Legal Practitioners Admissions Board

2024 - 2025 Annual Report

Law Society House
Level 6, 179 Ann Street
BRISBANE QLD 4000
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5 September 2025

Public Availability of Annual Report

The Legal Practitioners Admissions Board's Annual Report 2024/2025 is available to the public from Level 2 Law Society House, 179 Ann Street, Brisbane or by contacting Ms Melissa Timmins, Secretary to the Board by:

Phone: (07) 3842 5986

Email: m.timmins@qls.com.au OR admissions@qls.com.au

Post: GPO Box 1785, BRISBANE QLD 4001

Alternatively, the Legal Practitioners Admissions Board's Annual Report 2024/2025 is available on the Queensland Law Society website www.qls.com.au under 'Practicing Law in QLD', 'Legal Practitioners Admission Board ' under the heading 'Corporate documents'.

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The official copy of the annual report, as tabled in the Legislative Assembly of Queensland, can be accessed from the Queensland Parliament's tabled papers website database at http://www.parliament.qld.gov.au/work-of-assembly/tabled-papers

Acknowledgement of Country

The Legal Practitioners Admissions Board acknowledges Traditional Owners of Country and recognises the continuing connection to lands, waters and communities. We pay our respect to the Aboriginal and Torres Strait Islander cultures and to Elders past and present for they hold the memories, traditions, culture and hopes of Aboriginal and Torres Strait Islander peoples across Australia.

The Legal Practitioners Admissions Board is committed to providing accessible services to Queenslanders from all culturally and linguistically diverse backgrounds. To talk to someone about the Legal Practitioners Admissions Board 2024/2025 Annual Report in your preferred language, you can contact Ms Melissa Timmins, Secretary to the Board, on (07) 3842 5986 and we will arrange an interpreter to effectively communicate the report to you.

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In essence, you are free to copy, communicate and adapt this annual report, as long as you attribute the work to the State of Queensland (Legal Practitioners Admissions Board). Content from this annual report should be attributed as the State of Queensland (Legal Practitioners Admissions Board Annual Report 2024/2025).

5 September 2025

5 September 2025

The Honourable Deb Frecklington MP

Attorney-General and Minister for Justice

Minister for Integrity

Member for Nanango

GPO Box 149

BRISBANE QLD 4001

Dear Attorney

Re: Legal Practitioners Admissions Board Annual Report – 2024/2025

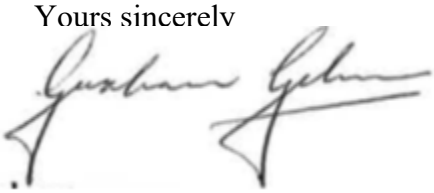
I am pleased to submit for presentation to Parliament the Annual Report 2024/2025 and financial statements for the Legal Practitioners Admissions Board.

I certify that this Annual Report complies with:

- the prescribed requirements of the *Financial Accountability Act 2009* (Qld) and the *Financial and Performance Management Standards 2019*; and
- the detailed requirements set out in the *Annual report requirements for Queensland Government agencies*.

A checklist outlining the annual reporting requirements can be found at Appendix 1 of this annual report.

Yours sincerely



Chair of the

Legal Practitioners Admissions Board

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Introduction

Board's role and main functions (including vision and values)

Under part 7.5 of the *Legal Profession Act 2007* (Qld) (the Act), the Legal Practitioners Admissions Board (the Board) is a statutory body responsible for the administration of chapter 2, part 2.3 of the Act, 'Admission of local lawyers' and the *Supreme Court (Admission) Rules 2004* (the Admission Rules). The Board's vision includes supporting the judiciary, the legal profession and the public interest by ensuring the integrity of those entering the legal profession as well as safeguarding the educational and practical legal training standards of the legal profession. The Board's values include integrity, accountability, respect, safeguarding standards and supporting the legal profession.

The Board's primary role is to assist the Supreme Court by making a recommendation about each application for admission as a lawyer in Queensland. In doing so, the Board considers whether an application is made under the Admission Rules, whether an applicant is eligible and suitable for admission, and whether there are other matters the Supreme Court may consider relevant to the application.

The Board's other functions, responsibilities, and service areas include:

- considering and making declarations as to an applicant's suitability for admission or readmission in terms of applications for early consideration of suitability;
- approving, in conjunction with the Chief Justice of Queensland, academic qualifications and practical legal training (PLT) programs as 'approved academic qualifications' and 'approved PLT requirements' respectively in accordance with the *Prescribed academic areas of knowledge* (Admission Guidelines Number 1 issued under Rule 9AA(1)(a) of the Admission Rules) and the *Practical Legal Training Competency Standards for Entry-Level Lawyers* (Admission Guidelines Number 2 issued under Rule 9AA(1)(b) of the Admission Rules);
- assessing and approving academic, and PLT and experience in practice, of overseas law graduates and legal practitioners in accordance with the *Uniform Principles for Assessing Qualifications of Overseas Applicants for Admission to the Australian Legal Profession* (the Uniform Principles) (Admission Guidelines Number 3 issued under Rule 9AA(1)(c) of the Admission Rules);
- assessing 'approved academic qualifications' attained by a person and 'approved practical legal training requirements' completed by a person under Rules 6A, 7AA and 7B of the Admission Rules;

- overseeing the supervised traineeship scheme as 'approved PLT requirements' and a prerequisite for those seeking to be admitted as a lawyer in Queensland in accordance with Part 2A of the Admission Rules;
- granting approval for law students to commence their 'approved PLT requirements' early thereby allowing students to undertake their training in conjunction with completion of their 'approved' or 'corresponding academic qualifications';
- providing information, service and support to applicants seeking to complete the requirements and apply to the Supreme Court in Queensland for admission as a lawyer.

In accordance with section 661 of the Act, the Board has all powers necessary or convenient for performing its functions under the Act and the Admission Rules. It is subject to various statutory requirements, for which purposes the Board is:

(1) a 'statutory body' for the purposes of the *Financial Accountability Act 2009* (Qld) (FAA) and the *Financial and Performance Management Standard 2019* (Qld) (FPMS);

(2) a 'public authority' for the:

(i) *Right to Information Act 2009* (Qld) (RTIA);

(ii) *Information Privacy Act 2009* (Qld) (Chapter 3) (IPA);

(iii) *Public Records Act 2002* (Qld) (PRA); and

(iv) Queensland State Archivist's Records Governance Policy (v1.0.2 issued April 2019);

(3) a 'public sector entity' for the *Public Interest Disclosure Act 2010* (Qld) (PIDA).

The Board has received advice that it is not a 'public sector entity' for the *Public Sector Ethics Act 1994* (Qld) (PSEA) or a 'public entity' for the *Human Rights Act 2019* (Qld) (HRA).

The Board's offices are located at Level 6 Law Society House, 179 Ann Street, Brisbane. Its secretariat and administrative support is provided by the Queensland Law Society (the QLS) in accordance with section 662 of the Act. There is a service level agreement between the Board and QLS as well as a confidentiality agreement.

Strategic direction and contribution of agency service areas to Government's broad objectives for the community

The Board has a strategic plan for the 2024 – 2028 period outlining the Board's aim to continue to support and align its strategy, operations and performance with the current Government's broad

objective for the community. The Board's strategic direction for 2024 – 2028 encapsulates five strategies and objectives as follows:

Objective 1*: Giving outstanding recommendations to the support the Supreme Court of Queensland in making good decisions.*

Objective 2*: Provide better services through effective and efficient processes, appropriate support to legal students and professionals, and delivering efficient and cost-effectiveness while maintaining the integrity of the admission process.*

Objective 3*: Being an accountable, responsible, and effective statutory body through compliance, discharging statutory obligations, and ensuring good governance.*

Objective 4*: Maintaining awareness through listening and leading, and supporting others within the legal profession.*

Objective 5*: Demonstrating high levels of leadership, trust, inclusion, and collaboration by maintaining engagement with legal students and professionals, law faculties and PLT providers, and other stakeholders.*

The Board's strategic objectives contribute to the Queensland Government's strategic plan.

Agency objectives, operations and performance indicators

The Board's strategic objectives, operations and performance indicators for the reporting period are outlined below:

Strategic Objective 1 – *Giving outstanding recommendations to the support the Supreme Court of Queensland in making good decisions.*

The Board's review of each application received is thorough, extensive and high quality, particularly in respect of applicants seeking admission to the legal profession. The Board received briefings to assist it to appropriately consider applications and make an informed, considered and accurate recommendation. Where necessary, the Board seeks additional information from applicants, particularly in relation to any suitability matter disclosed as part of an application.

Electronic provision of applications simplifies processes for applicants and assists with the efficiency of reviewing applications. All relevant documents and information relating to an applicant's eligibility and suitability for admission continues to be detailed in the applicant's affidavit which sworn as to the truth and authenticity. Application material is provided electronically to the Board for its consideration.

There have not been any additional legislative amendments or requirements during the reporting period. The extended timeframes which commenced in May 2024 have assisted to allow applicants to provide additional material, and it has also given the Board additional time to appropriately review applications ,some of which include a significant amount of material, and make appropriate and informed recommendations. The extended timeframes have also given the Court additional time to consider applications

During the reporting period, there has been times when the Board's consideration of applications has necessitated briefing and instructing firms of solicitors and/or members of the private Bar to act for the Board in complex Court matters. Where necessary, the Supreme Court is provided with submissions in relation to applications to ensure appropriate decisions are made by the Court.

Strategic Objective 2 –
Provide better services through effective and efficient processes, appropriate support to legal students and professionals, and delivering efficient and cost-effectiveness, while maintaining the integrity of the admission process.

A new Admission Supplement was published prior to the commencement of the reporting period. The Supplement, along with Instruction for each admission form to be used in conjunction with the Supplement, is used by applicants seeking admission in an attempt to streamline information provided to applicants and assist applicants to focus on providing adequate and appropriate detail to the Board. The Instructions and Admission Supplement are updated from time to time, on a regular basis and when a requirement for additional information is identified or based on the provision of feedback from applicants or other stakeholders. The Admission Supplement and Instructions are comprehensive and applicants are engaged with extensively on an individual basis to ensure compliance with obligations as part of the admission process.

Stale qualification applications are regularly received, and processes have been implemented to ensure applications received are appropriately reviewed. Applicants who completed academic qualifications and/or practical legal training more than five years before applying for admission are usually required to complete additional academic qualifications and/or practical legal training.

Due to staff levels, development of a structured plan detailing relevant supporting documentation, to be provided by law schools and PLT providers seeking approval of a law or PLT program, was unable to be prepared.

Strategic Objective 3 –
Being an accountable, responsible, and effective statutory body through compliance, discharging statutory obligations, and ensuring good governance.

The Board continues to review and update documents required under Queensland legislation as and when required. Although there have been no legislative amendments during the reporting period, any amendments continue to be implemented as and when required.

All recommendations by the Board for each application for admission continues to be made to the Supreme Court in accordance with the Board's statutory obligations. All other applications received for the Board's consideration are also received electronically with any determination being provided electronically to relevant applicants.

The Board has not yet developed a policy for the provision of photographic identification as part of the admission process, however it hopes to do so over the next 12-month period. A transitional period will be implemented once this requirement is incorporated into the admission process.

Strategic Objective 4 –
Maintaining awareness through listening and leading, and supporting others within the legal profession.

The Board continues to actively participate and engage with external stakeholders such as the Law Admissions Consultative Committee (LACC) in relation to matters under consideration. It also actively contributes to policy and procedures issues where relevant and make suggestions and recommendations when requested.

Collaboration with law schools and PLT providers in Queensland allows the Board to ensure that applicants seeking admission complete the academic qualifications and practical legal training requirements necessary for admission to the legal profession. The Board remains committed to ensuring the standards of legal education are maintained and are of high quality.

Strategic Objective 5 –
Demonstrating high levels of leadership, trust, inclusion, and collaboration by maintaining engagement with legal students and professionals, law faculties and PLT providers, and other stakeholders.

Information provided to the Board and the Court in relation to applications being considered is thorough and extensive. This approach ensures that informed decisions are made and ongoing maintenance of the integrity of the legal profession.

Any suggestions or recommendations made by stakeholders are taken into consideration by the Board. The Board readily takes into account comments by the Court when reviewing applications for admission. It also actively considers material provided by stakeholders particularly in relation to matters being considered at a national level and makes suggestions and/or recommendations where appropriate.

The Board continues to review and publish its QLC which provides a valuable and informative publication for newly admitted practitioners to consult as they enter the profession. The Board's QLC is also a meaningful memento, provided free of charge, to mark commencement of an applicant's professional legal career.

The Board remains a signatory to MINDS COUNT; it continues to promote the QLS's *LawCare* and BAQ's *BarCare* partnerships as well as promoting National Law Week and National Mental Health Week. A chapter of the Queensland Lawyers' Companion (QLC) is dedicated to personal wellbeing and mental health, and the Board continues to support and promote awareness of wellness and resilience programs within the profession.

The following documents are provided online in accordance with the Board's statutory and legislative obligations:

- Publication Scheme;
- Disclosure Log;
- Administrative Access and Amending Personal Information Scheme;
- Complaints Management Procedure;
- Privacy Statement;
- Standards of Conduct under the PSEA;
- Public Interest Disclosure Policy under the PIDA;
- Annual Reports from 2016 – present; and
- Strategic plans from 2024 – present.

Strategic risks, opportunities, and challenges

For most of the reporting period, Board was fully staffed which allowed it to undertake ongoing reviews of its Admission Supplement and Instructions. Risks the Board continues to face include the number of applicants seeking admission and the increasing complexity of applications required to be considered by the Board to ensure the integrity of those entering the profession.

The Board's role is to assist the Supreme Court in its inherent jurisdiction as the admitting authority in Queensland.

Review of proposed forward operations

Overall, the Board is successfully achieving its objectives, operations and performance indicators as outlined in the Board's Strategic Plan 2024 – 2028.

Governance – organisational management and structure

Organisational structure – Board members

The Board is constituted by eight members appointed under section 660 of the Act, all of whom volunteer their services. The Honourable Chief Justice of Queensland nominates four members, and appoints six members. The QLS and the BAQ also each nominates a member for approval and appointment by the Chief Justice. All members, except the Attorney-General's nominee and

the Brisbane Registrar, must be an Australian lawyer of at least five years' standing and are appointed for a period of one year. Members may be reappointed.

During 2024/2025, the members of the Board were:

- Mr Greg Moroney (Chair)
- Mr Graham Gibson KC (BAQ nominee)
- Ms Ruth O'Gorman KC
- Ms Jennifer Sheean
- Mr Noel Jensen (Deputy Chair)
- Ms Petrina Macpherson (QLS nominee)
- Ms Philippa Mott, Attorney-General's nominee
- Ms Julie Steel, Assistant Director-General, Supreme District and Land Courts Service in her capacity as Brisbane Supreme Court Registrar (until 20 December 2024)
- Ms Amanda O'Brien, Assistant Director-General and Principal Registrar, Supreme District and Land Courts Service in her capacity as Brisbane Supreme Court Registrar (from 31 January 2025).

Board members are not remunerated for their service to the Board.

On 30 June 2025, Mr Greg Moroney, Chair of the Board, and Mr Noel Jensen, Deputy Chair of the Board, resigned from their positions after a significant and extensive period of service. The Board wishes to thank Mr Moroney and Mr Jensen for their dedication and hard work, and it wishes them both well in their future endeavours.

Throughout 2024/2025, Mr Greg Moroney, Chair of the Board, continued in his position as the Queensland State representative of LACC. Mr Moroney attended four LACC meetings during the year in September 2024, November 2024, February 2025 and May 2025; all meetings were attended by teleconference except for the meeting in February 2025 which was attended in Melbourne in person.

The Board's report on information about government bodies is included at Appendix 2.

Stakeholders

The Board's stakeholders are:

- the Queensland Judiciary;
- the Queensland Government and other Government agencies;
- the Queensland and Australian legal profession;
- Queensland and Australian legal profession regulatory bodies as well as interstate admitting authorities;
- LACC;
- legal educators and training providers; and
- the public.

Executive management

Solicitor and Secretary: Ms Melissa Timmins

Ms Timmins' role includes providing high level corporate secretariat and legal advice to the Board in relation to its legal and statutory obligations and responsibilities, and liaising with the Chair, Board members and all relevant stakeholders in relation to matters of concern to the Board. The role assists in administering the statutory requirements of corporate governance including preparing and overseeing the Board's strategic and operational planning, preparing and monitoring annual budgetary requirements as well as the Board's annual report, and ensuring the Board's compliance with statutory corporate document requirements such as the Board's Code of Conduct, Publication Scheme, Privacy Statement of Commitment, etc.

The Secretary also:

- manages, trains, mentors, supervises and leads the Board's team and independent assessors forming the Board's OQAC, and manages and oversees the infrastructure, administration and support, resources and activities required (including financial, HR and IT resources) to ensure the efficient and effective operations of the Board;
- reviews and manages all applications for admission, and oversees and supervises review of, and any research and processes applicable to, applications for early consideration of suitability and complicated applications for admission;
- coordinates the assessment of applications by overseas law graduates and qualified lawyers under Admission Guidelines 3 of the Admission Rules;
- coordinates the assessment of applications for consideration by the Board under Rules 6A, 7AA or 7AB of the Admission Rules in relation to those who have attained 'approved academic qualifications' or completed 'approved practical legal training requirements' more than 5 years before applying for admission;
- assesses, reviews and reconciles local law and PLT programs submitted by local law schools and PLT providers in accordance with the requirements as recommended by the LACC and set out in Admission Guidelines 1 and 2 of the Admission Rules;
- manages the process for all Board meetings including:
    - prepares, writes, distributes and oversees submissions, agendas and minutes in a timely and accurate manner to ensure the Board has all information required in respect of all applications to be considered to allow the Board to make its decisions; and
    - ensuring all records are kept in compliance with appropriate statutory legislation;
- guides, assists, oversees and supervises the guidance of, and advice given to, all applicants

for admission to the legal profession, early consideration of suitability and/or complicated application for admission;

- as the Board's delegate, determines applications by law students for early commencement of their PLT;
- oversees and maintains the supervised traineeship scheme in Queensland and provides guidance and assistance to law firms and potential supervised trainees seeking to register under a supervised traineeship;
- prepares submissions and appears before the Court of Appeal or Tribunal on behalf of the Board and/or, where required, prepares, oversees and supervises preparation of briefs for and, where required, instructs Counsel and/or solicitors engaged by the Board on appearances before the Court of Appeal or Tribunals on behalf of the Board;
- considers issues raised by LACC and advises, briefs, and instructs the Chair of the Board as the Queensland representative on LACC, and the Board in relation to all matters, agendas and minutes under consideration by LACC on a national basis including assisting the Board in reviewing, preparing and adherence to policies for national and international applicants for admission and related projects;
- supervises and oversees management of, and contributes to, the Board's projects including the online admission initiative (currently on hold), the preparation of the QLC and the Wellness and Resilience program.

Staff

Full time

- Ms Taylah Thomson, Admissions Assistant (1 July 2024 – 30 June 2025);
- Mr Jordan Paiva, Admissions Compliance Officer (26 May 2025 to 30 June 2025).

Part time

- Ms Sherrieanne McInnes, Admissions Compliance Officer (1 July 2024 – 30 June 2025);
- Mr Patrick Pearce, Admissions Assistant (1 July 2024 – 30 June 2025);
- Ms Kaylee Court, Junior Administrative Assistant, and then Admissions Assistant (1 July 2024 – 30 June 2025).

Ms McInnes, Mr Paiva, Ms Thomson, Mr Pearce, and Ms Court assisted to coordinate the Board's functions and provide administrative assistance to the Board's Solicitor and Secretary as well as the two overseas assessors.

Casual contractors

- Ms Tessa McLean, Solicitor and Overseas assessor (1 July 2024 - 30 June 2025)
- Mr Mark Magner, Solicitor and Overseas assessor (1 July 2024 – 30 June 2025)

Ms McLean and Mr Magner formed the Board's OQAC performing the assessment of legal qualifications of law graduates and legal practitioners from foreign jurisdictions, and the assessment of PLT and experience in practice of overseas legal practitioners as against the Uniform Principles, Guideline 3 of the Admission Rules issued under Rule 9AA(1)(c).

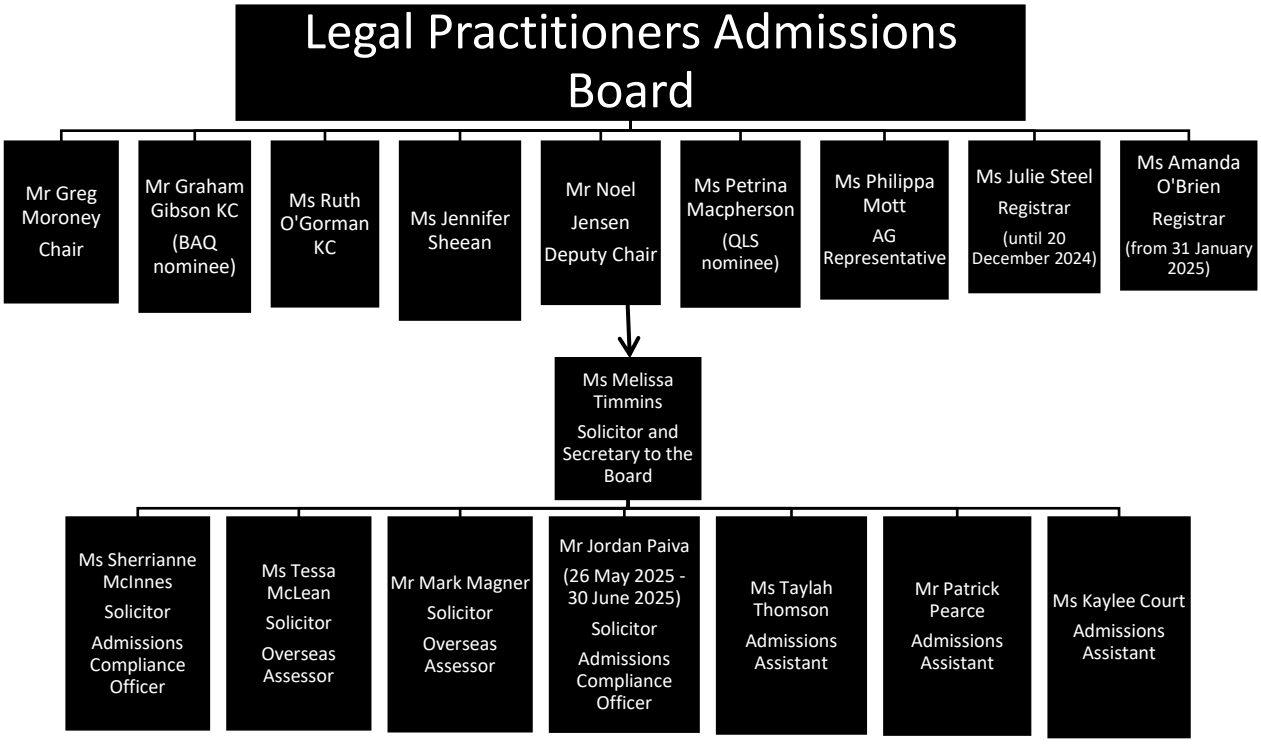


Figure 1: Legal Practitioners Admissions Board Organisational structure

Committees

The Board's OQAC continues to comprise two external legal practitioners Ms Tessa McLean, Solicitor, and Mr Mark Magner, Solicitor, to conduct assessments and, where necessary, reassessments of:

(a) legal qualifications of law graduates and legal practitioners from foreign jurisdictions; and

(b) overseas PLT and experience in practice of overseas legal practitioners.

The OQAC considered 95 applications for assessment or reassessment of academic qualification, and 26 applications for assessment or reassessment of PLT and experience in practice. Each assessment or reassessment costs the Board $120 (excl. GST) which is divided equally between the two assessors who undertook each assessment or reassessment.

Public Sector Ethics Act 1994 (PSEA)

As detailed in its strategic plan, the Board's values include:

- integrity
- accountability
- respect
- safeguarding standards
- supporting the legal profession

The Board's Standards of Conduct takes into account the ethical principles and values outlined in the PSEA and can be found online at www.qls.com.au under the tabs 'Practicing Law in QLD', 'Legal Practitioners Admission Board (LPAB)'under the heading 'Corporate documents'.

As the Board does not directly have staff, support being provided to it by the QLS, its management practices and administrative procedures are conducted having regard to the PSEA and the Board's approved Standards of Conduct.

Human Rights Act 2019 (HRA)

During the reporting period, the Board received advice that it is not a 'public sector entity' for the HRA. Despite this advice, the Board's values remain consistent with the objects of the HRA and its strategic and operational plans incorporate statements consistent with protecting and promoting human rights, and helping to build a culture in accordance with the objectives of the HRA

The Board has received advice that it is not a 'public sector entity' for the *Public Sector Ethics Act 1994* (Qld) (PSEA) or a 'public entity' for the *Human Rights Act 2019* (Qld) (HRA).

The Board did not receive any human rights complaints during the reporting period.

Non-financial agency service areas and standards

Throughout the reporting period, the work performed by the Board involved consideration of a variety of applications and other matters as follows:

Board meetings and flying minutes

Board meetings

There were nine ordinary Board meetings during 2024/2025 that were held in conjunction with the nine corresponding admission ceremonies held in Brisbane throughout the year.

During the course of its Board meetings, the Board considered approximately 1,318 applications for admission heard in Brisbane as well as 20 applications heard regionally in Rockhampton, Townsville or Cairns.

During its meetings, the Board also considered the following approximate number of applications:

- one (1) domestic Mutual Recognition (MRA) application;
- 17 Trans-Tasman Mutual Recognition (TTMRA) applications;
- five (5) applications for early consideration of suitability;
- 79 requests for assessment or reassessment by the Board of overseas academic qualifications;
- 23 requests for assessment or reassessment by the Board of overseas PLT and experience in practice;
- 28 applications to register under the supervised traineeship scheme;
- zero (0) cancellation of registration as a supervised trainee;
- 34 applications for assessment of 'stale' academic qualifications and/or PLT; and
- various other requests, for example:
  - two (2) requests for extensions to provide Police Certificates from overseas jurisdictions;
  - two (2) requests for extension of time relating to an assessment of overseas academic qualifications;
  - from universities and/or PLT providers for approval to introduce, amend or change courses;
  - to consider matters being considered or review by LACC; and
  - relating to various matters relevant to corporate governance issues, and policy and operational matters.

Flying minutes

The Board also considered approximately 38 flying minutes throughout the year mainly involving:

- ongoing consideration of applications for admission in Brisbane (23 applications);
- applications for admission in regional centres (72 applications);
- applications for admission under TTMRA (28 applications);
- 19 requests for assessment or reassessment by the Board of overseas academic, and/or overseas PLT and experience in practice;
- two (2) applications for assessment of 'stale' qualifications and/or PLT; and
- matters pertaining to corporate governance issues, and policy and operational matters.

Eligibility issues

Revoking arrangements due to COVID-19 Pandemic – Academic and Practical legal training programs

In consultation with the Honourable Chief Justice, the Board previously extended revocation of arrangements made to modes of delivery and assessment of academic and practical legal training programs implemented due to the COVID-19 pandemic to 1 January 2024. This was extended to

30 June 2024, and then to 31 December 2025, to allow tertiary institutions and practical legal training providers adequate time to make relevant arrangements for courses to be returned to pre-COVID-19 modes of delivery and assessment arrangements.

In conjunction with the Honourable Chief Justice, the Board has previous approved return to pre-COVID-19 arrangements for most law programs offered in Queensland. At the end of the reporting period, the Board was in consultation with Griffith University (Griffith) in respect of returning to pre-COVID arrangements and offering law programs in overseas jurisdictions on an ongoing basis, which is also a matter under consideration by LACC.

At the end of the reporting period, submissions relating to returning to pre-COVID-19 arrangements had not been received in respect of the law programs offered by Central Queensland University (CQU) and the Australian Catholic University (ACU).

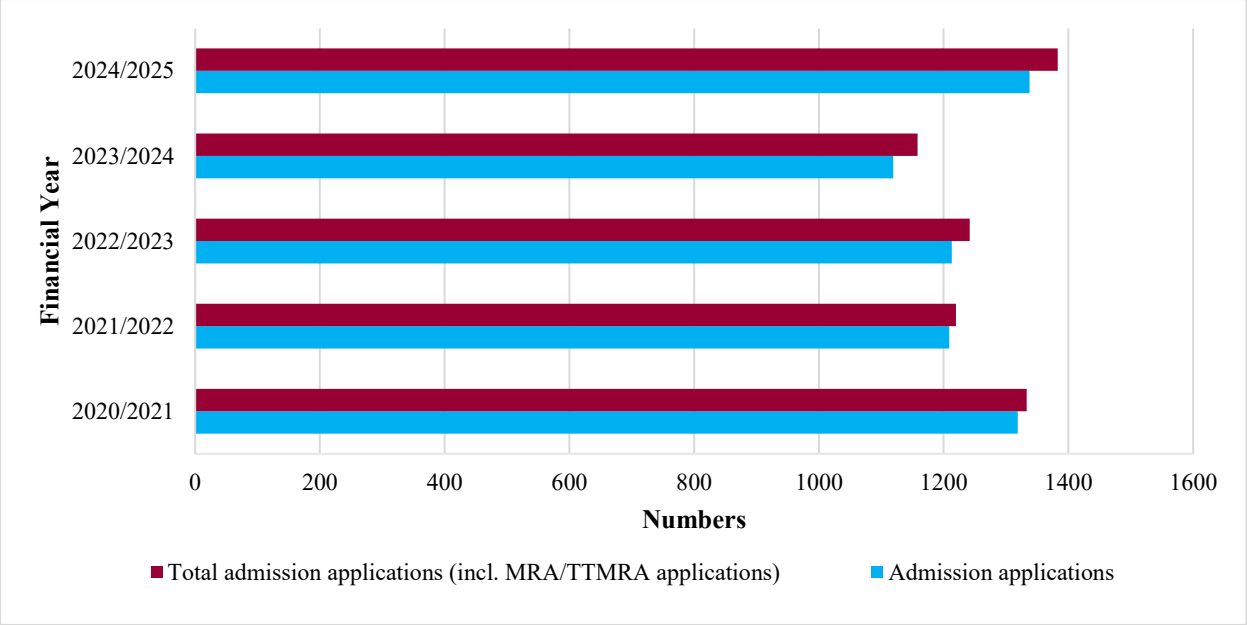
Academic programs
Between April and June 2025, the Board considered a request by James Cook University (JCU) to introduce a new Juris Doctor program and make certain amendments to assessment methods. Consideration of JCU's request is ongoing.

Practical legal training programs
The Board did not consider any changes to practical legal training programs during the reporting period. It has considered requests by LACC to extend return to pre-COVID arrangements for practical legal training programs as necessary.

Supervised traineeship scheme
The Board considered 28 applications from law firms wishing to register law graduates under the supervised traineeship scheme during the reporting period. There were no requests to alter a supervised traineeship or to cancel registration of any supervised traineeships.

Suitability issues

Admission applications
The Board considered approximately 1,338 applications for admission, those applications being listed in either Brisbane or one of the regional centres (Rockhampton, Townsville or Cairns). In certain instances, the Board considered some applications on more than one occasion (and at either or both a Board meeting as well as by flying minute) following the applicant providing additional information independently or in response to a request from the Board. The following graph presents the number of applications considered by the Board over the past five financial years:



Graph 1: Admission applications considered - previous five financial years

In considering the applications, the Board took the following approach:

- recommending approximately 1,114 applicants;
- recommending approximately 132 applicants on condition the applicants seek an exemption from the Supreme Court in respect of an eligibility matter or draw relevant suitability matters to the attention of the Court as part of their applications or because the Court was previously seized of the application, such applications requiring the Board to prepare written submissions to the Court.;
- 96 other determinations such as issuing a notice under s40 requesting an applicant provide additional information, for the application to be adjourned to allow an applicant to appropriately comply with the Admission Rules, or on the basis that the Board was of the view the application raised matters for consideration by the Court under rule 15(2) of the rules. Some of these applications have since been successful while others remaining adjourned to a future date when the applicant chooses to proceed.

Some of the applications recommended on condition or in which alternate determinations were made as referred to above have since been successful, while others remain adjourned by either the applicant or the Court to a future date when the applicant chooses to proceed.

In addition to the 'local' admission applications, the Board considered 46 applications for admission lodged under the domestic MRA or the TTMRA.

Variances in the above figures and the statistical data in Appendix 4 occur due to differences in the number of applications considered by the Board as opposed to the number of actual applications listed before the Court, the timing of Board meetings compared to admission dates at

the beginning and end of each financial year, and consideration of applications by the Board on more than one occasion, for example, at meetings as well as by flying minute or where an applicant adjourns their application on one or, in some cases, multiple occasions, etc.

Early consideration of suitability applications

The Board considered applications for early consideration of suitability from five (5) applicants. The Board made declarations in relation to two (2) applications. One application was held over to consider such application further, and in one application the Board refused to make the declarations based on the nature of the suitability matters disclosed.

Overseas graduates and legal practitioners

Applications for assessment/reassessment of academic qualifications and practical legal training and experience in practice

The Board received approximately 92 applications for assessment and/or reassessment of overseas academic qualifications, and 24 applications for assessment and/or reassessment of PLT and experience in practice attained overseas. A breakdown of the jurisdictions from which these applications were received is as follows:

Assessment/reassessment of academic qualifications

Jurisdiction	Number of applications
Argentina	1
Bangladesh	1
Brazil	4
Columbia	3
Fiji	2
India	10
Iran	2
Kenya	1
Malaysia	3
Nepal	1
New Zealand	3
Nigeria	3
Norway	1
Pakistan	2
Papua New Guinea	2
Philippines	1
Republic of Benin	1
Singapore	1
South Africa	3

Sri Lanka	2
Taiwan	1
United Kingdom (incl. England, Scotland and Northern Ireland)	42
United States of America	1
Vietnam	1
TOTAL	**92**

Table 1: Assessment/reassessment of overseas academic qualifications

Assessment/reassessment of practical legal training and experience in practice

Jurisdiction	Number of applications
Colombia	1
Fiji	2
Hong Kong	2
India	5
Iran	1
Nigeria	1
Pakistan	1
Papua New Guinea	2
South Africa	1
Sri Lanka	2
United Kingdom (incl. England, Scotland and Northern Ireland)	5
United States of America	1
TOTAL	**24**

Table 2: Assessment/reassessment of overseas PLT and experience in practice

Variances in the above figures occur due to differences in when applications were received as opposed to when the assessment was conducted, and applicants seeking reassessments in circumstances where they may not have been recharged.

Skilled migration certificates

Based on previous communications with the Department of Home Affairs (DHA), the Board did not prepare any skilled migration certificates due to previous advice given by DHA that applicants who have been admitted to the legal profession are able to provide an admission certificate to DHA to demonstrate appropriate skills, and that such person is able to apply for and obtain a practicing certificate.

Consultations

The Board continued to be consulted extensively on various issues under consideration by LACC.

Financial performance and standards

The Board's financial performance during 2024/2025 was as follows:

Item	2024/2025 Budget	2024/2025 Actual	Variance
INCOME			
Admission Revenue	$683,590	$927,184	$243,594
Mutual Recognition Revenue	$22,902	$34,700	$11,798
Other (and Sundry) Income	$117,622	$95,000	($22,622)
TOTAL	$824,114	$1,056,884	$232,770
Employee expenses (incl. on costs)	$524,025	$484,433	$39,592
Professional Consulting/Legal Fees	$238,400	$153,418	$84,982
Management fees (including office rent)	$87,273	$87,265	$8
Projects, Printing and Stationery	$42,480	$37,178	$5,302
Audit fees	$13,000	$13,750	($750)
Other expenses	$51,776	$22,417	$29,359
TOTAL	$956,954	$798,461	$158,493
OPERATING SURPLUS/DEFICIT	($132,840)	$258,423	$125,583

Table 3: 2024/2025 Financial performance

The Board's financial statements that have been audited by the Auditor-General of Queensland are included at Appendix 3.

At the time of preparing the Board's 2024/2025 budget, it was estimated the Board would receive approximately 1,018 applications for admission and applications under both the domestic and Trans-Tasman mutual recognition schemes. This figure was based on the number of applications received during the previous year. During the reporting period however, the Board received significantly more applications (1,384) than anticipated which accounts in part for the variance relating to income received. In addition, there appears to have been significantly more applications received under the mutual recognition schemes (46) than predicted when the budget was prepared.

The remainder of the variance may be attributable to two inconsistencies which consistently arise each year, those being as follows:

(i) between when applications and fees are received, for example, applications received at the end of the previous reporting period, and fees being received at the beginning of the current reporting period; and

(ii) the number of applications considered by the Board tending to be more than the number of applications actually received due to the Board considering some applications on more than one occasion, however an applicant is only required to pay the application fee once.

Other (and Sundry) Income is primarily made up of bank interest ($73,532) applied to the Board's cash and cash equivalent which is difficult to predict and fluctuated throughout the reporting period. In addition, this figure is made up of fees received for registration of supervised traineeships, and assessment of qualifications and practical legal training completed overseas.

Costs relating to expenses for staff salaries and on-costs were less due to movement of staff throughout the reporting period. An additional staff member was recruited towards the end of the reporting period (May 2025) which necessitated an additional amount being paid for a solicitor's practicing certificate.

The Board's expenditure for professional consulting/legal fees was less than predicted during the reporting period due to a reduced need to brief Counsel and/or solicitors to appear on the Board's behalf in relation to complex applications for admission and there being no need to engage professional experts such as a psychiatrist during the reporting period. It is extremely difficult to anticipate potential legal fees or the need to engage experts due to being unable to envisage when or how many applications may need to be referred to the Court under Rule 15(2), or which may be referred by the Board or the Court for determination of fact.

Merchant bank fees were higher due to correlating increases in the number of applications received throughout the year. Notably, professional consulting fees were slightly higher than expected due to increases in the number of applications received from overseas law graduates and legal practitioners seeking to have their overseas qualifications and experience assessed.

The Board's project, printing and stationery costs were less than budgetary estimates. An amount of $37,178 was incurred to print the Board's QLC for 2025. Printing and stationary costs were reduced due to ongoing provision of material to the Board electronically. Expenditure associated with other items included in the budget that were less than anticipated relate to catering, travel and accommodation, postage and courier costs, IT hardware, costs for staff training, and room hire.

Governance – risk management and accountability

Risk management committee

Under the discretionary provisions of the FPMS, the Board continued not to appoint a risk management committee during the reporting period.

The Board has a risk management system including a risk management plan and risk register. During the reporting period neither the plan nor register has been reviewed.

External scrutiny

Aside from the annual audit of its financial statements, the Board has not been the subject of external audit or review. No issues have been raised during the audit of the Board's financial statements.

Audit committee and internal audit function

Under the discretionary provisions of the FPMS, the Board continued not to appoint an audit committee or internal audit function during the reporting period. This decision is due to the size of the Board and because the Board's operating systems and processes are provided by the QLS in accordance with section 662 of the Act.

The Board has not received a directive from the appropriate Minister to establish an internal audit function.

Information systems and recordkeeping

Retention and Disposal of the Board's records continues in accordance with the QLS' *Retention and Disposal Schedule* (issued October 2021) and the Queensland State Archivist (QSA) Records Governance Policy (v1.0.2 issued April 2019).

No further consideration has been given to the Board's own retention and disposal schedule during the reporting period.

Governance – human resources

Workforce planning, attraction, developing and retention

The Board continues to receive Secretariat and administrative support under section 662 of the Act through QLS staff.

The Secretary to the Board has been in her current role for 22½ years. One of the Board's Admissions Assistants has been in her current role for 6¼ years.

The Board's Secretary continues to assess the compliance of local law and PLT programs as part of her role. Consideration continues to be given to recruitment of a Program Compliance Officer on a part-time (0.5) basis to assist with future assessment of local law and PLT programs in respect of compliance with the requirements of Guidelines 1 and 2 of the Admission Rules (Attachments A and B of the LACC Report).

The Board's current Admissions Compliance Officer continues on a part time basis (0.8). Due to the volume of complex applications being received, an additional full-time Admissions Compliance Officer commenced with the Board in May 2025.

The Board also currently receives assistance from a full-time staff member and two part-time (0.66 and 0.8) staff members holding Admissions Assistant roles.

The workforce profile and target group data for staff performing the Board's work as at the last full fortnight of the June 2025 quarter (including external assessors) is as follows:

Gender	**Number (Headcount)**	**Percentage of total workforce (Calculated on headcount)**
Woman	5	62.5%
Man	3	37.5%
Non-binary	-	0%
Another term	0	0%
Not disclosed	0	0%
Diversity Groups	**Number (Headcount)**	**Percentage of total workforce (Calculated on headcount)**
Women	5	62.5%
Aboriginal Peoples and Torres Strait Islander Peoples	0	0%
People with disability	1	12.5%
Culturally and Linguistically Diverse – Speak a language at home other than English at home	1	12.5%
Women in Leadership Roles	**Number (Headcount)**	**Percentage of total Leadership Cohort (Calculated on headcount)**
Women in Leadership Roles	1	100%

Table 4: 2025/2026 Workforce Profile

During the reporting period, the QLS contracted two casual external legal practitioners to perform the assessments and reassessments of overseas academic and PLT and experience in practice. Both external assessors remained in their roles during the reporting period.

Although the Board does not employ staff, it supports the QLS's workforce planning and performance management frameworks, and takes an active role in supporting the continued training of the Secretariat staff's attendance at internal and external training to develop their capabilities and enhance their skills.

The Board supports the QLS promoting flexible working arrangements, for example, flexible work hours, working from home, etc. and work-life balance.

Early retirement, redundancy and retrenchment

No redundancy/early retirement/retrenchment packages were paid during the reporting period.

Disclosure of additional information – Open Data

Additional information in relation to the Board's reporting obligations in terms of engaging consultants, overseas travel, and Queensland Language Services Policy, can be obtained through the Government Open Data website at www.qld.gov.au/data.

Requirements of annual reporting under *Financial Accountability Act 2009*

This annual report has been prepared pursuant to section 63(1) of the FAA and other prescribed requirements. The Board has complied with its requirements to provide the annual report in accordance with its statutory requirements.

GRAHAM GIBSON KC
Chair

5 September 2025

Glossary

Organisations

AALAA	Administrators of Australian Law Admitting Authorities
ACU	Australian Catholic University
BAQ	Bar Association of Queensland
Board	Legal Practitioners Admissions Board
Bond	Bond University
College	College of Law (Qld)
CQU	Central Queensland University
DHA	Department of Home Affairs
DJAG	Department of Justice and Attorney-General
Griffith	Griffith University
JCU	James Cook University
LACC	Law Admissions Consultative Committee
LCCL	Leo Cussen Centre for Law
LSC	Legal Services Council and Commissioner for Uniform Legal Services Regulation
MCF	Minds Count Foundation (previously the Tristan Jepson Memorial Foundation)
OQAC	Overseas Qualifications Assessment Committee
QCAT	Queensland Civil and Administrative Tribunal
QLS	Queensland Law Society
QSA	Queensland State Archivist
QUT	Queensland University of Technology
USC	University of the Sunshine Coast
USQ	University of Southern Queensland

UQ	University of Queensland
VLAB	Victorian Legal Admissions Board

Statutory instruments

Act	*Legal Profession Act 2007* (Qld)
FAA	*Financial Accountability Act 2009* (Qld)
FPMS	*Financial and Performance Management Standard 2019* (Qld)
HRA	*Human Rights Act 2019* (Qld)
IPA	*Information Privacy Act 2009* (Qld)
MRA	*Mutual Recognition (Queensland) Act 1992*
PIDA	*Public Interest Disclosure Act 2010* (Qld)
PRA	*Public Records Act 2002* (Qld)
PSEA	*Public Sector Ethics Act 1994* (Qld)
RTIA	*Right to Information Act 2009* (Qld)
Admission Rules	*Supreme Court (Admission) Rules 2004*
TTMRA	*Trans-Tasman Mutual Recognition (Queensland) Act 2003*

General

Accreditation Standards	*Accreditation Standards for Australian Law courses*
CORO	Conference of Regulatory Officers
HR	Human Resources
ICT	Information and Communication Technology
IELTS	International English Language Testing System
IT	Information Technology
PLT	Practical legal training
QDAN	Queensland Disposal Authority Number
QLC	*Queensland Lawyers' Companion*

Uniform Principles	*Uniform Principles for Assessing Qualifications for Overseas Applicants for Admission to the Australian Legal Profession* (Admission Guidelines Number 3 issued under Rule 9AA(1)(c) of the Admission Rules)

Appendices

Appendix 1 Compliance checklist

Appendix 2 Information about Government Bodies

Appendix 3 Audited 2024/2025 financial statements

(The materials presented in these financial statements are provided by the Board for information purposes only. Users should note that the electronic versions of the financial statements are not recognised as the official or authorised version. The electronic versions are provided solely on the basis that users will take responsibility for verifying their accuracy, completeness and currency. Although considerable resources are used to prepare and maintain the electronic versions, the Board accepts no liability for any loss or damage that may be incurred by any person acting in reliance on the electronic versions.

The official copy of the annual report, as tabled in the Legislative Assembly of Queensland, can be accessed from the Queensland Parliament's tabled papers database: https://www.parliament.qld.gov.au/Work-of-the-Assembly/Tabled-Papers

Appendix 4 Statistical data 2024/2025

List of figures, graphs and tables

Figure 1 **Organisational structure**

Graph 1 **Admission numbers over previous five (5) financial years**

Table 1 **Assessment of overseas academic qualifications**

Table 2 **Assessment of practical legal training and experience in practice**

Table 3 **2024/2025 financial performance**

Compliance Checklist

Summary of requirement		Basis for requirement	Annual report reference
Letter of compliance	• **A letter of compliance from the accountable officer or statutory body to the relevant Minister/s**	ARRs – section 7	ii
Accessibility	• **Table of contents** • **Glossary**	ARRs – section 9.1	iii – iv 22 - 24
	• **Public availability**	ARRs – section 9.2	i
	• **Interpreter service statement**	*Queensland Government Language Services Policy* ARRs – section 9.3	i
	• **Copyright notice**	*Copyright Act 1968* ARRs – section 9.4	i
	• **Information Licensing**	*QGEA – Information Licensing* ARRs – section 9.5	i
General information	• **Introductory Information**	ARRs – section 10	1
Non-financial performance	• **Government's objectives for the community and whole-of-government plans/specific initiatives**	ARRs – section 11.1	2
	• **Agency objectives and performance indicators**	ARRs – section 11.2	2 - -6
	• **Agency service areas and service standards**	ARRs – section 11.3	11 - 16
Financial performance	• **Summary of financial performance**	ARRs – section 12.1	16 - 18
Governance – management and structure	• **Organisational structure**	ARRs – section 13.1	6 – 10
	• **Executive management**	ARRs – section 13.2	8 - 9
	• **Government bodies (statutory bodies and other entities)**	ARRs – section 13.3	Appendix 2
	• **Public Sector Ethics**	*Public Sector Ethics Act 1994* ARRs – section 13.4	11
	• **Human Rights**	*Human Rights Act 2019* ARRs – section 13.5	11
	• **Queensland public service values**	ARRs – section 13.6	NA
Governance – risk management and accountability	• **Risk management**	ARRs – section 14.1	18
	• **Audit committee**	ARRs – section 14.2	19
	• **Internal audit**	ARRs – section 14.3	19
	• **External scrutiny**	ARRs – section 14.4	19
	• **Information systems and recordkeeping**	ARRs – section 14.5	19
	• **Information Security attestation**	ARRs – section 14.6	NA

Summary of requirement		Basis for requirement	Annual report reference
Governance – human resources	• **Strategic workforce planning and performance**	ARRs – section 15.1	19 – 20
	• **Early retirement, redundancy and retrenchment**	Directive No.04/18 *Early Retirement, Redundancy and Retrenchment* ARRs – section 15.2	20
Open Data	• **Statement advising publication of information**	ARRs – section 16	21
	• **Consultancies**	ARRs – section 31.1	https://data.qld.gov.au
	• **Overseas travel**	ARRs – section 31.2	https://data.qld.gov.au
	• **Queensland Language Services Policy**	ARRs – section 31.3	https://data.qld.gov.au
	• **Charter of Victims' Rights**	*VCSVRB Act 2024* ARRs – section 31.4	https://data.qld.gov.au
Financial statements	• **Certification of financial statements**	FAA – section 62 FPMS – sections 38, 39 and 46 ARRs – section 17.1	Appendix 3
	• **Independent Auditor's Report**	FAA – section 62 FPMS – section 46 ARRs – section 17.2	Appendix 3

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2019*

ARRs *Annual report requirements for Queensland Government agencies*

Annual report requirements for Queensland Government agencies for the 2024–25 reporting period

Reporting template for Section 13.3 Government bodies (statutory bodies and other entities)

Name of Government body *Legal Practitioners Admissions Board*					
Act or instrument	*Legal Profession Act 2007* (Qld)				
Functions	*The Board's primary role is to assist the Supreme Court by making a recommendation about each application for admission as a lawyer in Queensland y considering whether an application is made under the Rules, whether an applicant is eligible and suitable for admission, and whether there are other matters the Supreme Court may consider relevant to the application.* *The Board's other functions include:* • *considering and making declarations as to an applicant's suitability for admission in terms of applications for early consideration of suitability;* • *approving, in conjunction with the Chief Justice of Queensland, academic qualifications and practical legal training (PLT) programs as 'approved academic qualifications' and 'approved practical legal training requirements' respectively;* • *assessing and approving academic, and practical legal training and experience in practice, of overseas law graduates and legal practitioners in accordance with the Uniform Principles for Assessing Qualifications of Overseas Applicants for Admission to the Australian Legal Profession (the Uniform Principles);* • *overseeing the supervised traineeship scheme as 'approved practical legal training requirements' and prerequisite for those seeking to be admitted as a lawyer in Queensland in accordance with the Rules;* • *granting approval for law graduates to commence their approved practical legal training early thereby allowing students to undertake their training in conjunction with their academic qualifications;* • *reviewing English language proficiency of applicants seeking admission;* • *reviewing approved academic qualifications and approved practical legal training attained by applicants five years before seeking admission to the legal profession;* • *providing information, service areas, and support to applicants seeking to complete the requirements and apply to the Supreme Court for admission as a lawyer in Queensland.*				
Achievements	*Included within the content of the Annual Report 2024 – 2025 at pages 11 to 16*				
Financial reporting	*Transactions of the Legal Practitioners Admissions Board are audited on an annual basis by the Queensland Audit Office and are accounted for in the Annual Financial Statements (2024 – 2025) at Appendix 3. Reporting also provided in the Annual Report 2024 – 2025 at pages 16 to 18.*				
Remuneration					
Position	Name	Meetings/sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
Chair	*Mr Gregory Moroney* *(*see below under LACC meetings)*	*9*	*Nil*	*Not applicable*	*Nil*
Board Member	*Mr Graham Gibson KC*	*7*	*Nil*	*Not applicable*	*Nil*
Board Member	*Ms Ruth O'Gorman KC*	*7*	*Nil*	*Not applicable*	*Nil*
Board Member	*Ms Jennifer Sheean*	*9*	*Nil*	*Not applicable*	*Nil*
Deputy Chair	*Mr Noel Jensen*	*8*	*Nil*	*Not applicable*	*Nil*

Board Member	*Ms Petrina Macpherson*	*9*	*Nil*	*Not applicable*	*Nil*
Board Member	*Ms Philippa Mott*	*6*	*Nil*	*Not applicable*	*Nil*
Board Member	*Ms Julie Steel (1 July 2024 to 20 December 2024)*	*4*	*Nil*	*Not applicable*	*Nil*
Board Member	*Ms Amanda O'Brien (31 January 2025 to 30 June 2025)*	*2*	*Nil*	*Not applicable*	*Nil*
No. scheduled meetings/sessions	*9*				
Total out of pocket expenses	*NII*				

Name of Government body *Law Admissions Consultative Committee*					
Act or instrument	*Nil*				
Functions	*To oversee and prescribe requirements relevant to admission for admitting authorities within Australia*				
Achievements	*Unknown*				
Financial reporting	*Unknown*				
Remuneration					
Position	Name	Meetings/sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
Member	*Mr Greg Moroney*	*One attended in person, three attended by teleconference*	*Nil*	*Not applicable*	*Nil*
No. scheduled meetings/sessions	*4*				
Total out of pocket expenses	*Nil*				

Appendix 3

LEGAL PRACTITIONERS ADMISSIONS BOARD

Financial Report
For the year ended 30 June 2025

Legal Practitioners Admissions Board
Financial Report

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Legal Practitioners Admissions Board
Statement of Comprehensive Income
For the year ended 30 June 2025

	Notes	2025 $	2024 $
Revenue			
Admission revenue	B1	961,884	763,377
Interest income	B1	73,532	89,060
Other revenues	B1	21,468	65,369
Total revenue		**1,056,884**	**917,806**
Expenses			
Administration expenses	B2-1	697,446	695,823
Management fees paid to Queensland Law Society Incorporated		87,265	86,729
Audit fees	B2-2	13,750	12,500
Total expenses		**798,461**	**795,052**
Operating result for the year		**258,423**	**122,754**
Other comprehensive income		-	-
Total comprehensive income for the year		**258,423**	**122,754**

The accompanying notes form part of these statements.

Legal Practitioners Admissions Board
Statement of Financial Position
As of 30 June 2025

	Notes	2025	2024
		$	$
Current assets			
Cash and cash equivalents	C1	2,495,000	2,213,270
Receivables	C3	6,925	21,205
Total current assets		**2,501,925**	**2,234,475**
Total assets		**2,501,925**	**2,234,475**
Current liabilities			
Payables	C4	62,788	53,761
Total current liabilities		**62,788**	**53,761**
Total liabilities		**62,788**	**53,761**
Net assets		**2,439,137**	**2,180,714**
Equity			
Accumulated surplus		2,439,137	2,180,714
Total equity		**2,439,137**	**2,180,714**

The accompanying notes form part of these statements.

Legal Practitioners Admissions Board
Statement of Changes in Equity
For the year ended 30 June 2025

	2025 $	2024 $
Accumulated surplus		
Balance on 1 July	2,180,714	2,057,960
Total comprehensive income for the year	258,423	122,754
Balance on 30 June	**2,439,137**	**2,180,714**

The accompanying notes form part of these statements.

Legal Practitioners Admissions Board
Statement of Cash Flows
For the year ended 30 June 2025

	Notes	2025 $ Inflows/ (Outflows)	2024 $ Inflows/ (Outflows)
Cash flows from operating activities			
Contributions by applicants and other receipts		983,352	828,971
Interest receipts		73,532	89,060
GST input tax credits from ATO		19,654	19,773
Administration expenses and other payments		(775,154)	(897,848)
GST Paid to suppliers		(19,654)	(19,773)
Net cash generated from operating activities	**C1**	**281,730**	**20,183**
Net increase in cash and cash equivalents held		**281,730**	**20,183**
Cash and cash equivalents at the beginning of the financial year		**2,213,270**	**2,193,087**
Cash and cash equivalents at the end of the financial year	**C1**	**2,495,000**	**2,213,270**

The accompanying notes form part of these statements.

A1 BASIS OF FINANCIAL STATEMENT PREPARATION

A1-1 GENERAL INFORMATION

The Legal Practitioners Admissions Board (the Board) operates pursuant to s659 of the *Legal Profession Act 2007* (the Act). The Board is defined as a statutory body under the *Financial Accountability Act 2009,* has been established for the purpose of performing its statutory obligations and obligations under the Act and Admission Rules.

The principal place of business of the Board is 179 Ann Street, Brisbane, QLD 4000.

A1-2 COMPLIANCE WITH PRESCRIBED REQUIREMENTS

The Queensland Law Society has prepared these financial statements on the Board's behalf in compliance with section 39 of the *Financial and Performance Management Standard 2019*. The financial statements comply with Queensland Treasury's Minimum Reporting Requirements for reporting periods beginning on or after 1 July 2024.

The Board is a not-for-profit entity, and these general-purpose financial statements are prepared on an accrual basis (except for the Statement of Cash Flows which is prepared on a cash basis) in accordance with Australian Accounting Standards and Interpretations applicable to not-for-profit entities.

A1-3 PRESENTATION

Currency and rounding

Amounts included in the financial statements are in Australian dollars and rounded to the nearest dollar.

Comparatives

Comparative information reflects the audited 2023-24 financial statements.

Current/non-current classification

Assets and liabilities are classified as either 'current' or 'non-current' in the Statement of Financial Position and associated notes.

Assets are classified as 'current' where their carrying amount is expected to be realised within twelve (12) months after the reporting date. Liabilities are classified as 'current' when they are due to be settled within twelve (12) months after the reporting date, or the Board does not have an unconditional right to defer settlement to beyond twelve (12) months after the reporting date.

All other assets and liabilities are classified as 'non-current'.

A1-4 BASIS OF MEASUREMENT

Historical cost is used as the measurement basis in this financial report except were stated otherwise.

A2 THE BOARD'S OBJECTIVES

The Board's primary role is to assist the Supreme Court of Queensland by making a recommendation about each application for admission. The major source of income for the Board is Admission Application fees as prescribed under the *Legal Profession Regulation 2007*.

A3 AUTHORISATION OF FINANCIAL STATEMENTS FOR ISSUE

The financial statements are authorised for issue by the Board Chairperson and the Chief Executive Officer at the Queensland Law Society at the date of signing the Management Certificate.

B1 REVENUE

Admissions revenue, registration of traineeship fees and assessments of overseas academic and practical legal training fees are recognised when payment is received. Interest revenue is recognised as it accrues, considering the effective yield on the financial asset and is also recognised net of bank charges.

	2025 $	2024 $
Admission Revenue		
Admission application fee	927,184	748,803
Admission application fee – mutual recognition	34,700	14,574
	961,884	**763,377**
Other Revenues		
Registration of traineeship	1,794	1,932
Approval of overseas academic and practical legal training	18,712	18,648
Interest income	73,532	89,060
Sundry income	962	44,789
	95,000	**154,429**
Total revenue	**1,056,884**	**917,806**

B2 EXPENSES

B2-1 ADMINISTRATION EXPENSES

	2025 $	2024 $
Salaries and Wages	443,144	458,915
Annual Leave Taken	22,598	23,473
Personal Leave Taken	18,691	7,988
Professional fees	153,418	148,429
Printing and stationery	37,178	39,233
Other expenses	22,417	17,785
Total administration expenses	**697,446**	**695,823**

Wages and salaries due but unpaid at reporting date are recognised in the Statement of Financial Position at current salary rates. As the Board expects such liabilities to be wholly settled within 12 months of reporting date, the liabilities are recognised at undiscounted amounts.

Superannuation contributions are made to eligible complying superannuation funds based on the rates specified in the relevant conditions of employment. Contributions are expensed when they are paid or become payable following completion of the employee's service each pay period. Any contributions due but unpaid at reporting date are recognised in the Statement of Financial Position at current rates. As the Board expects such liabilities to be wholly settled within 12 months of reporting date, the liabilities are recognised at undiscounted amounts.

Professional fees are paid to legal firms and other professionals in assisting the Board in reviewing admission applications from persons seeking admission to the legal profession in Queensland.

The Board pays premiums to Workcover Queensland in respect of its obligations for employee compensation. Workers' compensation insurance is a consequence of employing staff but is not counted in an employee's total remuneration package. It is not an employee benefit and is recognised separately as employee related expenses at Workers Compensation account.

Key management personnel and remuneration disclosures are detailed in Note E1.

B2 EXPENSES (continued)

B2-2 AUDIT FEES

Total audit fees paid or payable to the Queensland Audit Office to perform an audit of the Board's transactions for 2024-25 are $13,750 (2024: $12,500). There are no non-audit services included in this amount.

	2025 $	2024 $
Audit fees	13,750	12,500
Total audit fees	**13,750**	**12,500**

C1 CASH AND CASH EQUIVALENTS

For the purposes of the Statement of Financial Position and Statement of Cash Flows, cash assets include all cash and cheques receipted and banked on 30 June as well as deposits on call with financial institutions. The Cash Deposit Account is an interest-bearing account which is readily convertible to cash on hand at the Board's option and is subject to a low risk of changes in value.

	2025 $	2024 $
Cash at bank and on hand	2,494,888	413,270
Cash deposit account	112	1,800,000
Total cash and cash equivalents	**2,495,000**	**2,213,270**

Reconciliation of the operating result for the year to net cash generated from operating activities

	2025 $	2024 $
Operating result for the year	258,423	122,754
Changes in assets and liabilities:		
(Increase)/decrease in receivables	14,280	18,476
(Decrease)/increase in payables	9,027	(121,047)
Net cash generated from operating activities	**281,730**	**20,183**

C2 FINANCIAL INSTRUMENTS

Recognition

Financial assets and financial liabilities are recognised in the Statement of Financial Position when the Board becomes party to the contractual provisions of the financial instrument.

Classification

Financial instruments are classified as follows:

- Receivables – held at amortised cost
- Payables – held at amortised cost
- Cash and cash equivalents

The Board does not enter into transactions for speculative purposes, nor for hedging.

Liquidity risk

In the management of liquidity risks, the Board monitors and maintains a level of cash and cash equivalents deemed adequate by management to finance the Board's operations and mitigate the effects of fluctuations in cash flows.

The Board manages its expected cash flow requirements against the budget. These are monitored in conjunction with available cash and investments readily convertible to cash.

As at the reporting date, the Board's financial liabilities are all current.

C3 RECEIVABLES

All receivables have been recognised on an accrual basis and are carried at actual amounts less an impairment.

The Board assesses at each reporting date whether there is objective evidence that these financial assets are impaired and recognises an allowance for impairment when such evidence exists. A further allowance for impairment is calculated by applying the simplified approach to the calculation of lifetime expected credit losses.

The percentage applied is calculated based on historical default rates with a forward-looking estimate adjustment which incorporates various risk factors appropriate for the class of receivable being assessed. The table below is presented net of nil impairment.

	2025 $	2024 $
Prepayments and other receivables	6,925	21,205
Queensland Law Society Incorporated	-	-
Total receivables	**6,925**	**21,205**

C4 PAYABLES

Trade creditors are recognised on receipt of goods or services and are carried at actual amounts, gross of applicable trade and other discounts. Amounts are unsecured and are generally settled on 30-day terms.

	2025 $	2024 $
Trade creditors	46,667	41,907
Other payables	16,121	11,854
Total payables	**62,788**	**53,761**

D1 CONTINGENT LIABILITIES AND EVENTS AFTER BALANCE DATE

There were no known contingent liabilities on 30 June 2025. There are no events after the reporting date requiring disclosure in the financial report.

E1 KEY MANAGEMENT PERSONNEL DISCLOSURES

Key management personnel and remuneration disclosures are made in accordance with the *Financial Reporting Requirements of Queensland Government Agencies for Reporting Periods beginning on or after 1 July 2024* (FRR) (Queensland Treasury, April 2020), consistent with additional guidance included in the revised version of AASB 124 *Related Party Disclosures*.

The following details for key management personnel include those positions that had authority and responsibility for planning, directing and controlling the activities of the Board during 2024-25. The role of Chair and Deputy Chair are supported by the appointed board members.

Position	Position Responsibility
Chair	Responsible for determining Board meetings and oversee functions performed by board members and authorising operational matters. In addition, acts as the Chief Justice's representative on Law Admissions Consultative Committee.
Deputy Chair	Exercising the powers of Chair in his absence
Board Member	The Board's primary role is to assist the Supreme Court by making a recommendation about each application for admission as a lawyer in Queensland considering whether an application is made under the Rules, whether an applicant is eligible and suitable for admission, and whether there are other matters the Supreme Court may consider relevant to the application.

Position	Person	Start of Term	End of Term
Chair	Mr Greg Moroney	01/07/2004	30/06/2025
Deputy Chair	Mr Noel Jensen	01/07/2004	30/06/2025
Board Member	Ms Jennifer Sheean	15/09/2017	Current
Board Member	Ms Julie Steel	01/07/2007	20/12/2024
Board Member	Ms Amanda O'Brien	31/01/2025	current
Board Member	Ms Petrina Macpherson	01/07/2021	Current
Board Member	Ms Philippa Mott	04/03/2021	30/06/2025
Board Member	Mr Graham Gibson KC	01/07/2022	Current
Board Member	Ms Ruth O'Gorman KC	13/05/2024	Current

KMP Remuneration Policy

The Board is constituted by eight (voluntary) members under section 660 of the Act. The Honourable Chief Justice of Queensland appoints six members: four members by nomination, and two are nominated by Queensland Law Society and the Bar Association of Queensland ('BAQ').

The Board members are not remunerated for their services to the Board.

E2 RELATED PARTY TRANSACTIONS

The following significant transactions took place between the Board and its related parties during the financial period on commercial terms agreed by the parties concerned.

	2025 $	2024 $
Management fees paid to Queensland Law Society	87,265	86,729
Professional fees paid to a firm of which a board member is a KMP:		
- Jensen & Co	-	500
- Jennifer Sheean	-	221
- Greg Moroney	3,302	5,297
Total related party transactions	**90,567**	**92,747**

E3 FIRST YEAR APPLICATION OF NEW ACCOUNTING STANDARDS OR CHANGE IN ACCOUNTING POLICY

Changes in accounting policy

The Board did not voluntarily change any of its accounting policies during 2024-25.

Accounting standards early adopted

No Australian Accounting Standards have been early adopted for 2024-25.

Accounting standards applied for the first time

No Australian accounting standards or interpretations that apply for the first time during 2024-25 had any impact on the Board.

E4 TAXATION

The Board is exempt from income tax by virtue of section 50-25 of the *Income Tax Assessment Act 1997* apart from Fringe Benefits Tax (FBT) and Goods and Services Tax (GST).

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of the expense. Receivables and payables are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the ATO is included as a current asset or liability in the statement of financial position.

Cash flows are included in the Statement of Cash Flows on a gross basis. The GST components of cash flows arising from investing activities and financing activities which are recoverable from, or payable to, the ATO are classified as operating cash flows.

Legal Practitioners Admissions Board
Management Certificate
For the year ended 30 June 2025

These general purpose financial statements have been prepared pursuant to section 62(1) of the *Financial Accountability Act 2009* (the Act), section 39 of the *Financial and Performance Management Standard 2019* and other prescribed requirements. In accordance with section 62(1)(b) of the Act we certify that in our opinion:

a. the prescribed requirements in respect of the establishment and keeping of accounts have been complied with in all material respects.

b. the financial statements have been drawn up to present a true and fair view, in accordance with the prescribed accounting standards, of the transactions of the Legal Practitioners Admissions Board for the financial year ended 30 June 2025 and of the financial position of the Board as at the end of that year.

We acknowledge responsibility under section 7 and section 11 of the *Financial and Performance Management Standard 2019* for the establishment and maintenance, in all material respects, of an appropriate and effective system of internal controls and risk management processes with respect to financial reporting throughout the

Chairperson
Graham Gibson KC

1 September 2025

Chief Executive Officer, QLS
Matt Dunn

1 September 2025

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Audit Office
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INDEPENDENT AUDITOR'S REPORT

To the Board of Legal Practitioners Admissions Board

Report on the audit of the financial report

Opinion

I have audited the accompanying financial report of Legal Practitioners Admissions Board.

The financial report comprises the statement of financial position as at 30 June 2025, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including material accounting policy information, and the management certificate.

In my opinion, the financial report:

a) gives a true and fair view of the entity's financial position as at 30 June 2025, and its financial performance and cash flows for the year then ended; and

b) complies with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019 and Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report.

I am independent of the entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including independence standards)* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of the entity for the financial report

The Board is responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019 and Australian Accounting Standards, and for such internal control as the Board determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The Board is also responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the entity or to otherwise cease operations.

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Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of my responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at:

https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf

This description forms part of my auditor's report.

Statement

In accordance with s.40 of the *Auditor-General Act 2009*, for the year ended 30 June 2025:

a) I received all the information and explanations I required.

b) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

Prescribed requirements scope

The prescribed requirements for the establishment and keeping of accounts are contained in the *Financial Accountability Act 2009*, any other Act and the Financial and Performance Management Standard 2019. The applicable requirements include those for keeping financial records that correctly record and explain the entity's transactions and account balances to enable the preparation of a true and fair financial report.

2 September 2025

Lisa Fraser
as delegate of the Auditor-General

Queensland Audit Office
Brisbane

1 JULY 2024 TO 30 JUNE 2025
LEGAL PRACTITIONERS

	BRISBANE						CAIRNS						ROCKHAMPTON						TOWNSVILLE									
			DLP						DLP						DLP						DLP							
	ST	Other	COLQ	Bond	QUT	LeoC	ST	Other	COLQ	Bond	QUT	LeoC	ST	Other	COLQ	Bond	QUT	LeoC	ST	Other	COLQ	Bond	QUT	LeoC	**Total**	TTMRA	MRA	**Total**
July																					6				**6**	5		**5**
Aug	1	29	95	9	19	7			5			1					1				1				**168**	2		**2**
Sept	2	1	106	7	22	5									2										**145**	5		**5**
Oct	1		60	9	17	2			5		1				1						2		1		**99**	8		**8**
Nov	1		105	10	14	5									2	1					2		1		**141**	6		**6**
Dec		1	127	4	18	4	1	1	5												5				**166**	8		**8**
Jan															6										**6**	2		**2**
Feb	2	3	100	3	21	5	1		3												2				**140**	2		**2**
March	21	2	64	4	14	5									1		1								**112**	3		**3**
April									1	1											4			1	**7**	5	1	**6**
May	3	3	88	10	7	5									3						3				**122**	2		**2**
June	1	1	89	8	9	1															2				**111**	2		**2**
Total	32	40	834	64	141	39	2	1	19	1	1	1	0	0	15	1	2	0	0	0	27	0	2	1	**1223**	**50**	**1**	**51**
																									Grand Total			**1274**

Appendix 4