

**MINUTES OF THE DUNDEE AIRPORT LTD (“DAL”) BOARD  
HELD VIA MICROSOFT TEAMS ON  
WEDNESDAY 10<sup>th</sup> JUNE 2020 AT 15:40**

**Board Attendees:** (LJ) Lorna Jack (HIAL, Chair)  
(IL) Inglis Lyon (HIAL, Managing Director)  
(GB) Gillian Bruton (HIAL, Director of Finance)  
(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)  
(DM) David Martin (Non-Executive Director)

**In Attendance:** (GF) George Farquhar (HIAL, Head of Airport Operations & Support)  
(DS) Denise Sutherland (HIAL, Head of Communications)  
(GC) Gary Cox (Transport Scotland)  
(SD) Shelly Donaldson (HIAL Executive Assistant – Minutes)  
(VR) Viv Roach (HIAL Executive Assistant – Minutes)

**The DAL Board Meeting Commenced at 15:40**

**Apologies**

There were apologies from (GH) Gregor Hamilton (Dundee City Council)

**Declarations of Interest**

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

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 22<sup>nd</sup> April 2020 were reviewed and approved by the Board and the matters arising were picked up within the agenda.

**Chair’s Report**

The Chair noted that in regards to ATMS, it is imperative that stakeholders are kept aligned regarding the challenges.

**Managing Director’s Report  
(Redacted)**

<b>Company Risks</b>
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**Item 3 - COVID-19 Update**

This paper was noted by the board.

**Items for Approval / Discussion by the Board**

**Dundee PSO**

An outline on the current position of the PSO was given to members and DM asked for clarity and a decision on funding for the PSO from Transport Scotland. It was advised that the Scottish Government are in communications with the DfT and that Loganair still intend to introduce the Belfast service, which was encouraging. It was also noted that marketing will need to be reviewed for this route.

**Aviation Academy update**

There is a meeting planned soon with Perth UHI to confirm the Dundee Element.

**Tay cities Deal**

An overview of progress was provided to the board and it was clarified that the teams were trying to confirm a signing date. Moving the profile from a 15 year deal to a 10 year deal had been approved by government.

Tayside Aviation have approached HIAL for support following the Coronavirus situation and this request will be treated in line with HIAL's other concessionaires and tenants.

**Items for note by the Board**

**Item 4 - DAL Monthly Accounts**

There were no questions from members, on the accounts. It was clarified that at the audit committee meeting earlier in the day, that due to Covid-19, approval was given to postpone the signing of the statutory accounts from August until the October board meeting.

**AOB**

DM advised that Dundee City Council have been in discussions with the Eden project organisers and Dundee had recently been confirmed as the next site for an Eden Project – details to follow. There would be more information on this at a later date.

The next board meeting will be virtual due to the coronavirus situation.

**The DAL Board meeting concluded at 16.05**

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**Date of the next meeting:** 26 August 2020 – Virtual Meeting