



## BRIEFING

### Electrical Workers Registration Board proposed shortlist

<b>Date:</b>	16 November 2022	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2223-1567

Minister	Action sought	Deadline
Hon Dr Megan Woods <b>Minister for Building and Construction</b>	<b>Note</b> that appointment decisions are required for two member positions on the Electrical Workers Registration Board.  <b>Agree</b> to the shortlisted candidates to be interviewed for the two member positions on the Board.  <b>Agree</b> to meet with officials to discuss these appointments.	24 November 2022

Contact for telephone discussion (if required)			
Name	Position	Telephone	1st contact
Paul Metcalf	Manager, Appointments and Governance	§ 9(2)(a)	✓
Tristram Standfield	Advisor, Board Appointments and Governance	04 897 5157	

The following departments/agencies have been consulted
Electrical Workers Registration Board Chair and members

Minister's office to complete:

- |   |  |
|---|--|
| <input type="checkbox"/> Approved             | <input type="checkbox"/> Declined            |
| <input type="checkbox"/> Noted                | <input type="checkbox"/> Needs change        |
| <input type="checkbox"/> Seen                 | <input type="checkbox"/> Overtaken by Events |
| <input type="checkbox"/> See Minister's Notes | <input type="checkbox"/> Withdrawn           |

Comments



# BRIEFING

## Electrical Workers Registration Board proposed shortlist

<b>Date:</b>	16 November 2022	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2223-1567

### Purpose

To provide you with a proposed shortlist for the two member positions on the Electrical Workers Registration Board.

### Recommended action

The Ministry of Business, Innovation and Employment recommends that you:

- a **Note** that appointment decisions are required for the Electrical Workers Registration Board (EWRB). *Noted*
- b **Agree** to the shortlisting of two candidates for the legal role:
- s 9(2)(a) *Agree / Disagree*
  - Erin Mogford *Agree / Disagree*
- c **Agree** to the shortlisting of three candidates for the electrical practitioner role:
- s 9(2)(a) *Agree / Disagree*
  - Thomas Wiseman *Agree / Disagree*
  - John Hutton *Agree / Disagree*
- d **Agree** to meet with officials to discuss the EWRB appointments. *Agree / Disagree*

Paul Metcalf  
**Manager, Appointments and Governance**  
Labour, Science and Enterprise, MBIE

..... / ..... / .....

Hon Dr Megan Woods  
**Minister for Building and Construction**

..... / ..... / .....

## Electrical Workers Registration Board

1. The Electrical Workers Registration Board (the Board) was established under the Electricity Act 1992 (the Act). Its functions are to:
  - register and license electrical workers under the Act (electrician, electrician mining, electrical inspector, electrical inspector mining, electrical engineer, electrical installer, electrical service technician, electrical appliance serviceperson, distribution line mechanic, distribution line mechanic endorsed, transmission line mechanic, traction line mechanic, substation maintainer, cable jointer and associated tradespersons)
  - ensure that licensed persons maintain an adequate level of competency
  - exercise disciplinary powers according to the Act
  - initiate prosecutions for contravention of the Act in cases where the Board consider appropriate.
2. The Board is not a governance board in the way a Crown entity board provides strategic oversight for a Crown entity. Instead, the Board acts more like a tribunal, and the skills and experience of the existing Board members reflect this focus.
3. Under the Act the Board consists of seven members, four of whom are registered or entitled to be registered, of whom two must hold current practicing licenses. The remaining three are considered to be laypersons, at least one of which the Minister must consider has appropriate electrical industry qualifications or experience.
4. The current membership of the Board is outlined below:

Name	Gender Identity*	Region	Ethnicities (and lwi if applicable)	Date of original appointment	Expiry date of present term
Ms Han (Ashley) Yan	F	Auckland	Chinese	01/06/2019	31/05/2022
Mr Russell Keys (Deputy Presiding Member)	M	Carterton	No selection	01/06/2019	31/05/2022
Ms Jane Davel	F	Auckland	No selection	01/02/2018	31/08/2023
Mr Martin Perry	M	Christchurch	European	01/09/2020	31/08/2023
Ms Monica Kershaw**	F	Auckland	Fijian	01/02/2018	31/08/2023
Mr Michael Macklin*	M	Christchurch	No selection	02/07/2009	31/08/2021
Mr Mel Orange (Presiding Member)*	M	Christchurch	No selection	10/09/2012	28/02/2022

5. Mr Russell Keys and Ms Ashley Yan have been confirmed by APH and Cabinet (APH-22-MIN-0238 and CAB-22-MIN-0468 refers) for reappointment to the EWRB. The letters of appointment have been sent.
6. The Board have an internal process for voting for their Presiding Member and Deputy Presiding Member. As such, we do not need to recruit for these roles. The Board is due to vote for their next Presiding/Deputy Presiding Members in the fourth quarter of 2022.
7. Ms Monica Kershaw has indicated her intention to leave the Board although is willing to stay on until a suitable candidate has been found to replace her. Ms Kershaw brings an electrical tutoring/education perspective that will be sought when looking for her replacement. Ms Kershaw herself has made a recommendation for a potential candidate who MBIE has approached.

## **The search process for candidates**

---

8. An open search process, consisting of the following, was undertaken for the vacancies on the Board:
  - An invitation to your Caucus colleagues to provide nominations.
  - Advertising on the MBIE Careers Website, Seek and jobs.govt.nz.
  - Notifications through the board's own networks.
  - Requesting nominations from the Ministry of Women, Ministry of Ethnic Communities, Ministry for Pacific Peoples, Ministry for Disabled Peoples and Te Puni Kōkiri.
7. Further, MBIE has been using other alternatives to recruiting candidates to reach a more diverse pool of potential applicants. This includes a greater use of targeted searches, wider networks, and identifying different channels and membership groups through which vacancies on the Board can be advertised.
8. The Board Appointments and Governance Team is using social media platforms such as LinkedIn to reach a wider pool of relevant candidates and increase awareness on opportunities on the boards we manage.
9. These approaches are being implemented in our current recruitment processes to add to our standard advertising process with the goal of encouraging a more diverse pool of applicants to apply for the roles we advertise.
10. As part of the EWRB advertising process the advert was circulated through the Electron newsletter, an industry publication that reaches an audience of approximately 52,000 electrical professionals.

## **Skills and experience sought**

---

9. Two candidates were sought with the following skills and expertise:
  - Legal or disciplinary tribunal experience, with a connection to the electrical profession.
  - and/or
  - Licensed Electrician and/or Registered Electrical Inspector.
10. Candidates were also expected to have some, or all, of the following:
  - a licence in one or more classes of registration

- a thorough knowledge of the Act, the Electrical (Safety) Regulations 2010 and the related New Zealand Standards and Codes of Practice
- broad involvement or engagement across the electrical industry as a contractor and/or electrical worker
- regulatory governance experience or experience of working in a regulatory environment
- an understanding of public accountability and the relationship between the Government and an occupational licensing board
- an ability to work effectively within a team.

## **We have prepared a proposed shortlist for the EWRB vacancies**

11. MBIE received 19 applications for the two Board vacancies. A full list of candidates is attached as **Annex One**.
12. In consultation with the Chair, MBIE assessed all candidates' applications against the selection criteria and required skills. Two candidates were identified for the legal position, and three were identified for the Licensed Electrician/Registered Electrical Inspector. Summaries of the shortlisted candidates are provided below. Full CVs for each candidate are attached as **Annex Two**.

## **We identified two potential candidates for the legal/disciplinary role on the EWRB**

### *Erin Mogford*

13. Erin Mogford is a qualified Barrister and Solicitor with a current post qualification experience of thirteen years. She currently works as a Senior Associate at Source Legal Partners in Auckland. Her areas of expertise are commercial and property law. She has extensive experience in drafting, preparing and advising on commercial and real estate property contracts and agreements. Ms Mogford has further experience in dispute resolution, employment and independent contractor arrangements and trust and estate matters. She and her husband own an electrical company, Mogcon Electrical Limited.

s 9(2)(a)

## **We identified three potential candidates for the licensed Electrician/Registered Electrical Inspector role on the EWRB**

s 9(2)(a)

*John Hutton*

16. John Hutton is an electrical inspector with more than 43 years' industry experience in the electrical industry. His most recent role was a Technical Services Manager for Master Electricians NZ providing across the board technical support to members. In this role he provides a significant amount of guidance on the Electricity Act, Electricity (Safety) Regulations, associated standards and codes of practice, as well as general technical advice. He has recently retired and is seeking a way to continue to participate in the electrical industry. Mr Hutton has further skills in relationship management, communications, working with diverse ranges of people and health and safety, developed over the course of his career.

*Thomas Wiseman*

17. Thomas Wiseman is an Operations Manager, shareholder and director at Taranaki Instrument Services. He previously worked as a maintenance instrument and electrical technician for four years in the high-risk gas hazardous area field. From this role he developed an interest in standards, regulation, quality assurance and management. Mr Wiseman completed a Future Board Members programme with the EWRB in 2021 and is a current member of the Taranaki Institute of Directors. He is a Registered Electrical Inspector and holds a number of additional industry qualifications developed over his roles.

**Board and proposed shortlist diversity**

<b>Current Electrical Workers Registration Board members</b>					
<b>Name</b>		<b>Gender Identity</b>		<b>Ethnicities</b>	
Mr Michael Macklin*		M		No selection	
Mr Mel Orange*		M		No selection	
Ms Ashley Yan		F		Chinese	
Mr Russell Keys		M		No selection	
Ms Jane Davel		F		No selection	
Ms Monica Kershaw*		F		Fijian	
Mr Martin Perry		M		NZ European	
	<b>NZ European</b>	<b>Māori</b>	<b>Other</b>	<b>Not Disclosed</b>	<b>Total</b>
<b>Male</b>	1			3	4
<b>Female</b>			2	1	3
<b>Total</b>	1		2	4	7
<b>Shortlisted EWRB candidates</b>					
<b>Name</b>		<b>Gender Identity</b>		<b>Ethnicities</b>	
s 9(2)(a)					
Erin Mogford (Legal)		F		NZ European	
s 9(2)(a)					
Thomas Wiseman (Electrical)		M		NZ European	
John Hutton (Electrical)		M		NZ European	

## **Appointment decisions are required to ensure the Board's quorum at every meeting or in any other circumstance**

18. The EWRB requires four members under Schedule 2, clause 7 of the Act to form a quorum. As the membership currently sits at four members who aren't departing, MBIE considers that appointing new members to the EWRB is of a time sensitive nature to avoid any circumstances that might mean the Board is unable to form a quorum.
19. There has already been considerable internal stress regarding board membership on the EWRB over the last year. In light of this, combined with the quorum issue, we advocate moving forward with the proposed shortlist, to provide stability to this appointment round.

## **Next steps**

---

20. Subject to your agreement to the proposed shortlist, we will arrange for candidates to be interviewed.
21. Once interviews are completed, we will provide you with advice on the preferred candidates for appointment.
22. Should you wish to meet with officials to discuss these appointments, MBIE will contact your office to arrange this.

## **Annexes**

---

Annex One: Full candidate list

Annex Two: Proposed shortlisted candidate CVs

## Annex One: Full candidate list

Plumbers, Gasfitters and Drainlayers Board applicants		
Name	Source	Notes
s 9(2)(a)		
Erin Mogford	MBIE website/jobs.govt/Seek	Shortlisted
s 9(2)(a)		
Thomas Wiseman	MBIE website/jobs.govt/Seek	Shortlisted
John Hutton	MBIE website/jobs.govt/Seek	Shortlisted
s 9(2)(a)		




**Annex Two: Proposed shortlist CVs**

---



**Personal Resume of Erin Mogford**

s 9(2)(a)



**Erin Mogford**

s 9(2)(a)

**Personal Profile**

I am a qualified Barrister and Solicitor with a current PQE of 13 years.

I am currently employed as a property associate in a reputable firm in Napier and have been enjoying working on diverse matters with a range of clients and entities.

However, I am looking for an exciting & innovative challenge to continue to advance my career and skills.

**Relevant Skills*****Commercial law – My Key Skills include:***

- Drafting, preparing and advising on commercial agreements and contractual arrangements;
- Assisting with new company start ups;
- Drafting and advising on shareholder agreements;
- Drafting, preparing and advising on the sale and purchase of businesses and attending on settlements;
- Drafting, preparing and advising on commercial development and financial arrangements;
- Drafting, preparing and advising on lease arrangements;
- Drafting, preparing and advising on personal property securities and security documentation;
- Drafting and preparing confidentiality agreements;
- Drafting, preparing and advising on corporate administration.

***Property law – My Key Skills include:***

- Drafting, preparing and advising on commercial and real estate property contracts and contractual arrangements;
- Drafting, preparing and advising on subdivisions;
- Attending on residential and commercial property settlements;
- Drafting, preparing and advising on land based financial arrangements;
- Drafting, preparing and advising on easements, land covenants and associated property interests;
- Drafting, preparing and advising on Contracting Out agreements.

***Other areas I have worked within:***

- Dispute resolution;
- Employment and independent contractor arrangements (in-house)
- Trust and estate matters.

## Employment History

**September 2022 to current**      **Source Legal Partners**  
Auckland (working remotely HB)

Senior Associate

Duties include commercial and property law, focusing on virtual general counsel & external consent support for large organisations and subscription legal services for SMEs.

**January 2019 to September 2022**      **Sainsbury Logan & Williams**  
61 Tennyson Street  
Napier

Property Associate

Duties include residential, rural & commercial property subdivisions, transactions, negotiations, leasing and settlements, sale and purchase of businesses and private client matters including trusts and wills.

**March 2015 to December 2018**      **Carlile Dowling**  
67 Raffles Street  
Napier

Commercial and Property Solicitor

Duties include residential, rural & commercial property settlements, sale and purchase of businesses and shares, advising on and completing subdivision works and private client matters including trusts and wills.

**February 2011 to February 2015**      **StockCo Limited**  
Farming House, 211 Market St Sth  
Hastings

In House Counsel

Duties included advising on and preparing contractual arrangements within the business and with clients, personal property securities, litigation, employment and independent contractor arrangements.

**April 2010 to February 2011**      **Peter J Clark & Associates Limited**  
In association with BarnettLaw Limited  
Level 8, 44 Victoria Street  
Wellington

Solicitor

Duties included residential & commercial property settlements, retirement village settlements and private client matters including trusts, estates and wills.

**June 2007 to April 2010**      **Wilson & Co**  
Barristers & Solicitors  
Level 7, 234 Wakefield Street  
Wellington

Law Clerk – June 2007 to June 2008

Law Graduate – June 2008 to February 2009  
Barrister and Solicitor – February 2009 to Current

Duties included property settlements, employment disputes, litigation, preparing investment statements and prospectuses.

## Education and Training

**August 2008 to December 2008** **College of Law**  
Wellington

Completed my Professionals.  
I was admitted to the Bar on 13 February 2009 as a Barrister and Solicitor.

**February 2005 to June 2008** **Victoria University of Wellington**  
Wellington


Completed my Law degree and graduated on 5 December 2008

**February 2000 to December 2004** **Taradale High School**  
Hawkes Bay

NCEA Level 1, 6<sup>th</sup> Form Certificate (8), NCEA Level 3

## Interests

s 9(2)(a)



## Referees

Will be available on request

6 October 2022

Ministry of Business, Innovation  
and Employment

**By online application**

Dear sir/madam

**RE: ELECTRICAL WORKERS REGISTRATION BOARD-MEMBER (8496)**

I refer to the above and **enclose** my CV for your consideration.

I am a commercial and property solicitor, with more than 13 years post qualification. I am based in Hawkes Bay and my husband and I own a small electrical company, Mogcon Electrical Limited that operates locally.

The regulation of the electrical industry is incredibly important to my family and I as it ensures the safety of my husband and our employee every day.

Becoming a board member would allow me to bring together my legal skills and experience with my experience in the electrical industry as a business owner, which I believe would be both very beneficial for the Board.

Thank you for your time and consideration of my application.

Regards

Erin Mogford

s 9(2)(a)









## CURRICULUM VITAE

Name:	Thomas Wiseman
Position:	Operations Manager/Director
Qualifications:	<ul style="list-style-type: none"> <li>• National Diploma in Business Level 5 (90% complete)</li> <li>• Registered Electrical Inspector (2016)</li> <li>• Introduction to HV Electrical Safety &amp; System Switching for Electricians (2014)</li> <li>• Hazardous Area Electrical Installations Certificate (2015)</li> <li>• Instrumentation and Control National Certificate (Level 5) (2017)</li> <li>• Health &amp; Safety Rep (Stage 1) (2016)</li> <li>• Gas Testing (2016)</li> <li>• Permit to Work (2016)</li> <li>• Swagelok - Safety Seminar &amp; Tube Bending (2016)</li> <li>• Taranaki Passport (2018)</li> </ul>

### Work History:

October 2017 - Current	<p><b>COMPANY: Taranaki Instrument Services Ltd</b> <b>POSITION HELD: Operations Manager / Director</b></p> <ul style="list-style-type: none"> <li>• Identify and develop business development opportunities</li> <li>• Organize QA packs for projects</li> <li>• Pricing projects</li> <li>• Managing staff manning and competencies</li> <li>• Electrical and Instrumentation Skills assessor</li> <li>• Recruitment</li> <li>• Conformance to standards</li> <li>• Technical adviser instrumentation and electrical</li> <li>• Attend board meetings as a director</li> <li>• Report to the board as operations manager quarterly</li> <li>• Attend and contribute to company strategy meetings</li> <li>• Business development for energy skills transition (H2X company)</li> <li>• Business development company scope growth</li> <li>• Regional development (Taupo branch)</li> </ul>
November 2013 – October 2017	<p><b>COMPANY: Taranaki Instrument Services Ltd</b> <b>POSITION HELD: Instrumentation Technician</b></p> <p>M&amp;M Production Station and Well sites maintenance</p> <ul style="list-style-type: none"> <li>• Electrically help maintain and repair</li> <li>• Routine maintenance</li> <li>• Update maintenance routines, drawings and master index</li> <li>• On Call for major client's</li> </ul>



August 2013 – November 2013	COMPANY: <b>Taranaki Electronics Limited (TEL)</b> POSITION HELD: <b>Electrician</b> <ul style="list-style-type: none"><li>• Installation - residential and commercial</li><li>• Provided service and repair on appliances, equipment and devices</li></ul>
May 2013 – August 2013	COMPANY: <b>NPE Tech</b> POSITION HELD: <b>Electrician</b> <ul style="list-style-type: none"><li>• Installation – Commercial,/Industrial</li><li>• Provided service and repair on appliances, equipment and devices</li><li>• Head Construction Lead - NP Waste Water Treatment Plant Upgrade</li></ul>

# THOMAS WISEMAN

## CONTACT

PHONE:

s 9(2)(a)

<https://www.linkedin.com/in/thomas-wiseman-5b9906ab>

EMAIL:

s 9(2)(a)

To whom it may concern,

I wish to put myself forward for the EWRB Member position. I am currently working as Operations Manager at Taranaki Instrument Services where I am a shareholder/director. I am Taranaki born and bred and have a passion for future energy technologies.

I have been working in the high-risk gas hazardous area field as a maintenance instrument and electrical technician for the four years before being promoted to my current role. This posting has led me to develop an interest in standards, regulation, quality assurance and management. I believe my position in industry, background in services and commitment to future training systems makes me ideal for the role.

More recently I have also completed the Future Board Members programmed with the EWRB 2021.

As a company we have built a small pilot off grid system demonstrating the potential future of hydrogen as a fuel/storage medium. I have used this to build calculators to track the likely viability point of the future fuel in the local energy environment.

I am a current member of the Taranaki Institute of Directors, looking to further my governance skills and would relish the opportunity to contribute to strategic thinking in business and industry in the near and distant future.

Please find my CV attached,

Thank you for your consideration

Tom Wiseman



## AIDE MEMOIRE

### Statutory Building Boards documentation to finalise (re)appointments

Date:	10 November 2022	Priority:	Medium
Security classification:	In Confidence	Tracking number:	2223-1659

<b>Information for Minister</b> Hon Dr Megan Woods Minister for Building and Construction
---

<b>Contact for telephone discussion (if required)</b>			
Name	Position	Telephone	1st contact
Michael Bird	General Manager, Entity Performance and Investment	s 9(2)(a)	✓
Tristram Standfield	Advisor, Board Appointments and Governance	04 897 5157	

<b>The following departments/agencies have been consulted</b>

- Minister's office to complete:
- |   |  |
|---|--|
| <input type="checkbox"/> Approved             | <input type="checkbox"/> Declined            |
| <input type="checkbox"/> Noted                | <input type="checkbox"/> Needs change        |
| <input type="checkbox"/> Seen                 | <input type="checkbox"/> Overtaken by Events |
| <input type="checkbox"/> See Minister's Notes | <input type="checkbox"/> Withdrawn           |

Comments



# BRIEFING

## Statutory Building Boards documentation to finalise (re)appointments

<b>Date:</b>	10 November 2022	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2223-1659

### Purpose

To provide you with documentation to finalise a number of reappointments and an appointment on the Statutory Building Boards out of scope  
out of scope

Michael Bird  
**General Manager, Entity Performance and Investment**  
Labour, Science and Enterprise, MBIE

10/11/2022

## Statutory Building Boards- documentation to finalise (re)appointments

---

1. The reappointments to a number of Statutory Building Boards have been confirmed by the Cabinet Appointments and Honours Committee [APH-22-MIN-0238 refers] and Cabinet [CAB-22-MIN-0468 refers].

out of scope

- Electrical Workers Registration Board: Russell Keys and Ashley Yan

out of scope

out of scope

3. To finalise these (re)appointments, attached as **Annex One** are letters of appointment, for your signature and to send to the candidates. These letters include acceptance letters for candidates to return to MBIE. A copy of the relevant board member position descriptions are attached to accompany the letters of appointment.

4. out of scope

### Annexes

---

Annex One: Letters of appointment and position descriptions.

out of scope

## **Annex One: Letters of appointment and position descriptions**





# Hon Dr Megan Woods

MP for Wigram

Minister of Housing

Minister of Energy and Resources

Minister for Building and Construction

Associate Minister of Finance



Ms Ashley Yan

s 9(2)(a)

Dear Ashley

It is my pleasure to advise that in my capacity as Minister for Building and Construction, I have reappointed you as a member of the Electrical Workers Registration Board (the Board) for a three-year term commencing on 21 November 2022. Your reappointment is made under Section 150 of the Electricity Act 1992 (the Act).

Notification of your appointment will be published in the *New Zealand Gazette* shortly.

In accepting this appointment, I expect all appointees to:

- perform their functions efficiently, effectively, consistently and ethically with the spirit of service to the public
- recognise their individual, and the Board's, accountability to the Minister for Building and Construction and the Parliament of New Zealand
- avoid disclosing information, except in accordance with the Board's functions as permitted or required by law
- notify my office of any potentially contentious issues of public interest that may have a significant impact on the Board
- disclose any potential conflicts of interest to the Presiding Member.

Members may be reappointed, however, there should be no expectation on the part of new appointees or incumbent members that they will automatically be reappointed.

You may resign by written notice to me. Note that under clause 4(1) of Schedule 2 of the Act, I may remove a member from office for inability to perform the functions of the office, bankruptcy, neglect of duty, or misconduct proved to my satisfaction.

Fees and expenses are paid according to the Cabinet Fees Framework. As a member, you will be paid \$415 (incl. GST) per day for performing your role.

You are also entitled to be paid actual and reasonable costs incurred in travelling or other expenses in performing duties as a member of the Board. Allowances and expenses are paid in accordance with the Fees and Travelling Allowances Act 1951.

I would be grateful if you could formally acknowledge your reappointment by signing the attached acceptance letter and returning it to the Ministry of Business, Innovation and Employment.

I wish you all the best for your term on the Board.

Yours sincerely

Hon Dr Megan Woods  
**Minister for Building and Construction**

Encl.            Acceptance Letter  
                    Position Description

Copy to:        Mr Mel Orange  
                    Presiding Member  
                    Electrical Workers Registration Board  
                    PO Box 10-156  
                    WELLINGTON 6143  
                    Email: s 9(2)(a)

Mr Duncan Conner  
Registrar  
Electrical Workers Registration Board  
Email: [Duncan.Connor@mbie.govt.nz](mailto:Duncan.Connor@mbie.govt.nz)

Hon Dr Megan Woods  
Minister for Building and Construction  
Parliament Buildings  
WELLINGTON

Dear Minister Woods

I acknowledge receipt of your letter advising me of my reappointment as a member of the Electrical Workers Registration Board, for a three-year term commencing on 21 November 2022, and confirm my acceptance of this reappointment.

I will ensure that I keep myself fully familiar with the obligations and responsibilities of the position and I am aware of the need to disclose and manage any conflicts of interest as they arise

Signed:

Name: **Ashley Yan**

Date:

Please return this acceptance letter to:

Board Appointments [boardappointments@mbie.govt.nz](mailto:boardappointments@mbie.govt.nz)

# Hon Dr Megan Woods

MP for Wigram

Minister of Housing

Minister of Energy and Resources

Minister for Building and Construction

Associate Minister of Finance



Mr Russell Keys

s 9(2)(a)

Dear Russell

It is my pleasure to advise that in my capacity as Minister for Building and Construction, I have reappointed you as a member of the Electrical Workers Registration Board (the Board) for a three-year term commencing on 21 November 2022. Your reappointment is made under Section 150 of the Electricity Act 1992 (the Act).

Notification of your appointment will be published in the *New Zealand Gazette* shortly.

In accepting this appointment, I expect all appointees to:

- perform their functions efficiently, effectively, consistently and ethically with the spirit of service to the public
- recognise their individual, and the Board's, accountability to the Minister for Building and Construction and the Parliament of New Zealand
- avoid disclosing information, except in accordance with the Board's functions as permitted or required by law
- notify my office of any potentially contentious issues of public interest that may have a significant impact on the Board
- disclose any potential conflicts of interest to the Presiding Member.

Members may be reappointed, however, there should be no expectation on the part of new appointees or incumbent members that they will automatically be reappointed.

You may resign by written notice to me. Note that under clause 4(1) of Schedule 2 of the Act, I may remove a member from office for inability to perform the functions of the office, bankruptcy, neglect of duty, or misconduct proved to my satisfaction.

Fees and expenses are paid according to the Cabinet Fees Framework. As a member, you will be paid \$415 (incl. GST) per day for performing your role.

You are also entitled to be paid actual and reasonable costs incurred in travelling or other

expenses in performing duties as a member of the Board. Allowances and expenses are paid in accordance with the Fees and Travelling Allowances Act 1951.

I would be grateful if you could formally acknowledge your reappointment by signing the attached acceptance letter and returning it to the Ministry of Business, Innovation and Employment.

I wish you all the best for your term on the Board.

Yours sincerely

Hon Dr Megan Woods  
**Minister for Building and Construction**

Encl.            Acceptance Letter  
                    Position Description

Copy to:        Mr Mel Orange  
                    Presiding Member  
                    Electrical Workers Registration Board  
                    PO Box 10-156  
                    WELLINGTON 6143  
                    Email: [REDACTED]

                    Mr Duncan Conner  
                    Registrar  
                    Electrical Workers Registration Board  
                    Email: [Duncan.Connor@mbie.govt.nz](mailto:Duncan.Connor@mbie.govt.nz)

Hon Dr Megan Woods  
Minister for Building and Construction  
Parliament Buildings  
WELLINGTON

Dear Minister Woods

I acknowledge receipt of your letter advising me of my reappointment as a member of the Electrical Workers Registration Board, for a three-year term commencing on 21 November 2022, and confirm my acceptance of this reappointment.

I will ensure that I keep myself fully familiar with the obligations and responsibilities of the position and I am aware of the need to disclose and manage any conflicts of interest as they arise

Signed:

Name: **Russell Keys**

Date:

Please return this acceptance letter to:

Board Appointments [boardappointments@mbie.govt.nz](mailto:boardappointments@mbie.govt.nz)

out of scope

## Annex Two





## BRIEFING

### Electrical Workers Registration Board proposed shortlist

<b>Date:</b>	5 April 2023	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2223-3230

Minister	Action sought	Deadline
Hon Dr Megan Woods <b>Minister for Building and Construction</b>	<p><b>Note</b> that appointment decisions are required for three member positions on the Electrical Workers Registration Board (the Board).</p> <p>s 9(2)(g)(i) and MBIE considers the Board vulnerable and at risk of not being able to perform its statutory duties.</p> <p><b>Note</b> that MBIE has carried out an exhaustive search and has identified the most appropriately qualified and experienced candidates available for appointment at this time.</p> <p><b>Agree</b> to the shortlisted candidates to be interviewed for the three member positions on the Board.</p> <p><b>Agree</b> to meet with officials to discuss these appointments.</p>	20 April 2023

Contact for telephone discussion (if required)			
Name	Position	Telephone	1st contact
Paul Metcalf	Manager, Appointments and Governance	s 9(2)(a)	✓
Tristram Standfield	Advisor, Board Appointments and Governance	04 897 5157	

The following departments/agencies have been consulted
Electrical Workers Registration Board Chair and members

**Minister's office to complete:**

<input type="checkbox"/> Approved	<input type="checkbox"/> Declined
<input type="checkbox"/> Noted	<input type="checkbox"/> Needs change
<input type="checkbox"/> Seen	<input type="checkbox"/> Overtaken by Events
<input type="checkbox"/> See Minister's Notes	<input type="checkbox"/> Withdrawn

**Comments**



# BRIEFING

## Electrical Workers Registration Board proposed shortlist

<b>Date:</b>	5 April 2023	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2223-3230

### Purpose

To provide you with a proposed shortlist to interview for three member positions on the Electrical Workers Registration Board.

### Recommended action

The Ministry of Business, Innovation and Employment recommends that you:

- a **Note** that appointment decisions are required for the Electrical Workers Registration Board (EWRB). *Noted*
- b s 9(2)(g)(i) and MBIE considers the Board vulnerable and at risk of not being able to perform its statutory duties. *Noted*
- c **Note** that MBIE has carried out an exhaustive search and has identified the most appropriately qualified and experienced candidates available for appointment at this time. *Noted*
- d **Agree** to the shortlisting of two candidates for the legal role:
- s 9(2)(a) *Agree / Disagree*
  - Erin Mogford *Agree / Disagree*
- e **Agree** to the shortlisting of three candidates for the electrical practitioner role:
- s 9(2)(a) *Agree / Disagree*
  - John Hutton *Agree / Disagree*
  - Thomas Wiseman *Agree / Disagree*

f **Agree** to the shortlisting of three candidates for the education role:

- Sarah Cameron

s 9(2)(a)



*Agree / Disagree*

*Agree / Disagree*

*Agree / Disagree*

g **Indicate** if you wish to meet with officials to discuss the EWRB appointments.

*Yes / No*

A handwritten signature in blue ink, appearing to read 'Paul Metcalf'.

Paul Metcalf  
**Manager, Appointments and Governance**  
Labour, Science and Enterprise, MBIE

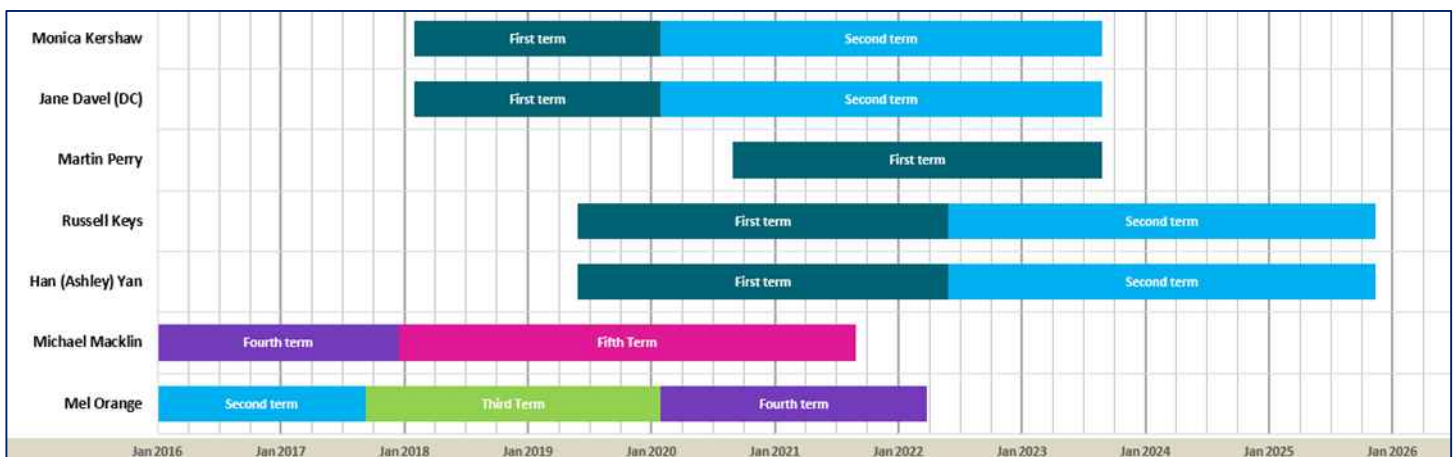
..... / ..... / .....

Hon Dr Megan Woods  
**Minister for Building and Construction**

..... / ..... / .....

## Electrical Workers Registration Board

1. The Electrical Workers Registration Board (the Board) was established under the Electricity Act 1992 (the Act). Its functions are to:
  - register and license electrical workers under the Act (electrician, electrician mining, electrical inspector, electrical inspector mining, electrical engineer, electrical installer, electrical service technician, electrical appliance serviceperson, distribution line mechanic, distribution line mechanic endorsed, transmission line mechanic, traction line mechanic, substation maintainer, cable jointer and associated tradespersons)
  - ensure that licensed persons maintain an adequate level of competency
  - exercise disciplinary powers according to the Act
  - initiate prosecutions for contravention of the Act in cases where the Board consider appropriate.
2. The Board is not a governance board in the way a Crown entity board provides strategic oversight for a Crown entity. Instead, the Board acts more like a tribunal, and the skills and experience of the existing Board members reflect this focus.
3. Under the Act the Board consists of seven members, four of whom are registered or entitled to be registered, of whom two must hold current practicing licenses. The remaining three are considered to be laypersons, at least one of which the Minister must consider has appropriate electrical industry qualifications or experience.
4. The current membership of the Board is outlined below:



5. The Board has an internal process for voting for their Presiding Member and Deputy Presiding Member which is not required to be consulted on through the Appointments and Honours Committee (APH) and confirmed by Cabinet. The Board recently voted Russell Keys as Presiding Member and Jane Davel as Deputy Presiding Member.

### EWRB strategic overview

6. The Board is considered in a vulnerable position, and potentially at risk of being unable to perform its statutory responsibilities.

s 9(2)(g)(i)

8. s 9(2)(g)(i) has resulted in the relationships between Board members being permanently damaged. Our assessment is that the Board has resisted attempts by MBIE to try and rebuild effective working relationships between members. The Board remains in a state of tension, and we have had to intervene on a number of occasions to address ongoing conflict that has occurred.
9. A further consideration is that the Board requires four members (Schedule 2, clause 7 of the Act) to form a quorum. There are only four members who intend to remain on the Board. This leaves it at risk of falling below quorum if conflicts of interest arise, or additional members leave as a result the tension that currently exists on the Board.
10. MBIE considers that a progressive refresh of the Board membership is required to improve relationships and its overall culture. You are currently recruiting for three new members of the Board. This represents a substantive change at the Board table. Our view is this recruitment and the subsequent recruitment for two additional members whose terms end in late 2023 would go a long way to refreshing the Board.

## Skills and experience sought

---

11. In November of 2022, an initial search was undertaken seeking candidates for two member roles with the following skills and expertise:
- Legal or disciplinary tribunal experience, with a connection to the electrical profession. *and/or*
  - Licensed Electrician and/or Registered Electrical Inspector.
12. Subsequently, an additional Board member (Ms Monica Kershaw), also indicated her intention not to seek reappointment and that she would resign early if a replacement member could be found. Ms Kershaw brings an electrical tutoring/education perspective to the Board. MBIE initiated both public and targeted search processes to find potential candidates for Ms Kershaw's role as part of the overall recruitment effort.
13. Candidates were also expected to have some, or all, of the following:
- a licence in one or more classes of registration
  - a thorough knowledge of the Act, the Electrical (Safety) Regulations 2010 and the related New Zealand Standards and Codes of Practice
  - broad involvement or engagement across the electrical industry as a contractor and/or electrical worker
  - regulatory governance experience or experience of working in a regulatory environment
  - an understanding of public accountability and the relationship between the Government and an occupational licensing board
  - an ability to work effectively within a team.

## The search process for candidates

---

14. An initial open search process, consisting of the following, was undertaken for the vacancies on the Board:

- An invitation to your Caucus colleagues to provide nominations.
  - Advertising on the MBIE Careers Website, Seek and jobs.govt.nz.
  - Requesting nominations from the Ministry of Women, Ministry of Ethnic Communities, Ministry for Pacific Peoples, Ministry for Disabled Peoples and Te Puni Kōkiri.
  - LinkedIn
  - the Law Society
  - notifications through the Board's own networks
  - the Electron newsletter, an industry publication that reaches an audience of approximately 52,000 electrical professionals.
15. However, while these avenues resulted in suitably qualified and experienced individuals applying, they did not identify a particularly diverse range of candidates. Your office requested MBIE to seek a greater diversity of candidates for your consideration.
16. As part of this renewed search process, MBIE sought candidates with litigation experience and re-advertised the legal role through:
- the MBIE Careers Website, Seek and jobs.govt.nz.
  - requesting further nominations from the Ministry of Women, Ministry of Ethnic Communities, Ministry for Pacific Peoples, Ministry for Disabled Peoples and Te Puni Kōkiri.
  - notifications through the Board's own professional networks
  - the Law Society and the Māori Law Society.
17. For the legal role, no new candidates applied through our online portal, nor were the Law and Māori Law Society able to source potential candidates. Further, we did not receive any new applications or nominees from the population agencies for the legal role.
18. Further, all three roles were promoted with industry networks, including the National Association of Women in Construction (NAWIC) and the Māori and Pasifika Trades Training (MPTT) consortium. One new candidate s 9(2)(a) was found through engagement with NAWIC and has been added to the shortlist.
19. MBIE contacted the MPTT for nominations from their membership and received three names and contact details of potential candidates. However, despite our best efforts, we did not receive a response to assess their interest in the roles.
20. Board members reshared the positions through their wider professional networks to complement the second search. Ms Kershaw recommended Mr Brian Jellick, an electrical industry professional of Māori whakapapa, as a potential candidate. Mr Jellick gave the role consideration, although ultimately felt he would be unable to properly commit and decided not to apply.
21. The Board Appointments and Governance (BAG) Team engaged with Ms Leilani Tamu, MBIE's Auckland Policy Office Policy Director in Governance and Capability and Economic Strategy, who has extensive networks with Māori and Pasifika in New Zealand. In this instance, Ms Tamu was not able to identify potential candidates for the roles under recruitment.
22. MBIE has now carried out an exhaustive search for a greater diversity of candidates. The shortlist we are recommending represent the most appropriately qualified and experienced candidates available for appointment at this time.

23. s 9(2)(g)(i) and the tension that developed between members afterwards, MBIE consider the Board to be in a vulnerable position and in danger of being unable to fulfil their statutory responsibilities. To stabilise the Board and address the internal tension between members, we recommend progressing the shortlisted candidates to the interviewing stage so we can assess their capability and suitability for appointment.

## **We have prepared a proposed shortlist for the EWRB vacancies**

24. MBIE received a total of 29 applications for the three vacancies. A full list of candidates is attached as **Annex One**.
25. In consultation with the Chair, MBIE assessed all candidates' applications against the selection criteria and required skills. Two candidates were identified for the legal position, three for the Licensed Electrician/Registered Electrical Inspector, and three for the education role.
26. Summaries of the shortlisted candidates are provided below. Full CVs for each candidate are attached as **Annex Two**.

## **We identified two potential candidates for the legal/disciplinary role on the EWRB**

### *Erin Mogford*

27. Erin Mogford is a qualified Barrister and Solicitor with a current post qualification experience of thirteen years. She currently works as a Senior Associate at Source Legal Partners in Auckland. Her areas of expertise are commercial and property law. She has extensive experience in drafting, preparing and advising on commercial and real estate property contracts and agreements. Ms Mogford has further experience in dispute resolution, employment and independent contractor arrangements and trust and estate matters. She and her husband own an electrical company, Mogcon Electrical Limited.

s 9(2)(a)

## **We identified three potential candidates for the licensed Electrician/Registered Electrical Inspector role on the EWRB**

s 9(2)(a)

*John Hutton*

30. John Hutton is an electrical inspector with more than 43 years' industry experience in the electrical industry. His most recent role was a Technical Services Manager for Master Electricians NZ providing across the board technical support to members. In this role he provides a significant amount of guidance on the Electricity Act, Electricity (Safety) Regulations, associated standards and codes of practice, as well as general technical advice. He has recently retired and is seeking a way to continue to participate in the electrical industry. Mr Hutton has further skills in relationship management, communications, working with diverse ranges of people and health and safety, developed over the course of his career.

*Thomas Wiseman*

31. Thomas Wiseman is an Operations Manager, shareholder and director at Taranaki Instrument Services. He previously worked as a maintenance instrument and electrical technician for four years in the high-risk gas hazardous area field. From this role he developed an interest in standards, regulation, quality assurance and management. Mr Wiseman completed a Future Board Members programme with the EWRB in 2021 and is a current member of the Taranaki Institute of Directors. He is a Registered Electrical Inspector and holds a number of additional industry qualifications developed over his roles.

**We identified three potential candidates for the education role on the EWRB**

*Sarah Cameron*

32. Sarah Cameron is an Electrical Tutor for the New Zealand Management Group and an s 9(2)(a) She holds a National Certificate in Electrical Engineering (level 4). In these roles Ms Cameron delivers level 2 and 3 Electrical Engineering content, helps students achieve academic outcomes, trains offender to improve work habits, skills and experience and oversees day to day administration of her classes. She is a former Electrician for Mainline Electrical and possesses strong knowledge of the legislation governing electrical work from her role in teaching it across her courses.

s 9(2)(a)





## Board and proposed shortlist diversity

Current Electrical Workers Registration Board members					
Name		Gender Identity		Ethnicities	
Mr Michael Macklin*		M		No selection	
Mr Mel Orange*		M		No selection	
Ms Ashley Yan		F		Chinese	
Mr Russell Keys		M		No selection	
Ms Jane Davel		F		No selection	
Ms Monica Kershaw*		F		Fijian	
Mr Martin Perry		M		NZ European	
	NZ European	Māori	Other	Not Disclosed	Total
Male	1			3	4
Female			2	1	3
Total	1		2	4	7
Shortlisted EWRB candidates					
Name		Gender Identity		Ethnicities	
s 9(2)(a)					
Erin Mogford (Legal)		F		NZ European	
s 9(2)(a)					
John Hutton		M		New Zealander	
Thomas Wiseman		M		New Zealander	
s 9(2)(a)					
Sarah Cameron		F		No selection	
s 9(2)(a)					

## Next steps

35. Subject to your agreement to the proposed shortlist, we will arrange for candidates to be interviewed.
36. Once interviews are completed, we will provide you with advice on the preferred candidates for appointment.
37. Should you wish to meet with officials to discuss these appointments, MBIE will contact your office to arrange this.

## Annexes

Annex One: Full candidate list

Annex Two: Proposed shortlisted candidate CVs

## Annex One: Full candidate list

<b>Plumbers, Gasfitters and Drainlayers Board applicants</b>		
<b>Name</b>	<b>Source</b>	<b>Notes</b>
s 9(2)(a)		
Erin Mogford	MBIE website/jobs.govt/Seek	Shortlisted
s 9(2)(a)		
John Hutton	MBIE website/jobs.govt/Seek	Shortlisted
Thomas Wiseman	MBIE website/jobs.govt/Seek	Shortlisted
s 9(2)(a)		
Sarah Cameron	MBIE website/jobs.govt/Seek	Shortlisted
s 9(2)(a)		
s 9(2)(a)		

**Annex Two: Proposed shortlist CVs**

---

**Personal Resume of Erin Mogford**

**Erin Mogford**

s 9(2)(a)

**Erin Mogford**

s 9(2)(a)

**Personal Profile**

I am a qualified Barrister and Solicitor with a current PQE of 13 years.

I am currently employed as a property associate in a reputable firm in Napier and have been enjoying working on diverse matters with a range of clients and entities.

However, I am looking for an exciting & innovative challenge to continue to advance my career and skills.

**Relevant Skills*****Commercial law – My Key Skills include:***

- Drafting, preparing and advising on commercial agreements and contractual arrangements;
- Assisting with new company start ups;
- Drafting and advising on shareholder agreements;
- Drafting, preparing and advising on the sale and purchase of businesses and attending on settlements;
- Drafting, preparing and advising on commercial development and financial arrangements;
- Drafting, preparing and advising on lease arrangements;
- Drafting, preparing and advising on personal property securities and security documentation;
- Drafting and preparing confidentiality agreements;
- Drafting, preparing and advising on corporate administration.

***Property law – My Key Skills include:***

- Drafting, preparing and advising on commercial and real estate property contracts and contractual arrangements;
- Drafting, preparing and advising on subdivisions;
- Attending on residential and commercial property settlements;
- Drafting, preparing and advising on land based financial arrangements;
- Drafting, preparing and advising on easements, land covenants and associated property interests;
- Drafting, preparing and advising on Contracting Out agreements.

***Other areas I have worked within:***

- Dispute resolution;
- Employment and independent contractor arrangements (in-house)
- Trust and estate matters.

## Employment History

**September 2022 to current**      **Source Legal Partners**  
Auckland (working remotely HB)

Senior Associate

Duties include commercial and property law, focusing on virtual general counsel & external consent support for large organisations and subscription legal services for SMEs.

**January 2019 to September 2022**      **Sainsbury Logan & Williams**  
61 Tennyson Street  
Napier

Property Associate

Duties include residential, rural & commercial property subdivisions, transactions, negotiations, leasing and settlements, sale and purchase of businesses and private client matters including trusts and wills.

**March 2015 to December 2018**      **Carlile Dowling**  
67 Raffles Street  
Napier

Commercial and Property Solicitor

Duties include residential, rural & commercial property settlements, sale and purchase of businesses and shares, advising on and completing subdivision works and private client matters including trusts and wills.

**February 2011 to February 2015**      **StockCo Limited**  
Farming House, 211 Market St Sth  
Hastings

In House Counsel

Duties included advising on and preparing contractual arrangements within the business and with clients, personal property securities, litigation, employment and independent contractor arrangements.

**April 2010 to February 2011**      **Peter J Clark & Associates Limited**  
In association with BarnettLaw Limited  
Level 8, 44 Victoria Street  
Wellington

Solicitor

Duties included residential & commercial property settlements, retirement village settlements and private client matters including trusts, estates and wills.

**June 2007 to April 2010**      **Wilson & Co**  
Barristers & Solicitors  
Level 7, 234 Wakefield Street  
Wellington

Law Clerk – June 2007 to June 2008

Law Graduate – June 2008 to February 2009  
Barrister and Solicitor – February 2009 to Current

Duties included property settlements, employment disputes, litigation, preparing investment statements and prospectuses.

## Education and Training

**August 2008 to December 2008** **College of Law**  
Wellington

Completed my Professionals.  
I was admitted to the Bar on 13 February 2009 as a Barrister and Solicitor.

**February 2005 to June 2008** **Victoria University of Wellington**  
Wellington

Completed my Law degree and graduated on 5 December 2008

**February 2000 to December 2004** **Taradale High School**  
Hawkes Bay

NCEA Level 1, 6<sup>th</sup> Form Certificate (8), NCEA Level 3

## Interests

s 9(2)(a)

## Referees

Will be available on request

6 October 2022

Ministry of Business, Innovation  
and Employment

**By online application**

Dear sir/madam

**RE: ELECTRICAL WORKERS REGISTRATION BOARD-MEMBER (8496)**

I refer to the above and **enclose** my CV for your consideration.

I am a commercial and property solicitor, with more than 13 years post qualification. I am based in Hawkes Bay and my husband and I own a small electrical company, Mogcon Electrical Limited that operates locally.

The regulation of the electrical industry is incredibly important to my family and I as it ensures the safety of my husband and our employee every day.

Becoming a board member would allow me to bring together my legal skills and experience with my experience in the electrical industry as a business owner, which I believe would be both very beneficial for the Board.

Thank you for your time and consideration of my application.

Regards

Erin Mogford

s 9(2)(a)











## CURRICULUM VITAE

Name:	Thomas Wiseman
Position:	Operations Manager/Director
Qualifications:	<ul style="list-style-type: none"> <li>• National Diploma in Business Level 5 (90% complete)</li> <li>• Registered Electrical Inspector (2016)</li> <li>• Introduction to HV Electrical Safety &amp; System Switching for Electricians (2014)</li> <li>• Hazardous Area Electrical Installations Certificate (2015)</li> <li>• Instrumentation and Control National Certificate (Level 5) (2017)</li> <li>• Health &amp; Safety Rep (Stage 1) (2016)</li> <li>• Gas Testing (2016)</li> <li>• Permit to Work (2016)</li> <li>• Swagelok - Safety Seminar &amp; Tube Bending (2016)</li> <li>• Taranaki Passport (2018)</li> </ul>

### Work History:

October 2017 - Current	<p><b>COMPANY: Taranaki Instrument Services Ltd</b> <b>POSITION HELD: Operations Manager / Director</b></p> <ul style="list-style-type: none"> <li>• Identify and develop business development opportunities</li> <li>• Organize QA packs for projects</li> <li>• Pricing projects</li> <li>• Managing staff manning and competencies</li> <li>• Electrical and Instrumentation Skills assessor</li> <li>• Recruitment</li> <li>• Conformance to standards</li> <li>• Technical adviser instrumentation and electrical</li> <li>• Attend board meetings as a director</li> <li>• Report to the board as operations manager quarterly</li> <li>• Attend and contribute to company strategy meetings</li> <li>• Business development for energy skills transition (H2X company)</li> <li>• Business development company scope growth</li> <li>• Regional development (Taupo branch)</li> </ul>
November 2013 – October 2017	<p><b>COMPANY: Taranaki Instrument Services Ltd</b> <b>POSITION HELD: Instrumentation Technician</b></p> <p>M&amp;M Production Station and Well sites maintenance</p> <ul style="list-style-type: none"> <li>• Electrically help maintain and repair</li> <li>• Routine maintenance</li> <li>• Update maintenance routines, drawings and master index</li> <li>• On Call for major client's</li> </ul>



August 2013 – November 2013	COMPANY: <b>Taranaki Electronics Limited (TEL)</b> POSITION HELD: <b>Electrician</b> <ul style="list-style-type: none"><li>• Installation - residential and commercial</li><li>• Provided service and repair on appliances, equipment and devices</li></ul>
May 2013 – August 2013	COMPANY: <b>NPE Tech</b> POSITION HELD: <b>Electrician</b> <ul style="list-style-type: none"><li>• Installation – Commercial,/Industrial</li><li>• Provided service and repair on appliances, equipment and devices</li><li>• Head Construction Lead - NP Waste Water Treatment Plant Upgrade</li></ul>

# THOMAS WISEMAN

## CONTACT

PHONE:

s 9(2)(a)

<https://www.linkedin.com/in/thomas-wiseman-5b9906ab>

EMAIL:

s 9(2)(a)

To whom it may concern,

I wish to put myself forward for the EWRB Member position. I am currently working as Operations Manager at Taranaki Instrument Services where I am a shareholder/director. I am Taranaki born and bred and have a passion for future energy technologies.

I have been working in the high-risk gas hazardous area field as a maintenance instrument and electrical technician for the four years before being promoted to my current role. This posting has led me to develop an interest in standards, regulation, quality assurance and management. I believe my position in industry, background in services and commitment to future training systems makes me ideal for the role.

More recently I have also completed the Future Board Members programmed with the EWRB 2021.

As a company we have built a small pilot off grid system demonstrating the potential future of hydrogen as a fuel/storage medium. I have used this to build calculators to track the likely viability point of the future fuel in the local energy environment.

I am a current member of the Taranaki Institute of Directors, looking to further my governance skills and would relish the opportunity to contribute to strategic thinking in business and industry in the near and distant future.

Please find my CV attached,

Thank you for your consideration

Tom Wiseman



s 9(2)(a)

## QUALIFICATIONS

- National Certificate in Electrical Engineering(Level 4)
- Site Safe Passport
- EWP License Electrical
- Electrical First Aid Certificate

## EXPERIENCE

**Electrical Tutor, New Zealand Management Group(NZMA)** **May 2022 – Current**  
*Napier*

- Delivering level 2 & 3 Electrical Engineering content
- Achieving academic outcomes successfully with parity
- Meeting legal obligations and company policies
- Recording academic results accurately and promptly
- Following up daily with class absenteeism that hasn't been advised to the school and ensure the correct steps are taken in line with Company Policy
- Incorporating literacy & numeracy learning activities in all subjects
- Assisting students to maintain their health & wellbeing through effective pastoral care and providing referral options to qualified practitioners for students as necessary
- Completing assessment of learning and facilitation in line with government requirements

s 9(2)(a)

**Electrician, Mainline Electrical**

**July 2020 – January 2021**

*Wellington*

- interpreting electrical information on diagrams and plans.
- Installing electrical wiring and equipment.
- repairing and replacing electrical wiring, parts and equipment.



**Apprentice Electrician, ETCO**

September 2017- July 2021

*Wellington*

- General Apprentice Duties.

**Duty Manager, § 9(2)(a)**

July 2015 – September 2017

§ 9(2)(a)

- Training and managing staff
- Monitoring KPI Performance
- Finances
- Complaint resolutions
- General Apprentice Duties.

**Sales Representative, § 9(2)(a)**

September 2013– January 2014

§ 9(2)(a)

- Generating leads.
- Meeting or exceeding sales goals.

**Clean Room Deputy, § 9(2)(a)**

January 2013– September 2017

§ 9(2)(a)

- Maintaining adequate levels of protective equipment for the descaling operation.

**EDUCATION**

§ 9(2)(a)

**Electrical Training Company Organization – Wellington – Level 4 Certificate in Electrical Engineering**





## BRIEFING

### Electrical Workers Registration Board – preferred candidates for appointment

<b>Date:</b>	8 June 2023	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2223-3991

Minister	Action sought	Deadline
Hon Dr Megan Woods <b>Minister for Building and Construction</b>	<p>s 9(2)(g)(i)</p> <p><b>Note</b> that there are appointment decisions present on the Board.</p> <p>s 9(2)(g)(i)</p> <p><b>Agree</b> to appoint s 9(2)(a) Erin Mogford, Thomas Wiseman, John Hutton and Sarah Cameron to the Board.</p> <p><b>Indicate</b> whether you wish to discuss these appointments with officials.</p>	21 June 2023

Contact for telephone discussion (if required)			
Name	Position	Telephone	1st contact
Paul Metcalf	Manager, Appointments and Governance	s 9(2)(a)	✓
Tristram Standfield	Advisor, Board Appointments and Governance	04 897 5157	

**The following departments/agencies have been consulted**

Economic Strategy, MBIE.

Minister's office to complete:

- |   |  |
|---|--|
| <input type="checkbox"/> Approved             | <input type="checkbox"/> Declined            |
| <input type="checkbox"/> Noted                | <input type="checkbox"/> Needs change        |
| <input type="checkbox"/> Seen                 | <input type="checkbox"/> Overtaken by Events |
| <input type="checkbox"/> See Minister's Notes | <input type="checkbox"/> Withdrawn           |

Comments



## BRIEFING

### Electrical Workers Registration Board – preferred candidates for appointment

<b>Date:</b>	8 June 2023	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2223-3991

#### Purpose

To provide you with preferred candidates for appointment to the Electrical Workers Registration Board.

#### Recommended action

The Ministry of Business, Innovation and Employment recommends that you:

a s 9(2)(g)(i)

*Noted*

b **Note** that there are appointment decisions present on the Board.

*Noted*

c **Note** that you have been recruiting for three roles on the Board.

*Noted*

d **Note** that there are two further members, Jane Davel and Martin Perry, whose terms expire on 31 August 2023 and both have indicated that they are available for reappointment.

*Noted*

s 9(2)(g)(i)

*Noted*

f **Agree** to reappoint the following candidates to the Board (**not recommended**):

- Jane Davel *Agree / Disagree*
- Martin Perry *Agree / Disagree*

**OR**

g **Agree** to appoint the following five candidates to the Board (**MBIE's preferred option**):

*Legal role*

s 9(2)(a)

*Agree / Disagree*

- Erin Mogford *Agree / Disagree*

*Technical role*

- Thomas Wiseman *Agree / Disagree*
- John Hutton *Agree / Disagree*

*Education role*

- Sarah Cameron *Agree / Disagree*

h **Indicate** whether you wish to discuss the preferred candidates with officials.

*Yes / No*



Paul Metcalf  
**Manager, Appointments and Governance**  
Labour, Science and Enterprise, MBIE

8 / 6 / 23

Hon Dr Megan Woods  
**Minister for Building and Construction**

..... / ..... / .....

## Background

1. The Electrical Workers Registration Board (the Board) is a statutory body established under the Electricity Act 1992 (the Act). The Board’s primary functions are to conduct, or provide for the conduct of, examinations under the Act, to appoint examiners and make necessary arrangements for exams and to issue certificates to persons who have passed examinations.
2. It also receives applications for or relating to registration under the Act, authorises registration in proper cases, receives applications for the issue of provisional licences and grants provisional licences. The Board also has a disciplinary function where it hears complaints about registered persons or provisional licence holders. It can then discipline registered persons or provisional licence holders found to be at fault under the Act.

### Electrical Workers Registration Board Membership

3. The Board comprises seven members appointed by you as the Minister for Building and Construction. Members are appointed for terms of up to three years and may be reappointed. Members continue in office past the expiry of their term until they are reappointed, a successor is appointed, or they are informed that they are not to be reappointed and no successor is to be appointed at that time.
4. Section 150(1) of the Act states the membership of the Board must include four persons who are registered or are entitled to be registered. Two of these members must hold current practising licences. The remaining three members hold layperson roles, one of which must possess appropriate electrical industry qualifications or experience.
5. Current membership of the Board is detailed below:



6. The Board has an internal election for their Presiding Member and Deputy Presiding Member which are not subject to the Appointments and Honours Committee (APH) and Cabinet processes. The Board recently elected Russell Keys as Presiding Member and Jane Davel as Deputy Presiding Member.

## Strategic overview

7. Our advice in April 2023 [briefing 2223-3230 refers], outlined that we consider the Board to be in a vulnerable position and potentially at risk of being unable to perform its statutory responsibilities.
8. This situation has arisen following an independent investigation commissioned to assess allegations of culturally inappropriate behaviour on the Board in 2021. The investigation was unable to substantiate the allegations, although it suggested some improvements should be made.

9. The impact of the investigation has been a breakdown in relationships between Board members, and ongoing conflict amongst individuals, which MBIE has been working with the Board to manage. We recommended that a progressive refresh of the Board membership take place in order to reset relationships and develop a collaborative and trusting board culture.
10. Since providing our advice, the terms of two further members, Ms Jane Davel and Mr Martin Perry, are due to expire on 31 August 2023. This creates a further opportunity to carry out a more substantive refresh of the Board membership and reset the culture and relationships. Our suggestion is to appoint five new Board members, including two to replace Ms Davel and Mr Perry.

## **About the recruitment process**

---

11. In November 2022, an initial search was undertaken seeking candidates for two member roles with the following skills and expertise:
  - Legal or disciplinary tribunal experience, with a connection to the electrical profession *and/or*
  - Licensed Electrician and/or Registered Electrical Inspector.
12. Subsequently, an additional Board member, Ms Monica Kershaw, indicated her intention not to seek reappointment and that she would resign early if a replacement member could be found. Ms Kershaw brings an electrical tutoring/education perspective to the Board. We initiated a public and targeted search to find potential candidates to replace Ms Kershaw.
13. Candidates were also expected to have some, or all, of the following:
  - a licence in one or more classes of registration
  - a thorough knowledge of the Act, the Electrical (Safety) Regulations 2010 and the related New Zealand Standards and Codes of Practice
  - broad involvement or engagement across the electrical industry as a contractor and/or electrical worker
  - regulatory governance experience or experience of working in a regulatory environment
  - an understanding of public accountability and the relationship between the Government and an occupational licensing board
  - an ability to work effectively within a team.

## **Candidate summaries**

---

14. You agreed to a shortlist of eight candidates for three roles in early April 2023 [briefing 2223-3230 refers]. One candidate s 9(2)(a) subsequently withdrew his application for personal reasons. Interviews of the remaining seven candidates were carried out in mid-May 2023.
15. The panel comprised Mr Paul Metcalf, Manager, Appointments and Governance, MBIE, Mr Russell Keys, Presiding Member, EWRB and Ms Jane Davel, Deputy Presiding Member, EWRB.
16. Ms Leilani Tamu, Director, Governance and Capability, MBIE, attended a number of the interviews. Mr Andrew Flanagan and Mr Tristram Standfield alternated as secretariat.

17. Summaries of candidates are as follow:

**Candidates recommended for appointment**

**Legal role**

s 9(2)(a)

*Erin Mogford*

21. Erin Mogford is a property associate for Source Legal Partners in Napier and a qualified Barrister and Solicitor with 13 years' experience. She has strong experience in commercial and property law and experience in dispute resolution, trust and estate matters and employment and independent contractor arrangements. Ms Mogford and her husband own a small electrical company operating out of Hawkes Bay, and her husband is a registered electrician.
22. Ms Mogford interviewed well for the role, highlighting her interest in the role as a desire to enhance the safety of the electrical industry, in which her husband works, and develop her board experience. She described the skills she would bring to the role as a strong legal understanding, the ability to quickly adapt to new professional environments and experience in mediation and dispute resolution. Ms Mogford was also able to clearly demonstrate an understanding of the role and functions of the Board.
23. Ms Mogford was aware of her comparative lack of disciplinary experience, although saw her value to the Board as grounded in her strong legal expertise. The panel noted that Ms Mogford provided good examples of where she has built effective relationships and managed conflict that led the Panel to conclude that she would develop a collaborative board style. Overall, the panel were impressed with her motivation and passion for improving the electrical industry, legal knowledge, relationship management skills, confidence in her abilities while acknowledging that she would need to develop her knowledge of disciplinary processes.

**Technical role**

*Thomas Wiseman*

24. Thomas Wiseman is a shareholder, director and the current Operations Manager at Taranaki Instrument Services. He has strong experience in hazardous high-risk gas fields and



experience as an electrical technician and licensed electrical inspector. From these roles he has developed an interest in standards, regulations, quality assurance and management. Mr Wiseman is also a previous member of the Board's Future Board Members programme, which he completed in 2021. He is acutely aware of the changes the transition to a low carbon economy will bring to the industry, and this was part of his motivation for applying for a role on the Board.

25. Mr Wiseman interviewed well, demonstrating a strong technical understanding of the industry work the EWRB engages with and deep knowledge of the functions of the Board through his Future Board Members programme experience. His knowledge of the Act, the standards and the regulations were evident as he answered technical questions and linked them back to his current and previous roles.
26. Mr Wiseman talked about his relationship-building experience and gave an example from his current role, where he has been transitioning his business from traditional energy sources towards renewable ones. As part of the transition, he has been developing new contacts throughout the industry and building effective working relationships with potential business partners. The panel were impressed by his motivation, awareness of the wider system changes, strong technical knowledge, and understanding of the Board's work and his relationship building skills.

#### *John Hutton*

27. John Hutton is a licensed electrical inspector with 43 years of varied experience in the electrical industry. He has recently retired from his role as a technical services manager for the Master Electricians and is looking for a role that will keep him engaged with the industry. Mr Hutton was previously a training centre supervisor and electrical tutor for the Electrical Training Company and possesses good knowledge of the education side of the industry as a result.
28. Mr Hutton interviewed well, grounding his motivation for applying in his deep interest in the electrical industry and his desire to both keep engaged with and give back to it. He described his practical experience and technical knowledge to the panel, detailing it as the primary skill he would bring to the Board, backed up with his relationship management and electrical tutoring experience. Mr Hutton has a strong understanding of the work and functions of the Board derived from his long history in the industry. He also possesses a detailed knowledge of the Act, the regulations, and the standards.
29. Mr Hutton impressed the panel with the depth of his technical knowledge relating to both the practical and education aspects of his previous roles. His knowledge of the Act, regulation and standards would be of particular value to the Board in their work. Although Mr Hutton does not have significant experience in making disciplinary decisions, he is familiar with the Board's work and procedures, having been an expert witness in disciplinary hearings previously.

#### **Education role**

#### *Sarah Cameron*


30. Sarah Cameron is currently a Meter Technician working for Ventia, a role she has moved into recently while she completes her Bachelor of Psychology at the Victoria University of Wellington. Prior to this she was an electrical tutor for the New Zealand Management Group, teaching level 2 and 3 electrical engineering content, and an electrical instructor for Offender Employment, Ara Poutama Aotearoa. Ms Cameron has combined experience in education roles and practical electrician roles.
31. Ms Cameron interviewed well, showing a genuine interest in the electrical field and a maturity for her age that the panel considered would serve her well in a board role. She described her

varied background across electrical education and practical roles as her main reason for applying and saw moving into a more advanced and complicated role as the next step in her career. Ms Cameron also impressed the panel with her work ethic as she explained how she balances virtual study with her current role and how she would be able to fit a board role in.


32. Ms Cameron answered technical questions well, explaining her knowledge of the Act, regulations and standards in relation to her practical and teaching roles. She also clearly detailed her understanding of the challenges the Board and electrical workers will face in the future, including a concern around the use of ChatGPT in electrical examinations, and the transition to a low carbon economy.
33. While she does not possess board experience, Ms Cameron highlighted several examples of conflict management and relationship building experience that led the panel to conclude she would quickly develop in this role. Ms Cameron impressed the panel with her knowledge, maturity and technical capability.

#### **Candidates not recommended for appointment**

s 9(2)(g)(i)



s 9(2)(g)(i)



**We recommend s 9(2)(a) Erin Mogford, Thomas Wiseman, John Hutton and Sarah Cameron for appointment**

40. We have been recruiting for three members of the Board on your behalf. Since we commenced the process, the terms of two further members of the Board will expire shortly. Both have indicated a willingness to be reappointed.

41. s 9(2)(a)

42. Our assessment is that s 9(2)(a) Ms Mogford, Mr Wiseman, Mr Hutton and Ms Cameron all possess the motivation, inter-personal skills, and mix of technical, legal and education skills and experience to position the Board to competently and effectively carry out its statutory functions while improving overall culture.

43. s 9(2)(a) and Ms Mogford both possess strong legal skillsets with complementary perspectives. s 9(2)(a)

s 9(2)(a) Ms Mogford has more of a property and commercial law focus, while also possessing knowledge in mediation and dispute resolution.

44. s 9(2)(a)

45. Mr Wiseman and Mr Hutton both possess deep technical knowledge and hands-on experience in the electrical industry. Mr Wiseman has a depth of knowledge about renewable energy sources in addition to strong practical industry experience. He would provide a future-focused perspective to the Board on emerging technologies. He also has prior experience working with the Board from his membership of the Future Board Members programme, and a good understanding of the role.

46. Mr Hutton would provide a strong knowledge of the traditional technical aspects of the electrical industry, including a deep knowledge of the Act, regulations and standards which are at the core of the Board's work. Of additional value, he has prior experience in the electrical education sector. Together, Mr Wiseman and Mr Hutton's skillsets would be well positioned to uplift the technical capability of the Board in performing its statutory functions.

47. Ms Cameron is well positioned to provide an education element to the Board, while also providing a practical, hands-on technical perspective. This would allow for greater interaction with the education sector, and support decisions where the Board is requiring practitioners to complete further education as part of its disciplinary processes.

48. We have considered the impact that a comprehensive refresh of the membership (should you agree) may have on the continuity of skills and experience on the Board.

49. In this instance, much of the analysis of technical issues is provided by the Registrar's team in MBIE. The Registrar has advised that the Board's work programme can be structured to ensure that a change in membership will have minimal implications for it.

50. A further issue is the implication of a refresh on disciplinary processes before the Board. However, these tend to be matters considered on a case by case basis, as are the decisions made. A substantive change in membership should have little effect on this area of the Board's work.
51. Overall, MBIE considers that any impacts that a refresh may have on the Board's work to be minor and temporary, and significantly outweighed by the longer-term benefits of improved effectiveness, culture and relationships amongst board members.

## **If you choose to reappoint Ms Davel and/or Mr Perry**

---

52. If you choose to reappoint Ms Davel and Mr Perry, we recommend you appoint Ms Clark, Mr Hutton and Ms Cameron as new members. These three candidates possess the widest range of applicable skills to the positions initially searched for and would be well positioned to refresh the Board culture.
53. If you choose to reappoint Ms Davel and not reappoint Mr Perry, we recommend you appoint Ms Clark, Mr Hutton, Ms Cameron and Mr Wiseman. Mr Wiseman possesses a strong technical skillset similar to Mr Perry's. He is also a currently licensed electrical inspector and is well positioned to provide comprehensive technical advice to the Board.
54. If you choose to reappoint Mr Perry and not reappoint Ms Davel, we recommend you appoint Ms Clark, Mr Hutton, Ms Cameron and Ms Mogford. Ms Mogford has a legal skillset, with some additional knowledge of disciplinary and mediation processes. Her skillset would replace and enhance the role Ms Davel currently fills on the Board.

## **Gender and diversity**

---

55. The current gender balance on the Board is four men and three women. MBIE's preferred appointments will result in a gender balance of three men and four women.
56. Regional diversity on the Board would be well represented by the preferred candidates. Mr Keys resides in the Wairarapa and Ms Yan in s 9(2)(a) Ms Mogford in s 9(2)(a) Mr Hutton in s 9(2)(a) Mr Wiseman in s 9(2)(a) and Ms Cameron is in s 9(2)(a)
57. Ms Yan identifies as Chinese and has strong networks amongst Chinese electrical practitioners and industry groups, particularly in the s 9(2)(a) region. Mr Keys, Ms Mogford and Mr Wiseman all have strong local connections, developed primarily through the businesses they own and operate regionally.
58. Ms Mogford, Ms Cameron and Ms Yan would be able to provide a perspective of younger generations participating in the electrical industry. Ms Cameron is particularly well positioned for this as a result of her education background, and her own comparatively early-stage career.
59. Mr Keys, Ms Clark and Mr Wiseman have more developed careers in the electrical industry and will provide a more mature and experienced point of view. Mr Hutton possesses a deep industry experience developed over the course of his extensive career.
60. Overall, with the proposed appointees, the Board would have very a good geographic and age diversity and an excellent mix of technical skills and experience.
61. A table detailing the proposed make-up of the Board is included on the following page:

Recommended future Board members					
Name	Gender		Ethnicity(ies)		
Mr Russell Keys	M		No selection		
Ms Han (Ashley) Yan	F		Chinese		
Proposed candidates for appointment					
s 9(2)(a)					
Ms Erin Mogford	F		New Zealand European		
Mr Thomas Wiseman	M		New Zealander		
Mr John Hutton	M		New Zealander		
Ms Sarah Cameron	F		No selection		
	NZ European	New Zealander	Other	Not disclosed	Total
Male	-	2 (28.57%)	-	1 (14.29%)	3 (42.86%)
Female	1 (14.29%)	1 (14.29%)	1 (14.29%)	1 (14.29%)	4 (57.14%)
Total	1 (14.29%)	3 (42.86%)	1 (14.29%)	2 (28.57%)	7 (100%)
Figures include recommended candidates and exclude departing members					

## Pre-election period considerations

62. A general election will be held on 14 October 2023. It has been the practice for governments to exercise restraint in making significant appointments in the three months before a general election (the pre-election period). For the 2023 general election, the pre-election period will begin on 14 July 2023.
63. The Cabinet Office has circulated guidance on appointments both during the pre-election period and in the immediate post-election period [CO (23) 1 refers]. This sets out that whether or not a particular appointment is "significant" is a matter of judgement. There is no "blanket ban" on the making of such appointments. Rather a case-by-case assessment is required, taking into account factors such as:
- a. the public profile of the position or organisation;
  - b. whether the organisation has a significant strategic or decision-making role;
  - c. whether the organisation controls significant assets or funds;
  - d. whether the organisation is an executive body, as opposed to an advisory or technical one.
64. We do not consider these appointments to be significant as the Board:
- a. has a low public profile and a low to moderate public impact;
  - b. does not control any assets or funds;
  - c. is a technical and disciplinary body, not an executive body.
65. We recommend three-year appointment terms for the proposed candidates.

## **Next steps**

---

66. Subject to your agreement, we will undertake reference and other background checks (such as criminal record, qualifications and public profile) on your preferred candidates for appointment.
67. Should due diligence be satisfactorily completed, and you agree to progress your preferred candidates, we will provide you with a draft Cabinet paper to advise the Cabinet Appointments and Honours Committee (APH) of your intention to appoint your preferred candidates to the Board.

## **Annexes**

---

Annex One: CVs of preferred candidates

## **Annex One: CVs of preferred candidates**

---

**Erin Mogford**

s 9(2)(a)

**Personal Profile**

I am a qualified Barrister and Solicitor with a current PQE of 13 years.

I am currently employed as a property associate in a reputable firm in Napier and have been enjoying working on diverse matters with a range of clients and entities.

However, I am looking for an exciting & innovative challenge to continue to advance my career and skills.

**Relevant Skills*****Commercial law – My Key Skills include:***

- Drafting, preparing and advising on commercial agreements and contractual arrangements;
- Assisting with new company start ups;
- Drafting and advising on shareholder agreements;
- Drafting, preparing and advising on the sale and purchase of businesses and attending on settlements;
- Drafting, preparing and advising on commercial development and financial arrangements;
- Drafting, preparing and advising on lease arrangements;
- Drafting, preparing and advising on personal property securities and security documentation;
- Drafting and preparing confidentiality agreements;
- Drafting, preparing and advising on corporate administration.

***Property law – My Key Skills include:***

- Drafting, preparing and advising on commercial and real estate property contracts and contractual arrangements;
- Drafting, preparing and advising on subdivisions;
- Attending on residential and commercial property settlements;
- Drafting, preparing and advising on land based financial arrangements;
- Drafting, preparing and advising on easements, land covenants and associated property interests;
- Drafting, preparing and advising on Contracting Out agreements.

***Other areas I have worked within:***

- Dispute resolution;
- Employment and independent contractor arrangements (in-house)
- Trust and estate matters.



## Employment History

**September 2022 to current**      **Source Legal Partners**  
Auckland (working remotely HB)

Senior Associate

Duties include commercial and property law, focusing on virtual general counsel & external consent support for large organisations and subscription legal services for SMEs.

**January 2019 to September 2022**      **Sainsbury Logan & Williams**  
61 Tennyson Street  
Napier

Property Associate

Duties include residential, rural & commercial property subdivisions, transactions, negotiations, leasing and settlements, sale and purchase of businesses and private client matters including trusts and wills.

**March 2015 to December 2018**      **Carlile Dowling**  
67 Raffles Street  
Napier

Commercial and Property Solicitor

Duties include residential, rural & commercial property settlements,, sale and purchase of businesses and shares, advising on and completing subdivision works and private client matters including trusts and wills.

**February 2011 to February 2015**      **StockCo Limited**  
Farming House, 211 Market St Sth  
Hastings

In House Counsel

Duties included advising on and preparing contractual arrangements within the business and with clients, personal property securities, litigation, employment and independent contractor arrangements.

**April 2010 to February 2011**      **Peter J Clark & Associates Limited**  
In association with BarnettLaw Limited  
Level 8, 44 Victoria Street  
Wellington

Solicitor

Duties included residential & commercial property settlements, retirement village settlements and private client matters including trusts, estates and wills.

**June 2007 to April 2010**      **Wilson & Co**  
Barristers & Solicitors  
Level 7, 234 Wakefield Street  
Wellington

Law Clerk – June 2007 to June 2008

**Law Graduate – June 2008 to February 2009**  
**Barrister and Solicitor – February 2009 to Current**

Duties included property settlements, employment disputes, litigation, preparing investment statements and prospectuses.

## **Education and Training**

**August 2008 to December 2008** **College of Law**  
Wellington

Completed my Professionals.  
I was admitted to the Bar on 13 February 2009 as a Barrister and Solicitor.


**February 2005 to June 2008** **Victoria University of Wellington**  
Wellington

Completed my Law degree and graduated on 5 December 2008

**February 2000 to December 2004** **Taradale High School**  
Hawkes Bay

NCEA Level 1, 6<sup>th</sup> Form Certificate (8), NCEA Level 3

s 9(2)(a)



## **Referees**

Will be available on request

6 October 2022

Ministry of Business, Innovation  
and Employment

**By online application**

Dear sir/madam

**RE: ELECTRICAL WORKERS REGISTRATION BOARD-MEMBER (8496)**

I refer to the above and **enclose** my CV for your consideration.

I am a commercial and property solicitor, with more than 13 years post qualification. I am based in Hawkes Bay and my husband and I own a small electrical company, Mogcon Electrical Limited that operates locally.

The regulation of the electrical industry is incredibly important to my family and I as it ensures the safety of my husband and our employee every day.

Becoming a board member would allow me to bring together my legal skills and experience with my experience in the electrical industry as a business owner, which I believe would be both very beneficial for the Board.

Thank you for your time and consideration of my application.

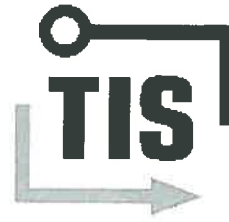
Regards

Erin Mogford

s 9(2)(a)







**CURRICULUM VITAE**

<b>Name:</b>	Thomas Wiseman
<b>Position:</b>	Operations Manager/Director
<b>Qualifications:</b>	<ul style="list-style-type: none"> <li>• National Diploma in Business Level 5 (90% complete)</li> <li>• Registered Electrical Inspector (2016)</li> <li>• Introduction to HV Electrical Safety &amp; System Switching for Electricians (2014)</li> <li>• Hazardous Area Electrical Installations Certificate (2015)</li> <li>• Instrumentation and Control National Certificate (Level 5) (2017)</li> <li>• Health &amp; Safety Rep (Stage 1) (2016)</li> <li>• Gas Testing (2016)</li> <li>• Permit to Work (2016)</li> <li>• Swagelok - Safety Seminar &amp; Tube Bending (2016)</li> <li>• Taranaki Passport (2018)</li> </ul>

**Work History:**

October 2017 - Current	<p><b>COMPANY: Taranaki Instrument Services Ltd</b>  <b>POSITION HELD: Operations Manager / Director</b></p> <ul style="list-style-type: none"> <li>• Identify and develop business development opportunities</li> <li>• Organize QA packs for projects</li> <li>• Pricing projects</li> <li>• Managing staff manning and competencies</li> <li>• Electrical and Instrumentation Skills assessor</li> <li>• Recruitment</li> <li>• Conformance to standards</li> <li>• Technical adviser instrumentation and electrical</li> <li>• Attend board meetings as a director</li> <li>• Report to the board as operations manager quarterly</li> <li>• Attend and contribute to company strategy meetings</li> <li>• Business development for energy skills transition (H2X company)</li> <li>• Business development company scope growth</li> <li>• Regional development (Taupo branch)</li> </ul>
November 2013 – October 2017	<p><b>COMPANY: Taranaki Instrument Services Ltd</b>  <b>POSITION HELD: Instrumentation Technician</b></p> <p>M&amp;M Production Station and Well sites maintenance</p> <ul style="list-style-type: none"> <li>• Electrically help maintain and repair</li> <li>• Routine maintenance</li> <li>• Update maintenance routines, drawings and master index</li> <li>• On Call for major client's</li> </ul>



August 2013 – November 2013	<b>COMPANY: Taranaki Electronics Limited (TEL)</b> <b>POSITION HELD: Electrician</b> <ul style="list-style-type: none"><li>• Installation - residential and commercial</li><li>• Provided service and repair on appliances, equipment and devices</li></ul>
May 2013 – August 2013	<b>COMPANY: NPE Tech</b> <b>POSITION HELD: Electrician</b> <ul style="list-style-type: none"><li>• Installation – Commercial,/Industrial</li><li>• Provided service and repair on appliances, equipment and devices</li><li>• Head Construction Lead - NP Waste Water Treatment Plant Upgrade</li></ul>

# THOMAS WISEMAN

## CONTACT

PHONE:  
s 9(2)(a)

<https://www.linkedin.com/in/thomas-wiseman-5b9906ab>

EMAIL:  
s 9(2)(a)

To whom it may concern,

I wish to put myself forward for the EWRB Member position. I am currently working as Operations Manager at Taranaki Instrument Services where I am a shareholder/director. I am Taranaki born and bred and have a passion for future energy technologies.

I have been working in the high-risk gas hazardous area field as a maintenance instrument and electrical technician for the four years before being promoted to my current role. This posting has led me to develop an interest in standards, regulation, quality assurance and management. I believe my position in industry, background in services and commitment to future training systems makes me ideal for the role.

More recently I have also completed the Future Board Members programmed with the EWRB 2021.

As a company we have built a small pilot off grid system demonstrating the potential future of hydrogen as a fuel/storage medium. I have used this to build calculators to track the likely viability point of the future fuel in the local energy environment.

I am a current member of the Taranaki Institute of Directors, looking to further my governance skills and would relish the opportunity to contribute to strategical thinking in business and industry in the near and distant future.

Please find my CV attached,

Thank you for your consideration

Tom Wiseman



s 9(2)(a)

## QUALIFICATIONS

- National Certificate in Electrical Engineering(Level 4)
- Site Safe Passport
- EWP License Electrical
- Electrical First Aid Certificate

## EXPERIENCE

**Electrical Tutor, New Zealand Management Group(NZMA)** May 2022 – Current

*Napier*

- Delivering level 2 & 3 Electrical Engineering content
- Achieving academic outcomes successfully with parity
- Meeting legal obligations and company policies
- Recording academic results accurately and promptly
- Following up daily with class absenteeism that hasn't been advised to the school and ensure the correct steps are taken in line with Company Policy
- Incorporating literacy & numeracy learning activities in all subjects
- Assisting students to maintain their health & wellbeing through effective pastoral care and providing referral options to qualified practitioners for students as necessary
- Completing assessment of learning and facilitation in line with government requirements

s 9(2)(a)

**Electrician, Mainline Electrical**

July 2020 – January 2021

*Wellington*

- interpreting electrical information on diagrams and plans.
- Installing electrical wiring and equipment.
- repairing and replacing electrical wiring, parts and equipment.

**Apprentice Electrician, ETCO**  
*Wellington*

September 2017- July 2021

- General Apprentice Duties.

**Duty Manager** s 9(2)(a)

July 2015 – September 2017

s 9(2)(a)

- Training and managing staff
- Monitoring KPI Performance
- Finances
- Complaint resolutions
- General Apprentice Duties.

**Sales Representative,** s 9(2)(a)

September 2013– January 2014

s 9(2)(a)

- Generating leads.
- Meeting or exceeding sales goals.

**Clean Room Deputy** s 9(2)(a)

January 2013– September 2017

s 9(2)(a)

- Maintaining adequate levels of protective equipment for the descaling operation.

## EDUCATION

s 9(2)(a)

**Electrical Training Company Organization – Wellington – Level 4 Certificate in Electrical Engineering**



## AIDE MEMOIRE

### Electrical Workers Registration Board – Draft Cabinet paper to progress appointments

<b>Date:</b>	4 July 2023	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2223-4262

#### Information for Minister

Hon Dr Megan Woods  
**Minister for Building and Construction**

#### Contact for telephone discussion (if required)

Name	Position	Telephone	1st contact
Paul Metcalf	Manager, Appointments and Governance	s 9(2)(a)	✓
Tristram Standfield	Advisor, Board Appointments and Governance	04 897 5157	

#### The following departments/agencies have been consulted

Chair, Electrical Workers Registration Board

#### Minister's office to complete:

- |   |  |
|---|--|
| <input type="checkbox"/> Approved             | <input type="checkbox"/> Declined            |
| <input type="checkbox"/> Noted                | <input type="checkbox"/> Needs change        |
| <input type="checkbox"/> Seen                 | <input type="checkbox"/> Overtaken by Events |
| <input type="checkbox"/> See Minister's Notes | <input type="checkbox"/> Withdrawn           |

#### Comments



## AIDE MEMOIRE

### Electrical Workers Registration Board – Draft Cabinet paper to progress appointments

<b>Date:</b>	4 July 2023	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2223-4262

### Purpose

To provide you with a draft Cabinet Appointments and Honours Committee (APH) paper to progress the appointments of Erin Mogford, John Hutton, Thomas Wiseman and Sarah Cameron to the Electrical Workers Registration Board.

In order for the appointment to be considered by APH on **Wednesday 26 July 2023**, the paper will need to be lodged on Thursday 20 July 2023, by 10.00am.

Paul Metcalf  
**Manager, Appointments and Governance**  
Labour, Science and Enterprise, MBIE

4/7/23

### Background

1. In June 2023, you agreed to appoint s 9(2)(a) Erin Mogford, John Hutton, Thomas Wiseman and Sarah Cameron as members of the Electrical Workers Registration Board (the Board) [2223-3991 briefing refers]. s 9(2)(a) subsequently withdrew her application for s 9(2)(a)
2. We are currently undertaking due diligence checks for the remaining proposed candidates, which will include reference checks, qualifications, criminal history and credit checks. We will advise your office if any issues are raised.
3. A draft Cabinet paper proposing the appointments of Ms Mogford, Mr Hutton, Mr Wiseman and Ms Cameron for three-year terms of office is attached as **Annex One**. The accompanying Organisation and Candidate CV Forms are attached as **Annex Two**.
4. For these appointments to be considered by the Cabinet Appointment and Honours Committee (APH) at its meeting on **Wednesday 26 July 2023**, the Cabinet paper must be lodged by 10.00am on Thursday 20 July 2023.
5. Speaking notes to support your attendance at the APH meeting are attached as **Annex Three**.

### Annexes

Annex One: Draft Cabinet paper  
Annex Two: Organisation and Candidate CV Forms  
Annex Three: Speaking Notes

## **Annex One: Draft Cabinet paper**

---

In confidence

Office of the Minister for Building and Construction

Cabinet Appointments and Honours Committee

## **ELECTRICAL WORKERS REGISTRATION BOARD: MEMBER APPOINTMENTS**

### **Proposal**

- 1 This paper outlines my intention to appoint Erin Mogford, John Hutton, Thomas Wiseman and Sarah Cameron as members of the Electrical Workers Registration Board (the Board) for three-year terms commencing as soon as practicable.

### **Background**

- 2 The Board was established under the Electricity Act 1992 (the Act). Its functions are to register and licence electrical workers under the Act, ensure licenced persons maintain an adequate level of competency, exercise disciplinary powers according to the Act and initiate prosecutions for contravention of the Act where appropriate.
- 3 The Board consists of a total of seven members. Four of these must be registered or entitled to be registered, two of whom must hold current practising licenses. The remaining three members are considered laypersons, at least one of whom must possess appropriate electrical industry qualifications or experience.
- 4 Relevant professional qualifications, experience and personal attributes specific to the Board member roles include:
  - 4.1 a licence in one or more classes of registration;
  - 4.2 a thorough knowledge of the Act, Electrical (Safety) Regulations 2010 and the related New Zealand Standards and Codes of Practice;
  - 4.3 broad involvement or engagement across the electrical industry as a contractor and/or electrical worker;
  - 4.4 regulatory governance experience, or experience working in a regulatory environment;
  - 4.5 an understanding of public accountability and the relationship between Government and an occupational licensing board; and
  - 4.6 an ability to work within a team.
- 5 In addition, members need to demonstrate general skills relevant for being on a Crown entity board.

6 A list of the current membership of the Board is attached.

### **Comment**

7 I intend to appoint Erin Mogford, John Hutton, Thomas Wiseman and Sarah Cameron to fill two vacancies on the Board and to replace two outgoing members, Jane Davel and Martin Perry. I intend to appoint the proposed candidates for three-year terms of office commencing from the date of appointment.

#### *Erin Mogford*

8 Erin Mogford is a property associate for Source Legal Partners in Napier and a qualified Barrister and Solicitor with 13 years' experience. She has strong experience in commercial and property law and experience in dispute resolution, trust and estate matters and employment and independent contractor arrangements.

9 Ms Mogford and her husband own a small electrical company operating out of Hawkes Bay, and her husband is a registered electrician. Ms Mogford will bring to the Board strong legal expertise and knowledge of disciplinary processes.

#### *John Hutton*

10 John Hutton is a licensed electrical inspector with 43 years of varied experience in the electrical industry. He was formerly a technical services manager with Master Electricians. Mr Hutton was previously a training centre supervisor and electrical tutor for the Electrical Training Company.

11 Mr Hutton will bring a mix of deep practical and technical knowledge and a good understanding of the education side of the electrical industry. His skillset will provide the Board with the technical capability to fulfil their statutory duties.

#### *Thomas Wiseman*

12 Thomas Wiseman is a shareholder, director and the current Operations Manager at Taranaki Instrument Services. He has strong experience in hazardous high-risk gas fields and experience as an electrical technician and licensed electrical inspector. From these roles he has developed an interest in standards, regulations, quality assurance and management. Mr Wiseman is also a previous member of the Board's Future Board Members programme, which he completed in 2021.

13 Mr Wiseman will bring a strong practical understanding to the Board in its deliberations and has the capability to provide the deep technical knowledge needed for disciplinary proceedings. His knowledge of the transition towards a low carbon economy is of additional benefit to the Board moving forward.

## *Sarah Cameron*

- 14 Sarah Cameron is currently a Meter Technician working for Ventia. Prior to this she was an electrical tutor for the New Zealand Management Group, teaching Levels 2 and 3 electrical engineering content, and an electrical instructor for s 9(2)(a)
- 15 Ms Cameron has combined experience in education roles and practical electrician roles and is well suited to provide the Board this perspective. She additionally has the ability to bring to the Board the perspective of younger generations moving into or working in the electrical industry.

### **Representativeness of appointments**

- 16 I am satisfied that the proposed appointments will provide for a well-balanced Board in terms of gender, age and geographic representation, and an appropriate mix of skills and experience.

### **Remuneration**

- 17 The Board is classified as Group 4, Level 2 under the Cabinet Fees Framework. Accordingly, the daily rate for a member is \$415.

### **Appointment process and consultation**

- 18 I can confirm that the proposed appointments are being made in accordance with the Public Service Commission's appointment guidelines and requirements under the relevant legislation.
- 19 Due diligence checks have been completed (public profile, criminal record and credit checks) and no issues have been identified.

### **Pre-election period considerations**

- 20 Governments generally exercise restraint in making significant appointments in the pre-election period, which will begin on 14 July 2023. I do not consider that these appointments to the Board are significant.

20.1 The Board has a low public profile and a low to moderate public impact.

20.2 The Board does not control any assets or funds.

20.3 The Board is a technical and disciplinary body, not an executive body.

### **Conflicts of interest**

- 21 I can confirm that appropriate enquiries concerning conflicts of interest have been carried out, in accordance with the Public Service Commission's appointment guidelines, to identify any conflicts of interest that could reasonably be identified.



- 22 The Board has policies and procedures in place which exclude Board members, including the Presiding Member, from decision-making in respect to any activity where there may be, or has been identified, a conflict of interest. This includes members identifying any possible conflicts of interest prior to each Board meeting and absenting themselves from any discussion.

### **Timing and Publicity**

- 23 A notice announcing these appointments will be published in the *New Zealand Gazette* once the appointees have been informed of their appointments.

### **Recommendation**

- 24 It is recommended the Committee note my intention to appoint the following candidates to the Electrical Workers Registration Board, commencing as soon as practicable:

24.1 Erin Mogford as a member for a three-year term of office

24.2 John Hutton as a member for a three-year term of office

24.3 Thomas Wiseman as a member for a three-year term of office

24.4 Sarah Cameron as a member for a three-year term of office.

Authorised for lodgement

Hon Dr Megan Woods

**Minister for Building and Construction**

## **Annex Two: Organisation and Candidate CV Forms**

---

# APH Organisation Form

All sections must be completed.

## Organisation and Responsible Portfolio

### Electrical Workers Registration Board

#### *Building and Construction*

### Brief Outline of the Functions and Responsibilities of the Organisation

The Electrical Workers Registration Board (the Board) is appointed under the Electricity Act 1992 (the Act). The primary functions of the Board are to:

- register and license electrical workers under the Act (electrician, electrician mining, electrical inspector, electrical inspector mining, electrical engineer, electrical installer, electrical service technician, electrical appliance serviceperson, distribution line mechanic, distribution line mechanic endorsed, transmission line mechanic, traction line mechanic, substation maintainer, cable jointer and associated tradespersons)
- licence employer licence holders
- ensure that licensed persons maintain an adequate level of competency
- exercise disciplinary powers according to the Act
- initiate prosecutions for contravention of the Act in cases where the Board consider appropriate.

Under section 150 of the Act, the Board consists of seven members appointed by the responsible Minister:

- four persons who are registered, or entitled to be registered, of whom at least two must be persons who hold current practicing licenses
- three other persons (considered to be lay members), of whom at least one must be a person whom the Minister considers has appropriate electrical industry qualifications or experience.

### Current Membership

Name	Gender Identity*	Region	Ethnicities (and Iwi if applicable)	Date of original appointment	Expiry date of present term
Mr Michael Macklin	M	Christchurch		02/07/2009	31/08/2021
Mr Melbourne (Mel) Orange	M	Christchurch		10/09/2012	28/02/2022
Ms Jane Davel	F	Auckland		01/02/2018	31/08/2023
Ms Monica Kershaw	F	Auckland	Fijian	01/02/2018	31/08/2023
Mr Martin Perry	M	Christchurch	European	01/09/2020	31/08/2023
Ms Han (Ashley) Yan	F	Auckland	Chinese	01/06/2019	20/11/2025
Mr Russell Keys	M	Carterton		01/06/2019	20/11/2025

# Candidate CV Form

Sections with \* must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

<b>Name*</b> (family name in upper case; include title if appropriate)	Erin MOGFORD
--	--------------

## The Position

<b>Organisation/Entity*</b>	Electrical Workers Registration Board
<b>Position *</b> (chair/member etc.)	Member
<b>Term*</b>	Three years
<b>Payment*</b> (per day /per year)	\$415.00 daily

## How the Candidate Meets the Needs of the Position

<b>Skills and attributes the candidate will bring to the position*</b> (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	Erin Mogford is a qualified Barrister and Solicitor with post-qualification experience of 13 years. She is currently employed as a senior commercial legal counsel for Source, working remotely for Auckland and Australia. Ms Mogford has strongly developed commercial and property law experience and knowledge and has experience in dispute resolution, employment and independent contractor arrangements, trust and estate matters. She and her husband own and operate a small, locally operated electrical company in the Hawke's Bay region.
<b>Possible conflicts of interest*</b>	Ms Mogford and her husband are directors of Mogcon Electrical Limited, a small electrical business. The Board governs her husband's electrical registration
<b>Proposals for conflict management</b> (if applicable)	The Board has a process for declaring conflicts and maintains a register of declared conflicts. If a conflict is identified, members will absent themselves from any discussion involved.

## The Candidate

<b>Name*</b> (family name in upper case; include title if appropriate)	Erin MOGFORD	
<b>Address</b>	s 9(2)(a)	
<b>Ethnicity(s)</b>		
<b>Age range*</b>	31-40	
<b>Gender*</b>	F	
<b>Current or most recent Employment*</b> (specify position and employer, include years)	2022-current	Senior Legal Counsel, Source Legal Partners
<b>Government board appointments held*</b> (current and previous, include years)	N/A	
<b>Private and/or voluntary sector board appointments held*</b> (current and previous, include years)	N/A	
<b>Qualifications and experience</b> (include significant work history and community involvement)	<p><i>Qualifications</i></p> <p>2008 Bachelor of Laws, Victoria University of Wellington</p> <p>2008 Professionals, College of Law, Wellington</p> <p><i>Experience</i></p> <p>2019-2022 Property Associate, Sainsbury Logan and Williams</p> <p>2015-2018 Commercial and Property Solicitor, Carlile Dowling</p> <p>2011-2015 In House Counsel, StockCo Limited</p> <p>2010-2011 Solicitor, Peter J Clark &amp; Associates Limited</p> <p>2007-2010 Law Clerk, Wilson &amp; Co</p>	

Use further pages, if required.

**Date: 03/ 07 / 2023**

Ethnicity, age and gender information is collected for statistical collation by Te Kawa Mataaho - Public Service Commission, Ministry for Women, and the Ministry for Ethnic Communities.



# Candidate CV Form

Sections with \* must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

<b>Name*</b> (family name in upper case; include title if appropriate)	Thomas WISEMAN
--	----------------


## The Position

<b>Organisation/Entity*</b>	Electrical Workers Registration Board
<b>Position *</b> (chair/member etc.)	Member
<b>Term*</b>	Three years
<b>Payment*</b> (per day /per year)	\$415.00 daily

## How the Candidate Meets the Needs of the Position

<b>Skills and attributes the candidate will bring to the position*</b> (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	Thomas Wiseman is the current Operations Manager at Taranaki Instrument Services, where he is also a shareholder and director. He has four years' experience working in high-risk hazardous gas fields as a maintenance instrument and electrical technician prior to his current role. From this he developed a strong knowledge in the Act, and the associated regulations, standards and codes. Mr Wiseman completed the Board's Future Board Members Program in 2021 and has a good understanding of the work and role of the Board.
<b>Possible conflicts of interest*</b>	Total Instrument Services, shareholder/directorship H2X LTD, Shareholder/director Pending JLE Holdings acquisition, Shareholder/director
<b>Proposals for conflict management</b> (if applicable)	The Board has a process for declaring conflicts and maintains a register of declared conflicts. If a conflict is identified, members will absent themselves from any discussion involved.

## The Candidate

<b>Name*</b> (family name in upper case; include title if appropriate)	Thomas WISEMAN	
<b>Address</b>	s 9(2)(a) 	
<b>Ethnicity(s)</b>	NZ	
<b>Age range*</b>	31-40	
<b>Gender*</b>	M	
<b>Current or most recent Employment*</b> (specify position and employer, include years)	2017-current	Operations Manager/Director, Taranaki Instrument Services Ltd
<b>Government board appointments held*</b> (current and previous, include years)	N/A	
<b>Private and/or voluntary sector board appointments held*</b> (current and previous, include years)	2017-current	Director, Taranaki Instrument Services Ltd
<b>Qualifications and experience</b> (include significant work history and community involvement)	<i>Experience</i> 2013-2017	Instrumentation Technician, Taranaki Instrument Services Ltd
	2013	Electrician, Taranaki Electronics Limited
	2013	Electrician, NPE Tech

Use further pages, if required.

**Date: 26/06/2023**

Ethnicity, age and gender information is collected for statistical collation by Te Kawa Mataaho - Public Service Commission, Ministry for Women, and the Ministry for Ethnic Communities.



# Candidate CV Form

Sections with \* must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

<b>Name*</b> (family name in upper case; include title if appropriate)	Sarah CAMERON
--	---------------


## The Position

<b>Organisation/Entity*</b>	Electrical Workers Registration Board
<b>Position *</b> (chair/member etc.)	Member
<b>Term*</b>	Three years
<b>Payment*</b> (per day /per year)	\$415.00 daily

## How the Candidate Meets the Needs of the Position

<b>Skills and attributes the candidate will bring to the position*</b> (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	Sarah Cameron is currently a Meter Technician working for Ventia. Prior to this she was an electrical tutor for the New Zealand Management Group, teaching Levels 2 and 3 electrical engineering content, and s 9(2)(a) [REDACTED]. Ms Cameron has experience in education roles and practical electrician roles.
<b>Possible conflicts of interest*</b>	None identified
<b>Proposals for conflict management</b> (if applicable)	The Board has a process for declaring conflicts and maintains a register of declared conflicts. If a conflict is identified, members will absent themselves from any discussion involved.

## The Candidate

<b>Name*</b> (family name in upper case; include title if appropriate)	Sarah CAMERON
<b>Address</b>	s 9(2)(a) 
<b>Ethnicity(s)</b>	
<b>Age range*</b>	<30
<b>Gender*</b>	F
<b>Current or most recent Employment*</b> (specify position and employer, include years)	2023 Meter Technician, Ventia
<b>Government board appointments held*</b> (current and previous, include years)	N/A
<b>Private and/or voluntary sector board appointments held*</b> (current and previous, include years)	N/A
<b>Qualifications and experience</b> (include significant work history and community involvement)	<i>Experience</i> 2020-2021 Electrician, Mainline Electrical 2017-2021 Apprentice Electrician, ETCO

Use further pages, if required.

**Date: 03/ 07 / 2023**

Ethnicity, age and gender information is collected for statistical collation by Te Kawa Mataaho - Public Service Commission, Ministry for Women, and the Ministry for Ethnic Communities.

## **Annex Three: Speaking notes**

---

### **Purpose**

- This note provides you with speaking notes for the Cabinet Appointments and Honours Committee (APH) meeting on Wednesday 26 July 2023, where you are notifying the committee of your intention to make the appointments of new members of the Electrical Workers Registration Board (the Board).
- You intend to appoint Erin Mogford, John Hutton, Thomas Wiseman and Sarah Cameron as members of the Board for three-year terms of office.

### **Speaking notes**

#### **Introduction**

- I intend to appoint Erin Mogford, John Hutton, Thomas Wiseman and Sarah Cameron as members of the Electrical Workers Registration Board for three-year terms of office commencing from the date of appointment.
- These appointments will fill two vacancies left by departing members and replace two outgoing members.

#### **Electrical Workers Registration Board**

- The Electrical Workers Registration Board (the Board) was established under the Electricity Act 1992 (the Act). Its functions are to register and licence electrical workers under the Act, ensure licenced persons maintain an adequate level of competency, exercise disciplinary powers according to the Act and initiate prosecutions for contravention of the Act where appropriate.
- The Board is not a governance board in the way a Crown entity board provides strategic oversight for a Crown entity. Instead, the Board acts more like a tribunal, and the skills and experience of Board members reflect this focus.
- The Board consists of a total of seven members. Four of these must be registered or entitled to be registered, two of whom must hold current practising licenses. The remaining three members are considered laypersons, at least one of whom must possess appropriate electrical industry qualifications or experience.
- I consider the proposed appointments will provide a refresh of skills and leadership to the Board, while still ensuring the Board has an appropriate mix of skills and experience needed to perform its functions effectively.

#### **Overview of appointees**

- Erin Mogford is a property associate for Source Legal Partners in Napier and a qualified Barrister and Solicitor with 13 years' experience. She has strong experience in commercial and property law and experience in dispute resolution, trust and estate matters and employment and independent contractor arrangements. Ms Mogford and her husband own a small electrical company operating out of Hawkes Bay, and her husband is a registered electrician.
- Thomas Wiseman is a shareholder, director and the current Operations Manager at Taranaki Instrument Services. He has strong experience in hazardous high-risk gas fields and experience as an electrical technician and licensed electrical inspector. From these roles he has developed an interest in standards, regulations, quality assurance and management. Mr Wiseman is also a previous member of the Board's Future Board Members programme, which he completed in 2021.

- John Hutton is a licensed electrical inspector with 43 years of varied experience in the electrical industry. He was formerly a technical services manager for the Master Electricians. Mr Hutton was previously a training centre supervisor and electrical tutor for the Electrical Training Company and possesses good knowledge of the education side of the industry as a result.
- Sarah Cameron is currently a Meter Technician working for Ventia. Prior to this she was an electrical tutor for the New Zealand Management Group, teaching level 2 and 3 electrical engineering content, and s 9(2)(a) Ms Cameron has combined experience in education roles and practical electrician roles.

### **Conflicts of interest**

- I can confirm that appropriate enquiries concerning conflicts of interest have been carried out in accordance with the Public Services Commission appointments guidelines.

### **Representativeness of appointment**

- I am satisfied that the proposed appointments will provide for a well-balanced Board in terms of gender, age, ethnicity and geographic representation, and an appropriate mix of skills and experience.



## AIDE MEMOIRE

### Electrical Workers Registration Board – Documents to finalise appointments.

<b>Date:</b>	10 August 2023	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2324-0376

#### Information for Minister

Hon Dr Megan Woods  
**Minister of Energy and Resources**

#### Contact for telephone discussion (if required)

Name	Position	Telephone	1st contact
Paul Metcalf	Manager, Appointments and Governance	s 9(2)(a)	✓
Chanell Meehan	Advisor, Board Appointments and Governance	04 901 1526	

#### The following departments/agencies have been consulted

--

#### Minister's office to complete:

- |   |  |
|---|--|
| <input type="checkbox"/> Approved             | <input type="checkbox"/> Declined            |
| <input type="checkbox"/> Noted                | <input type="checkbox"/> Needs change        |
| <input type="checkbox"/> Seen                 | <input type="checkbox"/> Overtaken by Events |
| <input type="checkbox"/> See Minister's Notes | <input type="checkbox"/> Withdrawn           |

#### Comments



## AIDE MEMOIRE

### Electrical Workers Registration Board – Documents to finalise appointments.

<b>Date:</b>	10 August 2023	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2324-0376

### Purpose

---

To provide you with the documentation necessary to finalise the appointments to the Electrical Workers Registration Board and thank you letters to four outgoing members.

Paul Metcalf  
**Manager, Appointments and Governance**  
Labour, Science and Enterprise, MBIE

10 / 8 / 23

### Documentation to finalise appointments to the Electrical Workers Registration Board

---

1. On Monday 31 July 2023, Cabinet confirmed the appointments of Ms Erin Mogford, Mr John Hutton, Mr Thomas Wiseman and Ms Sarah Cameron as members of the Electrical Workers Registration Board (the Board), each for a three-year term commencing on 1 September 2023 and ending on 31 August 2026 [APH-23-MIN-0190 and CAB-23-MIN-0335 refer].
2. To finalise these appointments, attached as **Annex One** are letters for you to sign and send to the finalise the appointments. These letters include notices of acceptance for candidates to return to the Ministry of Business, Innovation and Employment.
3. Attached as **Annex Two** are four thank you letters for you to sign and send to outgoing board members.

### Annexes

---

Annex One: Letters of appointment and position descriptions

Annex Two: Thank you letters to four outgoing board members

**Annex One: Letters of appointment and position descriptions**

---

# Hon Dr Megan Woods

MP for Wigram

Minister of Housing

Minister for Infrastructure

Minister of Energy and Resources

Minister for Building and Construction

Associate Minister of Finance



Ms Sarah Cameron

s 9(2)(a)

Dear Sarah

It is my pleasure to advise you that in my capacity as Minister for Building and Construction, I have appointed you as a member of the Electrical Workers Registration Board (the Board) for a three-year term commencing on 1 September 2023 and ending on 31 August 2026. Your appointment is made under Section 150 of the Electricity Act 1992 (the Act).

Notification of your appointment will be published in the *New Zealand Gazette* shortly.

In accepting this appointment, I expect all appointees to:

- perform their functions efficiently, effectively, consistently and ethically with the spirit of service to the public
- recognise their individual, and the Board's, accountability to the Minister for Building and Construction and the Parliament of New Zealand
- avoid disclosing information, except in accordance with the Board's functions as permitted or required by law
- notify my office of any potentially contentious issues of public interest that may have a significant impact on the Board
- disclose any potential conflicts of interest to the Presiding Member.

Members may be reappointed, however, there should be no expectation on the part of new appointees or incumbent members that they will automatically be reappointed.

You may resign by written notice to me. Note that under clause 4(1) of Schedule 2 of the Act, I may remove a member from office for inability to perform the functions of the office, bankruptcy, neglect of duty, or misconduct proved to my satisfaction.

Fees and expenses are paid according to the Cabinet Fees Framework. As a member, you will be paid \$415 per day for performing your role.

You are also entitled to be paid actual and reasonable costs incurred in travelling or other expenses in performing duties as a member of the Board. Allowances and expenses are paid in accordance with the Fees and Travelling Allowances Act 1951.

I would be grateful if you could formally acknowledge your appointment by signing the





Hon Dr Megan Woods  
Minister for Building and Construction  
Parliament Buildings  
WELLINGTON

Dear Minister

I acknowledge receipt of your letter advising of my appointment as a member of the Electrical Workers Registration Board, for a three-year term commencing on commencing on 1 September 2023 and ending on 31 August 2026, and confirm my acceptance of this appointment.

I will ensure that I keep myself fully familiar with the obligations and responsibilities of the position and I am aware of the need to disclose and manage any conflicts of interest as they arise.

Signed:

Name: **Sarah Cameron**

Date:

Please return this acceptance letter to: [boardappointments@mbie.govt.nz](mailto:boardappointments@mbie.govt.nz)



## **Electrical Workers Registration Board (EWRB) – Member Position Description**

### ***Background***

The Electrical Workers Registration Board (The Board) is established under the Electricity Act 1992 (the Act). The Board promotes safety for all New Zealanders by ensuring the competence of electrical workers.

### ***The EWR Board***

The Board comprises of seven members, five members who are registered or entitled to be registered under the Act, and two other persons (considered lay members of the Board) appointed by the responsible Minister.

### ***The Board's functions***

The Board is established under section 148 of the Act and its functions are set out in section 149 of the Act. Its main functions are to:

- designate classes of registration and specify the prescribed electrical work each class can carry out;
- prescribe the minimum standards for registration and licensing and the associated terms and conditions;
- prescribe standards or requirements relating to competent and safe work practices and the testing of those practices;
- receive and consider applications for registration and licensing under the Act, authorise registration in proper cases; and
- hear complaints about, and to discipline registered persons and provisional licence holders, in accordance with the Act.

The Board delegates some of its functions to the Registrar, a Ministry staff member. The Board is a combination governance board and disciplinary tribunal, holding regular disciplinary hearings. The Board and the Ministry are collectively accountable for performance and work together towards a shared purpose and outcome.

The Board's website ([www.ewrb.govt.nz](http://www.ewrb.govt.nz)) has further information about the Board and its role.

### ***Time Commitment and Remuneration***

Members are expected to spend up to five days per month at Board and sub-committee meetings, and approximately 1.5 days per month preparation time. Members receive a standard fee of \$415 per day, plus reasonable travel and accommodation expenses.



---

***Skills, experience and attributes required***

Knowledge of and experience in:

- a licence in one or more classes of registration;
- a thorough knowledge of the Act, the Electrical (Safety) Regulations 2010 and the related New Zealand Standards and Codes of Practice;
- broad involvement or engagement across the electrical industry as a contractor and/or electrical worker;
- regulatory governance experience or experience of working in a regulatory environment;
- an understanding of public accountability and the relationship between the Government and an occupational licensing board; and
- an ability to work effectively within a team.

# Hon Dr Megan Woods

MP for Wigram

Minister of Housing

Minister for Infrastructure

Minister of Energy and Resources

Minister for Building and Construction

Associate Minister of Finance



Mr John Hutton

s 9(2)(a)

Dear John

It is my pleasure to advise you that in my capacity as Minister for Building and Construction, I have appointed you as a member of the Electrical Workers Registration Board (the Board) for a three-year term commencing on 1 September 2023 and ending on 31 August 2026. Your appointment is made under Section 150 of the Electricity Act 1992 (the Act).

Notification of your appointment will be published in the *New Zealand Gazette* shortly.

In accepting this appointment, I expect all appointees to:

- perform their functions efficiently, effectively, consistently and ethically with the spirit of service to the public
- recognise their individual, and the Board's, accountability to the Minister for Building and Construction and the Parliament of New Zealand
- avoid disclosing information, except in accordance with the Board's functions as permitted or required by law
- notify my office of any potentially contentious issues of public interest that may have a significant impact on the Board
- disclose any potential conflicts of interest to the Presiding Member.

Members may be reappointed, however, there should be no expectation on the part of new appointees or incumbent members that they will automatically be reappointed.

You may resign by written notice to me. Note that under clause 4(1) of Schedule 2 of the Act, I may remove a member from office for inability to perform the functions of the office, bankruptcy, neglect of duty, or misconduct proved to my satisfaction.

Fees and expenses are paid according to the Cabinet Fees Framework. As a member, you will be paid \$415 per day for performing your role.

You are also entitled to be paid actual and reasonable costs incurred in travelling or other expenses in performing duties as a member of the Board. Allowances and expenses are paid in accordance with the Fees and Travelling Allowances Act 1951.



Hon Dr Megan Woods  
Minister for Building and Construction  
Parliament Buildings  
WELLINGTON

Dear Minister

I acknowledge receipt of your letter advising of my appointment as a member of the Electrical Workers Registration Board, for a three-year term commencing on commencing on 1 September 2023 and ending on 31 August 2026, and confirm my acceptance of this appointment.

I will ensure that I keep myself fully familiar with the obligations and responsibilities of the position and I am aware of the need to disclose and manage any conflicts of interest as they arise.

Signed:

Name: **John Hutton**

Date:

Please return this acceptance letter to: [boardappointments@mbie.govt.nz](mailto:boardappointments@mbie.govt.nz)



## **Electrical Workers Registration Board (EWRB) – Member Position Description**

### ***Background***

The Electrical Workers Registration Board (The Board) is established under the Electricity Act 1992 (the Act). The Board promotes safety for all New Zealanders by ensuring the competence of electrical workers.

### ***The EWR Board***

The Board comprises of seven members, five members who are registered or entitled to be registered under the Act, and two other persons (considered lay members of the Board) appointed by the responsible Minister.

### ***The Board's functions***

The Board is established under section 148 of the Act and its functions are set out in section 149 of the Act. Its main functions are to:

- designate classes of registration and specify the prescribed electrical work each class can carry out;
- prescribe the minimum standards for registration and licensing and the associated terms and conditions;
- prescribe standards or requirements relating to competent and safe work practices and the testing of those practices;
- receive and consider applications for registration and licensing under the Act, authorise registration in proper cases; and
- hear complaints about, and to discipline registered persons and provisional licence holders, in accordance with the Act.

The Board delegates some of its functions to the Registrar, a Ministry staff member. The Board is a combination governance board and disciplinary tribunal, holding regular disciplinary hearings. The Board and the Ministry are collectively accountable for performance and work together towards a shared purpose and outcome.

The Board's website ([www.ewrb.govt.nz](http://www.ewrb.govt.nz)) has further information about the Board and its role.

### ***Time Commitment and Remuneration***

Members are expected to spend up to five days per month at Board and sub-committee meetings, and approximately 1.5 days per month preparation time. Members receive a standard fee of \$415 per day, plus reasonable travel and accommodation expenses.





***Skills, experience and attributes required***

Knowledge of and experience in:

- a licence in one or more classes of registration;
- a thorough knowledge of the Act, the Electrical (Safety) Regulations 2010 and the related New Zealand Standards and Codes of Practice;
- broad involvement or engagement across the electrical industry as a contractor and/or electrical worker;
- regulatory governance experience or experience of working in a regulatory environment;
- an understanding of public accountability and the relationship between the Government and an occupational licensing board; and
- an ability to work effectively within a team.

# Hon Dr Megan Woods

MP for Wigram

Minister of Housing

Minister for Infrastructure

Minister of Energy and Resources

Minister for Building and Construction

Associate Minister of Finance



Ms Erin Moaford

s 9(2)(a)

Dear Erin

It is my pleasure to advise that in my capacity as Minister for Building and Construction, I have appointed you as a member of the Electrical Workers Registration Board (the Board) for a three-year term commencing on 1 September 2023 and ending on 31 August 2026. Your appointment is made under Section 150 of the Electricity Act 1992 (the Act).

Notification of your appointment will be published in the *New Zealand Gazette* shortly.

In accepting this appointment, I expect all appointees to:

- perform their functions efficiently, effectively, consistently and ethically with the spirit of service to the public
- recognise their individual, and the Board's, accountability to the Minister for Building and Construction and the Parliament of New Zealand
- avoid disclosing information, except in accordance with the Board's functions as permitted or required by law
- notify my office of any potentially contentious issues of public interest that may have a significant impact on the Board
- disclose any potential conflicts of interest to the Presiding Member.

Members may be reappointed, however, there should be no expectation on the part of new appointees or incumbent members that they will automatically be reappointed.

You may resign by written notice to me. Note that under clause 4(1) of Schedule 2 of the Act, I may remove a member from office for inability to perform the functions of the office, bankruptcy, neglect of duty, or misconduct proved to my satisfaction.

Fees and expenses are paid according to the Cabinet Fees Framework. As a member, you will be paid \$415 per day for performing your role.

You are also entitled to be paid actual and reasonable costs incurred in travelling or other expenses in performing duties as a member of the Board. Allowances and expenses are paid in accordance with the Fees and Travelling Allowances Act 1951.



Hon Dr Megan Woods  
Minister for Building and Construction  
Parliament Buildings  
WELLINGTON

Dear Minister

I acknowledge receipt of your letter advising of my appointment as a member of the Electrical Workers Registration Board, for a three-year term commencing on commencing on 1 September 2023 and ending on 31 August 2026, and confirm my acceptance of this reappointment.

I will ensure that I keep myself fully familiar with the obligations and responsibilities of the position and I am aware of the need to disclose and manage any conflicts of interest as they arise.

Signed:

Name: **Erin Mogford**

Date:

Please return this acceptance letter to: [boardappointments@mbie.govt.nz](mailto:boardappointments@mbie.govt.nz)



## **Electrical Workers Registration Board (EWRB) – Member Position Description**

### ***Background***

The Electrical Workers Registration Board (The Board) is established under the Electricity Act 1992 (the Act). The Board promotes safety for all New Zealanders by ensuring the competence of electrical workers.

### ***The EWR Board***

The Board comprises of seven members, five members who are registered or entitled to be registered under the Act, and two other persons (considered lay members of the Board) appointed by the responsible Minister.

### ***The Board's functions***

The Board is established under section 148 of the Act and its functions are set out in section 149 of the Act. Its main functions are to:

- designate classes of registration and specify the prescribed electrical work each class can carry out;
- prescribe the minimum standards for registration and licensing and the associated terms and conditions;
- prescribe standards or requirements relating to competent and safe work practices and the testing of those practices;
- receive and consider applications for registration and licensing under the Act, authorise registration in proper cases; and
- hear complaints about, and to discipline registered persons and provisional licence holders, in accordance with the Act.

The Board delegates some of its functions to the Registrar, a Ministry staff member. The Board is a combination governance board and disciplinary tribunal, holding regular disciplinary hearings. The Board and the Ministry are collectively accountable for performance and work together towards a shared purpose and outcome.

The Board's website ([www.ewrb.govt.nz](http://www.ewrb.govt.nz)) has further information about the Board and its role.

### ***Time Commitment and Remuneration***

Members are expected to spend up to five days per month at Board and sub-committee meetings, and approximately 1.5 days per month preparation time. Members receive a standard fee of \$415 per day, plus reasonable travel and accommodation expenses.



---

***Skills, experience and attributes required***

Knowledge of and experience in:

- a licence in one or more classes of registration;
- a thorough knowledge of the Act, the Electrical (Safety) Regulations 2010 and the related New Zealand Standards and Codes of Practice;
- broad involvement or engagement across the electrical industry as a contractor and/or electrical worker;
- regulatory governance experience or experience of working in a regulatory environment;
- an understanding of public accountability and the relationship between the Government and an occupational licensing board; and
- an ability to work effectively within a team.

# Hon Dr Megan Woods

MP for Wigram

Minister of Housing

Minister for Infrastructure

Minister of Energy and Resources

Minister for Building and Construction

Associate Minister of Finance



Mr Thomas Wiseman

s 9(2)(a)

Dear Thomas

It is my pleasure to advise you that in my capacity as Minister for Building and Construction, I have appointed you as a member of the Electrical Workers Registration Board (the Board) for a three-year term commencing on 1 September 2023 and ending on 31 August 2026. Your appointment is made under Section 150 of the Electricity Act 1992 (the Act).

Notification of your appointment will be published in the *New Zealand Gazette* shortly.

In accepting this appointment, I expect all appointees to:

- perform their functions efficiently, effectively, consistently and ethically with the spirit of service to the public
- recognise their individual, and the Board's, accountability to the Minister for Building and Construction and the Parliament of New Zealand
- avoid disclosing information, except in accordance with the Board's functions as permitted or required by law
- notify my office of any potentially contentious issues of public interest that may have a significant impact on the Board
- disclose any potential conflicts of interest to the Presiding Member.

Members may be reappointed, however, there should be no expectation on the part of new appointees or incumbent members that they will automatically be reappointed.

You may resign by written notice to me. Note that under clause 4(1) of Schedule 2 of the Act, I may remove a member from office for inability to perform the functions of the office, bankruptcy, neglect of duty, or misconduct proved to my satisfaction.

Fees and expenses are paid according to the Cabinet Fees Framework. As a member, you will be paid \$415 per day for performing your role.

You are also entitled to be paid actual and reasonable costs incurred in travelling or other expenses in performing duties as a member of the Board. Allowances and expenses are paid in accordance with the Fees and Travelling Allowances Act 1951.

I would be grateful if you could formally acknowledge your appointment by signing the





Hon Dr Megan Woods  
Minister for Building and Construction  
Parliament Buildings  
WELLINGTON

Dear Minister

I acknowledge receipt of your letter advising of my appointment as a member of the Electrical Workers Registration Board, for a three-year term commencing on commencing on 1 September 2023 and ending on 31 August 2026, and confirm my acceptance of this appointment.

I will ensure that I keep myself fully familiar with the obligations and responsibilities of the position and I am aware of the need to disclose and manage any conflicts of interest as they arise.

Signed:

Name: **Thomas Wiseman**

Date:

Please return this acceptance letter to: [boardappointments@mbie.govt.nz](mailto:boardappointments@mbie.govt.nz)



## **Electrical Workers Registration Board (EWRB) – Member Position Description**

### ***Background***

The Electrical Workers Registration Board (The Board) is established under the Electricity Act 1992 (the Act). The Board promotes safety for all New Zealanders by ensuring the competence of electrical workers.

### ***The EWR Board***

The Board comprises of seven members, five members who are registered or entitled to be registered under the Act, and two other persons (considered lay members of the Board) appointed by the responsible Minister.

### ***The Board's functions***

The Board is established under section 148 of the Act and its functions are set out in section 149 of the Act. Its main functions are to:

- designate classes of registration and specify the prescribed electrical work each class can carry out;
- prescribe the minimum standards for registration and licensing and the associated terms and conditions;
- prescribe standards or requirements relating to competent and safe work practices and the testing of those practices;
- receive and consider applications for registration and licensing under the Act, authorise registration in proper cases; and
- hear complaints about, and to discipline registered persons and provisional licence holders, in accordance with the Act.

The Board delegates some of its functions to the Registrar, a Ministry staff member. The Board is a combination governance board and disciplinary tribunal, holding regular disciplinary hearings. The Board and the Ministry are collectively accountable for performance and work together towards a shared purpose and outcome.

The Board's website ([www.ewrb.govt.nz](http://www.ewrb.govt.nz)) has further information about the Board and its role.

### ***Time Commitment and Remuneration***

Members are expected to spend up to five days per month at Board and sub-committee meetings, and approximately 1.5 days per month preparation time. Members receive a standard fee of \$415 per day, plus reasonable travel and accommodation expenses.



---

***Skills, experience and attributes required***

Knowledge of and experience in:

- a licence in one or more classes of registration;
- a thorough knowledge of the Act, the Electrical (Safety) Regulations 2010 and the related New Zealand Standards and Codes of Practice;
- broad involvement or engagement across the electrical industry as a contractor and/or electrical worker;
- regulatory governance experience or experience of working in a regulatory environment;
- an understanding of public accountability and the relationship between the Government and an occupational licensing board; and
- an ability to work effectively within a team.

**Annex Two: Thank you letters to four outgoing board members**

---

# Hon Dr Megan Woods

MP for Wigram

Minister of Housing

Minister for Infrastructure

Minister of Energy and Resources

Minister for Building and Construction

Associate Minister of Finance



Ms Jane Davel

s 9(2)(a)

Dear Jane

## **Electrical Workers Registration Board – Completion of term**

On behalf of the Government, I would like to take this opportunity to thank you for the contribution you have made to the Electrical Workers Registration Board (the Board) across your two terms. I can confirm that your final day on the Board will be 31 August 2023.

As the responsible Minister for the Board, I value the commitment and expertise provided by Board members. During the five years you served on the Board, you have shown consistency, reliability and courtesy. Your willingness to dedicate your time and effort to the Board is noteworthy and commendable.

I am especially thankful for your efforts in the Board's policy review and self-review surveys. Your human resources and professional board skills added significant value to the Board's work.

I appreciate the knowledge, expertise and perspective you have brought to the Board discussions, and your willingness to give your time in spirit of the public service. Your acceptance of the Deputy Presiding Member role speaks to your passion for the Board's work and of the regard your fellow Board members hold for you.

Thank you once again for your contribution to the Electrical Workers Registration Board. I wish you all the best in your future endeavours.

Yours sincerely

Hon Dr Megan Woods  
**Minister for Building and Construction**

# Hon Dr Megan Woods

MP for Wigram

Minister of Housing

Minister for Infrastructure

Minister of Energy and Resources

Minister for Building and Construction

Associate Minister of Finance



Ms Monica Kershaw

s 9(2)(a)

Dear Monica

## **Electrical Workers Registration Board – Completion of term**

I would like to take this opportunity to thank you for the contribution you have made to the Electrical Workers Registration Board (the Board) across your two terms. I can confirm that your final day on the Board will be 31 August 2023.

As the responsible Minister for the Board, I value the commitment and expertise provided by Board members. During the five years you served on the Board, you have brought a valuable depth of knowledge and experience in the electrical and tertiary education sectors to the role. Your knowledge of qualifications and the paths to achieve them has been invaluable to the Board's work. Your insight into student and worker perspectives has further broadened and enhanced Board discussions.

I appreciate the knowledge, expertise and perspective you have brought to the Board and your willingness to give your time in spirit of the public service.

Thank you once again for your contribution to the Electrical Workers Registration Board. I wish you all the best in your future endeavours.

Yours sincerely

Hon Dr Megan Woods  
**Minister for Building and Construction**

# Hon Dr Megan Woods

MP for Wigram

Minister of Housing

Minister for Infrastructure

Minister of Energy and Resources

Minister for Building and Construction

Associate Minister of Finance



Mr Michael Macklin  
s 9(2)(a)

Dear Michael

## **Electrical Workers Registration Board – Completion of term**

I would like to take this opportunity to thank you for the significant contribution you have made as a member of the Electrical Workers Registration Board (the Board) for the past fourteen years, since July 2009. I can confirm that your final day on the Board will be 31 August 2023.

As the responsible Minister for the Board, I value the commitment and expertise by Board members. Your extensive knowledge of the electrical industry has greatly benefited the Board. Your membership of the Standards New Zealand review of AS/NZS 3000 has allowed the Board to have a voice into the standard. I would also like to note your years of service as Deputy Presiding Member of the Board and willingness to continue to serve on the Board beyond the expiry of your term.

Thank you once again for your contribution to the Electrical Workers Registration Board. I wish you all the best in your future endeavours.

Yours sincerely

Hon Dr Megan Woods  
**Minister for Building and Construction**

# Hon Dr Megan Woods

MP for Wigram

Minister of Housing

Minister for Infrastructure

Minister of Energy and Resources

Minister for Building and Construction

Associate Minister of Finance



Mr Martin Perry

s 9(2)(a)

Dear Martin

## **Electrical Workers Registration Board – Completion of term**

I would like to take this opportunity to thank you for the significant contribution you have made as a member of the Electrical Workers Registration Board (the Board) over the last three years. I can confirm that your final day on the Board will be 31 August 2023.

As the responsible Minister for the Board, I value the commitment and expertise provided by Board members. During the five years you served on the Board, you have provided the deep technical knowledge required for the Board to carry out its statutory functions.

I would particularly like to note your knowledge of works and the energy sector, which proved extremely valuable to the Board. I appreciate the technical expertise you have brought to the Board discussions and your willingness to give your time in the spirit of the public service.

Thank you once again for your contribution to the Electrical Workers Registration Board. I wish you all the best in your future endeavours.

Yours sincerely

Hon Dr Megan Woods

**Minister for Building and Construction**



2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete

Respond

Move Move Send to OneNote Actions

Mark Unread Categorize Follow Up

Tags

Find Related Select Editing

Read Aloud Immersive Reader

Immersive

Translate Language

Zoom

Copy Message Copy Attachments Quick Steps Suggested

Enterprise Connect

## 2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]



Phillippa Ward

To john.micah@parliament.govt.nz

Cc Briefings; Michael Bird; Paul Metcalf; Tristram Standfield; Becky Gill; Anaseini Nuku

Like Reply Reply All Forward More

Wed 16/11/2022 2:05 pm

2223-1567 Electrical Workers Registration Board proposed shortlist.pdf .pdf File

2223-1567 Annex One- Proposed shortlisted candidate CVs.pdf .pdf File

2223-1567 Electrical Workers Registration Board proposed shortlist.docx .docx File

Hi John

Please find attached the Electrical Workers Registration Board proposed shortlist briefing.

Copies will be in the next bag to you. Tristram is available for any questions you may have.

Kind regards, Phillippa

### Phillippa Ward

Performance & Appointments Coordinator

Entity Performance & Investment

Labour, Science & Enterprise Group

Ministry of Business, Innovation & Employment

[phillippa.ward@mbie.govt.nz](mailto:phillippa.ward@mbie.govt.nz) | Telephone: +64 (04)901-9885

15 Stout St, PO Box 1473, Wellington 6140, New Zealand

[www.mbie.govt.nz](http://www.mbie.govt.nz)

2223-3230 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete Respond Move Send to OneNote Actions

Mark Unread Categorize Follow Up Tags Editing

Find Related Select Read Aloud Immersive Reader Immersive

Translate Language Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

## 2223-3230 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]



Phillippa Ward

To: John Micah; Iris.Millington-Bree@parliament.govt.nz  
Cc: Briefings; Michael Bird; Paul Metcalf; Tristram Standfield

Like Reply Reply All Forward More

Wed 5/04/2023 4:16 pm

2223-3230 Annex One- shortlisted candidates CVs.pdf .pdf File

2223-3230 Electrical Workers Registration Board proposed shortlist .docx .docx File

2223-3230 Electrical Workers Registration Board proposed shortlist.pdf .pdf File

Hi John & Iris

Please find attached the Electrical Workers Registration Board proposed shortlist briefing.

Copies will be in tomorrow's bag to you.

Kind regards, Phillippa

### Phillippa Ward

Performance & Appointments Coordinator

Entity Performance & Investment  
Labour, Science & Enterprise Group  
Ministry of Business, Innovation & Employment  
[phillippa.ward@mbie.govt.nz](mailto:phillippa.ward@mbie.govt.nz) | Telephone: +64 (04)901-9885  
15 Stout St, PO Box 1473, Wellington 6140, New Zealand  
[www.mbie.govt.nz](http://www.mbie.govt.nz)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Move Rules Send to OneNote Actions

Mark Unread Categorize Follow Up

Find Related Select

Read Aloud Immersive Reader

Translate Zoom

Copy Message Copy Attachments Quick Steps Suggested

Enterprise Connect

## 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]



Phillippa Ward

To: John Micah

Cc: Briefings; Michael Bird; Paul Metcalf; Tristram Standfield

Like Reply Reply All Forward ...

Tue 4/07/2023 10:45 am

- 2223-4262 Electrical Workers Registration Board Draft Cabinet paper to progress appointments.docx .docx File
- 2223-4262 Annex One Draft Cabinet Paper.docx .docx File
- 2223-4262 Annex Two- Organisation and Candidate CV Forms.docx .docx File
- 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments.pdf .pdf File
- 2223-4262 Electrical Workers Registration Board Draft Cabinet paper to progress appointments.docx

Good morning John

Please find attached the Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire.

Copies will be in the next bag to you.

Kind regards, Phillippa

**Phillippa Ward**

Performance & Appointments Coordinator

**Entity Performance & Investment**

Labour, Science & Enterprise Group

Ministry of Business, Innovation & Employment

[phillippa\\_ward@mbie.govt.nz](mailto:phillippa_ward@mbie.govt.nz) | Telephone: +64 (04)901-9885

15 Stout St, PO Box 1473, Wellington 6140, New Zealand

[www.mbie.govt.nz](http://www.mbie.govt.nz)

RE: 2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete Respond Move Move Send to OneNote Actions

Mark Unread Categorize Follow Up Tags Editing

Find Related Select

Read Aloud Immersive Reader Immersive

Translate Language

Zoom Zoom

Copy Message Copy Attachments Quick Steps Suggested

Enterprise Connect

RE: 2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]



John Micah <John.Micah@parliament.govt.nz>  
To: Tristram Standfield  
Cc: Paul Metcalf; Anaseini Nuku; Philippa Ward

Like Reply Reply All Forward More

Thu 17/11/2022 5:01 pm

Hi Tristram

Can we include a point in here about agency attempts to get a diverse pool of candidates?

I'm anticipating the advisors are going to push back and ask for more diversity.

Thanks  
John

**From:** Philippa Ward [mailto:Philippa.Ward@mbie.govt.nz]

**Sent:** Wednesday, 16 November 2022 2:05 PM

**To:** John Micah <John.Micah@parliament.govt.nz>

**Cc:** Briefings <briefings@mbie.govt.nz>; Michael Bird <Michael.Bird@mbie.govt.nz>; Paul Metcalf <Paul.Metcalf@mbie.govt.nz>; Tristram Standfield <Tristram.Standfield@mbie.govt.nz>; Becky Gill <Becky.Gill@mbie.govt.nz>; Anaseini Nuku <Anaseini.Nuku@parliament.govt.nz>

**Subject:** 2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]

Hi John

Please find attached the Electrical Workers Registration Board proposed shortlist briefing.

Copies will be in the next bag to you. Tristram is available for any questions you may have.

Kind regards, Philippa

**Philippa Ward**

Performance & Appointments Coordinator

**Entity Performance & Investment**

Labour, Science & Enterprise Group

Ministry of Business, Innovation & Employment

phillippa.ward@mbie.govt.nz | Telephone: +64 (04)901-9885

15 Stout St, PO Box 1473, Wellington 6140, New Zealand

[www.mbie.govt.nz](http://www.mbie.govt.nz)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete

Move Send to OneNote Actions

Mark Unread Categorize Follow Up

Find Related Select

Read Aloud Immersive Reader

Translate

Zoom

Copy Message Copy Attachments

Quick Steps

Suggested

Enterprise Connect

RE: 2223-3230 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]

 John Micah <John.Micah@parliament.govt.nz>  
To: Philippa Ward

  Reply  Reply All  Forward 

Thu 6/04/2023 3:30 pm

Received, thanks Philippa

**From:** Philippa Ward <Philippa.Ward@mbie.govt.nz>  
**Sent:** Wednesday, 5 April 2023 4:16 PM  
**To:** John Micah <John.Micah@parliament.govt.nz>; Iris Millington-Bree <Iris.Millington-Bree@parliament.govt.nz>  
**Cc:** Briefings <briefings@mbie.govt.nz>; Michael Bird <Michael.Bird@mbie.govt.nz>; Paul Metcalf <Paul.Metcalf@mbie.govt.nz>; Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Subject:** 2223-3230 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]

Hi John & Iris

Please find attached the Electrical Workers Registration Board proposed shortlist briefing.

Copies will be in tomorrow's bag to you.

Kind regards, Philippa

**Philippa Ward**

Performance & Appointments Coordinator

**Entity Performance & Investment**

Labour, Science & Enterprise Group

Ministry of Business, Innovation & Employment

[philippa.ward@mbie.govt.nz](mailto:philippa.ward@mbie.govt.nz) | Telephone: +64 (04)901-9885

15 Stout St, PO Box 1473, Wellington 6140, New Zealand

[www.mbie.govt.nz](http://www.mbie.govt.nz)

RE: Missing position descriptions RE: 2223-1659 documentation to finalise appointments [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select

Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested

Delete Respond Move Tags Editing Immersive Language Zoom Enterprise Connect

RE: Missing position descriptions RE: 2223-1659 documentation to finalise appointments [IN-CONFIDENCE]

 Tristram Standfield  
To: John Micah

  Reply  Reply All  Forward 

Tue 15/11/2022 10:42 am

out of scope

 EWRB.docx  
.docx File

out of scope

Kia ora John,

Please find attached the PDs. Apologies for that.

Regards,

Tristram

**From:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Sent:** Tuesday, 15 November 2022 10:26 am  
**To:** Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Cc:** Anaseini Nuku <[Anaseini.nuku@parliament.govt.nz](mailto:Anaseini.nuku@parliament.govt.nz)>  
**Subject:** Missing position descriptions RE: 2223-1659 documentation to finalise appointments [IN-CONFIDENCE]

Kia ora Tristram

Can you please send the position descriptions to me as soon as possible, they are missing in this pack.

Thanks  
**John Micah**  
Private Secretary (Building and Construction) | 021 854 961  
[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)

**Office of Hon Dr Megan Woods**  
Minister of Energy and Resources | Minister for Building and Construction | Minister of Housing | Associate Minister of Finance  
Private Bag 18041 | Parliament Buildings | Wellington 6160 | New Zealand  
Office Phone: +64 4 817 8705 Email: [m.woods@ministers.govt.nz](mailto:m.woods@ministers.govt.nz)

**From:** Anaseini Nuku  
**Sent:** Tuesday, 15 November 2022 10:22 AM  
**To:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Subject:** FW: 2223-1659 documentation to finalise appointments [IN-CONFIDENCE]

RE: Missing position descriptions RE: 2223-1659 documentation to finalise appointments [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select

Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested

Delete Respond Move Tags Editing Immersive Language Zoom Enterprise Connect

RE: Missing position descriptions RE: 2223-1659 documentation to finalise appointments [IN-CONFIDENCE]

 Tristram Standfield  
To: John Micah

  Reply  Reply All  Forward 

Tue 15/11/2022 10:42 am

out of scope

 EWRB.docx  
.docx File

out of scope

**From:** Tristram Standfield [mailto:[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)]  
**Sent:** Thursday, 10 November 2022 4:46 PM  
**To:** Anaseini Nuku <[Anaseini.Nuku@parliament.govt.nz](mailto:Anaseini.Nuku@parliament.govt.nz)>; John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Cc:** Phillippa Ward <[Phillippa.Ward@mbie.govt.nz](mailto:Phillippa.Ward@mbie.govt.nz)>; Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>; Michael Bird <[Michael.Bird@mbie.govt.nz](mailto:Michael.Bird@mbie.govt.nz)>  
**Subject:** 2223-1659 documentation to finalise appointments [IN-CONFIDENCE]

Kia ora Anaseini and John,

Please find attached the complete pdf document with all the appointment letters for the Statutory Building Boards. Apologies for the late arrival, we've been combing through them all to make sure the details are correct.

I haven't attached the word documents as there are thirteen different documents that make up this pdf. If you would like these, please let me know and I will send them through tomorrow morning. Physical copies should be in tomorrow mornings bag to you.

out of scope

Ngā mihi nui

Tristram Standfield ([he/him](#))

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment  
[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz) | Telephone: +64 4-897-5157  
Level 7, 15 Stout Street, PO Box 1473, Wellington 6145



RE: 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Related Select Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]



Philippa Ward  
To John Micah

Reply Reply All Forward

Wed 12/07/2023 9:10 am

Thanks John.

**From:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Sent:** Wednesday, 12 July 2023 9:07 am  
**To:** Philippa Ward <[Philippa.Ward@mbie.govt.nz](mailto:Philippa.Ward@mbie.govt.nz)>  
**Cc:** Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>; Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Subject:** RE: 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]

Hi Philippa

Ministerial consultation began yesterday and will close on COB 19 July. I'll be in touch if there is any feedback.

Could MBIE please upload the papers to CabNet for APH on 26 July as planned.

Thanks  
John

**From:** Philippa Ward <[Philippa.Ward@mbie.govt.nz](mailto:Philippa.Ward@mbie.govt.nz)>  
**Sent:** Tuesday, 4 July 2023 10:45 AM  
**To:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Cc:** Briefings <[briefings@mbie.govt.nz](mailto:briefings@mbie.govt.nz)>; Michael Bird <[Michael.Bird@mbie.govt.nz](mailto:Michael.Bird@mbie.govt.nz)>; Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>; Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Subject:** 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]

Good morning John

Please find attached the Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire.

Copies will be in the next bag to you.

Kind regards, Philippa

**Philippa Ward**  
Performance & Appointments Coordinator

**Entity Performance & Investment**  
Labour, Science & Enterprise Group  
Ministry of Business, Innovation & Employment  
[philippa.ward@mbie.govt.nz](mailto:philippa.ward@mbie.govt.nz) | Telephone: +64 (04)901-9885  
15 Stout St, PO Box 1473, Wellington 6140, New Zealand  
[www.mbie.govt.nz](http://www.mbie.govt.nz)



RE: 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete Respond Move Send to OneNote Mark Unread Categorize Follow Up

Find Related Select Editing Read Aloud Immersive Reader Translate Zoom

Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]

 John Micah <John.Micah@parliament.govt.nz>  
To: Philippa Ward  
Cc: Paul Metcalf; Tristram Standfield

  Reply  Reply All  Forward 

Wed 5/07/2023 2:54 pm

Received, thanks.

---

**From:** Philippa Ward <Philippa.Ward@mbie.govt.nz>  
**Sent:** Tuesday, 4 July 2023 10:45 AM  
**To:** John Micah <John.Micah@parliament.govt.nz>  
**Cc:** Briefings <briefings@mbie.govt.nz>; Michael Bird <Michael.Bird@mbie.govt.nz>; Paul Metcalf <Paul.Metcalf@mbie.govt.nz>; Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Subject:** 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]

Good morning John

Please find attached the Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire.

Copies will be in the next bag to you.

Kind regards, Philippa

**Philippa Ward**  
Performance & Appointments Coordinator

**Entity Performance & Investment**  
Labour, Science & Enterprise Group  
Ministry of Business, Innovation & Employment  
[philippa.ward@mbie.govt.nz](mailto:philippa.ward@mbie.govt.nz) | Telephone: +64 (04)901-9885  
15 Stout St, PO Box 1473, Wellington 6140, New Zealand  
[www.mbie.govt.nz](http://www.mbie.govt.nz)

2223-3230 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply Forward Meeting IM More

Junk Delete Archive Reply Reply Forward Meeting IM More

Move Send to OneNote Mark Unread Categorize Follow Up

Find Related Select

Read Aloud Immersive Reader Translate Zoom

Copy Message Copy Attachments Quick Steps Suggested

Enterprise Connect

2223-3230 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]



Philippa Ward

To John Micah; Iris.Millington-Bree@parliament.govt.nz  
Cc Briefings; Michael Bird; Paul Metcalf; Tristram Standfield

Reply Reply All Forward

Wed 5/04/2023 4:16 pm

2223-3230 Annex One- shortlisted candidates CVs.pdf .pdf File

2223-3230 Electrical Workers Registration Board proposed shortlist .docx .docx File

2223-3230 Electrical Workers Registration Board proposed shortlist.pdf .pdf File

Hi John & Iris

Please find attached the Electrical Workers Registration Board proposed shortlist briefing.

Copies will be in tomorrow's bag to you.

Kind regards, Philippa

**Philippa Ward**  
Performance & Appointments Coordinator

**Entity Performance & Investment**  
Labour, Science & Enterprise Group  
Ministry of Business, Innovation & Employment  
[philippa.ward@mbie.govt.nz](mailto:philippa.ward@mbie.govt.nz) | Telephone: +64 (04)901-9885  
15 Stout St, PO Box 1473, Wellington 6140, New Zealand  
[www.mbie.govt.nz](http://www.mbie.govt.nz)

APH Consultation: Statutory Board Appointments – Building and Construction - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete Respond

Move Send to OneNote Actions

Mark Unread Categorize Follow Up

Find Related Select

Read Aloud Immersive Reader

Translate Language

Zoom Zoom






Copy Message Copy Attachments

Quick Steps Suggested

Enterprise Connect

## APH Consultation: Statutory Board Appointments – Building and Construction

 Anaseini Nuku <Anaseini.Nuku@parliament.govt.nz>  
To Tristram Standfield

  Reply  Reply All  Forward 

Wed 19/10/2022 10:09 am

 You replied to this message on 19/10/2022 11:15 am.

 Cabinet Paper - Statutory Board Appointments (Building and Construction)...docx .docx File

 Annex One - Organisation Forms and Candidate CV Forms.docx .docx File

Hi Tristram,

Can you please upload the final papers (attached) to CabNet today?

I will also need 30 hard copies of the annex (double sided and stapled) delivered to the office by tomorrow please.

Ngā mihi,

**Anaseini Nuku**  
Private Secretary (Building and Construction)  
[Anaseini.Nuku@parliament.govt.nz](mailto:Anaseini.Nuku@parliament.govt.nz) | 021 854 961

**Office of Hon Dr Megan Woods**  
Minister of Energy and Resources | Minister for Building and Construction | Minister of Housing | Associate Minister of Finance  
Private Bag 18041 | Parliament Buildings | Wellington 6160 | New Zealand  
Office Phone: +64 4 817 8705 Email: [m.woods@ministers.govt.nz](mailto:m.woods@ministers.govt.nz)

Correspondence from Hon Dr Megan Woods - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward IM More

Move Send to OneNote Actions

Mark Unread Categorize Follow Up

Find Related Select

Read Aloud Immersive Reader

Translate Zoom

Copy Message Copy Attachments Quick Steps Suggested

Enterprise Connect

## Correspondence from Hon Dr Megan Woods



John Micah <John.Micah@parliament.govt.nz>

To mel.oranges 9(2)(a)

Cc Duncan Connor

Like Reply Reply All Forward ...

Thu 24/11/2022 1:25 pm

Mel Orange BPB.PDF .PDF File

Mel Orange EWRB.pdf .pdf File

Kia ora Mel

Please find attached correspondence from Hon Dr Megan Woods, Minister for Building and Construction, regarding the Building Practitioners Board's and Electrical Workers Registration Board's 2021/22 Annual Reports.

Regards

**John Micah**

Private Secretary (Building and Construction) | 021 854 961

[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)

**Office of Hon Dr Megan Woods**

Minister of Energy and Resources | Minister for Building and Construction | Minister of Housing | Associate Minister of Finance

Private Bag 18041 | Parliament Buildings | Wellington 6160 | New Zealand

Office Phone: +64 4 817 8705 Email: [m.woods@ministers.govt.nz](mailto:m.woods@ministers.govt.nz)

2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete Respond Move Move Send to OneNote Mark Unread Categorize Follow Up Tags Editing

Read Aloud Immersive Reader Immersive Language Zoom

Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]



Phillippa Ward

To john.micah@parliament.govt.nz

Cc Briefings; Michael Bird; Paul Metcalf; Tristram Standfield; Becky Gill; Anaseini Nuku

Reply Reply All Forward

Wed 16/11/2022 2:05 pm

2223-1567 Electrical Workers Registration Board proposed shortlist.pdf .pdf File

2223-1567 Annex One- Proposed shortlisted candidate CVs.pdf .pdf File

2223-1567 Electrical Workers Registration Board proposed shortlist.docx .docx File

Hi John

Please find attached the Electrical Workers Registration Board proposed shortlist briefing.

Copies will be in the next bag to you. Tristram is available for any questions you may have.

Kind regards, Phillippa

**Phillippa Ward**

Performance & Appointments Coordinator

**Entity Performance & Investment**

Labour, Science & Enterprise Group

Ministry of Business, Innovation & Employment

[phillippa.ward@mbie.govt.nz](mailto:phillippa.ward@mbie.govt.nz) | Telephone: +64 (04)901-9885

15 Stout St, PO Box 1473, Wellington 6140, New Zealand

[www.mbie.govt.nz](http://www.mbie.govt.nz)





FW: 2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do


Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect



FW: 2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]

 John Micah <John.Micah@parliament.govt.nz>  
To Paul Metcalf  
Cc Tristram Standfield; Anaseini Nuku

  Reply  Reply All  Forward 

Tue 22/11/2022 1:43 pm

 You forwarded this message on 17/02/2023 1:46 pm.

-  2223-1567 Electrical Workers Registration Board proposed shortlist.pdf .pdf File
-  2223-1567 Annex One- Proposed shortlisted candidate CVs.pdf .pdf File
-  2223-1567 Electrical Workers Registration Board proposed shortlist.docx .docx File

Hi Paul

We processed this briefing (BR 2223-1567) for Minister's sign out but the advisors have come back to us with feedback on this shortlist.

s 9(2)(g)(i)

How do you want to proceed?

Thanks  
John

**From:** Philippa Ward [\[mailto:Philippa.Ward@mbie.govt.nz\]](mailto:Philippa.Ward@mbie.govt.nz)  
**Sent:** Wednesday, 16 November 2022 2:05 PM  
**To:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Cc:** Briefings <[briefings@mbie.govt.nz](mailto:briefings@mbie.govt.nz)>; Michael Bird <[Michael.Bird@mbie.govt.nz](mailto:Michael.Bird@mbie.govt.nz)>; Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>; Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>; Becky Gill <[Becky.Gill@mbie.govt.nz](mailto:Becky.Gill@mbie.govt.nz)>; Anaseini Nuku <[Anaseini.Nuku@parliament.govt.nz](mailto:Anaseini.Nuku@parliament.govt.nz)>  
**Subject:** 2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]

Hi John

Please find attached the Electrical Workers Registration Board proposed shortlist briefing.

Copies will be in the next bag to you. Tristram is available for any questions you may have.

Kind regards, Philippa

**Philippa Ward**  
Performance & Appointments Coordinator

**Entity Performance & Investment**  
Labour, Science & Enterprise Group  
Ministry of Business, Innovation & Employment  
[philippa.ward@mbie.govt.nz](mailto:philippa.ward@mbie.govt.nz) | Telephone: +64 (0)4901-9885  
15 Stout St, PO Box 1473, Wellington 6140, New Zealand  
[www.mbie.govt.nz](http://www.mbie.govt.nz)

FW: APH Consultation: Statutory Board Appointments – Building and Construction - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Move Send to OneNote Mark Unread Categorize Follow Up Related Select

Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested

Delete Respond Move Tags Editing Immersive Language Zoom Enterprise Connect

FW: APH Consultation: Statutory Board Appointments – Building and Construction

 Anaseini Nuku <Anaseini.Nuku@parliament.govt.nz>  
To Tristram Standfield

  Reply  Reply All  Forward 

Tue 4/10/2022 5:34 pm

-  Cabinet Paper - Statutory Board Appointments (Building and Construction)....docx .docx File
-  Annex One - Organisation Forms and Candidate CV Forms.docx .docx File

FYI - also attached is the final Cabinet paper reformatted

From: Scott Russell <Scott.Russell@parliament.govt.nz>  
Date: Tuesday, 04 Oct 2022, 4:54 PM

out of scope

out of scope

Government Appointments to be made in 2023 - Building & Construction - due 9 December [IN-CONFIDENCE]

 Phillippa Ward  
To John Micah  
Cc Tristram Standfield, Becky Gill

  Reply  Reply All  Forward 

Wed 7/12/2022 9:16 am

out of scope

 2022 Electrical Workers Registration Board Organisation Form - as at 31 December 2022.docx  
.docx File

out of scope

out of scope

Hi John

As per the attached Cab Office notice (22) 4, attached are the organisation forms for the 6 x occupational boards for **you to submit to Cab Office by this Friday, 9 December.**

The upcoming terms for 2023 are highlighted in yellow as per the attached instructions. Your office may also like to look at them for 2023 planning.

out of scope

Electrical Workers Registration Board

out of scope

Kind regards, Phillippa

**Phillippa Ward**  
Performance & Appointments Coordinator

**Entity Performance & Investment**  
Labour, Science & Enterprise Group  
Ministry of Business, Innovation & Employment  
[phillippa.ward@mbie.govt.nz](mailto:phillippa.ward@mbie.govt.nz) | Telephone: +64 (04)901-9885  
15 Stout St, PO Box 1473, Wellington 6140, New Zealand  
[www.mbie.govt.nz](http://www.mbie.govt.nz)



File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete Respond Move Send to OneNote Actions Mark Unread Categorize Follow Up

Find Related Select Editing Read Aloud Immersive Reader Translate Language Zoom

Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

### Letter from Hon Dr Megan Woods



John Micah <John.Micah@parliament.govt.nz>  
 To russell@mckenz2000.co.nz  
 Cc mel.orange@thinkorange.co.nz, Duncan Connor

👍 Reply Reply All Forward ...

Thu 17/11/2022 8:55 am



Kia ora Russell

Please find attached correspondence from Hon Dr Megan Woods, Minister for Building and Construction regarding your reappointment to the Electrical Workers Registration Board.

Also enclosed is an acceptance letter requiring your signature.

Regards

John Micah  
 Private Secretary (Building and Construction) | 021 854 961  
[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)

**Office of Hon Dr Megan Woods**  
 Minister of Energy and Resources | Minister for Building and Construction | Minister of Housing | Associate Minister of Finance  
 Private Bag 18041 | Parliament Buildings | Wellington 6160 | New Zealand  
 Office Phone: +64 4 817 8705 Email: [m.woods@ministers.govt.nz](mailto:m.woods@ministers.govt.nz)

Letter from Hon Dr Megan Woods - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete Respond Move Move Send to OneNote Mark Unread Categorize Follow Up


Find Related Select Editing


Read Aloud Immersive Reader Translate Language Zoom






Copy Message Copy Attachments Quick Steps Suggested

Enterprise Connect

## Letter from Hon Dr Megan Woods

 John Micah <John.Micah@parliament.govt.nz>  
To: s 9(2)(a)  
Cc: Duncan Connor

 Ashley Yan.pdf  
.pdf File

  Reply  Reply All  Forward 

Thu 17/11/2022 8:57 am

Kia ora Ashley

Please find attached correspondence from Hon Dr Megan Woods, Minister for Building and Construction regarding your reappointment to the Electrical Workers Registration Board.

Also enclosed is an acceptance letter requiring your signature.

Regards

**John Micah**  
Private Secretary (Building and Construction) | 021 854 961  
[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)


**Office of Hon Dr Megan Woods**  
Minister of Energy and Resources | Minister for Building and Construction | Minister of Housing | Associate Minister of Finance  
Private Bag 18041 | Parliament Buildings | Wellington 6160 | New Zealand  
Office Phone: +64 4 817 8705 Email: [m.woods@ministers.govt.nz](mailto:m.woods@ministers.govt.nz)

RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Actions Mark Unread Categorize Follow Up Find Related Select Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

 Anaseini Nuku <Anaseini.Nuku@parliament.govt.nz>  
To: Becky Gill  
Cc: John Micah

  Reply  Reply All  Forward 

Thu 10/11/2022 12:20 pm

Kia ora Becky,

Welcome to the team! Confirming I have received the soft copy and hard copies have just arrived.

Ngā mihi,

**Anaseini Nuku**  
Private Secretary (Building and Construction)  
[Anaseini.Nuku@parliament.govt.nz](mailto:Anaseini.Nuku@parliament.govt.nz) | 021 854 961

**Office of Hon Dr Megan Woods**  
Minister of Energy and Resources | Minister for Building and Construction | Minister of Housing | Associate Minister of Finance  
Private Bag 18041 | Parliament Buildings | Wellington 6160 | New Zealand  
Office Phone: +64 4 817 8705 Email: [m.woods@ministers.govt.nz](mailto:m.woods@ministers.govt.nz)

---

**From:** Becky Gill [<mailto:Becky.Gill@mbie.govt.nz>]  
**Sent:** Thursday, 10 November 2022 12:15 PM  
**To:** Anaseini Nuku <[Anaseini.Nuku@parliament.govt.nz](mailto:Anaseini.Nuku@parliament.govt.nz)>  
**Cc:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Subject:** 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

Kia ora Anaseini,

My name is Becky and I recently started at MBIE in the Appointments team. I am working with Tristram and Leanne on the Building and Construction Portfolio.

I sent through an email earlier today with the above briefing and annual reports. It may have been to large. Can you please confirm if you received it? If not, I will send again in two parts.

Ngā mihi

**Becky Gill** [[she/her](#)]

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment

[Becky.gill@mbie.govt.nz](mailto:Becky.gill@mbie.govt.nz)  
04-901 1273  
Level 7, 15 Stout Street, PO Box 1473, Wellington 6145

RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Rules Send to OneNote Mark Unread Categorize Follow Up Find Related Select Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

 John Micah <John.Micah@parliament.govt.nz>  
To Becky Gill

 Reply  Reply All  Forward 

Thu 24/11/2022 1:51 pm

Hi Becky 2 of each is fine thanks as the Minister gave her copy back.

**From:** Becky Gill [<mailto:Becky.Gill@mbie.govt.nz>]  
**Sent:** Thursday, 24 November 2022 1:50 PM  
**To:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Cc:** Anaseini Nuku <[Anaseini.Nuku@parliament.govt.nz](mailto:Anaseini.Nuku@parliament.govt.nz)>  
**Subject:** RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

Kia ora John,

Great, thanks for that. Would you like three copies? As I think I only sent you across 5?

Let me know if you want two or three. If I don't hear from you by 2.30, Ill be sending three across in the 3pm bag.

Ngā mihi

Becky Gill ([she/her](#))

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment

[Becky.gill@mbie.govt.nz](mailto:Becky.gill@mbie.govt.nz)

04-901 1273

Level 7, 15 Stout Street, PO Box 1473, Wellington 6145



**MINISTRY OF BUSINESS,  
INNOVATION & EMPLOYMENT**  
HĪKINA WHAKATUTUKI

RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Actions Mark Unread Categorize Follow Up Find Related Select Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

 John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
To  Becky Gill

  Reply  Reply All  Forward 

Thu 24/11/2022 1:51 pm

**From:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Sent:** Thursday, 24 November 2022 1:11 pm  
**To:** Becky Gill <[Becky.Gill@mbie.govt.nz](mailto:Becky.Gill@mbie.govt.nz)>  
**Cc:** Anaseini Nuku <[Anaseini.nuku@parliament.govt.nz](mailto:Anaseini.nuku@parliament.govt.nz)>  
**Subject:** RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

Hi Becky

Thanks for this, the Minister has signed off now. Please see attached a scanned signed copy for your records.

These are ready to go to the House Office now but I'm short 2 copies each of the BPB and EWB annual reports.

Can I please have x2 BPB and x2 EWB hard copies of the annual reports in the 3pm bag?

In the future, can I please have a total of x8 hard copies of each annual report. 5 go to the HO, x2 go to the Ministerial Advisors and x1 for the Minister.

Thanks  
John

**From:** Becky Gill [<mailto:Becky.Gill@mbie.govt.nz>]  
**Sent:** Thursday, 10 November 2022 11:17 AM  
**To:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Subject:** FW: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

Kia ora John

My name is Becky, and I work at MBIE. I will be meeting with you shortly 😊

I am forwarding you this email as an FYI, the physical copies should be to MO shortly.  
Ngā mihi

**Becky Gill** ([she/her](#))

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment

[Becky.gill@mbie.govt.nz](mailto:Becky.gill@mbie.govt.nz)





RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

 John Micah <John.Micah@parliament.govt.nz>  
To: Becky Gill

 Reply  Reply All  Forward 

Thu 24/11/2022 1:51 pm

**From:** Becky Gill

**Sent:** Thursday, 10 November 2022 9:26 am

**To:** Anaseini Nuku <Anaseini.nuku@parliament.govt.nz>

**Cc:** Paul Metcalf <Paul.Metcalf@mbie.govt.nz>; Michael Bird <Michael.Bird@mbie.govt.nz>; Phillippa Ward <Phillippa.Ward@mbie.govt.nz>; Briefings <briefings@mbie.govt.nz>; Tristram Standfield <Tristram.Standfield@mbie.govt.nz>

**Subject:** 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

Kia ora Anaseini

Please find attached the annual report briefing for BPB and EWRB.

Physical copies are in the MO bag and will be with you today.

Please note that there are 5 copies of each annual report to be provided to the House Office.

Once the Minister has agreed for the reports to be tabled in the House of Representatives, we would appreciate if someone from your office could deliver them to the House Office.

Please let me know if you need anything further.

Ngā mihi

Becky Gill [\(she/her\)](#)

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment

[Becky.gill@mbie.govt.nz](mailto:Becky.gill@mbie.govt.nz)






04-901 1273

Level 7, 15 Stout Street, PO Box 1473, Wellington 6145



RE: 2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]

 John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
To  Tristram Standfield  
Cc  Anaseini Nuku

  Reply  Reply All  Forward 

Fri 18/11/2022 11:27 am

Morning Tristram

I had another read and noted the approach you are referring to.

It's now with the Advisors for processing to the Minister.

Thanks  
John

---

**From:** Tristram Standfield [<mailto:Tristram.Standfield@mbie.govt.nz>]  
**Sent:** Friday, 18 November 2022 8:12 AM  
**To:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Subject:** RE: 2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]

Morning John,

Could I just clarify what you mean by agency attempts? We have sections in the briefing outlining our own approach to the recruitment if that's what you are referring to.

Regards,

**Tristram Standfield** ([he/him](#))

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment  
[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz) | Telephone: +64 4-897-5157  
Level 7, 15 Stout Street, PO Box 1473, Wellington 6145



---

**From:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Sent:** Thursday, 17 November 2022 5:01 pm  
**To:** Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Cc:** Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>; Anaseini Nuku <[Anaseini.nuku@parliament.govt.nz](mailto:Anaseini.nuku@parliament.govt.nz)>; Philippa Ward <[Philippa.Ward@mbie.govt.nz](mailto:Philippa.Ward@mbie.govt.nz)>

RE: 2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]

👍 Reply Reply All Forward ...  
Fri 18/11/2022 11:27 am

 John Micah <John.Micah@parliament.govt.nz>  
To Tristram Standfield  
Cc Anaseini Nuku

**From:** John Micah <John.Micah@parliament.govt.nz>  
**Sent:** Thursday, 17 November 2022 5:01 pm  
**To:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Cc:** Paul Metcalf <Paul.Metcalf@mbie.govt.nz>; Anaseini Nuku <Anaseini.nuku@parliament.govt.nz>; Philippa Ward <Philippa.Ward@mbie.govt.nz>  
**Subject:** RE: 2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]

Hi Tristram

Can we include a point in here about agency attempts to get a diverse pool of candidates?

I'm anticipating the advisors are going to push back and ask for more diversity.

Thanks  
John

**From:** Philippa Ward [mailto:Philippa.Ward@mbie.govt.nz]  
**Sent:** Wednesday, 16 November 2022 2:05 PM  
**To:** John Micah <John.Micah@parliament.govt.nz>  
**Cc:** Briefings <briefings@mbie.govt.nz>; Michael Bird <Michael.Bird@mbie.govt.nz>; Paul Metcalf <Paul.Metcalf@mbie.govt.nz>; Tristram Standfield <Tristram.Standfield@mbie.govt.nz>; Becky Gill <Becky.Gill@mbie.govt.nz>; Anaseini Nuku <Anaseini.Nuku@parliament.govt.nz>  
**Subject:** 2223-1567 Electrical Workers Registration Board proposed shortlist briefing [IN-CONFIDENCE]

Hi John

Please find attached the Electrical Workers Registration Board proposed shortlist briefing.

Copies will be in the next bag to you. Tristram is available for any questions you may have.

Kind regards, Philippa

**Philippa Ward**  
Performance & Appointments Coordinator

**Entity Performance & Investment**  
Labour, Science & Enterprise Group  
Ministry of Business, Innovation & Employment  
[philippa.ward@mbie.govt.nz](mailto:philippa.ward@mbie.govt.nz) | Telephone: +64 (04)901-9885  
15 Stout St, PO Box 1473, Wellington 6140, New Zealand  
[www.mbie.govt.nz](http://www.mbie.govt.nz)



RE: 2223-3991 Electrical Workers Registration Board- preferred candidates for appointment [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select Editing Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: 2223-3991 Electrical Workers Registration Board- preferred candidates for appointment [IN-CONFIDENCE]

 John Micah <John.Micah@parliament.govt.nz>  
To: Tristram Standfield  
Cc: Paul Metcalf; Philippa Ward; Becky Gill

  Reply  Reply All  Forward 

Fri 9/06/2023 9:10 am

Received, thanks.

**From:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>

**Sent:** Thursday, 8 June 2023 4:04 PM

**To:** John Micah <John.Micah@parliament.govt.nz>

**Cc:** Michael Bird <Michael.Bird@mbie.govt.nz>; Paul Metcalf <Paul.Metcalf@mbie.govt.nz>; Philippa Ward <Phillippa.Ward@mbie.govt.nz>; Becky Gill <Becky.Gill@mbie.govt.nz>; Tristram Standfield <Tristram.Standfield@mbie.govt.nz>; Briefings <briefings@mbie.govt.nz>

**Subject:** 2223-3991 Electrical Workers Registration Board- preferred candidates for appointment [IN-CONFIDENCE]

Kia ora John

Please find attached copies of the Electrical Workers Registration Board preferred candidates for appointment briefing. Physical copies will be in tomorrow mornings bag to you. If you have any questions please let me know.

Regards,

**Tristram Standfield** [\(he/him\)](#)

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group

Ministry of Business, Innovation and Employment

[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz) | Telephone: +64 4-897-5157

Level 7, 15 Stout Street, PO Box 1473, Wellington 6145



**MINISTRY OF BUSINESS,  
INNOVATION & EMPLOYMENT**  
HĪKINA WHAKATUTUKI






RE: 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select Editing Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]

 John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
To  Tristram Standfield

  Reply  Reply All  Forward 

Thu 20/07/2023 9:26 am

Thanks, this paper is lodged now for APH on 26 July.

---

**From:** Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Sent:** Wednesday, 19 July 2023 11:40 AM  
**To:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Subject:** RE: 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]

Hi John, should all be uploaded now. Let me know if there are any issues.

Cheers

Tristram

---

**From:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Sent:** Wednesday, 19 July 2023 11:04 am  
**To:** Philippa Ward <[Philippa.Ward@mbie.govt.nz](mailto:Philippa.Ward@mbie.govt.nz)>; Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Cc:** Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>  
**Subject:** RE: 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]

Hi team

I note the paper hasn't been uploaded yet to CabNet. Can this be done today so it's ready for lodgement tomorrow please?

I've had no feedback thus far, but will let you know tomorrow morning if any issues.

Thanks

John

---

**From:** Philippa Ward <[Philippa.Ward@mbie.govt.nz](mailto:Philippa.Ward@mbie.govt.nz)>  
**Sent:** Wednesday, 12 July 2023 9:10 AM  
**To:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Subject:** RE: 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]

Thanks John.

RE: 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]

Like Reply Reply All Forward ... Thu 20/07/2023 9:26 am

 John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
To Tristram Standfield

**From:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Sent:** Wednesday, 12 July 2023 9:07 am  
**To:** Philippa Ward <[Philippa.Ward@mbie.govt.nz](mailto:Philippa.Ward@mbie.govt.nz)>  
**Cc:** Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>; Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Subject:** RE: 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]

Hi Philippa

Ministerial consultation began yesterday and will close on COB 19 July. I'll be in touch if there is any feedback.

Could MBIE please upload the papers to CabNet for APH on 26 July as planned.

Thanks  
John

**From:** Philippa Ward <[Philippa.Ward@mbie.govt.nz](mailto:Philippa.Ward@mbie.govt.nz)>  
**Sent:** Tuesday, 4 July 2023 10:45 AM  
**To:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Cc:** Briefings <[briefings@mbie.govt.nz](mailto:briefings@mbie.govt.nz)>; Michael Bird <[Michael.Bird@mbie.govt.nz](mailto:Michael.Bird@mbie.govt.nz)>; Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>; Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Subject:** 2223-4262 Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire [IN-CONFIDENCE]

Good morning John

Please find attached the Electrical Workers Registration Board – Draft Cabinet paper to progress appointments Aide Memoire.

Copies will be in the next bag to you.

Kind regards, Philippa

**Philippa Ward**  
Performance & Appointments Coordinator

**Entity Performance & Investment**  
Labour, Science & Enterprise Group  
Ministry of Business, Innovation & Employment  
[philippa.ward@mbie.govt.nz](mailto:philippa.ward@mbie.govt.nz) | Telephone: +64 (04)901-9885  
15 Stout St, PO Box 1473, Wellington 6140, New Zealand  
[www.mbie.govt.nz](http://www.mbie.govt.nz)

RE: Aide memoire 2324-0376 Electrical Workers Registration Board – Documents to Finalise Appointments 2023 [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: Aide memoire 2324-0376 Electrical Workers Registration Board – Documents to Finalise Appointments 2023 [IN-CONFIDENCE]

 Andrew Flanagan  
To  Tristram Standfield

  Reply  Reply All  Forward 

Fri 25/08/2023 1:06 pm

No problem. Have a great day!

**From:** Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Sent:** Friday, 25 August 2023 1:05 pm  
**To:** Andrew Flanagan <[Andrew.Flanagan@mbie.govt.nz](mailto:Andrew.Flanagan@mbie.govt.nz)>  
**Subject:** RE: Aide memoire 2324-0376 Electrical Workers Registration Board – Documents to Finalise Appointments 2023 [IN-CONFIDENCE]

Thanks for letting me know!

**From:** Andrew Flanagan <[Andrew.Flanagan@mbie.govt.nz](mailto:Andrew.Flanagan@mbie.govt.nz)>  
**Sent:** Friday, 25 August 2023 1:05 pm  
**To:** Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>; Chanell Meehan <[Chanell.Meehan@mbie.govt.nz](mailto:Chanell.Meehan@mbie.govt.nz)>  
**Subject:** FW: Aide memoire 2324-0376 Electrical Workers Registration Board – Documents to Finalise Appointments 2023 [IN-CONFIDENCE]

FYI

**From:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Sent:** Friday, 25 August 2023 1:01 pm  
**To:** Andrew Flanagan <[Andrew.Flanagan@mbie.govt.nz](mailto:Andrew.Flanagan@mbie.govt.nz)>  
**Subject:** RE: Aide memoire 2324-0376 Electrical Workers Registration Board – Documents to Finalise Appointments 2023 [IN-CONFIDENCE]

Hi Andrew

Minister will sign these letters today and I will aim to send it out tonight.

Thanks  
John

**From:** Andrew Flanagan <[Andrew.Flanagan@mbie.govt.nz](mailto:Andrew.Flanagan@mbie.govt.nz)>  
**Sent:** Thursday, 10 August 2023 12:58 PM  
**To:** Iris Millington-Bree <[Iris.Millington-Bree@parliament.govt.nz](mailto:Iris.Millington-Bree@parliament.govt.nz)>; John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Cc:** Briefings <[briefings@mbie.govt.nz](mailto:briefings@mbie.govt.nz)>; Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>; Chanell Meehan <[Chanell.Meehan@mbie.govt.nz](mailto:Chanell.Meehan@mbie.govt.nz)>; Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>; Michael Bird <[Michael.Bird@mbie.govt.nz](mailto:Michael.Bird@mbie.govt.nz)>; Phillippa Ward <[Phillippa.Ward@mbie.govt.nz](mailto:Phillippa.Ward@mbie.govt.nz)>  
**Subject:** RE: Aide memoire 2324-0376 Electrical Workers Registration Board – Documents to Finalise Appointments 2023 [IN-CONFIDENCE]

Hi

Here is a correct version. Apologies for the inconvenience.

Andrew

RE: Aide memoire 2324-0376 Electrical Workers Registration Board – Documents to Finalise Appointments 2023 [IN-CONFIDENCE]

Like Reply Reply All Forward ...  
Fri 25/08/2023 1:06 pm

 Andrew Flanagan  
To Tristram Standfield

Sent: Thursday, 10 August 2023 12:58 PM

To: Iris Millington-Bree <[Iris.Millington-Bree@parliament.govt.nz](mailto:Iris.Millington-Bree@parliament.govt.nz)>; John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>

Cc: Briefings <[briefings@mbie.govt.nz](mailto:briefings@mbie.govt.nz)>; Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>; Chanell Meehan <[Chanell.Meehan@mbie.govt.nz](mailto:Chanell.Meehan@mbie.govt.nz)>; Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>; Michael Bird <[Michael.Bird@mbie.govt.nz](mailto:Michael.Bird@mbie.govt.nz)>; Phillippa Ward <[Phillippa.Ward@mbie.govt.nz](mailto:Phillippa.Ward@mbie.govt.nz)>

Subject: RE: Aide memoire 2324-0376 Electrical Workers Registration Board – Documents to Finalise Appointments 2023 [IN-CONFIDENCE]

Hi

Here is a correct version. Apologies for the inconvenience.

Andrew

---

From: Andrew Flanagan

Sent: Thursday, 10 August 2023 12:43 pm

To: [iris.Millington-Bree@parliament.govt.nz](mailto:iris.Millington-Bree@parliament.govt.nz); John Micah <[john.micah@parliament.govt.nz](mailto:john.micah@parliament.govt.nz)>

Cc: Briefings <[briefings@mbie.govt.nz](mailto:briefings@mbie.govt.nz)>; Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>; Chanell Meehan <[Chanell.Meehan@mbie.govt.nz](mailto:Chanell.Meehan@mbie.govt.nz)>; Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>; Michael Bird <[Michael.Bird@mbie.govt.nz](mailto:Michael.Bird@mbie.govt.nz)>; Phillippa Ward <[Phillippa.Ward@mbie.govt.nz](mailto:Phillippa.Ward@mbie.govt.nz)>

Subject: Aide memoire 2324-0376 Electrical Workers Registration Board – Documents to Finalise Appointments 2023 [IN-CONFIDENCE]

Kia ora

Please find attached aide memoire 2324-0376 Electrical Workers Registration Board – Documents to Finalise Appointments 2023. Paper copies will be in this afternoon's bag.

Thanks

Andrew Flanagan

SENIOR ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment Branch, Labour, Science and Enterprise

Ministry of Business, Innovation & Employment | Hikina Whakatutuki

[andrew.flanagan@mbie.govt.nz](mailto:andrew.flanagan@mbie.govt.nz) | Telephone: [+64 4 831 9685](tel:+6448319685)

15 Stout Street, Wellington 6011

NZBN 9429000106078



Re: Building and Construction APH papers- indicative [IN-CONFIDENCE]

 John Micah <John.Micah@parliament.govt.nz>  
 To:  Tristram Standfield  
 Cc:  Paul Metcalf;  Becky Gill;  Leanne Hay;  Chanell Meehan

  Reply  Reply All  Forward 

Wed 14/06/2023 4:58 pm

I would note there's a greater risk of papers not getting on the agenda in August just because of the increased no. of papers coming through to committees.

Also, there are no cabinet committees running after 31 August till the new government is formed/confirmed. Cabinet however will still be meeting going off election guidance I think Cabinet will be hesitant to confirm any appointments unless it meets a certain threshold of extreme urgency.

So overall I think if we can't make August then we have to consider waiting till late October/November.

Thanks  
 John

**From:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Sent:** Wednesday, June 14, 2023 3:49 PM  
**To:** John Micah <John.Micah@parliament.govt.nz>  
**Cc:** Paul Metcalf <Paul.Metcalf@mbie.govt.nz>; Becky Gill <Becky.Gill@mbie.govt.nz>; Leanne Hay <Leanne.Hay@mbie.govt.nz>; Chanell Meehan <Chanell.Meehan@mbie.govt.nz>  
**Subject:** Building and Construction APH papers- indicative [IN-CONFIDENCE]

Kia ora John

Paul asked me to send through a list of the papers for the B&C portfolio we think will go through to APH before August 31<sup>st</sup>. Have attached it below:

Portfolio	Date	Cabinet Committee	Title
B&C	Late June/early July	APH	Electrical Workers Registration Board – Draft Cabinet paper to progress (re)appointments

out of scope

Cheers,

**Tristram Standfield** ([he/him](#))

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
 Ministry of Business, Innovation and Employment  
[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz) | Telephone: +64 4-897-5157  
 Level 7, 15 Stout Street, PO Box 1473, Wellington 6145



RE: EWRB Advice Delay - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Move Send to OneNote Mark Unread Categorize Follow Up

Find Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested

Delete Respond Move Tags Editing Immersive Language Zoom Enterprise Connect

RE: EWRB Advice Delay

 John Micah <John.Micah@parliament.govt.nz>  
To Tristram Standfield

  Reply  Reply All  Forward 

Wed 31/05/2023 11:37 am

Thanks for the heads up.

**From:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Sent:** Wednesday, 31 May 2023 10:21 AM  
**To:** John Micah <John.Micah@parliament.govt.nz>  
**Cc:** Briefings <briefings@mbie.govt.nz>  
**Subject:** EWRB Advice Delay

Kia ora John,

Please be advised that the EWRB preferred candidates for appointment briefing (2223-3991) will be delayed until next Monday (05/06). Hope this isn't too inconvenient.

Regards,

**Tristram Standfield** [\(he/him\)](#)

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment  
[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz) Telephone: +64 4-897-5157  
Level 7, 15 Stout Street, PO Box 1473, Wellington 6145



RE: EWRB and BPB Annual Reports for tabling in the House [IN-CONFIDENCE: RELEASE-EXTERNAL] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: EWRB and BPB Annual Reports for tabling in the House [IN-CONFIDENCE: RELEASE-EXTERNAL]

 John Micah <John.Micah@parliament.govt.nz>  
To: Becky Gill

Follow up. Start by Monday, 28 November 2022. Due by Monday, 28 November 2022.

  Reply  Reply All  Forward 

Mon 28/11/2022 3:18 pm

Hi Becky

The below reports were presented.

Thanks  
John

---

**From:** Tim Smith **On Behalf Of** House Office  
**Sent:** Monday, 28 November 2022 3:16 PM  
**To:** John Micah <John.Micah@parliament.govt.nz>; House Office <house.office@parliament.govt.nz>  
**Cc:** Anaseini Nuku <Anaseini.Nuku@parliament.govt.nz>  
**Subject:** RE: EWRB and BPB Annual Reports for tabling in the House [IN-CONFIDENCE: RELEASE-EXTERNAL]

Kia ora John,

Just confirming that these have been presented.

Ngā mihi  
Tim

---

**From:** John Micah  
**Sent:** Thursday, 24 November 2022 15:42  
**To:** House Office <house.office@parliament.govt.nz>  
**Cc:** Anaseini Nuku <Anaseini.Nuku@parliament.govt.nz>  
**Subject:** RE: EWRB and BPB Annual Reports for tabling in the House [IN-CONFIDENCE: RELEASE-EXTERNAL]

Hi there

Confirming the Hon Dr Megan Woods, Minister for Building and Construction has approved for these annual reports to be presented to the house.

Thanks

**John Micah**  
Private Secretary (Building and Construction) | 021 854 961  
[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)

**Office of Hon Dr Megan Woods**  
Minister of Energy and Resources | Minister for Building and Construction | Minister of Housing | Associate Minister of Finance



RE: EWRB and BPB Annual Reports for tabling in the House [IN-CONFIDENCE: RELEASE-EXTERNAL] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Move Send to OneNote Mark Unread Categorize Follow Up

Find Related Select

Read Aloud Immersive Reader Translate Zoom

Copy Message Copy Attachments Quick Steps Suggested

Delete Respond Move Tags Editing Immersive Language Zoom Enterprise Connect

RE: EWRB and BPB Annual Reports for tabling in the House [IN-CONFIDENCE: RELEASE-EXTERNAL]

 John Micah <John.Micah@parliament.govt.nz>  
To: Becky Gill

  Reply  Reply All  Forward 

Mon 28/11/2022 3:18 pm

 Follow up. Start by Monday, 28 November 2022. Due by Monday, 28 November 2022.

**From:** Anaseini Nuku  
**Sent:** Thursday, 24 November 2022 3:40 PM  
**To:** John Micah <John.Micah@parliament.govt.nz>  
**Subject:** FW: EWRB and BPB Annual Reports for tabling in the House [IN-CONFIDENCE: RELEASE-EXTERNAL]

**From:** Mary Drakeford On Behalf Of House Office  
**Sent:** Thursday, 10 November 2022 11:00 AM  
**To:** Becky Gill <Becky.Gill@mbie.govt.nz>  
**Cc:** Anaseini Nuku <Anaseini.Nuku@parliament.govt.nz>  
**Subject:** RE: EWRB and BPB Annual Reports for tabling in the House [IN-CONFIDENCE: RELEASE-EXTERNAL]

Kia ora Becky,  
Thank you for sending these through.

Anaseini, we look forward to receiving the hard copies and the Minister's approval to present in due course.

Ngā mihi,

Mary

**Mary Drakeford** (She/her [pronouns](#))

Parliamentary Officer (House)



1 067, Parliament House, Parliament Buildings,  
Private Bag 18041, Wellington 6160

P: 04 817 9481

RE: EWRB and BPB Annual Reports for tabling in the House [IN-CONFIDENCE: RELEASE-EXTERNAL] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested

Delete Respond Move Tags Editing Immersive Language Zoom Enterprise Connect

RE: EWRB and BPB Annual Reports for tabling in the House [IN-CONFIDENCE: RELEASE-EXTERNAL]

 John Micah <John.Micah@parliament.govt.nz>  
To: Becky Gill

Follow up. Start by Monday, 28 November 2022. Due by Monday, 28 November 2022.

  Reply  Reply All  Forward 

Mon 28/11/2022 3:18 pm

P: 04 817 9481

**From:** Becky Gill [<mailto:Becky.Gill@mbie.govt.nz>]  
**Sent:** Thursday, 10 November 2022 9:34 AM  
**To:** House Office <[house.office@parliament.govt.nz](mailto:house.office@parliament.govt.nz)>  
**Cc:** Anaseini Nuku <[Anaseini.Nuku@parliament.govt.nz](mailto:Anaseini.Nuku@parliament.govt.nz)>  
**Subject:** EWRB and BPB Annual Reports for tabling in the House [IN-CONFIDENCE: RELEASE-EXTERNAL]

Kia ora

Please find attached electronic copies of EWRB and BPB annual reports.

Hard copies have been delivered to the Ministers Office and they will drop them to the House Office once the Minister has approved them to be tabled in the House of Representatives.

Ngā mihi

Becky Gill ([she/her](#))

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment

[Becky.gill@mbie.govt.nz](mailto:Becky.gill@mbie.govt.nz)

04-901 1273

Level 7, 15 Stout Street, PO Box 1473, Wellington 6145



**MINISTRY OF BUSINESS,  
INNOVATION & EMPLOYMENT**  
HĪKINA WHAKATUTUKI

RE: EWRB and NZRAB [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Move Send to OneNote Mark Unread Categorize Follow Up

Find Related Select Editing Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested

Delete Respond Move Tags Editing Immersive Language Zoom Enterprise Connect

RE: EWRB and NZRAB [IN-CONFIDENCE]

 John Micah <John.Micah@parliament.govt.nz>  
To: Tristram Standfield

  Reply  Reply All  Forward  Mon 21/08/2023 1:33 pm

Hi Tristram

Yep I will keep following up on the EWRB appointment letters.

out of scope

Thanks  
John

**From:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Sent:** Monday, 21 August 2023 10:01 AM  
**To:** John Micah <John.Micah@parliament.govt.nz>  
**Subject:** EWRB and NZRAB [IN-CONFIDENCE]

Hi John

Just a quick email on the two processes we have going for the Minister at the moment.

s 9(2)(a)

EWRB appointment documentation has been sent over to you (I believe by Andrew Flanagan). As we're working to a 31<sup>st</sup> August deadline and the Chair would like time to contact new appointees to set up an induction meeting, it would be great if these get signed and sent this week (recognising that the Minister probably has a great deal on her plate right now).

Let me know if I can do anything to help with this.

Cheers

**Tristram Standfield** [\(he/him\)](#)

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment  
[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz) Telephone: +64 4-897-5157  
Level 7, 15 Stout Street, PO Box 1473, Wellington 6145



**MINISTRY OF BUSINESS,  
INNOVATION & EMPLOYMENT**  
HĪKINA WHAKATUTUKI

RE: EWRB appointment documentation [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: EWRB appointment documentation [IN-CONFIDENCE]

 John Micah <John.Micah@parliament.govt.nz>  
To Tristram Standfield


 Reply
  Reply All
  Forward
 

Fri 25/08/2023 4:53 pm

All sent out now.

**From:** John Micah  
**Sent:** Friday, 25 August 2023 4:22 PM  
**To:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Subject:** RE: EWRB appointment documentation [IN-CONFIDENCE]

Will do, thanks!

**From:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Sent:** Friday, 25 August 2023 1:39 PM  
**To:** John Micah <John.Micah@parliament.govt.nz>  
**Subject:** EWRB appointment documentation [IN-CONFIDENCE]

Kia ora John

Andrew forwarded me the email letting us know appointment documentation for EWRB will probably be going out tonight. Thanks so much for your work on this, will be great to get that sorted. Could I just ensure that Russell Keys (the Presiding Member) is cc'ed in on all the letters? He needs to start organising induction for new members. His email is:

Russell Keys 

Thanks!

**Tristram Standfield** [\(he/him\)](#)

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment  
[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz) | Telephone: +64 4-897-5157  
Level 7, 15 Stout Street, PO Box 1473, Wellington 6145



Mon	Tues	Wed	Thurs	Fri
✓	✓	🏠	✓	🏠

✓ = In the office    🏠 = Working from home

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete Respond Move Send to OneNote Actions

Mark Unread Categorize Follow Up Tags Editing

Find Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested

Enterprise Connect

RE: EWRB Signed Briefing [IN-CONFIDENCE]



Tristram Standfield  
To John Micah

Like Reply Reply All Forward ...

Mon 8/05/2023 2:17 pm

Perfect, thanks for letting me know.

**From:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Sent:** Monday, 8 May 2023 2:15 pm  
**To:** Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Subject:** Re: EWRB Signed Briefing [IN-CONFIDENCE]

Hi Tristram

We can take this as the Minister indicating not wanting to discuss these candidates further.

Thanks  
John

**From:** Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Sent:** Monday, May 8, 2023 1:57:25 PM  
**To:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Subject:** EWRB Signed Briefing [IN-CONFIDENCE]

Kia ora John

Thanks for taking my call earlier, and apologies for the confusion. I've attached a scanned copy of the signed briefing we received back from the MO. Can I just confirm that the Minister doesn't wish to discuss these appointments with us at an officials meeting? She has circled the rec that says no, but I just want to confirm before we go ahead with anything. Michael Bird is meeting with the EWRB Chair this afternoon, so if you could let me know as soon as possible that would be great.

Thanks,

**Tristram Standfield** ([he/him](#))

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment  
[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz) | Telephone: +64 4-897-5157  
Level 7, 15 Stout Street, PO Box 1473, Wellington 6145




RE: EWRB/BPB Delay [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select Editing Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: EWRB/BPB Delay [IN-CONFIDENCE]

 Anaseini Nuku <Anaseini.Nuku@parliament.govt.nz>  
To Tristram Standfield

  Reply  Reply All  Forward 

Fri 4/11/2022 10:06 am

 You forwarded this message on 4/11/2022 10:22 am.

No issues.

**From:** Tristram Standfield [<mailto:Tristram.Standfield@mbie.govt.nz>]  
**Sent:** Friday, 4 November 2022 8:49 AM  
**To:** Anaseini Nuku <[Anaseini.Nuku@parliament.govt.nz](mailto:Anaseini.Nuku@parliament.govt.nz)>  
**Cc:** Briefings <[briefings@mbie.govt.nz](mailto:briefings@mbie.govt.nz)>  
**Subject:** EWRB/BPB Delay [IN-CONFIDENCE]

Kia ora Anaseini,

We're in the final stages of finishing up the EWRB/BPB shortlisting briefings, which were supposed to be sent over yesterday. However, we'd like to clarify a couple of things on our end in regards to the search process, and we're just waiting on some information back. Would you mind if we delayed these until next Wednesday (the 9<sup>th</sup>)?

Ngā mihi

**Tristram Standfield** ([he/him](#))

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment  
[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz) | Telephone: +64 4-897-5157  
Level 7, 15 Stout Street, PO Box 1473, Wellington 6145



RE: Please provide a list of upcoming APH appointments through to end of June - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete Respond

Move Send to OneNote Move Actions

Mark Unread Categorize Follow Up Tags

Find Related Select Editing

Read Aloud Immersive Reader Language

Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: Please provide a list of upcoming APH appointments through to end of June

 John Micah <John.Micah@parliament.govt.nz>  
 To:  Leanne Hay  
 Cc:  Tristram Standfield;  Becky Gill;  Chanell Meehan;  Iris Millington-Bree

  Reply  Reply All  Forward 

Tue 28/03/2023 9:33 am

Thanks very much Leanne, this will do.

**From:** Leanne Hay <Leanne.Hay@mbie.govt.nz>  
**Sent:** Tuesday, 28 March 2023 9:24 AM  
**To:** John Micah <John.Micah@parliament.govt.nz>  
**Cc:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>; Becky Gill <Becky.Gill@mbie.govt.nz>; Chanell Meehan <Chanell.Meehan@mbie.govt.nz>  
**Subject:** RE: Please provide a list of upcoming APH appointments through to end of June

Hi John,  
 It's a little hard to put a specific date on papers going to APH as its really dependant on how quickly the process moves.  
 We are aiming for the following dates, but won't be able to give you a firm date until the Minister has signed an preferred candidate briefings.  
 We will keep you updated as work progresses.  
 Leanne.

Portfolio	Date	Cabinet Committee	Title	Note (are dates flexible?)
EWRB	TBC late June	APH	Electrical Workers Registration Board – Draft Cabinet paper to progress (re)appointments	To be advised
out of scope				

RE: Please provide a list of upcoming APH appointments through to end of June - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: Please provide a list of upcoming APH appointments through to end of June



John Micah <John.Micah@parliament.govt.nz>

To: Leanne Hay  
Cc: Tristram Standfield; Becky Gill; Chanell Meehan; Iris Millington-Bree

Reply Reply All Forward

Tue 28/03/2023 9:33 am

EWRB	TBC late June	APH	Electrical Workers Registration Board – Draft Cabinet paper to progress (re)appointments	To be advised
------	---------------	-----	--	---------------

out of scope

**From:** John Micah <John.Micah@parliament.govt.nz>  
**Sent:** Sunday, 26 March 2023 2:24 pm  
**To:** Leanne Hay <Leanne.Hay@mbie.govt.nz>  
**Cc:** Iris Millington-Bree <Iris.Millington-Bree@parliament.govt.nz>; Paul Metcalf <Paul.Metcalf@mbie.govt.nz>  
**Subject:** Please provide a list of upcoming APH appointments through to end of June

Hi Leanne

The office want greater visibility over upcoming papers going to APH, can you please provide a list of anticipated papers for APH through to end of June 2023 in the table below?

Due to the office by 12pm on Tuesday, 28 March.

Portfolio	Date	Cabinet Committee	Title	Note (are dates flexible?)
B&C	XX/XX/2023	APH	Title of paper	Dates little/not flexible

Thanks

John Micah  
 Private Secretary (Building and Construction) | 021 854 961  
[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)

**Office of Hon Dr Megan Woods**  
 Minister of Housing | Minister for Infrastructure | Minister of Energy & Resources | Minister for Building and Construction | Associate Minister of Finance  
 Private Bag 18041 | Parliament Buildings | Wellington 6160 | New Zealand  
 Office Phone: +64 4 817 8705 Email: [m.woods@ministers.govt.nz](mailto:m.woods@ministers.govt.nz)



RE: SIGNED: 2223-3991 Electrical Workers Registration Board- preferred candidates for appointment [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: SIGNED: 2223-3991 Electrical Workers Registration Board- preferred candidates for appointment [IN-CONFIDENCE]



Tristram Standfield  
To John Micah

Like Reply Reply All Forward ...

Fri 23/06/2023 9:40 am

Hi John

Thanks for sending that through, great to hear! I'll probably be in touch with you next week to discuss a timeline for the appointments, given the period of restraint, election, and the last APH dates. Can deal with that next week though. Thanks again!

Tristram

**From:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Sent:** Friday, 23 June 2023 9:19 am  
**To:** Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Cc:** Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>; Briefings <[briefings@mbie.govt.nz](mailto:briefings@mbie.govt.nz)>  
**Subject:** SIGNED: 2223-3991 Electrical Workers Registration Board- preferred candidates for appointment [IN-CONFIDENCE]

Hi Tristram

Attached is the signed briefing.

Good news, we managed to get this signed out and the Minister agreed to MBIE's preferred option.

Further discussion with the Minister is not indicated.

Cheers  
John

**From:** Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>  
**Sent:** Thursday, 8 June 2023 4:04 PM  
**To:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Cc:** Michael Bird <[Michael.Bird@mbie.govt.nz](mailto:Michael.Bird@mbie.govt.nz)>; Paul Metcalf <[Paul.Metcalf@mbie.govt.nz](mailto:Paul.Metcalf@mbie.govt.nz)>; Phillippa Ward <[Phillippa.Ward@mbie.govt.nz](mailto:Phillippa.Ward@mbie.govt.nz)>; Becky Gill <[Becky.Gill@mbie.govt.nz](mailto:Becky.Gill@mbie.govt.nz)>; Tristram Standfield <[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz)>; Briefings <[briefings@mbie.govt.nz](mailto:briefings@mbie.govt.nz)>  
**Subject:** 2223-3991 Electrical Workers Registration Board- preferred candidates for appointment [IN-CONFIDENCE]

Kia ora John

Please find attached copies of the Electrical Workers Registration Board preferred candidates for appointment briefing. Physical copies will be in tomorrow mornings bag to you. If you have any questions please let me know.

Regards,

**Tristram Standfield** ([he/him](#))

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment

RE: Start dates for EWRB [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete Respond

Move Send to OneNote Move Actions

Mark Unread Categorize Follow Up Tags

Find Related Select Editing

Read Aloud Immersive Reader Immersive

Translate Language

Zoom Zoom

Copy Message Copy Attachments

Quick Steps Suggested

Enterprise Connect

RE: Start dates for EWRB [IN-CONFIDENCE]



John Micah <John.Micah@parliament.govt.nz>  
To Tristram Standfield

Like Reply Reply All Forward ...

Thu 20/07/2023 1:13 pm

Thanks

**From:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Sent:** Thursday, 20 July 2023 1:07 PM  
**To:** John Micah <John.Micah@parliament.govt.nz>  
**Subject:** RE: Start dates for EWRB [IN-CONFIDENCE]

All sorted now hopefully

**From:** John Micah <John.Micah@parliament.govt.nz>  
**Sent:** Thursday, 20 July 2023 10:54 am  
**To:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Subject:** RE: Start dates for EWRB [IN-CONFIDENCE]

Yep looks good thanks!

**From:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Sent:** Thursday, 20 July 2023 10:43 AM  
**To:** John Micah <John.Micah@parliament.govt.nz>  
**Subject:** RE: Start dates for EWRB [IN-CONFIDENCE]

Hi John

Have updated the Cab paper now. It should have all the proposed start and end dates for the candidates in the recommendation section down the end of the paper. My laptop was being a bit odd when I was uploading it though, so might do to double check quickly if you have the time.

Cheers,

Tristram

RE: Start dates for EWRB [IN-CONFIDENCE] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More

Junk Delete Respond

Move Send to OneNote Move Actions

Mark Unread Categorize Follow Up Tags

Find Related Select Editing

Read Aloud Immersive Reader Immersive

Translate Language

Zoom Zoom

Copy Message Copy Attachments

Quick Steps Suggested

Enterprise Connect

RE: Start dates for EWRB [IN-CONFIDENCE]

Reply
 Reply All
 Forward

Thu 20/07/2023 1:13 pm

John Micah <John.Micah@parliament.govt.nz>  
 To Tristram Standfield

**From:** John Micah <John.Micah@parliament.govt.nz>  
**Sent:** Thursday, 20 July 2023 10:30 am  
**To:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Subject:** Re: Start dates for EWRB [IN-CONFIDENCE]

Hi yep please do that and confirm back when you're done. Thanks

**From:** Tristram Standfield <Tristram.Standfield@mbie.govt.nz>  
**Sent:** Thursday, July 20, 2023 10:26:52 AM  
**To:** John Micah <John.Micah@parliament.govt.nz>  
**Subject:** Start dates for EWRB [IN-CONFIDENCE]

Hi John

Had a quick chat with Paul, he reckons we can put the start dates into the cab paper with no problems. If I upload a edited version to CabNet is that all good on your end?

Cheers,

**Tristram Standfield** ([he/him](#))

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
 Ministry of Business, Innovation and Employment  
[Tristram.Standfield@mbie.govt.nz](mailto:Tristram.Standfield@mbie.govt.nz) | Telephone: +64 4-897-5157  
 Level 7, 15 Stout Street, PO Box 1473, Wellington 6145



Mon	Tues	Wed	Thurs	Fri
✓	✓	🏠	✓	🏠

✓ = In the office    🏠 = Working from home






RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Mark Unread Categorize Follow Up Find Related Select Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

 John Micah <John.Micah@parliament.govt.nz>  
To: Becky Gill  
Cc: Anaseini Nuku

  Reply  Reply All  Forward  Thu 24/11/2022 1:11 pm

 You replied to this message on 24/11/2022 1:50 pm.

 2223-1554 Electrical Workers Registration Board and Building Practitioners....pdf  
.pdf File

Hi Becky

Thanks for this, the Minister has signed off now. Please see attached a scanned signed copy for your records.

These are ready to go to the House Office now but I'm short 2 copies each of the BPB and EWB annual reports.

Can I please have x2 BPB and x2 EWB hard copies of the annual reports in the 3pm bag?

In the future, can I please have a total of x8 hard copies of each annual report. 5 go to the HO, x2 go to the Ministerial Advisors and x1 for the Minister.

Thanks  
John

**From:** Becky Gill [<mailto:Becky.Gill@mbie.govt.nz>]  
**Sent:** Thursday, 10 November 2022 11:17 AM  
**To:** John Micah <[John.Micah@parliament.govt.nz](mailto:John.Micah@parliament.govt.nz)>  
**Subject:** FW: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

Kia ora John

My name is Becky, and I work at MBIE. I will be meeting with you shortly 😊

I am forwarding you this email as an FYI, the physical copies should be to MO shortly.  
Ngā mihi

**Becky Gill** ([she/her](#))

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment

[Becky.gill@mbie.govt.nz](mailto:Becky.gill@mbie.govt.nz)

04-901 1273  
Level 7, 15 Stout Street, PO Box 1473, Wellington 6145

RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL] - Message (HTML)

File Message Te Reo Māori Help Kofax PDF Tell me what you want to do

Ignore Delete Archive Reply Reply All Forward Meeting IM More Move Send to OneNote Actions Mark Unread Categorize Follow Up Tags IS Find Related Select Editing Read Aloud Immersive Reader Translate Zoom Copy Message Copy Attachments Quick Steps Suggested Enterprise Connect

RE: 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

 John Micah <John.Micah@parliament.govt.nz>  
To: Becky Gill  
Cc: Anaseini Nuku

  Reply  Reply All  Forward 

Thu 24/11/2022 1:11 pm

 You replied to this message on 24/11/2022 1:50 pm.

 2223-1554 Electrical Workers Registration Board and Building Practitioners....pdf  
.pdf File

**From:** Becky Gill

**Sent:** Thursday, 10 November 2022 9:26 am

**To:** Anaseini Nuku <Anaseini.nuku@parliament.govt.nz>

**Cc:** Paul Metcalf <Paul.Metcalf@mbie.govt.nz>; Michael Bird <Michael.Bird@mbie.govt.nz>; Philippa Ward <Philippa.Ward@mbie.govt.nz>; Briefings <briefings@mbie.govt.nz>; Tristram Standfield <Tristram.Standfield@mbie.govt.nz>

**Subject:** 2223-1554 Electrical Workers Registration Board and Building Practitioners Board - Annual Reports for 2021/22 [IN-CONFIDENCE: RELEASE-EXTERNAL]

Kia ora Anaseini

Please find attached the annual report briefing for BPB and EWRB.

Physical copies are in the MO bag and will be with you today.

Please note that there are 5 copies of each annual report to be provided to the House Office.

Once the Minister has agreed for the reports to be tabled in the House of Representatives, we would appreciate if someone from your office could deliver them to the House Office.

Please let me know if you need anything further.

Ngā mihi

**Becky Gill** [\(she/her\)](#)

ADVISOR, BOARD APPOINTMENTS AND GOVERNANCE

Entity Performance and Investment, Labour, Science and Enterprise Group  
Ministry of Business, Innovation and Employment

[Becky.gill@mbie.govt.nz](mailto:Becky.gill@mbie.govt.nz)

04-901 1273

Level 7, 15 Stout Street, PO Box 1473, Wellington 6145

