

Understanding Standard 1.1

Core Area 1 Adherence to laws, regulations, and BC housing agreements; importance and responsibility of operational management positions; effective strategies, policies, and frameworks to ensure long term success; ensures organizational viability through effective financial management.				
Standard 1.1 The Board is accountable for all matters set out in law, regulations, the provider’s constating documents, and BC Housing Agreements.				
Element	Description	Unaware - Developing	Aware - Developing	Meets
1.1.a	The provider is legally constituted and incorporated through BC Registries, and constating documents meet applicable BC Housing requirements.	Relevant documents are lost, unavailable, or out of date	Relevant documents need to be reviewed or updated.	Relevant documents are available, accessible, and up to date. A declaration is provided by Board member.
1.1.b	All Board positions are occupied by qualified/eligible directors per the constating documents and mandate, who are aware of their role and responsibilities.	Key positions remain unfilled for significant amounts of time	Some positions are temporarily filled, inadequate training and development is provided for board positions.	All positions are appointed and filled as per the role descriptions. Those appointed receive adequate training to prepare for the role. Principles of EDIB (Equity Diversity Inclusion and Belonging) are reflected in the board composition.
1.1.c	The board leads by example and safeguards the reputation of the sector, including effective policy and procedures to eliminate conflicts of interest.	Risks such as Conflicts of Interest have not been considered. There is a risk of reputational damage due to lack of relevant policies and procedures.	Risks are identified, or in the process of identification. Policies are being drafted. There are limitations to limit conflict of interest risks due to size and capacity of organization.	Relevant policies are in place. All perceived and declared conflicts of interest are reviewed and managed regularly.
1.1.d	The board and its committees conduct their business efficiently based on an appropriate level and quality of information, meeting regularly, and having the necessary number of people present for decisions to be made.	Meetings are irregular and infrequent. Meeting minutes are not recorded.	Meetings are not formally planned; minutes are recorded but not in the proper format.	meetings are scheduled and conducted regularly, following the quorum requirements for decisions. Formal meeting minutes are recorded and filed.
1.1.e	The board reviews its performance and effectiveness annually to assess how they conduct their business.	No performance review is conducted, no improvements considered.	Reviews are irregular. Opportunities for improvement are identified but no action plan is in place.	Regular annual reviews are conducted using performance goals and metrics to evaluate effectiveness and efficiency. Improvement plans are drafted and implemented.