

WEST OF SCOTLAND ARCHAEOLOGY SERVICE JOINT COMMITTEE'S MINUTES.

Glasgow, 17th August 2017.

West of Scotland Archaeology Service Joint Committee.

Present:	Rhiannon Spear (Convener) Ian Clarkson Natalie Don Damian Timson	Glasgow City Council North Ayrshire Council Renfrewshire Council West Lothian Council
Apologies:	Iain Linton Gordon Jenkins Stewart Miller Brian McGinley Iain McLaren Lawrence Fitzpatrick	East Ayrshire Council East Ayrshire Council East Renfrewshire Council South Ayrshire Council West Dunbartonshire Council West Lothian Council
Also present:	Hugh McBrien Cathy Johnston Gwen McCracken James Hall Maureen Hughes (Clerk)	West of Scotland Archaeology Service Glasgow City Council South Lanarkshire Council West Dunbartonshire Council Glasgow City Council

Appointment of Councillor Rhiannon Spear as Convener unanimously approved.

1 The Clerk advised the joint committee that in terms of its Minute of Agreement it required to appoint a Convener. Councillor Don, seconded by Provost Clarkson moved that Councillor Rhiannon Spear be appointed Convener. There being no other nominations, the joint committee unanimously agreed to appoint Councillor Spear as Convener.

Appointment of Councillor Natalie Don as Vice-convener unanimously approved.

2 The Clerk advised the joint committee that in terms of its Minute of Agreement it required to appoint a Vice-convener. Councillor Spear, seconded by Provost Clarkson, moved that Councillor Natalie Don be appointed Vice-convener. There being no other nominations, the joint committee unanimously agreed to appoint Councillor Don as Vice-convener.

Minutes approved.

3 The minutes of the Joint Committee of 14th March 2017 were submitted and approved.

Pre-audit Annual Accounts for the Year Ended 31st March 2017 noted.

4 There was submitted a report by the Acting Executive Director of Financial Services, Glasgow City Council detailing the pre audited Accounts for the financial year ended 31st March 2017.

After consideration, the Joint Committee noted

- (1) the 2016/17 pre-audited accounts;
- (2) that responsibility for consideration of the unaudited accounts had been delegated to the Convener of the WoSAS Joint Committee, for completion prior to the submission of the unaudited accounts before 31st August 2017;
- (3) that the Acting Executive Director of Financial Services would now submit the unaudited accounts to Audit Scotland and would proceed with the public inspection of the annual accounts in line with the requirements of the regulations; and
- (4) that a full meeting of the WoSAS Joint Committee would take place on Thursday, 21st September 2017 to approve the audited annual accounts in line with the requirements of the Regulations.

Structure and work of Service - Briefing note for councillors noted.

5 There was submitted a report by the Manager, West of Scotland Archaeology Service providing a briefing note for members regarding the work of the Service and the duties it undertakes on a daily basis.

After consideration, the Joint Committee

- (1) noted the report; and
- (2) noted that consideration was currently being given to reviewing the Service's Minute of Agreement, Service Level Agreement and website www.wosas.net