

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

24 April 2024

6.30 - 8.56 pm

**PRESENT**

**Sub Committee Members**

Councillor Dan Swords (Chair)  
Councillor David Carter (Vice-Chair)  
Councillor Tony Edwards  
Councillor Nicky Purse  
Councillor Lanie Shears

**Officers**

Nathan Elvery, Strategic Support  
Julie Galvin, Legal Services Manager  
Jacqui Van Mellaerts, Assistant Director - Finance  
Adam Rees, Senior Governance Support Officer  
Yvonne Rees, Interim Chief Executive

**Also Present**

Andy Belton, Non-Executive Chair – HTS Group Ltd  
Councillor Jodi Dunne  
David Morrissey, Managing Director – HTS Group Ltd

33. **APOLOGIES FOR ABSENCE**

None.

34. **DECLARATIONS OF INTEREST**

Councillor Jodi Dunne declared a pecuniary interest as a remunerated council appointed director of HTS (Property and Environment) Ltd.

35. **MINUTES**

**RESOLVED** that the minutes of the meeting held on 15 November 2023 are agreed as a correct record and signed by the Leader.

36. **MATTERS ARISING**

None.

37. **SUB COMMITTEE WORK PLAN**

**RESOLVED** that the work plan be noted.

38. **MATTERS OF URGENT BUSINESS**

None.

39. **DATE OF NEXT MEETING**

The next meeting would be on 31 July 2024.

40. **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** that the following items be taken in private session on the grounds that they are likely to involve the disclosure of exempt information as specified under Paragraph 3 of Part One of Schedule 12A of the Local Government Act 1972, if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing information.

Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)

41. **HTS GROUP - QUARTER 3 BUSINESS REPORT 2023/24**

The Sub Committee received a report on the HTS Group Quarter 3 Business Report 2023/34.

**RESOLVED that:**

**A** Noted and commented on the HTS Group Quarter Three Business Report.

**B** Noted and commented on the verbal Quarter Four Business Report update.

**C** Approved the HTS Group Quarter Three Business Report and verbal Quarter Four update.

42. **HTS GROUP GOVERNANCE ARRANGEMENTS - UPDATED ARTICLES OF ASSOCIATION AND GOVERNANCE AGREEMENT**

The Sub Committee received a report to approve changes to HTS Group Governance Arrangements.

**RESOLVED that:**

**A** The Shareholder Sub Committee reviewed and considered the updated Articles of Association for both HTS Group Limited and HTS (Property & Environment) Limited.

- B** The Shareholder Sub Committee reviewed and considered the proposed Group Governance Agreement.
- C** The Shareholder Sub Committee granted approval of the updated Articles of Association for both HTS Group Limited and HTS (Property & Environment) Limited.
- D** The Shareholder Sub Committee granted approval of the proposed Group Governance Agreement.
- E** The Shareholder Sub Committee granted delegated authority to the Leader and Chief Executive, in consultation with the Monitoring Officer, to agree further minor amendments to the Articles of Association for both HTS Group Limited and HTS (Property & Environment) Limited and the Group Governance Agreement, as well as ancillary documents.

43. **HTS GROUP BUSINESS PLAN 2024/25**

The Sub Committee received a report on the HTS Group Business Plan 2024/25.

**RESOLVED that** the Sub Committee:

- A** Reviewed and considered the HTS Group 2024/2025 Business Plan.
- B** Approved the adoption of the HTS Group 2024/2025 Business Plan, as set out in Appendix A to the report.
- C** Noted the budget of £30.328m, £22.618m revenue and £7.710m capital for HTS Group services provided to the Council in 2024/25.
- D** Approved the HDC/HTS – Trusted Partnership Model 2024/25 as set out in Appendix B to the report to ensure the delivery of the HTS Group 2024/25 Business Plan.
- E** Established a Trusted Partnership Strategy Day to inform and develop the 2025/26 Business Plan.

44. **GROUP GOVERNANCE AGREEMENT (HTS) - MATTERS REQUIRING THE CONSENT OF THE COUNCIL**

The Sub Committee received a report on HTS Group governance arrangements that required the consent of the Council.

**RESOLVED** that the Shareholder Sub Committee note that there are no Shareholder Reserved Matters to review, comment or approve under this item.

CHAIR OF THE SUB COMMITTEE