

TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health / CEO

DATE: 2018 September 20

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## AD HOC COMMITTEE – LOCATION PROJECT

### **Recommendation**

*It is recommended that the Governance Committee:*

- 1) *Receive Report No. 010-18GC re: “Ad Hoc Committee – Location Project”; and*
- 2) *Recommend that the Board of Health approve the creation of an Ad Hoc Committee and the Terms of Reference for this Committee ([Appendix A](#)).*

### **Key Points**

- Ad hoc committees are created in accordance with [Policy G-290 Standing and Ad Hoc Committees](#).
- A new ad hoc committee is proposed for the duration of the Location Project to oversee remaining aspects of the build out and move per se.

### **Background**

In accordance with [Policy G-290 Standing and Ad Hoc Committees](#), ad hoc committees are temporary and created for a specific task with the approval of the Board. Once that task is completed, the ad hoc committees cease to exist.

### **Purpose**

The ad hoc committee would be called the *Relocation Advisory Committee*. This committee would be tasked with providing governance and oversight throughout the duration of the Location Project. The proposed terms of reference are outlined in [Appendix A](#).

The *Relocation Advisory Committee* would seek participation from Board members who have experience with respect to similar projects or are interesting in being involved directly in the Location Project. In addition, the committee is an opportunity for Board members who do not currently serve on a standing committee of the Board to become more actively involved. Board members who already serve on a standing committee are also invited to participate. The ad hoc committee would assist in the fairer distribution of workload amongst all committees of the Board.

### **Next Steps**

Upon approval of a *Relocation Advisory Committee*, the Board of Health would need to determine which Board Members would comprise the committee.

This report prepared by the Strategic Projects Team, Healthy Organization Division.



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Medical Officer of Health / CEO