



**RVHR – 11 07**

Position Title:	Senior Legal Counsel		
Department / Location:	Legal		
Date Written:	3/10/2017	Prepared By:	G. Lilio
Current Incumbent:	James Ogilvy	Direct Report Manager:	Executive General Manager – Integrity Services
No. of employees reporting to this position:	Nil		
Date to be Reviewed:	27/09/2018	Employment Status:	Full Time

**1. Overall Purpose of the Role**  
*(Brief summary position of role)*

- Provide legal and strategic advice and advocacy on behalf of the RV Integrity Department, RV Integrity Council and RV Board of Directors
- Deputise for the General Counsel in relation to legal matters
- Demonstrate commitment to RV Employee Values which include Health Safety & Wellbeing, Ethical Behaviour, Efficiency Participation and Service of Customers

**2. Key Responsibilities / Accountabilities (5 – 7 points)**  
*(Specific tasks should be individualised in setting SMART Goals)*

Provision of legal, strategy, and policy advice to the Integrity Department, the Racing Victoria Integrity Council and to the Board, including in relation to:

- anti-doping matters;
- betting, misconduct, race-fixing and corruption matters;
- the operation, interpretation and enforcement of the Rules of Racing;
- the drafting of amendments to the Rules of Racing for Racing Victoria;
- governance, integrity and disciplinary structures;
- veterinary and welfare matters;
- licensing, probity and integrity policies for participant and administrators;
- wagering and gaming legislation to the extent relevant to the integrity of racing; and
- Occupational health and safety and general risk management issues to the extent relevant to the Rules of Racing.

Legal conduct and management of integrity-related disciplinary prosecutions:

- providing legal advice, strategic input and guidance at all stages of investigations;
- drafting and settling of charges, and settling of briefs of evidence; and
- appearing and/or instructing at racing disciplinary hearings before the Racing Appeals and Disciplinary Board, the Victorian Civil and Administrative Tribunal and the Supreme Court of Victoria.

Management of best practice regulation of horse syndication, licensing and ownership, including in respect of Racing Victoria’s role as ASIC-delegated Lead Regulator of horse racing syndicates.

Conduct consultations with relevant stakeholders in relation to major integrity reform projects.  
 Liaise with external regulatory bodies, including the Office of the Racing Integrity Commissioner.  
 Legal advice in relation to integrity-related media strategies and responses.

### 3. Knowledge Skills Required

*(To effectively perform the role, the position holder must have the following skills, experience, qualification)*

- Bachelor of Laws and admitted to legal practice in Victoria with a current practising certificate
- Post graduate qualifications in Law or Business highly regarded
- 6 – 10 years Post Admission Experience, preferably gained in leading commercial law firm
- Demonstrated success and experience in commercial litigation
- Demonstrated capacity to manage and supervise complex litigation and to make strategic decisions in the conduct of litigation
- Sound understanding of legal principles and reasoning
- Strong organisational skills to balance and prioritise commitments
- Superior verbal and written skills of communication
- Outstanding interpersonal skills
- Effective contribution as a team member
- An understanding of and experience in the operations of the racing industry and/or sports administration

### 4. Working Relationships

<u>Internal – Most frequent Contacts:</u> <ul style="list-style-type: none"> <li>• RV Integrity Department</li> <li>• RV Integrity Council</li> <li>• RV Board of Directors</li> <li>• RV Executive Team</li> <li>• General Counsel</li> </ul>	<u>Nature / Purpose of Contact:</u> <ul style="list-style-type: none"> <li>• Legal/Advice/Policy/Strategy</li> <li>• Legal/Advice/Policy/Strategy</li> <li>• Legal/Advice/Policy/Strategy</li> <li>• Legal/Policy Advice</li> </ul>
<u>External – Most frequent Contacts:</u> <ul style="list-style-type: none"> <li>• Office of the Racing Integrity Commissioner</li> <li>• Country Racing Victoria</li> <li>• Harness Racing Victoria and Greyhound Racing Victoria</li> <li>• Thoroughbred Racing Clubs</li> <li>• Racing Australia</li> <li>• RAD Board/VCAT/Supreme Court of Vic</li> <li>• External legal service providers</li> <li>• ASIC</li> <li>• Consumer Affairs Victoria</li> <li>• Licensed persons</li> <li>• Horse owners</li> <li>• Department of Justice</li> </ul>	<u>Nature / Purpose of Contact:</u> <ul style="list-style-type: none"> <li>• Representation of RV's legal interest</li> <li>• Representation of RV's legal interest</li> <li>• Representation of RV's legal interest</li> <li>• Representation of RV's legal interest</li> <li>• Various</li> <li>• Preparation of proceedings and Representation of RV's legal interest</li> <li>• Racing Club obligations and incorporations</li> <li>• Seek legal advice</li> <li>• Corporations Law issues</li> <li>• Consumer protection issues</li> <li>• Various disputes</li> <li>• Various disputes</li> <li>• Integrity issues</li> </ul>

<i>Prepared By:</i> G. Lilio		<i>Title:</i>	Senior Business Partner, People & Culture
<i>Signature:</i>		<i>Date:</i>	3/10/2017
<i>Approved by Manager:</i> S. Barrile		<i>Title:</i>	General Counsel
<i>Signature:</i>		<i>Date:</i>	3/10/2017
<i>Approved by EGM:</i> D. Brown		<i>Title:</i>	Executive GM. Integrity Services
<i>Signature:</i>		<i>Date:</i>	3/10/2017