

TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health / Chief Executive Officer

DATE: 2019 June 20

GOVERNANCE POLICY REVIEW AND DEVELOPMENT

Recommendation

It is recommended that the Governance Committee:

- 1) *Receive Report No. 011-19GC re: “Governance Policy Review and Development” for information; and*
- 2) *Recommend that the Board of Health approve the governance by-laws and policies appended to this report.*

Key Points

- It is the responsibility of the Governance Committee to make recommendations to the Board of Health regarding review and development of governance by-laws and policies.
- The approved policy model requires that governance by-laws and policies be reviewed at least every two years; review and revision of governance by-laws and policies can be initiated at any time, as needed.
- The by-laws and policies brought forward to the Governance Committee have been reviewed by Health Unit staff and by the Finance & Facilities Committee (where these relate to the financial operations), and updated to enhance clarity and ensure continued compliance with applicable standards, legislation, and agreements.

Background

In 2016, the Board of Health approved a plan for review and development of by-laws and policies based on a model that incorporates best practices from the Ontario Public Health Organizational Standards and advice obtained through legal counsel. Refer to [Report No. 018-16GC](#).

Policy Review

The set of by-laws and policies brought forward for review by the Governance Committee is delineated in a comprehensive listing in [Appendix A](#).

The following by-laws and policies ([Appendix B](#)) were prepared for review by the Governance Committee:

- G-B20 By-law No. 2 – Banking and Finance
- G-B40 By-law No. 4 – Duties of the Auditor
- G-120 Risk Management
- G-410 Board Member Remuneration and Expenses (formerly Board Remuneration)

Note: The by-laws and Board remuneration and expense policies were reviewed by the Finance & Facilities Committee at its June 6, 2019 meeting.

Next Steps

The Governance Committee has the opportunity to review the appended by-laws and policies. Once the Governance Committee is satisfied with its review, the by-laws and policies will be forwarded to the Board of Health for approval.

This report was prepared by the Privacy, Risk and Governance Team, Healthy Organization Division.

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

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