



**Electrical Workers  
Registration Board**

SAFETY | COMPETENCY | COMPLIANCE

# **Electrical Workers Registration Board**

## Annual Report 2023/2024



**Te Kāwanatanga o Aotearoa**  
New Zealand Government



**Electrical Workers  
Registration Board**

SAFETY | COMPETENCY | COMPLIANCE

## **MORE INFORMATION**

Information, examples and answers to your questions about the topics covered here can be found on our website: [www.ewrb.govt.nz](http://www.ewrb.govt.nz).

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# Role and functions of the Board

The Electrical Workers Registration Board (the Board) was 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 six members, five of whom are registered electrical workers. All members are appointed by the Minister for Building and Construction.

The primary functions of the Board are to register and licence electrical workers and to ensure the 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 those undertaking unauthorised prescribed electrical work (PEW), and undertaking other activities that support safe and compliant PEW.

The Occupational Regulation Team within the Market Integrity Branch of the Ministry of Business, Innovation and Employment (the Ministry) provides, among other things, operational support for registering and licensing electrical workers on behalf of the Registrar. The Registrar acts under delegation from the Board.

# 2023/2024 Presiding Member's Report

Tēnā koutou

I am pleased to provide this annual report update.

The past year has seen changes in Board membership. The Board farewelled Jane Davel, Monica Kershaw, Martin Perry, and Michael Macklin. I would like to take this opportunity to thank them all for their dedication and contributions to the Board. I extend special thanks to Michael Macklin for his remarkable dedication of approximately 10 years, as well as his willingness to represent the Board on various committees.

We welcomed new members Sarah Cameron, Erin Mogford, John Hutton, and Thomas Wiseman in September 2023, bringing diverse skill sets and industry expertise. Sarah, John, and Thomas are licensed electrical workers. Erin is a lawyer and provided legal support to the Board. Due to a change in circumstances, Erin resigned in February 2024. We are currently recruiting to fill the vacancy.

The Board engaged with key stakeholders as part of our annual strategic review, shaping our key initiatives. We remain committed to enhancing our processes and effectiveness.

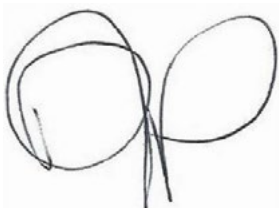
We have had another busy year of disciplinary matters. The Board held 47 disciplinary hearings into the conduct of registered electrical workers, resulting in 44 disciplinary outcomes. Recurring charges relating to false and misleading or late provision of compliance documents remain a concern. I would like to emphasise the importance of accurate, complete, and timely certification documents.

We continue to leverage video conferencing (Zoom) for simple matters, streamlining our processes and improving efficiency.

This year two New Zealand Gazette Notices were published setting out a new stepped framework to registration and licensing. We will move into the implementation phase following the go live date of 1 September 2024. This is an exciting time for the EWRB with the pending introduction of endorsement classes for High Risk Prescribed Electrical Work as part of the Gazette Notices. We will also be introducing digital licensing cards in conjunction with "Stepped Licensing".

Finally, I would like to thank my fellow Board members, the Registrar and Ministry staff for their efforts and contributions during the year.

Nāku iti noa, nā



Russell Keys

**Presiding Member**

# 2023/2024 at a glance



### Registrations

2,571 new registrations were granted.



### Online Examinations

7,046 electrical worker online examinations were held during the last year.



### Complaints

47 hearings were held and 44 of these resulted in a disciplinary outcome.



### Prosecutions

9 successful prosecutions for unauthorised prescribed electrical work.



### Electron

6 issues of the on-line magazine were published to a circulation of 33,345 subscribers.



### Standards

99 Standards available in an electronic format to electrical workers.

# Letter of Expectations

The Board operates according to a Letter of Expectations with the Minister for Building and Construction.

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 were held 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 reviewed and 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 the Ministry 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 of Board performance 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.	Board members completed the following training in the 2023/24 year: <ul style="list-style-type: none"> <li>COAT Conference by virtual attendance.</li> </ul>

# Industry Engagement

- Surveyed electrical workers, shared the findings, and implemented improvement suggestions.
- Regular engagement with Industry Associations to provide updates on the implementation of the new Stepped Licensing registration framework.
- Held face to face 'Meet and Greet' with Competency Programme Providers and Training Providers with our Senior Technical Specialist.
- Continued to engage with Waihanga Ara Rau to ensure that qualifications available in New Zealand are satisfactory for the purposes of registration.
- Published the Electron newsletter bi-monthly 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

Two New Zealand Gazette Notices were published on 1 September 2023 introducing a new registration framework. The notices set out new registration requirements, competency programme requirements and introduce new endorsed classes of registration.

The Notices commence on 1 September 2024 with a two-year transitional period to allow current electrical workers to transition into the new framework.

Work has progressed over the last 12 months to prepare for the new requirements to commence. This has included updating the EW portal, updating website content, and ensuring electrical workers are informed and ready for the changes.

A 'grandparenting' process has been developed to allow current electrical workers who already carry out work in the new endorsed classes of registration to transition into the new classes and continue working. This process is at no cost to the electrical workers.

This project has also included work to prepare for a move to digital licences. Electrical workers will be able to download their licence from the EW portal. The licence will include a QR code that consumers can scan to see the electrical worker's profile on the public register.



# Licensing Statistics

## LICENSED ELECTRICAL WORKERS

There were 33,954 licensed electrical workers as at 30 June 2024.

## REGISTRATION 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 class.

REGISTRATION CLASS	NUMBER OF REGISTRATIONS
Associated Tradesperson	155
Cable Jointer	481
Distribution Line Mechanic	2,391
Distribution Line Mechanic (Endorsed)	106
Electrical Appliance Serviceperson	1,547
Electrical Appliance Serviceperson (Disconnect/Reconnect)	310
Electrical Engineer	893
Electrical Engineer – Registrations with Limitations	0
Electrical Inspector	2,289
Electrical Inspector (Endorsed Mining)	43
Electrical Installer	87
Electrical Installer (with limits)	0
Electrical Service Technician	4,694
Electrician	21,649
Electrician (Endorsed Mining)	135
Substation Maintainer	30
Traction Line Mechanic	54
Transmission Line Mechanic	221
<b>Total Registrations</b>	<b>35,085</b>

## EMPLOYER LICENCES

There were 12 active Employer Licences as at 30 June 2024.

## NEW REGISTRATIONS GRANTED

During the 2023/2024 year, a total of 2,571 new registrations were granted. This is a 14.8% increase from the 2022/2023 year when there were 2,238 new registrations.

The following table lists the number of new registrations by registration class.

REGISTRATION CLASS	NUMBER
Associated Tradesperson	16
Cable Jointer	78
Distribution Line Mechanic	231
Distribution Line Mechanic (Endorsed)	19
Electrical Appliance Serviceperson	66
Electrical Appliance Serviceperson (Disconnect/Reconnect)	41
Electrical Engineer	131
Electrical Engineer – Registrations with Limitations	0
Electrical Inspector	165
Electrical Inspector (Endorsed Mining)	7
Electrical Installer	17
Electrical Service Technician	345
Electrician	1,406
Electrician (Endorsed Mining)	8
Traction Line Mechanic	18
Transmission Line Mechanic	21
Substation Maintainer	2
<b>Total Registrations</b>	<b>2,571</b>

## EXAMINATIONS

During the 2023/2024 year there were 7,046 examinations held, which was an increase of 27% on the previous year (5,546 examinations were held in 2022/2023).

Of the examinations held during the 2023/2024 year, 4,098 successfully passed the examination. The following table details the examinations by registration class.

REGISTRATION CLASS	EXAMS SAT	EXAMS PASSED
Associated Tradesperson	21	18
Electrical Appliance Serviceperson	134	87
Electrical Appliance Serviceperson (Disconnect/Reconnect)	120	72
Electrical Service Technician	686	450
Electrical Installer	32	20
Electricians Theory	2,944	1,457
Electricians Regulations	2,815	1,777
Electrical Inspector	294	217
<b>Total</b>	<b>7,046</b>	<b>4,098</b>

## NUMBER OF LIMITED CERTIFICATES ISSUED TO NEW ZEALAND TRAINEES

During the 2023/2024 year, a total of 3,614 Limited Certificates were issued to New Zealand trainees. This is a 0.5% decrease from 2022/2023 when 3,635 were issued.

The following table lists the number of limited certificates issued by registration class.

REGISTRATION CLASS	NUMBER
Cable Jinter	54
Distribution Line Mechanic	172
Electrical Appliance Serviceperson	87
Electrical Appliance Serviceperson (Disconnect/Reconnect)	83
Electrical Engineer	127
Electrical Installer	44
Electrician	2,310
Electrical Service Technician	654
Substation Maintainer	2
Traction Line Mechanic	29
Transmission Line Mechanic	52
<b>Total</b>	<b>3,614</b>

## NUMBER OF LIMITED CERTIFICATES ISSUED TO OVERSEAS APPLICANTS

During the 2023/2024 year, a total of 982 Limited Certificates were issued to overseas trained applicants. This was a 17.5% increase from 2022/2023 when 836 were issued.

The following table lists the number of Limited Certificates issued by registration class.

REGISTRATION CLASS	NUMBER
Cable Jinter	15
Distribution Line Mechanic	87
Electrical Appliance Serviceperson	6
Electrical Appliance Serviceperson (Disconnect/Reconnect)	3
Electrical Engineer	40
Electrical Installer	13
Electrician	753
Electrical Service Technician	53
Substation Maintainer	4
Traction Line Mechanic	1
Transmission Line Mechanic	7
<b>Total</b>	<b>982</b>

# Complaints Statistics

## NEW COMPLAINTS

NEW COMPLAINTS	
Registered Electrical Workers	106
Non-Registered Electrical Workers	63
<b>Total Complaints Received</b>	<b>169</b>

## INVESTIGATIONS

INVESTIGATIONS COMPLETED	
Registered Electrical Workers	104
Non-Registered Electrical Workers	58
<b>Total Investigations Completed</b>	<b>162</b>

## BOARD DETERMINATIONS (REGISTERED)

BOARD DETERMINATIONS (REGISTERED)	
Upheld at Hearing	44
Not Upheld at Hearing	3
<b>Total Registered Heard and Determined</b>	<b>47</b>

## BOARD PROSECUTIONS FOR UNAUTHORISED WORK (NON-REGISTERED)

BOARD PROSECUTIONS (NON-REGISTERED)	
Board decided to file charges	7
Board decided the case did not meet prosecution threshold	48
<b>Total Non-Registered Board Decisions</b>	<b>55</b>
Court decided guilty	9
Current matters before the Courts awaiting outcomes	3

# Members of the Board

## **RUSSELL KEYS (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 six. He is also a volunteer firefighter with 27 years' service.

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## **MEL ORANGE (DEPUTY 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 Chair of the Building Practitioners Board.

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## **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, renewable energy, and bi-language skills.

Ashley has a Masters in Engineering (major in electrical). She is a member of Engineering New Zealand and the Institute of Electrical and Electronics Engineers (IEEE).

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## **SARAH CAMERON**

Sarah is a registered electrician. Her background encompasses various facets, including participation in commercial projects, teaching pre-trade courses, involvement in electronics assembly and engagement in switchboard construction.

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## **JOHN HUTTON**

John is a registered electrical inspector with more than 42 years' experience within the electrical industry across a range of activities. John's experience includes general electrical contracting, apprentice training and assessment, technical help for electrical workers, committee work for various electrical standards and review of training requirements for electrical workers.

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## **THOMAS WISEMAN**

Thomas is a registered electrical inspector with more than 10 years' experience within the electrical industry across a range of activities. He has also completed additional study in hazardous areas and instrumentation/control.

Thomas' experience includes general electrical contracting, hazardous areas, major hazard facilities maintenance, and committee work reviewing the training requirements for electrical and gas workers.

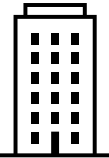
Thomas is a director of both a large instrumentation/electrical business and a hydrogen solutions business.

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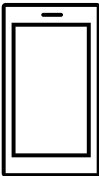
# Statement of Performance

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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