



ADUR & WORTHING  
COUNCILS

Key Decision [No]

Ward(s) Affected:N/A

**Interview with the Worthing Cabinet Member for Citizens Services**

**Report by the Director for Digital, Sustainability & Resources**

**Executive Summary**

**1. Purpose**

1.1 This report sets out background information on the Portfolio of the Worthing Cabinet Member for Citizens Services to enable the Committee to consider and question the Cabinet Member on issues within her portfolio and any other issues which the Cabinet Member is involved in connected with the work of the Council and the Worthing communities.

**2. Recommendations**

2.1 That the Committee consider any representations from the Cabinet Member on the work within her Portfolio and other issues which the Cabinet Member is involved in and question the Cabinet Member on this and recommend any suggested action or make appropriate comments to the Cabinet Member for her consideration.

### **3. Context**

- 3.1 As part of its Work Programme for 2022/23, the Joint Overview and Scrutiny Committee (JOSC) have agreed to interview the Adur and Worthing Cabinet Members on their priorities for 2022/23.
- 3.2 As part of its fact finding/investigative role, the Joint Overview and Scrutiny Committee is asked to consider the roles and responsibilities of the Worthing Cabinet Member for Citizens Services. It is part of the Scrutiny role to fact find/investigate in the form of questions and JOSC is asked to direct questions to the Cabinet Member on any issues involving the Cabinet Member and also issues relating to her portfolio.
- 3.3 The Committee is entitled to ask for further investigation into items where it may not be satisfied with the progress as described.

### **4. Issues for consideration**

- 4.1 The Worthing Cabinet Member for Citizens Services has responsibility for the following:-
- Affordable Housing Provision
  - Benefit Fraud Detection/Prevention
  - Customer contacts and services, including Help Points
  - Disabled Facilities Grant and other Housing Grants
  - Empty Properties
  - Homelessness and Advice (Prevention and Management), including Choice Based Lettings, Bed & Breakfast
  - Housing and Council Tax Benefits and Adjudication
  - Housing Need, Options and Advice and Housing Register
  - Housing Strategy Development and Review
  - Private Housing Sector
  - Revenues and Benefits
  - Strategic Housing and Enabling
  - Supported People
- 4.2 JOSC is requested to ask questions of the Cabinet Member based on her responsibilities outlined in paragraph 4.1 including any high level strategic issues relating to the Councils and our communities.

### **5. Engagement and Communication**

5.1 The JOSCS Chairpersons and Vice-Chairpersons have been consulted on the proposals contained in this report.

## **6. Financial Implications**

6.1 There are no direct financial implications to consider within this report.

## **7. Legal Implications**

7.1 JOSCS is responsible for holding the Cabinet Members to account, reviewing their work and decisions and in accordance with the procedures outlined within the Joint Overview and Scrutiny Procedure Rules set out in the Councils' constitution, can request Cabinet Members to attend its meetings.

7.2 Section 3(1) of the Local Government Act 1999 (LGA 1999) contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

7.3 Section 1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation.

## **Background Papers**

New Priorities for Worthing Borough Council agreed by Joint Strategic Sub-Committee 5 July 2022 - [JSC Sub-Committee Worthing - 5 July 2022](#)

### **Officer Contact Details:-**

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## **1. Economic**

Matter considered and no direct issues identified but some issues contained within the Cabinet Member Portfolio impact on the local economy and local businesses in Worthing.

## **2. Social**

### **2.1 Social Value**

Matter considered and some issues within the Cabinet Member Portfolio will impact the communities.

### **2.2 Equality Issues**

Matter considered and no direct issues identified.

### **2.3 Community Safety Issues (Section 17)**

Matter considered and no direct issues identified.

### **2.4 Human Rights Issues**

Matter considered and no direct issues identified.

## **3. Environmental**

Matter considered and no direct issues identified.

## **4. Governance**

Matter considered and no direct issues identified. JOSC is responsible for holding the Cabinet Members to account, reviewing their work and decisions and in accordance with the procedures outlined within the Joint Overview and Scrutiny Procedure Rules set out in the Councils' constitution, can request Cabinet Members to attend its meetings.