

2020 ANNUAL REPORT



Electrical Workers Registration Board

SAFETY | COMPETENCY | COMPLIANCE

Role and functions of the Board

The Electrical Workers Registration Board (the Board) is established under section 148 of the Electricity Act 1992 (the Act). The Board's main functions are specified in section 149 of the Act. The Board currently has seven members, five of whom are registered electrical workers. The members are appointed by the Minister of Building and Construction.

The primary functions of the Board are to register and license electrical workers and ensure competency of those workers in order to promote public safety. This is carried out through ensuring a minimum standard of competence to be issued and retain a licence, and holding disciplinary hearings about complaints, prosecuting illegal prescribed electrical work and undertaking other activities that support safe and compliant prescribed electrical work.

The Occupational Licensing Team (OLT) is part of the Ministry of Business, Innovation and Employment (MBIE) and provides, among other things, key operational support for registering and licensing electrical workers on behalf of the Registrar, who is acting under delegation from the Board.

Printed in 2020 by:
Ministry of Business, Innovation and Employment
PO Box 1473, Wellington 6140, New Zealand

This document is also available on the EWRB website:
www.e wrb.govt.nz

ISBN 978-1-99-001951-7 (PRINT)
ISBN 978-1-99-001952-4 (ONLINE)



MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT
HĪKINA WHAKATUTUKI

New Zealand Government

CONTENTS

Presiding Member's Report	1
2019–2020 At a Glance	2
Registrar's Update.....	3
Letter of Expectations	4
Industry Engagement	5
Updates for the Year.....	6
Strategic Projects	7
Licensing Statistics	8
Complaints Statistics	13
Members of the Board.....	14
Statement of Financial Performance	16
How to Contact Us.....	16

2019–2020 PRESIDING MEMBER'S REPORT

The past year has been one of consolidation and preparing the way for future licensing and competency models.

A significant achievement in the 2019–2020 year was the implementation of anniversary based licensing. Before the 2019 relicensing round, all 30,000+ electrical workers were relicensed within a three-month window. Electrical workers are now relicensed based on the month of their registration in even groups over a two-year period. The transition occurred smoothly and the change is delivering the expected efficiency gains. It has also reduced the risks associated with mass relicensing and has resulted in a smoothing of demand for competency programmes.

The Board continued with its stakeholder engagement programme up until the COVID-19 lockdown. The Electron newsletter continues to be the Board's primary means of connecting with electrical workers. A decision was made during the year to move to a set publication schedule and to use the Electron as a means of promoting messages about electrical safety. Each Electron now contains an article about a key electrical standard, and the Board hopes to promote the understanding and use of standards through the Electron newsletter.

It was pleasing to see an increased turnout at the Board's breakfast meet and greet sessions. The Board values the opportunities the meet and greets offer to engage with electrical workers and to update them on the Board's activities. The Board also held a number of engagement sessions with key stakeholders during the

year. Those sessions focused on key initiatives that the Board is progressing, including its review of the Electricity Act, stepped licensing and continuing professional development, and receiving feedback on its proposals. Over the forthcoming year, the Board will consult with electrical workers on those initiatives in preparation for potential implementation post-2020.

Disciplinary hearings are a crucial aspect of the Board's work. The number of matters the Board deals with has remained relatively static over the years. However, there are still a disconcerting number of fundamental safety failings that are made by a small number of electrical workers. The Board feeds the learnings into the Electron newsletter and competency programmes, and it asks all electrical workers to remain vigilant and report all electrical safety concerns. On the positive side, disciplinary hearings have predominately been conducted using an agreed statement of fact process, which reduces costs and hearing times.

I would like to thank the Registrar and his staff for their work on the smoothed licensing project and continued support for the Board and its operations over the year. I would also like to thank the Board members for their engagement and input and the Board Officers for all their hard work.



A stylized, handwritten signature in black ink, consisting of a large, sweeping 'M' followed by a horizontal line and a vertical stroke.

Mel Orange
EWRB Presiding Member

2019-2020 AT A GLANCE



Online Examinations

4,618 electrical worker online examinations were held during the last year.



Meet and Greets

Six sessions were held around New Zealand. Locations included Wellington, Gisborne, Wairarapa, Whakatane, Auckland and New Plymouth. Meet and greets were placed on hold as a result of COVID 19. The Board anticipates starting them again in early 2021.



Complaints

41 hearings were held. 95% of the hearings resulted in a disciplinary outcome.



Industry Engagement

Hosted a well-attended webinar for all competency programme providers.



Standards

92 standards available in an electronic format to electrical workers.



Prosecutions

Seven successful prosecutions for illegal prescribed electrical work.



Toolbox

Two new topics added throughout the year.

48,789 page views.



Electron

Six issues of an online newsletter with circulation of 47,609.



Registrations

2,125 new registrations were granted.

REGISTRAR'S UPDATE

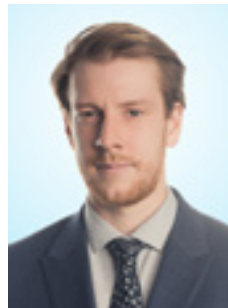
The past year has been eventful and rewarding. Board initiatives have successfully become a part of the day to day running of the regime. Engagements with a variety of industry organisations, stakeholders and electrical workers brought valued discussion. It is a pleasure working with these groups alongside the Board.

COVID-19 caused challenges and disruption for many. I pay tribute and acknowledge the contributions of all electrical workers, families and companies who kept New Zealand operating during the COVID-19 lockdown period.

The COVID-19 lockdown period saw the Board finding a 'new way' of functioning. The Board worked with MBIE to ensure the functions of the Board continued during this period. I would like to extend my gratitude to the Occupational Licensing team in supporting the Board to do this.

I continue to appreciate the Board's knowledge and passion for the industry. Further initiatives are being developed to continue to promote safety for all New Zealanders by ensuring the competence of electrical workers.

New learnings have been taken away from the past year, including the use of technology, which will create a greater platform for the Board and I to engage with electrical workers. I am motivated to put this into practice in the coming year.



A handwritten signature in black ink, appearing to read 'Duncan Connor', written in a cursive style.

Duncan Connor

EWRB Registrar

LETTER OF EXPECTATIONS

The Board operates according to a Letter of Expectations with the Minister. The following summarises the Board's activities with respect to these expectations.

EXPECTATION	PERFORMANCE MEASURE	OUTPUT
The Board meets all obligations under relevant legislation, including reporting under the Act.	All legislative obligations are met and performance against its obligations is reported in its Annual Report.	Policies, systems and procedures are in place to ensure operational decisions are consistent with legislative requirements.
The Board's complaint and disciplinary hearing process is robust.	The complaint and disciplinary process from beginning to end is regularly reviewed.	An audit of the complaint and investigation process was undertaken, and changes were implemented. A series of workshops have identified areas for further improvement. The Board has developed procedures to allow for prehearing conferences and to enable more hearings to be determined on the basis of agreed statements of fact.
The Board has robust planning processes that identify strategies for improving the carrying out of the functions and obligations of the Act – including the registration and licensing system, and the promotion, monitoring and review of electrical worker competence and safe working practices.	The Board annually reviews its strategic plan, identifies risks, opportunities, and strategies for achieving the Board's strategic goals.	The Board reaffirmed its strategic plan. The Board undertook a strategic planning day to ensure its work programme is consistent with its strategic goals.
Appropriate delegations to the Registrar are in place.	Delegations are reviewed by 31 March each year to inform consideration of the next Delegations Agreement.	The Board reviewed and issued new delegations.
Develop, implement, and monitor a Service Level Agreement that sets out the expected service levels to be provided by the Ministry to meet the Board's delegations to the Registrar and to deliver on the Board's strategic plan.	Performance against the agreed service levels is reviewed by 31 March each year to inform consideration of the next Service Level Agreement.	An enduring Service Level Agreement is in place. It is monitored routinely. Meetings between the Board and MBIE are held quarterly to review service levels.
The Board undertakes an annual self-appraisal of its performance as a Board and provides a summary to the Ministry.	A summary of the self-appraisal is received by 31 October each year, identifying areas which are working well for Board members, areas for improvement, and the action the Board intends to take as a result.	Self-appraisal undertaken.
Board members undertake professional development in the performance of their functions.	Training is available for Board members for at least four half days of development per annum.	Training was planned for Board members and has been postponed due to COVID-19 restrictions.

INDUSTRY ENGAGEMENT

Meet and Greets

A key tool for the Board has been the continuation of the well-received 'meet and greets' that provide an opportunity for electrical workers to engage directly with the Board in venues around New Zealand.

Due to continued positive feedback from the industry, the Board expanded the 'meet and greets' nationwide.

The feedback received via this face-to-face contact is invaluable, allowing the Board to hear the issues that electrical workers are facing first-hand and to update them on the Board's activities.

Recent attendee feedback:

"The presentation on supervision was good for my trainees as it gave them an insight of the supervision they should be given."

"It was a very informative and well presented morning.. good on you guys for getting out there!"

"It was pretty awesome and actually it makes me feel pretty proud to be a sparky."



UPDATES FOR THE YEAR

Auditing

As part of its functions to promote, monitor and review the ongoing competency and safe working practices of electrical workers, the Board decided to establish an ongoing quality assurance auditing regime directed towards the prescribed Competency Programme (CP) for electrical workers.

This quality assurance provides the Board with a level of confidence that the competence programmes that individual electrical workers attend are meeting Board requirements.

The Board has undertaken three audits and held a webinar with CP providers to provide direct feedback from the pilot audits. The webinar also served to gather information relating to the COVID-19 disruptions to the industry and to work towards a more resilient future operating model.

Aspiring Board Members Programme

The Board trialled an Aspiring Board Members programme in 2019–2020. Two aspiring members were appointed. They joined the Board for a selected number of meetings and received governance training and mentoring. The programme, which is designed to develop potential future Board members, was well received by the participants and the Board has decided to continue with the initiative. Two new members have been appointed for the forthcoming year. They are Ben Wells, an Electrical Inspector from Wellington, and Thomas Wiseman, an Electrical Inspector from New Plymouth.



STRATEGIC PROJECTS

The following key strategic projects were put on hold over the past year. This was to allow for a focus on smoothed relicensing and fee increases and to make sure those initiatives were successfully delivered. The Board is now intent on returning to its work plan and the strategic projects which are discussed below.

Stepped Licensing

Following on from projects covered in previous years' annual reports (Getting Your Registration and Keeping Your Licence), the Board started a programme of work to review the registration classes for electrical workers. The key drivers for the review are:

- Review the classes of registration to identify and promote a visible progression pathway from trainee to full-scope electrical worker.
- Assess the classes of registration against best practice occupational regulation principles and needs of the regulatory system, including risk-based design.
- Clarify and align the classes of registration, limits of work and core competencies.
- Review the Board's use of endorsements to support specialisation, the introduction of new technology and fast-paced changes in industry practice.

The Board produced an initial iteration of a proposed new approach which looks to adjust the classes based on the risk level involved. Initial feedback from the industry suggests that improving access to registration and clarity of pathways would increase the retention of skilled workers and give electrical workers more flexibility in their careers.

The Board is continuing work on a review of the classes of registration and intends to have a developed proposal to consult on during the 2021 calendar year.

Section 158 Review

The Board must review the operation of Part 1 and Parts 9 to 16 of the Electricity Act every three to five years. Over the past year, the Board developed a range of draft observations and has engaged with the industry through its meet and greet sessions and sessions with key industry stakeholders to obtain an industry view on the operation of the Electricity Act. In the 2020–2021 year, the Board will release a consultation document to seek more extensive industry feedback before tabling a report in Parliament.

LICENSING STATISTICS

Licensed Electrical Workers

There were 30,755 licensed electrical workers as at 30 June 2020.

Registrations of Licensed Electrical Workers

The following table shows the numbers of licensed electrical workers, broken down by class of registration. Some electrical workers may hold more than one registration.

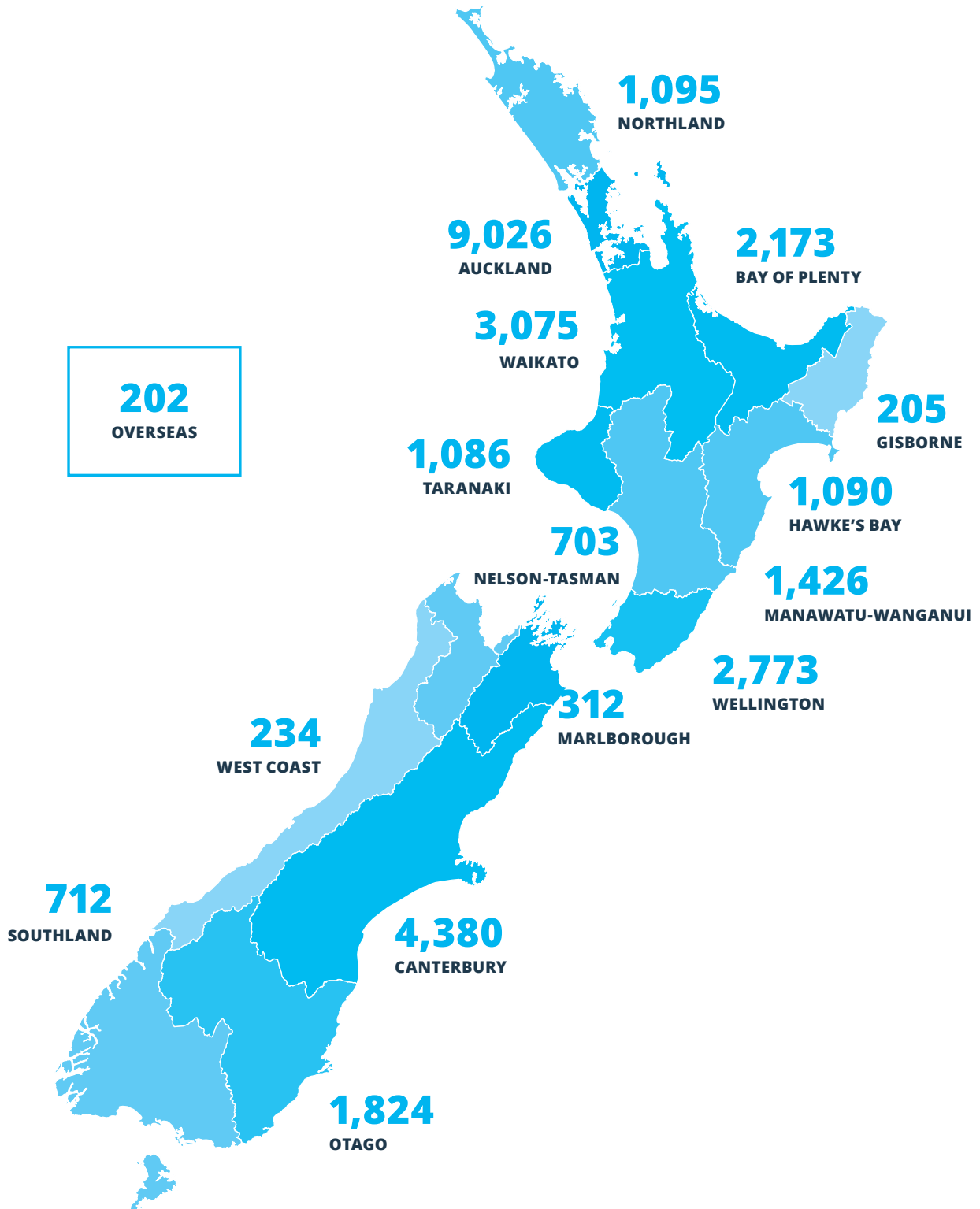
Registration Class	Number of Registrations
Associated Tradesperson	162
Cable Jointer	328
Distribution Line Mechanic	2,262
Distribution Line Mechanic (Endorsed)	20
Electrical Appliance Serviceperson	1,849
Electrical Appliance Serviceperson (Disconnect/Reconnect)	238
Electrical Engineer	550
Electrical Engineer – Registration with Limitations	8
Electrical Inspector	2,039
Electrical Inspector (Endorsed Mining)	24
Electrical Installer	69
Electrical Installer (with limits)	3
Electrical Service Technician	4,518
Electrician	19,325
Electrician (Endorsed Mining)	97
Traction Line Mechanic	31
Transmission Line Mechanic	174
Total	31,697

Employer Licences

There were 18 active Employer Licences as at 30 June 2020.

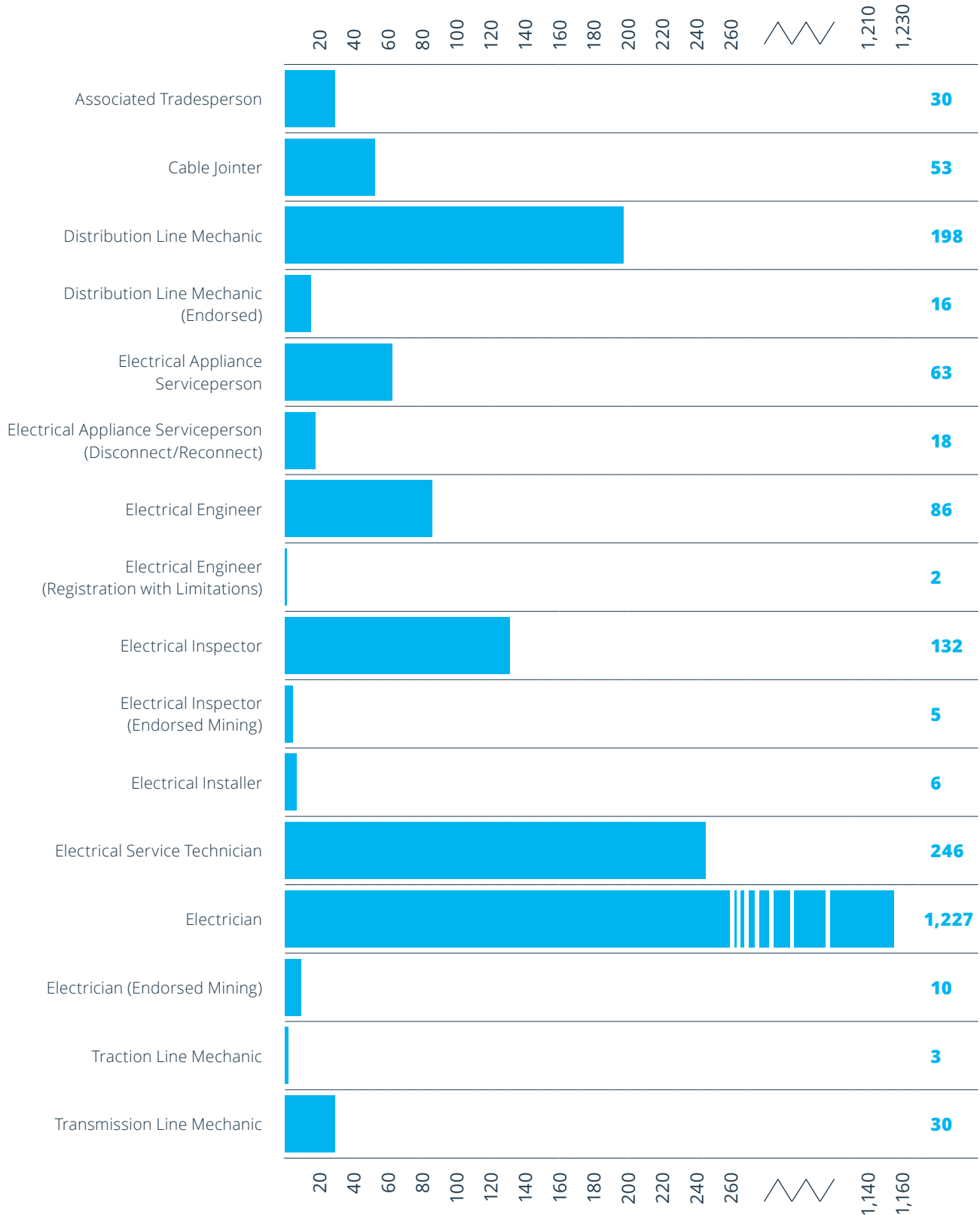
Geographical Distribution of Licensed Electrical Workers

The following map shows the geographical distribution of licensed electrical workers.



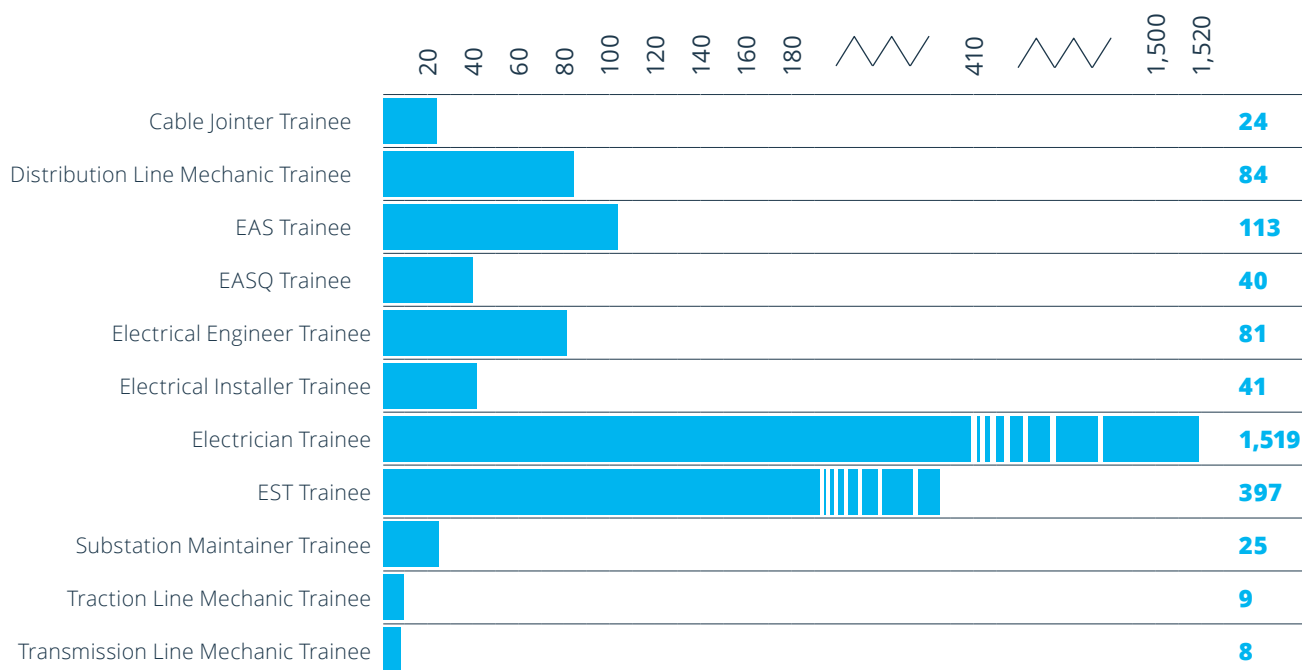
New Registrations Granted

During the 2019–2020 year, a total of 2,125 new registrations were granted. This continues the increase from the previous year by another 7% (during the 2018–2019 year there were 1,985 new registrations). The following graph details the new registrations by class.



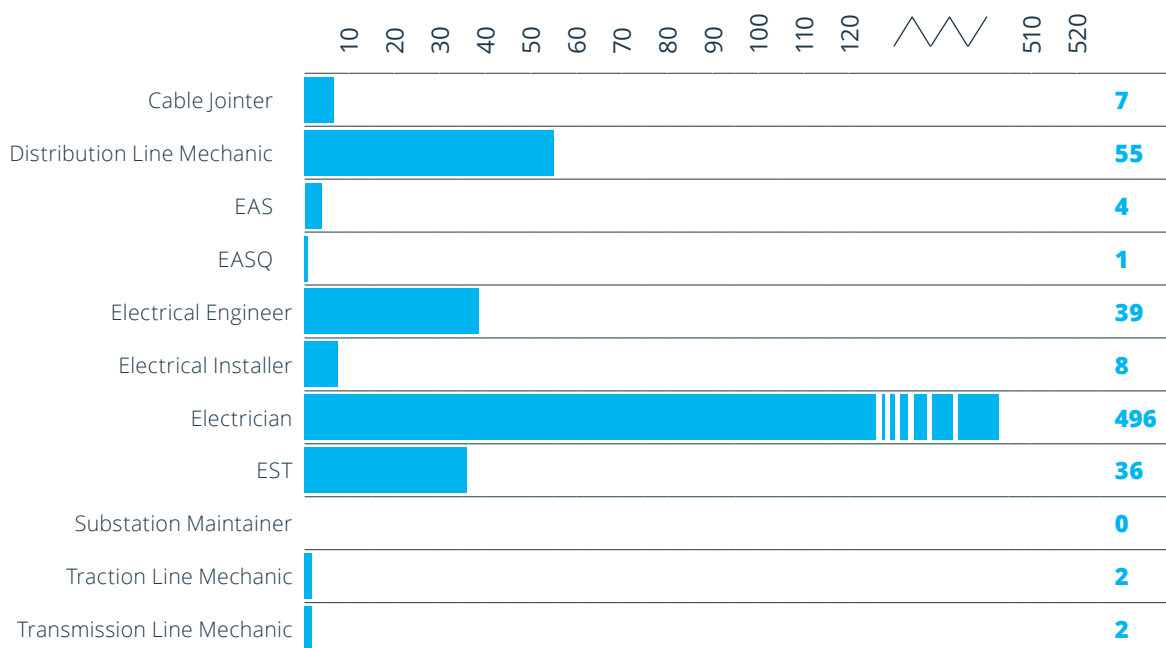
Number Of Limited Certificates Issued to New Zealand Trainees

During the 2019–2020 year, a total of 2,341 Limited Certificates were issued to New Zealand trainees. This is a 9% decrease from 2018–2019 when 2,564 were issued.



Number Of Limited Certificates Issued to Overseas Applicants

During the 2019–2020 year, a total of 650 Limited Certificates were issued to overseas applicants. This is a 13% decrease from 2018–2019 when 744 were issued.



Examinations

During the 2019–2020 year, 4,618 examinations were held, which is a decrease of 13% on the previous year (5,275 examinations were held in 2018–2019). Of those, 2,728 (59%) successfully passed the examination. The following table details the examinations by class of registration.

Registration Class	Exams Sat 2019/2020	Exams Passed 2019/2020
Associated Trades	62	47
Electrical Appliance Serviceperson	115	83
Electrical Appliance Serviceperson Qualified	74	48
Electrical Service Technician	455	297
Electrical Installer	15	10
Electricians Theory	1,747	889
Electricians Regulations	1,957	1,201
Electrical Inspector	193	153
Total	4,618	2,728 (59%)

COMPLAINTS STATISTICS

New Complaints

Registered Electrical Workers	83
Non-Registered Persons	53
Total Complaints Received	136

Investigations

Registered Electrical Workers	79
Non-Registered Persons	35
Total Investigations Completed	114

Board Determinations (Registered)

Upheld at Hearing	39
Not Upheld at Hearing	2
Total Registered Heard and Determined	41

Board Determinations (Non-registered)

Board Decided Prosecution	17
Board Decided No Action	16
Total Non-Registered Board Decisions	33

Court Outcomes

Court Decided Guilty	7
Total Non-Registered with Court Decision	7

MEMBERS OF THE BOARD



Mel Orange, Presiding Member

Mel Orange is a self-employed barrister and business consultant from Christchurch who works in the energy and construction industries. He has previously held senior management positions and board positions in the energy industry. Mel is the Chair of the Electricity Rulings Panel and Deputy Chair of the Building Practitioners Board.



Mike Macklin, Deputy Presiding Member

Mike Macklin is a self-employed registered electrical inspector based in Darfield. Mr. Macklin was previously a director for a large New Zealand low voltage switchboard and switchgear company. He comes to the Board with broad experience in electrical, commercial and disciplinary proceedings.



Russell Keys

Russell Keys is a self-employed registered Electrical Inspector based in the Wairarapa where, he and his wife, own and operate their electrical contracting business currently employing a team of seven. Russell is currently a Carterton District Council Councillor and Chair of Infrastructure and Services Committee. He is also a volunteer firefighter in the Carterton Brigade with over 20 years' service.



Ashley Yan

Ashley Yan is a registered electrical engineer with knowledge in power distribution, power transmission, and electrical machines. She is currently a Lecturer at Unitec Institute of Technology. Ashley brings to the Board experience in health and safety, electrical testing and compliance, renewable energy, and bilingual skills. Ashley has a Masters in Engineering (major in electrical) and is a member of Engineering New Zealand and Institute of Electrical and Electronics Engineers (IEEE).



Monica Kershaw

Proudly Pacific, of Fijian Descent, Monica Kershaw is an experienced Industrial Electrician, Industrial Measurement and Control Technician with a demonstrated history of working in heavy industry and the higher education industry. Monica is a Senior Lecturer at Manukau Institute of Technology and Technology Lead for Specialist Trades. Monica is skilled in coaching, fault analysis, electrical safety, electrical wiring, leadership, course delivery, assessment and curriculum development.



Jane Davel

Jane Davel is a businesswoman with a background in product management, marketing and business planning. Jane is currently Chair of St. Andrew's Village Trust (Inc.), Chair of the Methodist Trust Association, Deputy Chair of The Lake House Trust, and a board member of the Cadastral Surveyors Licensing Board and of Rowing New Zealand. She has a particular interest in health and safety and has held senior executive roles across a number of service industries, including banking and finance, entertainment, health and telecommunications. She holds a BA (University of Melbourne), an MBA (University of Canterbury) and is a member of the Institute of Directors.



Mac McIntyre

Mac McIntyre is a registered electrician with a background in general management, asset management, operations and regulatory compliance. He is self-employed and consults to the electricity sector. He has previously held senior management responsibilities for, electricity distribution network assets, metering assets and embedded generation assets. Mac holds an MBA (Southern Cross University), NZCE Electrical and is a member of the Electricity Engineers Association.

STATEMENT OF FINANCIAL PERFORMANCE

The Electrical Workers Registration Board is a statutory Board created under the provisions of the Electricity Act 1992. The Board's revenue and expenses are managed by the Ministry of Business, Innovation and Employment. As such, no financial data is provided in this report.

HOW TO CONTACT US



**ELECTRICAL WORKERS
REGISTRATION BOARD**
15 Stout Street, Wellington



EMAIL
info@ewrb.govt.nz



POST
PO Box 10-156,
Wellington 6143



PHONE
0800 661 000
Overseas: +64 3 943 4254



ewrb.govt.nz