

Subject:

FW: FMQs follow up - 22 March

From: [redacted]

Sent: 22 March 2018 15:24

To: First Minister; First Minister FMQs

Cc: Minister for Transport and the Islands; [redacted]; PS/Transport Scotland; Brannen R (Roy); Nicholls J (John) (TRANS); Press Transport Scotland; [redacted]; McFarlane J (John); [redacted]

Subject: RE: FMQs follow up - 22 March



HIAL - Car
Parking - FM to ...

[redacted]

1. I attach a draft letter for the First Minister to send to Tavish Scott following their exchange at FMQs today.
2. HIAL's Board, [redacted], has decided to extend parking charges to 3 more airports. Charges are already in place at Inverness and Dundee. From 1 July, they will be extended to Sumburgh, Stornoway and Kirkwall.
3. [redacted]
4. [redacted]
5. It will cost around £500,000 to install the necessary equipment at the airports and HIAL expect to recoup that investment within the first year of operation. In order to comply with State Aid regulations, Transport Scotland is providing HIAL with a loan to fund the project. This loan will be made at a commercial rate of interest. We are not permitted to provide HIAL with subsidy for anything that the European Commission considers a commercial activity. This includes car parking. Any costs relating to such activities must be met from HIAL's commercial revenue.
6. HIAL has limited the new charge to £3 per 24-hour period. A free hour pick up/drop off period will operate, unlike at other Scottish airports, which is intended to assist those who do not have alternative transport to get to the airports and therefore may rely on relatives and friends picking up or dropping off. The charges are comparable with other parking rates found elsewhere in the local communities and are considerably cheaper than other airports which can be as much as £50 per day for onsite terminal parking.
7. A ticket waiver scheme will allow passengers who have to travel to attend medical and hospital appointments to park for free.
8. The table below illustrates local parking charges in each of the three locations

Local charges	1hr	2hrs	3hrs	Day	Penalty
---------------	-----	------	------	-----	---------

Sumburgh Lerwick Port	£ 1.00	£ 2.00	£ 3.00	£ 4.00	
Orkney Council (1hr is free between Oct-Apr)	£ 0.50	£ 1.20	£ 2.50		£ 30.00
Stornoway Town Centre	£ 0.50	£ 1.00	£ 1.50		



9. [redacted]

10. HIAL will continue to engage with local authorities and directly with passengers to iron out some practical operational issues before implementing the charges.

[redacted]

[redacted]
Head of Aviation

[redacted]



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From: [redacted] **On Behalf Of** First Minister
Sent: 22 March 2018 13:42
To: First Minister FMQs; First Minister
Cc: Minister for Transport and the Islands; [redacted]
Subject: RE: FMQs follow up - 22 March

Hi [redacted]

I just took a call from [redacted] (cc'd) about this issue, a draft letter will be coming for FM's box this afternoon.

Thanks

[redacted]

[redacted]
Depute Private Secretary to the First Minister

The Scottish Government

St Andrew's House | Regent Road | Edinburgh | EH1 3DG | [redacted]

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From: [redacted] **On Behalf Of** First Minister FMQs
Sent: 22 March 2018 13:16
To: First Minister
Cc: Minister for Transport and the Islands; First Minister FMQs; [redacted]
Subject: FMQs follow up - 22 March

FMPO,

During FMQs today Tavish Scott asked the FM about parking charges at Shetland airport. The FM committed to looking into this and coming back to him. Could you follow up please?

Thanks,
[redacted]

[redacted] | Senior FMQ Programme Officer | First Minister's Policy & Delivery Unit | Scottish Government | 4N.11 St Andrew's House, Edinburgh, EH1 3DG | [redacted]

Subject: FW: ITF - HIAL car parking charges

From: [redacted]
Sent: 22 March 2018 12:39
To: [redacted]
Cc: [redacted]
Subject: ITF - HIAL car parking charges

[redacted]

As discussed, please can you add this to the ITF briefing.

Thanks

[redacted]



ITF - HIAL car
parking charges...

[redacted]
Aviation Policy
Transport Scotland

Area 2F (N)
Victoria Quay
Edinburgh
EH6 6QQ

[redacted]



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Car Parking charges at Sumburgh, Kirkwall and Stornoway Airports

Lines to Take

- I recognise that the extension of car parking charges to Sumburgh, Kirkwall and Stornoway airports is necessary as a result of the budgetary situation.
- [redacted]

Background

1. [redacted]
2. HIAL will introduce charges at Sumburgh, Kirkwall and Stornoway airports in early summer 2018. Charges are already levied at Inverness and Dundee Airports. It will cost around £500,000 to install the necessary equipment at the airports and HIAL expect to recoup that investment within the first year of operation. In order to comply with State Aid regulations, Transport Scotland will provide HIAL with a loan to fund the project. This loan will be made at a commercial rate of interest.
3. HIAL has limited the new charge to £3 per 24-hour period. A free hour pick up/drop off period will operate, unlike at other Scottish airports, which is intended to assist those who do not have alternative transport to get to the airports and therefore may rely on relatives and friends picking up or dropping off. The number of spaces planned for each airport are: Sumburgh 508 Kirkwall 288; Stornoway 318. The planned £3 per day flat rate, means it will be the same for short-term and long-term parking. The charges are comparable with other parking rates found elsewhere in the local communities and are considerably cheaper than other airports.
4. Blue badge holders will be charged for their cars at the same rate as other drivers. There will be provision for blue badge holders within the airport car parks and designated parking bays will be provided as close to the terminal as possible. A ticket waiver scheme will allow passengers who have to travel to attend medical and hospital appointments to park for free.
5. The table below illustrates local parking charges in each of the three locations

Local charges	1hr	2hrs	3hrs	Day	Penalty
Sumburgh Lerwick Port	£ 1.00	£ 2.00	£ 3.00	£ 4.00	
Orkney Council (1hr is free between Oct-Apr)	£ 0.50	£ 1.20	£ 2.50		£ 30.00
Stornoway Town Centre	£ 0.50	£ 1.00	£ 1.50		

Subject: FW: Board paper

From: [redacted]
Sent: 21 March 2018 08:43
To: [redacted]
Cc: [redacted]
Subject: FW: Board paper

[redacted]

Please see below an answer to your question.

Regards

[redacted]

From: [redacted]
Sent: 21 March 2018 08:08
To: [redacted]
Subject: RE: Board paper

[redacted]

From: [redacted]
Sent: 21 March 2018 07:26
To: [redacted]
Subject: RE: Board paper

[redacted]

Can you explain this to me again as I am not sure I understand this either. It's car park income that you have put in the V2 of the budget at £125k for 18/19.

Why is it only £125k?

Thank you

[redacted]

From: [redacted]
Sent: 20 March 2018 13:25
To: [redacted]
Subject: Board paper

[redacted]

In the Budget paper for next week's Board meeting there is reference to "remainder of car parking charges £125k". What does this mean?

Thanks

[redacted]

[redacted]
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Transport Scotland

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Victoria Quay
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EH6 6QQ

[redacted]



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Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

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Subject:

FW: Car Parking - Parliamentary Questions

From: [redacted]

Sent: 20 March 2018 08:54

To: [redacted]; 'Lorna Jack'

Cc: [redacted]

Subject: Car Parking - Parliamentary Questions

Inglis / Lorna

We've had 10 PQs from Tavish on car parking. I'll let you see the proposed responses for comment before we put them up.

S5W-15396 - To ask the Scottish Government what its position is on Highlands and Islands Airports Ltd (HIAL) proposed parking charges at Sumburgh, Stornoway and Kirkwall airports; what discussions it has had with HIAL regarding this plan; on what date it was informed about this, and by whom, and what information it has regarding when local authorities were advised.

S5W-15397 - To ask the Scottish Government what its response is to reports that there has been no public consultation regarding Highlands and Islands Airports Ltd (HIAL) proposed parking charges at Sumburgh, Stornoway and Kirkwall airports.

S5W-15400 - To ask the Scottish Government whether it considers Highlands and Islands Airports Ltd (HIAL) proposed parking charges at Sumburgh, Stornoway and Kirkwall airports is consistent with its stated commitment to island-proofing, and what the reasons are for its position on this matter.

S5W-15401 - To ask the Scottish Government whether, under Highlands and Islands Airports Ltd (HIAL) proposed parking charges at Sumburgh, Stornoway and Kirkwall airports, people stranded in bad weather on the mainland will have to continue paying parking charges at the airports and, if so, at what rate.

S5W-15402 - To ask the Scottish Government whether it expects that the £3 daily rate under Highlands and Islands Airports Ltd (HIAL) proposed parking charges at Sumburgh, Stornoway and Kirkwall airports will rise before the end of the current parliamentary session.

S5W-15403 - To ask the Scottish Government what impact assessment it has made of how Highlands and Islands Airports Ltd (HIAL) proposed parking charges at (a) Sumburgh, (b) Stornoway and (c) Kirkwall airport might affect (i) public transport and (ii) (A) passengers and (B) businesses that use the airport.

S5W-15404 - To ask the Scottish Government what the role is of the Highlands and Islands Airports Ltd (HIAL) consultative committee, and what its response is to reports that a member of the Sumburgh Airport committee was made aware of HIAL's proposed parking charges at that airport through a company news release.

S5W-15407 - To ask the Scottish Government what percentage of passengers using (a) Sumburgh, (b) Lerwick and (c) Stornoway airport access it by (i) car, (ii) public transport and (iii) other modes of transport; what information it has regarding why they choose this method, and what the impact on this usage could be of Highlands and Islands Airports Ltd (HIAL) proposed parking charges at the airport.

S5W-15408 - To ask the Scottish Government, other than Sumburgh, Kirkwall and Stornoway, which Highlands and Islands Airports Ltd (HIAL)-owned facilities offer free parking, and for which of these the company plans to introduce charges.

S5W-15409 - To ask the Scottish Government what Highlands and Islands Airports Ltd (HIAL) profit has been in each of the last five years.

Thanks

[redacted]

[redacted]
Aviation Policy
Transport Scotland

Area 2F (N)
Victoria Quay
Edinburgh
EH6 6QQ

[redacted]



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CÒMHÀR ALBA

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Subject: FW: Parking charges at Sumburgh Airport

From: [redacted]
Sent: 19 March 2018 14:38
To: [redacted]
Cc: [redacted]
Subject: FW: Parking charges at Sumburgh Airport

Inglis

You'll have seen this. I need to do a response as well as he copied it to the Minister. I'll send the draft response to you to make sure you're content.

Thanks

[redacted]

From: [redacted]
Sent: 16 March 2018 20:07
To: info@hial.co.uk
Cc: [redacted]; Tavish.Scott.msp@parliament.scot ; Minister for Transport and the Islands
Subject: Parking charges at Sumburgh Airport

To whom it may concern,

Can I please ask you in the strongest possible terms NOT to introduce daily parking fees at Sumburgh Airport. It is an ill advised and poorly calculated move and will be/is already incredibly unpopular.

- Sumburgh Airport is a 'lifeline' link to the Mainland for Shetlanders who already 'pay through the nose' to fly to other Scottish airports.
- There is not a regular bus service to the Airport that connects to all parts of Shetland.
- How much 'grant' funding has Sumburgh received from the public purse for its facilities including parking?
- I very much doubt that the revenue from this cynical move will really benefit Shetland travellers who just want cheaper air fares – most of do not care about facilities at Sumburgh we want cheaper airfares - not over priced airport Coffee.
- How will this improve the car park? At peak times it does not cope, its not like there is room to expand it. Surely its paid for already?
- What is the provision for those with long term medical conditions who may be parked up for weeks but still travelling and driving independently?

I will be contacting my MSP, my local Councillor and the Scottish transport Minister in regard to this matter and to ask them to question your organisation thoroughly about this issue – hopefully good and common sense will prevail and this decision will be overturned.

I have no words to describe my disappointment about this. In this era of austerity its another blow to working folk who are already struggling with the high cost of everyday living in Shetland.

I will contact you about this again as this progresses and I expect a personal reply not a pro-forma statement of corporate intent – this is a deeply personal issue for almost all Shetlanders.

[redacted]

Subject:

FW: HIAL Loan

From: [redacted]

Sent: 19 March 2018 13:58

To: [redacted]

Cc: [redacted]

Subject: HIAL Loan

[redacted]

Please find attached a revised loan letter as well as the repayment schedule. I've confirmed with our Treasury & Banking colleagues that we'll be able to make the payment on the 29th assuming that the Board are content.

Thanks

[redacted]



HIAL - Loan offer - March 2018... HIAL loan draft
- March 2018... repayment sche...

[redacted]

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EH6 6QQ

[redacted]



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Inglis Lyon
Managing Director
Highlands and Islands Airports Limited

Your ref:

Our ref:

[redacted]

Date:
March 2018

Dear Inglis

The Scottish Ministers are empowered under the Section 34(1) of the Civil Aviation Act 1982 to provide loan funding for the establishment and maintenance of aerodromes. I can confirm that the Scottish Ministers are willing to offer Highlands and Islands Airports Limited (HIAL) a loan for the works totalling **£1,060,478** as set out below. Payment of the loan will be made in a single instalment by 31 March 2018.

- £380,000 – Car parking equipment for Sumburgh, Kirkwall and Stornoway Airports
- [redacted]
- £158,000 – Stornoway Airport car park resurfacing
- [redacted]

Interest will be charged on the outstanding loan, in line with European Union State Aid requirements, at a compounded rate of **1.73%** per year. Loan repayments will commence on the first scheduled repayment date after the equipment has been installed.

Unless earlier repayment is agreed, the loan plus interest will be repayable over 4 years and will be repaid on an annuity basis in 8 instalments payable twice yearly together with applied interest by 31 March and 30 September. The first repayment will be due on 31 March 2019. A schedule detailing both principal and interest payments is attached.

HIAL shall keep Transport Scotland fully informed of the progress of the construction work through the existing monthly reporting processes.

Yours sincerely

[redacted]
Aviation Policy



Subject:

FW: Loan

From: [redacted]

Sent: 19 March 2018 12:06

To: [redacted]

Subject: Loan

[redacted]

As discussed, attached is the draft loan letter. Hopefully the way I've broken it down by project makes sense but if there are any issues let me know. I hope to issue this formally later today once [redacted] has produced the repayment schedule.

Thanks

[redacted]



HIAL - Loan offer
- March 2018...

[redacted]

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[redacted]



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Inglis Lyon
Managing Director
Highlands and Islands Airports Limited

Your ref:

Our ref:

[redacted]

Date:
March 2018

Dear Inglis

The Scottish Ministers are empowered under the Section 34(1) of the Civil Aviation Act 1982 to provide loan funding for the establishment and maintenance of aerodromes. I can confirm that the Scottish Ministers are willing to offer Highlands and Islands Airports Limited (HIAL) a loan for the works totalling **£1,060,478** as set out below. Payment of the loan will be made in a single instalment by 31 March 2018.

- £380,000 – Car parking equipment for Sumburgh, Kirkwall and Stornoway Airports
- [redacted]
- £158,000 – Stornoway Airport car park resurfacing
- [redacted]

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Unless earlier repayment is agreed, the loan plus interest will be repayable over 4 years and will be repaid on an annuity basis in 8 instalments payable twice yearly together with applied interest by 31 March and 30 September. The first repayment will be due on 31 March 2019. A schedule detailing both principal and interest payments is attached.

HIAL shall keep Transport Scotland fully informed of the progress of the construction work through the existing monthly reporting processes.

Yours sincerely

[redacted]
Aviation Policy



Subject: FW: HIAL parking charges extended - lines for clearance

From: Nicolson S (Stuart) Special Adviser
Sent: 16 March 2018 13:56
To: [redacted]; Minister for Transport and the Islands; McFarlane J (John)
Cc: Press Transport Scotland; Nicholls J (John) (TRANS); [redacted]; Communications Economy; PS/Transport Scotland; Brannen R (Roy); [redacted]; Cabinet Secretary for the Rural Economy and Connectivity
Subject: RE: HIAL parking charges extended - lines for clearance

Ok.

From: [redacted]
Sent: 16 March 2018 13:28
To: Nicolson S (Stuart) Special Adviser; Minister for Transport and the Islands; McFarlane J (John)
Cc: Press Transport Scotland; Nicholls J (John) (TRANS); [redacted]; Communications Economy; PS/Transport Scotland; Brannen R (Roy); [redacted]; Cabinet Secretary for the Rural Economy and Connectivity
Subject: RE: HIAL parking charges extended - lines for clearance

[redacted]

I've added an additional line in red, as requested by Mr Yousaf.

Thanks all,

[redacted]

From: Nicolson S (Stuart) Special Adviser
Sent: 16 March 2018 12:28
To: [redacted]; Minister for Transport and the Islands; McFarlane J (John)
Cc: Press Transport Scotland; Nicholls J (John) (TRANS); [redacted]; Communications Economy; PS/Transport Scotland; Brannen R (Roy); [redacted]; Cabinet Secretary for the Rural Economy and Connectivity
Subject: RE: HIAL parking charges extended - lines for clearance

[redacted]

From: [redacted]
Sent: 16 March 2018 11:50
To: Minister for Transport and the Islands; Nicolson S (Stuart) Special Adviser; McFarlane J (John)
Cc: Press Transport Scotland; Nicholls J (John) (TRANS); [redacted]; Communications Economy; PS/Transport Scotland; Brannen R (Roy); [redacted]; Cabinet Secretary for the Rural Economy and Connectivity
Subject: HIAL parking charges extended - lines for clearance

[redacted]/Spads,

You'll be aware that HIAL have announced their intention to extend parking charges to cover their airports at Stornoway, Sumburgh and Kirkwall.

HIAL are very much in the lead for this and dealing with any media follow up, but it's likely SG/TS will be pulled in a some point.

Grateful for clearance of the following line, which can be issued in response to any queries that come our way.

Thanks,

[redacted]

A TS spokesman said

"We recognise that HIAL's extension of car parking charges is necessary in order to fund the maintenance and improvement of facilities at their airports.

"HIAL is non-profit making and the revenue raised from the parking charges will be directly reinvested in the airports."

[redacted]
Communications Officer
Transport Scotland

[redacted]

Subject: FW: HIAL parking charges extended - lines for clearance

From: [redacted]
Sent: 16 March 2018 13:26
To: [redacted]
Subject: RE: HIAL parking charges extended - lines for clearance

[redacted]

From: [redacted]
Sent: 16 March 2018 13:20
To: [redacted]
Cc: [redacted]
Subject: RE: HIAL parking charges extended - lines for clearance

[redacted]

A TS spokesman said

[redacted]

From: [redacted]
Sent: 16 March 2018 11:53
To: [redacted]
Cc: [redacted]
Subject: Re: HIAL parking charges extended - lines for clearance

[redacted]

Sent from my BlackBerry 10 smartphone.

[redacted]

[redacted]

Subject:

FW: HIAL parking charges extended - lines for clearance

From: [redacted] **On Behalf Of** Minister for Transport and the Islands

Sent: 16 March 2018 12:34

To: [redacted]

Cc: Press Transport Scotland; Nicholls J (John) (TRANS); [redacted]; Communications Economy; PS/Transport Scotland; Brannen R (Roy); [redacted]; Cabinet Secretary for the Rural Economy and Connectivity; McFarlane J (John); Nicolson S (Stuart) Special Adviser; Minister for Transport and the Islands

Subject: HIAL parking charges extended - lines for clearance

[redacted]

Many thanks

[redacted]

[redacted] | Interim Private Secretary to the Minister for Transport and the Islands | 2N.11 | St Andrews House, Regent Road, Edinburgh EH1 3DG | [redacted]

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[redacted]

Subject: FW: Isles CP Charges P&C

From: [redacted]
Sent: 16 March 2018 11:42
To: [redacted]
Cc: Press Transport Scotland
Subject: RE: Isles CP Charges P&C

[redacted]

From: [redacted]
Sent: 16 March 2018 11:35
To: [redacted]
Cc: Press Transport Scotland
Subject: RE: Isles CP Charges P&C

Chaps,

[redacted]

Cheers,

[redacted]

From: [redacted]
Sent: 14 March 2018 13:44
To: [redacted]
Subject: RE: Isles CP Charges P&C

OK.

From: [redacted]
Sent: 14 March 2018 13:42
To: [redacted]
Subject: RE: Isles CP Charges P&C

[redacted]

From: [redacted]
Sent: 14 March 2018 13:37
To: [redacted]
Subject: RE: Isles CP Charges P&C

[redacted]

From: [redacted]
Sent: 14 March 2018 13:02
To: [redacted]
Subject: RE: Isles CP Charges P&C

[redacted]

From: [redacted]
Sent: 14 March 2018 12:54
To: [redacted]
Subject: RE: Isles CP Charges P&C

[redacted]

Thanks

[redacted]

From: [redacted]
Sent: 14 March 2018 12:29
To: [redacted]
Subject: FW: Isles CP Charges P&C

Final version for info.

[redacted]

Head of Aviation

[redacted]



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From: Inglis Lyon [redacted]
Sent: 14 March 2018 12:07
To: [redacted]
Cc: Lorna Jack [redacted]
Subject: FW: Isles CP Charges P&C

[redacted]

Inglis

From: [redacted]
Sent: 14 March 2018 11:02
To: Inglis Lyon [redacted]
Cc: [redacted]
Subject: RE: Isles CP Charges P&C

Hi Inglis,

[redacted]

Best

[redacted]

From: Inglis Lyon [redacted]
Sent: 14 March 2018 07:52
To: [redacted]
Cc: [redacted]
Subject: RE: Isles CP Charges P&C

[redacted]

Inglis

From: [redacted]
Sent: 13 March 2018 12:14
To: Inglis Lyon [redacted]
Cc: [redacted]
Subject: RE: Isles CP Charges P&C

Thanks Inglis,

[redacted]

Best

[redacted]

From: Inglis Lyon [redacted]
Sent: 12 March 2018 19:36
To: [redacted]
Cc: [redacted]
Subject: Isles CP Charges P&C

[redacted]

Inglis

Subject:

FW: Meeting regarding the implementation of Parking Charges

From:[redacted]

Sent: 16 March 2018 10:39

To: [redacted]

Subject: RE: Meeting regarding the implementation of Parking Charges

Do we know if Tavish talked to the Minister yesterday?

From: [redacted]

Sent: 16 March 2018 10:25

To: [redacted]

Subject: Fw: Meeting regarding the implementation of Parking Charges

Sent from my BlackBerry 10 smartphone.

From: Inglis Lyon [redacted]

Sent: Friday, 16 March 2018 10:22

To: [redacted]

Subject: FW: Meeting regarding the implementation of Parking Charges

[redacted] for info

Inglis

From: Inglis Lyon

Sent: 16 March 2018 10:21

To: [redacted]

Cc: [redacted]

Subject: RE: Meeting regarding the implementation of Parking Charges

Maggie thanks, I am up on Shetland this Thursday but very happy to have a call beforehand.

[redacted] will get something in the diary

Inglis

From: [redacted]

Sent: 16 March 2018 10:08

To: Inglis Lyon [redacted]

Subject: Meeting regarding the implementation of Parking Charges

Dear Inglis

Thank you for copying the HIAL press release to me yesterday- you will probably be aware from the press coverage today that the Council is extremely disappointed by the lack of consultation on this matter and the apparent lack of impact assessment prior to the decision being made by HIAL.

Councillor Ryan Thompson Chair of the Council's Environment and Transport Committee and ZetTrans has requested that I make contact with you to arrange a meeting at the earliest opportunity to discuss HIAL's decision and the impacts and consequences for our community of implementing this proposed parking charge.

Can you please indicate your availability for a meeting or a tele-conference as soon as possible to discuss this matter? I am aware that there is a meeting of the Sumburgh Airport Consultative Committee next week, when you may be in Shetland, however a call prior to that would still be preferable.

I look forward to hearing from you shortly.

Maggie Sandison
Chief Executive
Shetland Islands Council
[redacted]

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For more information please visit <http://www.symanteccloud.com>

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Subject: FW: Isles CP Charges P&C
Attachments: 130318 pa HIAL parking charges.docx

From: [redacted]
Sent: 14 March 2018 12:29
To: [redacted]
Subject: FW: Isles CP Charges P&C

Final version for info.

[redacted]

[redacted]
Head of Aviation

[redacted]



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[redacted]

PRESS RELEASE

March 15, 2018

EMBARGO: Not for publication before 00:01 on Friday, March 16, 2018

HIAL to introduce parking charges at Shetland, Orkney and Stornoway airports

Highlands and Islands Airports Limited (HIAL) is to introduce parking charges at three of its islands airports as it continues its long-term programme of sustainable improvement. The charges are set to be introduced early summer.

The airports are Sumburgh, which serves the Shetland Islands, Kirkwall on Orkney and Stornoway airport in the Western Isles. The three airports join HIAL's other operated airports at Inverness and Dundee, where parking charges are already in place.

The £500,000 investment is expected to be recouped in the first 12 months of operation and from thereon money raised will be continuously reinvested to maintain and ultimately improve facilities, ensuring the long-term resilience of airport operations on the islands.

A free hour pick up/drop off period will operate, unlike at other Scottish airports, which is intended to assist those who do not have alternative transport to get to the airports, and therefore may rely on relatives and friends picking up or dropping off. HIAL has limited the new charge to £3 per 24-hour period.

In addition, a ticket waiver scheme will allow passengers who have to travel to attend medical and hospital appointments to park for free.

Managing director Inglis Lyon said: "HIAL is committed to being open and transparent in its operations and our decision to increase charges has been taken in the best interests ensuring long-term sustainability of our airports."

"The new parking charges will raise revenue that will be reinvested into maintaining and continuously developing the airports in years to come. HIAL airports are required to operate as cost-effectively as possible and we need to develop a sensible, fair and pragmatic funding model that enables us to deliver growth and ensure the vital connectivity to our communities in the Highlands and Islands."

"We have been mindful of the important role that air travel plays for those people who use healthcare facilities and receive medical treatment on the mainland and we are making provision to ensure they will be exempt from parking charges."

Mr Lyon added: “We have no intention of introducing drop off charges at our airports. At Sumburgh, Kirkwall and Stornoway we will implement a one-hour pick up and drop off zone, which should mitigate against the vast majority of flight delays. Unlike other airports we do not charge for people to drop off and pick up.”

Work is expected to begin soon on installing new pay stations and barriers at the three airports.

The number of spaces planned for each airport are: Sumburgh 508 Kirkwall 288; Stornoway 318. These figures are based on current use and anticipated growth.

The planned £3 per day flat rate, means it will be the same for short-term and long-term parking. The charges are comparable with other parking rates found elsewhere in the local communities.

Blue badge holders will be charged for their cars at the same rate as other drivers. There will be provision for blue badge holders within the airport car parks and designated parking bays will be provided as close to the terminal as possible.

ENDS

MEDIA ENQUIRIES

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Notes to editors

About Highlands and Islands Airports Limited

Highlands and Islands Airports Limited run a network of 11 airports across Scotland, providing a vital transport link for remote communities such as Tiree, Shetland, Islay, the Outer Hebrides and Caithness. HIAL airports are regional hubs in their area, supporting everything from oil and gas helicopter operations to mail delivery and lighthouse maintenance, as well as passenger transit.

In 2017, the HIAL group handled more than 1.7 million passengers and now connects Scotland to more than 30 UK and international destinations including Amsterdam, Zurich, Manchester, Bergen, London, Dublin, Edinburgh and Glasgow, with many passengers transferring on to numerous countries worldwide.

HIAL is headquartered in Inverness and employs approximately 600 people across Campbeltown, Islay, Tiree, Barra, Benbecula, Stornoway, Sumburgh, Kirkwall, Wick John O'Groats, Inverness and Dundee airports.

Subject: FW: Protect - HIAL Parking Charges

From: [redacted]
Sent: 08 March 2018 08:09
To: [redacted]
Subject: RE: Protect - HIAL Parking Charges

[redacted]

From: [redacted]
Sent: 08 March 2018 08:06
To: Minister for Transport and the Islands; Minister for Transport and the Islands
Cc: Cabinet Secretary for the Rural Economy and Connectivity; PS/Transport Scotland; Brannen R (Roy); Nicholls J (John) (TRANS); Baxter M (Mike) (TRANS);[redacted]; McFarlane J (John); [redacted]; Press Transport Scotland
Subject: Re: Protect - HIAL Parking Charges

[redacted]

Sent from my BlackBerry 10 smartphone.

From: [redacted]
Sent: Wednesday, 7 March 2018 19:33
To: Minister for Transport and the Islands; Minister for Transport and the Islands
Cc: Cabinet Secretary for the Rural Economy and Connectivity; PS/Transport Scotland; Brannen R (Roy); Nicholls J (John) (TRANS); Baxter M (Mike) (TRANS);[redacted]; McFarlane J (John); [redacted]; Press Transport Scotland
Subject: Re: Protect - HIAL Parking Charges

[redacted]

Done.

[redacted]

Sent from my BlackBerry 10 smartphone.

From: Minister for Transport and the Islands
Sent: Wednesday, 7 March 2018 17:58
To:[redacted]; Minister for Transport and the Islands
Cc: Cabinet Secretary for the Rural Economy and Connectivity; PS/Transport Scotland; Brannen R (Roy); Nicholls J (John) (TRANS); Baxter M (Mike) (TRANS);[redacted]; McFarlane J (John);[redacted]; Press Transport Scotland
Subject: RE: Protect - HIAL Parking Charges

[redacted]

Thanks

[redacted]
Assistant Private Secretary
Humza Yousaf MSP, Minister for Transport and the Islands
2N.11 - St Andrews House - Regent Road – Edinburgh - EH1 3DG

[redacted]

Email: transportminister@gov.scot

 **The Scottish Government**

From: [redacted]

Sent: 05 March 2018 11:05

To: Minister for Transport and the Islands

Cc: Cabinet Secretary for the Rural Economy and Connectivity; PS/Transport Scotland; Brannen R (Roy); Nicholls J (John) (TRANS); Baxter M (Mike) (TRANS); [redacted]; McFarlane J (John); [redacted]; Press Transport Scotland

Subject: Protect - HIAL Parking Charges

[redacted]

Mr Yousaf asked to be kept informed of HIAL's plans to announce the introduction of parking charges at Stornoway, Kirkwall and Sumburgh airports. He also asked for sight of HIAL's comms plan. This is attached along with their draft news release.

HIAL will issue the news release on **Friday 9 March**. As they did with the announcement about ATC modernisation, they will call the leaders of the 3 councils, constituency MSPs and MPs on Thursday afternoon to tell them what is coming.

<< File: 280218 pa HIAL parking charges QA.docx >> << File: 280218 pa HIAL parking charges.docx >>

We will provide a line shortly for media enquiries to TS.

[redacted]

Head of Aviation

[redacted]



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SCOTLAND**

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Subject: FW: Protect - HIAL Parking Charges

From: [redacted] **On Behalf Of** Cabinet Secretary for the Rural Economy and Connectivity

Sent: 07 March 2018 15:26

To: [redacted]; Minister for Transport and the Islands

Cc: Cabinet Secretary for the Rural Economy and Connectivity; PS/Transport Scotland; Brannen R (Roy); Nicholls J (John) (TRANS); Baxter M (Mike) (TRANS); [redacted]; McFarlane J (John); [redacted]; Press Transport Scotland

Subject: RE: Protect - HIAL Parking Charges

[redacted]

Mr Ewing has noted.

Regards

[redacted]

Deputy Private Secretary to Fergus Ewing MSP

Cabinet Secretary for the Rural Economy and Connectivity

2N.11 St Andrew's House | Regent Road | Edinburgh | EH1 3DG

Tel: [redacted] Email: CabSecRec@gov.scot

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From: [redacted]

Sent: 05 March 2018 11:05

To: Minister for Transport and the Islands

Cc: Cabinet Secretary for the Rural Economy and Connectivity; PS/Transport Scotland; Brannen R (Roy); Nicholls J (John) (TRANS); Baxter M (Mike) (TRANS); [redacted]; McFarlane J (John); [redacted]; Press Transport Scotland

Subject: Protect - HIAL Parking Charges

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[redacted]
Head of Aviation

[redacted]



An agency of  The Scottish Government

Subject:

FW: Protect - HIAL Parking Charges

From: [redacted]

Sent: 05 March 2018 11:05

To: Minister for Transport and the Islands

Cc: Cabinet Secretary for the Rural Economy and Connectivity; PS/Transport Scotland; Brannen R (Roy); Nicholls J (John) (TRANS); Baxter M (Mike) (TRANS); [redacted]; McFarlane J (John); [redacted]; Press Transport Scotland

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280218 pa HIAL 280218 pa HIAL
parking charges... parking charges...

We will provide a line shortly for media enquiries to TS.

[redacted]
Head of Aviation

[redacted]



**TRANSPORT
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HIAL: Airport Charging Briefing Note

This document sets out the rationale for introducing car parking charges at HIAL Airports: Sumburgh, Kirkwall and Stornoway. The three airports join Inverness and Dundee, where parking charges are already in place.

HIAL is committed to being open and transparent in its operations and our decision to increase charges, and the reasons why charges are being introduced, must be shared with stakeholders.

Why is HIAL introducing car parking charges?

Parking charges will raise revenue that will be reinvested into maintaining and continuously developing the airports in years to come. HIAL is wholly owned by the Scottish Government and is required to operate as cost-effectively as possible.

HIAL needs to develop a sensible, fair and pragmatic funding model that enables us to deliver sustainable growth that vital connectivity to our communities in the Highlands and Islands.

When will charges be introduced?

We have scheduled July 1 as the official implementation date. This allows for some flexibility beyond the anticipated completion date of May 14 given by the contractor.

How much are the charges?

We are planning a £3 per day (24 hours) flat rate, which means it will be the same for short-term and long-term parking. The charges will be comparable with other public sector parking rates found elsewhere in the local communities on Shetland, Orkney and Stornoway.

The table below illustrates local parking charges in each of the three locations

Local charges	1hr	2hrs	3hrs	Day	Penalty
Sumburgh Lerwick Port	£ 1.00	£ 2.00	£ 3.00	£ 4.00	
Orkney Council (1hr is free between Oct-Apr)	£ 0.50	£ 1.20	£ 2.50		£ 30.00
Stornoway Town Centre	£ 0.50	£ 1.00	£ 1.50		

It is also important to point out that at Sumburgh, Kirkwall and Stornoway we will implement a free one-hour pick up and drop off zone, which should mitigate against the vast majority of flight delays. We believe this is generous and fair.

How much will it cost to install the equipment and infrastructure?

We have budgeted for £500,000 to install the necessary equipment, such as ticket machines and barriers, at all three airports.

Couldn't this money be used to invest in the airports instead and avoid charging passengers to park?

The cost of installation will be covered in the first 12 months of operation and from thereon money raised will be continuously reinvested to maintain and ultimately improve facilities, ensuring the long-term resilience of airport operations on the islands.

Will HIAL implement pick up and drop off charges?

We have no intention of introducing pick up/drop off charges at our airports. Unlike other airports we do not charge for people to do this. At Sumburgh, Kirkwall and Stornoway we will implement a one-hour pick up and drop off zone, which should mitigate against the vast majority of flight delays.

Will blue badge holders be exempt from parking charges?

No. Blue badge holders will be charged for their cars at the same rate as other drivers. We will, of course, make provision for blue badge holders within our airport car parks and will ensure designated parking bays are provided as close to the terminal as possible.

We will implement a ticket waiver scheme to allow passengers who have to travel to attend medical and hospital appointments to park for free.

How many car parking spaces will be available at each airport?

Car parking spaces will be allocated based on current and anticipated demand over the coming years.

The number of spaces planned for each airport are: Sumburgh 508 Kirkwall 288; Stornoway 318. These figures are based on current use and anticipated growth.

What happens if people simply park on the side of the roads surrounding airports to avoid paying?

The local authorities are responsible for enforcing any traffic restriction on public highways.

Local people, and politicians, may accuse HIAL of ripping off islands communities. What do you say to those who accuse you of profiteering?

We anticipate there will be some negative reaction from people who will have to pay for a service that has previously been delivered free of charge. Nonetheless, we wish to be pragmatic and open with those who use our service. Quite simply, we need to raise the necessary capital to reinvest in the business and ultimately deliver sustainable growth through improved facilities and potential new routes.

Do you intend to implement car parking charges at other HIAL airports

There are no plans to extend the car parking charges beyond those airports already announced.

Will the money raised be used to fund the Air Traffic Management programme?

No. The money raised from car parking will be reinvested directly into airport infrastructure and services. The ATM programme will be funded from an entirely separate budget.

ENDS

[redacted]

Subject:

FW: Transport Scotland Media Planner - March 2018

From: [redacted]

Sent: 28 February 2018 10:28

To: [redacted]

Cc: [redacted]

Subject: RE: Transport Scotland Media Planner - March 2018

[redacted]

Some changes / additions for Aviation.

- [redacted]
- 9 March – HIAL to announce extension of car parking charges to Sumburgh, Kirkwall and Stornoway airports – [redacted]
- [redacted]

Thanks

[redacted]

[redacted]

Subject: FW: Airport Charging Q&A
Attachments: 120218 pa HIAL Airport Charging Q&A.docx

From: [redacted]
Sent: 22 February 2018 15:03
To: Nicholls J (John) (TRANS)
Cc: [redacted]
Subject: FW: Airport Charging Q&A

John

[redacted]

From: [redacted]
Sent: 14 February 2018 20:36
To: [redacted]
Subject: FW: Airport Charging Q&A

[redacted]

[redacted]
Head of Aviation

[redacted]



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Subject: FW: TS Directors Meeting with Mr Yousaf- Thursday 22 th February 2018 15.30 -17.00
Attachments: Item 4 - Car Parking Charges HIAL Airports.docx

From: [redacted]
Sent: 22 February 2018 09:44
To: Nicholls J (John) (TRANS); [redacted]
Subject: RE: TS Directors Meeting with Mr Yousaf- Thursday 22 th February 2018 15.30 -17.00

John

Board paper attached.

Thanks

[redacted]

From: Nicholls J (John) (TRANS)
Sent: 22 February 2018 09:40
To: [redacted]
Subject: RE: TS Directors Meeting with Mr Yousaf- Thursday 22 th February 2018 15.30 -17.00

Thanks. [redacted], can you send me the most recent papers on this with proposed intro dates; charges et get.

Sent with BlackBerry Work (www.blackberry.com)

From: [redacted]
Sent: 22 Feb 2018 7:27 am
To: "Nicholls J (John) (TRANS)" [redacted]
Subject: Re: TS Directors Meeting with Mr Yousaf- Thursday 22 th February 2018 15.30 -17.00

Yes

Sent from my BlackBerry 10 smartphone.

From: Nicholls J (John) (TRANS)
Sent: Wednesday, 21 February 2018 22:13
To: [redacted]
Subject: RE: TS Directors Meeting with Mr Yousaf- Thursday 22 th February 2018 15.30 -17.00

What will the announcement be? Parking charges?

Sent with BlackBerry Work (www.blackberry.com)

From: [redacted]

Sent: 21 Feb 2018 9:03 am

To: [redacted]

Cc: "Nicholls J (John) (TRANS)" [redacted]

Subject: RE: TS Directors Meeting with Mr Yousaf- Thursday 22 th February 2018 15.30 -17.00

John

You could give him a heads up that HIAL are looking at 1 or 2 March for their next announcement. [redacted]

[redacted]

Head of Aviation

[redacted]



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[Redacted]

Subject:

FW: HIAL Loan - 2017-18

From: [redacted]

Sent: 21 February 2018 13:56

To: [redacted]

Cc: [redacted]

Subject: HIAL Loan - 2017-18

[redacted]

As you know we need to arrange a loan to cover your capital expenditure for this financial year relating to commercial activities. The main element of this will be the car parking equipment for Sumburgh, Kirkwall and Stornoway as well as some other projects. [redacted]

- [redacted]
- Kirkwall – CBRE Infrastructure Equip - £118,000
- [redacted]
- Stornoway – Overspill car park resurfacing - £60,000
- Stornoway – CBRE Infrastructure Equip - £132,000
- [redacted]
- Sumburgh – CBRE Infrastructure Equip - £130,000

[redacted]

[redacted]

Aviation Policy

Transport Scotland

Area 2F (N)

Victoria Quay

Edinburgh

EH6 6QQ

[redacted]



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Car Parking Charges HIAL Airports

Introduction

[redacted]

Finances

I have spoken with Transport Scotland who have confirmed that they are prepared to lend HIAL the capital required to fund the project, circa £500k.

Depending on uptake, we hope to generate circa £500k per annum at £3 per day.

Public relations

[redacted]

Airport Plans

Sumburgh

These have been highlighted within the Revenue Improvement Plan as below:-

Car Parking at Sumburgh is as follows:-

- Car Park adjacent to Terminal – 20 spaces,
- Short Stay – 111 spaces
- Long stay – 85 spaces
- For Car Rentals 50 spaces

Assuming £3 per day and 100% occupancy = £236.5k.

Assume 75% occupancy = £177.4k

Kirkwall

Car Parking at Kirkwall is as follows:-

- 23 x car hire spaces – contracted on 3yrly basis.
- 6 x disabled spaces
- 8 x drop off spaces
- 36 x Staff spaces
- 219 x public use spaces

Assuming £3 per day and 100% occupancy = £239.8k.

Assume 75% occupancy = £179.8k

Stornoway

Car Parking at Stornoway is as follows: -

- Main Car Park – 100 spaces
- Lower Car Park -50 spaces

- Overspill Car Park – 30 spaces

Assuming £3 per day and 100% occupancy = £197.9k.

Assume 75% occupancy = £147.8k

Financial Summary based upon 75% occupancy

	Revenue	Capital
Kirkwall	£179.80k	109k
Stornoway	£147.80k	133k
Sumburgh	£177.40k	164k
Total	£505k	£406k

Action to be taken by the Board.

[redacted]

Inglis Lyon
Managing Director