



Trinity College Dublin
Coláiste na Tríonóide, Baile Átha Cliath
The University of Dublin

Trinity College Dublin

Risk Management Group Terms of Reference

Department: Office of the CRO

Date: January 2022

Version 1.9

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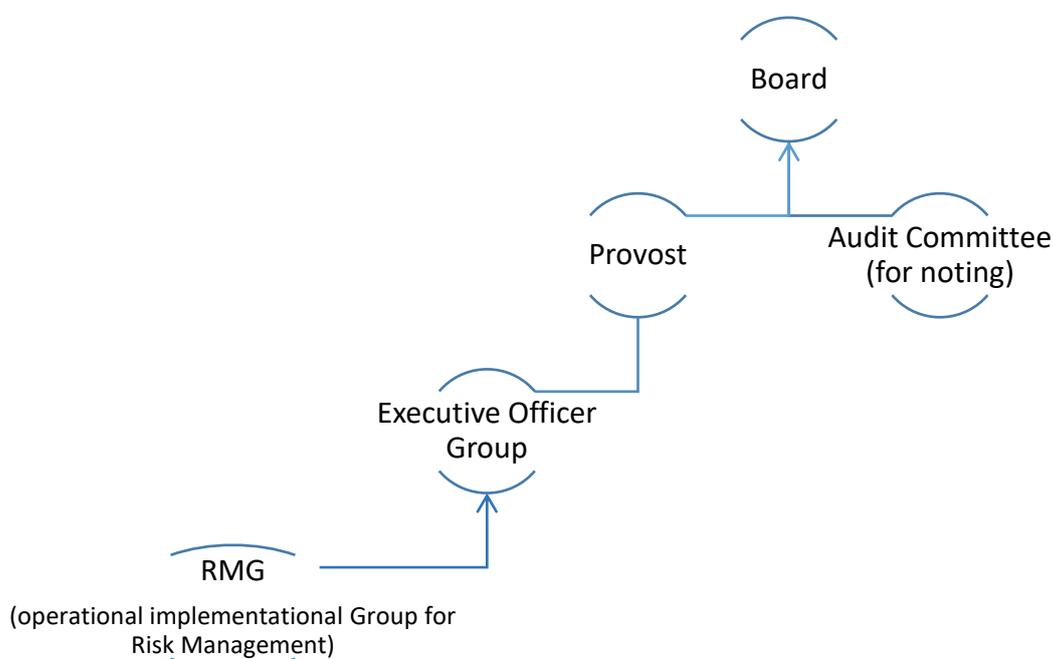
Document	Version	Reviewed/Approved	By whom	Date Completed
Terms of Reference	V1	Reviewed	Chief Risk Officer	11/10/2018
Terms of Reference	V1_3	Reviewed and approved	Risk Management Group	22/10/2018
Terms of Reference	V1_4	Reviewed and approved	Executive Officer Group	9/11/2018
Terms of Reference	V1_5	Reviewed	Chief Risk Officer	23/09/2019
Terms of Reference	V1_6	Review and approved	Risk Management Group	18/11/2019
Terms of Reference	V1_7	Review and approved	Risk Management Group	23/11/2020
Terms of Reference	V1_8	Review and approval	Risk Management Group	19/01/2022
Terms of Reference	V1_9	Noting	Executive Officer Group	

Executive Summary

The Risk Management Group (RMG) are responsible for guiding and directing the Risk Management Function for Trinity College Dublin, The University of Dublin (“the University”) and advising where required, relevant University management groups, Audit Committee and Board. The RMG is the operational arm of the EOG with respect to the implementation of the Risk Management Framework and reports to Executive Officers Group (EOG) on all matters of risk management and submits copies of the minutes of each RMG meeting to the EOG. Risk management will be discussed as an agenda item as frequently as required.

1. Chief Risk Officer

The Chief Risk Officer chairs the RMG and will, in reporting to the EOG, Provost, Audit Committee and / or Board, report on the progress of the University Risk Management Framework and the activities of the Risk Management Group.



2. Terms of reference:

2.1 Risk Policies and Risk Assessment

- Guide and oversee the development of the University Risk Management Policy and the Fraud Policy;
- Oversee the development and implementation of processes to support the identification, assessment, management and reporting of risk throughout the college and across all categories of risks.

2.2 Risk Appetite Statement

- Develop a Risk Appetite Statement for the University and define the Risk Appetite and Risk Tolerance and Key Risk Indicators (KRI's) for each Category of Risk within the University;
- Develop a clear methodology in the setting of KRI's pertinent to the nature, scale, and complexity of the University's 2020 – 2025 Strategy.

2.3 Risk Profile

- Develop a risk profile of the University that reflects the dynamic nature of Trinity, its 2020-2025 Strategy and overarching objectives as a leader in education and research excellence. The risk profile will be provided to the EOG for approval.
- Oversee the development and implementation of processes to support the identification, assessment, management and reporting of risk.

2.4 Risk Registers

- Review the College Risk Register at least once per year to ensure that Risk Management Policy and guidance have been consistently adhered to.

2.5 Risk Management Reporting

- Report to the EOG, Audit Committee and Board on a regular basis or as required and annually via the Chief Risk Officers report. Ad-hoc reporting to other management bodies or Board Principal Committees (for example the Finance Committee) may also be required;
- Manage an effective incident reporting process throughout the College to centralise the reporting of materially rated incidents to the EOG, Audit Committee and Board.

3. University Risk Management Framework Programme

- Monitor the effectiveness of the University Risk Management Framework and support the automation of the Risk Management System (Sentinel);
- Consider the outputs from other assurance functions such as internal audits with respect to the alignment and enhanced awareness of risk issues identified by those assurance functions.
- Promote the ongoing enhancement of risk management processes to include but not limited to the engagement of the assurance functions in an effort to provide an overarching understanding of the key risks within each of their individual functions.
- Invite and engage risk management experts to present to the RMG on a periodic basis to ensure the continued enhancement of knowledge and understanding within the RMG of risk management best practice and to ensure compliance with the Code of Governance for Irish Universities 2019 and all other relevant legislation.
- Promote the ongoing enhancement of risk management processes and the risk culture across the College within each Faculty and area.

4. Risk Management Group Membership

Membership will include but is not limited to:

Chair	Chief Risk Officer
Ms Orla Cunningham	Chief Operating Officer
Professor Brian O'Connell	Dean of Faculty of Health Sciences
Professor Sylvia Draper	Dean of Faculty of Engineering, Mathematics & Sciences
Professor Gail McElroy	Dean of Faculty of Arts, Humanities and Social Sciences
Professor Eleanor Denny	Bursar/Director of Strategic Innovation
Professor Wolfgang Schmitt	Dean of Research
Mr. John Coman	Secretary to the College
Mr. Peter Reynolds	Treasurer/Chief Financial Officer
Mr Patrick Magee	Director of IT Services
Ms Eimear Farrell	Operations Manager, Corporate Services Division
Mr Mike Clark	Director of Campus Infrastructure
Ms Patricia Callaghan	Academic Secretary
Mr Tom Molloy	Director of Public Affairs and Communications
Ms Roisin Smith	Quality Officer

Dr Katharine Murray	Head of Safety
TBC	Programme Management Office
Mr Keith Creedon	Head of Financial Planning and Analysis, Financial Services Division
Ms Helen Shenton	Librarian and College Archivist
Dr. Gerard McHugh	Dean of Development
s Dr Emma Stokes	Vice President Global Engagement
Ms Sally-Anne Fisher	Head of Communications
Dr Fiona Killard	Head of Strategic Research Development
Dr David Shepherd	Senior Lecturer

- Membership may be amended with the agreement of the Risk Management Group and or Executive Officers Group.
- Membership must consist of those in a position to lead and guide on risk management within the University.
- Members may only nominate deputies or delegates in exceptional circumstances or when they are otherwise unable to attend College. All efforts will be made to ensure that the Member is updated on any material decisions or matters that may arise from the RMG in their absence.

5. Review of the Risk Management Group Terms of Reference

The terms of reference will be reviewed annually by the Risk Management Group or as required to ensure that it remains fit for purpose and reflects the requirements of the College. It will be circulated to the Executive Officers Group for consideration and agreement.