

**MINUTES OF THE SHAREHOLDER SUB COMMITTEE  
HELD ON**

18 February 2021

7.30 - 8.22 pm

**PRESENT**

**Sub Committee Members**

Councillor Mark Ingall (Chair)  
Councillor Michael Hardware  
Councillor Andrew Johnson  
Councillor Danny Purton  
Councillor Mark Wilkinson

**Officers**

Andrew Murray, Head of Housing  
Adam Rees, Governance Support Officer

**Additional Attendees**

Councillor Simon Carter  
Councillor Bob Davis  
John Phillips, Managing Director of HTS (Property and Environment) Limited  
Michael Harrowven, Non-Executive Chair of the HTS (Property & Environment)  
Limited Board

14. **APOLOGIES FOR ABSENCE**

None.

15. **DECLARATIONS OF INTEREST**

None.

16. **MINUTES**

**RESOLVED** that the minutes of the meeting held on 29 September 2020 are agreed as a correct record and signed by the Leader.

17. **MATTERS ARISING**

In response to questions about electric vehicles John Phillips, Managing Director HTS (Property and Environment) Ltd, informed the Sub Committee that HTS' current electric fleet were being used for short journeys and were lasted for the entire day. HTS was looking to invest in more electric vehicles as it renewed its fleet. There were some issues around transit sized vans due to the size of the battery. HTS had been in contact with Jewsons about the use of just in time delivery so that operatives can take tools in a smaller vehicle.

18. **OPERATION AND FINANCE REPORT**

John Phillips, Managing Director HTS (Property and Environment) Ltd, presented a report on HTS' operational and financial performance. He explained that overall performance had been good, and that lessons had been learnt from the first lockdown.

In response to questions about tree works, John Phillips said that HTS was looking to develop a tree maintenance programme that would allow it become more proactive. This involved discussions with the Council about the logging of trees and buildings so a long term approach could be taken.

John Phillips explained that the lessons learnt from the first lockdown included focussing on the prioritisation of works, once non-essential work could re-commence, as well as improvement in how HTS could protect its staff and customers from Covid-19. There was currently an estimated six months' worth of work which needed to be carried out. Performance on street scene would improve as things became closer to normal.

**RESOLVED** that the report was noted.

19. **EMERGING FROM COVID-19 (LOCKDOWN 3)**

John Phillips said that HTS had learnt from experience, and from others, on how to emerge from lockdown. HTS understood what order it needed to take actions, but the timescales were not clear yet and would depend on changes to Government guidance.

It was agreed that another meeting of the Sub Committee would be arranged before the currently scheduled meeting in July to discuss recovery.

**RESOLVED** that the report was noted.

20. **ACTION PLAN FOR BUSINESS RESILIENCE AND EFFICIENCY**

John Phillips presented an action plan for business resilience and recovery. In response to questions by Councillor Johnson, John Phillips said it hoped that the HTS (Housing and Regeneration) Ltd five business plan would be considered at the July Sub Committee meeting, but because of the pandemic that may no longer be possible.

**RESOLVED** that the action plan was noted.

21. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE SUB COMMITTEE