



NORTHERN  
IRELAND  
HUMAN  
RIGHTS  
COMMISSION

**MINUTES OF A SPECIAL COMMISSION MEETING**

**HELD ON MONDAY 20 AUGUST 2007 AT 10am  
AT THE NORTHERN IRELAND HUMAN RIGHTS COMMISSION,  
TEMPLE COURT, 39 NORTH ST, BELFAST, BT1 1NA**

**Present:** Monica McWilliams, Chief Commissioner  
Jonathan Bell  
Tom Duncan  
Christine Eames  
Colin Harvey  
Alan Henry  
Ann Hope

**Apologies:** Kevin McLaughlin  
Eamonn O'Neill  
Geraldine Rice

**In attendance:** Ciarán Ó Maoláin, Head of Legal Services, Policy  
and Research  
Peter O'Neill, Head of Information, Education and  
Development  
Maureen Murray, Administrative Officer  
(Commissioners)

A special Commission meeting was convened to approve proposed changes to vacant staff posts, prior to advertisement in early September 2007.

**Changes to staff posts**

1. Commissioners considered a paper prepared by the Head of Corporate Services, which proposed changes to vacant posts before new post holders are recruited. NIO authorisation is required for changes to two of the posts as they impact permanently on the number and grade mix of the Commission's staff complement.

2. The changes concerned increasing the hours of a part time Investigations Worker post to a full time equivalent, and retrenching an administrative post and replacing it with a higher graded post with additional responsibilities. Commissioners approved these changes.
3. Commissioners also noted a proposed change in title to another administrative post, which does not impact on the Commission's staff complement.
4. NIO approval will be sought for the changes in the staffing complement, and NIPSA will be consulted on the revised job descriptions.

**The meeting closed at 10.30am.**

Approved: \_\_\_\_\_

Date: 17 September 2007