

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

25 September 2024

7.00 - 9.18 pm

PRESENT

Sub Committee Members

Councillor Dan Swords (Chair)
Councillor David Carter (Vice-Chair)
Councillor Tony Edwards
Councillor Kay Morrison
Councillor Nicky Purse

Officers

Yvonne Rees, Interim Chief Executive
Alan Evans, Interim Strategic Director
Adam Rees, Senior Governance Support Officer

Also Present

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

12. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Michael Hardware and Lanie Shears.

13. **DECLARATIONS OF INTEREST**

None.

14. **MINUTES**

RESOLVED that the minutes of the meeting held on 11 July 2024 are agreed as a correct record and signed by the Leader.

15. **MATTERS ARISING**

None.

16. **HTS QUARTER 1 BUSINESS REPORT**

The Sub Committee received the Quarter 1 Business Report.

Alan Evans, Interim Strategic Director, said he would look at instances where properties were not in the capital programme.

David Morrissey, Managing Director – HTS Group Ltd, said that we would circulate sick leave figures to the Sub Committee.

RESOLVED that the Sub Committee noted the report.

17. **HTS OPERATIONS AND PERFORMANCE REPORT**

The Sub Committee received a report on HTS operations and performance.

The Sub Committee said that the KPIs needed to be urgently reviewed. It would be recommended to Cabinet that it looks at the contract scope and service specification.

RESOLVED that the Sub Committee:

A The report was noted.

B Recommended to Cabinet that the contract scope and service specification between the council and HTS be reviewed.

18. **HTS SPECIAL REPORT ON GRASS CUTTING AND PRESENTATION**

The Sub Committee received a special report on grass cutting.

RESOLVED that the Sub Committee noted the report.

19. **HTS CORPORATE RISK REGISTER**

The Sub Committee received a report on the HTS corporate risk register.

RESOLVED that the Sub Committee noted the report.

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

The Sub Committee received a report on the group governance agreement.

RESOLVED that the Sub Committee noted the report.

21. **SUB COMMITTEE WORK PLAN**

The Sub Committee received its work plan.

RESOLVED that the Workforce Strategy would be added as an item to the January Sub Committee meeting.

22. **MATTERS OF URGENT BUSINESS**

None.

23. **DATE OF NEXT MEETING**

To be confirmed.

CHAIR OF THE SUB COMMITTEE