



ADMINISTRATION MANUAL

SUBJECT:	Housing Provider Training & Succession Plans	POLICY/PROCEDURE #: H-4
SECTION:	Housing Programs	
IMPLEMENTATION DATE:	January 2012	APPROVED BY: Board of Directors
REVISION DATE(S):		SIGNATURE: 
REASON FOR CHANGE:	Implementation of Housing Services Act (effective January 1, 2012)	
RELEVANT LEGISLATION:	Housing Services Act, 2011, O. Reg 367/11, section 87	

PURPOSE

To inform all Niagara Regional Housing (NRH) staff and housing providers of the mandatory requirements, local rules and requirements related to the new Housing Services Act and associated regulations related to housing provider training and succession plans.

BACKGROUND

The HSA requires that housing providers develop the following plans:

1. Plan for training staff and volunteers involved in the operation of the housing project;
2. Succession plan for the board of directors; and,
3. For Co-operatives, a plan for educating the members about the governance of the co-operative.

POLICY

Housing providers are required to develop the above-noted plans.

The Ontario Non-Profit Housing Association (ONPHA) has developed a CD on board succession planning, from recruitment to developing governance strategies, and has other tools and webinars to assist providers in developing their plans.

The Co-operative Housing Federation (CHF) have online courses available on board basics and is currently developing a new course of co-operative management, and other tools and webinars to assist co-operatives in developing their plans.

Niagara Regional Housing's (NRH) annual forum to be held in the fall of 2012 will include some training in these areas by the sector organizations to assist providers in developing their plans.

SUPPORTING FORMS

n/a