

# 2021 AusLSA SUSTAINABILITY PROFILE



**Firm:** Hall & Wilcox Lawyers  
**Headcount:** 706 (FTE)  
**Floor Area:** 11,293m<sup>2</sup>

Hall & Wilcox is a leading independent Australian law firm of around 850 people, including more than 100 partners, 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, which 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. Clients tell us they value our commerciality, our responsive and personal service and our interest in their business and industry.

Our collegial culture, shaped by our Hallmarks, guides the way everyone at Hall & Wilcox works every day. We contribute to our communities through many 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 proud of its culture. We are 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 flexibly to balance 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. This is also achieved by our pro bono practice and our engagement with not-for-profit community groups, individuals and charities. 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**

**34% FEMALE PARTNERS** **61% FEMALE LEGAL STAFF** **83% FEMALE NON-LEGAL STAFF**

**INITIATIVES:**

- Charter for the Advancement of Women
- Equitable Briefing Commitment (CommBar/LCA/etc)
- Employer of Choice for Gender Equality
- Structured female advancement program
- Training - Gender inclusion
- Host or lead external programs
- Internal networks or committees
- International Women's Day
- LCA Diversity and Inclusion Charter
- Training - Gender awareness unconscious bias

### INCLUSIVE WORKPLACE

**POLICY PUBLISHED**

**INITIATIVES:**

- DCA membership
- Host or lead external programs
- LCA Diversity and Inclusion Charter
- Training - Cultural awareness unconscious bias
- IDAHOBIT Day
- Internal networks or committees
- Pro bono legal support
- VPC Pride Month
- Interfirm Network
- Midsumma/Mardi Gras Recognition
- Trans Awareness Week
- LGBTI awareness training
- Pride in Diversity Membership
- Wear it Purple Day

### FLEXIBLE WORKPLACE

**POLICY PUBLISHED**

**18 WEEKS PAID PARENTAL LEAVE** **4 WEEKS SECONDARY CARER** **94% RETURN TO WORK AFTER PARENTAL LEAVE**

**INITIATIVES:**

- Career break /Sabbaticals
- Carer's leave
- Flexible work hours
- Job sharing
- Leave return budget adjustments
- Part time options
- Purchased leave
- Religious and ceremonial leave
- Remote working tools and systems
- Study leave
- Time in lieu
- Unpaid leave
- Volunteer leave

### PSYCHOLOGICAL WELLBEING

**POLICY PUBLISHED**

**INITIATIVES:**

- Host or lead external programs
- Mental Health Awareness Week
- Partner / Manager program for managing mental health issues in the workplace
- Mental Health Awareness session
- Psychological support/ EAP
- Resilience and stress management training
- R U OK? programs
- Salary continuance
- Minds Count TJMF Guidelines

### PHYSICAL WELLBEING

**POLICY PUBLISHED**

**INITIATIVES:**

- Breakfast program
- Work based wellness sessions
- Discount health insurance
- Ergonomics
- Gym memberships
- Wellness awareness and promotion
- Flu vax
- Fruit boxes
- Massages
- Proactive health checks
- Team events
- Work based exercise sessions

## OUR ENVIRONMENT SUMMARY AND HIGHLIGHTS:

At Hall & Wilcox, our purpose is "To enable our people, our clients and our communities to thrive".

To stay true to this purpose, we are committed as a firm to taking a leadership role in responding to the challenge of climate change. We have an active Environment Committee that meets and reports regularly. Our Environment Committee runs awareness events, recycling training and other activities in support of sustainability initiatives.

We have substantially reduced our emissions and environmental footprint in recent years through going open-plan, reducing paper use and similar projects. This has resulted in a 38% reduction in per-employee emissions between 2012 and 2019.

In the last 2 years we have been offsetting all of our scope 1 and scope 2 emissions and a large part of our Scope 3 emissions by purchasing gold standard carbon credits from WithOneSeed (a certified carbon farming program in Timor Leste) and the Aboriginal Carbon Fund. We have commenced the process of certification as a carbon neutral firm and expect to achieve this over the next financial year.

As part of the certification process our emissions base will reset, so it is an opportune time to review our environmental goals and commit to ambitious emissions reductions.

We will continue to report and review this regularly.

### GREENHOUSE GAS EMISSIONS

**GROSS EMISSIONS**  
652t – 0.92t/employee

**BUILDINGS** 76% 0.04t/m<sup>2</sup> 0.00% 1.8% 506t 78%

**TRAVEL** 0.00% 20.7% 1.7% 146t 22%

**CARBON OFFSETS & RENEWABLES** 0% 100%

**NET EMISSIONS**  
0t – 0t/employee

### ENVIRONMENTAL MANAGEMENT

**POLICY PUBLISHED**

**INITIATIVES:**

- Earth Hour
- World Environment Day

### RECYCLING (OFFICES)

86% 86% 57% 57%

% office availability

### PAPER USAGE

**PAPER CERTIFICATION:**

- FSC
- NCOS

18,075kg 96% recycled content

## OUR COMMUNITY SUMMARY AND HIGHLIGHTS:

Our approach to community is firmly directed by our purpose, in particular, to enable our communities the 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.



### INDIGENOUS RECONCILIATION

**POLICY PUBLISHED**

**INITIATIVES:**

- Affirmative procurement
- Cultural awareness training
- Indigenous employment and internships
- Internship and employment
- NAIDOC Week
- National Reconciliation Week
- Pro bono support
- Reconciliation Action Plan
- Scholarships and student mentoring

### NON LEGAL VOLUNTEERING

**INITIATIVES:**

- Art Exhibition and Acquisition
- Blood donations
- Boards
- Charity events and appeals
- Community Volunteering
- Organised volunteering
- Skilled volunteering
- Student tutoring and mentoring

### CHARITABLE GIVING

**INITIATIVES:**

- Corporate donations
- External charity events and appeals
- Internal Appeals and Collections
- Matched workplace giving
- Workplace giving

### LEGAL PRO BONO

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.

**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 (a subcommittee of the Board) 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

**POLICY PUBLISHED**

**INITIATIVES:**

- Code of Conduct Training
- Complaints & Grievance Mechanism
- Risk Management Plan
- BCP DR ERP

### SUSTAINABLE SUPPLY CHAIN MANAGEMENT

**POLICY PUBLISHED**

**SUPPLIER STANDARD COVER:**

- Human Rights
- Environmental Impacts
- Fair Labour Practices
- Fair Consumer and Competition Practices
- Community Development
- Indigenous Inclusion
- Gender Equality

### SUSTAINABILITY REPORTING

**AUSTRALIAN LEGAL SECTOR ALLIANCE PROMOTED**

