



<b>Policy</b>	<b>Schedule of Matters Reserved for the Board</b>
<b>Approved By The Board</b>	December 2024
<b>Review Date</b>	December 2026

## Preamble

A key tenet of good governance is clarity of roles and responsibilities at all levels and especially between the board (non- executive) and the management (executives / staff). As such, a list of decisions and actions reserved for the board is a key requirement.

As part of a good governance culture, the board are expected to bring independent judgement, experience, objective scrutiny, oversight, and challenge to bear with the overall aim of achieving the purpose and objectives of the organisation. The schedule of matters is important to ensure they, distinct from the role of the executive, deliver on this expectation.

A clear schedule of reserved matters allows for deliberate delegation of other functions, which are not within the schedule, to the executive and management, notwithstanding that the board remains ultimately accountable and should have processes in place to effectively hold the executive/staff to account.

## MATTERS RESERVED FOR THE BOARD OF THE OHI:

1. Approval of OHI's Vision, Mission, Values, Aims, Objectives, Strategy and Structure
2. Institution of a strategic planning process consistent with good governance norms leading to formal approval, by the Board, of the strategic plan following detailed stakeholder engagement within and outside the organisation.
3. Consistent with the strategic planning process, institute a reporting process that allows for the formal examination and approval of annual plans, appropriate resource

allocation and the regular review of the delivery of these plans by monitoring relevant progress metrics

4. Approval of all OHI policies, including but not limited to those which relate to finance, risk management, board operations, board succession and organisational reserves.
5. The entering of arrangements, contractual or otherwise, with other entities and organisations, including commercial companies, sponsors, not for profit and public benefit entities, state and public sector bodies or similar organisations with the overall aim of furthering the objects of the organisation.
6. In the context of (5) above, reviewing on an annual or other periodic basis or as required, the operation of these arrangements and ensuring the interests of the organisation continue to be protected and safeguarded.
7. Control and oversight of all arrangements for the maintenance, management, administration, and investment of all the monies and assets of the organisation, including approval of all financial policies, procedures, and protocols
8. As part of good financial governance obligations, the Board will:
  - Approve an annual budget and an overall rolling longer term financial strategy for the organisation.
  - Discuss and agree the annual income and expenditure budget and annual cash flow forecast.
  - Receive reports that allow for the monitoring and oversight of the financial and cash flow position on a regular (ie monthly or quarterly) basis and agree corrective actions as necessary.
  - Approve the annual financial statements and the annual report and disclosures consistent with company law, accounting, and auditing standards and legal, regulatory and governance obligations.
9. Acceptance of donations, gifts of money, land, property, assets or other benefits upon such trusts and conditions specified by the donor if nothing in the conditions is contrary to the rules of the organisation and legal, regulatory or governance obligations.
10. Acquisition of land, property, and other significant assets in accordance with proper procurement and governance obligations
11. Appointment of the Company Secretary.
12. Recruitment and selection of the senior staff of the organisation (ie chief executive or similar, and certain categories of staff in specific circumstances) in accordance with good practice and transparent procedures covering advertising of the position, professional screening and vetting procedures, interviewing arrangements through to selection and ratification by the Board and the offer of the position in accordance with Board agreed contractual terms and conditions.
13. Ensuring the administration of a process for the periodic and annual formal appraisal and assessment of the performance of senior staff (ie chief executive, or similar).
14. Approval of any increase in the number/headcount of staff employed
15. Approval and implementation of the risk management framework of the organisation and the monitoring of its overall effectiveness.
16. Appointing and directing as many committees or working groups as necessary to assist in the performance of its functions and approving / amending the terms of reference of such committees or working groups on at least an annual basis.

17. Preparation and publication of a strategic performance report which outlines achievement against strategic priorities, objectives and targets within the strategic plan, and a regular review of expected outputs, outcomes, and key performance indicators.
18. Convene and hold meetings as necessary for the performance of its duties
19. Agree and approval of engagement of independent professional advice (including legal advice) as is considered necessary for the performance of its duties
20. Approval of any requests from staff members seeking to hold offices or positions outside of the Company.
21. Approval for the operation of Bank Accounts in accordance with the Board approved financial policies of the organisation.
22. Approval of ongoing bank mandates and authority levels
23. Approval of significant disposals of assets and retirement of assets (including land, building and other assets) of the organisation
24. Approval for disposal or sale of assets, including to staff or connected parties.
25. Approval of candidates for representation to EHF, IHF & external bodies (Olympic Federation of Ireland, FIS etc.) and agreement of OHI support of candidates and designation of the OHI vote in relevant elections.
26. Approval of the governance policies/ governance manual and ensure that it is updated regularly in response to evolving governance obligations or circumstances.
27. Putting in place appropriate arrangements to ensure the OHI Board and staff are not involved in outside employment/ business interests that conflict with the interests of the organisation.
28. Maintain ongoing compliance with the Governance Code for Sport including the review, consideration, declaration and publication of the Governance Code for Sport compliance statement on the organisation's website.
29. Performing such other functions as are necessary and consistent with the roles and responsibilities as assigned to the boards or governing body.



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