

DAL Board Minutes
Wednesday 24th February 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)
(GCx) Gary Cox (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

There were no apologies.

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.

CH declared an interest for work done with Dundee City Council.

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

GCg declared an interest as a Director of MSIP

ACTION: JC to remove the declaration of Interest for CH above as it is no longer relevant.

Minutes

The Board minutes from the previous meeting on 8th December 2020 were approved by the Board.

Matters Arising

The Board noted several items have now been complete and that there are four carried forward items on hold due to Covid-19.

Chair's Report

The Chair advised that the Strategy & Covid Recovery plan had been launched and received good coverage in the media. The Scottish Government have announced their budget and the draft HIAL settlement figure for 21/22. Within the TS budget announcement was £1m towards a potential Public Service Obligation (PSO) for Wick.

The Chair and IL had met with Richard Moriarty from the Civil Aviation Authority (CAA) and a constructive meeting was had, focussing on the CAA's views on future surveillance.

The Chair advised that Frances Pattici, Transport Scotland (TS) had been in touch and she had secured resource for TS to work on our pay & grading framework. GCx confirmed work had now begun.

The Chair advised the Board that both petitions committee sessions attended by HIAL and then TS in relation to ATMS had now been held and **(Redacted)**. The Chair added that the main areas which continue to be brought up are the budget, delivery of the programme and mitigations. These items will be picked up under the ATMS agenda item at the HIAL board meeting the following day.

Managing Director's Report

IL advised that time had gone into the Island Impact Assessment and he would update at the HIAL Board meeting the next day. **(Redacted)**. A board paper on this was up for discussion at the HIAL Board. IL advised the Board that North Point Aviation was working on options for the Wick PSO.

(Redacted)

GCx added that Malcolm MacLeod from Highland Council had reached out to TS about the PSO process and a meeting was being held next Wednesday and he would keep HIAL updated.

Items for note by the Board

Item 3 - DAL Monthly Accounts

The Board noted this paper.

JW updated the Board on the budget numbers received from TS for 21/22 and provided a brief overview on the capital spend and revenue spend for 21/22.

Item 4 – Commercial Update

The Board noted the paper

AOB

GH provided the Board with an update on the Tay City deal advising it was signed on the 17th December 20 with £9.5m allocated to Dundee Airport. The Tay Cities Joint Committee have approved £600k towards the current Dundee to London PSO.

Discussions with Tayside Aviation are ongoing around options for meeting their accommodation requirements for pilot training and it is hopeful to be concluded in a matter of weeks.

The Chair advised as progress was occurring on both the Surveillance and the Aviation Academy these should be areas for discussion on the DAL agenda going forward.

Gcb advised the Board that the Airspace Change Proposal (ACP) for Dundee has been lodged on the Civil Aviation Authority portal today.

The Chair added that she intended to do some future DAL agenda planning ensuring that DAL governance was addressed and focussing on specific items such as risk and projects affecting Dundee Airport.

DAL Board meeting concluded at 15.33

Date of the next meeting: 21 April 2021