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# Presiding Member's Report

It is with pleasure that the Electrical Workers Registration Board submits this fifteenth annual report.

The Board welcomed the following new appointments to the Board; Mr David Bradshaw, Mr Mike Macklin and Mr Neil McLeod. These new appointments complement the current members and, as a result, a wide range of skills and experience is readily available to the Board. These appointments fill earlier vacancies and the retirement of Mr Tom Leong during the reporting period. The Board acknowledges the valuable contribution made by Tom during his time on the Board.

The 2009/2010 year has been a very busy period during which time the Board implemented the amendments to the Electricity Act 1992 (the Act) and the Electricity (Safety) Regulations 2010. The Board prepared several discussion documents for consultation with stakeholders on matters arising from the new legislation. These included the supervision of trainees, employer licensing, and examination teaching guidelines for all classes of registration, including proposed line mechanic and cable jointers.

This year there were 103 complaints lodged with the Registrar against registered electrical workers. This was an increase of 23 complaints over the previous year. Of those 103 complaints 54 were referred by Complaints Assessment Committees to the Board for a full hearing. The Board found 28 electrical workers guilty of a range of disciplinary offences. The increase in the number of complaints is disappointing. The Board remains concerned about the number of complaints pertaining to heat pump installations, polarity transpositions and complaints of inadequate testing of installations before connecting to the supply. The results of disciplinary hearings were published in the Board's newsletter ELECTRON, to further reinforce and remind practitioners of their responsibilities as registered electrical workers.

As well as complaints against registered people, the Board received a number of complaints about electrical work undertaken by unregistered people. During the year the Board instructed Crown Solicitors to prosecute 18 cases where unregistered persons had allegedly carried out prescribed electrical work in contravention of the Act. The Board issued warnings in a number of other cases where a prosecution was either not warranted or the evidence was insufficient for a prosecution.





To the Deputy Presiding Member, Ms Penny Mudford, and other Board members I express my sincere thanks for their support and valuable contribution to the Board during the year. I acknowledge the commitment and dedication required to be a member of a Government appointed statutory Board having approximately 42,000 registered practitioners, with 24,000 practising licences plus several employer licences under its control.

The Board also wishes to express its appreciation for the assistance provided by staff of the Electrical Workers Licensing Group and, in particular the Board Registrar, Mr John Sickels, and the Board Secretary Mrs Trish Tchernegovski, for their continued and invaluable assistance during the year.



**Eddie Eeles**

Presiding Member

# Registrar's Review

## Output Agreement with Minister

The Minister for Building and Construction has an Output Agreement with the Board and that Agreement establishes Board performance and service delivery Measures.

The Agreement also enables the Minister to monitor the Board, and hold the Board accountable for its performance.

The Output Agreement contains thirteen Measures and those Measures are reported on as follows;

## Strategy and Capability

Expectations	Measure	Output
Clear measurable strategic plan for 2009/12.	Strategic plan updated by 30 December 2009 to include a detailed plan, progress measures and timeline for achievement.	In December 2009 the Board published its Strategic Plan for the period 2009/2012. The Plan has the overall mission of ensuring the safety of all New Zealanders through the competency of electrical workers.
Undertake work required to successfully implement provisions under the Electricity Amendment Act 2006.	Establish new categories of registration for electrical workers for Minister's approval by December 2009.	The Board established ten classes of registration and as the classes were required to be introduced in conjunction with the Electricity (Safety) Regulations 2010 they were introduced, with the Minister's approval, on 1 April 2010.

## Governance

Expectations	Measure	Output
Establish a policy on sensitive expenditure. Policy needs to cover international travel, gifts, hosting special functions and any other expenditure that is not deemed business as usual and is line with public accountability expectations.	The Board plans to adopt the Department's expenditure policies from 1 July 2009 relating to: <ul style="list-style-type: none"><li>• Travel</li><li>• Gifts</li><li>• Loyalty schemes</li><li>• Probity.</li></ul>	In accordance with the Measure the Board adopted the Department of Building and Housing policies relating to: <ul style="list-style-type: none"><li>• Travel</li><li>• Gifts</li><li>• Loyalty schemes</li><li>• Probity.</li></ul>
Appropriate delegations to Registrar in place.	Delegations from the Board to the Registrar are fully reviewed yearly by the Board by 30 December 2009 with clear evidence to support decisions.	In accordance with the Measure the Board reviewed and resolved to continue to delegate to the Registrar functions relating to registrations, licensing, reciprocal agreements, registers and information management. The Board's resolution is recorded in the Board's minutes.
Induction and training for new Board members covering governance, legislative requirements, disciplinary role of the Board, role of the Department.	Induction carried out by the Chair, supported by the Department, within six weeks of appointment.	The induction of three Board members was carried out in accordance with the Measure.

Expectations	Measure	Output
Provide training and professional development for Board members in the performance of their duties.	At least one day's training per annum for Board members (individual or collective).	The Department of Building and Housing in conjunction with the Board, developed a collective training package however the training has been held in abeyance due to time restraints.
Conflict of interest register regularly maintained and updated.	Conflicts of interest are made known as appropriate and minuted accordingly.	Conflicts of interest are managed in accordance with the Measure.

## Service Delivery

Expectations	Measure	Output
To register and licence in the four classes of registration under the Electricity Act 1992 (electrician, electrical inspector, electrical service technician and line mechanic).	To register and licence all eligible applicants within 12 days of correctly completed applications for: <ul style="list-style-type: none"> <li>Electricians</li> <li>Electrical Inspectors</li> <li>Electrical Service Technicians</li> <li>Line Mechanics.</li> </ul>	A total of 1,629 people were registered during the year. That number is made up of 1,311 that were registered in the classes of registration listed in the Measure prior to the introduction of the Electricity (Safety) Regulations 2010 and 318 people in the new classes of registration.
To ensure that registered persons maintain an adequate level of competency.	Projected for 2009/10 <ul style="list-style-type: none"> <li>6,550 Number of audits completed <ul style="list-style-type: none"> <li>6,000 telephone audits</li> <li>50 provisional licence audits</li> <li>500 electrical audits</li> </ul> </li> <li>22 training provider audits</li> <li>11,000 – 13,000 registrants who participated in licence refresher training.</li> </ul>	A total of 6,755 audits were completed and that number is made up of: <ul style="list-style-type: none"> <li>6,167 telephone audits</li> <li>58 provisional licence audits</li> <li>377 certificate of compliance audits</li> <li>130 work subject to complaint audits</li> <li>23 training provider audits</li> <li>12,437 people completed practising licence refresher training.</li> </ul>
To identify licensed electrical workers who operate below industry standards. To exercise disciplinary powers according to the Act and initiate prosecutions for contravention of the Act in cases where the Board consider appropriate.	Hear and determine 80% of complaints within 18 weeks of receipt. Projected for 2009/2010 <ul style="list-style-type: none"> <li>70-90 complaints received</li> <li>50-70 disciplinary hearings</li> <li>20-30 prosecutions.</li> </ul>	The Board heard and determined complaints in accordance with the Measure; <ul style="list-style-type: none"> <li>103 complaints were received</li> <li>54 disciplinary hearings were held</li> <li>18 prosecutions were instituted.</li> </ul>
Implement those amendments to the Electricity Act 1992 that relate to the Board as listed in the Electricity Amendment Act 2006.	Amendments implemented within six months of enactment.	The Board has implemented all amendments in accordance with the measure with the exception of new rules for employer licensing which are presently being developed. In the meantime the Board has retained the previous employer licensing requirements to enable full consultation with interested parties to be completed.

Expectations	Measure	Output
To set licensed electrical worker competency standards which achieve maximum public and worker safety with least impediment to industry.	Examinations reviewed after each examination round in May, June, September and November.	All examinations were reviewed after each examination round. In particular the Board is in the process of carrying out a full analysis of the June electrician level theoretical examination due to the low overall pass rate in that examination.
To encourage a positive behaviour change among non compliant electrical workers.	Raise profile of registration and licensing through communications such as ELECTRON and publicity.	<p>The Board developed a communications strategy and in line with that strategy:</p> <ul style="list-style-type: none"> <li>ELECTRON newsletter was sent five times to in excess of 40,000 registered people, approximately 2,600 trainees and 300 people on the Board's mailing lists.</li> </ul> <p>Stakeholders were also sent;</p> <ul style="list-style-type: none"> <li>full examination reports</li> <li>examination teaching guidelines</li> <li>supervision guidelines</li> <li>discussion papers on Rules of the Board.</li> </ul>

## The Board

The Board met fourteen times over thirty one days during the year.

In July the Minister appointed Mike Macklin, David Bradshaw and Neil McLeod to the Board and reappointed Eddie Eeles.

At the commencement of the calendar year the Board elected Eddie Eeles as its Presiding Member and Penny Mudford as Deputy Presiding Member.

## Electricity Amendment Act 2006 and Electricity (Safety) Regulations 2010

On 1 April those parts of the Electricity Amendment Act 2006 that had not been introduced in 2006 along with the Electricity (Safety) Regulations 2010, came into force.

The Act amendments and the introduction of the Regulations necessitated the setting of Rules by the Board for functions that had previously been prescribed in superseded legislation. The Board has also published guidelines to complement its Rules.

## Rules of the Board

As referenced in the Output Agreement section of this report the Board introduced ten new classes of registration which replaced the four classes that had previously been prescribed. The new classes provide a more flexible registration and licensing system that allows for specialist registration classes. Competencies are

specified for the particular work authorised under each registration class.

In May the Board introduced training requirements for the issue of practising licences. Those requirements carry over the previously regulated requirements and will remain in force until June 2011. The Board anticipates having new requirements in place prior to June 2011 following full consultation with the industry.

The Board also introduced Rules for:

- the conducting of examinations and assessments including provisions for question setting, moderation and marking;
- recognition of training and experience obtained outside competency based training system;
- the issuing of limited certificates for trainees;
- the proof of identity of registration applicants who have been trained outside New Zealand;
- the utilisation of Trans Tasman registration/licensing essential capabilities for all classes of registration;
- the production of certificates of compliance by individuals and organisations.

Draft Rules for employer licences have been released for comment and the Board anticipates new Rules for such licences will be finalised during the fourth quarter of the next financial year.



The Board has developed:

- (a) guidelines for the supervision of trainees;
- (b) Board examination teaching guidelines for all new registration classes with the exception of line mechanic and cable jointer. The Board anticipates having draft line mechanic and cable jointer teaching guidelines available to interested parties for comment during the third quarter of the next financial year.

## New licensing system

In December 2008 the Department of Building and Housing commenced the development of the Electrical Workers Licensing and Registration Project to replace the Board's existing registers. The project was designed to manage the Board functions delegated to the Registrar including contact centre operations, licence processing and register functions.

The Board was supportive of the new licensing system during its development phase and the Board noted that the system was successfully implemented in conjunction with the introduction of the Electricity (Safety) Regulations 2010.

## Industry Training Organisations

During the year the Chief Executives of the Electrotechnology Industry Training Organisation and the Electricity Supply Industry Training Organisation attended Board meetings to discuss matters of mutual interest. The Board has continued the longstanding Agreements it has with both Organisations.

Considerable work was carried out during the year with the Industry Training Organisations on the seamless introduction of the Board's new classes of registration and limited certificates for trainees.

The Board acknowledges and thanks the Electrotechnology and Electricity Supply Industry Training Organisations for the results achieved through the Agreements with the Board and for the work carried out on the matters related to the new classes of registration and limited certificates.

## Industry Organisations

As reported in previous reports the Board has continued its Agreements with the Electrical Contractors Association of New Zealand and the Appliance and Electronic Industry Association of New Zealand which enables members of the Associations to be classified as low risk in the Board's risk based audit strategy.

The Board has also continued its Agreement with Site Safe. That Agreement ensures that electrical workers do not have to duplicate training for practising licences and Site Safe Passport cards.

## Industry Partners

During the year the Board was represented at the Annual Conferences of the Electrical Contractors Association of New Zealand and the Electrical Institute of New Zealand.

The Board was also represented at meetings and working groups of Standards New Zealand, the Electrical Institute of New Zealand, the Electrotechnology Industry Training Organisation. The Board was also represented at the Electricity Supply Industry Training Organisation's excellence awards.

## Memorandum of Understanding with other Government Agencies

During the year the Board participated in the development of a Memorandum of Understanding between the Ministry of Economic Development, Department of Labour, Plumbers Gasfitters and Drainlayers Board, Department of Building and Housing and the Board.

The purpose of the Memorandum is to facilitate co-operation, communication and information sharing among the parties who are the agencies responsible for the discharge of regulatory responsibilities, and to assist the parties to promote a culture of health and safety in the supply and use of electricity and gas.

## Comments on Statistics

### Complaints

The number of complaints lodged against registered people increased by 23 over the previous year's figures.

The Board considered nine recommendations from the Registrar for the interim suspension of registrations during the year. The majority of the recommendations related to registered people allegedly transposing conductors and thereby creating hazardous situations.

### Investigations relating to unauthorised people

The Board considered 76 investigation reports relating to people who allegedly carried out prescribed electrical work in contravention of the registration/licensing requirements of the Act. The Board referred 18 of the reports to the Crown Solicitor to institute prosecution proceedings. As a result 14 people were prosecuted and four cases are proceeding.

### Registrations

The total number of people showing as being registered by the Board is 41,113 and while there were 1,629 new registrations during the year, the net decrease was 410 compared with the previous year's figures.

The decrease is due to data cleansing when data was transferred from the old system to the new register.



### Practising licences

A total of 24,198 practising licences were issued during the year and that is a reduction of 2,356 on the number issued during the previous year.

### Certificates of compliance

Total certificate of compliance sales increased by 20,892 compared to the previous year.

### Examinations

A total of 4,543 candidates attempted registration examinations during the year and of that number 3,057 (67%) successfully passed.

### Finances

Total income for the year was \$3.94 million with total expenditure of \$3.92 million giving a surplus for the year of \$17,000.

The closing balance of the Memorandum Account was \$3,634,000.

With the exception of investigations relating to unauthorised people, which have not been annually reported on previously, details concerning the abovementioned subjects are shown in the Statistics section of this report.



**John Sickels**

Registrar



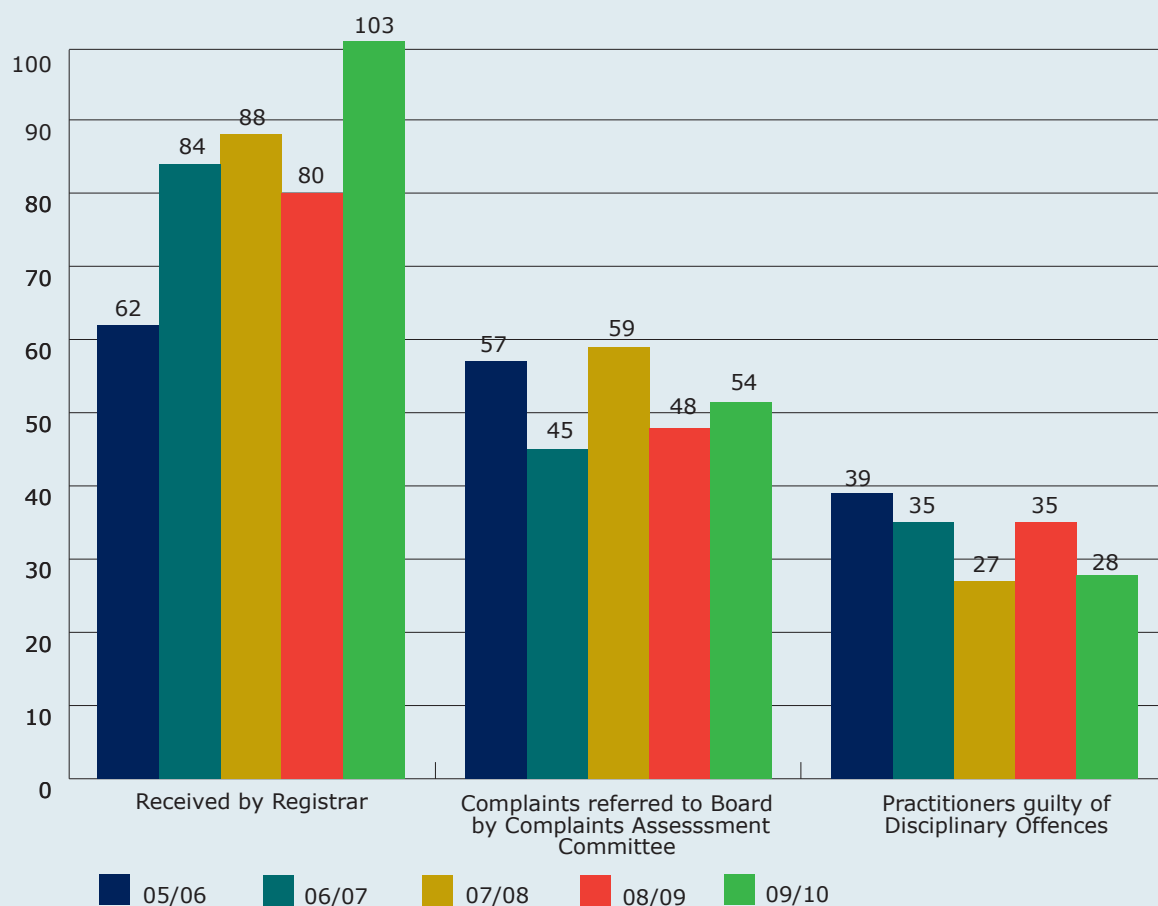
# Board Financials

	Actual 2008/2009 \$000's	Actual 2009/2010 \$000's	Budget 2010/2011 \$000's
<b>INCOME</b>			
Practising Licences	1,999	1,983	1,943
Examination and Registration Fees	753	358	475
Sale of Publications	18	26	29
Certificates of Compliance	1,511	1,549	1,806
Miscellaneous Revenue	48	22	34
<b>TOTALS</b>	<b>4,329</b>	<b>3,938</b>	<b>4,287</b>
<b>EXPENDITURE</b>			
Personnel	587	726	731
Operating	2,230	1,984	1,919
Depreciation and Capital Charge	45	41	188
Support Services	1,054	1,170	1,165
<b>TOTALS</b>	<b>3,916</b>	<b>3,921</b>	<b>4,003</b>
<b>MEMORANDUM ACCOUNT</b>			
Opening Balance	3,204	3,617	3,634
Add Surplus/Deficit	413	17	284
<b>CLOSING BALANCE</b>	<b>3,617</b>	<b>3,634</b>	<b>3,918</b>

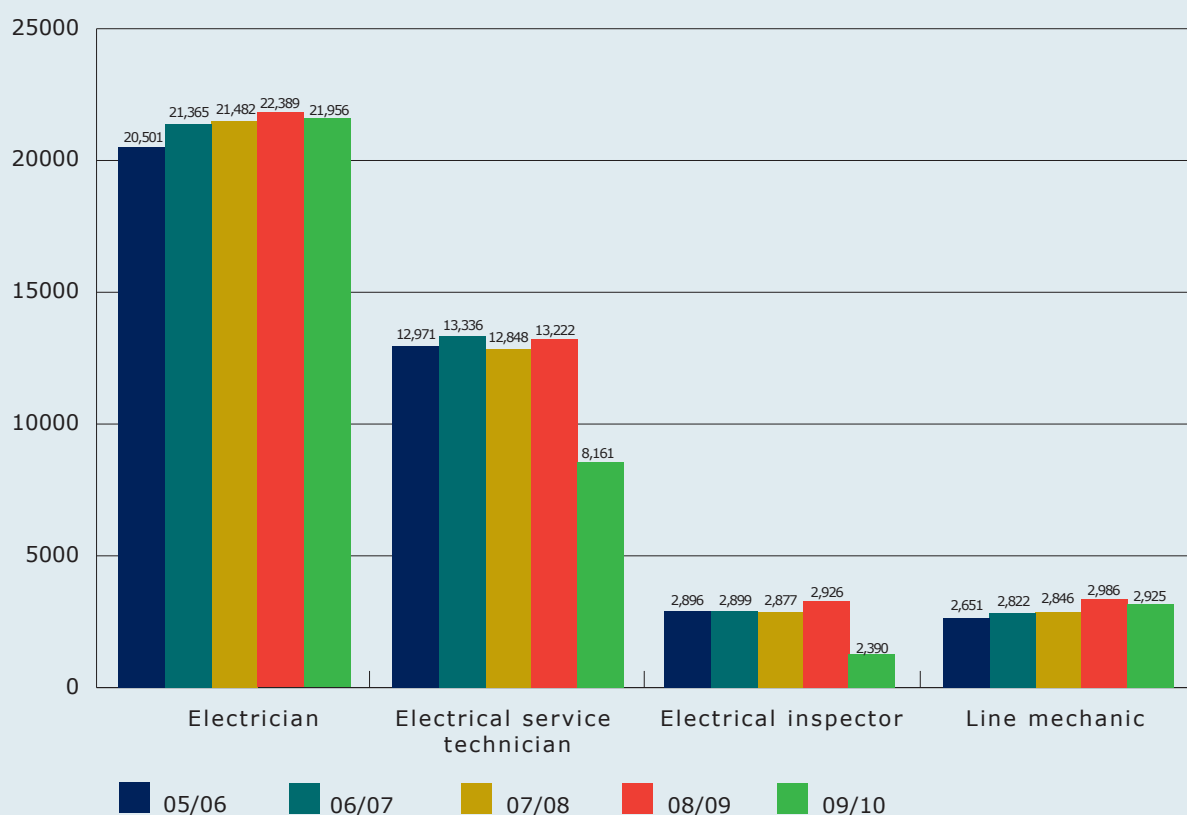
Source; Department of Building and Housing.

# Statistics

## FIVE-YEAR TREND OF COMPLAINTS



## FIVE-YEAR REGISTRATION TRENDS



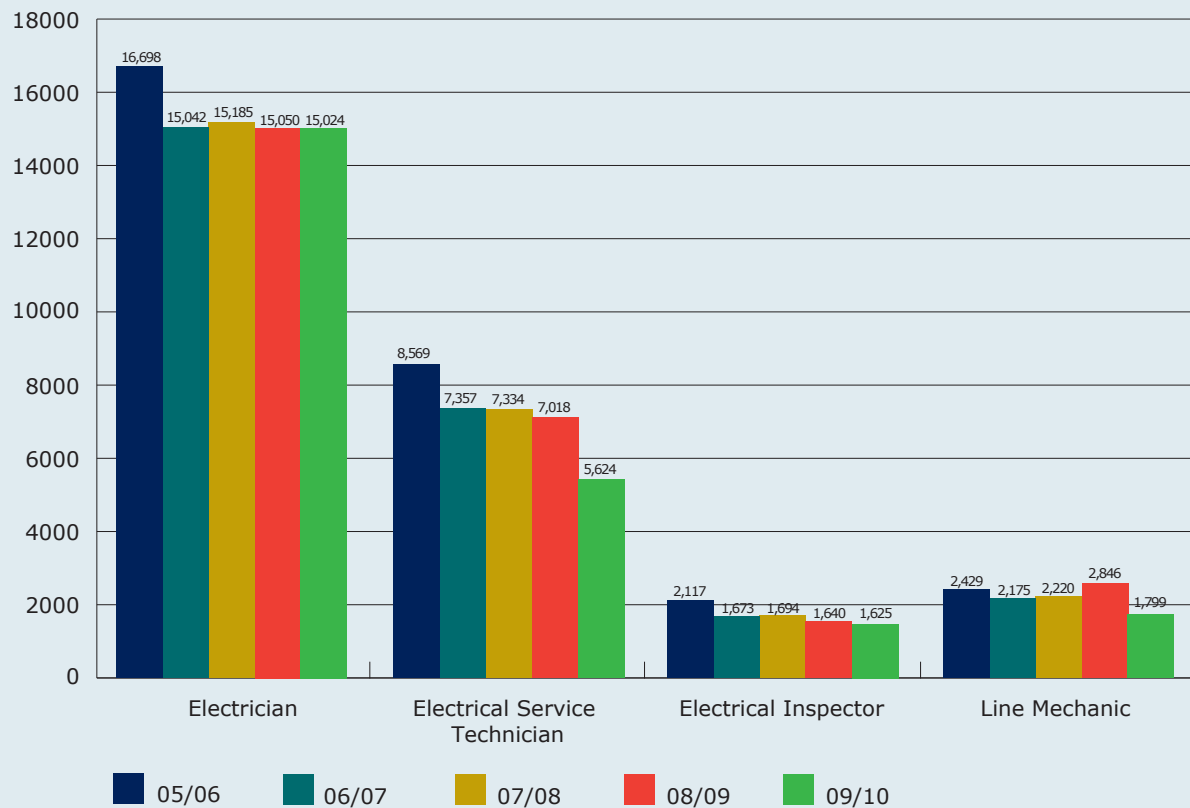
New classes of registration were introduced by the Board on 1 April 2010. Electrical workers who did not meet the criteria of existing registration classes were transitioned into new classes. While not shown in the five-year registration trends these registrations are shown in the following chart:

Class of registration	Number
Associated Trades	290
Cable Jointer	105
Electrical Appliance Serviceperson	4,785*
Electrical Appliance Serviceperson (Disconnect/Reconnect)	91
Electrical Engineer	196
Electrical Installer	214

\*Balance transferred to Electrical Appliance Serviceperson



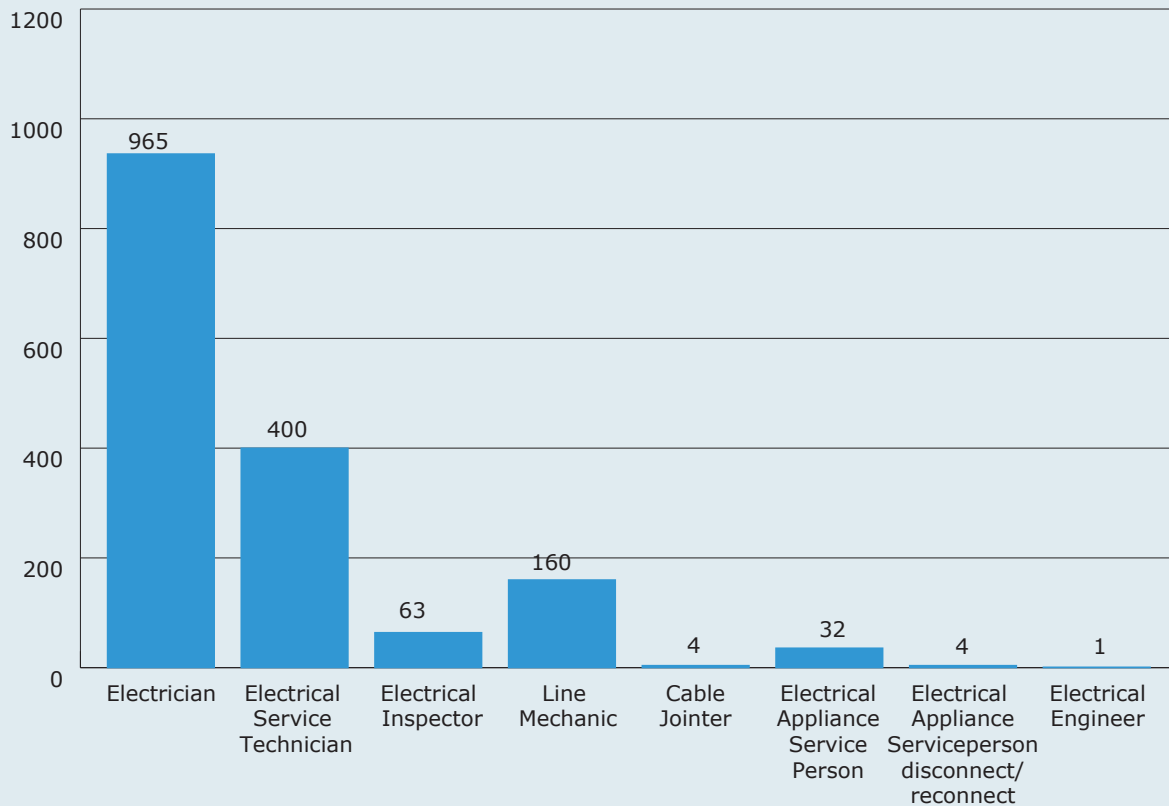
## FIVE-YEAR PRACTISING LICENCE TRENDS



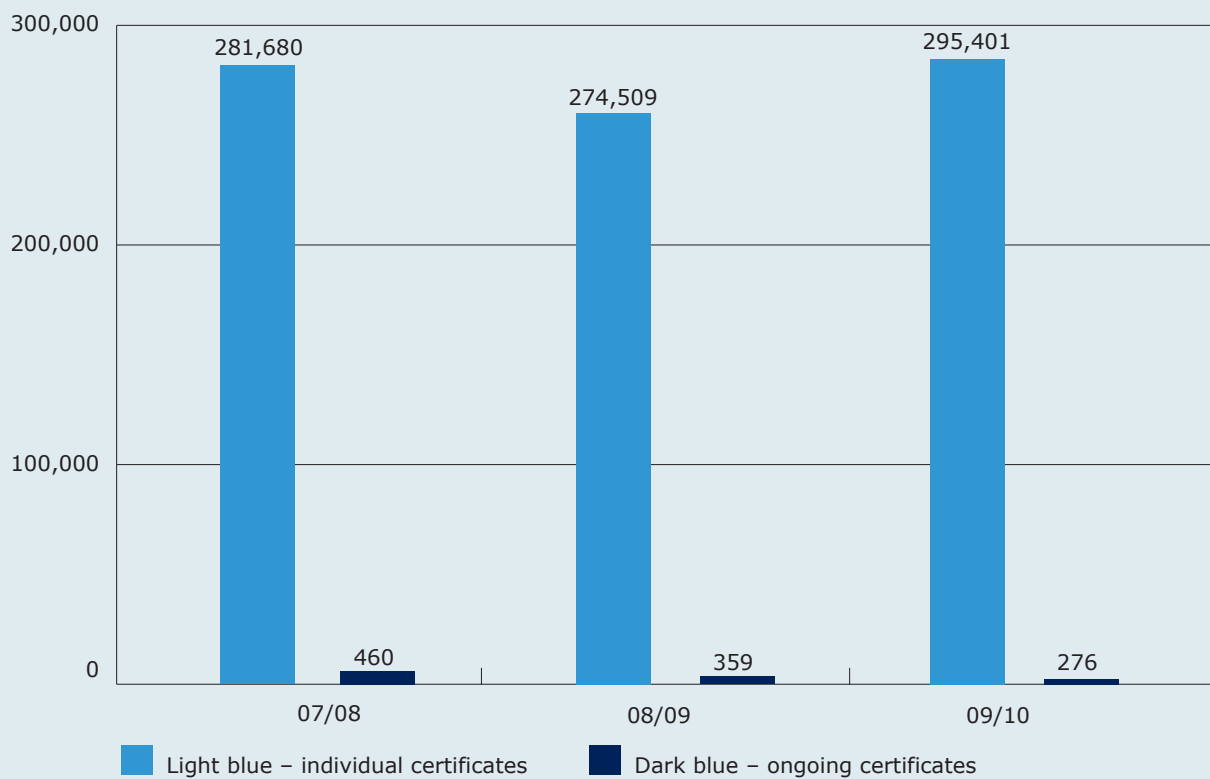
While not shown in the five-year practising licence trends, a further 126 people were issued with practising licences in other registration classes which were introduced on April 2010. These practising licences are shown in the following chart:

Class	Number
Associated Tradesperson (Gas)	2
Associated Tradesperson (Plumber)	2
Associated Tradesperson (Plumber/Gasfitter)	13
Cable Joiner	34
Electrical Engineer	37
Electrical Installer	38

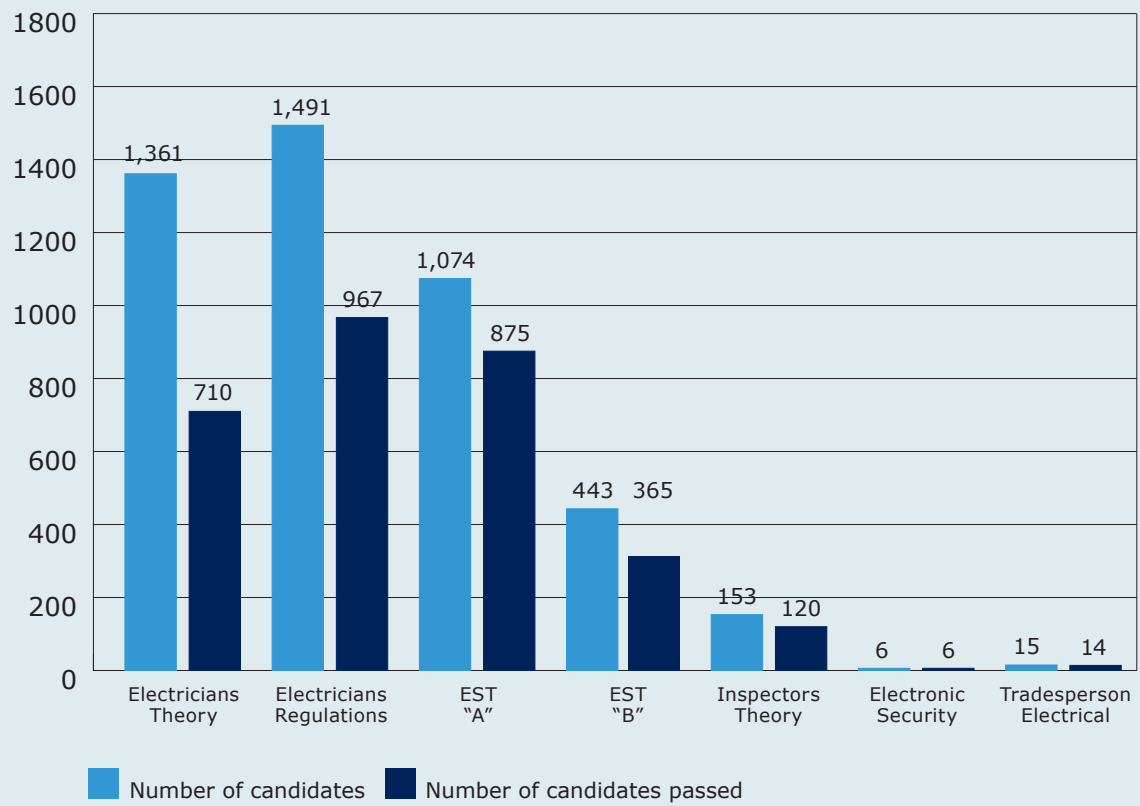
## NUMBER OF NEW REGISTRATIONS JULY 2009 – JUNE 2010



## CERTIFICATES OF COMPLIANCE SALES THREE YEAR TREND



## EXAMINATIONS





From left: Don Pryde, David Bradshaw, Stephen Albrecht, Eddie Eeles, Michael Macklin, Penny Mudford, Neil McLeod, Trish Tchernegovski – Board Secretary, John Sickels – Registrar.

## Board Members



**Eddie Eeles**  
Presiding Member

Mr Eeles is a registered electrical inspector who has worked in the electrical industry for over forty years. He has been a company director, a past national president of the Electrical Contractors Association of New Zealand and a founding director of the Electrical Training Company. Mr Eeles was appointed to the Board in 2006.



**Penny Mudford**  
Deputy Presiding Member

Penny is a qualified arbitrator and runs a business specialising in conflict and dispute resolution. She is a Fellow of the Arbitrators and Mediators Institute of NZ and an accredited director of the Institute of Directors in NZ. Her current appointments include council member on the Veterinary Council of NZ, chairman of the Liquor Promotions Complaints Board, and independent chairman of a digital printing company. She has a background in agriculture and has sat on various agricultural industry committees. Penny was appointed to the Board in 2007.





**Stephen Albrecht**

Stephen is a Registered Engineering Associate and a registered electrical inspector with over 26 years experience in the electricity supply industry. He has broad knowledge of the electricity supply industry from his roles as compliance manager and operations manager with MainPower Contracting Ltd, and previous roles as project manager and senior test technician. Stephen is the safety and training manager at MainPower New Zealand Ltd and is a current board member and vice president of the Electrical Safety Organisation.



**Neil McLeod**

Mr McLeod is a self employed registered electrical contractor with a current knowledge of the electrical sector. He was a councillor on the Whangarei District Council from 1998 until 2005 serving on a number of committees including the judicial committee.



**David Bradshaw**

Mr Bradshaw was previously the director of the Serious Fraud Office (SFO) from 1997 to 2007. Prior to this he was the Office Solicitor for the State Services Commission. Mr Bradshaw will bring a high level of understanding governance principles through his work with regulatory boards at the SFO along with strong disciplinary knowledge and expertise.



**Don Pryde**

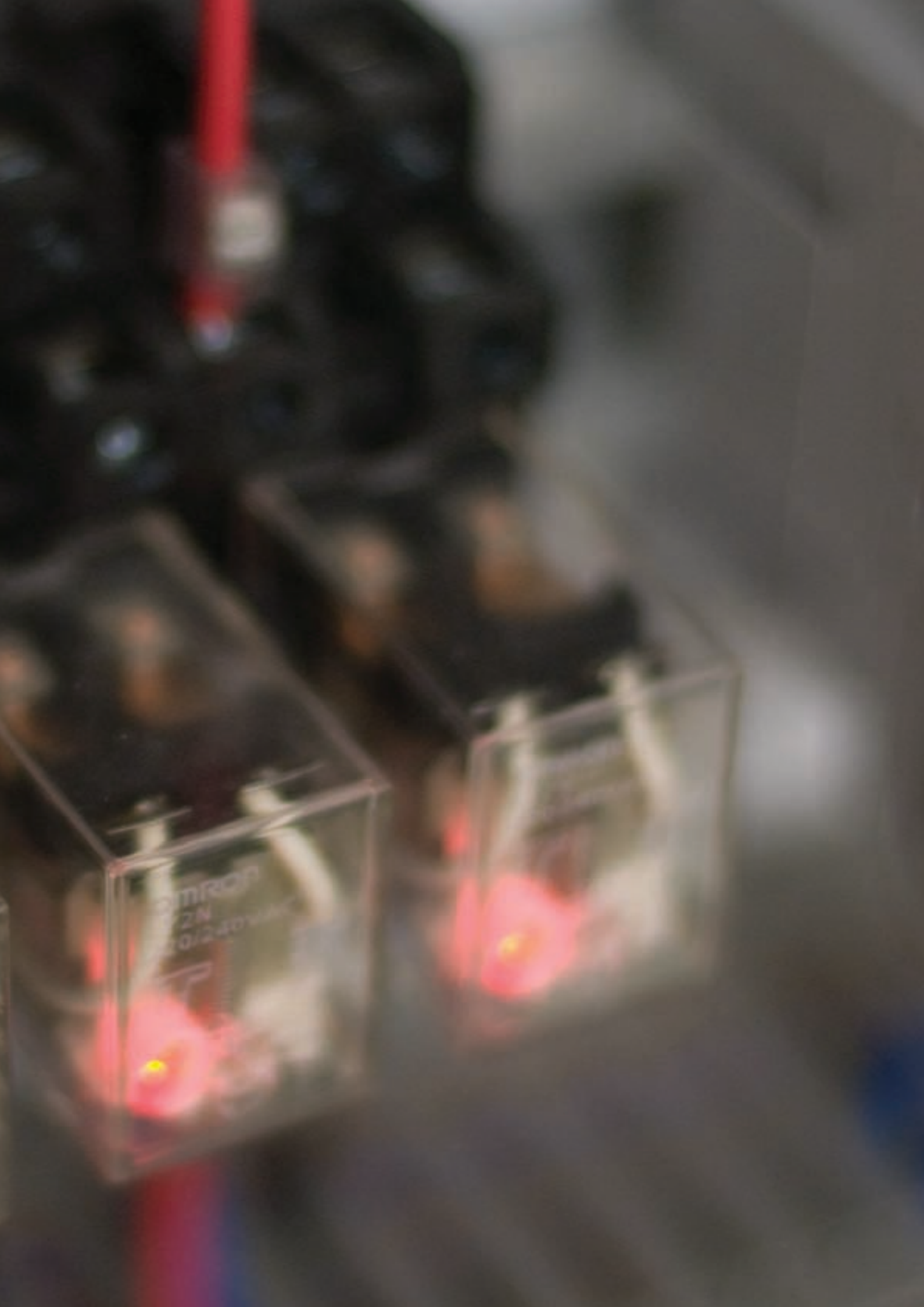
Don's career is in the electrical supply sector of the industry and he has served on the Electrical Apprenticeship Committee. He has been a member of the New Zealand Engineering, Printing and Manufacturing Union's National Council and the is the Union's National President,



**Michael Macklin**

Mr Macklin is a registered electrician and is currently a Director for Bremca Industries, a company specializing in the design, engineering, manufacture and sales of electrical switchgear, automation systems and heating solutions. Mr Macklin has been previously employed as a Commercial Manager for a major Oil Company and prior to that as a Prosecutor for the New Zealand Police. He comes to the Board with broad experience in Electrical, Commercial and Disciplinary proceedings.





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ELECTRICAL WORKERS  
REGISTRATION BOARD

*Safety • Competency*

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