

WEST OF SCOTLAND ARCHAEOLOGY SERVICE JOINT COMMITTEE'S
MINUTES.

Glasgow, 21st September 2017.

West of Scotland Archaeology Service Joint Committee.

Present:	Rhiannon Spear (Convener) Natalie Don Alistair Fulton Diane Docherty	Glasgow City Council Renfrewshire Council South Lanarkshire Council West Dunbartonshire Council
Apologies:	Gordon Jenkins Iain Linton Stewart Miller Provost Ian Clarkson Brian McGinley Mary Donnelly Lawrence Fitzpatrick	East Ayrshire Council East Ayrshire Council East Renfrewshire Council North Ayrshire Council South Ayrshire Council South Lanarkshire Council West Lothian Council
Also present:	Hugh McBrien Claire Lawrenson Gwen McCracken Gordon McAllister Tony O'Neill (Clerk)	West of Scotland Archaeology Service East Ayrshire Council South Lanarkshire Council Audit Scotland Glasgow City Council

Minutes approved.

1 The minutes of the meetings of the joint committee of 17th August 2017 were submitted and approved.

Annual Report of West of Scotland Archaeology Service 2016/17, approved.

2 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 2016 to 31st March 2017, confirming that

- (1) during the report period, the WoSAS had dealt with 1732 new casework items, 60 fewer than in the previous year which represented a reduction of 3.3%, with around three quarters of this reduction coming from a modest fall in the number of planning applications identified as potentially raising archaeological issues, with the only geographical area where this might be statistically significant being in locations within easy travel distance of Edinburgh;

- (2) 818 new planning and listed building applications had been identified as potentially requiring archaeological advice across the area covered by the Service, and a further 356 other items of casework were also dealt with or initiated;
- (3) during the report period 209 new site records were added to the Historic Environment Record database, amendments or additions were made to 8,978 existing site records, 253 archaeological events records were added and 321 archive records were created;
- (4) there were 203 recorded archaeological events (excavations, surveys, watching briefs, desk-based assessments etc) during the report period, a 10% annual rise continuing the rising trend over the last few years;
- (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 2 PHD candidates with data for their theses and assisted or liaised with 3 local amateur archaeological or historical groups in the preparation of local heritage fieldwork 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 2016/17; and
- (h) the revenue account for the year ended 31st March 2017.

West of Scotland Archaeology Service – 2016/17 Annual Accounts approved.

3 There was submitted a report by the Executive Director of Financial Services, Glasgow City Council regarding the 2016/17 Annual Accounts for the West of Scotland Archaeology Service advising that

- (1) the balance of usable reserves at 1st April 2016 was £100,013; and
- (2) in 2016/17 total expenditure was £164,638 and total income £159,578, which resulted in a deficit for the year of £5,060, with a balance of usable reserves at 31st March 2017 of £94,953.

After consideration, the Joint Committee approved the 2016/17 Annual Accounts for the West of Scotland Archaeology Service.

West of Scotland Archaeology Service – 2016/17 Annual Audit report noted.

4 There was submitted and noted a report by Audit Scotland regarding an audit of the 2016/17 financial statements of the West of Scotland Archaeology Service which detailed key messages and significant findings which had arisen from the 2016/17 audit.

Date and time of next meeting.

5 The Joint Committee noted that the Clerk would e-mail the Convener and write to the Members once a suitable date for the next meeting had been agreed.