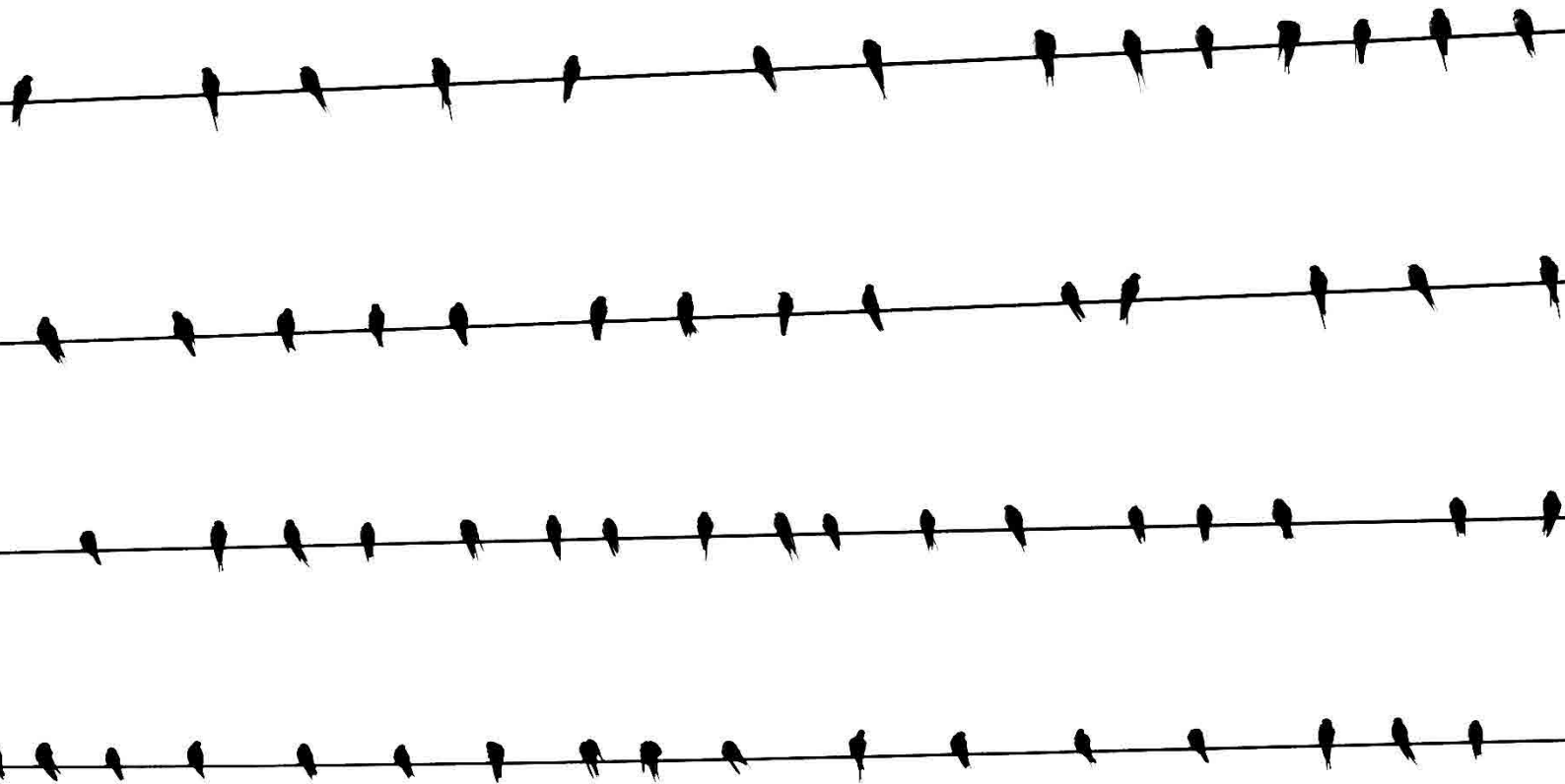


2021 ANNUAL REPORT



**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 licence 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, 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 Consumer Protection and Standards Branch within 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.

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MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT
HĪKINA WHAKATUTUKI

Te Kāwanatanga o Aotearoa
New Zealand Government

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2020–2021 Presiding Member's Report

The Board's 2020-2021 focus has been on progressing our key strategic initiatives around licensing and competence. In particular, the Board's proposals for a stepped licensing framework have been developed to the point where they are ready for industry consultation. We also publicised a set of reviewed core electrical competencies for prescribed electrical work on installations and started work on a related set of core competencies for carrying out works. The Board also finished its review of the Electricity Act and prepared its findings for submission to the Minister.

The Board's operations continued to be disrupted by Covid-19 in the 2020-2021 year. Many of the Board's meetings and disciplinary hearings were conducted online, and videoconferencing has become a standard means of conducting business. The Board looks forward to being able to return to business as usual and, in particular, being able to re-engage with electrical workers at its Meet and Greet breakfast seminars, many of which had to be cancelled over the past year.

During the year the Board welcomed a new Board Member and farewelled another. Mac McIntyre's term came to an end in August 2020. Mr McIntyre made a considerable contribution to the Board during his term, especially in the area of electricity transmission and distribution. Martin Perry, a registered and licensed Electrician, has joined the Board as his replacement. Mr Perry brings a wide range of experience including in relation to works and power transformers.

During the year, as part of the Board's succession planning, Mike Macklin stepped down from his role as Deputy Presiding Member. Mr Macklin held the position since 2017 and made significant contributions over that period. Mr Macklin continues as a Board Member and has been replaced by Russell Keys as Deputy. I would like to personally thank Mr Macklin for his support and assistance as Deputy during his tenure.

The Board continued its Future Board Member programme, which provides future industry leaders with an opportunity to observe the Board and to contribute to its discussions and deliberations. The two most recent appointees, Thomas Wiseman and Ben

Wells, had an extended appointment as a result of Covid. Their terms have now been completed, and the Board will look to recruit two new Future Members in 2022.

The 2020-2021 year has seen a significant increase in the number of electrical trainees in New Zealand taking up an electrical apprenticeship and a decrease in overseas applicants for limited certificates. New Zealand trainee limited certificates increased by 57%, whilst overseas applicants decreased by 24%. The upsurge in New Zealand trainees was aided by increases in trades training funding and employer support for apprentices.

In addition to advancing our strategic initiatives, the Board conducted 34 advanced disciplinary hearings into the conduct of electrical workers and successfully prosecuted nine persons for carrying out illegal prescribed electrical work. During the year, the Board started publishing all of its electrical worker disciplinary decisions on its website. Publication of disciplinary decisions is consistent with the principle of open justice and open reporting. Our intention in publishing decisions is to notify the public and other electrical workers of disciplinary outcomes and to establish a decision database that electrical workers can learn from.

The Board observed a theme in disciplinary hearings over the year of worker distraction leading to errors and mistakes. We published a series of articles in the Electron newsletter focusing on the issue and raising awareness of the impact external influences can have on on-job performance and electrical safety.

Finally, I would like to thank Board Members, the Registrar, Board Officers and the MBIE licensing team for all of their hard work over what has been a challenging year.



A stylized, handwritten signature in black ink, consisting of a large loop and a long horizontal stroke.

Mel Orange
EWRB Presiding Member

2020–2021 at a Glance



Online Examinations

5,855 online examinations for electrical workers were held during the last year.



Industry Engagement

- Hosted a successful webinar for all Competency Programme Providers.
- Consulted on and updated the Inspectors Teaching Guidelines.
- Online survey sent to all electrical workers in June.
- Four Meet and Greets held.
- Engaged with key stakeholders as part of the Board's annual strategic review and key strategic initiatives.



Complaints

34 hearings held. **32** of the hearings resulted in a disciplinary outcome.



Electron

Six issues of Electron newsletter were published to a circulation of **52,360** subscribers.



Prosecutions

Nine successful prosecutions for illegal prescribed electrical work.



Standards

94 Standards available in an electronic format to electrical workers.



Toolbox

- Upgraded platform with improved accessibility.
- Piloted translating articles into other languages.
- **56,558** page views of the Toolbox.



Registrations

2,229 new registrations were granted.

Registrar's Update

This has been a year of progress with the completion of a number of projects that have assisted the Board to advance its strategic initiatives and fulfill its statutory functions.

I am pleased to highlight a number of these milestones below.

The completion of the Competency Programme pilot audits. The learnings from these pilots will ensure the Board will have an effective ongoing auditing programme due to commence early next year. The Board also took the opportunity to share these early findings through a webinar to the benefit of all other course providers.

The Board's educational online resource for electrical workers, the "Toolbox", was improved with better accessibility and additional articles.

Substantial progress was made with the new online platform for electrical workers which will go "live" next year. This initiative will improve the way electrical workers interact with the Board and the Ministry of Business Innovation and Employment (MBIE).

This change is part of a move to streamline and improve the electrical worker user experience when registering, relicensing and maintaining competency requirements. It will also assist the public by having more relevant information displayed on the public register.

Another significant piece of work was the completion of an industry consultation document detailing the Board's proposed changes to registration classes and limits of work. This will be released for consultation with electrical workers in the new financial year.

This year has not been without its disruptions and associated challenges which have necessitated alternative ways of working. Notwithstanding these disruptions the registering, licencing, disciplinary and other key functions of the Board were able to be carried efficiently and effectively.

This has been a busy and productive year. I would like to thank and express my appreciation to the Board for their commitment, motivation and willingness to embrace new ways of working.

Finally it has also been my pleasure to work with the Occupational Licensing team, wider MBIE staff and various stakeholders that have worked diligently and contributed to the valuable work carried out this year. I extend my gratitude to you all.



A stylized, handwritten signature in black ink, appearing to read 'Duncan Connor'.

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 them.

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 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 implemented. A series of workshops have been implemented to identify 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.	New and existing members have undertaken governance training. Board members have undertaken the following training in the 2020-2021 year: – COAT Conference by virtual attendance – Tūtira Mai NZ - Cultural Competence Training – Enhancing Governance Workshop.

Industry Engagement

Meet and Greet

The Board continued its programme of stakeholder engagement, focusing on connecting directly with electrical workers through its 'Meet and Greet' events. This year four Meet and Greet sessions were facilitated by the Board, which were well attended. Feedback from participants at these events continues to be positive.

"Thanks for the presentation this morning. I feel all points were relative. The explanation of the structure of EWRB gave an insight to the EWRB and its roles."

"Good presentation and important information, much appreciated."

"Thoroughly enjoyed myself at the breakfast. It was great just to hear what they did on day-to-day business and to meet the Board members."



Updates for the Year

Auditing

Following the Board's decision to establish an ongoing quality assurance regime directed towards the prescribed Competency Programme (CP) for electrical workers, the final two pilot audit programmes were completed. Ongoing audits will commence in the new year.

The consolidated results of these findings have established that despite some good results there remain variances in some of the delivery and assessment processes. This has further justified the decision to establish a regular auditing regime to ensure consistent and reliable competency assessment standards are applied across all the Board's programmes.

Aspiring Board Members Programme

Future Members is a one year programme designed for electrical workers who would like a better understanding of Board functions and to experience what a Board member does. Two members were appointed during the year, Ben Wells, an Electrical Inspector from Wellington, and Thomas Wiseman, an Electrical Inspector from New Plymouth.

Licensing Platform

Development has continued on a new online platform intended to improve the way electrical workers interact with the Board and with the Ministry of Business Innovation and Employment (MBIE).

This change is part of a move to improve the user experience for electrical workers. Registering, relicensing and ongoing competency requirements on the new platform will be easier, and there will be more relevant information displayed on the public register.

55 Core Competencies

The Board, in consultation with industry and educational stakeholders, have reviewed and updated the 55 Core Competencies (now called 45 Essential Capabilities). This will ensure they remain fit for purpose by being up to date with all regulatory and technical requirements, workplace practices, and new and emerging technologies.

The Essential Capabilities are incorporated into the NZ qualification and registration framework. They were integral to the development of the Board's "stepped registration" framework proposal in preparation for industry consultation.

Teaching Guidelines for Inspectors

The Inspectors Teaching Guidelines have been reviewed to confirm they remain fit for purpose by being up to date with all regulatory and technical requirements, workplace practices, and new and emerging technologies.

Strategic Projects

Stepped Licensing – update

A key part of the Board's approach to the classes of registration is giving people the opportunity to progress through the electrical registration competencies without the need to undertake complete retraining when a person wishes to aspire to a different category of registration. This will be achieved by a series of 'stepping blocks' that can be built upon at any time to advance a person's skills and competencies.

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 observations and has engaged with the industry through its Meet and Greet sessions and sessions with key industry stakeholders to get an industry view on the operation of the Electricity Act. In the 2021-2022 year, the Board will share this report with the Minister of Building and Construction for tabling in Parliament.



Licensing Statistics

Licensed Electrical Workers

There were 32,517 licensed electrical workers as at 30 June 2021.

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.

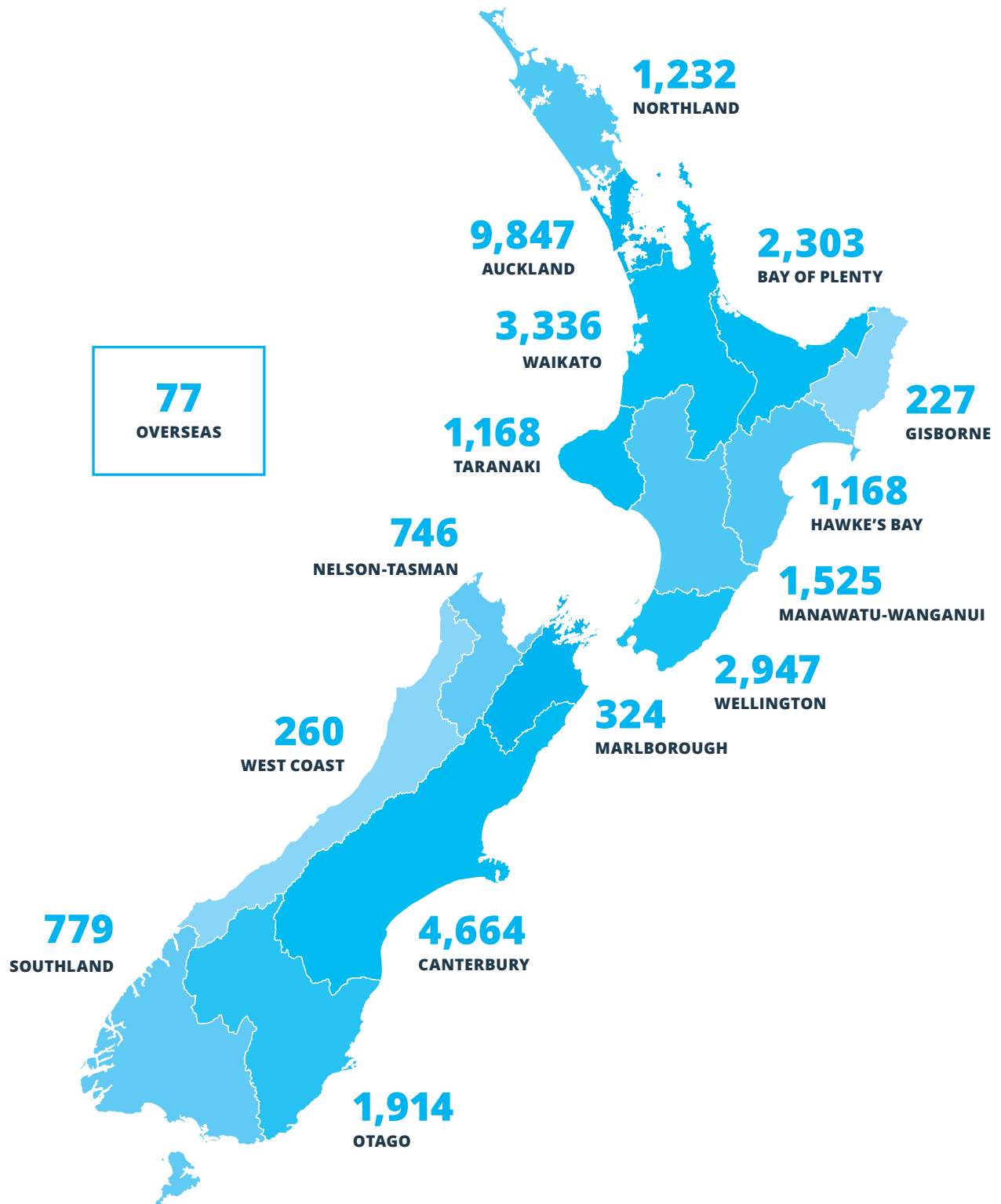
REGISTRATION CLASS	NUMBER OF REGISTRATIONS
Associated Tradesperson	183
Cable Joiner	372
Distribution Line Mechanic	2,297
Distribution Line Mechanic (Endorsed)	47
Electrical Appliance Serviceperson	1,788
Electrical Appliance Serviceperson (Disconnect/Reconnect)	269
Electrical Engineer	623
Electrical Engineer – Registration with Limitations	8
Electrical Inspector	2,104
Electrical Inspector (Endorsed Mining)	31
Electrical Installer	49
Electrical Installer (with limits)	25
Electrical Service Technician	4,571
Electrician	20,005
Electrician (Endorsed Mining)	103
Traction Line Mechanic	32
Transmission Line Mechanic	229
Total registrations	32,736

Employer Licences

There were 15 active Employer Licences as at 30 June 2021.

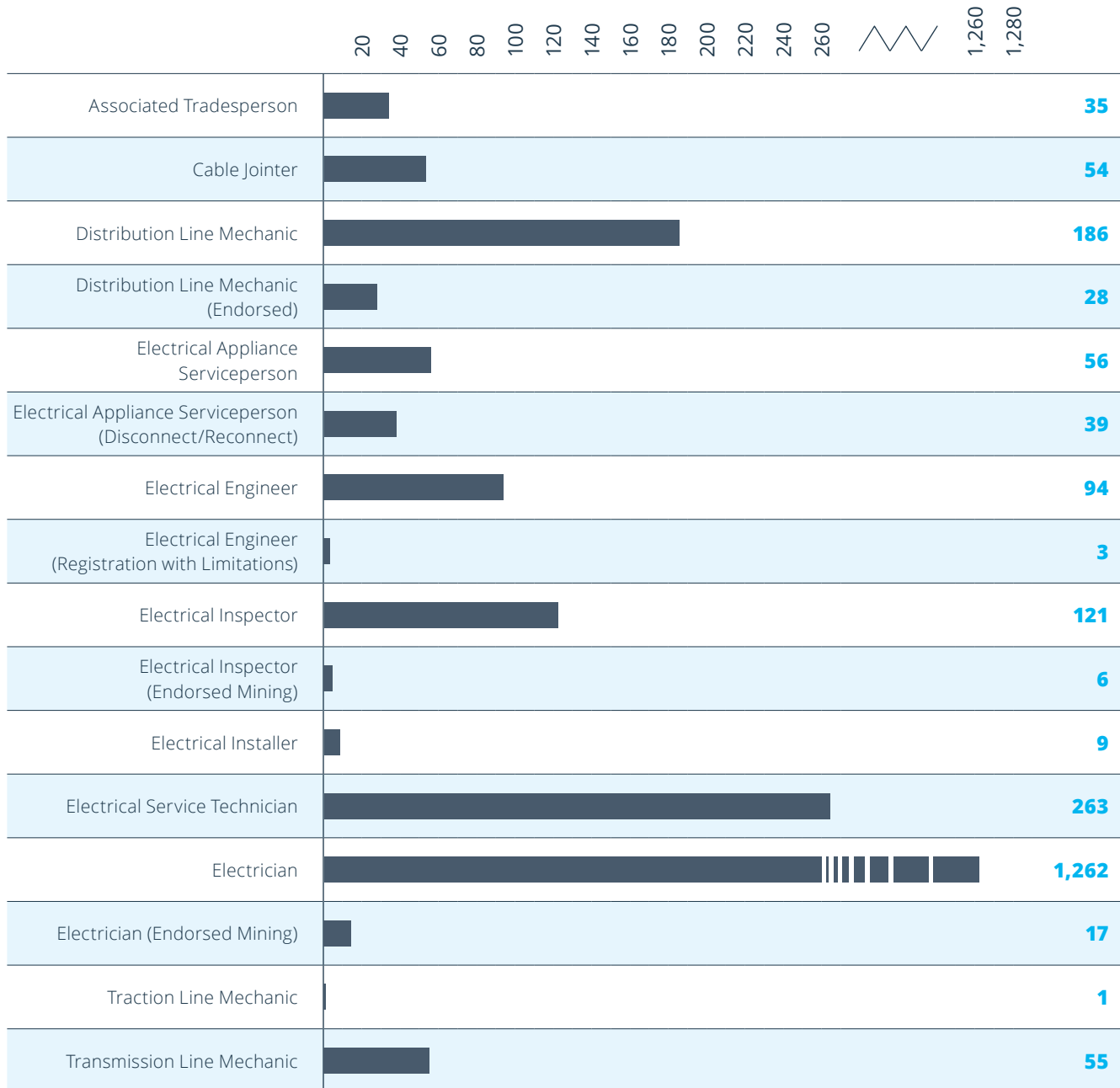
Geographical Distribution of Licensed Electrical Workers

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



New Registrations Granted

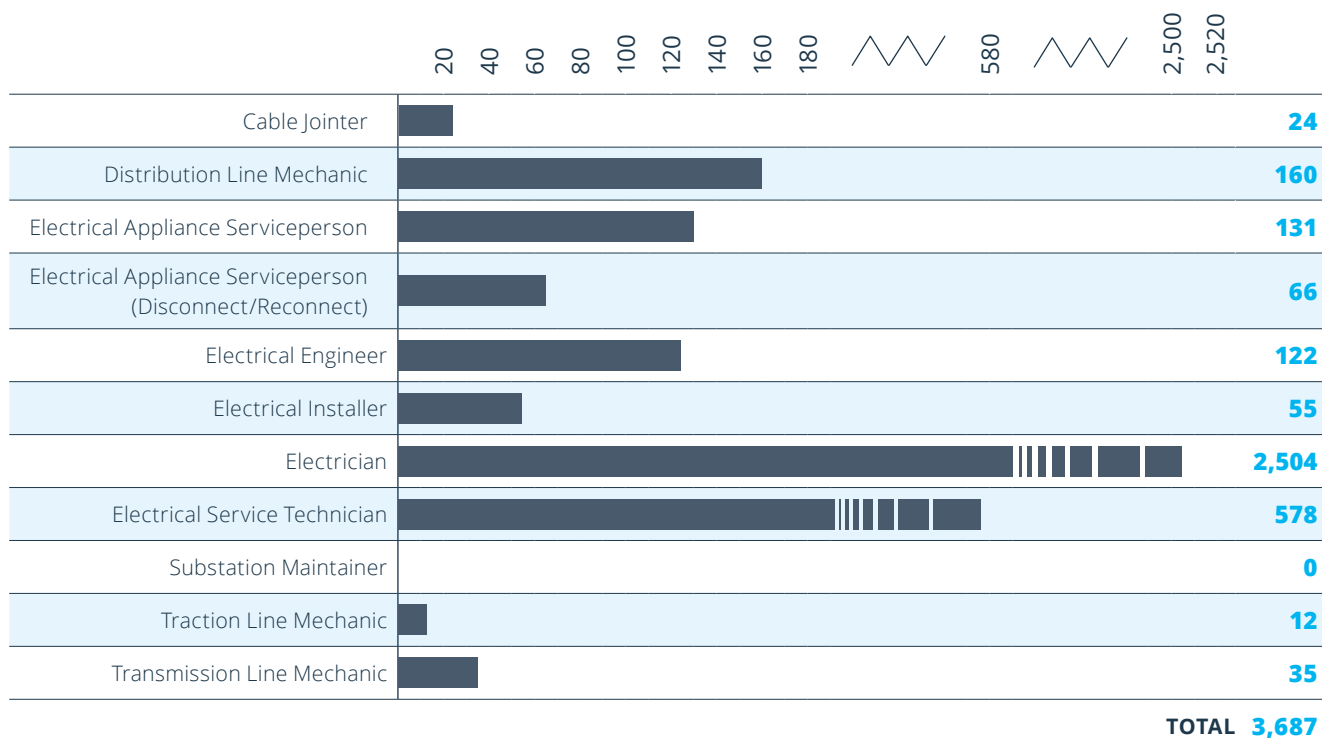
During the 2020-2021 year, a total of 2,229 new registrations were granted. This is an increase of 5% from the previous year (during the 2019-2020 year there were 2,125 new registrations). The following table details the new registrations by class.



TOTAL 2,229

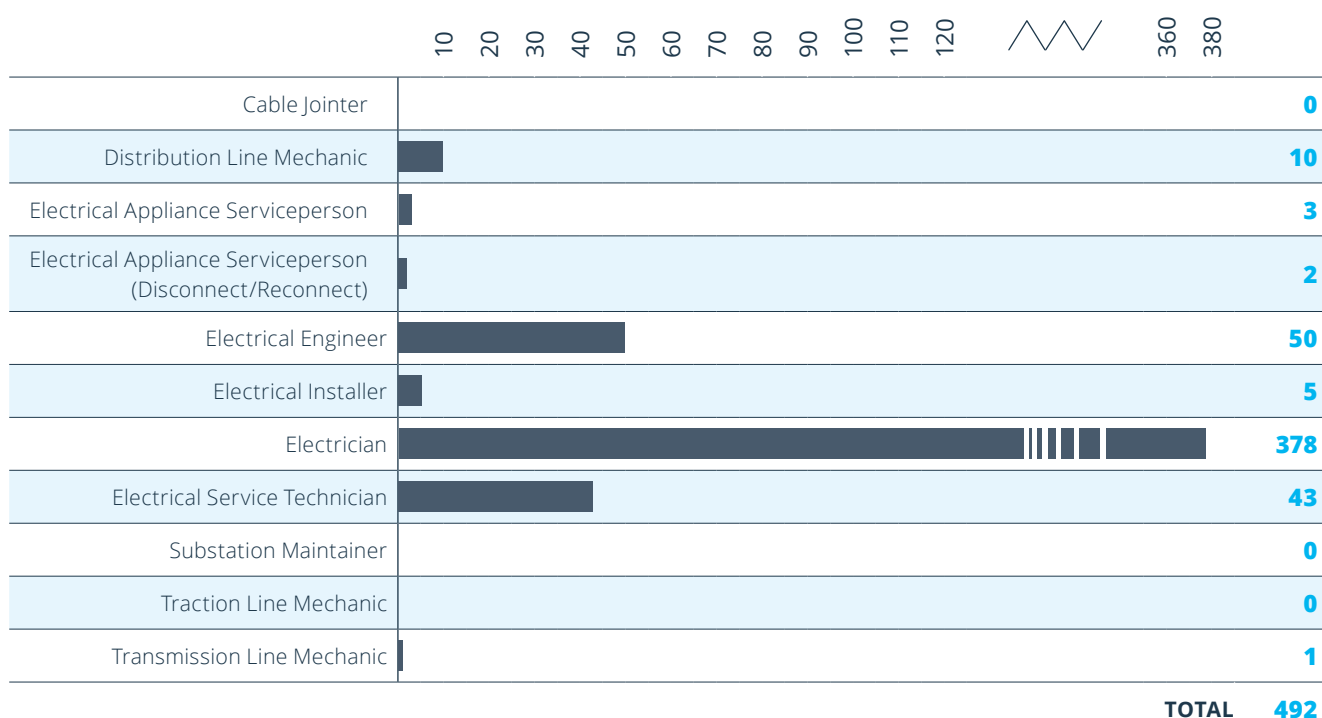
Number of Limited Certificates Issued to New Zealand Trainees

During the 2020-2021 year, a total of 3,687 Limited Certificates were issued to New Zealand trainees. This is a 57% increase from 2019-2020 when 2,341 were issued.



Number of Limited Certificates Issued to Overseas Applicants

During the 2020-2021 year, a total of 492 Limited Certificates were issued to overseas applicants. This is a 24% decrease from 2019-2020 when 650 were issued.



Examinations

During the 2020-2021 year, 5,855 examinations were held, which is an increase of 27% on the previous year (4,618 examinations were held in 2019-2020). Of those, 3,485 successfully passed the examination. The following table details the examinations by class of registration.

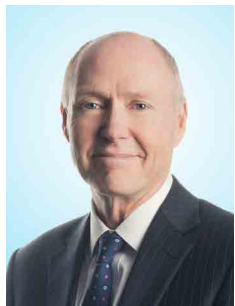
REGISTRATION CLASS	EXAMS SAT	EXAMS PASSED
Associated Trades	34	32
Electrical Appliance Serviceperson	204	147
Electrical Appliance Serviceperson (Disconnect/Reconnect)	152	123
Electrical Service Technician	725	480
Electrical Installer	22	15
Electricians Theory	2,200	1,188
Electricians Regulations	2,313	1,333
Electrical Inspector	205	167
Total	5,855	3,485



Complaints Statistics

NEW COMPLAINTS	
Registered Electrical Workers	66
Non-Registered Persons	52
Total Complaints Received	118
INVESTIGATIONS	
Registered Electrical Workers	53
Non-Registered Persons	58
Total Investigations Completed	111
BOARD DETERMINATIONS (REGISTERED)	
Upheld at Hearing	32
Not Upheld at Hearing	2
Total Registered Heard and Determined	34
BOARD DETERMINATIONS (NON-REGISTERED)	
Board decided to file charges	19
Board decided the case did not meet prosecution threshold	34
Total Non-Registered Board Decisions	53
Court decided Guilty	9
Current matters before the Courts awaiting outcomes	10

Members of the Board



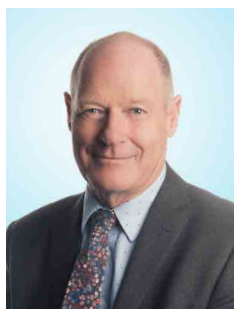
Mel Orange, Presiding Member

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.



Russell Keys, Deputy Presiding Member

Russell Keys is a self-employed registered Electrical Inspector based in the Wairarapa where, with his wife, they own and operate their electrical contracting business currently employing a team of 7. Russell is currently a Carterton District Council Councillor and Chair of Infrastructure and Services Committee. He is also a volunteer Fire Fighter in the Carterton Brigade with over 20 years' service.



Mike Macklin

Mr 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.



Ashley Yan

Ashley 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 compliance and renewable energy and bi-language 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 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 is a businesswoman with a background in product management, marketing and business planning. Jane is currently Chair of St. Andrew's Village Trust (Inc), 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.



Martin Perry

Martin has had 35 years in the electrical industry in a wide range of fields. He is a self-employed Registered Electrician and has gained a NZCE Electrical.

Martin is based in Christchurch where he lives with his wife. He currently works as an Electrician in domestic and industrial areas. Martin also regularly works with various international companies manufacturing power transformers for the New Zealand market. He has previously developed, standards tested and sold solar water heating solutions, been involved in the development of a medium voltage motor starting solution, and has been involved in a tool repair and motor rewinding business. Over the years Martin has developed a wide range of experience across a broad spectrum of electrical work.

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.

How to contact us



ELECTRICAL WORKERS REGISTRATION BOARD

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info@ewrb.govt.nz



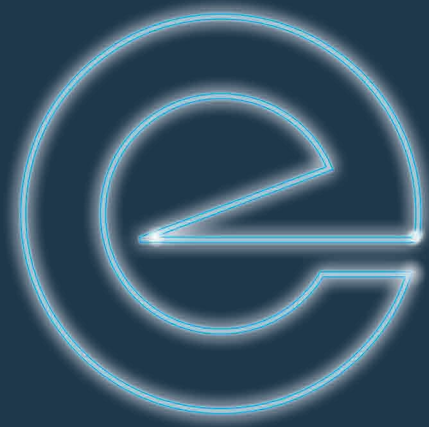
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