

WEST OF SCOTLAND ARCHAEOLOGY SERVICE JOINT COMMITTEE'S  
MINUTES.

Glasgow, 22nd September 2016.

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

Present:	Lawrence Fitzpatrick (Convener) Stewart Miller Alistair Watson Mary Kilpatrick Provost Eileen Logan	West Lothian Council  East Renfrewshire Council Glasgow City Council South Ayrshire Council South Lanarkshire Council
Apologies:	Mary-Jean Devon Stephanie Primrose John Bruce John Mooney	Argyll and Bute Council East Ayrshire Council North Ayrshire Council West Dunbartonshire Council
Also present:	Hugh McBrien  Julie Nicol  Neil Feggans Gwen McCracken Alan Williamson Thomas Rees Tony O'Neill (Clerk)	West of Scotland Archaeology Service East Renfrewshire Council  South Ayrshire Council South Lanarkshire Council West Dunbartonshire Council Rathmell Archaeology Ltd Glasgow City Council

**Presentation on excavations at Irvine Townhouse, North Ayrshire noted.**

1 The joint committee heard a presentation by Thomas Rees, Rathmell Archaeology Ltd regarding excavations at Irvine's Townhouse, North Ayrshire.

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

**Minutes approved.**

2 The minutes of the meetings of the joint committee of 17th March and 17th June 2016 were submitted and approved.

**Matters arising.**

3 The following matters arose from the minutes of 17th March 2016:-

- (1) Notice of withdrawal of West Dunbartonshire Council from WoSAS – Hugh McBrien advised that West Dunbartonshire Council had rescinded its decision to withdraw from WoSAS. He also advised that both East Renfrewshire Council and South Lanarkshire Councils had submitted notices of withdrawal from the service, subject to a review of options for service delivery. The Joint Committee noted the position;
- (2) Service Financial Programme and Proposed budget 2016/17 – there was submitted and noted a revised financial programme for 2016/19 by the Service Manager which took into account West Dunbartonshire Council's decision to remain in the Service and Government changes to NI and Superannuation rates. The Joint Committee noted the report; and
- (3) Meeting with Cabinet Secretary on changes to Planning System – It was noted that this meeting had still to be arranged, Hugh McBrien tabled a letter to the Minister for Local Government and Housing seeking a meeting with him and the Cabinet Secretary for Communities, Social Security and Equalities with Convenor, the vice convenor and any other member to discuss proposed changes to the Planning system. The Joint Committee noted that the Convenor signed the correspondence.

#### **Annual Report of West of Scotland Archaeology Service 2015/16, approved.**

4 There was submitted a report by the Manager of the West of Scotland Archaeology Service (WoSAS) detailing the activities of the service for the year from 1st April 2015 to 31st March 2016, confirming that

- (1) during the report period, the WoSAS had dealt with 1792 new casework items, 9 fewer than in the previous year which represented a statistically insignificant reduction of 0.5%, this continued the service's successful shift to streamlining the treatment of preliminary or supporting planning casework, allowing staff to deal with the increased number of cases in planning and development casework which are found to raise historic environment issues after detailed assessment;
- (2) 866 new planning and listed building applications had been identified as potentially requiring archaeological advice across the area covered by the Service, a 2.3% drop on the previous year and a further 371 other items of casework were also dealt with or initiated;
- (3) during the report period 378 new site records were added to the Historic Environment Record database, amendments or additions were made to 189 existing site records, 292 archaeological events records were added and 213 archive records were created;
- (4) there were 184 recorded archaeological events (excavations, surveys, watching briefs, desk-based assessments etc) during the report period, a 13%

annual growth reflecting sustained economic activity in the historic environment sector;

- (5) during the reporting period, the Service been consulted on and contributed to the development of Scotland's Archaeological Strategy, a national strategy for the historic environment sector, which had been published by Historic Environment Scotland; and
- (6) the service had also assisted 4 PHD candidates with data for their theses and assisted or liaised with other local groups with their researches or projects.

After consideration, the joint committee approved the report, which gave details regarding

- (a) planning applications for each of the joint committee's local authorities;
- (b) the running of the service;
- (c) Historic Environment Record Maintenance and Development;
- (d) advice provided to other local authorities and organisations;
- (e) information and advice to developers/agents and to statutory undertakers;
- (f) agri-environment advice provided;
- (g) the annual performance statistics for 2015/16; and
- (h) the revenue account for the year ended 31st March 2016.

#### **West of Scotland Archaeology Service - 2015/16 Annual Accounts approved etc.**

**5** There was submitted a report by the Executive Director of Financial Services, Glasgow City Council regarding the 2015/16 Annual Accounts for the West of Scotland Archaeology Service advising that

- (1) the balance of usable reserves at 1st April 2015 was £103,562; and
- (2) in 2015/16 total expenditure was £163,163 and total income £159,614, which resulted in a deficit for the year of £3,549, with a balance of usable reserves at 31st March 2016 of £100,013.

After consideration, the Joint Committee

- (1) approved the 2015/16 Annual Accounts for the West of Scotland Archaeology Service; and
- (2) requested that an update on the Reserves policy be submitted to the next meeting.

**West of Scotland Archaeology Service – 2015/16 Annual Audit report noted.**

**6** There was submitted and noted a report by Audit Scotland regarding an audit of the 2015/16 financial statements of the West of Scotland Archaeology Service which detailed key messages and significant findings which had arisen from the 2105/16 audit.

**Date and time of next meeting.**

**7** It was agreed that the next meeting of the joint committee would take place in the City Chambers, Glasgow at 1400 hours on Thursday, 23rd February 2016.