



MATTERS RESERVED TO GOVERNING AUTHORITY

Approved by Governing Authority: 16 April 2021

Matters Reserved To Governing Authority

1. Introduction

- 1.1 As set out in the HEA/IUA “Code for the Governance of Irish Universities” 2019, good governance requires the Governing Authority (GA) to have a formal schedule of matters specifically reserved to it for decision to ensure the proper management and control of the University. This Schedule sets out the statutory functions reserved to the Governing Authority by the Universities Act, 1997 and additional functions identified in the Code of Governance for Universities 2019. Reserved functions must be exercised only by approval of the Governing Authority.
- 1.2 All statutes and University-wide policies are subject to approval by Governing Authority on the recommendation of the Executive and/or a Governing Authority Committee. A list of these statutes and policies is provided in the attached Schedule of Statutes and Policies that will be updated as required from time to time arising from approval of additional statutes/policies by Governing Authority.
- 1.3 Guidance on the roles of Governing Authority and the Executive as they relate to the Matters Reserved to Governing Authority are attached as an Appendix for the information of Governing Authority.

Table of Contents

	Page
Statutes and Policies of the University	4
Finance, Property and Reporting	4
Planning	7
Equality	7
System of Internal Control	8
Governance	10
Staffing	12
Academic Council	14
President's Authority	14
Schedule of Governing Authority Approved Statutes and Policies	16
Appendix 1: Guidance on role of Governing Authority and role of the Executive regarding matters reserved to Governing Authority:	24

2. Matters Reserved to Governing Authority

2.1 Statutes and Policies of the University: The University's statutes and policies are subject to approval by Governing Authority and/or its Committees in accordance with the Committees' terms of reference. The statutes and policies are uploaded onto the University's Policy Hub shortly after approval. The Policy Hub is the single authoritative source for the University's statutes and policies and is part of the Policy Management Framework approved by Governing Authority. A full list of University statutes and policies is set out in the **Schedule of Statutes and Policies** attached to the Matters Reserved to Governing Authority.

2.2 Finance, Property and Reporting: Governing Authority is the University's principal financial and business authority and has overall responsibility for the University's assets, property and estate.

Matters Reserved to GA – relevant sections of the Universities Act [UA] and Code of Governance [CG]	Governing Authority Approval Process
Approve Student Fee Levels [UA S.40]	GA approves fee levels following prior review and recommendation by the Finance HR & Asset Management Committee (FHRAMC)
Approve the annual budget strategy [UA S.37]	GA approves the budget following prior review and recommendation by the FHARMC
Approve Borrowing & Loan Guarantees in accordance with agreed Framework between Universities and HEA. [UA S.38 CG S8.24]	GA approves the Framework following prior review and recommendation by the FHRAMC
Approve the Annual Report in the form of the Financial Statements [UA S.39] [CG S2.6]	GA authorises the Chancellor and President to sign the Consolidated Statements following prior review and recommendation by ARC
The Annual Report in the form of the Financial Statements should be accompanied by a Statement of Internal Control (SIC) for approval by GA [CG S2.6]	GA authorises the Chancellor and President to sign the Consolidated Financial Statements that include the SIC following prior review and recommendation by ARC
Approve funding plans for major investments and the development of capital projects that require planning permission [CG S1.7]	GA approves the plans following prior review and recommendation by the FHARMC

Matters Reserved to GA – relevant sections of the Universities Act (UA) and Code of Governance (CG)	Governing Authority Approval Process
Approve terms of major contracts of the University and its subsidiaries in excess of €1,000,000 other than (a) where the contract is to implement a previously approved project; (b) where the contract relates to a funded research project; (c) where the expenditure under the contract, is approved in the annual budget [CG S1.9] or (d) multi-annual contracts where the annual expenditure under the contracts is approved in the annual budget	≥€1m and ≤€2m approved by FHRAMC and reported to GA >€2m: Submitted to FHRAMC for consideration and recommendation to GA
Approve the disposal/sale of land of the University [UA S.42]	>€150,000 and ≤ €2m: Approval by FHRAMC and reported to GA >€2m: To FHRAMC for consideration and recommendation to GA
Approval of acquisition of land, property and other significant University assets [CG S1.7]	>€150,000 and ≤ €2m: Approval by FHRAMC and reported to GA >€2m: To FHRAMC for consideration and recommendation to GA
Approval of significant acquisitions / leases of land for developments by subsidiaries [CG S1.7]	≤ €2m: Approval by Board of Subsidiary and notification to FHRAMC >€2m: Board to submit proposal to FHRAMC for consideration and recommendation to GA
UL Subsidiary Borrowings [CG S.1.7]	≤€2m: Approval by FHRAMC and notification to GA. >€2m: To FHRAMC for consideration and recommendation to GA.
Approve the disposal/retirement/ transfer of assets of the University and its subsidiaries at ≥ €150,000 per annum [CG S.8.25]	Approval of ≤ €150,000 by Budget Holder Approval >€150,000 and ≤ €2m by FHRAMC and reporting to GA >€2m: To FHRAMC for consideration and recommendation to GA
Establishment of new subsidiaries by the University and by a UL subsidiary company [CG S8.1]	Board to submit proposal to FHRAMC for consideration and recommendation to GA

Matters Reserved to GA – relevant sections of the Universities Act (UA) and Code of Governance (CG)	Governing Authority Approval Process
Dissolution of a subsidiary company [CG S.8.25]	For approval by GA following prior review and recommendation of FHRAMC
Granting of access to property / infrastructure for commercial arrangements with third parties with an anticipated value \geq €150,000 per annum [CG S.8.28]	Approval $>$ €150,000 and \leq €2m by FHRAMC and reporting to GA $>$ €2m: To FHRAMC for consideration and recommendation to GA
Auction/competitive tendering utilised and highest bid not accepted. [CG S.8.26]	Approval by FHRAMC where \geq €150,000 and reported to GA
Disposal of assets $>$ €150,000 to a charitable organisation or which are not put to competitive tender process [CG S.8.28]	Approval $>$ €150,000 and \leq €2m by FHRAMC before negotiations start and before disposal/granting access of asset and reporting to GA $>$ €2m: To FHRAMC for review and recommendation to GA before negotiations start and before disposal of/granting access to asset
Disposal of assets to GA members, employees and families with value $>$ €10,000 [CG S.8.30]	Approval by FHRAMC and reported to GA
Approve the University's Corporate Procurement Plan [CG S.8.15]	Approved by FHRAMC and reported to GA
Approve any diversification of the University's activities outside the core functions of teaching and research and/or the establishment of subsidiary companies, joint ventures or acquisitions [CG S.8.21 to 8.23]	For approval by GA after review and recommendation of FHRAMC
Approve concept designs of capital projects that require planning permission	Approved by FHRAMC and reported to GA
Approval for the operation of Bank Accounts (banking requirement) [CG p.108]	Approved by FHRAMC (at time of approval of Banking Services Agreement)
Approval of bank authorised signatories (executive/management authority (Banking requirement) [CG p.108]	Approved by FHRAMC

2.3 Planning: Governing Authority to approve the mission and strategic direction of the University and to monitor implementation of the agreed strategy.

Matters Reserved to GA – relevant sections of the Universities Act (UA) and Code of Governance (CG)	Governing Authority Approval Process
Approve formal process of President’s approach to developing strategy [CG Appendix P]	Approved by GA
To approve the UL Strategic Plan [UA S34]	Approved by GA
Strategic plans should set appropriate objectives, goals and relevant indicators and targets against which performance can be measured on at least a half-yearly basis [CG S.1.16, S.1.17]	Approved by GA

2.4 Equality: Governing Authority to ensure there is equality within the University (including Gender Equality).

Matters Reserved to GA – relevant sections of the Universities Act (UA) and Code of Governance (CG)	Governing Authority Approval Process
Approval of Policies relating to Access as set out in the Schedule of Statutes and Policies [UA S.36]	Approved by GA on recommendation of Access, Equality & Student Affairs Committee (AESAC)
Approval of Equality Statements (including gender equality) as set out the Schedule of Statutes and Policies [UA S.3]	For approval of GA on recommendation of FHRAMC as it relates to staff For approval of GA on recommendation of AESAC as it relates to students

2.5 System of Internal Control: The Governing Authority is responsible for ensuring the University has in place a sound system of internal control, including risk management.

Matters Reserved to GA – relevant sections of the Universities Act (UA) and Code of Governance (CG)	Governing Authority Approval Process
To receive regular reports on internal controls matters, including Risk Management, and updates on the implementation of these controls from the ARC [CG S.7.1]	Approve reports from Audit & Risk Committee (ARC) after each ARC meeting Risk Management to be a regular agenda item at GA meetings
To appoint the University’s Internal Auditors and thereby ensure the University has a properly constituted Internal Audit function [CG S.7.7]	Approval by GA on recommendation of ARC
To approve the Internal Audit Charter [CG S.7.11]	Approval by GA on recommendation of ARC
Approve annual programme of internal audits [CG S.7.10]	Approved by ARC and reported to GA
To appoint the University’s External Auditors [CG S.7.11]	Approval by GA on recommendation of ARC
Setting the University’s Risk Appetite at least annually [CG S.7.2]	Approved by GA following prior review and recommendation by ARC
Approve Risk Management Plan [CG S.7.2]	Plan approved by GA following prior review and recommendation by ARC
Approve Fundamental Risk Register bi-annually [CG S.7.2]	FRR approved by GA after prior review and recommendation by ARC
Approve Management actions in response to major items of risk as set out in the FRR [CG S.1.20]	FRR approved by GA following prior review and recommendation by ARC
To review on a periodic basis the effectiveness of the University’s system of internal controls, including financial, operation and compliance controls and risk management. [CG S.7.5]	Reviewed by GA on recommendation of ARC. Risk Management will be a regular agenda item for GA meetings

Matters Reserved to GA – relevant sections of the Universities Act (UA) and Code of Governance (CG)	Governing Authority Approval Process
Approve the UL Protected Disclosures Annual Report [CG S.7.11]	Approved by ARC and reported to GA
To approve the University's Anti-Fraud Policy	Approval by GA on recommendation of ARC
Put in place appropriate arrangements to ensure that employees are not involved in outside employment/business in conflict with business of UL [CG S.3.2]	In place as part of contract of employment for non-academic staff For academic staff, Policy on Private Consultancy & External Commercial Work approved by GA Policy in this area to be submitted to FHRAMC for consideration and recommendation to GA
Approve the University's Policy Management Framework	Approval by GA after review and recommendation by Governance Committee
To authorise signatories to the University Seal [UA Third Schedule S.2]	Approved by GA
Approve the University's Quality Charter	Approved by GA

2.6 Governance: The Governing Authority is responsible for ensuring a robust system of governance is in place

Matters Reserved to GA – relevant sections of the Universities Act (UA) and Code of Governance (CG)	Governing Authority Approval Process
To appoint a Chairperson and Deputy-Chairperson of Governing Authority [UA Third Schedule, S.2(1) and S.6(1)].	Chairperson appointed by GA on recommendation of Nominating Committee Deputy Chair appointed in accordance with GA agreed process
To appoint such and so many committees to assist the Governing Authority in fulfilling its functions [UA S.18(4)].	Approved by GA on recommendation of Governance Committee
To approve the Annual Governance Statement to the HEA prior to signature by Chancellor and President. [CG S.2.6]	Approved by GA after review and recommendation by ARC
To approve the University's Code of Governance	Approved by GA on recommendation of Governance Committee
To approve the Code of Conduct for Members of GA [CG S.5.1]	Approved by GA on recommendation of Governance Committee
To approve the Code of Conduct for Employees [CG S.5.1]	Approved by GA on recommendation of FHRAMC
To regulate the affairs of GA in Standing Orders or procedures (UA, 3 rd Schedule, S.14)	Approved by GA on recommendation of Governance Committee
To prepare customised Standing Orders for the GA [CG Appendix E]	To be updated in revised UL Code of Governance, approved by GA on recommendation of Governance Committee

Matters Reserved to GA – relevant sections of the Universities Act (UA) and Code of Governance (CG)	Governing Authority Approval Process
Approve procedures for member/group of members to seek independent legal or other professional advice at the reasonable expense of University [CG S.3.4]	Approved by GA after review and recommendation by Governance Committee
Authorise external and self-evaluation of GA and its Committees [CG S.4.6]	Approved by GA
To determine the composition of the next GA [(UA S.18(1)(c))]	Procedures to be agreed/amended by Governing Authority
Approve Regulations for Election of Employees to GA	Approved by GA
To approve composition and Terms of Reference of Sub-Committees [UA S.18(4)]	Approved by GA on recommendation of Nominating Committee for initial terms of reference for new Committees. Amendments to existing terms of reference approved by GA on recommendation of relevant Committee
To approve the membership of Sub-Committees.	Approved by GA on recommendation of Nominating Committee
To approve Annual Oversight Agreement Template	Approved by GA
To approve Annual Oversight Agreements between the University and HEA [CG S.8.2]	Approved by GA
To note the University's Performance Compact between University & HEA [CG S.8.3]	Noted by GA

2.7 Staffing: Governing Authority to be the employing authority of the University [UA s.18(1)(b)] and to develop policies and procedure in compliance with the UA to and to maximise the effectiveness of the University’s Human Resources.

Matters Reserved to GA – relevant sections of the Universities Act (UA) and Code of Governance (CG)	Governing Authority Approval Process
Agree process for recruitment of President	Approved by GA
To appoint the President (UA S.24)	Approved by Governing Authority on recommendation of GA appointed Selection Board
To develop appropriate selection procedures to best ensure participation in the selection process by high quality candidates [UA S.18(2)]	Approved by GA on recommendation of FHRAMC
To appoint employees of the University subject to the provisions of the UA. The Governing Authority may delegate any of its functions relating to appointments to the President [UA S.25]	Approved by GA
To consider review requests of recommendations of selection boards and promotions boards	Approved by GA on recommendation of Governing Authority appointed Review Committee
To approve the re-assignment of duties/appointment of Deans and Vice Presidents	Approved by GA
To approve a Framework for Departure from levels of Remuneration, fees, allowances and expenses approved by the Minister [UA S.25(5)(a)]	Approved by GA on recommendation of FHRAMC
To satisfy itself that it is necessary to meet the objects of the University and approve appointments made within the Framework for Departure from levels of remuneration, fees, allowances and expenses.	Governing Authority

Matters Reserved to GA – relevant sections of the Universities Act (UA) and Code of Governance (CG)	Governing Authority Approval Process
To approve a framework for the payment of remuneration, fees, allowances and expenses to employees of the University by a corporation established by the University [UA S.25(5)(b)]	Approved by GA on recommendation of FHRAMC
To put in place a statute(s) for the suspension/ dismissal/termination of employment of staff [UA S.25(6)].	Approved by GA on recommendation of FHRAMC
To approve a Statute for the resolution of disputes arising within the University [UA S.26]	Approved by GA on recommendation of FHRAMC
An Executive's (other than Chief Officer) membership of a Board of State funded body - cannot receive a Board fee under the One Person One Salary Rule [CG S.9.5]	Approval of President's Directorships by GA Approval of Executive* membership of Board of State Funded Company by GA

*Executive defined as Members of Management Council

2.8 Academic Council: The Academic Council is subject to the financial constraints as laid down by Governing Authority and to review by Governing Authority.

Matters Reserved to GA – relevant sections of the Universities Act (UA) and Code of Governance (CG)	Governing Authority Approval Process
To approve a Statute setting out the composition of Academic Council [UA S.28].	Approved by GA on recommendation of Academic Council (AC)
To approve regulations for the election of staff to Academic Council [UA S.28].	Approved by GA on recommendation of AC
To approve any statutes that may be proposed from time to time by Academic Council [UA S.27(2)(e)].	Approved by GA on recommendation of AC
To keep under review the workings of the Academic Council [UA S.27(1)] through consideration of regular reports from Council	GA considers regular reports from AC
To approve the award of Honorary Doctorates of the University [UA S.27(1)(f)]	Approval by GA on recommendation of Joint Hon Doc Committee and Academic Council

2.9 President’s Authority: The President has the necessary authority to enable them to manage and direct the University subject to the provisions of the Universities Act and the Code of Governance for Irish Universities.

Matters Reserved to GA – relevant sections of the Universities Act (UA) and Code of Governance (CG)	Current GA Approval Process
The President will manage and direct the University in its academic, administrative, financial, personnel and other activities and for these purposes, the President has such powers as are necessary or expedient [UA, Fourth Schedule, S.1]	
To approve the President holding any other office or position [UA, Fourth Schedule, S.4].	Approved by GA

3. Notes to the Matters Reserved to Governing Authority

- 3.1 The foregoing sets out those matters that the Governing Authority reserves to itself. Any delegation of authority by the Governing Authority does not derogate from the Governing Authority's overall duties and responsibilities as set out in the Universities Act, 1997 and the Code of Governance for Irish Universities 2019.
- 3.2 The Governing Authority may, at its discretion, delegate authority regarding any of the above reserved matters to a Governing Authority Committee. Any Governing Authority Committee will consider and determine such matters for which it is responsible in accordance with its terms of reference as approved by Governing Authority. However, the matter delegated remains the responsibility of Governing Authority.
- 3.3 The Matters Reserved to Governing Authority may be amended as required from time to time by Governing Authority and will be reviewed as a whole by Governing Authority after a three-year period in operation.



SCHEDULE OF GOVERNING AUTHORITY APPROVED

STATUTES AND POLICIES

April 2021

Statute Title	Approval Process	Statute Approval Date
Statute No. 1 of the University of Limerick: Selection and Appointment of Chief Officer	Approved by GA	1998
Statute No. 1: Regulations for Appointment of Chief Officer	Approved by GA	28.04.1998
Statute No. 3 of the University of Limerick: Dispute Resolution Procedures	Approved by GA	22.10.2002
Statute No. 3: Regulations Governing the Dispute Resolution	Approved by GA	22.10.2002
Statute No. 4 of the University of Limerick: Statute on Disciplinary Matters, Suspension, Termination and Capacity	Approved by GA	09.08.2019
Statute No. 5 of the University of Limerick: Awarding of Joint Degrees	Approved by GA	2007
Statute No. 6 of the University of Limerick: Academic Council	Approved by GA	2008
Statute No. 6: Regulations for Election of Faculty to Academic Council	Approved by GA	27.05.2008
Statute No. 6: Regulations Governing Composition of Academic Council	Approved by GA	March 2011

Policy Management Framework

The University's **Policy Management Framework**, as approved by Governing Authority, provides a standard template for policy documents together with a set of policy principles for policy development, approval, implementation, monitoring and review. All approved policies are subject to periodic review, normally after a period of between 1 and 5 years. Any policy approved by Governing Authority since the introduction of the Framework must state the timeframe for review explicitly in the policy document. The Framework provides for a University **Policy Hub** which is the single authoritative source for storing and accessing the University's statutes and policies. The Corporate Secretary's Office is charged with the management of the Policy Hub. A review date is noted on the Hub and timely reminders that a review of policy is due are forwarded to policy owners by the Office of the Corporate Secretary.

Policy Title	Approval Process	Policy Approval Date	Document Published Date /Effective Date
Acceptable Behaviour in the Workplace Policy	Approved by GA following review and recommendation by FHRAMC	06/10/2016	06/10/2016
Acceptable Usage Policy	Approved by GA following review and recommendation by ARC	27/09/2019	30/09/2019
Access and Widening Participation Policy	Approved by GA following review and recommendation by AESAC	27/06/2011	27/06/2011
Alcohol Policy	Approved by GA following review and recommendation by AESAC and FHRAMC	25/06/2002	25/06/2002
Anti-Fraud Policy	Approved by GA following review and recommendation by ARC	05/02/2021	05/02/2021
Code of Conduct for Employees	Approved by GA following review and recommendation by FHRAMC	27/09/2011	27/09/2011
Code of Conduct for Members of Governing Authority	Approved by GA following review and recommendation by ARC	14/12/2018	14/12/2018

Policy Title	Approval Process	Policy Approval Date	Document Published Date /Effective Date
Contract Management - Research Posts	Approved by GA following review and recommendation by FHRAMC	25/01/2011	25/01/2011
Data Protection Policy	Approved by GA following review and recommendation by ARC	14/12/2018	14/12/2018
Employee Transfer Policy	Approved by GA following review and recommendation by FHRAMC	27/09/2011	27/09/2011
Equality and Diversity Policy	Approved by GA following review and recommendation by FHRAMC	29/06/2017	29/06/2017
Flexible Working Hours Scheme	Approved by FHRAMC	26/11/2019	26/11/2019
Framework for the Management of Severance Agreements	Approved by GA following review and recommendation by FHRAMC	01/10/2019	01/10/2019
Further Study Policy	Approved by GA following review and recommendation by FHRAMC	05/02/2021	05/02/2021
Grievance Procedure	Approved by GA following review and recommendation by FHRAMC	29/06/2017	29/06/2017
Intellectual Property Policy	Approved by GA following review and recommendation by FHRAMC	11/12/2020	11/12/20
Internal Audit Charter	Approved by GA following review and recommendation by ARC	16/04/2021	16/04/2021

Policy Title	Approval Process	Policy Approval Date	Document Published Date /Effective Date
IT Security Policy	Approved by GA following review and recommendation by ARC	27/09/2019	30/09/2019
Long Service Awards Policy	Approved by GA following review and recommendation by FHRAMC	25/09/2020	25/09/2020
Official Entertainment Policy	Approved by GA following review and recommendation by FHRAMC	18/06/2020	01/07/2020
Personal Development Scheme	Approved by GA following review and recommendation by FHRAMC	25/09/2020	25/09/2020
Policy & Procedures for Professional Development Leave for Support Staff	Approved by GA following review and recommendation by FHRAMC	22/05/2012	22/05/2012
Policy & Procedures for the Promotion of Academic Staff	Approved by GA following review and recommendation by FHRAMC	25/02/2016	25/02/2016
Policy & Procedures on Employee Protection - Intoxicant Misuse	Approved by GA following review and recommendation by FHRAMC	26/01/2010	26/10/2010
Policy and Procedures for Granting Multi-annual Status to Tenure Track Academic Staff	Approved by GA following review and recommendation by FHRAMC	23/02/2018	23/02/2018
Policy and Procedures for Progression across the Merit Bar	Approved by GA following review and recommendation by FHRAMC	23/02/2018	23/02/2018
Policy and Procedures for Redeployment of Employees	Approved by GA following review and recommendation by FHRAMC	27/01/2009	27/01/2009
Policy and Procedures for Student Dignity and Respect at the University of Limerick	Approved by GA following review and recommendation by AESAC	29/11/2013	29/11/2013

Policy Title	Approval Process	Policy Approval Date	Document Published Date /Effective Date
Policy and Procedures for Workplace Dignity and Respect	Approved by GA following review and recommendation by FHRAMC	06/10/2016	06/10/2016
Policy Approval Process	Approved by GA following review and recommendation by FHRAMC	28/06/2011	28/06/2011
Policy for Conflicts of Interest	Approved by GA following review and recommendation by FHRAMC	25/09/2020	25/09/2020
Policy for Private Consultancy and External Commercial Work	Approved by GA following review and recommendation by FHRAMC	22/09/2009	22/09/2009
Policy for the Award of Distinguished Professorships	Approved by GA following review and recommendation by FHRAMC	16/04/2021	16/04/2021
Policy for the Award of University of Limerick Honorary Doctorates	Approved by GA following review and recommendation by Joint Honorary Doctorate Committee	07/06/2019	07/06/2019
Policy for the Disposal of Assets	Approved by GA following review and recommendation by FHRAMC	11/12/2020	01/01/2021
Policy for the Recruitment of Staff	Approved by GA following review and recommendation by FHRAMC	05/02/2021	05/02/2021
Policy Management Framework	Approved by GA following review and recommendation by Governance Committee	27/09/2019	27/09/2019
Policy on Provision of Non-Audit Services by the External Auditor	Approved by GA following review and recommendation by ARC	05/05/2019	05/05/2019
Probation Policy	Approved by GA following review and recommendation by FHRAMC	23/11/2010	23/11/2010

Policy Title	Approval Process	Policy Approval Date	Document Published Date /Effective Date
Procedures for the Recruitment and Appointment of Externally Funded Academic Staff	Approved by GA following review and recommendation by FHRAMC	27/05/2015	27/05/2015
Procedures for the Recruitment/Appointment of Academic Staff in Exceptional Circumstances	Approved by GA following review and recommendation by FHRAMC	06/10/2016	06/10/2016
Process for the Development of New Building Projects	Approved by FHRAMC	08/11/2018	08/11/2018
Protected Disclosures Policy and Procedures	Approved by GA following review and recommendation by FHRAMC	24/04/2020	24/04/2020
Regulations for Employee Elections to Governing Authority	Approved by GA	26/10/2017	26/10/2017
Policy for Retention of Academic Staff	Approved by GA following review and recommendation by FHRAMC	16/04/2021	29/06/2017
Risk Management Policy	Approved by GA following review and recommendation by ARC	25/02/2016	25/02/2016
Guide to Risk Management	Approved by GA following review and recommendation by ARC	25/02/2016	25/02/2016
Risk Appetite Statement	Approved by GA following review and recommendation by ARC	27/09/2019	27/09/2019
Sabbatical Policy	Approved by GA following review and recommendation by FHRAMC	01/11/2013	01/11/2013
Scheme for Internal Promotion to Professor (Personal Chair) at the University of Limerick	Approved by GA following review and recommendation by FHRAMC	24/04/2007	24/04/2007

Policy Title	Approval Process	Policy Approval Date	Document Published Date /Effective Date
Selection Procedures for Deans & Vice Presidents	Approved by GA following review and recommendation by FHRAMC	25/09/2020	25/09/2020
Signing Authority Policy	Approved by GA following review and recommendation by ARC	30/11/2017	30/11/2017
Smoke & Vape Free Campus Policy	Approved by GA following review and recommendation by FHRAMC	17/05/2018	17/05/2018
Travel & Subsistence Policy	Approved by GA following review and recommendation by FHRAMC	18/06/2020	01/07/2020
Treasury Management Policy	Approved by GA following review and recommendation by FHRAMC	June 2017	Not published

Appendix 1

Guidance on role of Governing Authority and role of the Executive regarding matters reserved to Governing Authority:

In general terms, the Governing Authority is responsible for approving the strategic direction of the University and the approval of policies that ensure effective governance of the University. The Governing Authority is also charged with monitoring the implementation of agreed strategy and policies. The Executive is charged with implementing the strategy and policies approved by Governing Authority and providing the necessary assurances to Governing Authority of their implementation and effectiveness.

UL Statutes & Policies of UL	Role of Governing Authority	Role of University Executive
All Statutes and accompanying regulations	Approved by Governing Authority	Drafted by Executive and submitted to GA Committee/GA for approval
All corporate level policies	Approved by Governing Authority	Drafted by Executive and submitted to GA Committee/GA for approval
Monitoring the implementation of UL Statutes and Policies	Monitored by Governing Authority	Reports prepared by Executive to provide the required assurance to GA that statutes and policies are being implemented in the University.

Finance, Property & Reporting	Role of Governing Authority	Role of University Executive
Annual Budget	Approved by Governing Authority	Drafted by Executive for submission to GA Committee/ GA as required
Annual Report in the form of the Financial Statements	Approved by Governing Authority GA is responsible for ensuring that the Annual Report in the form of the Financial Statements is an accurate record of the activities of the University.	Drafted by Executive for submission to GA Committee. Executive to provide required assurance to GA that the Annual Report in the form of the Financial Statements is an accurate reflection of the University's activities.
Funding plans, terms of major investments in excess of €1m not approved elsewhere by GA	Approved by Governing Authority/GA Committee as agreed by GA	Developed by Executive for submission to GA Committee/ GA
Acquisitions and disposal of/ granting of access to land/ property and other significant assets of the University and subsidiaries within thresholds set out in Matters Reserved to GA	Approved by Governing Authority/GA Committee as agreed by GA	Proposal developed by Executive/Board of subsidiary as required for submission to GA Committee/GA
Establishment/dissolution of subsidiaries	Approved by Governing Authority/ GA Committee as agreed by GA	Recommendation developed by Executive for submission to GA Committee/GA
Operation of Bank Accounts	Approved by Governing Authority / GA Committee as agreed by GA	Proposal developed by Executive for submission to GA Committee/GA

Planning	Role of Governing Authority	Role of University Executive
Process for development of Strategic Plan	Approved by Governing Authority	Process recommended to GA by Executive
Strategic Plan of University	Approved by Governing Authority	Developed by Executive, following consultation with GA, and submitted to GA for consideration and approval
Monitoring the implementation of the Strategic Plan	Governing Authority is charged with monitoring the implementation of the Strategic Plan on at least a bi-annual basis against agreed KPIs	Executive is charged with reporting to the GA on the implementation of the Strategic Plan and the achievement or otherwise of agreed KPIs

System of Internal Control	Role of Governing Authority	Role of University Executive
Approval of Policies relating to Internal Control	Approved by Governing Authority	Developed by Executive and submitted to GA Committee/ GA
Appointment of Auditors	Approved by Governing Authority	Proposed by Executive to GA Committee for recommendation to GA
Internal Audit Charter/Internal Audit Plan/	Approval by Governing Authority and monitoring of its implementation	Developed by Executive for submission to GA Committee/ GA and Executive to report on implementation of Charter/Plan as required
Risk Management Policy, Risk Appetite, Risk Management Plan, Fundamental Risk Register and management actions in response to major items of risk	Approval by GA and monitoring of its implementation	Developed by Executive for submission to GA Committee/ GA and Executive to report on implementation of relevant policies/action items etc as required
Approve Quality Charter	Approved by GA	Developed by Executive for submission to GA
Monitoring the effectiveness of the implementation of internal controls	This is a matter for GA who should require regular reports from the Executive on the implementation of internal controls and their effectiveness	Executive is responsible for the implementation of internal controls and reporting to GA on their implementation and effectiveness on a regular basis

Governance	Role of Governing Authority	Role of Executive
Appointment of Chair/Deputy Chair and committees of GA	Approval by GA	Recommendation by CS for consideration of GA Committee/ GA
Approval of Annual Governance Statement	Approved by GA	Drafted by Executive for submission to GA ARC and recommendation for approval to GA
Codes of Governance/Codes of Conduct	Approved by GA	Drafted by Executive for submission to GA Committee/ GA
Matters relating to the operation of Governing Authority and its sub-Committees	Approved by GA	Proposals developed by Executive at request of GA/ identification of a requirement by Executive and submitted to GA Committee/ GA for review and approval
Annual Oversight Agreement with HEA	Approved by GA	Draft Oversight Agreement developed by Executive in consultation with HEA. Submitted by Executive to GA Committee/GA for review and approval

Staffing	Role of Governing Authority	Role of Executive
Senior level structures	Approval by Governing Authority	Development of proposal by President for submission to GA
Appointment of Staff	Approval of appointments of Staff	Executive to identify required posts, arrange for recruitment of best quality candidate for the post and recommend appointment to Governing Authority
Promotion of Staff	Noting by Governing Authority	Approval by President subject to notifying to the next meeting of GA

Academic Council	Role of Governing Authority	Role of Academic Council
Academic Council operates within budget	Budget approved by Governing Authority	Budget developed by Executive for approval by Executive Committee and recommendation to GA Committee/ GA
Statutes and Policies of Academic Council	Approval by Governing Authority	On recommendation of Academic Council
Honorary Doctorates	Approved by Governing Authority	On recommendation of Academic Council and Joint Honorary Doctorate Committee
Review of Academic Council	Academic Council is subject to review by Governing Authority	The Deputy President/Provost is charged with reporting on Academic Council activities to the GA