

**BELFAST CITY AIRPORT FORUM**  
**Minutes of Meeting No 101**  
**Held on Tuesday 10 December 2024 at 7.30pm**  
**VENUE: Conference Room 1, BCA**

**Attendees:**

Carol Edwards (CE)	Forum Chair
Kathy Graham (KG)	Deputy Forum Chair (ESG Chair)
Alan Andrews (AA)	Hollywood Residents' Association
Michelle Hatfield (MH)	Belfast City Airport
Councillor Pdraig Donnelly (PD)	Belfast City Council
Daniel V McCaughan (DM)	Cultra Residents' Association
David McCambley (DMcC)	Belfast City Council
Tim Halley (TH)	Belfast City Airport

**In Attendance:**

Ian Nuttall (IN)	Belfast City Airport
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**1. APOLOGIES AND OPENING REMARKS**

Apologies were received from -

Mark Doherty (MD)	Belfast Harbour Commissioners
Councillor David Rossiter	Ards and North Down Borough Council
Alderman Alan Graham (AG)	Ards and North Down Borough Council
Councillor Davy Douglas (DD)	Belfast City Council
Michelle Kelly (MK)	Consumer Council

**2. PREVIOUS MINUTES**

Members accepted the minutes of the meeting on 11 June 2024 as accurate.

**3. MATTERS ARISING**

None.

**4. CONSTITUTION**

CE outlined the proposed changes to the Forum Constitution, as circulated to Members before the meeting.

Members suggested changing requirement for groups to nominate a deputy to ensuring a stand-in is available (as small groups have a limited number of people to draw from). Change to be made and final version to be circulated.

AA enquired as to the nature of 'Personal Interests'; MH explained that this refers to individuals' own commercial interests or similar which would not be a matter for Forum consideration.

**Action – IN**

## **5. FORUM CHAIR**

CE announced her intention to step down from her role as Forum Chair following a term of three years, explaining that this would be her last meeting.

It was agreed that the process to elect a new Chair should begin immediately, with the aim of appointing a replacement in advance of the next meeting. As a first step, Members were asked to provide details of any appropriate persons they wished to nominate by 17 January 2025 - the next stage of the process to be determined thereafter depending on the number of nominations received.

It was noted that KG declared her interest in the position of Forum Chair.

**Action – All**

## **6. RECRUITMENT OF COMMUNITY GROUPS**

CE indicated that, following recent discussions with Short Strand Community Forum, a representative will be invited to attend the next Airport Forum meeting – as an opportunity to ensure mutual understanding of both parties' aims in advance of progressing an application for membership.

CE explained that there had been no further interest shown by any other community groups.

DMcC asked if churches are potential members. MH suggested that it would be unlikely that any church could demonstrate representation of the wider local community.

**Action – IN**

## **7. BCA CHIEF DEVELOPMENT OFFICER**

Tim Halley, Chief Development Officer provided an overview of his role and areas of responsibility, highlighting three main pillars of work:

Surface access – establishing a baseline and developing improved passenger access to the airport and travel planning for staff

Masterplanning - longer term optimisation of the site to meet increasing passenger demand and to ensure commercial and operational opportunities are realised

Sustainability – ongoing development of BCA's strategic approach to responsible business practice.

TH highlighted the need to improve infrastructure at the Airport. TH responded to Members' questions about progress on the improvement of a rail link with the Airport, explaining that by early 2025 the current DfI-funded feasibility study will have identified a range of options in order for a business case to be prepared. TH to update at the next Forum meeting.

## 5. AIRPORT DIRECTOR'S REPORT

MH presented a report including the following key points:

Expected consolidation of routes in 2025, with ongoing discussion of opportunities with airlines

Samson's Kitchen & Bar successfully opened in October

Community Fund spend of £660,000 to date; 2024 saw over 100 applications

Autism in the Air took flight in October, in partnership with Queen's University Belfast

BCA has joined the PHA's Breastfeeding Welcome Here scheme

Christmas tree switch on and carols with our Adopted Schools in December, in support of Help the Aged

September's Runway Run raised £70,000 for the Air Ambulance (public Runway Run planned for June 2025)

Planned extension of the High Flyers apprenticeship scheme to other departments including IT and Airfield Operations.

Members were provided with a paper detailing the above points.

AA asked when the Community Fund would next open; MH explained that the Fund would open twice in 2025 – dates to be confirmed.

## 6. AIRPORT STATISTICS

IN provided details of BCA performance, as set out in the Statistics Paper provided to Members.

## 7. AOB

In response to questions from Members about the recently-introduced no stopping area fines, MH explained that these have been introduced to ensure traffic safety and not for commercial reasons.

## 8. DATE OF NEXT MEETING

Date to be confirmed.

Signed: 09A4CF2DAAA24BF...

Date: 11-03-2025 | 07:33 PDT

Kathy Graham, Deputy Forum Chair