

RESUME - ZENA HELMAN

CONTACT DETAILS

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PROFESSIONAL QUALIFICATIONS

- B. Sc (Hons) Monash University, Melbourne.
- Master of Environmental Science, Monash University, Melbourne
- Master of Public Administration, Harvard University, Boston, USA.
- Lead Environmental Auditor (Exemplar Global certified).
- Cert IV Training and Assessment

APPOINTMENTS AND AFFILIATIONS

- Fellow, Environment Institute of Australia and New Zealand
- Chair, Board of Governors, Shelford Girls' Grammar (2012 – present)
- Chair, EIANZ Board Policy and Practice Committee 2015 – present; member since 2012.
- Member, Program Advisory Committee, RMIT B App Sci (Env Sci) 2006 - 2014
- National Judging Panel, Banksia Foundation Environmental Awards 2007 - present
- Board Member, Banksia Environmental Foundation, 2000 – 2006
- Member, JAS-ANZ Accreditation Review Panel for EMS certification bodies 2009 – 2012
- Member, Community and Industry Advisory Board, Office of Environmental Programs, University of Melbourne 2009 - 2014

CAREER SUMMARY

Ms Helman has extensive experience in environmental and sustainability management and planning in both the public and private sectors. Her experience as an environmental consultant includes working as a senior consultant in a number of companies, and as a solo practitioner. She has worked in the public sector in Victoria, where her experience included policy development and planning.

Zena has conducted compliance environmental audits for many major projects, including: the design, construction and operation of the Victorian Desalination Plant, the Early Works for the Melbourne Metro rail project, a key element of the Regional Rail Project, construction of the Urban Superway road project (Adelaide), construction of the Port Capacity Project at Webb Dock (Port of Melbourne), Channel Deepening Project, and capital and maintenance dredging projects. She has conducted independent environmental audits for AGL, the Department of Defence, Loy Yang Power, ForestrySA, Toyota Australia and many other organisations.

She has developed sustainability strategies, and developed, implemented, audited and reviewed environmental management systems (EMS), and components of these systems, and conducted training courses on EMS and environmental auditing in Australia and overseas. Zena has undertaken environmental assessments and audits of sites and facilities across Australia, and in Asia. She has prepared environmental management plans (EMPs) for a wide range of industries, and developed cleaner production / eco-efficiency programs for industry.

Zena is formally qualified in science, and has postgraduate qualifications in environmental science and administration. She is certified as a Lead Environmental Auditor by Exemplar Global, and acts as an EMS Technical Specialist and Lead Auditor for JAS-ANZ. Her contribution to professional environmental practice has been recognised by election as a Fellow of the Environment Institute of Australia and New Zealand.

2004 – present Director, Helman Environmental

Some recent examples of key projects include:

Environmental compliance audits

Independent external environmental auditor, Enabling and Early Works, Melbourne Metro rail project.

The Victorian Government is building the Melbourne Metro Rail Project to connect the Cranbourne/Pakenham Line to the Sunbury Line through the construction of new twin nine-kilometre rail tunnels and five new underground stations.

he services include:

- Review and endorse the project CEMP, Sub-Plans, SEIPs and associated environmental documentation, and major revisions of these documents.
- Conduct quarterly audits of compliance against the CEMP and associated documentation, and with the project Environmental Performance requirements.
- Prepare audit reports for submission to the Managing Contractor for the

Enabling and Early Works, and to the Melbourne Metro Rail Authority.

Independent Environmental Auditor and Environmental Compliance Manager D&C and O&M phases, Victorian Desalination Plant.

The VDP is on the Victorian coast near Wonthaggi. The Environmental Auditor is part of the independent verification team (Independent Reviewer and Environmental Auditor), for the design, construction and operation of the desalination plant. The services included:

- Review and endorse the project EMS, the D&C EMP (covering construction at the plant site, along the pipe and power alignment and off-shore marine works), and the Operations and Maintenance EMP, and major revisions of these documents.
- At defined contractual milestones, assess compliance with over 320 Environmental Performance Requirements documented in the Project Deed;
- Conduct monthly audits of compliance with the EMS and the D&C EMP during the D&C phase (2009 – 2012). Prepare audit reports for submission to the State (through DEPI) and the project JV (AquaSure);
- Prepare quarterly reports for the Minister for Environment and Climate Change summarising outcomes of the D&C EMP audits. These audit reports were published on the Department's web site; and
- Conduct quarterly audits of compliance with the AquaSure EMS and the O&M EMP during the operations phase of the project. Prepare audit reports for submission to the State (through DEPI) and AquaSure.

Independent external environmental auditor, Port Capacity Project, Port of Melbourne Corporation.

The Port Capacity Project includes a range of infrastructure upgrades at Webb Dock including terrestrial upgrades, and dredging in the dock area.

The audits included undertaking quarterly audits of PoMC and contractors' Construction EMPs from the commencement of the project in April 2013. An Annual summary audit report was prepared for submission to DEPI for the 2013 audits, and is to be prepared annually to the end of the project.

Independent Environmental Auditor, Rail Systems Work Package, Regional Rail Link project.

The RRL Project involves the construction of a new dedicated regional rail corridor through Melbourne's west, in order to separate the existing metropolitan and regional rail services into central Melbourne.

Quarterly audits were undertaken of compliance with the CEMP for works in Section 2 of the project, and annual audits of the CEMP for works in Section 1. Audit reports were prepared suitable for submission to the Regional Rail Link Authority

Independent Environmental Auditor, South Road Superway Adelaide.

The South Road Superway was a \$800m road upgrade in northern Adelaide. The project contract required the development, implementation and independent auditing of a construction EMP.

Quarterly audits were undertaken of compliance with the Contractor's

construction EMP. Audit reports were prepared for submission to DTEI. In addition, site inspections were undertaken before major shutdown periods to assess environmental management arrangements for an unattended site.

Independent Environmental Auditor, geophysical and geotechnical surveys, Port of Hastings Development Authority.

The Port of Hastings Development Authority (PHDA) was undertaking investigatory studies as part of a comprehensive program to assess the requirements for future development of the Port.

Helman Environmental was engaged to undertake independent external audits of the CEMP governing the geotechnical and geophysical preliminary works for the development of the Port of Hastings. The audit reports were submitted to DEPI by PHDA as one of the conditions of their *Coastal Management Act* consent.

Independent Environmental Auditor, Maintenance Dredging Program, Port of Melbourne.

The Port of Melbourne Corporation conducts regular maintenance dredging programs. External environmental audits are required as a condition of their *Coastal Management Act* consent.

Helman Environmental has conducted compliance audits against the requirements of the Maintenance Dredging Program EMP for campaigns in 2012, 2014, 2015 and 2016.

Additional environmental compliance audits include:

- The Independent Environmental Auditor for a capital dredging program at the Port of Geelong, for the Victorian Regional Channels Authority.
- Assistance with the internal audit program of the project EMP (EMS) for the Channel Deepening Project for the Port of Melbourne Corporation.
- Provision of advice on the development of, and a major role in the implementation of, the internal audit program for the statutory EMP (an EMS) governing the Trial Dredge Program for the Port of Melbourne Corporation.

Environmental and sustainability advice

- Development and implementation of an environmental compliance framework for AGL Loy Yang.
- Preparation of an EMP for maintenance dredging for the Port of Melbourne Corporation.
- Provision of advice to Better Place Australia on the development of a corporate EMS.
- Providing advice to the Toyota Motor Corporation Australia on the development of a comprehensive corporate EMS, and refreshing the certified EMS for the manufacturing plant at Altona.
- Participation in a strategic comparative analysis of Training Area Management for the Department of Defence.
- Preparation of an EMP for minor dredging of the Yarra and Maribyrnong Rivers for Parks Victoria.
- Provision of advice and assistance to Sustainability Victoria on the development and implementation of

their EMS, which was subsequently certified to AS/NZS ISO 14001.

- Technical review of the Environmental Improvement Plan for the Shell refinery at Corio to assess suitability of action items for audit.
- On-going advice to ForestrySA on the development and improvement of their integrated Forest Management System
- Development of a corporate integrated HSEMS framework for Thales Australia.
- A lead role in a strategic review of the implementation of EMS across Defence sites.
- Development of a Sustainability Framework for a coal-to-oil project in the Latrobe Valley.
- Participation in several accreditation assessments of national forest management systems for the PEFC (the European program for the evaluation of forest certification).
- Development of a Sustainability Strategy for Lihir Gold.
- Provision of expert environmental advice for legal proceedings in the construction sector.
- Acquisition environmental due diligence assessments in the plantation forestry sector.
- Provision of advice and assistance with the development and

implementation of a number of EMS for the Department of Defence, including for Puckapunyal Military Area (the EMS has been successfully certified to ISO 14001), Defence Region Tasmania, and RAAF Base Williamstown.

- Provision of advice on business system development for 11 of the 13 Catchment Management Authorities in NSW, and several CMAs in Victoria.
- Participation in several statutory audits of Melbourne Water's operations for the Victorian Essential Services Commission.
- Environmental risk assessment for the Board of a gold exploration company as input to the prospectus for an Initial Public Offering.
- Team member for a statutory facility audit of the Shell refinery, Corio.
- Due diligence assessment of the environmental liabilities of Sons of Gwalia (gold and tantalum mining) for the Administrators.
- Provision of training courses on EMS, and Environmental and management system auditing.
- Witness audits of EMS and AFS auditors for JAS-ANZ, and provision of expert advice on certification bodies' procedures for EMS certification.

2002 – 2004 Richard Oliver International, Associate Director, Environment

Responsible for the management of a small group of environmental professionals and the delivery of environmental risk management projects to a variety of clients nationally.

2002 Independent Environmental Consulting

Delivered a variety of projects relating to environmental management.

2001 Senior Manager, Environmental Management, CH2M HILL Australia

Responsible for the management of major projects relating to corporate environmental management.

1998 - 2000 Manager, Environmental Systems, Egis Consulting Australia (CMPS&F),

Responsible for managing a group of professional engineers and scientists, and the management of major projects.

1993 - 1998 Senior Environmental Consultant, CMPS&F Environmental Melbourne

As a senior project manager, responsible for the delivery of large and complex projects to meet client requirements.

1993 Senior Project Officer, Strategic Planning, Department of Conservation and Natural Resources, Victoria.

1992 - 1993 Senior Researcher, Victorian Commission of Audit (1993) / Independent Review of Victoria's Public Sector Finances (1992)

1991 - 1992 JFK School of Government, Harvard University USA.

1986 - 1991 Various senior policy positions, Department of Conservation, Forests and Lands, Victoria

1984 - 1986 Ministry for Planning and Environment, Victoria

1980 - 1984 Environment Protection Authority, Victoria