



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

**Trinity College Dublin
The University of Dublin**

Minutes of the Risk and Compliance Committee

Thursday, 25th September 2025, 11.00-12.30

Online

- Present:** Professor M Cunningham (Chair), Secretary to the College/Director of Governance (V Butler) (Secretary), J Harty, Professor M Little, Dr N Ó Murchadha, Dr L Kiernan Knowles, College Solicitor (S MacBride), E MacLennan O'Neill, Academic Secretary (P Maguire), S Anand Saraswati, D Scott.
- By Invitation:** Risk Manager (F Gilligan)
- In Attendance:** S Brown (Minute-taker).
- Apologies:** A Blair, N Gorman, K Murray, G Woods.
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RCC/25-26/01 External Members

In accordance with the Risk and Compliance Committee Terms of Reference, section 3.2, the Chairperson proposed and the Committee agreed that the meeting would proceed without the external members being present.

RCC/25-26/02 Statements of Interest

There were no statements of interest declared by members.

RCC/25-26/03 New Members' Declaration

The Chairperson invited the Academic Secretary and Professor Mark Little to make the declaration in the language of their choice.

He welcomed Fiona Gilligan to the meeting, noting that she was there by invitation as a representative of the Risk Office.

RCC/25-26/04 Minutes

The RCC approved the draft minutes of the meeting of 22 May 2025.

RCC/25-26/05 Matters Arising

The RCC noted the memorandum providing an update on US research funding from the Dean of Research dated 17 September 2025.

There were no other matters arising.

RCC/25-26/06 Callover

The RCC noted the callover dated 22 May 2025.

RCC/25-26/07 Risk and Compliance Committee Work Programme 2025/26

The RCC noted and approved the Risk and Compliance Committee Work Programme 2025/26.

RCC/25-26/08 Risk and Compliance Committee Revised Terms of Reference

The RCC noted and approved the revised Risk and Compliance Terms of Reference which will be brought to the Board for final approval.

RCC/25-26/09 Revised Fitness to Practise Policy

The Secretary to the College/Director of Governance introduced the item with reference to her memorandum dated 16 September 2025 which had been circulated in advance. She summarised the key changes which relate to recent changes to the 2010 Consolidated Statutes, Chapter on Student Conduct and Capacity, as well as some changes requested by the School of Medicine. She confirmed that there had been consultation with key stakeholders, including all Schools with fitness to practise requirements.

The RCC approved the revised Fitness to Practise Policy and recommended it for approval to the Board.

Action/Decision

09.1 The RCC approved the revised Fitness to Practise Policy and recommended it for approval to the Board.

RCC/25-26/10 Revised Policy Management Framework

The Secretary to the College/Director of Governance introduced the item with reference to her memorandum dated 11 September 2025 which had been circulated in advance. She outlined the key changes to the Framework, specifically the introduction of a New Policy Record Sheet, and a revision to the Policy Review Record Sheet, noting that these changes are necessary to meet a HEA reporting requirement that a systematic equality impact assessment is part of the process when devising new policies and revising current ones, to be included in the annual EDI Report.

The RCC approved the revised Policy Management Framework and recommended it for approval to the Board.

Action/Decision

10.1 The RCC approved the revised Policy Management Framework and recommended it for approval to the Board.

RCC/25-26/11 Approval of Charities Governance Code Compliance Forms for years ending 2022, 2023 and 2024

The College Solicitor introduced the item with reference to the memorandum from the Deputy College Solicitor/Information Compliance Officer dated 9 September 2025 which had been circulated in advance. She advised that Trinity College Dublin qualifies as a charity under the Charities Act 2009 and under this Act and the Charities (Amendment) Act 2024 is required to comply with the Charities Governance Code. The Compliance Forms confirm Trinity's compliance with the Code and will act as a record should the Charities Regulator request such information. She noted that retrospective approval for forms from 2022 to 2024 was being sought from RCC and that going forward, approval will be sought on an annual basis.

In response to a query from a member, the College Solicitor clarified that the Charities Act applies to Trinity on two statutory grounds: its purpose is the advancement of education and is of public benefit.

The RCC approved the Charities Code Compliance Forms for the years ending 2022, 2023 and 2024.

Action/Decision

11.1 The RCC approved the Charities Code Compliance Forms for the years ending 2022, 2023 and 2024.

RCC/25-26/12 Calendar 2025-26 – General Regulations – Conduct and College Regulations

The RCC noted the memorandum from the Secretary to the College/Director of Governance dated 15 September 2025.

RCC/25-26/13 Risk and Compliance Committee Annual Report 2024/25

The RCC noted and approved the Risk and Compliance Committee Annual Report 2024/25 which will go to Board for approval, pending the inclusion of the full list of members under the membership section 2.1.

Action/Decision

13.1 The full RCC membership to be listed under section 2.1 of the Annual Report.

13.2 The RCC noted and approved the Risk and Compliance Committee Annual Report 2024/25.

RCC/25-26/14 Risk and Compliance Committee Self-Assessment Evaluation 2024/25

The Chairperson introduced the item with reference to his presentation dated 17 September 2025. Noting that the RCC evaluation survey had a 92% response rate, he presented the results under the following headings:

- Roles and Responsibilities of the RCC
- Risk and Compliance Committee Meetings
- Chairperson and Secretariat
- Oversight of Compliance, Risk Management, and Policy Management
- Overall evaluation.
- Comments – Areas for Improvement

- Comments – Positives.

The Chairperson highlighted a number of key findings, including the need for more direction as Chair to ensure that the RCC remains focused on its oversight role and not on operational/management issues. He also noted the comment that meetings could increase in frequency to enable more efficient and timely redressal of concerns and undertook to monitor this with the Secretary to the College/Director of Governance. He considered that based on the evaluation results and on other feedback, overall the RCC is operating well as a Principal Committee.

The Secretary to the College/Director of Governance provided an update on the University's Risk Function and informed the RCC that the Chief Risk Officer had left the University in July, and thanked her for her 7 years of service in this role. She advised that work is underway to move to recruit a Risk Officer and undertook to keep the RCC updated as this progresses.

In order to address one of the survey results which suggested that a minor number of members did not understand the objectives and duties of the RCC as set out in its Terms of Reference, it was agreed that the Terms of Reference should be circulated for every meeting to remind members of the purpose of the RCC.

The RCC noted the Self-Assessment Evaluation 2024/25.

Action/Decision

14.1 The Terms of Reference to be circulated for every RCC meeting.

14.2 The RCC noted the Self-Assessment Evaluation 2024/25.

RCC/25-26/15 Any other business

The Chairperson informed the RCC of a decision of non-Executive Board members that going forward, an executive summary should accompany the minutes when circulated to the Board that would highlight key items considered of importance to the Board.

There were no other items of business.

The next meeting of the RCC will take place on Wednesday 12th November 2025 at 14.00 in the Trinity Board Room.

Signed



Date

12 November 2025