



2023 ANNUAL REPORT



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 by ensuring a minimum standard of competence has been met to issue and to 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.

Disclaimer

This document is a guide only. It should not be used as a substitute for legislation or legal advice.

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MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT
HĪKINA WHAKATUTUKI

Te Kāwanatanga o Aotearoa
New Zealand Government

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2022–2023 Presiding Member's Report

Tēnā koutou,

I am pleased to provide my first Annual Report update as Presiding Member.

This year the Board has had some changes to the membership with Mel Orange stepping down as Presiding Member. I would like to take this opportunity to thank Mel for his dedication to the EWRB over a significant period and for his leadership. Mel continues on the Board as a Board Member.

The Board has resumed its regular face-to-face engagements with electrical workers at our Meet & Greet sessions. These were suspended over the extended COVID-19 period. The Board does enjoy these meetings as it is a great opportunity to engage with the industry.

We have had a busy year of disciplinary matters. There are many different charges that are laid, and some matters which are more complex than others. We have started to utilize video conferencing (such as Zoom) to hear simpler matters which helps to expediate the process.

The Gazette Notice for changes to our Licensing Framework (commonly referred to as our “stepped licensing program”) has been completed and presented to the Minister for review and approval. We received excellent feedback from our consultation; with most of the feedback being positive. We look forward to the Minister’s approval of the Gazette notice, at which point we will then begin the implementation phase.

Finally, the Board thanks the Registrar and the Ministry teams which support the Board. Without their support, we could not fulfil the Board’s important function and obligations of the disciplinary regimen.

Nāku iti noa, nā



A stylized, handwritten signature in blue ink, consisting of a large, looped 'R' followed by a smaller, looped 'K'.

Russell Keys
EWRB Presiding Member

2022–2023 at a Glance



Online Examinations

5550 electrical worker online examinations were held during the last year.



Standards

293 Standards available in an electronic format to electrical workers.



Complaints

52 hearings held.
43 hearings resulted in a disciplinary outcome.



Electron

Six issues of the on-line magazine were published to a circulation of **49,729** subscribers.



Prosecutions

5 successful prosecutions for illegal prescribed electrical work.



Registrations

2238 new registrations were granted.

Registrar's Update

Tēnā koutou,

It is a pleasure to be reporting on the year that has been once again. This year has seen many COVID-19 restrictions lifted and a gradual return to normalcy.

This year, we farewelled two key people who support the Electrical Workers scheme. Susan Allan retired in March 2023 after 16 years of service to the Occupational Regulation team. Susan was an exemplar of Public Service values with her mahi and she always had the people of Aotearoa New Zealand in front of mind. Susan was known by many for her knowledge, passion, and positive energy, which is certainly missed by us all. We also farewelled Victor Ostapowicz who moved on to a new opportunity in October 2022 after 7 years of service to the Occupational Regulation team. Victor provided significant support to the Licensing Team, the Board, the Ministry, and me throughout his time. Luckily, Victor has not gone far, and we can still call on his expertise on occasion.

The borders have reopened, which has seen an influx of people coming to New Zealand both for travel and work. This has been the case for electrical workers too. Observing the table on page 14 of this report, you will notice a significant increase in the number of Limited Certificates being issued to overseas applicants compared to recent years. The registration and licensing team work hard to process all the applications they are receiving and make the process for applicants as seamless as possible. I thank the team for their effort.

I also want to acknowledge the work of the Ministry's investigators and the Board Support Officers. You will note on page 12 that the Ministry completed 160 investigations. The timely completion of investigations is an essential focus for the team to give assurances to both the complainant and respondent. This work often flows through to the Board Support Officers, that help the Board to facilitate hearings. Again, I thank both teams for their work.

This year, we ran a consumer awareness campaign for the electrical worker scheme. The focus of this campaign was to raise awareness of the scheme, encourage consumers to check the person they're engaging is licensed and empower consumers to make the right choices. We are looking forward to continuing the work in this space in the next financial year.

As Registrar, I'd like to extend my gratitude to the Board, Occupational Regulation team and Ministry for their continued hard work maintaining and improving services for the electrical regime.

Ngā mihi nui.



A handwritten signature in black ink, which appears 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.

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.	<p>An audit of the complaint and investigation process was undertaken and changes implemented. A series of workshops have been carried out to identify areas for further improvement.</p> <p>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.</p>
The Board has robust planning processes that identify strategies for improving the implementation 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 and 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.	<p>New and existing members have undertaken governance training.</p> <p>Board members have undertaken the following training in the 2022-23 year:</p> <ul style="list-style-type: none"> – COAT Conference by virtual attendance – MBIE-led Pou Whakatairanga Workshop on Cultural Engagement

Industry Engagement

- Hosted a webinar for all Competency Programme Providers, shared project updates and engaged in a Q and A session with attendees.
- Consulted with electrical workers and key stakeholders on proposed changes to registration and licensing regime.
- Received and publicised a summary of submissions resulting in changes to the final proposal.
- Invited Electrical Workers to participate in a customer survey and shared the findings and improvement suggestions.
- Resumed face to face Meet and Greet sessions which were previously suspended due to COVID-19 travel restrictions.
- Continued the bi-monthly publication of the Electron newsletter to promote safety and highlight technical issues.
- Engaged with key stakeholders as part of the Board's annual strategic review and key strategic initiatives.



Strategic Projects

Stepped Licensing – update

During the last 12 months, the Gazette Notices have been refined following both a technical and legal review. Transitional provisions will also be included which will ensure current trainees intending to seek registration will not need to restart their training pathway to meet any new registration requirements that may be indicated in the proposed Gazette Notices.

The Notices are due to be finalised and presented for Ministerial approval prior to the election later this year. There will be further communications with industry to ensure a smooth transition and implementation of the stepped licensing framework.

Section 158 Review – Update

The Board completed their statutory review report which was presented to Parliament in September 2021.

Over the last year, the Government has agreed to minor legislative changes to improve the complaints and discipline processes. This will allow the Registrar to make a complaint and introduce a power for the Minister to set a code of ethics.

In February 2023, the Ministry of Business, Innovation and Employment (MBIE) publicly consulted on the scope of a potential code of ethics. The Board will continue to engage with MBIE through the development process. Further consultation on changes in response to the report are anticipated in the coming year.



Licensing Statistics

Licensed Electrical Workers

There were 32,933 licensed electrical workers as at 30 June 2023.

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.

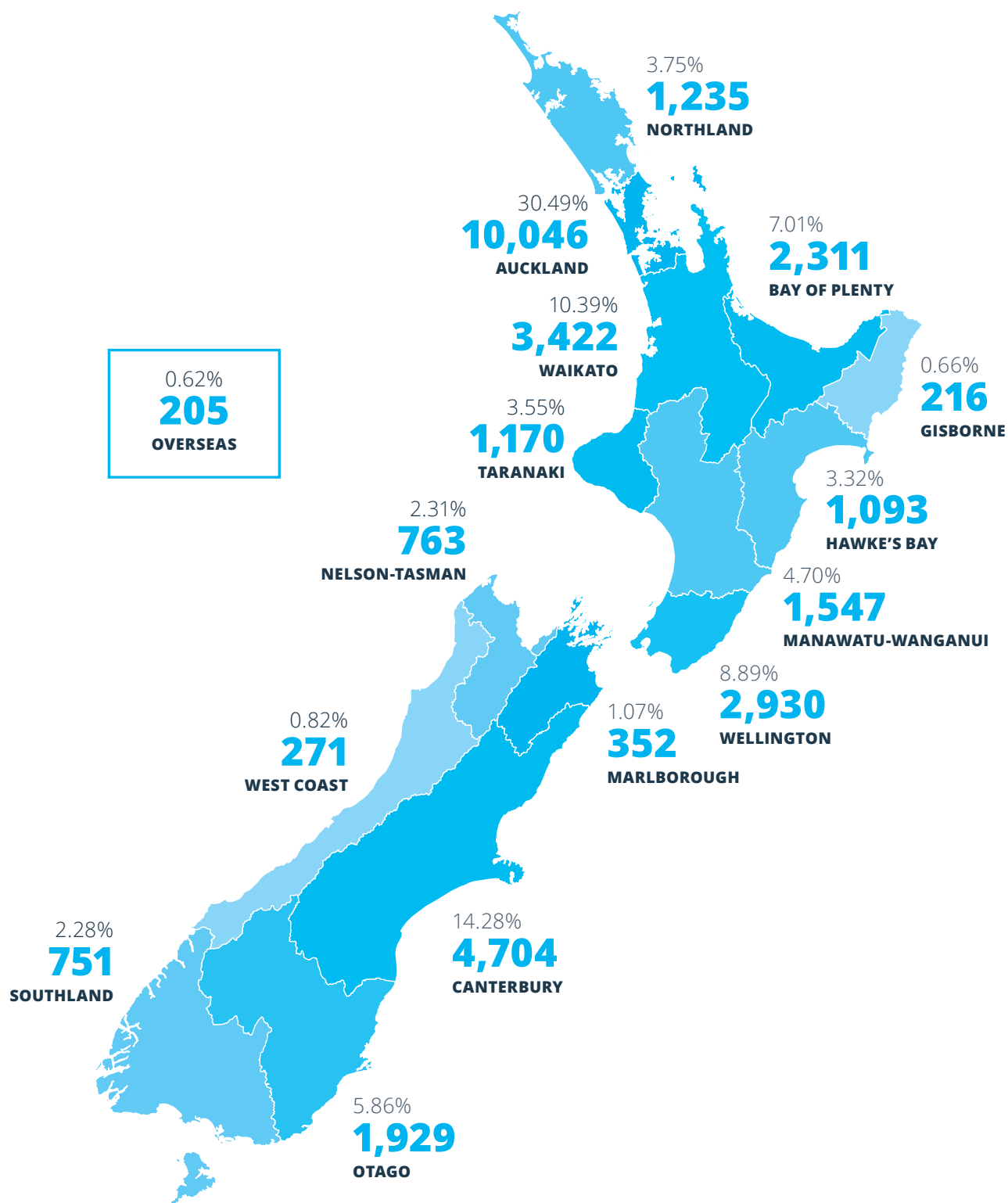
REGISTRATION CLASS	NUMBER OF REGISTRATIONS
Associated Tradesperson	138
Cable Joiner	421
Distribution Line Mechanic	2,294
Distribution Line Mechanic (Endorsed)	73
Electrical Appliance Serviceperson	1,599
Electrical Appliance Serviceperson (Disconnect/Reconnect)	287
Electrical Engineer	785
Electrical Engineer – Registration with Limitations	
Electrical Inspector	2,198
Electrical Inspector (Endorsed Mining)	39
Electrical Installer	75
Electrical Installer (with limits)	
Electrical Service Technician	4,534
Electrician	20,823
Electrician (Endorsed Mining)	144
Substation Maintainer	30
Traction Line Mechanic	38
Transmission Line Mechanic	216
Total Registrations	33,694

Employer Licences

There were 11 active Employer Licences as at 30 June 2023.

Geographical distribution of licensed electrical workers

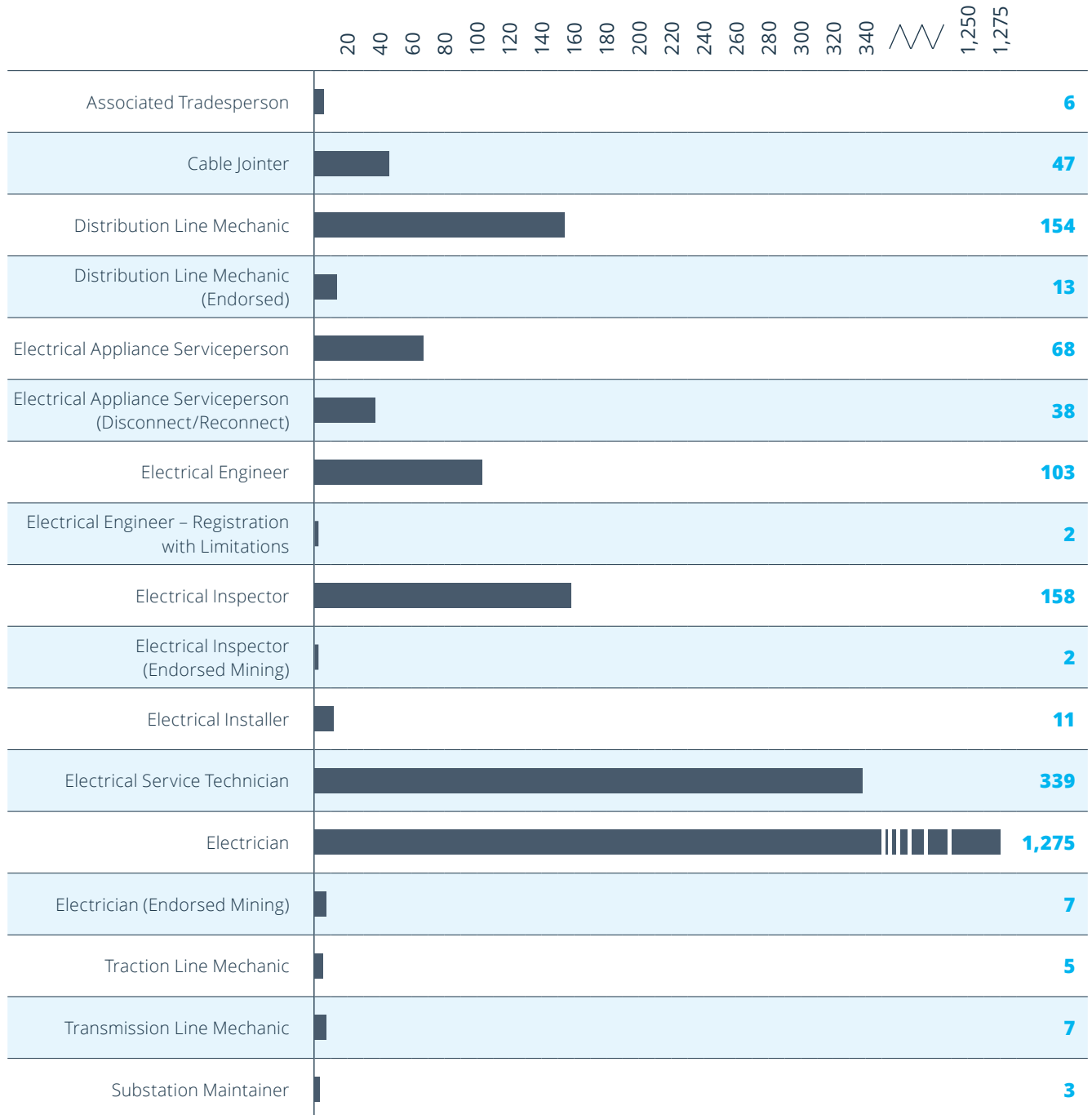
The following map shows the geographical distribution of licensed electrical workers.



New Registrations Granted

During the 2022-2023 year, a total of 2,238 new registrations were granted. This is a 5.86% increase from the 2021-2022 year where 2,114 new registrations were granted.

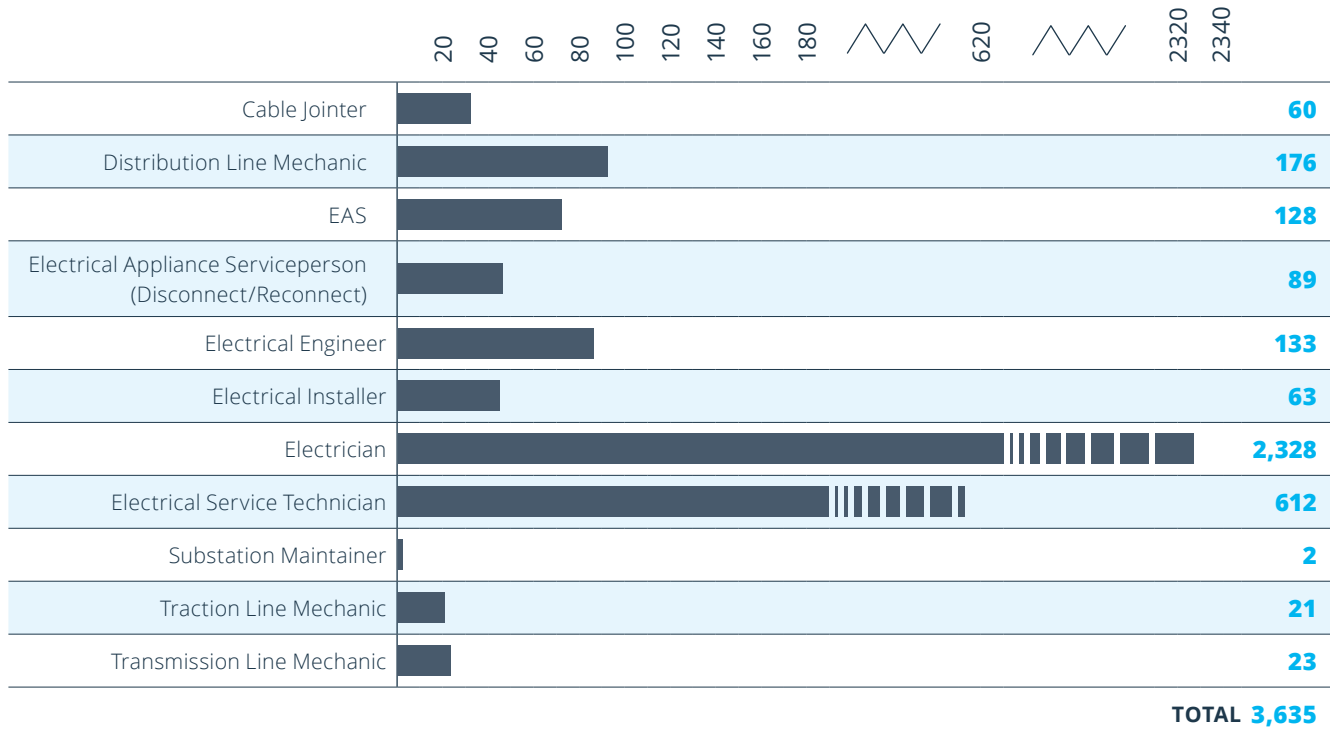
The following table details the new registrations by class.



TOTAL 2,238

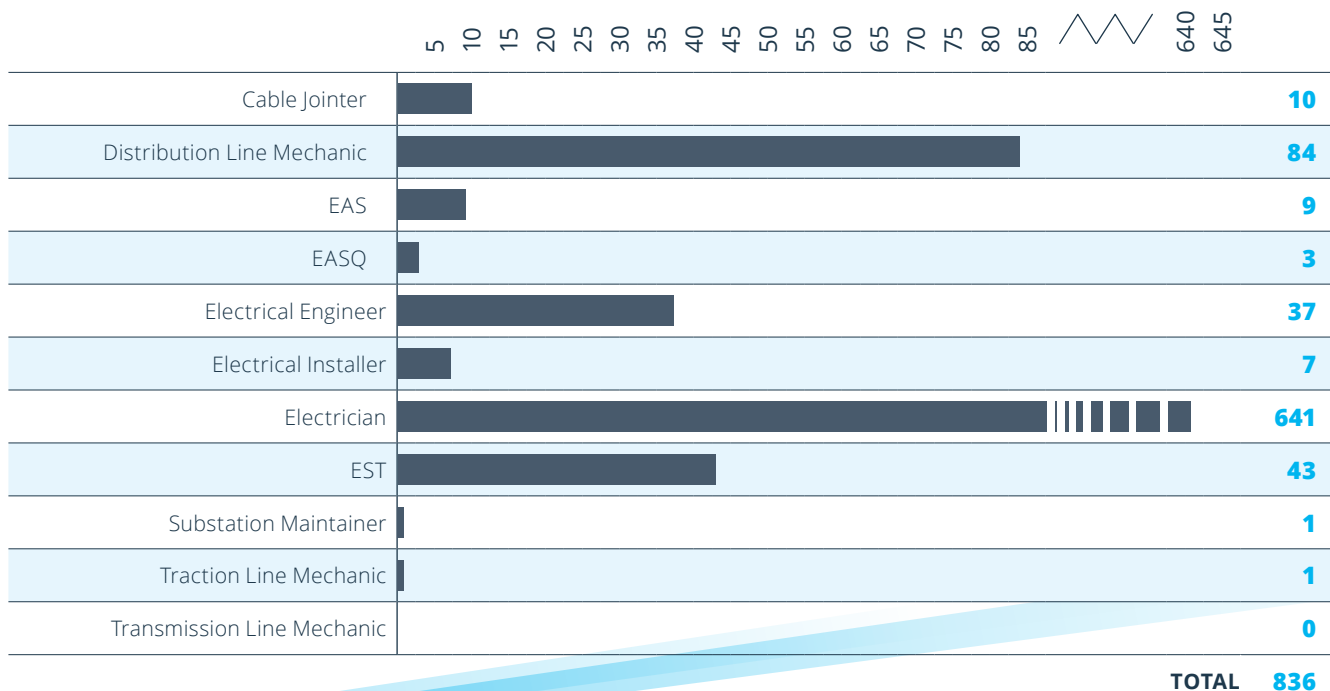
Number of Limited Certificates Issued to New Zealand Trainees

During the 2022-2023 year, a total of 3,635 Limited Certificates were issued to New Zealand trainees. This is a 54.28% increase from 2021-2022 when 2,356 were issued.



Number of Limited Certificates Issued to Overseas Applicants

During the 2022-2023 year, a total of 836 Limited Certificates were issued to overseas applicants. This is a 173.2% increase/decrease from 2021-2022 when 306 were issued.

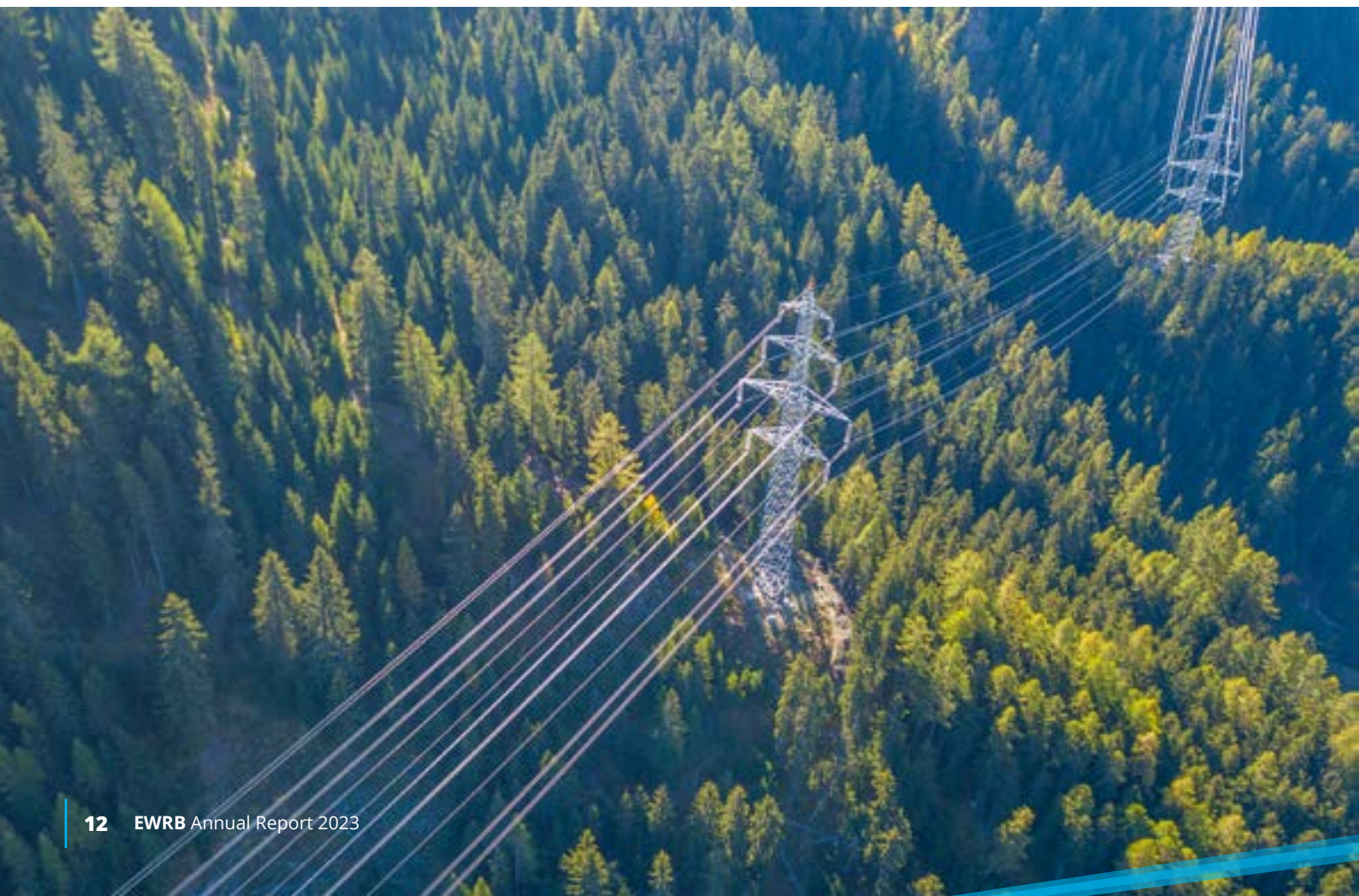


Examinations

During the 2022-2023 year, a total of 5,546 examinations were held. This is a decrease of 3.46% on the 2021-2022 year where 5,742 examinations were held.

Of the examinations held during the 2022-2023 year, 3,424 successfully passed the examination. The following table details the examinations by class of registration.

REGISTRATION CLASS	EXAMS SAT	EXAMS PASSED
Associated Trades	14	12
Electrical Appliance Serviceperson	147	85
Electrical Appliance Serviceperson Qualified	123	82
Electrical Service Technician	641	441
Electrical Installer	21	6
Electricians Theory	2,206	1,207
Electricians Regulations	2,137	1,401
Electrical Inspector	257	190
Total	5,546	3,424



Complaints Statistics – Financial Year

New Complaints

NEW COMPLAINTS	
Registered Electrical Workers	91
Non-Registered Persons	51
Total Complaints Received	142

Investigations

INVESTIGATIONS COMPLETED	
Registered Electrical Workers	107
Non-Registered Persons	53
Total Investigations Completed	160

Board Determinations (Registered)

BOARD DETERMINATIONS (REGISTERED)	
Upheld at Hearing	44
Not Upheld at Hearing	9
Total Registered Heard and Determined	53

Board Prosecutions for unauthorised work (Non-registered)

BOARD PROSECUTIONS (NON-REGISTERED)	
Board Decided to file charges	8
Board Decided the case did not meet prosecution threshold	37
Total Non-Registered Board Decisions	45
Court Decided Guilty	5
Current matters before the Courts awaiting outcomes	11

Members of the Board



Russell Keys, Presiding Member

Russell Keys is a self-employed registered Electrical Inspector based in the Wairarapa where he and his wife own and operate their own electrical contracting business with 10 employees.

Russell is also a volunteer Fire Fighter in the Carterton Brigade with over 25 years' service.



Jane Davel, Deputy Presiding Member

Jane Davel is a non-executive director with an interest in health and safety, with a background in product management and marketing across a number of service industries. She currently chairs the boards of St. Andrew's Village Trust (Inc) and Rowing New Zealand, and also serves on the Licensed Cadastral Surveyors Board of New Zealand. Jane is a member of the Institute of Directors in New Zealand and of the Australian Institute of Company Directors.



Mel Orange

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 Chair of the Building Practitioners Board.



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 experience in health and safety, electrical testing compliance, renewable energy and bi-lingual skills. Ashley has a Masters in Engineering (majoring in electrical) and is a member of Engineering New Zealand and the Institute of Electrical and Electronics Engineers (IEEE).



Monica Kershaw

Monica Kershaw is proudly Pacific of Fijian Descent, and is an experienced Industrial Electrician and Industrial Measurement and Control Technician. She has a demonstrated history of working in heavy industry and the higher education industry, including as 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.

Martin Perry

Martin has 35 years' experience 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 with his wife. He currently works as an electrician in domestic and industrial areas. Martin also regularly works with various international companies which manufacture power transformers for the New Zealand market. He has previously developed, standards tested and sold solar water heating solutions, has 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.

Full Board Photo



Members of the board, from right to left: Gitana Bradraun (Board Officer), Duncan Connor, Jane Davel, Andrew Massie (Future Board Member Programme), Monica Kershaw, Russell Keys, Ben Hessel (Future Board Member Programme), 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



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



