

ANNUAL ASSEMBLY

8 & 9 November 2024

Event Itinerary

Check-in & Dinner | Friday, 8 November 2024

TIME	ACTION
2:00pm – 5:30pm	<p>Early Check In If you will be arriving early, please check in at reception. They will take you to your accommodation by shuttle bus. Please ensure to let LSNSW staff know that you have arrived when you arrive at the Friday dinner.</p>
5:30pm – 7:30pm	<p>Check in at Q Station reception area</p> <p>Arriving by Ferry: Take a taxi from Manly Wharf taxi rank (see map) to Q Station reception. LSNSW staff will pay for your taxi on arrival by CabCharge, and organise your check-in.</p> <p>Arriving by own vehicle: Park at the free Q Station parking area. LSNSW staff will organise your check-in on arrival.</p> <p>Notes: Once you check in, Q Station will take you to your accommodation via shuttle bus. LSNSW will only be covering taxis from Manly Wharf, between 5:30pm and 7:15pm. Transit outside of these routes or times will not be reimbursed. We will not reimburse Ubers.</p>
6:50pm – 7:40pm	<p>Shuttle transfers to Friday dinner</p> <p>Please meet at the muster point, the deck outside of the A2 Dr. Cumpston Room (see venue map) where LSNSW staff will greet you. A shuttle will take you to the Boilerhouse Restaurant.</p> <p>Notes: If you arrive outside of these designated shuttle times, please use your room phone to call reception, who will organise a shuttle transfer for you.</p>
7:00pm – 10:00pm	<p>FRIDAY DINNER AT BOILERHOUSE RESTAURANT – LOWER DECK</p> <p>Please meet LSNSW staff at Boilerhouse Restaurant for the Friday dinner.</p> <p>Notes: The dress code is smart casual. Wear comfortable shoes! Depending on the weather, please bring a light jacket as the venue is outside.</p>
9:30pm – 10:40pm	<p>Shuttle transfers back to accommodation</p> <p>Please meet outside the Boilerhouse Restaurant, where LSNSW staff will greet you. A shuttle will take you back to your accommodation.</p>

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Notes:

If you would like to return to your accommodation outside of these times, please let restaurant staff know. They will organise a complimentary shuttle for you.

Assembly | Saturday, 9 November 2024

TIME	ACTION
8:00am – 9:00am	<p>Breakfast at Views Restaurant</p> <p>If you stayed on Friday night, breakfast is available in the Views Restaurant (see venue map).</p>
8:30am – 2:30pm	<p>Barista coffee cart opens in A28 Carpenters Arms</p> <p>Barista coffee is available in the A28 Carpenters Arms (see venue map).</p>
8:30am – 9:30am	<p>Check in at Q Station reception area for Saturday arrivals</p> <p>LSNSW staff will organise your check-in upon arrival.</p> <p>Notes: If travelling by car, free parking is available at Q Station reception. Once you check in, Q Station will take you to your accommodation via shuttle bus. LSNSW will not be reimbursing any travel expenses.</p>
9:00am – 9:50am	<p>EXECUTIVE COUNCIL & REGIONAL DELEGATES MEETING OPENS IN P7 FORMER LADIES SEWING LOUNGE</p> <p>Please arrive 15-minutes early to check in to the conference at the registration desk, located on the deck outside the A2 Dr. Cumpston Room (see venue map)</p> <p>Notes: The meeting will commence at 9:00am <i>sharp</i>. Please arrive on time. The dress code for the conference is smart casual (wear comfortable shoes!)</p>
10:00am – 5:00pm	<p>ASSEMBLY OPENS IN A2 DR. CUMPSTON ROOM</p> <p>Please arrive 15-minutes early to check in to the conference at the registration desk, located on the deck outside the A2 Dr. Cumpston Room (see venue map)</p> <p>Notes: The conference will commence at 10:00am <i>sharp</i>. Please arrive on time. The dress code for the conference is smart casual (wear comfortable shoes!)</p>
10:00am – 10:45am	<p>Assembly opening</p> <ul style="list-style-type: none"> Welcoming & Outgoing 2024 NSW Young Lawyers President's Address – <i>Taylah Spirovski</i>

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	<ul style="list-style-type: none"> • Announcement of 2024 NSW Young Lawyers Awards • 2025 NSW Young Lawyers President's Opening Address – <i>Timothy Roberts</i> • 2025 Patron announcement – <i>Timothy Roberts</i> • 2025 Charity announcement & speech by charity representative – <i>Timothy Roberts</i>
10:45am – 11:05am	MORNING TEA IN A28 CARPENTERS ARMS Notes: The conference will re-commence at 11:05am <i>sharp</i> . Please arrive on time.
11:05am – 12:30pm	Session 1 – Design Thinking Presented by Linda-Rose Daya Notes: The presentation slides and any associated session collateral can be downloaded on the event website.
12:30pm – 1:30pm	LUNCH IN VIEWS RESTAURANT Notes: The conference will re-commence at 1:30pm <i>sharp</i> . Please arrive on time.
1:30pm – 2:30pm	Session 2 – Imposter Syndrome Presented by David Fox Notes: The presentation slides and any associated session collateral can be downloaded on the event website.
2:30pm – 3:30pm	Session 3 – Ethics for Early Careers Lawyers Presented by Linden Barnes Notes: The presentation slides and any associated session collateral can be downloaded on the event website.
3:30pm – 3:50pm	AFTERNOON TEA IN A28 CARPENTERS ARMS + EXECUTIVE COUNCIL NOMINATIONS If you would like to self-nominate for the Executive Council, please see Emily and Francesca at the registration desk, located on the deck outside the conference room. Notes: The conference will re-commence at 3:50pm <i>sharp</i> . Please arrive on time.
3:50pm – 4:20pm	Sub-committee reports Each sub-committee will be called to present their yearly report, on stage.

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4:20pm – 4:55pm	Executive Council voting commences Nominees will have 3-minutes each to present why they should be nominated, followed by a vote via Slido (the QR code to vote will be on screen).
4:55pm – 5:00pm	Conference close Outgoing 2024 NSW Young Lawyers President's Address – <i>Taylah Spirovski</i>
5:00pm	ASSEMBLY CONCLUDES Guests to meet back at the mustering point, the deck outside the conference room, for shuttle transfers to the gala dinner from 6:00pm – 6:50pm.

(Please see next page for Gala Dinner and Sunday check-out itineraries)

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Gala Dinner | Saturday, 9 November 2024

TIME	ACTION
5:50pm – 6:50pm	<p>Shuttle transfers to gala dinner</p> <p>Please meet at the muster point, the deck outside of the A2 Dr. Cumpston Room (see venue map) where LSNSW staff will greet you. A shuttle will take you to the H1B Nurse Egan Room for the gala dinner.</p> <p>Notes: If you arrive outside of these designated shuttle times, please use your room phone to call reception, who will organise a shuttle transfer for you. The gala dinner will commence at 7:00pm <i>sharp</i>. Please arrive on time. The dress code for the gala dinner is cocktail and lounge suit.</p>
6:50pm – 11:00pm	GALA DINNER COMMENCES AT H1B NURSE EGAN ROOM
11:00pm – 11:30pm	<p>Shuttle transfers from gala dinner</p> <p>Please meet outside the H1B Nurse Egan Room, where LSNSW staff will greet you. A shuttle will take you to back to your accommodation.</p> <p>Notes: If you wish to depart outside of these designated shuttle times, please let the Q Station banquets staff know, and they will organise a complimentary shuttle transfer for you.</p>

Check-out | Sunday, 10 November 2024

TIME	ACTION
9:00am – 10:30am	<p>Shuttle transfers to gala dinner</p> <p>Please meet at the muster point, the deck outside of the A2 Dr. Cumpston Room (see venue map) where LSNSW staff will greet you. A shuttle will take you to reception to check out.</p> <p>Notes: You must have all items out of your rooms by 10:00am. If you miss the shuttle bus or wish to depart outside of the designated transfer times, please use your room phone to call reception, who will organise a complimentary shuttle transfer for you.</p>