

2022 AusLSA SUSTAINABILITY PROFILE



Hall & Wilcox
Headcount: 759 (FTE)
Floor Area: 10,002m²
Number of Offices: 8

Hall & Wilcox is a leading independent Australian law firm. We are a firm of around 900+ people delivering outstanding legal services to corporate, public sector and private clients, both Australian-based and those offshore doing business in Australia. Our purpose is to enable our clients, our people and our communities to thrive. Our success depends upon the success of our clients, our people, and the communities in which we live.

We're renowned for our Smarter Law approach. Smarter Law means we look beyond the status quo to think differently and find solutions that are better, faster and cheaper. Smarter Law includes enabling technology, challenging business models, innovative pricing and creative resourcing. We work with clients across sectors who lead, challenge and reshape their own industries. We build strong and enduring client relationships.

Our collegial culture, shaped by our Hallmarks, guides the way everyone at Hall & Wilcox works every day.

Our commitment to contributing to our communities is embedded in our firm culture. We deliver this through a range of areas, including our substantial pro bono work, community initiatives and partnerships, sustainable environmental and supply chain practices and our Emerging Artists Program.



OUR PEOPLE SUMMARY AND HIGHLIGHTS:

Hall & Wilcox is committed to creating a workplace that is welcoming, inclusive and supportive. Ongoing development of our people is a key priority. We are committed to building and supporting a learning culture which features structured learning and development programs aligned to the firm's strategy, creating a high performance learning culture. This includes supporting our people to work in a hybrid working environment to flexibly manage their professional, personal and family life, health and wellbeing. We advocate a holistic approach to wellbeing to support our people both in and outside the workplace. Our pro bono practice and our engagement with not-for-profit community groups, individuals and charities helps to support this approach. We run a coordinated pro bono practice that acknowledges the time spent by our people on pro bono matters. Recognising that there is a compelling unmet need for these legal services in our community, we encourage and give full credit for pro bono work to everyone at the firm.

GENDER EQUALITY

POLICY PUBLISHED

33% FEMALE PARTNERS
65% FEMALE LEGAL STAFF
82% FEMALE NON-LEGAL STAFF
76% FEMALE SENIOR PROMOTIONS

INITIATIVES:

- International Women's Day • Employer of Choice for Gender Equality • Equitable briefing pledge (e.g. CommBar/LCA) • Host or lead external programs and/or forums • Female advancement, mentoring and coaching • Training - Gender awareness unconscious bias • Gender sensitive promotion and recruitment • Internal D&I networks or committees • LNSW Charter - Advancement of Women • DCA major sponsor • Showcasing gender diversity experiences

INCLUSIVE WORKPLACE

POLICY PUBLISHED **POLICY PUBLISHED**

D&I INITIATIVES:

- Recruitment and promotion for D&I • Internal D&I networks or committees • Membership - DCA • External D&I programs and/or forums hosting • Training - Awareness and unconscious bias • Staff Surveys - D&I • Managing Partners Diversity Forum

LGBTQ INITIATIVES:

- Membership - Pride in Diversity • Training - LGBTQ awareness • AWEI survey • IDAHOBIT • Wear it Purple Day • Internal LGBTQ networks or committees • Pro bono support • External LGBTQ programs hosting • Gender pronouns promotion • Trans Awareness Week • Pride March • Mardi Gras • Midsumma • InterFirm events

FLEXIBLE WORKPLACE

POLICY PUBLISHED

26 WEEKS PAID PARENTAL LEAVE
8 WEEKS SECONDARY CAREER
91% RETURN TO WORK AFTER PARENTAL LEAVE

INITIATIVES:

- Flexible work hours • Part time options • Job sharing • Remote working tools and systems • Support for flexible working • Time in lieu • Unpaid leave • Carer's leave • Study leave • Religious and ceremonial leave • Purchased leave • Career breaks • Phased retirement • Adjusted KPIs after absences • Sabbaticals • Domestic abuse leave • Family leave

PSYCHOLOGICAL WELLBEING

POLICY PUBLISHED

INITIATIVES:

- Minds Count - TJMF Guidelines • Beyond Blue program • R U OK? program • Black Dog Institute program • Psychological support/EAP • Mental health first aid training and support • Mental Health Awareness Week • Resilience at Law • Training - Mental health awareness and management • Salary continuance • External mental health programs hosting • Domestic abuse strategy • Mental health office champion

PHYSICAL WELLBEING

POLICY PUBLISHED

INITIATIVES:

- Ergonomics program • Proactive health checks • Flu vaccinations • Internal exercise sessions • Gym memberships • Team events • Massages • Wellness awareness and promotion • Subsidised health insurance • Onsite fruit and healthy catering • Ergonomics program - offsite • Health EAP

OUR ENVIRONMENT SUMMARY AND HIGHLIGHTS:

We recognise the real and pressing environmental challenges that we all face, as well as our responsibility to reduce the impact of our business on the environment.

Our goal is to significantly reduce the production of greenhouse gases, the depletion of natural resources and the generation of non-recyclable waste from our business activities. We do this by making environmentally conscious decisions about the operation of our business - an approach that's monitored by our Environment and Sustainability Committee, our Managing Partner and our Board.

To achieve this goal, our Board has endorsed two new environmental performance targets, to achieve a Climate Active carbon neutral certification no later than 2025 and to complete certification of our Net Zero target and strategy against the Science Based Targets initiative corporate standard no later than 2025.



CLIMATE ACTION

POLICY PUBLISHED

INITIATIVES:

- Telecommuting • Green Star rated buildings 4-6 star • Energy efficient refits undertaken • Specify energy efficient appliances • Teleconferencing facilities and training • Earth Hour • Ride to Work Day • End of trip facilities • Efficient building and lighting automation • Renewable Electricity • Voluntary Carbon Offsets • Energy audits in previous two years

GROSS EMISSIONS
542t - 0.71t per employee

BUILDINGS
 44% 0% 2.2%
 0.02t/mt 0.02t/employee 0.02t/employee
 248t 46%

TRAVEL
 0.31% 52% 2.2%
 0.07t/employee 0.02t/employee 0.02t/employee
 294t 54%

CARBON OFFSETS & RENEWABLES
 51% 100%

NET EMISSIONS
0t - 0t per employee

ENVIRONMENTAL MANAGEMENT

POLICY PUBLISHED

INITIATIVES:

- World Environment Day • Office green teams

RECYCLING OFFICES

100% 100% 63% 100%
 % office availability

PAPER USAGE

12,533 kg/employee 71% recycled content

INITIATIVES:

- Paperlite office program • Green accredited paper purchase specification • Follow me printing • Recycled paper purchase specification

PAPER CERTIFICATION:

- Forestry Stewardship Council (FSC) certified • NCOS Certified Carbon Neutral • PEFC Australian Forestry standard

OUR COMMUNITY SUMMARY AND HIGHLIGHTS:

Our vision for our pro bono & community work is to enable our communities to thrive by working towards Reconciliation, and equality of opportunity, providing access to justice and protecting human rights. This directed by the firm's purpose, in particular, to enable our communities to thrive. We do this through using our skills as lawyers to provide access to justice via pro bono work, giving our people access to worthwhile volunteering experiences such as our longstanding relationship with the Australian Business and Community Network (ABCN), supporting charity partners financially through workplace giving; and contributing to reconciliation through our RAP and support of the Uluru Statement from the Heart. In FY22 we completed the most pro bono hours ever and achieved more than 40 hours per lawyers of pro bono work.

INDIGENOUS RECONCILIATION

POLICY PUBLISHED

INITIATIVES:

- Reconciliation Action Plan • Cultural awareness training • NAIDOC Week • National Reconciliation Week • Internships and employment • Affirmative ATSI procurement • Pro bono support • Funding and donations • Supply Nation Membership • CareerTrackers participation

NON LEGAL VOLUNTEERING

PROGRAM VOLUNTEERING

INITIATIVES:

- NFP Boards • Organised staff volunteering • Blood donations • Student tutoring and mentoring • Community volunteering • CPD for community sector lawyers

CHARITABLE GIVING

PROGRAM CORP. GIVING

5% PARTICIPATION IN CORPORATE GIVING

INITIATIVES:

- Firm donation program • Workplace giving • Matched funding for employee donations • Internal appeals and collections • External charity events and appeals • Host external charity events

LEGAL PRO BONO

STRATEGY MET

These icons provide limited information about the firm's legal pro bono commitment. More extensive information is reported by the Australian Pro Bono Centre and on individual firm's websites.

[www](#) Click for further information from AusLSA:

OUR GOVERNANCE SUMMARY AND HIGHLIGHTS:

The Hall & Wilcox Board of Partners (Board) is responsible for firm strategy, firm governance, firm clients, firm performance and risk management. The Board discharges its responsibility for risk management via the firm's Legal Excellence & Risk Committee as regards client/legal risks, and via the COO, the Managing Partner and the firm's Corporate Services managers as regards all other categories of risk. Responsibility for individual risks is allocated in accordance with the firm's Risk Register, which is maintained by the COO and the General Counsel. The Risk Register allocates responsibility for business continuity risk to the COO, as regards physical risks to building and equipment, and to the IT Manager, as regards technology risk. The firm's Executive Leadership Team (ELT) is responsible for collaborating in leading the firm and its practices. The ELT is responsible for managing firm operations. Responsibility for managing individual firm policies that govern the conduct of firm personnel is allocated primarily to the relevant Corporate Services manager. Each policy will be overseen by either the Board or the ELT, in conjunction with the relevant firm committee (if applicable), depending on the subject matter of the policy.

CODE OF CONDUCT /RISK MANAGEMENT

COMPLAINTS & GRIEVANCE MECHANISM **RISK MANAGEMENT PLAN** **BCP OR ERP**

SUSTAINABLE SUPPLY CHAIN MANAGEMENT

POLICY PUBLISHED

BOTH CURRENT AND NEW SUPPLIERS **MODERN SLAVERY PROGRAM** **FEDERAL LEGISLATION PARTICIPATION**

SUPPLIER STANDARDS COVER:

- Human rights • Environmental impacts • Fair labour practices • Fair consumer and competition practices • Community development • Indigenous inclusion • Gender equality • Modern Slavery • Diversity and Inclusion • Fraud bribery & corruption • UN Global compact and SDGs

SUSTAINABILITY REPORTING

REPORT AUSTRALIAN LEGAL SECTOR ALLIANCE PROMOTED

REPORTING COVERS:

- Standalone environmental sustainability report • Website - ESG targets and performance information • Website - Environmental sustainability targets and performance information • Website - ESG commitments information • Website - Environmental sustainability commitments information • UN Global compact and SDGs