

DAL Board Minutes

Monday 23 October 2023 Microsoft Teams

- Board Attendees:**
- (LJ) Lorna Jack (HIAL, Chair)
 - (SA) Stewart Adams (HIAL, Interim Managing Director)
 - (JM) Jamie Manson (HIAL, Chief Financial Officer)
 - (CH) Chris Holliday (Non-Executive Director)
 - (LC) Lynne Clow (Non-Executive Director)
 - (IT) Isabel Todenhoefer (Non-Executive Director)
 - (GCg) Greg Colgan (Non-Executive Director)
- In Attendance:**
- (KOL) Kevin O’Leary (HIAL, Chief Operating Officer)
 - (AS) Andrea Sillars (HIAL, Chief People Officer)
 - (AG) Alastair Gleave (HIAL, Chief Commercial Officer)
 - (DM) Darren MacLeod (HIAL, Director of Safety & Compliance)
 - (MB) Michael Bratcher (Transport Scotland)
 - (JC) Jackie Clark (HIAL, Executive Assistant)
- Apologies:**
- (LS) Loraine Strachan (Non-Executive Director)
 - (GH) Gregor Hamilton (Dundee City Council)
 - (GF) Geordie Farquhar (HIAL, Director of Operational Support)
 - (DS) Denise Sutherland (HIAL, Director of Comms & Corp Affairs)

DAL Board Meeting Commenced at 10:30

The Chair welcomed everyone to the virtual meeting.

Apologies

Apologies were received from Loraine Strachan, Gregor Hamilton, Denise Sutherland, and George Farquhar.

Declarations of Interest

The Chair noted the usual declarations of interest. CH and LJ advised they would be joining the Board of Advisors for the Isle of Man Airport from 1st November 2023.

Minutes and Matters Arising

The minutes from the meeting held 29th August 23 were noted as approved and published. Item 5 02.05.23 action was amended to AG/SA with a deadline date of Dec-23. GCg advised that GH will speak to Transport Scotland to bring them into the loop.

Chair’s Report

The full Chairs report can be viewed in the **HIAL Board Minutes 18.10.23 (Link)**.

The Chair updated the Board on her latest conversation with the Chair of Loganair.

Audit Committee Update

The full Audit committee update can be viewed in the [HIAL Board Minutes 18.10.23 \(Link\)](#).

People Committee Update

The full People Committee Update can be viewed in the [HIAL Board Minutes 18.10.23 \(Link\)](#).

Chief Executive Officer (CEO) Report

The DAL Board noted the updates in the CEO Report which highlighted the impact on DAL with the transition of Loganair ATRs, the wrapping up by Tayside Aviation's administrators **Withheld information No 4** and the pay remit for 2023/24.

Withheld Information No 4.

Chief Financial Officer Report

The DAL Board noted the updates in the Chief Financial Officer Report.

JM advised income was up 10% against forecast and operation costs were £150K lower than expected with fuel sales lower than previous year.

The Board discussed the reduction in passenger numbers over the year which was due to not recording passengers in transit between Kirkwall and Sumburgh to London via Dundee and the stoppage of the Belfast route.

Chief Operational Officer

The DAL Board noted the updates in the Chief Operational Officer Report.

AG advised he was reviewing ownership documents of the hangers and buildings previously used by Tayside Aviation.

Chief Commercial Officer Report

The DAL Board noted the update in the Chief Commercial Officer Report and the areas of focus for increased commercial revenue.

Operations Report

The DAL Board noted the updates in the Operations Report.

Accountable Manager Report

The DAL Board noted the updates in the Accountable Manager Report.

AOB

The Board discussed the Dundee Heathrow PSO route funding which was not yet finalised and was with the Ministers who are understood to be supportive on the continuation of the service.

AS provided an update on the pay remit for 2023/24.

DAL Board meeting concluded at 11:21

Date of the next meeting: 8th November 2023

No	Reason for Redaction
1	Withheld for reasons of commercial interests
2	Withheld as the information constitutes personal data
3	Withheld as disclosure of the information will endanger the physical or mental health or safety of an individual
4	Withheld as disclosure will prejudice the effective conduct of public affairs