

**HTS Non-Exec Board Director  
Report to Shareholder**

**Reporting period: September – December 2018**

**Director Name: Cllr Simon Carter**

<b>Date</b>	<b>Time (hrs)</b>	<b>Activity</b>	<b>Benefits arising from activity</b>
3 Sep.18	1	Attended HDC Shareholder Sub Committee as observer	<ul style="list-style-type: none"> <li>• Understanding shareholder relationship with HTS</li> <li>• Demonstrated commitment to HTS</li> </ul>
4 Sep.18	3	Attended Staff briefings x 3	<ul style="list-style-type: none"> <li>• Listening to staff;</li> <li>• Supporting senior management and their relationship with staff</li> </ul>
13 Sep 18	1	Telephone conference with HTS board	Update on current issues, including consideration of potential governance structures for HTS (H&R) Ltd.
14 Sep 18	3	Jobs Fair	Support staff at HTS stand and network with potential customers to promote HTS.
26 Sep 18	1	HDC Tenants Forum	Support staff at HTS stand and listen to tenants and their views on service received.
4 Oct 18	2	H4H Community and Business Awards	Support HTS staff up for awards and network with potential customers to raise profile of HTS
9 Oct 18	3	Attended Staff briefings x 3	Listening to staff; Supporting senior management and their relationship with staff
11 Oct 18	3	Health and Safety Inspections	Inspect modern homes work for compliance with H&S procedures inc safety of

			residents and conditions of vehicles
11 Oct 18	2	Chair Audit and Finance sub committee	Approval of draft accounts from new auditors
11 Oct 18	2	Attend HTS & HTS (P&E) Boards meetings	To consider remuneration for non-executive directors.
24 Oct 18	1	Attend HDC Shareholder Sub Committee s observer	<ul style="list-style-type: none"> <li>• Understand shareholder relationship with HTS</li> <li>• Demonstrate commitment to HTS</li> </ul>
29 Nov 18	10	Attend opening of Ilke Homes factory, Knaresborough	Assess process of constructing pre fabricated homes for potential house building for HDC.
11 Dec 18	2	Attend Shareholder sub committee	Understand shareholder relationship with HTS including out of hours vehicle use and company performance
20 Dec 18	2	Chair Audit and Finance sub committee	Review financial performance and understand pressures including impact on profitability of delays to capital programme and MHP work on high number of voids.
20 Dec 18	3	Attend Boards of HTS Group and (P&E) Ltd	To consider extension of contracts for Chairman and Chief Executive.
<b>Total</b>	<b>39</b>		