



Reading Hydro CBS Ltd

Risk Management Lead - Role description

Purpose of role

- To ensure that Reading Hydro has identified risks that might impact its business, including the risk of harm to individuals, loss of revenue, increased operating costs and potential legal action
- To maintain the Risk Register and provide risk-adjusted costs for risk mitigation and/or contingencies to the Director responsible for finance

Main responsibilities of role

- Work with the Operation and Maintenance (O&M), Digital, Education and Communication Teams, and any other future Reading Hydro Teams, the Board of Directors, and individual volunteers, to identify and categorise risks according to the likelihood of the risk event occurring and the financial or other impact on Reading Hydro
- With input from other volunteers, including the H&S Lead, O&M Leads and Technical Consultants, identify risk mitigation strategies and estimate the cost of implementation
- Support other volunteers seeking approval from the Board of Directors to implement a risk mitigation strategy or any proposal to take no specific action to mitigate risk
- Review Risk Assessment and Method Statements (RAMS) and other risk assessments produced by Reading Hydro and expand the risks and mitigations sections if necessary
- Maintain the Risk Register to ensure that new risks are added, risks that have occurred or changed are updated and that risks that no longer exist are closed
- Inform the Board of Directors of any new or changed risk that is considered likely to occur and would have high impact
- Ensure that decisions on risks made at board meetings are reflected in the Risks Register as appropriate
- Produce the risk section for the Annual Report and provide an annual Risk Management report to the Board
- Identify other volunteers who can provide support to the Risk Management Lead and help identify external specialist consultants to advise on risk mitigation, if required

Working arrangements

- Flexibility for you to work remotely at any time of the day on the Risk Register or other documents and whilst attending zoom meetings

- Occasional meetings with the H&S Lead, O&M Leads, Technical Consultants and the Board of Directors, or other volunteers
- Communications via Slack and email
- Site visits to meet with other volunteers to facilitate understanding of the risks and risk mitigation strategies under discussion
- Some delegation to other volunteers may be possible.