

Risk Management Policy

1 Scope

This policy applies to all Sparke Helmore partners, employees and contractors.

2 Aim

This policy defines the firm's approach to risk management, its linkage to the firm's vision and corporate objectives, and its integration into our business processes.

3 Background

Risk is inherent in our business. The identification and management of risk is central to achieving the firm's vision.

Risk will manifest itself in many forms and has the potential to impact the outcomes achieved for our clients and the health and safety, reputation, regulatory, operational and financial performance of the firm. As a result, effective risk management is critical to the achievement of the firm's vision and corporate objectives.

By understanding and managing risk well we provide greater certainty and confidence for our clients, partnership and employees and for the market sectors and regions in which we operate. Risk management, done well, can also be a source of competitive advantage.

4 Approach

- The natural diversification in the firm's legal services – selectively focussed on identified sectors and clients - and the professional duties our legal practitioners owe to the Court and to our clients are key elements in our risk management approach.
- Risks faced by the firm will be managed on an enterprise-wide basis to help us successfully achieve the firm's vision and corporate objectives. This will be by helping to maximise value from our legal services, corporate and support services, assets and other business opportunities and by encouraging enterprise and innovation.
- Risk management will be embedded into our critical business activities, functions and processes.
- Risk understanding and our tolerance for risk will be key considerations in our decision making.
- Risks will be identified, analysed and ranked in a consistent manner. Common systems and methodologies will be used.
- Risk controls will be designed and implemented to reasonably assure the achievement of our firm's vision and corporate objectives. The effectiveness of these controls will be systematically reviewed and, where necessary, improved.
- Risk management performance will be monitored, reviewed and reported at the ExCo and Board level.

5 Accountability

- Every partner, employee and contractor in the firm is responsible to manage risk.
- All staff are expected to follow established firm policies and processes; escalate to a manager any risk that they identify and consider is not well managed; and help develop or refine processes to better manage risk.

- All staff are expected to attend relevant risk management related training offered by the firm.
- All partners, management; Support Service directors; and senior practitioners are expected to help develop, implement and require compliance with firm policies and processes to manage risk and to generally lead risk management within the firm.
- The Audit & Risk Management Committee will assist the Board to oversee the effectiveness of the firm's risk management processes to provide assurance to the Partnership. The Committee will also provide strategic guidance and direction on the firm's risk management approach.
- Partner members of the Audit & Risk Management Committee will champion the firm's approach to risk management within their practice groups and the partnership generally.

6 Policy approval

The Board issues and approves this policy.

7 Breaches

Breach of this policy may result in performance management action.

8 Guidelines

8.1 Other relevant policies

Nil

8.2 Guidelines and procedures

- [Enterprise risk management framework outline](#)
- [General risk assessment protocol](#)
- [Project risk assessment protocol](#)

8.3 Other documents

Nil

9 Definitions

9.1 Risk

Risk is defined as "the effect of uncertainty/chance on the successful achievement of the firm's vision and corporate objectives".

9.2 Risk management

Risk management consists of the processes the firm has to identify, assess and manage risks that threaten the financial or commercial interests, or reputation of the firm.

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