

**SPIRE VIEW HOUSING ASSOCIATION LTD**  
**MINUTE OF HYBRID MANAGEMENT COMMITTEE MEETING**  
**HELD ON TUESDAY 27<sup>th</sup> JANUARY 2026 AT 5.30PM IN THE OFFICE AT**  
**43 THARSIS STREET / VIA ZOOM**

<b>PRESENT:</b>	CHARLIE LUNN	CHAIRPERSON
	ALAN BROWN	TREASURER
	CLARE O'DONNELL	SECRETARY
	DREW COLLIER	COMMITTEE MEMBER
	ALAN SHUTE	COMMITTEE MEMBER
	OSMAN LAMIN SIDIQUE	COMMITTEE MEMBER
	FLORENCE DIOKA	COMMITTEE MEMBER (Item 5.0 onwards)
	ELIZABETH WEDLOCK	COMMITTEE MEMBER
	KATELYN MCGREGOR	CO-OPTEE

<b>IN ATTENDANCE:</b>	FIONA MURPHY	CHIEF EXECUTIVE OFFICER
	MARGARET BROWNLIE	DEPUTE CHIEF EXECUTIVE OFFICER
	GILLIAN SPENCE	CORPORATE GOVERNANCE MANAGER
	JORDAN HENDERSON	FINANCE MANAGER
	EMILY MUIR	CORPORATE SERVICES ASSISTANT
	STEPHEN MACINTYRE	CAMERON AUDIT (Item 6.0 only)
	JOHN MULHOLLAND	MULLHOLLAND HOUSING
		CONSULTANCY (ZOOM – Item 5.0 only)

## **1.0 APOLOGIES, INTRODUCTIONS AND WELCOME**

### **1.1 Apologies**

Apologies were received from:

MAUREEN FLYNN	VICE CHAIRPERSON (ZOOM)
ROSEMARY GALLAGHER	COMMITTEE MEMBER
GERALDINE McLAUGHLIN	COMMITTEE MEMBER (LOA)
RACHEL COOPER	COMMITTEE MEMBER
CRAIG ALLAN	COMMITTEE MEMBER
MARY GIBSON	COMMITTEE MEMBER

The Corporate Governance Manager advised that Geraldine McLaughlin has requested a 3 month leave of absence due to ill health. Committee considered and granted this request. Geraldine will return to Committee in April 2026.

## **2.0 MINUTES OF PREVIOUS MEETING**

### **2.1 Minute of Management Committee Meeting 2<sup>nd</sup> December 2025**

The Minute of the Management Committee meeting held on 2<sup>nd</sup> December 2025 was approved by Committee.

## **3.0 MATTERS ARISING (Including Actions Tracker)**

Committee noted that there was one item open in the Actions Tracker.

**Item 5.0 Health and Safety Report** – The DCEO advised that the updated Health & Safety report has now been circulated to Committee

The open item on the action's tracker was then closed.

#### **4.0 DECLARATION OF INTEREST**

Emily Muir declared an interest at item 12.2 Confidential Staffing Issue. It was agreed that Emily will leave the meet when this matter is discussed.

**John Mulholland joined the meeting via Zoom at 5.35pm**

#### **5.0 GOVERNANCE REVIEW**

John Mulholland reported to Committee the outcome of the recent Governance Review. The report found that Spire View Housing Association has a high level of compliance with each of the Regulatory Standards and relevant statutory guidance. Committee discussed the content of the report and approved it as satisfactory.

**John Mullholland left the meeting at 5.45pm**

***Stephen MacIntyre joined the meeting at 5.50pm***

#### **6.0 INTERNAL AUDIT REPORT**

Stephen MacIntyre provided Committee with feedback following the internal audit of Rechargeable Repairs and Legal Costs Recovery carried out by Cameron Audit during December 2025. He advised there are four recommendations, which are no cause for major concern and overall, the auditor was satisfied that Spire View Housing Association's policies and procedures are being implemented properly. Overall, the association was granted 'High Assurance with two priority 2 and two priority 3 recommendations.

***Stephen MacIntyre left the meeting at 6pm***

#### **7.0 CEO / CORPORATE GOVERNANCE REPORTS**

##### **7.1 Transfer Promises Action Plan to 31<sup>st</sup> December 2026 – Confidential Report**

Committee noted the content of the confidential report. The CEO advised that we were on track with all items contained within the Transfer Promises Action Plan. The CEO will send a copy of the report circulated to the Scottish Housing Regulator for information.

##### **7.2 Rent Review 2026/27**

Committee noted the response from the rent review consultation exercise and approved a rent increase of 3.6% on former Copperworks properties and 4.6% on the remaining Spire View properties, to be applied from 1<sup>st</sup> April 2026. A Committee Member asked if the gap between former Copperworks and Spire View rent costs is closing at a good rate. The CEO advised that the gap is closing very slowly at the moment. She went on to advise that 2026/2027 is the last year of the rent promise after which we will look at how best to implement a rent harmonisation process.

##### **7.3 Business Plan Progress Report to 31<sup>st</sup> December 2025**

Committee noted the content of the report including the KPI Report, Delivery Plan Report and Risk Report. The CEO drew Committee attention to any areas sitting out with target and gave narrative for these matters. There were no areas of significant concern.

##### **7.4 Membership Report**

Committee approved 4 new membership applications and the use of the seal. Committee also noted the movement in the membership register to date.

##### **7.5 Committee Appraisal**

Committee noted the arrangements and progress made in relation to the agreed timetable for committee appraisals.

##### **7.6 Complaints Handling Report to 31<sup>st</sup> December 2025**

Committee noted the content of the report. The Corporate Governance Manager advised that although the association is currently out with target and sitting at 57% of all complaints upheld this related to 12 of 21 complaints received this year. It is hoped that this figure will reduce as the year progresses.

### **7.7 Roystonhill Community Report to 31<sup>st</sup> December 2025**

Committee noted the progress made by the staff members at Roystonhill Community Hub and the Heritage Project.

## **8.0 DCEO / MAINTENANCE / DEVELOPMENT REPORTS**

### **8.1 Planned/Cyclical Maintenance Report**

Committee noted the content of the report and discussed section 4.2.1 on Ground Maintenance. The CEO outlined the content of the section and sought confirmation from Committee on how they wished to proceed.

Committee discussed the potential setbacks of re-tendering the contract and the time it would take for a new contractor to get to know the area. The Deput CEO also confirmed that the costs outlined in the report would ensure a fair position was being offered to the Contractor and also satisfy procurement requirements

Following discussion, Committee provided authority to the CEO/Depue CEO to proceed with negotiations with Ramora on the basis of the uplifted offer contained within the report.

### **8.2 Triangle Site – Final Account**

Committee noted the content of the report. The DCEO advised that a final on-site survey has been conducted with no major issues identified, and that the project came under budget by £9,484.86.

### **8.3 Royston Road Janitor's House**

Committee considered the report and approved a project proposal to be submitted for the potential development of the Janitor's House on Royston Road in partnership with the Glasgow Building Preservation Trust to NRS. The DCEO assured Committee that the Association is not committing to anything at this time and a further report will be brought to Committee for approval should the proposal progress.

## **9.0 FINANCE REPORTS**

### **9.1 Bank Accounts**

The Finance Manager advised Committee that the Association holds cash in two banks: Virgin Money and Nationwide. In October 2024 Nationwide completed its acquisition of Virgin Money. The merger between the two banks means all the Association's cash balances will be held within one financial institution which increases concentration risk for the Association. The Finance Manager reviewed all major UK banks for greatest interest rate savings accounts and recommended to Committee the Association pursues opening a high interest-bearing savings account with HSBC.

Committee approved the Association's SMT seeks to open a new bank account with HSBC, ensuring the Association complies with SHR's Regulatory Standards of Government and Financial Management.

A Committee Member asked how much money will be going into this new bank account. The Finance Manager advised that he doesn't have a set figure as yet but will be looking at cash flow over the coming months and the Budget will be brought to Committee in February.

## **10.0 POLICY REVIEW**

### **10.1 Safeguarding Policy**

Committee considered the content of the revised Safeguarding Policy and approved this for adoption and implementation. The Corporate Governance Manager advised that there were no changes made to the policy. The CEO explained that the policy rarely changes and suggested moving the policy to a 5-year review cycle instead of the current 3 year cycle. Committee agreed to this change.

**11.0 DATE & TIME of NEXT MEETING**

The next hybrid Management Committee meeting will take place on Tuesday 24<sup>th</sup> February 2026 at 5.30pm in the office at 43 Tharsis Street / via zoom.

**12.0 AOCB**

**12.1 Subscriptions**

The Committee approved the yearly renewal of the following subscriptions:

**EVH** – renews at a 3.5% increase (£5589.00 + VAT) for 2026.

**SFHA** – renews at a 3.9% increase (£10,624.00) for 2026.

**Positive Action in Housing** - £750 for 2026.

**12.2 Staffing**

A separate confidential minute is available for this item.

Meeting closed at 7.20pm

Minute taken by Emily Muir

I certify that the above minute has been approved as a true and accurate reflection of the proceedings.

Signed (Chair) \_\_\_\_\_

Date \_\_\_\_\_