



31 January 2025

273rd COMMISSION MEETING

**Held in the Commission's Offices,
Alfred House, 19-21 Alfred Street, Belfast, BT2 8ED**

Present: Alyson Kilpatrick
Helen Henderson (via Teams)
Jonathan Kearney
David Lavery (via Teams)
Stephen White

In attendance: David Russell, Chief Executive
Colin Caughey, Director (Advice to Government,
Research, and Investigations) (via Teams)
Lorraine Hamill, Director (Finance, Personnel and
Corporate Affairs)
Éilis Haughey, Director (Human Rights after EU
Withdrawal) (via Teams)
Claire Martin, Director (Engagement and
Communications)

Apologies: Mairead Holder
Justin Kouame

1. Apologies and Declarations of Interest

- 1.1 Apologies were received from Commissioners Mairead Holder and Justin Kouame.
- 1.2 There were no declarations of interest.

2. Draft minutes of the 272nd Commission meeting and matters arising

- 2.1 The minutes of the 272nd Commission meeting were approved.

Action: Minutes of the 272nd Commission meeting to be uploaded to the website.

- 2.2 The Chief Commissioner thanked the Chief Executive and the Director (Finance, Personnel and Corporate Affairs) for all their work on the 4-year Comprehensive Spending Review 2025/26 – 2028/29 which had to be completed to a very tight timescale.

3. Chief Commissioner's Report

- 3.1 The Chief Commissioner reported that the recent meetings with members of the House of Lords at Westminster were very successful.

4. Commissioners' Report

- 4.1 Nothing to report.

5. Chief Executive's Report

- 5.1 The Chief Executive reported that the draft Business Plan for 2025-26 and the draft Strategic Plan for 2025-28 would be brought to the next Commission meeting with final sign off at the March Commission meeting.

Action: Draft Business Plan and Draft Strategic Plan to be discussed at the February meeting with final sign off in March.

- 5.2 A Joint Working Group with the Northern Ireland Office (NIO) has been established to discuss and work through the recommendations from the recent Economic Baseline Review. The Chief Executive and Director (Finance, Personnel and Corporate Affairs) attend those meetings.
- 5.3 The Chief Executive updated Commissioners on the Spending Review and it was agreed that the information submitted to

the NIO should be shared with the Audit and Risk Management Committee.

Action: Spending Review documentation to be shared with the Audit and Risk Management Committee.

- 5.4 Commissioners were updated on the outcome of the NM Case for which the Commission was refused leave and may be liable for the other side's costs.

6. Finance Report

- 6.1 The Director (Finance, Personnel and Corporate Affairs) presented the Finance Report for December 2024.
- 6.2 It was noted that, when considering projections until the end of March 2025, there would be an anticipated overspend of £20k in Core and the same in Dedicated Mechanism. However, the Northern Ireland Civil Service announced that they had made a pay offer to Trade Unions of 3% (backdated to August 2024) and as the Commission had budgeted for 4% the overspend would reduce. The finance reports for January 2025 would be updated to take account of the reduced pay award, along with any other relevant changes for presentation at the next Commission meeting.

7. KPI Report (Quarter 3)

- 7.1 Each Director provided a KPI update on their respective areas.
- 7.2 The Director (Advice to Government, Research, and Investigations) provided an update on:
- Private Members Bills received
 - Evidence sessions
 - Briefings and Submissions made
 - Meetings attended
 - Council of Europe European Commission against Racism and Intolerance Report
- 7.3 The Director (Human Rights after EU Withdrawal) reported that the team continue to participate in meetings with:
- Ad Hoc Group on North-South and East-West Co-Operation

- Independent Monitoring Authority
- Joint meetings with ECNI and IHREC

The Director provided an update on the event held at the House of Lords, Westminster which was well attended.

- 7.4 It was noted that the Director (Engagement and Communications) would be providing a full update on her team's area of work at the next Commission meeting.

The Director reported on:

- Press Mentions
- Postings on LinkedIn, Facebook, and X
- Levels of engagement with Commission events
- Website
- School visits and engagement with the NI Youth Assembly
- Annual Statement Launch

- 7.5 The Chief Executive provided an update on:

- The Housing, Legacy, and IMA cases
- Number of enquiries and clinic appointments

- 7.6 The KPI Report for Learning and Development and Corporate were noted.

8. Strategic Plan

- 8.1 The Director (Engagement and Communications) provided an update following the 12-week consultation of the Draft Strategic Plan 2025-28, which ran from 15 October 2024 to 14 January 2025.

- 8.2 The Draft Strategic Plan was shared with the Commission's Stakeholder list, on social media and through a website questionnaire to obtain feedback. There was also one to one meetings offered to stakeholders and engagement with schools, NI Youth Assembly, and other groups.

9. Any Other Business

- 9.1 There being no other business the meeting closed at 11.40am.

10. Date of Next Meeting

- 10.1 The next meeting will be held on **Monday 24 February 2025 at 10.00am**, followed by training for Commissioners. A light lunch will be provided.