



MINUTES FINAL

47th Meeting of Legal Services Regulatory Authority – Minutes (FINAL)

Date: 4 September 2025
Time: 16:30 to 18:30
Location: Ormond Meeting Rooms

Attendees:

Authority Members	Executive & Secretariat	Others
Tom Boland (Chair)	Brian Doherty (CEO)	
Éilis Barry*	Ultan Ryan (Secretary)	
Shane Galligan		
Paul McGarry SC*		
Simon Murphy*		
Michele O'Boyle SC		
Bríd O'Donovan		
Paul O'Donovan*		
Síona Ryan		
Emily Sherlock		

*Attended remotely

Apologies:
Sara Moorhead SC

Section 1 – Administration

1.0 General

- 1.1 Agenda adopted.
- 1.2 Declaration of Interests on agenda items. None raised.
- 1.3 Minutes of Authority meeting of 12 June 2025 and Minutes of Special Meeting of the Authority on 11 July approved subject to amendment.

Matters arising in Minutes dealt with in the CEO Report.

Section 2 – Governance

2.0 CEO Report (including update on Risk Register)

The CEO report was taken as read with the following items addressed by the CEO at the meeting:

2.1.1 CEO Report provided updates on matters arising from Minutes of 12 June 2025 and highlighted activity and the Risk Register dashboard since the last Authority meeting. The following aspects of the report were discussed at the meeting:

2.1.2 AMLA (Anti-Money Laundering):

The CEO updated the Authority on his meeting with officials from Department of Justice, Home Affairs & Migration (DJHAM).

The CEO stated that engagement with AMLA by the LSRA through the Central Bank has significantly increased the amount of time and resources required by the LSRA to review and consider the same and respond in sufficient and reliable substance in a timely manner.

The CEO flagged that there are also additional demands on the LSRA with regard to the Sixth AML Directive from DJHAM and increasing engagement required by the AMLSC at the Department of Finance.

The CEO informed the Authority that resources are not currently available to the LSRA and in this context the Central Bank and DJHAM have been informed by the LSRA that the LSRA cannot currently engage in full with the Central Bank and DJHAM with regard to AML with the exception of any objectively binding legal obligations upon the LSRA as a competent supervisory authority pursuant to the AML regulatory structures in Ireland and the EU.

The CEO stated that the matter would be discussed with DJHAM at the second biannual Governance Meeting and that the LSRA's position on resourcing, funding and expertise in this area, whether by entity oversight or individual regulation would be reiterated at that forum.

The Authority agreed with the position taken by the CEO in the engagement with the Department and that position should remain unchanged.

2.1.3 Recruitment and Staffing:

The CEO stated that the LSRA's Head of Legal Department is expected to return to work from November. The LSRA has continued to extend the secondment period for the member of Fieldfisher staff to assist the Department with its work, in particular in respect of its engagement with the LPDT Tribunal.

The CEO also stated that an additional resource for Communications would be starting on 8 September and that a campaign for recruitment of a new Head of Corporate/HR Department was coming to a conclusion.

Both the CEO and the Head of Communications, Research & Innovation will be leaving the LSRA in September and October respectively.

2.1.4 Legal Partnerships:

The CEO informed the Authority that a second Legal Partnership has been registered.

2.1.5 Strategic and Business Planning:

The Strategic Plan 2025-2028 was included on the agenda for this meeting for approval under item 11. The CEO updated the Authority in respect of the development of a Business Plan for 2026 based on the new Strategic Plan.

2.1.6 Risk Register:

The Authority discussed the Risk Register update. The Register to be reviewed in more detail by the Finance, Audit & Risk (FAR) Committee at its next meeting.

2.1.7 Other matters were dealt with under separate agenda items.

3.0 Duly Authorised Register.

The Authority approved the revised staff listing on the Duly Authorised Register since previous meeting.

4.0 Re-Appointment of Review Committee Members

The CEO explained to the Authority the background to the functions and terms of office of members of the Complaints Committee. The Authority discussed the training of new members, the use of plenary sessions of the Committee members in full and the Committee Steering Group as tools for developing the skills of the Committees and of checking the consistency of approach to Committee business.

The Authority approved the appointment of three new lay members and one member nominated by the Law Society to the Complaints Committee and the reappointment of three lay members and one Law Society member for periods of 4 years in respect of all. See Resolution of the Authority at Appendix I.

New Lay Member Nominees:

Ms Breda Fox
Mr Gareth Clifford
Ms Siobhan Cullen

New Law Society Nominee:

Ms Caroline Browne

Reappointed Lay Members:

Ms Aoife McMahon
Ms Heather Briers
Mr Michael Walsh

Reappointed Law Society member:

Ms Linda Kirwan
(See Appendix I)

Section 3 – Finance

5.0 Financial Reports:

5.1 Management Accounts for period ended 30 June 2025

The Authority noted the LSRA Management Accounts and associated variance reports at end June 2025.

The Authority discussed the financial position generally and if a surplus arises, whether the LSRA should seek to build a reserve, offset against the levy for 2026, recoup outstanding section 32 advances owed to the Department or a combination of those. The Authority discussed the benefits to having the capacity to build a reserve of funding if possible.

5.2 Update on the Levy for the 2024 Financial Year

The Authority noted the update on Levy and the percentage of levy paid standing at 98.52%. Further receipts anticipated in Q4.

Section 4 – LSRA Policy and Implementation

6.0 Updates on the Performance of the Complaints & Resolutions Department of the LSRA and on the Operation of the LPDT

- 6.0.1 The CEO presented update reports, including statistical reports to the Authority in respect of the Complaints & Resolutions Department of the LSRA and on the operation of the LPDT.
- 6.0.2 The Authority discussed the report and statistics provided. The CEO explained that communications and messaging to legal practitioners was primary achieved through the biannual Section 73 Complaints Reports.
- 7.0 Update on the Barriers Report and the Section 16 Education and Training Committee:**
- 7.0.1 The Authority was updated on activities in respect of the Barriers Implementation Plan and the Section 16 Education and Training Committee since the last Authority Meeting in March. The Authority was informed that the second six monthly Breaking Down Barriers implementation progress report will be submitted to the Minister for Justice, Home Affairs and Migration before 12 September 2025.
- 7.0.2 The CEO informed the Authority that, arising from the Barriers Implementation Plan, the scope of the annual Section 33 Report on the Admissions Policies of the legal professions was expanded. The three professional bodies were requested to provide additional information for the 2024 report. The Law Society and King's Inns provided information on their existing initiatives to further increase flexible routes for solicitor/barrister training and their impact. The three professional bodies were invited to provide details of their existing access initiatives at second and third level and to outline their plans to evaluate the effectiveness and impact of these initiatives. All of the information provided was incorporated into the section 33 report which was published in July 2025.
- 7.0.3 The Authority was informed that the Section 16 Committee met on 2 September 2025. Arising from that meeting, the LSRA Executive is developing a Request for Quotes for the development of a National Competency Framework for Legal Education & Training with the intention that this work will commence before end 2025. In addition, the LSRA Executive is working with the Committee on a Accreditation Process document and a Request for Quotes for the development of a Resource and Funding Plan for the LPET Committee. The CEO confirmed that all outputs from the Section 16 will be presented to the Authority for approval when ready.
- 7.0.4 The Secretary was tasked by the Authority with setting up a library of historical material, i.e. key reports of the Authority etc which members can access.
- 8.0 Update on the Housing for All Implementation Working Group**

- 8.0.1 The CEO updated the Authority on the work of the Housing for All Implementation Working Group. The Authority was informed that the LSRA's role has involved assisting in a number of work streams including the development of a Charter of Best Practice for Solicitors and Estate Agents and a potential model through which e-Conveyancing could be delivered.
- 8.0.2 The Authority discussed the work programme of the Working Group including in respect of the proposed Code of Practice including the need to engage with solicitors in the development of the code.
- 8.0.3 In the context of this matter and other work activities (including Section 16 and Barriers Implementation Plan), the Authority raised concerns regarding resourcing (funding) and capacity (staff) to undertake and complete the volume of work which is being directed towards the LSRA.

9.0 Update on Third Party Litigation Funding and the Recommendations of the Law Reform Commission

The CEO provided an update on engagement between the LSRA and the LRC including a Draft Memorandum circulated to the LSRA by the LRC (proposed Regulatory Framework for Third-Party Funding in Ireland). The CEO informed the Authority that a further draft of this paper was being prepared and the Authority would be updated following receipt of that.

11.0 Strategic Plan 2025-2028

Item 11 taken before Item 10 (Recruitment of the CEO and Interim Arrangements).

- 11.0.1 The Authority discussed the Draft Strategic Plan 2025-2028. In respect of Strategic Priority 3, Effective Operations, the Authority again noted the need for resources and funding to achieve the targets the LSRA has set.
- 11.0.2 The Authority asked that a dashboard be developed to map the progress of each Business Plan against the Strategic Plan over the course of the period of the Strategic Plan 2025-2028.

10.0 Update on the Recruitment of the CEO and Interim Arrangements

- 10.0.1 The Chairperson updated the Authority on the establishment of the sub-Committee of the Authority to complete the recruitment campaign, including procurement of Executive Search expertise to assist the Committee with the campaign. The Chairperson stated that the Authority will be kept updated with campaign progress and it is intended that a special meeting of the Authority will take place to ratify the appointment of the new CEO at the end of that process.
- 10.0.2 The Authority went into closed session to discuss the interim arrangements in respect of the CEO post and other matters.

12.0 Closed Session of the Authority

The Secretary left the meeting for the closed session of the Authority.

13.0 AOB No matters arising.

Action Points – Meeting of 4 September 2025	
Agenda Item	Action
1.3	<u>Minutes:</u> - Minutes of 12 June 2025 and 11 July 2025 were approved. - Secretary to arrange signature by Chairperson and upload to LSRA website.
2.1	<u>CEO Report:</u> <u>Updates for next meeting on:</u> 2.1.5 Update on Risk Register. - Presentation of new CEO - AMLA – update on any further engagement from DJHAM in respect of Anti-Money Laundering functions. <u>Other:</u> - Dashboard aligning Business Plan with Strategic Plan to be prepared. This will be completed following on from the combined development of the Strategic Plan and the next Business Plan which will be aligned with the new Strategic Plan.
3.0	<u>Duly Authorised Register:</u> Updated Duly Authorised Register will be circulated prior to next Authority Meeting to reflect staff changes.
4.0	<u>Appointment and Reappointment of Complaints Committee Members:</u> - Secretary to arrange for the LSRA Committees Secretariat to inform the relevant Committee Members of the re-appointments; - For any member terms due for appointment or reappointment, these to be presented to the Authority at the next appropriate meeting.
5.0	<u>Financial Reports:</u> Up to date Financial Reports to be provided for next Authority meeting. This to include: - Latest available Management Accounts - Update on Levy
5.1	<u>Management Accounts:</u> Up to date Management Accounts with variance analyses to be presented to the Authority at its next meeting.

5.2	<u>Update on Levy for the 2024 Financial Year:</u> For inclusion as separate item or in CEO Report • Update on Levy process in 2025 (in respect of the 2024 Financial Year) • Update on Financial Position in 2025
6.1	<u>Update on performance of Complaints and Resolutions Department:</u> • Update Authority on Complaints statistics and processing; • Update on performance activities for Complaints Department; • Update Authority on Advertising Regulation activities.
6.2	<u>Update on the Performance of the LPDT</u> • Update on operation of the LPDT including Inquiries.
7.0	<u>Update on Barriers Report and the Section 16 Education and Training Committee:</u> • Update on implementation plan for Barriers Report; • Update on the work of Section 16 Education and Training Committee and LPET Committee.
8.0	<u>Update on the Housing for All Implementation Working Group:</u> • Update on any activity relevant to the LSRA
9.0	<u>Update on Third Party Litigation Funding and the Recommendations of the Law Reform Commission:</u> • Update on any activity relevant to the LSRA
11.0	<u>Update on Strategic Plan 2025-2028:</u> • Update on publication of Strategic Plan • Business Plan 2026 • Business Plan v Strategic Plan dashboard

FINAL Minutes Signed



12 February 2026

Ultan Ryan, Secretary

Date



12 February 2026

Tom Boland, Chairperson

Date

Appendix I – Complaints Committee appointments and reappointments



An tÚdarás Rialála
Seirbhísi Dlí
Legal Services
Regulatory Authority

Resolution of the Authority on the appointment of members to the Complaints Committee under Section 69 of the Legal Services Regulation Act 2015

Proposed by: Michele O’Boyle

Seconded by: Paul O’Donovan

Establishment of Complaints Committee

Pursuant to section 69(3)(1) of the Legal Services Regulation Act 2015, on 23 January 2020, the Authority formally passed a Resolution establishing a committee, to be known as the Complaints Committee for the purpose of considering and investigating complaints referred to it by the Authority under section 68.

Appointment of Lay Members

Pursuant to section 69(3)(a) and 69(4) of the Legal Services Regulation Act 2015, on 4 September 2025, the Authority formally passed a resolution duly appointing the following lay persons to be members of the Complaints Committee for a four year term commencing 4 September 2025:

Lay Member:

Ms. Breda Fox
Mr. Gareth Clifford
Ms. Siobhan Cullen

Re-appointment of Lay Members

Pursuant to section 69(3)(a) and 69(4) of the Legal Services Regulation Act 2015, on 4 September 2025, the Authority formally passed a resolution duly reappointing the following lay persons to be members of the Complaints Committee for a further four year term commencing 4 September 2025:

Lay Member:

Ms. Aoife McMahon
Ms. Heather Briers
Mr. Michael Walsh

Appointment of Member nominated by the Law Society of Ireland

Pursuant to section 69(3)(b) and 69(3)(c) of the Legal Services Regulation Act 2015, on 4 September 2025, the Authority formally passed this resolution duly appointing

the following person nominated by the Law Society of Ireland to be a member of the Complaints Committee for a 4 year term commencing 4 September 2025:

Law Society Nominee:

Ms. Caroline Browne

Re-appointment of Member nominated the Law Society of Ireland

Pursuant to section 69(3)(b) and 69(3)(c) of the Legal Services Regulation Act 2015, on 4 September 2025, the Authority formally passed this resolution duly reappointing the following person nominated by the Law Society of Ireland to be a member of the Complaints Committee for a further 4 year term commencing 4 September 2025:

Law Society Nominees:

Ms. Linda Kirwan

Signed by Secretary

A handwritten signature in black ink, appearing to read 'Ally Ryan', is written over a horizontal line.

Resolution passed on

4 September 2025

Annex I

Authority to refer complaints relating to misconduct to Complaints Committee

68. The Authority shall refer a complaint under [section 51 \(2\)](#) to the Complaints Committee where the client and legal practitioner concerned do not succeed in resolving a matter in accordance with [section 64](#).

Establishment and membership of Complaints Committee

69. (1) The Authority shall establish a committee, to be known as the Complaints Committee, for the purpose of considering and investigating complaints referred to it by the Authority under [section 68](#).
- (2) A member of the Complaints Committee shall—
- (a) hold office for a period of 4 years from the date of his or her appointment, and
 - (b) be eligible for reappointment as a member of the Complaints Committee, provided that he or she does not hold office for periods the aggregate of which exceeds 8 years.
- (3) The Complaints Committee shall be appointed by the Authority and shall consist of not more than 27 members of whom—
- (a) the majority shall be lay persons,
 - (b) not fewer than 8 shall be persons nominated by the Law Society, each of whom has practised as a solicitor for more than 10 years, and
 - (c) not fewer than 4 shall be persons nominated by the Bar Council, each of whom has practised in the State as a barrister for more than 10 years.
- (4) In appointing lay persons to be members of the Complaints Committee the Authority shall ensure that those members are persons who—
- (a) are independent of the professional bodies, and
 - (b) have expertise in or knowledge of—
 - (i) the provision of legal services,
 - (ii) the maintenance of standards in a profession (including those regulated by a statutory body),

(iii) the investigation and consideration of complaints relating to services, or

(iv) the interests of consumers of legal services.

(5) The Complaints Committee shall act in divisions of not less than 3 members and not more than 5 members (in this Act referred to as a "Divisional Committee").

(6) A Divisional Committee shall consist of an uneven number of members.

(7) Each Divisional Committee shall have a majority of lay members.

(8) The chairperson of each Divisional Committee shall be one of the lay members of that Divisional Committee.

(9) The chief executive shall make arrangements for the provision of such administrative and secretarial support to each Divisional Committee as he or she considers necessary.

(10) Subject to *subsections (6) and (7)*, where a complaint relates to a solicitor—

(a) in a case where the Divisional Committee consists of 3 members, one of the members of the Divisional Committee shall be a solicitor,

(b) in a case where the Divisional Committee consists of 5 members, 2 of the members of the Divisional Committee shall be solicitors.

(11) Subject to *subsections (6) and (7)*, where a complaint relates to a barrister—

(a) in a case where the Divisional Committee consists of 3 members, one of the members of the Divisional Committee shall be a barrister,

(b) in a case where the Divisional Committee consists of 5 members, 2 of the members of the Divisional Committee shall be barristers.