

**WEST OF SCOTLAND ARCHAEOLOGY SERVICE JOINT COMMITTEE'S  
MINUTES.**

By video conference, 6th March 2026.

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

Present:	Councillor Hepburn (Convener) Councillor Calum Smith Councillor David MacDonald Councillor Mags MacLaren	Glasgow City Council East Dunbartonshire Council East Renfrewshire Council Renfrewshire Council
Apologies:	Councillor Jan Brown Councillor Graham Boyd Councillor Eva Bolander Councillor Lawrence Fitzpatrick	Argyll & Bute Council East Ayrshire Council Glasgow City Council West Lothian Council
Also present:	Hugh McBrien  Laura McLetchie Laura Mitchell Pamela Yule (Clerk) Gillian Dick Anne Ross Kevin McCormack	West of Scotland Archaeology Service East Dunbartonshire Council East Ayrshire Council Glasgow City Council Glasgow City Council Glasgow City Council Glasgow City Council

**Appointment of Chair.**

**1** The committee agreed to appoint Councillor Hepburn to chair the meeting whilst noting that the appointment of chair for 2026/27 would be considered at the next meeting of this committee on 24th April 2026.

**Minutes of previous meeting approved.**

**2** The minutes of the Joint Committee of 29th August 2024 were submitted and approved.

**West of Scotland Archaeology Service – 2023/24 Annual Audited Accounts – Independent auditor’s report noted.**

**3** There was submitted a report by EY LLP regarding an audit of the 2023/24 financial statements of the West of Scotland Archaeology Service that detailed key messages and significant findings that had arisen from the 2023/24 audit.

After consideration and having heard Mr Rob Jones, EY LLP, the Joint Committee noted the report.

### **West of Scotland Archaeology Service – 2023/24 Annual Accounts approved.**

**4** There was submitted the 2023/24 Annual Accounts for the West of Scotland Archaeology Service, advising that

- (1) the balance of usable reserves at 1st April 2023 was £157,225; and
- (2) in 2023/24 total expenditure was £188,259 and total income £179,955, which resulted in a deficit for the year of £8,305, with a balance of usable reserves on 31st March 2024 of £148,920.

After consideration, the Joint Committee approved the 2023/24 Annual Accounts for the West of Scotland Archaeology Service.

### **West of Scotland Archaeology Service – 2024/25 Annual Audit Plan approved.**

**5** There was submitted a report by EY LLP regarding an audit of the 2024/25 financial statements of the West of Scotland Archaeology Service that detailed key risks and the audit approach for the 2024/25 audit.

After consideration and having heard Mr Rob Jones, EY LLP, the Joint Committee noted the report.

### **Service Financial Programme 2026/27 - Proposed budget 2026/27 approved.**

**6** There was submitted a report by the West of Scotland Archaeology Service Manager regarding the projected income and operating costs of the Service for the financial year 2026/27,

- (1) detailing the current financial position of the Service;
- (2) setting out the future financial projections for the Service for 2026/27 together with the proposed budget for 2026/27; and
- (3) confirming that
  - (a) until the resourcing of the preferred service delivery option had been agreed, it would be inappropriate to pre-empt discussions on future financial contributions from Member Councils for the revised Service, and consequently, a budget for the financial year 2026/27 was proposed, as detailed in Annex 1 to the report; and
  - (b) the proposed budget predicted a deficit of £47,648 for the next financial year, which would be met from the Service's retained financial reserves.

After consideration, the Joint Committee

- (i) noted the report;
- (ii) agreed
  - (A) the proposed charges for the provision of information and advice to commercial customers, as detailed in the report; and
  - (B) the proposed budget for 2026/27, as detailed in the Annex 2 to the report.

**Date and time of next meeting.**

7 It was agreed that the date of the next meeting would be Friday 24th April 2026.