

**MINUTES OF THE DUNDEE AIRPORT LTD (“DAL”) BOARD
HELD AT TRANSPORT SCOTLAND OFFICES, EDINBURGH ON
WEDNESDAY 26TH FEBRUARY 2020 AT 09:00**

Board Attendees:	(LJ) Lorna Jack (Chair)
	(IL) Inglis Lyon (Managing Director)
	(GB) Gillian Bruton (Finance Director)
	(DS) David Savile (Non-Executive Director)
	(TW) Tim Whittome (Non-Executive Director)
	(JM) Jim McLaughlin (Non-Executive Director)
	(LS) Loraine Strachan (Non-Executive Director)
	(EH) Eric Hollanders (Non-Executive Director)
In Attendance:	(GH) Gregor Hamilton (Dundee City Council)
	(GF) George Farquhar (Interim Head of Airport Operations & Support)
	(DSu) Denise Sutherland (Head of Communications)
	(GC) Gary Cox (Transport Scotland)
	(SD) Shelly Donaldson (Personal Assistant – Minutes)
	(CH) Chris Holliday (Non-Executive Director from March 1st)
	(IT) Isabel Todenhoefer (Non-Executive Director from March 1st)

The DAL Board Meeting commenced at 09:00

Apologies

David Martin sent his apologies and GH attended the meeting on his behalf.

Declarations of Interest

GH declared an interest as employee of Dundee City Council.

TW declared an interest as an occasional customer of Dundee airport.

CH declared an interest for work previously done for Dundee City Council in the past.

Minutes and Matters Arising

The Board minutes from the previous meeting on 17th December 2019 were reviewed and following a small amendment to page three, were approved by the Board.

Reference the matters arising and item 4, HIAL’s Managing Director had a discussion with a contact at Leuchars regarding possible collaboration. Questions arose regarding timing and a link with the Tay cities project but overall they are willing to look at options.

The other items were picked up within the agenda or for future meetings.

Chair's Report

The Chair reported on meetings with the Cabinet Secretary for Transport, Infrastructure and Connectivity, with MSP's for Shetland and Orkney regarding HIAL's ATMS programme and informed the Board that HIAL will attend the Convention of the Highlands and Islands on March 16th and will present an update on the ATMS programme.

Managing Director's Report

The dispute over land at Stornoway airport was explained to new Board members. The land court is due to reach a decision on Friday 28th February and the communications team are currently preparing for the court decision.

The Wick Chamber of Commerce have submitted a PSO proposal, to Scottish Government, for a Wick to Aberdeen and a Wick to Edinburgh service. The intention is to utilise a small aircraft and they are looking for a carrier to operate the aircraft only, with marketing and ticket sales being left locally. HIAL needs to work with the Scottish Government on funding and to recognise issues currently faced.

Main Discussion

The Tay cities deal has not yet been signed, work is continuing to look at the financial profile of the different projects and to seek clarification from the UK Government on how it's spend will be profiled over the period of either ten or fifteen years. The delay in signing is causing issues with some projects' timescales.

In terms of the Aviation Academy for Scotland, the partners, **(Redacted)**, have commissioned consultants to develop the full business case for the two parts of the development, but questions remain concerning the Dundee component. A meeting has been scheduled with all the parties on the 10th March.

A follow-up meeting with the partners will be arranged to look at how the two parts of the project will fit together. There are potential issues regarding state aid which will need to be addressed. It was clarified that no funding is expected from DAL at present.

A building to provide the training will be required in the future and the Scottish water building at Dundee airport was suggested previously, but this is not the cheapest option. A new build or modular buildings were also suggested. There will be an impact on the land at Dundee airport but this, and DAL's role in the project, will be discussed at a later date. The Board confirmed that it would need to see the proposal also.

Items for note by the board

Item 3 – Dundee PSO Passenger Numbers

There were no questions on the paper submitted to the board.

Loganair were contacted to gauge a feeling of future numbers for the route once the move from Stanstead to London City happens on 29th of March 2020. Loganair reported that pre-bookings are **(Redacted)** higher than the same period last year. The new Belfast route is due to start on the 2nd of April and whilst numbers are not as positive, they are looking to be sufficient.

The Board asked how the routes were being marketed. Loganair have been leading the marketing campaign, along with the Chamber of Commerce in London, Dundee and Belfast. Dundee City Council (DCC) has a meeting with Loganair on March 3rd to discuss their intentions with the marketing of the routes over the coming year and how DCC can aid them in this. London City is hosting a launch event in Dundee on the 2nd of April 2020.

Item 4 – DAL Monthly Accounts

The paper was circulated to the Board, no issues were noted and a favourable year for Dundee was reported. The Board noted this paper and an encouraging outcome.

AOB

There was no other business.

The DAL Board meeting concluded at 09:43

Date of next meeting – 22nd April 2020 in Kirkwall