

MINUTES OF PAHL BOARD MEETING (OPSCO)

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DATE:	30 th October 2018	TIMINGS:	PLANNED:	ACTUAL:
		START:	1000 hrs	1000 hrs
		FINISH:	1200 hrs	1215 hrs
VENUE:	Board Room, Glasgow Prestwick Airport	RELEASED ON:	14 th November 2018	

DATE OF NEXT MEETING:	PLANNED VENUE:	PLANNED START:	PLANNED FINISH:
Tuesday 11 th December 2018	Boardroom	0900 hrs	1300 hrs

NO	MINUTES FORMAT:	PARTICIPANTS:	IN ATTENDANCE:
	Quorum	Andrew Miller (AM) – Chair	Gary Cox (GC) (TS)
1.	Declaration of Interests	Stewart Adams (SA)	Jules Matteoni (JM)
2.	Chair's Introductory Remarks	Gordon Arthur (GA)	Sonia Rafferty (SR)
3.	Minutes of Previous Meeting:	Beth Corcoran (BC)	Zoe Kilpatrick (ZK)
	i. OpsCo Meeting of 25 th September 2018	Tony Davis (TD)	Janet Kindness-Muir (JK) (Minute taker)
	ii. OpsCo Action Table of 25 th September 2018	Paul Neep (PN)	
4.	Papers for Approval:	Valerie Scoular (VS)	APOLOGUES:
	i. [REDACTED] FOISA 33 (1)(b) commercial interests of the company – Board Paper 41a (SA)	Ian Forgie (IF)	Frances Pacitti (FP) (TS)
5.	Management Information Pack		
	i. CEO Monthly Update and MOU (Appendix 1) – Paper 41b (SA)		
	ii. Health & Safety, Security, Operational Report & Capex Update – Paper 41c (JM)		
	iii. Finance Report – Paper 41d (IF)		
	iv. Commercial Report – Paper 41e (ZK)		
	v. People & HR Report – Paper 41f (SR)		
6.	AOCB		

QUORUM

The chair confirmed that notice of the meeting had been given to the directors in accordance with the articles of association of the Company (the 'Articles').

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The chair noted that a quorum was present in terms of the Articles and so it was competent to proceed with the business of the meeting.

1. DECLARATION OF INTERESTS

1.1 The non-executive directors declared that they had no new interests in the business of the meeting that they were required to declare under section 177 of the Companies Act 2006.

2. CHAIRMAN'S INTRODUCTORY REMARKS

2.1 AM welcomed everyone to the meeting.

2.2 Apologies were noted as above.

3. MINUTES OF PREVIOUS MEETING

OpsCo Meeting of 25th September 2018

3.1 The minutes were approved as an accurate record of proceedings.

OpsCo Action Table as at 25th September 2018

3.2 38.13 – Further clarification is needed [REDACTED] **FOISA 33 (1)(b) commercial interests of the company**

3.3 40.01 – The NXD expenses policy has been updated. SR will send to NXDs.

3.4 All other actions were closed, ongoing or on the agenda for discussion.

4. PAPERS FOR APPROVAL

[REDACTED] **FOISA 33 (1)(b) commercial interests of the company – Paper 40a (SA)**

4.1 SA presented the [REDACTED] **FOISA 33 (1)(b) commercial interests of the company**

4.2 TD asked for clarification in respect of such approvals [REDACTED] **FOISA 33 (1)(b) commercial interests of the company** was also presented to the HoldCo Board for approval, after being approved by the OpsCo Board [REDACTED] **FOISA 33 (1)(b) commercial interests of the company**

Action: 41.01

4.3 The Board approved the [REDACTED] **FOISA 33 (1)(b) commercial interests of the company** as presented.

5. Management Information Pack

i. **CEO Monthly Update and MOU (Appendix 1) – Paper 41b (SA)**

5.1 SA confirmed that the Management Information Pack will be produced on a monthly basis and distributed to Board members.

5.2 SA presented the CEO Monthly Update.

5.3 SA highlighted that [REDACTED] **FOISA 33 (1)(b) commercial interests of the company** have been finalised.

5.4 [REDACTED]

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- 5.5 [REDACTED] FOISA 33 (1)(b) commercial interests of the company.
- 5.6 [REDACTED] FOISA 33 (1)(b) commercial interests of the company
- 5.7 [REDACTED] FOISA 33 (1)(b) commercial interests of the company
- 5.8 [REDACTED] FOISA 31 (1) national security and defence.
- 5.9 IF informed the Board that he had received a [REDACTED]
[REDACTED] FOISA 33 (1)(b) commercial interests of the company
- 5.10 IF to provide NXD's with a summary [REDACTED] FOISA 33 (1)(b) commercial interests of the company. Action: 41.02
- ii. Health & Safety, Security, Operational Report & Capex Update – Paper 41c (JM)
- 5.11 JM presented the Operational Report.
- 5.12 JM highlighted point 3. [REDACTED] FOISA 33 (1)(b) commercial interests of the company. JM will keep the Safety and Assurance Committee updated.
- 5.13 With regard to the Customer Service Awards, GPA was unfortunately unsuccessful, but was highly commended.
- 5.14 [REDACTED] FOISA 33 (1)(b) commercial interests of the company
- 5.15 JM to produce a separate paper on [REDACTED] FOISA 33 (1)(b) commercial interests of the company Action: 41.03
- iii. Finance Report – Paper 41d (IF)
- 5.16 IF presented the Finance Report.
- 5.17 IF confirmed that [REDACTED] FOISA 33 (1)(b) commercial interests of the company.
- 5.18 IF to produce a [REDACTED] FOISA 33 (1)(b) commercial interests of the company report for the ARC/CIC. Action: 41.04
- iv. Commercial Report – Paper 41e (ZK)
- 5.19 ZK presented the Commercial Report.
- 5.20 The [REDACTED] FOISA 31 (1) national security and defence.. ZK went back with proposed changes, which were accepted in principle. [REDACTED]

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FOISA 31 (1) national security and defence.

- 5.21 ZK informed the board that [REDACTED]
[REDACTED] **FOISA 31 (1) national security and defence.**
- 5.22 [REDACTED] **FOISA 31 (1) national security and defence.**
- 5.23 ZK stated that Ryanair has still to officially launch their UK summer schedule for 2019. A slightly smaller programme of fifty flights per week has been confirmed, with flight times subject to change.
- 5.24 ZK and SA are meeting with [REDACTED] **FOISA 33 (1)(b) commercial interests of the company.**
- 5.25 A meeting with the [REDACTED] **FOISA 33 (1)(b) commercial interests of the company.** is in the process of being organised.

v. People and HR Report – Paper 41f (SR)

- 5.26 SR presented the People and HR report.
- 5.27 The quarterly dashboard will be presented to the HRRC.
- 5.28 SR reported that [REDACTED] **FOISA 33 (1)(b) commercial interests of the company.** A more detailed report will go to the HRRC in November.
- 5.29 SR confirmed that there is no [REDACTED] **FOISA 33 (1)(b) commercial interests of the company.**
- 5.30 Board members agreed that the [REDACTED] **FOISA 33 (1)(b) commercial interests of the company.**
- 5.31 Going forward, the [REDACTED] **FOISA 33 (1)(b) commercial interests of the company.**
- 5.32 The Board agreed that future management packs should follow the format as presented.

6. AOCB

- 6.1 TD provided an update on the Safety Assurance Committee (SAC), and informed the Board that BC has joined the Committee.
- 6.2 Minutes of the SAC will be sent to Board members.