

WEST OF SCOTLAND ARCHAEOLOGY SERVICE JOINT COMMITTEE'S MINUTES.

Glasgow, 15th March 2018.

West of Scotland Archaeology Service Joint Committee.

Present:	Rhiannon Spear (Convener) Alastair Redman Stewart Miller Mags MacLaren Alistair Fulton Iain McLaren	Glasgow City Council Argyll & Bute Council East Renfrewshire Council Renfrewshire Council South Lanarkshire Council West Dunbartonshire Council
Apologies:	Iain Linton Gordon Jenkins Provost Ian Clarkson Natalie Don Brian McGinley Diane Docherty Lawrence Fitzpatrick Damian Timson	East Ayrshire Council East Ayrshire Council North Ayrshire Council Renfrewshire Council South Ayrshire Council West Dunbartonshire Council West Lothian Council West Lothian Council
Also present:	Hugh McBrien Karl Doroszenko Matt Greenen Gillian Dick Jim Miller Neil Feggans Gwen McCracken Emma McMullen Gordon McAllister Maureen Hughes (Clerk)	West of Scotland Archaeology Service East Ayrshire Council East Renfrewshire Council Glasgow City Council North Ayrshire Council South Ayrshire Council South Lanarkshire Council West Dunbartonshire Council Audit Scotland Glasgow City Council

Presentation on multi-council Antonine Wall Heritage Lottery Fund Project noted.

1 The joint committee heard a presentation by Emma McMullen, West Dunbartonshire Council on the multi-council Antonine Wall Heritage Lottery Fund Project.

After discussion, the Joint Committee noted and thanked Ms McMullen for a very interesting and informative presentation.

Minutes approved.

2 The minutes of the meeting of the Joint Committee of 21st September 2017 were submitted and approved.

Possible Changes to Membership of WoSAS - Update from WoSAS Manager.

3 There was heard and noted a report by Neil Feggans, Chair Officers' Steering Group, South Ayrshire Council regarding the membership of the Joint Committee advising that since the last meeting of the Joint Committee

- (1) both East Renfrewshire and South Lanarkshire Councils had rescinded their decisions to withdraw from the service on 1st April 2018; and
- (2) East Dunbartonshire Council had intimated that it was currently considering joining the Joint Committee.

Reserves Policy Annual Review 2018 approved.

4 There was submitted a report by the Manager of the West of Scotland Archaeology Service regarding a proposed level of financial reserves considered appropriate for the Service, advising that

- (1) the adopted Reserves Policy for the West of Scotland Archaeology Service was closely linked to the Service financial programme and was subject to annual review;
- (2) the financial reserves of the Service at the end of 2016/17 was £94,953 and the level of reserves predicted for the current financial year had been estimated at £87,388, however it was anticipated that there would be an operating surplus at the financial year-end and that the revised level of financial reserves was estimated to be approximately £111,055 at the end of 2017/18
- (3) taking account of the proposed financial projections for the 2018/19 financial year, a reserve level of £79,000 was proposed.

After consideration, the Joint Committee approved the retention of the level of financial reserves for 2018/19 in accordance with the West of Scotland Archaeology Service Reserves Policy.

Service Financial Programme 2018/19 – Proposed budget 2018/19 approved – Authority to officers agreed.

5 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 2018/19

- (1) detailing the current financial position of the service; and
- (2) setting out the future financial projections for the service for 2018/19 together with the proposed budget for 2018/19.

After consideration, the joint committee

- (a) approved the proposed budget for 2018/19; and
- (b) authorised the Officer Steering Group to consult with its Member Councils regarding preferred service delivery and funding options and to bring forward sustainable proposals for the Service.

**West of Scotland Archaeology Service – Audit Plan 2017/18 approved.
etc.**

6 There was submitted a report by Audit Scotland regarding the 2017/18 audit of the financial statements of the West of Scotland Archaeology Service.

After consideration, the Joint Committee noted the risks and planned work of the Service together with details of the audit work and audit timetable as detailed in the report.

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 on Thursday, 20th September 2018 at 1400 hours.