

## RESPONSIBILITIES

**Havant**  
**BOROUGH COUNCIL**

Factor	Level1 (Score 1)	Level 2 (Score 2)	Level 3 (Score 3)	Overall Responsibility
Political Leadership	Lead a minority political party	Assist the leader of the Council to provide political leadership	Overall responsibility for the political leadership of the Council	
Corporate Leadership	Oversee the scrutiny of policies, services and executive functions	Oversee scrutiny functions and be responsible for a portfolio	Responsible for a portfolio	Overall responsibility for the Council's strategies and policies
Partnership & Community Leadership	To encourage and support the delivery of functions			
Reporting and Accountability	Accountable to the Council	Accountable to the Council	Accountable to the Council	Accountable to the Council and any boards for the delivery of the Council's strategies and policies
Governance, Ethical Standards	Responsible for ensuring that Committee upholds the ethical standards of the Council	Responsible for promoting good governance and ethical standards of delivery of services within a Portfolio	Oversees the Board's role in monitoring and upholding the ethical standards of the Council	Overall Responsibility for promoting good governance and ethical standards of the Council

## SRA Role Evaluation Scoring Notes

<b>Factor</b>	<b>Level1 (Score 1)</b>	<b>Level 2 (Score 2)</b>	<b>Level 3 (Score 3)</b>	<b>Level 4 (Score 4)</b>
Chairmanship	Chair public meetings where the decisions which involve straight forward decisions in a non-emotive atmosphere	Chair public meetings where the decisions are straight forward decisions in an emotive atmosphere	Chair public meetings requiring complex decisions and information in a non-emotive atmosphere	Chair public meetings requiring complex decisions and information in an emotive atmosphere
Decision Making	Responsible for making Executive decisions delegated to a Portfolio	Responsible for the Discharge of Executive Functions and appointment of the Cabinet		

<b>SKILLS</b>				
<b>Factor</b>	<b>Level1 (Score 1)</b>	<b>Level 2 (Score 2)</b>	<b>Level 3 (Score 3)</b>	<b>Level 4 (Score 4)</b>

Thinking Skills	<p>Ability to analyse a straightforward or situations where there is a basic choice of options.</p> <p>e.g. non-quasi legal committee decisions</p>	<p>Ability to analyse a straightforward choice of options and make a judgement based on the information submitted and in accordance with legislation and government guidance</p> <p>e.g. planning and licensing decisions</p>	<p>Ability to analyse complex and often conflicting information and make recommendations</p> <p>e.g. scrutiny issues</p>	<p>Ability to analyse complex and often conflicting information</p> <p>Ability to make decisions linked to the strategic direction and priorities of the Council.</p> <p>Ability to ensure that the 'right' information and the 'right' people are involved in the decision-making process.</p> <p>e.g. Cabinet</p>
Political Leadership Skills	Ability to lead a minority political party	Ability to provide political leadership to the Council as a whole		
Corporate Leadership Skills	Understanding the key elements of scrutiny	Understanding the key elements of governance, the Council's budget and scrutiny functions	Detailed knowledge of the service, strategies and policies relating to Portfolio	Understanding the business of local government, challenges and issues facing local government, national policy and framework, role of minority group leaders
<b>Factor</b>	<b>Level1 (Score 1)</b>	<b>Level 2 (Score 2)</b>	<b>Level 3 (Score 3)</b>	<b>Level 4 (Score 4)</b>

Ambassadorial Skills	Ability to manage the reputation of a standing Committee of the Council	Ability to publicise the Council's scrutiny work and encourage outside involvement in this function	Ability to manage the reputation of a portfolio and identify opportunities to promote corporate and community priorities relating to this portfolio	Ability to manage the reputation of the Council as a whole and promote the Council on a local and national level
Business management skills	Understanding the key elements of scrutiny	Understanding the key elements of governance, the Council's budget and scrutiny functions	Detailed knowledge of the service, strategies and policies relating to Portfolio	Understanding the business of local government, challenges and issues facing local government, national policy and framework, role of minority group leaders
<b>Factor</b>	<b>Level1 (Score 1)</b>	<b>Level 2 (Score 2)</b>	<b>Level 3 (Score 3)</b>	<b>Level 4 (Score 4)</b>
Team Working Skills	Ability to manage a minority political party	Ability to motivate councillors and officers to take part in scrutiny reviews	Ability to work as part of a team with the officers to ensure that the services and strategies relating to Cabinet Portfolio are successfully implemented	Ability to manage the majority political party and work as a team with the Councillor and officer to ensure that the Council successfully achieves Council's vision

Decision Making Skills	<p>Ability to guide a Committee towards making a decision of a non-quasi legal function</p> <p>e.g. Joint Human Resources Committee</p>	<p>Ability to guide a Committee to make a decision relating to quasi-legal functions</p> <p>e.g. licensing &amp; development management</p>	<p>Ability to guide a Board into making recommendations involving complex facts or situation which involve a range of options</p>	<p>Ability to make an Executive decision</p>
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