

TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2015 April 16

GOVERNANCE COMMITTEE - REPORTING CALENDAR

Recommendation

It is recommended that Report No. 08-15GC re Governance Committee – Reporting Calendar be received for information.

Key Points

- A Reporting Calendar for the Board of Health Governance Committee defines the annual activities to be undertaken.
- Duties and responsibilities of the Board of Health Governance Committee are articulated in the terms of reference, Ontario Public Health Standards and the Association of Local Public Health Agencies' Governance Toolkit.

Background

The Governance Committee serves to provide an advisory and monitoring role for the Board of Health and Senior Leadership Team at the Middlesex-London Health Unit. As this role continues to evolve, it is important that committee members are well apprised of reporting requirements and changes to their responsibilities.

Duties of the Governance Committee have been articulated in the Governance Committee Terms of Reference. Additional responsibilities not explicitly stated in the Terms of Reference are also outlined in the Ontario Public Health Organizational Standards and the Governance Toolkit for Ontario Public Health Units that was prepared by the Association for Local Public Health Agencies (alPHA).

The Governance Committee reporting calendar provides a prudent means of assessing reporting requirements, ensuring compliance with relevant statutes and providing a proactive approach to Board of Health accountability and performance.

Governance Committee Reporting Calendar

The Governance Committee Reporting Calendar refers to the regular activities required of the committee. These requirements were identified by cross-referencing the Ontario Public Health Organizational Standards, alPHA Governance Toolkit and the Governance Committee Terms of Reference. A draft reporting calendar is attached, as [Appendix A](#).

This report was prepared by Mr. Jordan Banninga, Manager of Strategic Projects



Christopher Mackie, MD, MHSc, CCFP, FRCPC
Medical Officer of Health