

2022 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 (PEW).

The Occupational Regulation Team (ORT) within the Market Integrity Branch of the Ministry of Business, Innovation and Employment (MBIE) 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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2021–2022 Presiding Member’s Report

Tēnā koutou

It is a pleasure to once again report on the Board’s performance and activities. The 2021 to 2022 year has been challenging for electrical workers and the Board alike. Out of those challenges have come some new ways of working and more adaptive processes. At the Board level, we have taken to doing more of our business online and using technology to facilitate hearings. However, we have found that there is no substitute for face-to-face engagement, and the Board is looking forward to being able to meet with electrical workers in the forthcoming year and relaunching our Meet & Greet breakfast seminars.

A focus for the Board has been the completion of our review of the Electricity Act. The Board must review the Act every five years and present it to the Minister for Building and Construction. It is an important piece of work as it can result in changes to the Act and to improvements in electrical safety, competence and compliance. The Board has, since the report was presented, engaged with the Minister and the Ministry of Business Innovation and Employment (MBIE) to promote the recommended changes and to assist in making them a reality. The report can be viewed here: www.ewrb.govt.nz/review-of-the-electricity-act-1992.

Another critical piece of work has been the implementation of a new licensing system. The old system was well past its use by date, and the new one has enabled new ways of dealing with registration and licensing. It will also create new opportunities for the Board and Ministry to engage with electrical workers. Implementing the new system was not without its teething issues, and I thank electrical workers for their patience while we worked through them. I also thank the Ministry staff for all their efforts in developing and implementing the new system.

Now that the new licensing system is in place, the Board is able to turn its attention to Competence Programmes. As part of the new system, a learning management system was installed. This will allow the Board to look at new ways and means of delivering Competence Programmes. Firstly, the Board needs to hear from electrical workers on how they think Competence Programmes should be delivered and what they should

cover. The Board will be consulting over 2022 and 2023 to get an industry perspective before developing proposals for consideration by the industry.

Closely tied with licensing and competency, the final touches have been added to a Gazette Notice which the Board hopes will usher in its proposed changes to the licensing framework it has been consulting on. The Board has been referring to this as Stepped Licensing. In essence, it is a pathway through licensing that mirrors the risk-based approach to prescribed electrical work (PEW) that the Electrical (Safety) Regulations use. Additionally, the Board is looking to introduce endorsements for riskier and more dangerous work; and for supervision to ensure electrical workers and the public are kept safe. The Board hopes to present the Gazette Notice to the Minister in late 2022 and, if agreed to, there will be a transition period which will involve communication with the industry and training providers before it comes into effect.

The Board has also started work to develop and adopt a Māori name that reflects its functions and the mahi that it does. The Board’s view is that, at its core, its functions distil down to the central focus of Safety, Competence and Compliance. We will be working with industry leaders within Te Ao Māori to develop and adopt a name that reflects our mahi and we look forward to sharing it once we have done so.

Finally, the Board has been ably supported by the Registrar and the Ministry over the past year. My sincere thanks goes to the staff who make registrations and licensing happen and to the Board Officers who ensure that the Board’s meetings and hearings run smoothly.

Nāku iti noa, nā



A stylized, handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Mel Orange
EWRB Presiding Member

2021–2022 at a Glance



Online Examinations

5742 electrical worker online examinations were held during the last year.



Electron

Six issues of the on-line magazine were published to a circulation of **50,949** subscribers.



Standards

93 Standards available in an electronic format to electrical workers.



Industry Engagement

- A summary of submissions relating to the proposed changes to the registration and licensing regime was received and considered. This was made publicly available and resulted in changes to the final proposal.
- Findings and improvement suggestions from the online customer survey were sent to all electrical workers.
- Face to face Meet and Greets were regrettably suspended due to travel restrictions.
- The bi-monthly industry publication, Electron, promoting safety and highlighting technical issues, was issued throughout the year.
- Engaged with key stakeholders as part of the Board's annual strategic review and key strategic initiatives.



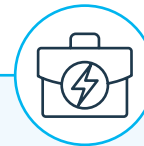
Complaints

28 hearings held. **25** of the hearings resulted in a disciplinary outcome.



Prosecutions

10 successful prosecutions for illegal prescribed electrical work.



Toolbox

Toolbox articles promoted and shared in Electron – **85,378** page views



Registrations

2114 new registrations were granted.

Registrar's Update

Tēnā koutou,

This year has seen consolidation and progress with the completion of a number of noteworthy milestones to advance the Board's initiatives and fulfil their legislative functions.

One of the more notable and demanding projects was the development and implementation of a new online registration/licensing platform which affected all electrical workers. While acknowledging this significant upgrade was not without its implementation challenges, I would firstly like to express my appreciation for the consideration and courtesy demonstrated by end users and the dedication of the Occupational Regulation Team to maintain services as we transitioned into the new system. Secondly, it is very reassuring to report that a modern, secure system will bring significant improvements for both the public and electrical practitioners.

The Ministry, on behalf of the Board, contracts a number of providers to deliver competency assessments, in accordance with the Board requirements, to verify competency before practitioners are licensed or relicensed. This year marked the start of the competency programme auditing regime with a small number of audits having been carried out. The aim of this quality assurance is to realise an efficient, well-functioning, robust programme, delivering consistent assessment outcomes nationwide. The audit findings will also be valuable to inform the Board's strategic goal in the new year which is to maintain and advance the "ongoing competency" of electrical workers post registration.

Observing the table on page 9 of this report (Registration of Licensed Electrical Workers), you will notice that the new class of Substation Maintainer, which was introduced in 2017, now, for the first-time, features in the statistics. Of other interest, I would also note a trend in the continued reduction of number of Employer License holders as employers appear to see the benefit of having employees hold individual registration.

As Registrar, I have had various opportunities to engage with a number of organisations, stakeholders and electrical workers. I respect the knowledge and passion they have demonstrated in our communications and thank them for all their contributions.

I have enjoyed working alongside the Board and can attest to the drive and energy which members bring to fulfilling the Board's regulated responsibilities and obligations to ensure the safety of the NZ public is protected.

My commendations must go to the Occupational Licensing unit, Investigators and wider Ministry team that have worked very hard and diligently towards achieving the accomplishments attained this year; while continuing to maintain and improve services to the electrical regime.

Finally, notwithstanding the challenges beyond our control, I can confidently report this has been a very productive and rewarding year, providing a secure grounded platform and positive promise for the next.

Nga mihi mahana.



A handwritten signature in black ink, which appears to read "Duncan Connor". The signature is fluid and cursive.

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.

GOVERNANCE		
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 implemented. A series of workshops have been implemented to identify areas for further improvement. The Board has developed procedures to allow for pre-hearing 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 and focus.
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 2020-21 year: <ul style="list-style-type: none"> – COAT Conference by virtual attendance – MBIE-led Pou Whakatairanga Workshop on Cultural Engagement

Industry Engagement

The Board's bi-monthly industry publication, *Electron*, continues to develop into a more effective "voice of the Board" industry engagement tool. The continued high numbers of downloads and positive feedback for the increased scope and value of articles presented in the *Electron* has been pleasing to see.

The Ministry, on behalf of Board, issued a consultation document including two draft gazette notices to seek public feedback on proposed changes to the registration and licensing regime. These notices outlined the Board's

strategic goal for aligning the regulated, risk-based, prescribed electrical work categories to registration classes and introduced endorsement requirements for those high-risk areas. Following consultation, a summary of submissions received was provided for the Board's consideration and publicly shared. The resulting findings informed the draft of the gazette notices; which now require Ministerial consent before any intention to advance details of how a smooth transitional implementation plan will proceed.



Updates for the Year

Auditing

This year marked the commencement of a regular auditing regime to ensure consistent and reliable competency-based licensing standards are applied across all approved Competency Programme providers.

Five audits were successfully completed; with the consolidated findings establishing that, despite some very good results, there remains variances in some of the delivery and assessment processes. This has resulted in opportunities for improvement and is encouraging for the continuation of promotion, monitoring and review of these programmes to ensure electrical workers competency is sustained.

Licensing Platform

In October 2021, a new core online business system tool for the Electrical Workers Registration Board “went live”. This modern, future-proofed system brought significant platform and security improvements with increased options for practitioner self-service, better user experience and more relevant information being displayed on the public register.

Looking forward, there is potential to integrate and use this new platform with a Ministry-wide learning management system to record and assess electrical worker ongoing competencies.

Teaching Guidelines for Inspectors

The Boards guidelines set out the practical and knowledge competencies for Electrical Inspector registration.

Following an earlier update to ensure the guidelines remained fit for purpose and technically current, the new training programme and associated examinations and practical assessments were rolled out by all providers at the beginning of the year.

Standards

To support electrical workers to achieve compliant and safe work results, in agreement with Standards NZ, the Board offers all licensed electrical workers easy access to an online Standards library.

This resource contains a comprehensive suite of 93 current and critical industry relevant electrical Standards; with a total of 425 documents available, including earlier Standards and amendments.

The Board will make new Standards available as required and, over the preceding 3 years, over 20 additional standards have been added to the library. This resource provides excellent value and the most economical way for electrical workers to access vital Standards they need.

Accessibility and convenience are key factors for ensuring the correct Standards are being applied in the appropriate areas in order to ensure safe and compliant installations and workplace practices. In addition, these Standards offer a valuable learning resource and tool for the development of electrical worker competency.

Over the year there was total of 37,575 downloads equating to a daily average of just over 100.

These consistently high numbers of downloads, together with the increase in the number of Standards available, demonstrates an ongoing need for this valuable service.

Ease of access to correct Standards promotes their use, benefits individual electrical workers, and more widely ensures greatly increased public safety outcomes.

Strategic Projects

Stepped Licensing – update

During the first part of the year, the Board consulted publicly on two draft Gazette Notices with proposed changes to the electrical workers registration and licencing regime. Feedback was sought on various options in these key areas:

- aligning limits of work to legislative risk categories and classes of registration;
- adjusting registration requirements to clarify areas and pathways for progression; and
- introducing four new competency-based licencing endorsements for these higher-risk areas: Mains Parallel Generation Systems, Supervision, Medical Cardiac Protected Electrical Area, and Hazardous Areas.

Submissions received were made publicly available and resulted in some adjustment to the proposed changes. The Notices will be finalised and presented for Ministerial approval prior to any subsequent industry communication on a smooth transitional process.

Section 158 Review - Update

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 & Greet seminars and held engagement sessions with key industry stakeholders to obtain an industry view on the operation of the Electricity Act. The Board developed its report following its consultation and submitted it to the Minister of Building and Construction. The report presented to Parliament in September 2021.



Licensing Statistics

Licensed Electrical Workers

There were 32154 licensed electrical workers as at 30 June 2022.

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.

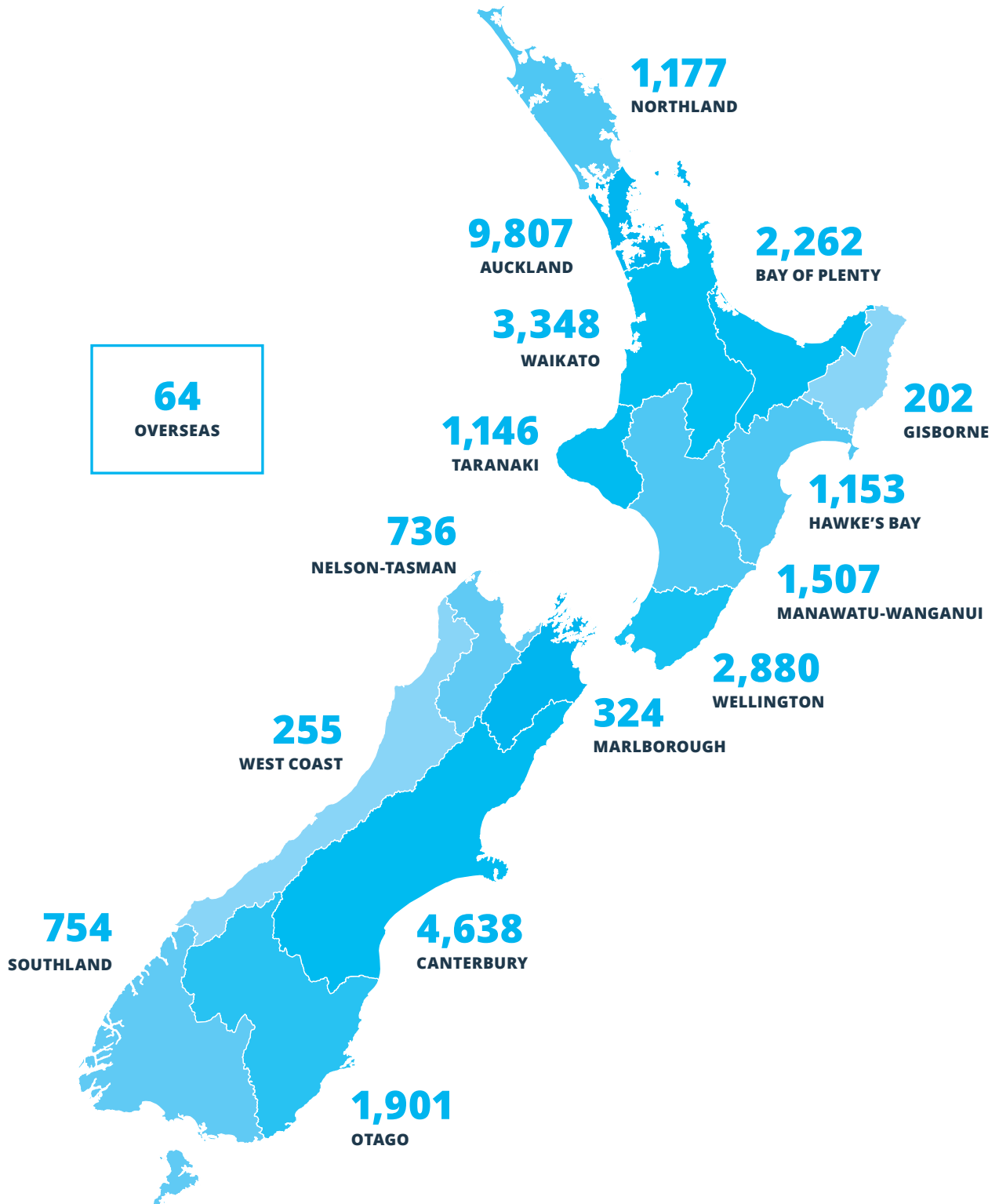
REGISTRATION CLASS	NUMBER OF REGISTRATIONS
Associated Tradesperson	173
Cable Joiner	375
Distribution Line Mechanic	2239
Distribution Line Mechanic (Endorsed)	68
Electrical Appliance Serviceperson	1669
Electrical Appliance Serviceperson (Disconnect/Reconnect)	280
Electrical Engineer	672
Electrical Engineer - Registration with Limitations	26
Electrical Inspector	2108
Electrical Inspector (Endorsed Mining)	35
Electrical Installer	46
Electrical Installer (with limits)	31
Electrical Service Technician	4429
Electrician	20282
Electrician (Endorsed Mining)	120
Substation Maintainer	27
Traction Line Mechanic	35
Transmission Line Mechanic	238
Total registrations	32,853

Employer Licences

There were 14 active Employer Licences as at 30 June 2022.


















Geographical Distribution of Licensed Electrical Workers

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



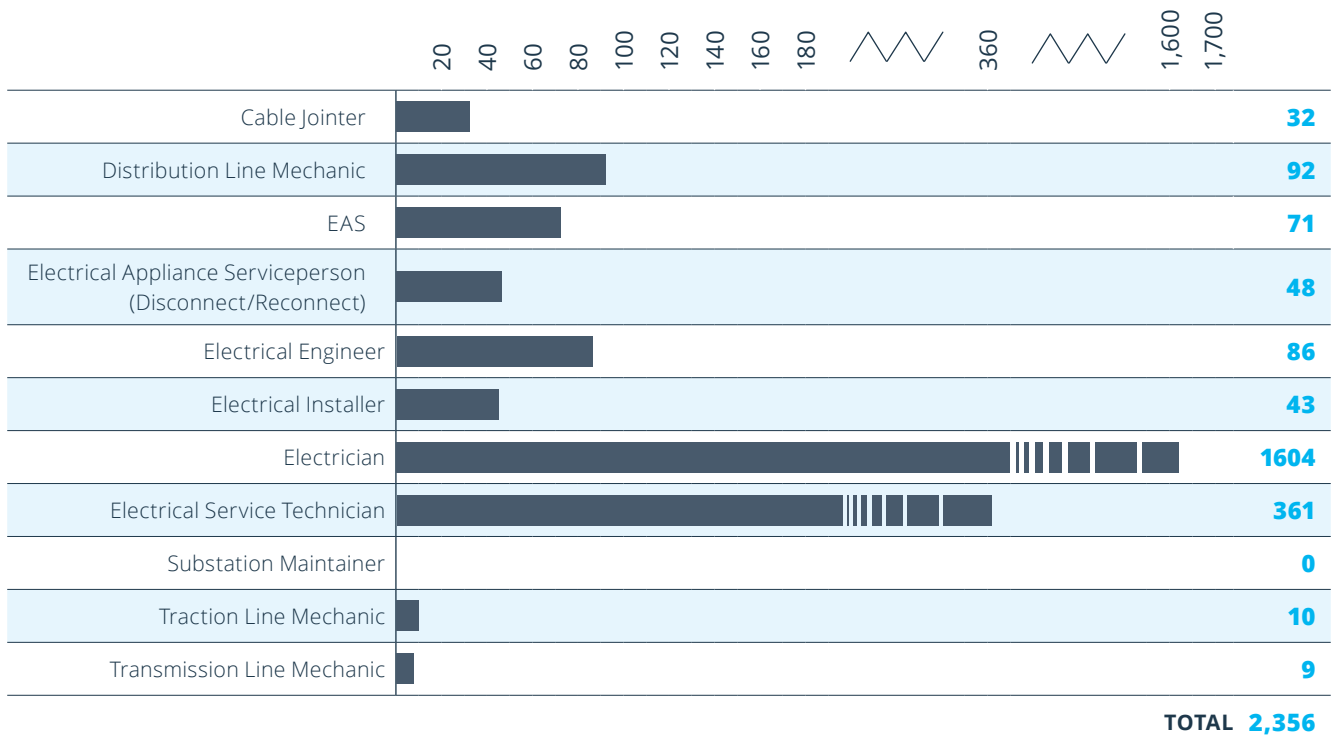
New Registrations Granted

During the 2021-2022 year, a total of 2114 new registrations were granted. This is a 5% decrease from the previous year (during the 2020-2021 year there were 2229 new registrations). The following table details the new registrations by class.

	20	40	60	80	100	120	140	160	180	200	220	240	260		1,340	1,440
Associated Tradesperson														9		
Cable Joiner														25		
Distribution Line Mechanic														69		
Distribution Line Mechanic (Endorsed)														22		
Electrical Appliance Serviceworker														58		
Electrical Appliance Serviceworker (Disconnect/Reconnect)														29		
Electrical Engineer														105		
Electrical Engineer – Registration with Limitations														0		
Electrical Inspector														131		
Electrical Inspector (Endorsed Mining)														2		
Electrical Installer														5		
Electrical Service Technician														264		
Electrician														1340		
Electrician (Endorsed Mining)														8		
Traction Line Mechanic														17		
Transmission Line Mechanic														3		
Substation Maintainer														27		
TOTAL															2,114	

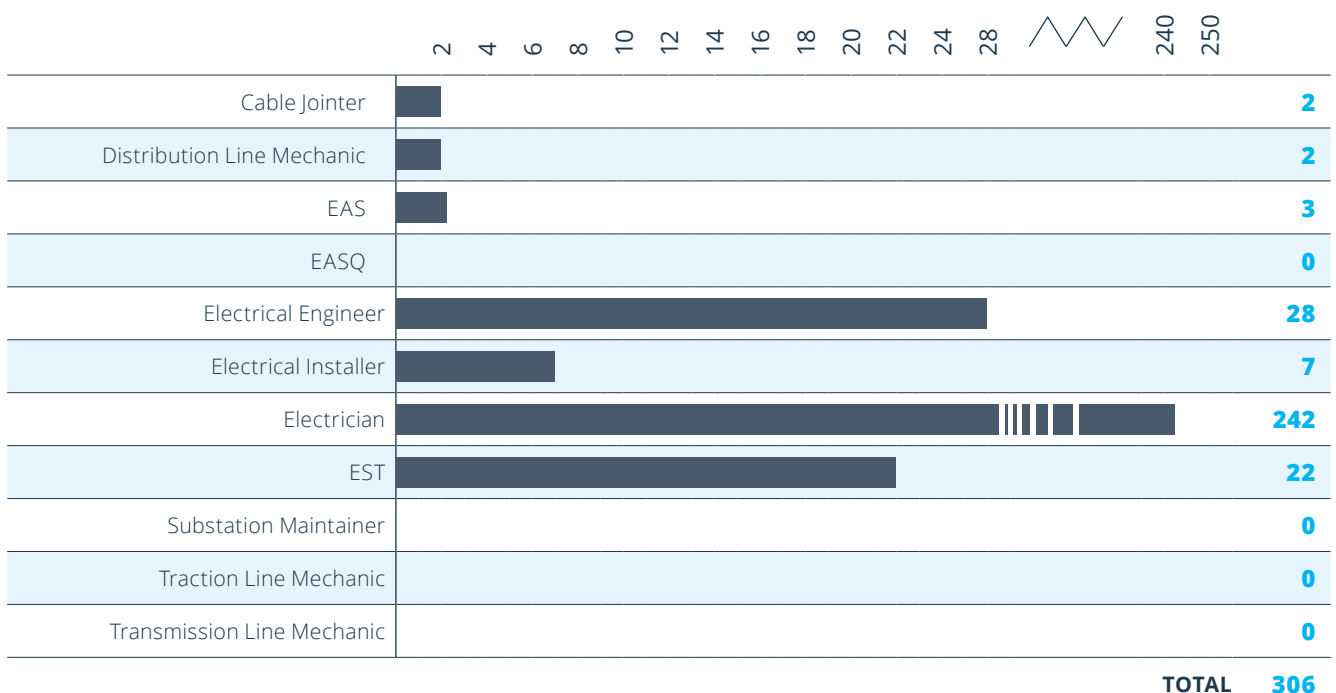
Number of Limited Certificates Issued to New Zealand Trainees

During the 2021-2022 year, a total of 2356 Limited Certificates were issued to New Zealand trainees. This is a 36% decrease from 2020-2021 when 3687 were issued.



Number of Limited Certificates Issued to Overseas Applicants

During the 2021-2022 year, a total of 306 Limited Certificates were issued to overseas applicants. This is a 38% decrease from 2020-2021 when 492 were issued.



Examinations

During the 2021-2022 year, 5742 examinations were held, which is a decrease of 2% on the previous year (5855 examinations were held in 2020-2021). Of those, 3310 successfully passed the examination. The following table details the examinations by class of registration.

REGISTRATION CLASS	EXAMS SAT	EXAMS PASSED
Associated Trades	18	13
Electrical Appliance Serviceperson	112	80
Electrical Appliance Serviceperson Qualified	122	87
Electrical Service Technician	625	411
Electrical Installer	11	5
Electricians Theory	2430	1160
Electricians Regulations	2156	1381
Electrical Inspector	268	173
Total	5,855	3,485



Complaints Statistics

NEW COMPLAINTS	
Registered Electrical Workers	81
Non-Registered Persons	40
Total Complaints Received	121

INVESTIGATIONS	
Registered Electrical Workers	71
Non-Registered Persons	36
Total Investigations Completed	107

BOARD DETERMINATIONS (REGISTERED)	
Upheld at Hearing	25
Not Upheld at Hearing	3
Total Registered Heard and Determined	28

BOARD DETERMINATIONS (NON-REGISTERED)	
Board decided to file charges	7
Board decided the case did not meet prosecution threshold	42
Total Non-Registered Board Decisions	49
Court decided Guilty	10
Current matters before the Courts awaiting outcomes	11

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 within 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 own electrical contracting business currently employing a team of 10. Russell is currently a Carterton District Council elected member, having served for three terms. He is also a volunteer Fire Fighter in the Carterton Brigade with over 25 years' service.



Mike Macklin

Mike Macklin is a self-employed registered Electrical Inspector based in Darfield. Mike 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 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 compliance, renewable energy and bi-lingual skills. Ashley has a Masters in Engineering (major in electrical) and is a member of Engineering New Zealand and then Institute of Electrical and Electronics Engineers (IEEE).



Monica Kershaw

Proudly Pacific of Fijian Descent, Monica Kershaw is an experienced Industrial Electrician and 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) – a Board Member of the Cadastral Surveyors Licensing Board and of Rowing New Zealand. Jane 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. Jane holds a Bachelor of Arts (University of Melbourne), a Masters of Business Administration (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 & motor rewinding business. Over the years Martin has developed a wide range of experience across a broad spectrum of electrical work.



Members of the board, from right to left: Gitana Badraun, Duncan Connor, Jane Davel, Andrew Massie, Monica Kershaw, Russell Keys, Ben Hessell, Mel Orange, Mike Macklin, Ashley Yan.

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



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