

**WEST OF SCOTLAND ARCHAEOLOGY SERVICE.**

Glasgow, 19th March 2015.

**West of Scotland Archaeology Service Joint Committee.**

Present:	Lawrence Fitzpatrick (Convener) Stewart Miller Frank McAveety Mary Kilpatrick Eileen Logan	West Lothian Council  East Renfrewshire Council Glasgow City Council South Ayrshire Council South Lanarkshire Council
Apologies:	Chris Gilmour John Mooney John Hunter Cathy Johnston Karl Doroszenko John Bell	Renfrewshire Council West Dunbartonshire Council North Ayrshire Council Glasgow City Council East Ayrshire Council East Ayrshire Council
Also present:	Hugh McBrien  Julie Nicol Neil Feggans Gwen McCracken Ranald Dods Lindsay Dunbar Tony O'Neill (Clerk)	West of Scotland Archaeology Service East Renfrewshire Council South Ayrshire Council South Lanarkshire Council West Lothian Council AOC Archaeology Group Glasgow City Council

**Chair's remarks.**

**1** The Chair advised that the clerk, Maureen Hughes, was absent from today's meeting as her mother had sadly recently passed away. The Committee expressed its condolences to Maureen in this regard.

**Appointment of Councillor Lawrence Fitzpatrick as convener unanimously approved.**

**2** The Clerk advised the joint committee that in terms of its Minute of Agreement it required to appoint a convener. Councillor Miller, seconded by Councillor Logan moved that Councillor Lawrence Fitzpatrick be appointed Convener. There being no other nominations, the joint committee unanimously agreed to appoint Councillor Fitzpatrick as convener.

**Appointment of Councillor Stewart Miller as Vice-convener unanimously approved.**

3 The Clerk advised the joint committee that in terms of its Minute of Agreement it required to appoint a Vice-convener. Councillor Fitzpatrick, seconded by Councillor McAveety, moved that Councillor Stewart Miller be appointed Vice-convener. There being no other nominations, the joint committee unanimously agreed to appoint Councillor Miller as Vice-convener.

**Variation in order of business.**

4 The Committee agreed to vary the order of business as hereinafter minuted.

**Minutes approved.**

5 The minutes of the meeting of the joint committee of 6th November 2014 were submitted and approved.

**Matter arising.**

6 The following matter arose from the minutes of 6th November 2014:-

- (1) Notice of withdrawal of West Dunbartonshire Council from WoSAS – Neil Feggans highlighted that West Dunbartonshire Council's (WDC) decision to withdraw from the service had been an officer level decision based on budgetary considerations. The relevant WDC officer had provided an update to the Steering Group in February, outlining that WDC was reviewing how it procured archaeology advice and that the review was expected to be completed by May 2015. Neil further advised that whilst there was no firm decision as yet, it appeared hopeful that WDC would remain within WoSAS.

**Service financial Programme 2015-2018 – Proposed budget 2015/16 approved.**

7 There was submitted a report by the Manager of the West of Scotland Archaeology Service regarding the projected income and operating costs of the Service for the period 2015-18

- (1) detailing the current financial position of the service; and
- (2) setting out the future financial projections for the service for 2015-18 together with the proposed budget for 2015/16.

After consideration, the joint committee

- (a) noted the financial programme for 2015-18; and

- (b) approved the proposed budget for 2015/16.

**Access to Information and Charging Policy approved.**

**8** There was submitted a report by the Manager of the West of Scotland Archaeology Service providing an update on the implementation of the Access to Information and Charging Policy and proposing changes to the scale of charges

- (1) advising that the Policy had last been revised in 2009, and that the scale of charges had remained unchanged since 2007; and
- (2) detailing the level and circumstances in which charges would be levied for the provision of West of Scotland Historic Environment Record (HER) information and curatorial archaeological advice.

After consideration, the Joint Committee

- (a) noted the report; and
- (b) approved
  - (i) a revised hourly rate of £100 (+VAT) for the provision of Historic Environment Record data or curatorial archaeological advice to commercial clients in accordance with the Access to Information and Charging Policy; and
  - (ii) authority to introduce into the existing Policy a scale of non-time-dependent charges, effective from 1st April 2015, for advising on commercial documents prepared to address archaeological planning issues on behalf of developers.

**Presentation on Draffen Lime Kilns, Stewarton noted.**

**9** The joint committee heard a presentation by Lindsay Dunbar of AOC Archaeology regarding the Draffen Lime Kilns, Stewarton, East Ayrshire advising that

- (1) AOC Archaeology had undertaken a programme of fieldwork to expose and record two lime kilns at Draffen, on the outskirts of Stewarton, in advance of a housing development; and
- (2) the programme of fieldwork had involved the clearance of vegetation from the late 18th century and early 19th century kilns, followed by full excavation to achieve their “preservation by record” and allow the safe restoration and future management of their sites.

After discussion, the joint committee noted and thanked Mr Dunbar for a very interesting and informative presentation

**Date and time of next meeting.**

**10** It was agreed that the next meeting of the joint committee would take place in the City Chambers, Glasgow on Thursday, 5th November 2015 at 1400 hours.