

Risk & Assurance Manager

Hancock Forest Management NZ Ltd (HFM NZ) was established in 2004 to protect and manage the forest assets owned by the Hancock Natural Resource Group's investment clients. These institutional investors own 235,000 hectares of plantation forests producing an annual harvest volume of almost 6 million m³. Providing a safe workplace for its 100 employees and 70 contractors and their staff and managing all operations to ensure excellence in environmental outcomes are HFM NZ's highest priorities.

The Risk and Assurance Manager role has been established to research and review current and emerging issues and risks in relation to harm to individuals, damage to the environment and any other issues or risks which could result in business disruption, business value or damage to the company's reputation. The Manager will work closely with HFM NZ health and safety, environment, forestry, operations, finance and human resource functional managers to evaluate risks and recommend strategies to eliminate or otherwise minimise these risks.

The following key responsibilities will form the foundation of the Risk and Assurance Manager role.

- Maintain Corporate Risk Registers for HFM NZ and each of the client-owned investment entities to:
 - i. Identify areas of significant risk to the Company and innovate and put forward proposals to eliminate or otherwise minimize the risks
 - ii. Validate the effectiveness of controls for all risk mitigation strategies
 - iii. Assess the Company's compliance with applicable laws and associated regulations;
 - iv. Measure the Company's effectiveness in discharging its health, safety and environmental management duties.

The stewardship of people and the environment is HFM NZ's highest priority and as such will be a significant focus of this role. The Risk & Assurance Manager will work with the Health and Safety and Environmental functional specialists and all operational teams to ensure HFM NZ's workplaces are safe and their environmental outcomes outstanding.

The business seeks experienced risk practitioners who can confidently advise the business on all risk matters. They desire someone with an enquiring mind and a tenacity to never be afraid to ask "why" or "is there a better way". There will be times when this role will need to challenge stakeholders constructively to influence so that boundaries can be pushed and better outcomes delivered.

If you are a stickler for detail, yet enjoy applying your critical thinking to the bigger, strategic picture this role could be for you. If you're motivated and like to drive continuous improvement and have a desire to make a real difference with New Zealand's forestry sector, we'd like to hear from you.

To find out more, please contact Kiri Burney at Ryan + Alexander Ltd on 021505252 or kiri@ryanandalexander.co.nz



A Division of Hancock Timber Resource Group,
A Manulife Asset Management Company

Risk and Assurance Manager

Hancock Forest Management (NZ) Ltd

March 2019

Location	Tauranga (preferred) /Rotorua / Tokoroa
Reporting to	General Manager
Number of reports	One direct, two indirect
Key Internal Relationships	Health and Safety Manager Health and Safety Coordinators Environmental Manager Chief Operating Officer Finance Manager Area Managers HFM NZ, Taumata, Tiaki and OTPP Board of Directors HFM NZ President
Key External Relationships	Principal contractors and their employees Central and local government agencies Industry associations Environmental stakeholders Export and logistics providers Iwi

Company Overview

HFM NZ manages approximately 235,000 hectares of timberland in the CNI, Eastern Bay of Plenty and Northland. The business has approximately 100 employees and engage approximately 70 principal contractors who employ 1200 employees.

The properties managed by HFM NZ are owned by large institutional investors including pension funds, high net worth individuals and foundations/endowments. The business combines leading forest management techniques with outstanding environmental stewardship and health and safety practices to provide maximum value to its clients.

Role Purpose

The Risk and Assurance Manager provides independent and objective assurance, consulting and risk advisory services to the business to deliver on its strategic priorities and meet its accountabilities. This will be achieved by bringing a systematic, disciplined approach to evaluating and improving the effectiveness of risk management, internal control and governance processes within the business.

The role is responsible for developing and leading a culture of risk awareness and ownership. This will require establishment of the frameworks and tools that set the expectations around risk management and assurance within HFM NZ.

The role will also oversee health and safety, the business' most critical risk area, and be accountable for the associated strategies, frameworks, policies and procedures in accordance with legislative requirements and company protocols.

Overall this can be summarised as

- Identify and manage business risks
- Validate mitigation strategies in consultation with functional specialists and the General Manager
- Ensure sustainable and robust compliance with laws and regulations
- Drive a strong risk management culture through education and awareness.

Key Accountabilities

Risk and Assurance

- Provide support, guidance and insights on all risk and compliance responsibilities, ensuring that risks, compliance obligations and controls are identified, documented, assessed, managed, sustainably monitored and reported.
- Oversee all aspects of risk throughout the business with a particular focus on H&S but also environmental, fire, security operational finance, forest health, and commercial risk
- Oversee, review and update the risk registers for HFM NZ and investment entities, develop sound robust strategies around risk mitigation across all facets of these businesses. Provide quarterly updates to the board.
- Enable and support the identification and mitigation of emerging and ongoing issues and incidents.
- Develop and lead a culture of risk awareness, ownership and control through upskilling and educating the business/portfolio.
- Ensure risk and compliance practices and outcomes enable delivery of sustainable business objectives while meeting HFM NZ's risk and compliance obligations.
- Proactive engage with wider HFM NZ teams and business owners to identify "best in business" processes, enable alignment of practices and to ensure business unit risk outcomes align to wider HFM NZ requirements.
- Regularly update, review and test the businesses crisis management systems and processes, with Managers and staff across the business
- Actively monitor all legislative changes or pending changes from a risk mitigation viewpoint and work with all managers within the business to ensure robust and meaningful tailored risk mitigation measures are implemented, reviewed and updated as required

Health & Safety

- Oversee the preparation of and present the quarterly H&S papers to the Board H&S Committees and oversee follow up actions

- Have a comprehensive understanding of and ensure compliance at all times to New Zealand's Health and Safety at Work Act 2015
- Review incident investigations of serious harm, sentinel events, and environmental damage or breaches to understand incident root causes and assess corrective actions.
- Lead the continuous development of HFM NZ's health & safety (H&S) strategy and oversee delivery of initiatives associated with that strategy both with employees and contractor base
- Provide clear direction to the business on H&S and systems issues and work with management on H&S requests

Competencies

- Significant experience in a risk and assurance or health and safety role, preferably within a relevant industry.
- Strong investigative, or audit experience.
- Significant regulatory compliance experience
- Demonstrated success in bringing about positive change through effective risk management strategies.
- Is naturally inquisitive with strong analytical and problem solving experience - experience using data analytics tools to draw insights will be highly advantageous.
- Is an exceptional communicator, with the ability to convey complex concepts to varied audiences in a logical and precise manner.
- Easily builds strong and credible relationships with stakeholders in order to effectively influence, challenge, and guide conversations and decisions to ensure a risk perspective is applied
- Has mental agility to dive into the detail whilst remaining true to the big picture strategy.
- Comfortable navigating through periods of ambiguity and change and able to assist and advise others drawing on the risk and assurance tool box to identify and manage risk appropriately in that type of environment
- Is a confident leader with strong presentation and facilitation skills
- Ability to manage sensitive information with absolute confidentiality.
- Exposure to working with and reporting to Boards of Directors and presenting at Board meetings
- Strong understanding of high risk operations, particularly Contractor Safety Management experience