

DAL Board Minutes
Wednesday 21st April 2021 - VIA MICROSOFT TEAMS

Board Attendees: (LJ) Lorna Jack (HIAL, Chair)
(IL) Inglis Lyon (HIAL, Managing Director)
(JW) Johanna Wallace (HIAL, Finance & Commercial Director)
(JM) Jim McLaughlin (Non-Executive Director)
(LS) Loraine Strachan (Non-Executive Director)
(EH) Eric Hollanders (Non-Executive Director)
(CH) Chris Holliday (Non-Executive Director)
(IT) Isabel Todenhoefer (Non-Executive Director)
(GCg) Greg Colgan (Non-Executive Director)

In Attendance: (GCb) Gary Cobb (HIAL Chief Operating Officer)
(MB) Michael Bratcher (Transport Scotland)
(GH) Gregor Hamilton (Dundee City Council)
(DS) Denise Sutherland (HIAL, Head of Communications)
(AS) Andrea Sillars (Head of HR)
(JC) Jackie Clark (HIAL Executive Assistant, Minutes)

DAL Board Meeting Commenced at 15.00

Apologies

Apologies were received from Gary Cox (GCx)

The Chair informed the Board and attendees that the meeting was being recorded and would be deleted on completion of the minutes and no objections were received.

Declarations of Interest

GCg declared an interest as an employee of Dundee City Council.

GCg declared an interest as section 95 officer within the Tay City Deal

Minutes

The Board minutes from the previous meeting on 24th February 2021 were approved by the Board.

Matters Arising

The Board noted the carried forward items on hold due to Covid-19.

Chair's Report

The Chair advised prior to attending today's meeting the Board had attended calls with Sumburgh local stakeholders and Sumburgh airport staff and would discuss further under the

Chair's report at the HIAL Board the following day. The Chair advised the Board that she and IL had regular calls with the Local Authority Leaders on operations and Covid issues.

The Chair added one-to-one calls were planned with all relevant local Authorities following the ICIA report being published and notwithstanding Dundee being a mainland location, a call took place with GCg as Dundee City Council CEO to discuss any further mitigating actions that might be taken re impacts on Dundee.

GCg added it had been a useful opportunity to talk with the Chair and IL on the proposals and it was important to look at the wider support that could be available.

Managing Director's Report

IL advised he had two points to bring to the Boards attention for Dundee.

1. State aid Funding (due to leaving the EU)

IL advised Dundee Airport has been funded from the SG within the HIAL funding. However, now that the UK has left the EU, and the state aid arrangements are changing, some work will be required to see where Dundee fits with future funding.

MB provided an update on how funding had previously been provided and that since leaving the EU there was still some uncertainty on how subsidy control will be dealt with in the UK.

GCg added that as guidance becomes clearer on the UK consultation into funding, it would be helpful to receive a written report back to the Board for clarity and possible risk.

MB reminded the Board that the HIAL Framework document outlines what tasks have been allocated to HIAL in regards to the operation of the airports and how SG will subsidise in order to carry this out.

The Chair said a Board learning/development session to support further understanding of both the Framework document and the changing State Aid picture should be held ideally before the new draft framework is completed.

2. Dundee/London PSO.

IL added that the Dundee PSO is due to run until October, 2021 and asked GCg and GH where they are with the plans for renewing the PSO.

(Redacted)

(Redacted)

GH added the local Chamber of Commerce is conducting a survey with local businesses within the area to establish future aviation needs which will help in inform what future subsidy might be required for the PSO.

(Redacted)

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| Items for note by the Board |
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Item 3 – DAL Top Ten Risks

The Board noted the paper. GCb advised the report was a work in progress with the Dundee risks report showing all operational risks. Work is ongoing to pull corporate risks relating to DAL into the report. GCb provided an explanation of the top two risks.

A question was raised on the scale used on the risk of infectious disease and GCb explained how the risk is scored.

Item 4 - DAL Monthly Accounts

The Board noted this paper.

The DAL Board retrospectively approved the brought forward 1.1 million capital spend into 20/21 on top of the approved £0.3m which had been approved previously by the HIAL Board.

Item 5 – Commercial Update

The Board noted the paper

Item 6 – DAL Capital Plan

The Board noted the paper.

The Chair advised GCg that the HIAL Board had approved the proposed DAL Capital Plan as part of the overall HIAL Group plan at the last HIAL Board meeting. However, GCg was asked if he was content to join the other Board members in approving the DAL Capital Plan within DAL. GCg confirmed he was content to approve. The Chair reminded all that any items over £250k on the Capital Plan will be brought to the DAL Board for approval.

AOB

GH provided an update on the Tay Cities Deal and the development of the business case for the investment in Dundee airport through the city deal.

DAL Board meeting concluded at 15.46

Date of the next meeting: 9th June, 2021