



TO: Chair and Members of the Finance & Facilities Committee

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2016 April 7

FINANCE & FACILITIES – TERMS OF REFERENCE REVISIONS

Recommendation

It is recommended that the Finance and Facilities Committee:

- 1) Receive Report No. 012-16FFC for information; and*
- 2) Make a recommendation to the Board of Health about whether or not to separate the Facilities Committee role from the Finance Committee role; and*
- 3) Recommend that the Governance Committee recommend to the Board of Health approval of the revised Terms of Reference attached as Appendix A.*

Key Points

- The Terms of Reference for the Finance & Facilities Committee is to be reviewed biannually. Review and revision of the Terms of Reference is to be approved by the Governance Committee of the Board of Health.
- Feedback from Mr. Graham Scott's board development session, changes to Middlesex-London Health Unit organizational structure and discussion at the January 28, 2016 FFC meeting were integrated into the Terms of Reference.

Background

At the November 5, 2015 Finance & Facilities meeting, Health Unit staff were directed to review the committee's Terms of Reference and report back on potential revisions. During review, items noted during Mr. Graham Scott's session regarding "Board of Health Critical Elements for Effective Governance" and recent changes to Middlesex-London Health Unit organizational structure.

Revised Terms of Reference

Feedback from the Finance & Facilities Committee (FFC) meeting on January 28, 2016 was incorporated into the revised FFC Terms of Reference ([Appendix A](#)).

Finance and Facilities Roles

There will be substantially increased Board and Committee work related to Health Unit facilities in the coming year. FFC's guidance is sought regarding whether this work should be pulled out of FFC and a separate ad hoc Facilities Committee created for the duration of this work.

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

A handwritten signature in black ink, appearing to read 'C. Mackie'.

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