

**Report to
Rapport au:**

**Ottawa Board of Health
Conseil de santé d'Ottawa
15 June 2015 / 15 juin 2015**

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**Submitted by
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Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE File Number: ACS2015-OPH-SSB-0009

SUBJECT: GOVERNANCE UPDATE – BOARD OF HEALTH CODE OF CONDUCT

**OBJET: COMPTE RENDU SUR LA GOUVERNANCE – CODE DE CONDUITE
DU CONSEIL DE SANTÉ**

REPORT RECOMMENDATIONS

That the Board of Health for the City of Ottawa Health Unit adopt the Board of Health Code of Conduct, as outlined in Document 1.

RECOMMANDATIONS DU RAPPORT

Que le Conseil de santé de la circonscription sanitaire de la ville d'Ottawa adopte le Code de conduite du Conseil de santé, comme l'explique le document 1.

BACKGROUND

The Board Code of Conduct was first discussed in the [Foundation Policies and By-Laws for Ottawa Board of Health Governance](#) report to the Board of Health in April 2011. The Board opted to defer the adoption of a Code of Conduct for the Board of Health until Ottawa City Council completed its own review and approved its own Code of Conduct.

In April 2013, as part of Council's Accountability Framework, City Council adopted a [Code of Conduct](#) for Members of Council. This Code outlines the ethical behaviour expected of Members of Ottawa City Council, the Transit Commission and the Built Heritage Sub-Committee.

In early 2015, the Board of Health orientation provided Board Members with information about the *Municipal Conflict of Interest Act* in Ontario and other legislation that governs the conduct of Members of the Board.

In March 2015, the Ottawa Board of Health approved the Amendments to Ottawa Board of Health Policies and By-laws report, which directed staff to bring forward recommendations for a Code of Conduct for Board of Health Members ([ACS2015-OPH-SSB-0005](#)).

DISCUSSION

The Board Secretary is recommending that the Board of Health adopt a values-based Code of Conduct for the Ottawa Board of Health (attached in Document 1).

The adoption of a Code of Conduct for Board of Health Members enhances the Board's governance framework, facilitates transparency and accountability, and clearly outlines ethical standards expected of Members.

Further, agreeing on an ethical values system, through a Code of Conduct, is considered a best practice for Boards of Health in Ontario. Haliburton, Kawartha, Pine Ridge District Health Unit; Kingston, Frontenac and Lennox & Addington (KFL&A) Health Unit; Leeds, Grenville and Lanark District Health Unit; Niagara Region Public Health Unit; Oxford County Public Health Unit; Peel Public Health; Perth District Health Unit; Sudbury & District Health Unit; and Peterborough County-City Health Unit have all adopted such Codes in accordance with the *Ontario Public Health Organizational Standards*. Accreditation Canada's governance standard also suggests that the governing body adopt a Code of ethical conduct for its Members.

The proposed Code was based primarily on the City of Ottawa's Code of Conduct for Members of Council. Additions have been made to ensure that the Code is appropriate for the Board of Health. There are components of other Board Codes that have been incorporated. For example, the draft Code establishes that, to provide a unified voice, the Chair will speak on behalf of the Board, unless delegated to another Board member. It also takes into consideration legislation that is specifically relevant to public health, such as the *Health Protection and Promotion Act* and the *Personal Health Information Protection Act, 2004*.

Next steps

If adopted, the Code of Conduct will be re-circulated to Board of Health Members and stored with Board by-laws and policies.

RURAL IMPLICATIONS

There are no rural implications associated with this report.

CONSULTATION

In order to develop a Code of Conduct that reflects current practices and the context within which the Ottawa Board of Health functions, the Board Secretary researched Codes of Conduct from other health units and local boards. The Board Secretary reviewed Codes of Conduct from Ottawa Public Library Board, Ottawa Police Services Board, Ottawa City Council and Codes of Conduct adopted by other Boards of Health in Ontario including Haliburton, Kawartha, Pine Ridge District Health Unit; Kingston, Frontenac and Lennox & Addington (KFL&A) Health Unit; Leeds, Grenville and Lanark District Health Unit; Niagara Region Public Health Unit; Oxford County Public Health Unit; Peel Public Health; Perth District Health Unit; Sudbury & District Health Unit; and Peterborough County-City Health Unit.

The Board Secretary examined the legislation that governs the Board and Ottawa Public Health (OPH). Both the *Health Protection and Promotion Act* and the *Ontario Public Health Organizational Standards* (Organizational Standards) set out the Ministry of Health and Long-Term Care's expectations for governance and administrative practices for local Boards of Health.

The City Clerk and Solicitor's Department was also consulted.

LEGAL IMPLICATIONS

There are no legal impediments to adopting the recommendation in this report.

RISK MANAGEMENT IMPLICATIONS

There are no risks with adopting the recommendation in this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with this report.

SUPPORTING DOCUMENTATION

Document 1 – Board of Health Code of Conduct

DISPOSITION

Upon approval, the Board Secretary will circulate the Code of Conduct to all Members of the Board.