

## Legal Practice Management Workshop

### Day 1 – Tuesday 27 February 2024

Time	Topic	Speaker/s
8.15am	Registration	
8.45am	Welcome and Introduction	Rob Reis, Professional Standards Manager, ACT Law Society
9.00am	Risk Management	Rob Reis, Professional Standards Manager, ACT Law Society
10.30am	Morning Tea	
10.45am	Risk Management resumes	
12.30pm	Lunch	
1.30pm	Trust Accounting	Rob Reis, Professional Standards Manager and Lea McLean, Finance & Business Services Manager, ACT Law Society
3.00pm	Afternoon Tea	
3.15pm	Trust Accounting resumes	
4.30pm	Close	

### Day 2 – Wednesday 28 February 2024

Time	Topic	Speaker/s
8.30am	Registration	
9.00am	Costs	Duncan Harrington, Managing Partner, Canberra Costing Consultants
11.00am	Morning Tea	
11.15am	Cyber Security	Malcolm Heath, Practice Risk Manager, LawCover
12.45pm	Lunch	
1.30pm	Tax Effectiveness	Michael Bannon, Partner, Nexia
3.30pm	Afternoon Tea	
3.45pm	Attracting Managing and Motivating Staff	Alex Elliott and Elsa Gray-Murphy, Directors, Elliott Gray
4.45pm	Networking Session	

### Day 3 – Thursday 29 February 2024

Time	Topic	Speaker/s
8.30am	Registration	
9.00am	Ethical Dilemmas	Rob Reis, Professional Standards Manager, ACT Law Society
10.30am	Morning Tea	
10.45am	Ethical Dilemmas resumes	
12.00pm	Lunch	
12.45pm	Employment Issues	Gabrielle Sullivan, Legal Director - Employment Law & Investigations, BAL Lawyers
2.45pm	Afternoon Tea	
3.00pm	Profitability and Business Management	Rodney Johnston and Kalista Pakkiyaretnam, Executive Managers, Nexia
4.15pm	Close	