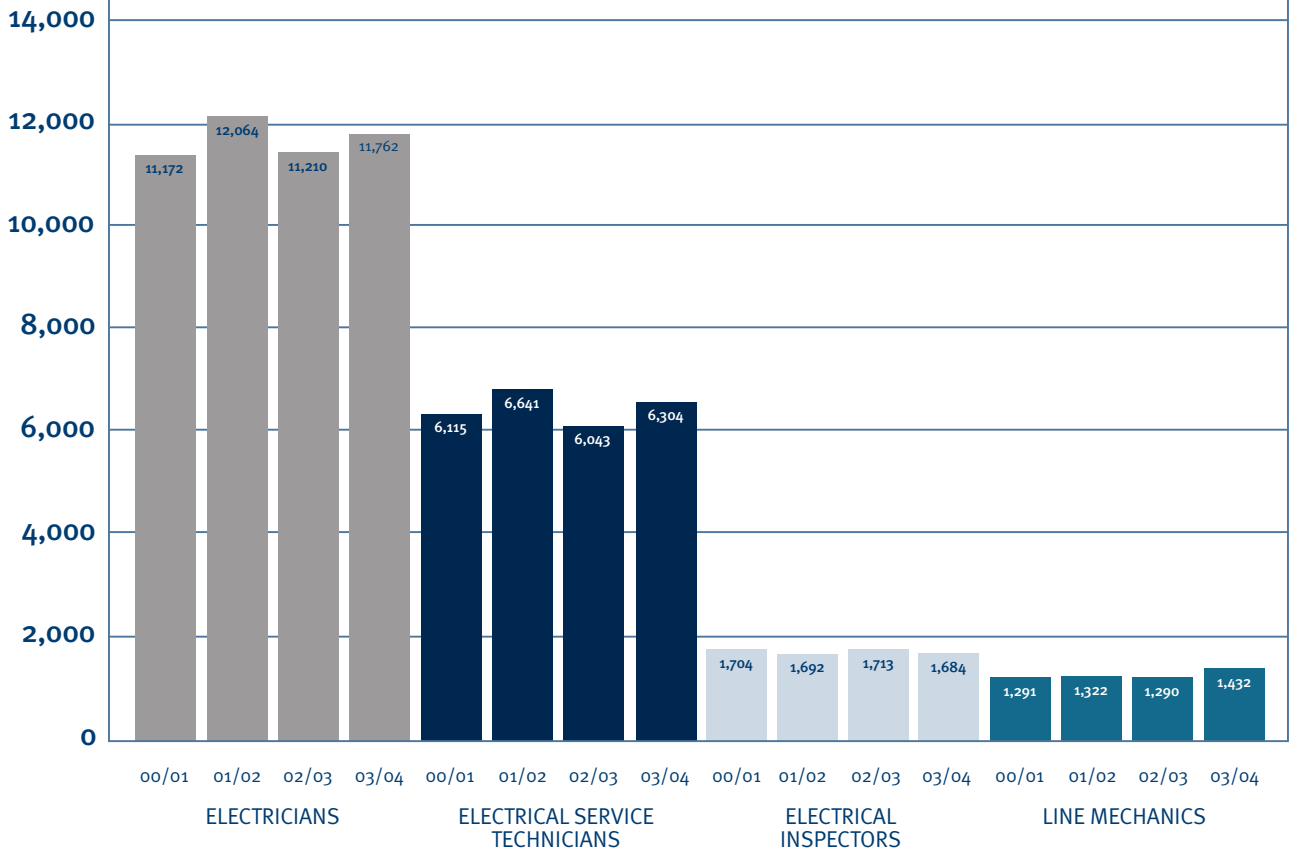
NUMBER OF PRACTISING LICENCES ISSUED July 2003 – June 2004



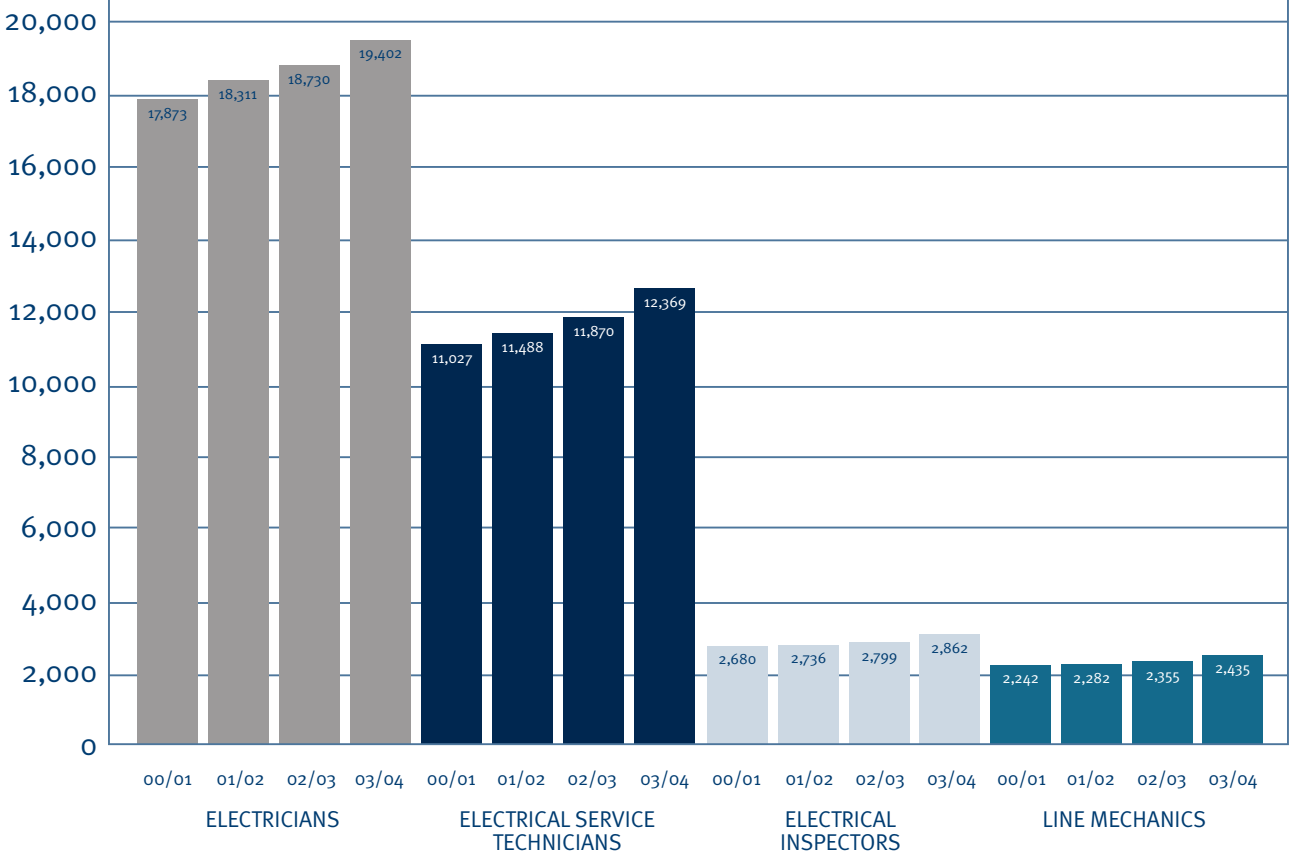
EXAMINATIONS SAT July 2003 – June 2004



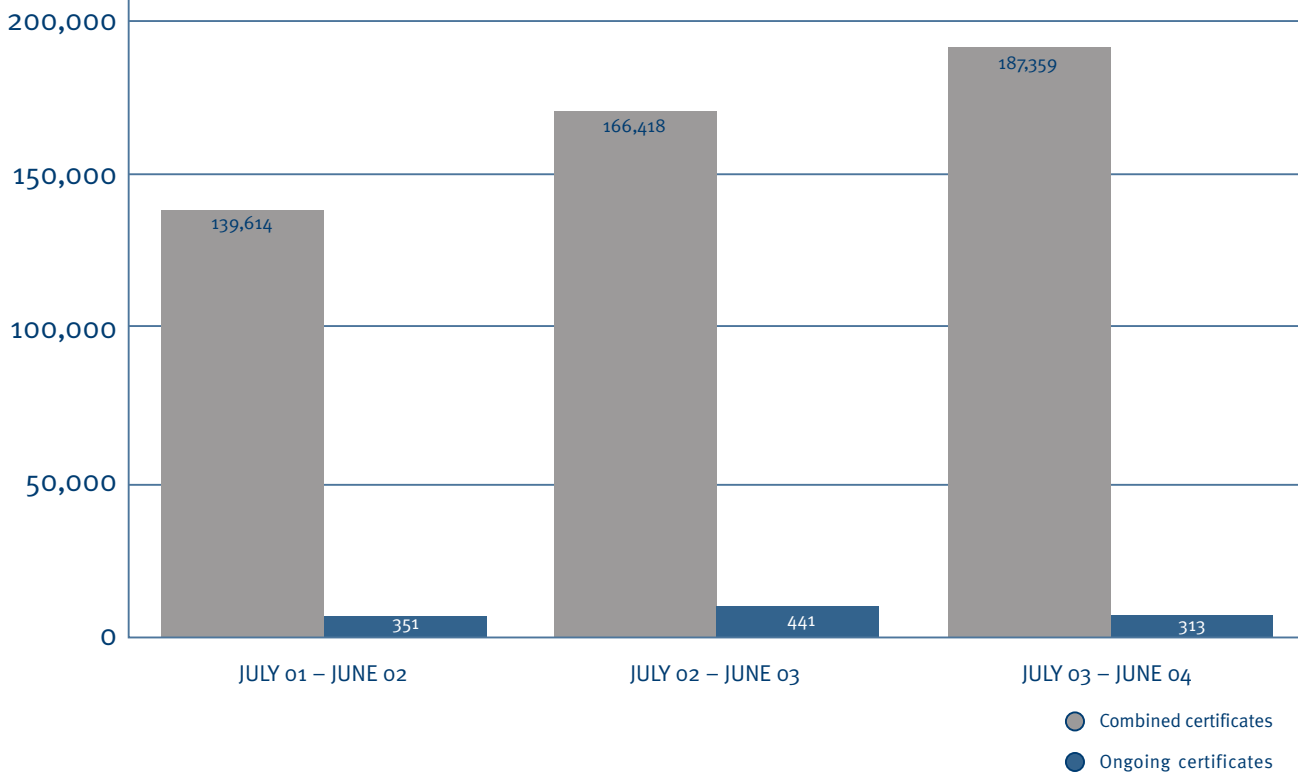
FOUR-YEAR TREND OF PRACTISING LICENCES ISSUED



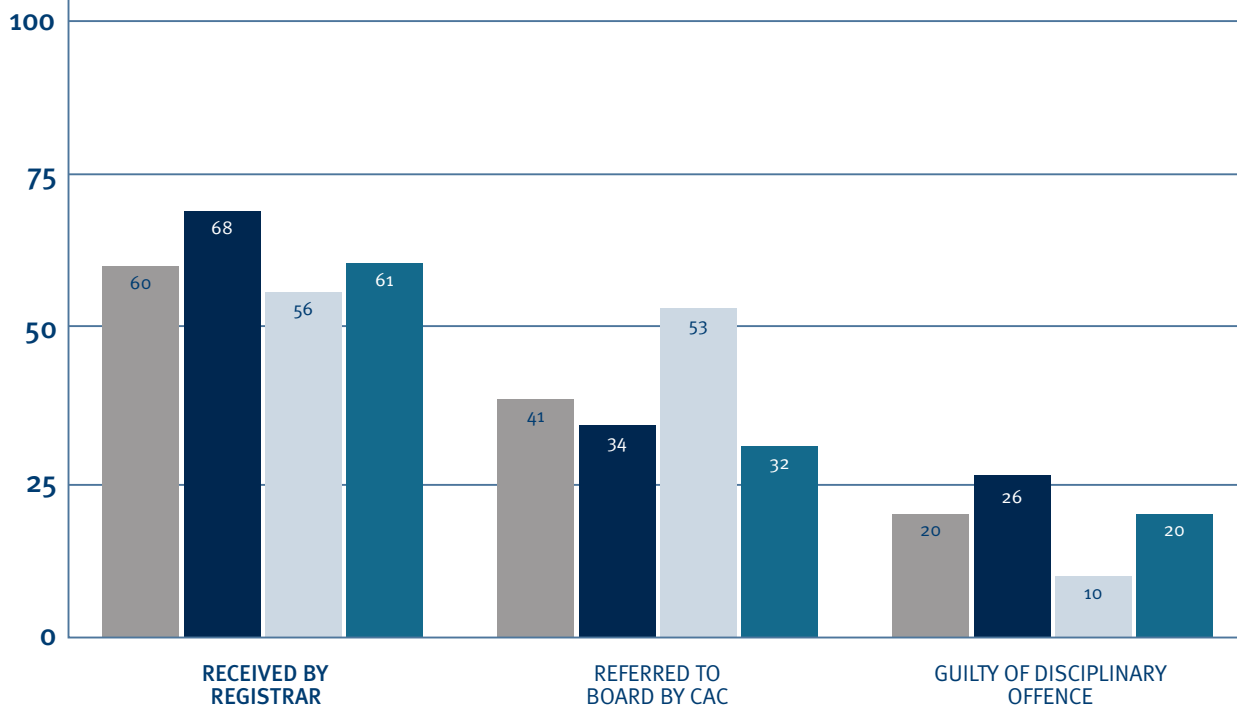
FOUR-YEAR TREND OF REGISTRATIONS



CERTIFICATES OF COMPLIANCE SALES/THREE-YEAR TREND



FOUR-YEAR TREND OF COMPLAINTS



* Not all complaints received in a financial year are completed in that financial year.

● July 1 2000 - June 30 2001 ● July 1 2002 - June 30 2003
● July 1 2001 - June 30 2002 ● July 1 2003 - June 30 2004



Safety • Competency

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ELECTRICAL WORKERS REGISTRATION BOARD