

## **University of Limerick Risk Review Group (ULRRG)**

### **Introduction**

1.1 The purpose of the University of Limerick Risk Review Group (ULRRG) is to assist the Executive Committee to implement the UL Risk Management Framework and reporting on key operational risks.

1.2 The University of Limerick Risk Review Group reports to Executive Committee via its Chair.

1.3 The ULRRG will provide their agreed minutes to the Executive Committee as soon as possible for noting and/or discussion as necessary. The ULRRG will report bi-annually to the Audit & Risk Committee.

1.4 The ULRRG will meet at least 4 times per annum. The schedule of meetings will be agreed in advance by the ULRRG.

1.5 A quorum for a meeting of the ULRRG shall be one third of the total number of members, rounded up to the nearest whole number, plus one. The participation of members by tele conferencing and/or video conferencing will be counted for the purposes of a quorum. No meeting will proceed in the absence of a quorum.

1.6 Between meetings of the ULRRG occasions may arise where an urgent matter requires consideration of the Committee. The Chair may agree in such circumstances to seek guidance from the ULRRG via email to all members. In the event of such circumstances arising any guidance and any decision will be noted in the minutes of the ULRRG's next meeting.

1.7 At the start of each meeting, the Secretary to the ULRRG will ask members to declare any conflict of interest, perceived or otherwise, in relation to any matters on the agenda. Where such a conflict is declared, the member will absent him/herself from the meeting during consideration of the agenda item. In addition, any additional documentation will not be made available to the member following the declaration of interest. These matters will be recorded in the minutes.

1.8 Questions arising at any ULRRG meeting should be decided by consensus. Where reaching a consensus is not possible, then the matter will be decided by a majority of the votes of the members present either in person or by tele conferencing and/or video conferencing. Where there is an inequality of votes, the Chair shall have an extra casting vote. Where decisions are unanimous, they shall be recorded as such in the minutes. Dissensions and negative votes shall be summarised in the minutes in terms acceptable to the dissenting person or negative voter.

1.9 The ULRRG will agree its Programme of Work on an annual and/or longer term basis and will submit it for noting to the Executive Committee.

1.10 The ULRRG will review its terms of reference on an annual basis and recommend any changes to Executive Committee for approval.

### **2. TERMS OF REFERENCE**

2.1 To enhance cross-function risk management implementation across campus.

2.2 To ensure integrated risk reporting which supports the delivery of the University's Strategic Plan across the functional areas of UL.

2.3 To ensure a coherent and integrated approach to the successful delivery of projects, adopting a risk based approach across these functional areas.

2.4 The Committee will serve as an escalation point to Executive Committee for operational risks or issues that have University-wide implications that cannot be resolved by the ULRRG.

2.5 Assist the Executive Committee in overseeing organisational risks relevant to the functional areas within their remit including consideration of the local risk registers, existing and future controls to mitigate identified risk and the implementation of Audit & Risk Committee recommendations; escalating matters to Executive Committee.

**Membership of UL Risk Review Group:**

Associate Registrar

Corporate Secretary

Director, Information Technology Division (Chair\*)

Director, Human Resources

Director, Management Planning & Reporting

Financial Controller, Operations & Research

Faculty Dean as appointed by President

The Group will be supported by the Corporate Secretary's Office and by the Risk Management Officer.

\* Where the Chair is unavailable for a meeting, he will appoint a Chair for that meeting.

\*\* The Chair will be a member of Executive Committee and will rotate on an annual basis.

Approved by Executive Committee 29 January 2024