National Housing Assistance Data Dictionary Version 3

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Foreword

The National Housing Data Agreement Management Group (NHDAMG) and the Australian Institute of Health and Welfare (AIHW) are pleased to publish the third version of the *National Housing Assistance Data Dictionary*. This dictionary is the first to be published following the launch of METeOR (METadata Online Registry), Australia's online metadata registry, developed by the AIHW. METeOR replaces the Knowledgebase as the central repository for health, community services and housing assistance metadata.

Version 3 of the Dictionary incorporates new data items related to Indigenous housing, financial reporting and community housing. Also, for the first time, the specification of performance indicators under the 2003 Commonwealth–State Housing Agreement National Performance Indicator Framework are included. In addition, it also includes updated data standards and data items from the previous two versions and details of the main housing assistance data collections.

The development of the Dictionary is an ongoing process, reliant on the support and professional input from the relevant housing assistance data development groups. These include the National Housing Data Development Committee which operates under the auspices of the NHDAMG and the National Indigenous Housing Information Implementation Committee. In addition, the National Community Services Data Committee and the National Health Data Standards Committee have provided support and input, particularly in relation to the integration of metadata items across the health, community services and housing assistance sectors to reduce duplication of effort and create a common language for providers across the sectors.

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Chair
National Housing Data Agreement
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Contents

Abbreviations

ABS	Australian Bureau of Statistics
AIHW	Australian Institute of Health and Welfare
CSHA	Commonwealth–State Housing Agreement
FaCS	Department of Families and Community Services
FaCSIA	Department of Families, Community Services and Indigenous Affairs
IEC	International Electrotechnical Commission
ISO	International Standards Organisation
METeOR	METadata Online Registry
NCSIMG	National Community Services Information Management Group
NIHIIC	National Indigenous Housing Information Implementation Committee
NHADD	National Housing Assistance Data Dictionary
NHAIM	National Housing Assistance Information Model
NHDA	National Housing Data Agreement
NHDAMG	National Housing Data Agreement Management Group
NHDDC	National Housing Data Development Committee
NHIG	National Health Information Group
NRF	National Reporting Framework

1 Introduction

The *National Housing Assistance Data Dictionary* (NHADD or 'the Dictionary') is an important part of the national data infrastructure for housing assistance information development. It provides the basis for consistent national data and is designed to make data collection activities more efficient by providing standards for core data items, and more effective by ensuring that information to be collected is appropriate for its purpose. The Dictionary is also designed to be compatible with national data dictionaries in other relevant sectors, e.g. community services.

This Dictionary has been compiled by the National Housing Data Development Committee (NHDDC) under the broad direction of the National Housing Data Agreement Management Group (NHDAMG). It has been developed to comply with the requirements of the National Housing Data Agreement (NHDA) and the Agreement on National Indigenous Housing Information, as part of the effort to manage national housing assistance data. The aim of the Dictionary is to set out agreed data definitions, classifications and standards. It will continue to be the ongoing authoritative source of housing assistance data definitions where national consistency is required or desired. The signatories and parties to both agreements have agreed to comply with and use the agreed definitions and standards specified in the *National Housing Assistance Data Dictionary* for national information collection.

In 2001 the *National Housing Assistance Data Dictionary* Version 1 was published, followed by Version 2 in 2003. Version 2 included a number of new items and the National Housing Assistance Information Model. This third version of the Dictionary incorporates a number of new and revised items which are presented in the most recent version of the ISO/IEC Standard 11179 Specification and Standardization of Data Elements. This is the international standard for defining data elements issued by the International Standards Organization (ISO) and the International Electrotechnical Commission (IEC).

For this version, considerable effort has been dedicated to:

- the development of common (or integrated) metadata items with the community services and health data dictionaries;
- assessment of the content of the Dictionary in line with the revised protocols for data standards; and
- ensuring the appropriateness and relevance of the metadata items in the Dictionary

The Dictionary is available in electronic form in METeOR—an on-line metadata registry for health, community services and housing assistance metadata—via the Australian Institute of Health and Welfare (AIHW) website: http://www.aihw.gov.au.

1.2 Objectives of the Dictionary

The objectives of the Dictionary are to:

- meet the requirements of Schedule 3 of the NHDA relating to National Definitions and Standards. This work supports Schedule 1: National Minimum Data Sets and Schedule 2: National Performance Indicators

- describe in an internationally standardised form:
  - metadata items commonly applicable in the housing sector for which a reasonable degree of consistency of measurement exists
  - metadata items important across the housing sector that currently lack standardisation
  - 'good practice' metadata items (such as certain Australian Bureau of Statistics (ABS) standards) that have potential for local use in data collection

- accord with nationally and internationally agreed protocols and standards, wherever possible

- promote uniformity, availability, reliability, validity, consistency and completeness in the data, as well as illustrating the range of data requiring description

- promote the national standard definitions by being readily available to all individuals and organisations involved in the generation, use and/or development of housing and housing assistance information.

These objectives provide a systematic basis for ongoing information development activity in the housing assistance sector. The major driving forces in housing assistance national data development are the national outcome based reporting requirements. For this reason the Dictionary includes national performance indicators and reporting frameworks as well as descriptions of the main data collections undertaken in the housing assistance sector.

The following are the criteria used by the NHDDC to guide the review of the content of the Dictionary for Version 3 to support these objectives:

- the metadata item is used or supports national outcome or performance reporting

- the metadata item is used in or supports relevant/related national data collections (e.g. administrative surveys and censuses)

- the metadata item is an existing national standard in health and welfare sectors and is in use or relevant to current national housing assistance data.

2 Changes from Version 2 of the Dictionary

The most significant change from Version 2 is in the structure of the dictionary metadata items as a result of the introduction of revised protocols for documenting metadata standards. These changes are outlined in detail in Chapter 3.

Following is a summary of other changes made to metadata items for Version 3 of the dictionary:

New metadata items

Indigenous related

Dwelling permanency status

Dwelling upgrade requirement status

Dwelling utility status (electricity supply)

Dwelling utility status (sewerage system)

Dwelling utility status (water supply)

Housing management plan indicator

Qualification status

Community housing

Community housing provider

Community housing provider funding source

Community housing provider identifier

Community housing provider management structure

Community housing provider type

Support service type

General

Centrelink income unit

Housing assistance agency

Housing assistance episode

Person

Financial

Capital expenditure – gross (assets acquired under finance leases)

Capital expenditure – gross (expenditure on non-financial assets)

Capital expenditure – gross (purchases of new non-financial assets)

Capital expenditure – gross (purchases of second-hand non-financial assets)

Capital expenditure – gross (sales of non-financial assets)

Capital expenditure – gross (total)

Recurrent expenditure (capital transfer expense)

Recurrent expenditure (current transfer payments)

Recurrent expenditure (depreciation and amortisation)

Recurrent expenditure (employee expenses)

Recurrent expenditure (non-employee expenses)

Recurrent expenditure (property expense)

Recurrent expenditure (total)

Revenue (capital)

Revenue (property income)

Revenue (sales of goods and services)

Revenue (taxation)

Revenue (total)

Metadata items retired

Building function	Indigenous housing organisation identifier
Construction costs	Interpreter services required
Depreciation costs	Landlord type
Direct costs	Non-targeted CSHA community housing provider
Disability household	Payment type
Dwelling habitability status	Program type
Dwelling modification flag	Purchase costs
Dwelling modification(s) required	Rent subsidy (amount)
Homeless status – CSHA	Special needs status
Homeless status – SAAP	Student status
Household groups	Support required flag
Income – assessable	Target group
Income – gross (household)	Targeted CSHA community housing provider
Indigenous community acceptance	Targeted CSHA community housing provider target groups
Indigenous housing organisation	

Revised metadata items

The following metadata items have been integrated across the housing assistance, health and community services sectors:

Age (of person)	Labour force status
Agency	Main language spoken at home
Country of birth	Marital status
Date of birth	Occupation of person
Family name/surname	Proficiency in spoken English
First given name	Sex
First language spoken	

The following metadata items were reengineered as glossary items as a result of the revised protocols for documenting metadata standards:

Address	Disability grouping – International
Boarding house building	Head-leased dwelling (private)
Boarding house room	Homeless (SAAP)
Boarding house unit	Indigenous income unit
Disability	Ongoing entitlement
Disability grouping – Australian national	Proxy occupancy standard

The following metadata items have been revised to ensure their continued appropriateness and relevance in the housing assistance sector:

Metadata item name	Revisions made
Administration costs	Name, Definition and Guide for use updated
Age of dwelling	Value domain aligned with Age metadata item
Area of residence	Revised as 2 metadata items: Person postcode and Person state/territory identifier consistent with health and community services
Commonwealth Rent Assistance (CRA) amount	Comment s added
Commonwealth Rent Assistance (CRA) income unit type	Context and Guide for use revised
Date dwelling occupied	Collection methods added
Date dwelling vacated	Definition revised and Collection methods added
Date of construction (completion)	Additional Guide for use added
Date of purchase (completion)	Additional Guide for use added
Discrete Indigenous community identifier	Value domain updated
Dwelling	Context and Guide for use revised
Dwelling identifier	Definition and Value domain revised and made consistent across all identifiers
Dwelling occupancy status	Definition, Value domain and Guide for use revised
Dwelling structure	Value domain revised
Dwelling tenantability status	Value domain revised
Family	Replaced community services definition with ABS Household family definition
Greatest need status	Revised Name and Value domain to match with Guide for use
Household composition	Value domain and Guide for use revised
Household identifier	Definition and Value domain revised and made consistent across all identifiers
Income – gross (person)	Definition, Context and Guide for use revised
Income source	Name and Value domain revised
Income unit identifier	Definition and Value domain revised and made consistent across all identifiers
Income unit type	Value domain revised
Low income status	Guide for use revised
Market rent value of dwelling	Collection methods revised
New allocation status	Value domain revised
Number of bedrooms	Definition and Context revised
Operational costs	Name and Guide for use revised

(continued)

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Metadata item name	Revisions made
Person identifier	Definition and Value domain revised and made consistent across all identifiers
Postcode	Revised as 3 metadata items: Dwelling postcode, Housing assistance agency postcode and Person postcode consistent with health and community services
Rebated (household) flag	Name, Definition, Value domain and Guide for use revised
Reference person	Context and Value domain revised
Relationship to reference person	Guide for use revised
Relationship within income unit	Definition, Value domain and Guide for use revised
Rent charged to tenant	Name and Definition revised
Rent deduction flag	Definition revised
Rent paid by tenant	Name and Definition revised
Repairs and maintenance	Name and Definition revised
State/Territory ID	Revised as 3 metadata items: Dwelling state/territory identifier, Housing assistance agency state/territory identifier and Person state/territory identifier consistent with health and community services
Tenancy (rental) unit	Guide for use revised
Tenure type	Context and Collection methods revised
Total rent charged	Definition and Context revised
Total rent collected	Definition and Context revised
Transfer status	Value domain revised
Waitlist applicant household	Name and Definition revised
Waitlist applicant type	Guide for use and Collection methods revised
Waitlist identifier	Definition and Value domain revised and made consistent across all identifiers; Context and Collection methods revised and Comments removed.

3   Structure

The structure of Version 3 of the NHADD has changed due to the introduction of revised protocols for documenting data standards. These protocols are based on the ISO/IEC 11179 standard (see below) which are contained within METeOR—a website, supported by a database, was developed to store, manage and disseminate metadata in the Australian health, community services and housing assistance sectors. METeOR replaces the Knowledgebase as Australia's central repository for health, community services and housing assistance metadata and was developed by the AIHW. The name METeOR stands for:

- MET—metadata (data about data)
- O—on-line
- R—registry (place where items are registered)

Metadata is often called 'data about data'. More precisely, it is the underlying definition of structured description of the content, quality, condition or other characteristics of data.

3.1 Format

All metadata item definitions included in the NHADD are presented in a format based on ISO/IEC Standard 11179 Specification and Standardization of Data Elements released in 2003. This is the international standard for defining metadata issued by the ISO and the IEC. The ISO/IEC Standard 11179 is adopted in METeOR and is the format in which the national health and community services data dictionaries will be published.

The standard rules applied to the development of metadata item definitions are designed to ensure that each is clear, concise, unambiguous and comprehensive and provides sufficient information on each metadata item. This will ensure that all those who collect, provide, analyse and use the data clearly understand its meaning. These rules describe the data.

In METeOR there are seven types of metadata (based on international standards) which are represented in the following diagram (Figure 3.1). The bold areas present the seven types.
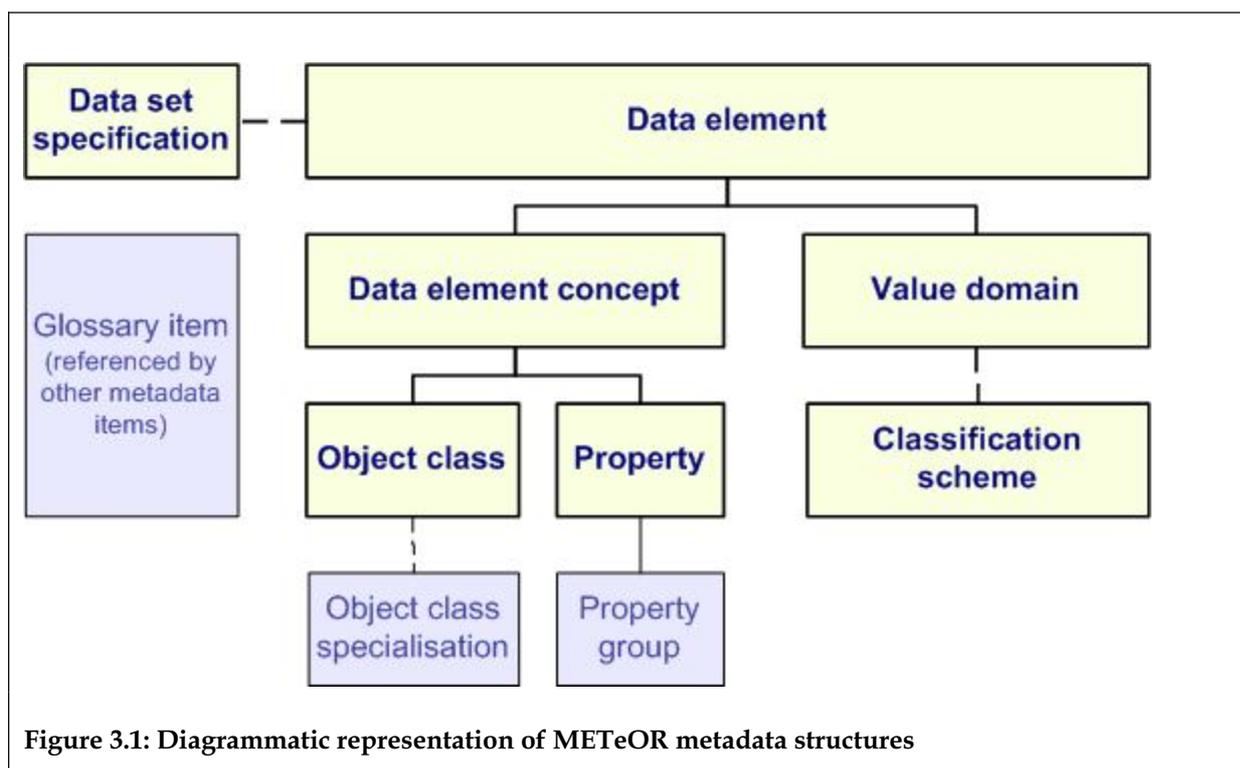
Figure 3.1: Diagrammatic representation of METeOR metadata structures

The Dictionary itself presents five metadata types: object classes, data elements, properties, classification schemes and performance indicators.

Metadata type	Use
Object class:	represents a person, organisation, structure or event that is of interest and needs to be described.
	Examples include 'Dwelling, 'Household' and 'Person'.
Data element:	basic unit of identifiable and definable information and includes the list of codes for reporting and guide for use details.
	Examples include 'Dwelling occupancy status', 'Household composition' and 'Indigenous status'.
Property:	a characteristic of an object class of interest.
	For example, the object class 'Person' can have characteristics such as sex and date of birth.
Classification scheme:	an official terminological system, recognised and endorsed by a national or international body, that is used to classify data.
	Examples include 'ABS Australian Standard Classification of Occupations (2nd edition)'.
Performance indicator:	describe a set of analytical outputs from national housing assistance data collections that are designed for high level national reporting on performance.
	Examples include the Commonwealth–State Housing Agreement (CSHA) public rental housing, community housing and state owned and managed Indigenous housing programs.

A sixth metadata area that the Dictionary also contains is 'Glossary items' which allow for the definition of terms that are not described by any other metadata item type. A 'Glossary item' can be linked to relevant occurrences of the term within all other metadata items. For example 'Proxy occupancy standard' is linked to the data element 'Number of bedrooms'.

In addition, the Dictionary includes descriptions of the main data collections undertaken in the housing assistance sector (Chapter 6).

Further information on the individual attributes associated with object classes, data elements, properties and classification schemes can be found on METeOR via the AIHW website: http://www.aihw.gov.au.

Metadata item templates

The templates used in the Dictionary present metadata item definitions in a standard format that is consistent with the protocols of the ISO/IEC Standard 11179. It requires a particular process to be followed when defining the discrete pieces of information needed for developing data standards.

Performance indicator template

To date, there is no nationally endorsed standard for the specification of national program level performance indicators in the housing assistance area. The template used in this Dictionary is based on one used in community services for the specification of performance indicators in the *Aged Care Assessment Program Data Dictionary Version 1* (AIHW Cat. No. Age 26). Definitions for each of the performance indicator attributes are provided at Appendix A.

3.2 Using the Dictionary

Version 3 of the Dictionary includes the specification of performance indicators under the 2003 CSHA National Performance Indicator Framework to support wider use and application of the Dictionary across housing assistance areas. The framework aims to develop a nationally consistent approach to the collection and reporting of data for each of the indicative performance measures to enable comparability and effective performance assessment between states and territories.

The following factors should be borne in mind when using the Dictionary:

- Each metadata definition contains the minimum procedural information necessary to achieve national consistency and comparability. However, the Dictionary does not necessarily contain all the details required for the reporting and administration of a national data collection over time. For example, those responsible for the ongoing management of a national data collection may also need to issue additional guidelines or instructions on data validation processes, file structures, data collection methodologies etc. to ensure that the information collected meets the required standards of their collection. Additional information may also be required on use and collection methods for specific collections.

- For most metadata items and concepts the Dictionary provides generic definitions and value domains that are applicable across all areas of housing assistance. As a result, the value domains and the level of detail presented may not be specific enough for individual data collections. In these cases, data collectors are encouraged to develop their own more specific sub-categories (and sub-sub-categories if required) within the broader categories provided in the Dictionary. This means that data collected can be mapped to the value domains set out in the Dictionary and still be comparable with other collections. Individual collections can thus develop their own expanded categories

to suit their purposes. However, for the benefit of national consistency these should be able to be mapped or aggregated to the value domains within the dictionary.

- The development of definitions that are to be useful at the national level can be a considerable challenge. There is often tension between being general enough to be applicable to all housing assistance areas and being specific enough to meet the needs of individual data collections. For many metadata items, individual collections require more specific information than is appropriate for inclusion in a national data dictionary (simply because this level of detail is not required by other data collections or may not be appropriate to other collections).

3.3 National Housing Assistance Information Model

The National Housing Assistance Information Model (NHAIM) was developed by the NHDAMG and the NHDDC for Version 2 of the Dictionary and has not changed in Version 3. The Model's overall objective is to provide a framework within which to locate the individual metadata items in the Dictionary. Other important objectives of the NHAIM are to:

- identify a commonly agreed information base to enable research and policy development of national housing assistance information

- assist in minimising duplication of effort in housing assistance information development

- assist in promoting a common language and the identification of commonality in information requirements across the housing assistance sector

- inform and facilitate data linkage via improving data comparability

- provide a management tool to assist the ongoing development and communication of national housing assistance information, and a coordinating mechanism for this work.

This NHAIM is deliberately cast at a high level, allowing jurisdictions to develop their own detailed information models. The use of an agreed high-level information model will assist in achieving the goal of data consistency and comparability.

The metadata items included in the Dictionary (including Glossary items) have been mapped to the entity in the NHAIM to which they relate (Table 1). Definitions for the Model entities can be found in Appendix B.

Table 1: Version 3 metadata items related to the NHAIM entities

Governance

Ongoing entitlement (Glossary item)
Proxy occupancy standard (Glossary item)

Housing resource

Age of dwelling
Boarding house building (Glossary item)
Boarding house unit (Glossary item)
Capital expenditure metadata items
Community housing provider funding source
Dwelling (Object class)
Dwelling occupancy status
Dwelling permanency status
Dwelling structure
Dwelling tenantability status
Dwelling upgrade requirement status
Dwelling utility status (electricity supply)
Dwelling utility status (sewerage system)
Dwelling utility status(water supply)
Head-leased dwelling (private) (Glossary item)
Number of bedrooms
Recurrent expenditure metadata items
Rent charged
Rent paid
Revenue metadata items
Support service type
Tenancy (rental) unit
Total rent charged
Total rent collected

Environment

Market rent value of dwelling

Service facilitators

Tenancy agreement

Location

Address (Glossary item)
Discrete Indigenous community (Object class)
Discrete Indigenous community identifier
Dwelling postcode
Dwelling state/territory identifier
Housing assistance agency postcode
Housing assistance agency state/territory identifier
Person postcode
Person state/territory identifier

Housing event

Date assistance commenced
Date assistance completed
Date dwelling occupied
Date dwelling vacated
Date eligible for assistance
Date of construction (completion)
Date of purchase (completion)
Date rent charged
Date rent paid
Housing assistance episode (Object class)

Party

Age
Centrelink income unit (Object class)
Centrelink income unit type
Commonwealth rent assistance amount
Community housing provider (Object class)
Community housing provider identifier
Community housing provider management structure
Community housing provider type
Country of birth
Date of birth
Disability (Glossary item)
Disability grouping (Glossary item)
Disability status
Family name
Given name(s)
First language spoken
Greatest need reason
Homeless-SAAP (Glossary item)
Household (Object class)
Household composition
Household identifier
Housing assistance agency (Object class)
Income-assessable (person)
Income-gross (person)
Income unit (Object class)
Income unit identifier
Income unit type
Indigenous household
Indigenous income unit (Glossary item)
Indigenous status
Labour force status
Low income status
Main income source
Main language spoken at home
Main occupation of person
Marital status
New allocation status
Person (Object class)
Person identifier
Proficiency in spoken English
Qualification status
Rebated household status
Reference person
Relationship to reference person
Relationship within income unit
Rent deduction flag
Sex
Tenure type
Transfer status
Waitlist applicant (Object class)
Waitlist applicant type

4 Metadata definitions

This chapter contains definitions of the object classes and individual data elements as agreed by the NHDAMG on 10 February 2006. The definitions are presented in an ISO/IEC 11179-based format (refer to Chapter 3 for further details).

In this chapter the metadata definitions are presented in alphabetical order.

Alphabetical list of metadata items

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Age

Metadata item type:	Data Element
METeOR name:	Person—age, total years N[NN]
METeOR identifier:	303794
Registration status:	NHIG, Standardisation pending 16/11/2005 NCSIMG, Standardisation pending 16/11/2005 NHDAMG, Standard 10/02/2006
Definition:	The age of the person in (completed) years at a specific point in time.
Context:	Age is a core data element in a wide range of social, labour and demographic statistics. It is used in the analyses of service utilisation by age group and can be used as an assistance eligibility criterion.

Data Element Concept attributes

Definition:	The age of the person.
Context:	Age is a core data element in a wide range of social, labour and demographic statistics.
Object Class:	Person
Property:	Age

Value domain attributes

Representation class:	Total
Data type:	Number
Format:	N[NN]
Maximum character length:	3
Supplementary codes:	999 Unknown/not stated
Unit of measure:	Year

Data Element attributes

Collection and usage attributes

Guide for use:	Age in single years (if aged under one year, record as zero). If age (or date of birth) is unknown or not stated, and cannot be estimated, use Code 999. If year of birth is known (but date of birth is not) use the date, 0101YYYY of the birth year to estimate age (where YYYY is the year of birth). In the housing assistance data collections age is calculated at 30 June for the corresponding year.
Collection methods:	Although collection of date of birth allows more precise calculation of age, this may not be feasible in some data collections, and alternative questions are: Age last birthday? What was .... age last birthday? What is .... age in complete years?

Source and reference attributes

Submitting organisation: National Public Health Information Working Group

Origin: Australian Bureau of Statistics. Standards for Social, Labour and Demographic Variables. Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references: See also Person—date of birth, DDMMYYYY NHDAMG, Standard 10/02/2006

Supersedes Person—age (housing assistance), total years N[NN] NHDAMG, Superseded 10/02/2006

Age of dwelling

Metadata item type:	Data Element
METeOR name:	Dwelling—age, total years N[NN]
METeOR identifier:	304924
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	The age of a dwelling in whole years

Data Element Concept attributes

Definition:	The age of a dwelling.
Context:	For maintenance reasons and stock management.
Object Class:	Dwelling
Property:	Age

Value domain attributes

Representation class:	Total
Data type:	Number
Format:	N[NN]
Maximum character length:	3
Supplementary codes:	999 Unknown/not stated
Unit of measure:	Year

Data Element attributes

Collection and usage attributes

Guide for use:	Age in single years (if aged under one year, record as 0).
	Dwelling age is calculated using the date on which construction was completed, regardless of when it was purchased or occupied.
	If year of construction is known (but the full date is not) use the date 01/01 of the construction year to estimate age.
	If age (or date of construction) is unknown or not stated, and cannot be estimated, use code 999.
Collection methods:	This metadata item can be derived from Dwelling—construction completion date, DDMMYYYY.

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	Supersedes Dwelling—age, housing assistance total years N[NN] NHDAMG, Superseded 10/02/2006
	Is formed using Dwelling—construction completion date, DDMMYYYY NHDAMG, Standard 01/03/2005

Capital expenditure—gross (assets acquired under finance leases)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—gross capital expenditure (assets acquired under finance leases), total Australian currency N[N(9)]
METeOR identifier:	305309
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total expenditure on assets acquired under finance leases (Economic Type Framework Classification code 4101).

Data Element Concept attributes

Definition:	Assets acquired under leases and other arrangements which effectively transfer most of the risks and benefits associated with ownership of the leased property from the lessor to the lessee.
Context:	To enable analysis of welfare expenditure at the national level.
	There is a considerable interest in expenditure data at the national level from many different potential users.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Gross capital expenditure

Collection and usage attributes

Guide for use:	For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.
	National Community Services Data Dictionary Version 2

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	**Includes:** other arrangements whereby assets are acquired on credit and which are not included in 'Cash flows from investments in non-financial assets (Economic Type Framework Classification code 22). Includes dwellings acquired using financial leasing.
Collection methods:	Measurement on an accrual accounting basis is preferred to measurement on a cash accounting basis.
	This metadata item is typically measured for a financial year (1 July to 30 June the following year).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references:	Supersedes Housing assistance agency—gross capital expenditure (assets acquired under finance leases), total Australian currency N[N(9)] NHDAMG, Superseded 10/02/2006
	Is used in the formation of Housing assistance agency—gross capital expenditure, total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006

Capital expenditure—gross (expenditure on non-financial assets)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—gross capital expenditure (expenditure on non-financial assets), total Australian currency N[N(9)]
METeOR identifier:	305319
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total expenditure on non-financial assets (Economic Type Framework Classification code 222).

Data Element Concept attributes

Definition:	Net expenditure on new and second-hand fixed assets, land and intangible assets excluding capitalised interest.
Context:	To enable analysis of welfare expenditure at the national level.
	There is a considerable interest in expenditure data at the national level from many different potential users.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Gross capital expenditure

Collection and usage attributes

Guide for use:	For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.
	National Community Services Data Dictionary Version 2

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	Fixed assets are durable goods intended to be employed in the production process for longer than a year. Includes net expenditure on mineral deposits, timber tracts and similar non-reproducible tangible assets and on intangible assets such as patents and copyrights.
	Expenditure on non-financial assets includes: purchase of new non-financial assets, purchases of second-hand non-financial assets and sales of non-financial assets which relates mainly to the disposal of previously rented dwellings, non-residential buildings, used plant and equipment and the sale of land (including the sale of residential leases in the ACT) and expenditure on new dwellings.
Collection methods:	Measurement on an accrual accounting basis is preferred to measurement on a cash accounting basis.
	This metadata item is typically measured for a financial year (1 July to 30 June the following year).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references:	Supersedes Housing assistance agency—gross capital expenditure (expenditure on non-financial assets), total Australian currency N[N(9)] NHDAMG, Superseded 10/02/2006
	Is used in the formation of Housing assistance agency—gross capital expenditure, total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006

Capital expenditure—gross (purchases of new non-financial assets)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—gross capital expenditure (purchases of new non-financial assets), total Australian currency N[N(9)]
METeOR identifier:	305324
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total expenditure on purchases of new non-financial assets (Economic Type Framework Classification code 2221).

Data Element Concept attributes

Definition:	The purchase of assets intended to be used in the production process for longer than a year.
Context:	To enable analysis of welfare expenditure at the national level.
	There is a considerable interest in expenditure data at the national level from many different potential users.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Gross capital expenditure

Collection and usage attributes

Guide for use:	For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.
	National Community Services Data Dictionary Version 2

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	**Includes:** fixed assets constructed on own account, valued at cost of materials, capitalised salaries and wages, reimbursements received by public authorities for amounts spent on capital works while acting as an agent for other government and private bodies.
	Excludes: capitalised interest and houses built for sale and assets acquired under finance lease arrangements.
Collection methods:	Measurement on an accrual accounting basis is preferred to measurement on a cash accounting basis.
	This metadata item is typically measured for a financial year (1 July to 30 June the following year).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references:	Supersedes Housing assistance agency—gross capital expenditure (purchases of new non-financial assets), total Australian currency N[N(9)] NHDAMG, Superseded 10/02/2006
	Is used in the formation of Housing assistance agency—gross capital expenditure, total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006

Capital expenditure—gross (purchases of second-hand non-financial assets)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency — gross capital expenditure (purchases of second-hand non-financial assets), total Australian currency N[N(9)]
METeOR identifier:	305330
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total expenditure on purchases of second-hand non-financial assets (Economic Type Framework Classification code 2222).

Data Element Concept attributes

Definition:	The purchase of assets which have been previously used in production in the country.
Context:	To enable analysis of welfare expenditure at the national level.
	There is a considerable interest in expenditure data at the national level from many different potential users.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Gross capital expenditure

Collection and usage attributes

Guide for use:	For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.
	National Community Services Data Dictionary Version 2

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	**Includes:** purchases of existing dwellings.
	Excludes: second-hand assets imported into the country for the first time which are regarded as new and assets acquired under finance lease arrangements.
Collection methods:	Measurement on an accrual accounting basis is preferred to measurement on a cash accounting basis.
	This metadata item is typically measured for a financial year (1 July to 30 June the following year).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references:	Supersedes Housing assistance agency—gross capital expenditure (purchases of second-hand non-financial assets), total Australian currency N[N(9)] NHDAMG, Superseded 10/02/2006
	Is used in the formation of Housing assistance agency—gross capital expenditure, total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006

Capital expenditure—gross (sales of non-financial assets)

Metadata item type: Data Element

METeOR name: Housing assistance agency—gross capital expenditure (sales of non-financial assets), total Australian currency N[N(9)]

METeOR identifier: 305336

Registration status: NHDAMG, Standard 10/02/2006

Definition: Total expenditure on sales of non-financial assets (Economic Type Framework Classification code 2223).

Data Element Concept attributes

Definition: The disposal of previously rented dwellings, non-residential buildings, used plant and equipment.

Context: To enable analysis of welfare expenditure at the national level.

There is a considerable interest in expenditure data at the national level from many different potential users.

This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.

The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.

Object Class: Housing assistance agency

Property: Gross capital expenditure

Collection and usage attributes

Guide for use: For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.

Source and reference attributes

Origin: Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

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Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	Refers to the sale of land (including the sale of residential leases in the ACT). The sale of land and buildings as a package is treated as sales of fixed assets unless a separate value can be determined for the land component. Also refers to the outright sales of intangible assets and disposal of motor vehicles.
Collection methods:	Measurement on an accrual accounting basis is preferred to measurement on a cash accounting basis.
	This metadata item is typically measured for a financial year (1 July to 30 June the following year).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references:	Supersedes Housing assistance agency—gross capital expenditure (sales of non-financial assets), total Australian currency N[N(9)] NHDAMG, Superseded 10/02/2006
	Is used in the formation of Housing assistance agency—gross capital expenditure, total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006

Capital expenditure—gross (total)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—gross capital expenditure, total Australian currency N[N(9)]
METeOR identifier:	305344
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total gross capital (Economic Type Framework Classification codes 222 and 4101).

Data Element Concept attributes

Definition:	Total capital expenditure.
Context:	To enable analysis of welfare expenditure at the national level.
	There is a considerable interest in expenditure data at the national level from many different potential users.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Gross capital expenditure

Collection and usage attributes

Guide for use:	For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Collection methods:	Measurement on an accrual accounting basis is preferred to measurement on a cash accounting basis.
	Expenditure is usually measured for an accounting period, typically a financial year (1 July to 30 June the following year).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references:	Is formed using Housing assistance agency—gross capital expenditure (sales of non-financial assets), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006
	Is formed using Housing assistance agency—gross capital expenditure (purchases of second-hand non-financial assets), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006
	Is formed using Housing assistance agency—gross capital expenditure (purchases of new non-financial assets), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006
	Is formed using Housing assistance agency—gross capital expenditure (expenditure on non-financial assets), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006
	Is formed using Housing assistance agency—gross capital expenditure (assets acquired under finance leases) NHDAMG, Standard 10/02/2006

Centrelink income unit

Metadata item type:	Object Class
METeOR name:	Centrelink income unit
METeOR identifier:	287067
Registration status:	NHDAMG, Standard 11/04/2005
Definition:	An income unit is the base unit that is used to calculate a Commonwealth Rent Assistance (CRA) entitlement amount. It consists of a person and:
	(a) Any other person treated as their current partner under the Social Security Act 1991.
	(b) Any other person for whom either them, or their partner, receives Family Tax Benefit.
Specialisation of:	Income unit (Centrelink income unit status)

Source and reference attributes

Submitting organisation:	Department of Families, Community Services and Indigenous Affairs
Origin:	Census of Income Support Customers

Relational attributes

Related metadata references:	See also Income unit NHDAMG, Standard 01/03/2005

Centrelink income unit type

Metadata item type:	Data Element
METeOR name:	Centrelink income unit—Centrelink income unit type, code N
METeOR identifier:	270139
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	The structure of the income unit based on the relationship between members of the income unit.
Context:	An income unit is the standard statistical unit for analyses of Centrelink data and can be an important measure in assessing the needs and circumstances of individuals and families.
Object Class:	Centrelink income unit
Property:	Income unit type

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	Single, no dependent children
2	Single, sharers
3	Couple, no dependent children
4	Sole parent, 1 or 2 dependent children
5	Sole parent, 3 or more dependent children
6	Couple, 1 or 2 dependent children
7	Couple, 3 or more dependent children

Supplementary codes:	9 Not stated/inadequately described

Collection and usage attributes

Collection methods:	In this metadata item, the term *dependant* (see Glossary) is used to refer to those children that attract more than the base rate of Family Tax Benefit Part A.

Data Element attributes

Collection and usage attributes

Guide for use:	In analysis codes 1 and 2 are often combined.
	This metadata item is not used in the Commonwealth–State Housing Agreement (CSHA) *proxy occupancy standard* (see Glossary). Refer instead to the metadata item *Household composition*.
Comments:	This metadata item is included in the following Commonwealth housing data set:

Census of Income Support Customers

Source and reference attributes

Submitting organisation: Department of Families, Community Services and Indigenous Affairs

Origin: FaCS 2003. Unpublished. Draft performance indicators for Commonwealth Rent Assistance.

Relational attributes

Related metadata references: See also Centrelink income unit—Commonwealth Rent Assistance amount, Total Australian currency N[NNNNN].NN NHDAMG, Standard 01/03/2005

Supersedes Commonwealth Rent Assistance (CRA) income unit type, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Commonwealth Rent Assistance (CRA) amount

Metadata item type:	Data Element
METeOR name:	Centrelink income unit—Commonwealth Rent Assistance amount, Total Australian currency N[NNNNN].NN
METeOR identifier:	270141
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	The weekly amount of Commonwealth Rent Assistance (CRA) the income unit is entitled to receive in the fortnight prior to data extraction.

Data Element Concept attributes

Definition:	The weekly amount of Commonwealth Rent Assistance (CRA) the income unit is entitled to receive.
Context:	The Australian Government pays rent assistance to recipients of income support payments, including those who receive more than the base rate of family tax benefit (Part A), and pay private rent above minimum thresholds. Private rent assistance can include:

- rent (other than for public housing or the state/territory owned and managed Indigenous housing); or
- service and maintenance fees in a retirement village; or
- lodging; or
- fees paid to use a site for a caravan or other accommodation which is occupied as the principal home; or
- fees paid to moor a vessel occupied as the principal home.

This metadata item is used in the calculation of housing affordability.

Object Class:	Centrelink income unit
Property:	Commonwealth Rent Assistance amount

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[NNNNN].NN
Maximum character length:	8
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	2

Collection and usage attributes

Guide for use:	Always include the cent value, using .00 where there are only dollar values.

Data Element attributes

Collection and usage attributes

Guide for use: If a customer and partner are illness separated and they are entitled to CRA, they may each be paid the single rate of CRA. Therefore, some couples could be receiving up to double the single maximum rate of CRA.

Comments: The rate payable varies with the type of income unit (defined by conjugal status, sharing arrangements and number of dependent children) and amount of rent paid.

This metadata item is included in the following Commonwealth housing data set:

Census of Income Support Customers

Source and reference attributes

Submitting organisation: Department of Families, Community Services and Indigenous Affairs

Origin: FaCS 2003. Unpublished. Draft performance indicators for Commonwealth Rent Assistance. Housing Assistance Act 1996 annual report 1999-2000

Relational attributes

Related metadata references: See also Centrelink income unit—Centrelink income unit type, code N NHDAMG, Standard 01/03/2005

Supersedes Commonwealth Rent Assistance (CRA) income unit type, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Community housing provider

Metadata item type:	Object Class
Synonymous names:	Community housing provider
METeOR identifier:	292033
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	A not-for-profit organisation that provides safe, secure, affordable and appropriate rental housing.
Context:	Community housing, along with public rental housing, is part of the social housing sector and provides housing assistance on a basis which is respectful of tenants rights, including opportunities for participatory management, and constructive of links with community development.

Community housing can cover short, medium and long-term tenancies.

Community housing providers manage the provision of housing assistance and as such are the main source of information about the tenants in the community housing sector.

Community housing providers may include:

- housing cooperatives
- housing associations
- other community service organisations

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Reference documents:	Community Housing Federation of Australia 2004. Our Future in Affordable Housing. Policy Position.

Relational attributes

Related metadata references:	Supersedes Commonwealth State Housing Agreement community housing provider NHDAMG, Superseded 10/02/2006
	Supersedes Indigenous housing organisation NHDAMG, Superseded 10/02/2006

Community housing provider funding source

Metadata item type:	Data Element
METeOR name:	Community housing provider—funding source type code N[N]
METeOR identifier:	292130
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The source(s) of funding for the provision of housing assistance that a community housing provider receives.
Context:	Sustainability/viability of sector
Object Class:	Community housing provider
Property:	Funding source

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N[N]
Maximum character length:	1

Permissible values:

Value	Meaning
1	Commonwealth–State Housing Agreement (CSHA)
2	Non-Commonwealth–State Housing Agreement (non-CSHA)
3	Unable to determine

Supplementary codes:　　9 Not stated/inadequately described

Collection and usage attributes

Guide for use:　　**Code 1. CSHA:** Capital and/or recurrent funding received under the CSHA through state or territory housing authorities or state or territory community housing administrators for property and tenancy management. CSHA funded community housing properties include those:

- leased from the private rental sector, government or non-government agencies for the provision of community housing (headleasing);

- purchased using state and territory housing/community housing authority CSHA community housing program funds; and

- purchased under joint venture arrangements where the purpose of the arrangement is to provide housing which falls into the scope of community housing (e.g. when assistance is funded by the CSHA and the Building Better Cities Program or the Social Housing Subsidy Program).

Code 2. Non-CSHA: Includes funding received from a community housing provider, other non-housing state or territory or Commonwealth department, local government, umbrella

organisation, church, welfare group or not-for-profit organisation, other joint venture partner (e.g. private investor/developer) or private party.

Code 3. Unable to determine: Should be recorded when a provider's funding arrangements are either unknown or cannot be identified for any reason.

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Data Element attributes

Collection and usage attributes

Collection methods: More than one funding source can be recorded.

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Community housing provider identifier

Metadata item type:	Data Element
METeOR name:	Community housing provider—organisation Identifier, X[X(14)]
METeOR identifier:	291958
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	A code that uniquely identifies a community housing provider.
Context:	The identifier will be used to uniquely identify each community housing provider.
Object Class:	Community housing provider
Property:	Organisation identifier

Value domain attributes

Representation class:	Identifier
Data type:	String
Format:	X[X(14)]
Maximum character length:	15

Data Element attributes

Collection and usage attributes

Guide for use:	In the mainstream Commonwealth–State Housing Agreement (CSHA) community housing data collection the identifier is only unique within the state or territory and can be allocated by community housing providers, the state or territory housing authority or the state or territory community housing administrator.
Collection methods:	In the mainstream CSHA community housing data collection the identifier should be reported by each community housing provider in conjunction with data collected as part of their reporting requirements each financial year.
Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Reference documents:	National Community Services Data Dictionary, Version 3 2004.

Community housing provider management structure

Metadata item type:	Data Element
METeOR name:	Community housing provider—management structure, code N
METeOR identifier:	292078
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	Whether the community housing provider is Indigenous or non-Indigenous managed.
Object Class:	Community housing provider
Property:	Management structure

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	Indigenous managed
2	Other

Supplementary codes: 9 Not stated/inadequately described

Collection and usage attributes

Guide for use:	**Code 1. Indigenous managed:** Any Aboriginal or Torres Strait Islander not-for-profit organisation that is responsible for managing community housing for Indigenous people.
	Code 2. Other: Any not-for-profit organisation that is responsible for managing community housing not specifically targeted to Indigenous people and not set up as an Aboriginal or Torres Strait Islander not-for-profit organisation, i.e. mainstream community housing.

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Data Element attributes

Collection and usage attributes

Comments:	This metadata item is included in the following housing assistance data collections:
	National Reporting Framework for Indigenous housing
	In the National Reporting Framework for Indigenous housing an Indigenous managed community housing provider must be a funded or registered Indigenous Community Housing Organisation.

Source and reference attributes

Submitting organisation:　　　　National Housing Data Development Committee

Submitting organisation:　　　　National Housing Data Development Committee

Community housing provider type

Metadata item type:	Data Element
METeOR name:	Community housing provider—provider type, code N
METeOR identifier:	292066
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The type of not-for-profit community organisation that provides housing assistance.
Object Class:	Community housing provider
Property:	Organisation type

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	Housing association
2	Housing cooperative
3	Other community service organisation

Supplementary codes:	9 Not stated/inadequately described

Collection and usage attributes

Guide for use:

Code 1. Housing association: A not-for-profit organisation that is managed by a committee and is often linked to other community support services. In associations day-to-day management of the organisation is delegated to staff and/or volunteers. In some states and territories housing associations are legally incorporated and registered under state or territory community housing acts.

Code 2. Housing cooperative: A not-for-profit organisation that is managed by the tenants (self-managed). In cooperatives responsibility for day-to-day management is usually shared amongst tenant members on a voluntary basis. In some states and territories housing cooperatives are legally incorporated and registered under state or territory housing acts.

Code 3. Other community service organisation: Not-for-profit organisations who provide housing assistance as part of their support services, such as welfare, church-based and local government organisations (e.g. Barnardos, St Vincent de Paul).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Data Element attributes

Collection and usage attributes

Comments: This metadata item is included in the following housing assistance data collections:

National Reporting Framework for Indigenous housing

CSHA mainstream community housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Country of birth

Metadata item type:	Data Element
METeOR name:	Person—country of birth, code (SACC 1998) NNNN
METeOR identifier:	270277
Registration status:	NHIG, Standard 01/03/2005
	NCSIMG, Standard 01/03/2005
	NHDAMG, Standard 20/06/2005
Definition:	The country in which the person was born, as represented by a code.

Data Element Concept attributes

Definition:	The country in which the person was born.
Context:	Country of birth is important in the study of access to services by different population sub-groups. Country of birth is the most easily collected and consistently reported of a range of possible data items that may indicate cultural or language diversity. Country of birth may be used in conjunction with other data such as period of residence in Australia, etc., to derive more sophisticated measures of access to (or need for) services by different population sub-groups.
Object Class:	Person
Property:	Country of birth

Value domain attributes

Identifying and definitional attributes

Classification Scheme:	Standard Australian Classification of Countries 1998
Representation class:	Code
Data type:	Number
Format:	NNNN
Maximum character length:	4

Collection and usage attributes

Guide for use:	The Standard Australian Classification of Countries 1998 (SACC) is a four-digit, three-level hierarchical structure specifying major group, minor group and country.
	A country, even if it comprises other discrete political entities such as states, is treated as a single unit for all data domain purposes. Parts of a political entity are not included in different groups. Thus, Hawaii is included in Northern America (as part of the identified country United States of America), despite being geographically close to and having similar social and cultural characteristics as the units classified to Polynesia.

Data Element attributes

Collection and usage attributes

Collection methods:	Some data collections ask respondents to specify their country of birth. In others, a pre-determined set of countries is specified as part of the question, usually accompanied by an 'other (please specify)' category.
	Recommended questions are:
	In which country were you/was the person/was (name) born?
	Australia
	Other (please specify)
	Alternatively, a list of countries may be used based on, for example common Census responses.
	In which country were you/was the person/was (name) born?
	Australia
	England
	New Zealand
	Italy
	Viet Nam
	Scotland
	Greece
	Germany
	Philippines
	India
	Netherlands
	Other (please specify)
	In either case coding of data should conform to the SACC.
	Sometimes respondents are simply asked to specify whether they were born in either 'English speaking' or 'non-English speaking' countries but this question is of limited use and this method of collection is not recommended.
Comments:	This metadata item is consistent with that used in the Australian Census of Population and Housing and is recommended for use whenever there is a requirement for comparison with Census data.

Source and reference attributes

Origin:	National Health Data Committee
	National Community Services Data Committee
Reference documents:	Australian Bureau of Statistics 1998. Standard Australian Classification of Countries (SACC) (Cat. no. 1269.0), Canberra. Reference through: http://www.abs.gov.au.

Date assistance commenced

Metadata item type:	Data Element
METeOR name:	Housing service episode—assistance commencement date, DDMMYYYY
METeOR identifier:	270233
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	The date on which the provision of housing assistance to a household by an agency commenced, as distinct from the date the household applies and is entered on the waiting list or assessed for eligibility.
Context:	This metadata item is used in calculation of measures of periods of support and duration of assistance and for measuring various point in time data.
Object Class:	Housing service episode
Property:	Assistance commencement date

Value domain attributes

Representation class:	Date
Data type:	Date/Time
Format:	DDMMYYYY
Maximum character length:	8

Data Element attributes

Collection and usage attributes

Guide for use:	The date recorded should be the date on which the client has begun to receive some form of assistance. This could be the provision of housing, a home loan, grants, advice or referral.
	This metadata item should always be recorded as an 8-digit valid date comprising day, month and year. Year should always be recorded in its full 4-digit format. For days and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example, if a housing assistance episode starts on July 1 2000 the *Date assistance commenced* should be recorded as 01072000.
Collection methods:	*Date assistance commenced* must be related to a particular housing assistance episode. For each separate housing assistance episode, a separate *Date assistance commenced* should be recorded. Same address transfers, mutual exchanges and succession of tenancy of dwellings are not considered separate episodes of assistance.
	It should also be related to a particular program type (e.g. public rental housing, home purchase assistance).
	For the Commonwealth–State Housing Agreement (CSHA) public rental housing and state owned and managed Indigenous housing

data collections the *Date assistance commenced* should be taken from the date specified on the tenancy agreement. Tenants may actually move in at a later date than this date.

Comments: This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: Supersedes Date assistance commenced, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Date assistance completed

Metadata item type:	Data Element
METeOR name:	Housing service episode—assistance completion date, DDMMYYYY
METeOR identifier:	270234
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	The date on which provision of housing assistance by an agency was completed, ceased or terminated.
Context:	This metadata item is used in calculation of measures of periods of support and duration of assistance and for measuring various point in time data.
Object Class:	Housing service episode
Property:	Assistance completion date

Value domain attributes

Representation class:	Date
Data type:	Date/Time
Format:	DDMMYYYY
Maximum character length:	8

Data Element attributes

Collection and usage attributes

Guide for use:	This metadata item should always be recorded as an 8 digit valid date comprising day, month and year. Year should always be recorded in its full 4 digit format. For days and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example, if a housing assistance episode is completed on July 1 2002 the *Date assistance completed* should be recorded as 01072002.
Collection methods:	*Date assistance completed* must be related to a particular housing assistance episode. For each separate housing assistance episode a separate *Date assistance completed* should be recorded.
	It should also be related to a particular program type (e.g. public rental housing, home purchase assistance).
	For the Commonwealth–State Housing Agreement (CSHA) public rental housing and state owned and managed Indigenous housing data collections the *Date assistance completed* should be taken from the date specified on the tenancy agreement. Tenants may actually move out prior to this date.
Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: Supersedes Date assistance completed, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Date dwelling occupied

Metadata item type:	Data Element
METeOR name:	Dwelling—date occupied, DDMMYYYY
METeOR identifier:	302845
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The date on which a dwelling is occupied by a household under a formal tenancy agreement.
Context:	Used for planning purposes and for calculating turnaround times and rent foregone.
Object Class:	Dwelling
Property:	Date occupied

Value domain attributes

Representation class:	Date
Data type:	Date/Time
Format:	DDMMYYYY
Maximum character length:	8

Data Element attributes

Collection and usage attributes

Guide for use:	This metadata item should always be recorded as an 8-digit valid date comprising day, month and year. Year should always be recorded in its full 4-digit format. For days and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example, the date July 1 2002 should be recorded as 01072002.
Collection methods:	The date a dwelling is occupied may not be the same as the *Date assistance commenced* as tenants may move into a dwelling after the *Date assistance commenced*.
Comments:	This metadata item is included in the following housing assistance data collections: CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	See also Dwelling—number of tenancy agreements, total N[N] NHDAMG, Standard 01/03/2005 Supersedes Dwelling—date occupied, DDMMYYYY NHDAMG, Superseded 10/02/2006

Date dwelling vacated

Metadata item type:	Data Element
METeOR name:	Dwelling—date vacated, DDMMYYYY
METeOR identifier:	302854
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The date a dwelling is vacated by a household under a formal tenancy agreement.
Context:	Used for planning purposes and for calculating turnaround times, days a dwelling is vacant and rent foregone.
Object Class:	Dwelling
Property:	Date vacated

Value domain attributes

Representation class:	Date
Data type:	Date/Time
Format:	DDMMYYYY
Maximum character length:	8

Data Element attributes

Collection and usage attributes

Guide for use:	This metadata item should always be recorded as an 8-digit valid date comprising day, month and year. Year should always be recorded in its full 4-digit format. For days and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example, the date July 1 2002 should be recorded as 01072002.
Collection methods:	If the date the dwelling was vacated by tenants is not known, for example, abandonment by tenants, the date the dwelling is discovered to be vacant should be used instead.
	The *Date dwelling vacated* may not be the same as the *Date assistance completed* as tenants may move out of a dwelling before the *Date assistance completed.*
Comments:	This metadata item is included in the following housing assistance data collections: CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references: See also Dwelling—number of tenancy agreements, total N[N] NHDAMG, Standard 01/03/2005

Supersedes Dwelling—date vacated, DDMMYYYY NHDAMG, Superseded 10/02/2006

Date eligible for assistance

Metadata item type:	Data Element
METeOR name:	Household—assistance eligibility date, DDMMYYYY
METeOR identifier:	270241
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	The date on which a household is assessed as eligible for assistance.
Context:	Required in order to determine the period of time from successful application to the time assistance was received.
Object Class:	Household
Property:	Assistance eligibility date

Value domain attributes

Representation class:	Date
Data type:	Date/Time
Format:	DDMMYYYY
Maximum character length:	8

Data Element attributes

Collection and usage attributes

Guide for use:	This metadata item should always be recorded as an 8-digit valid date comprising day, month and year. Year should always be recorded in its full 4-digit format. For days and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example, the date July 1 2002 should be recorded as 01072002.
Collection methods:	In most cases the date eligible for assistance is the same as the date the applicant is effective on the waitlist, not the date actually entered onto the system. The date eligible for assistance may be before the date entered onto the system.
Comments:	This metadata item is included in the following housing assistance data collections: CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	Supersedes Date eligible for assistance, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Date of birth

Metadata item type:	Data Element
METeOR name:	Person—date of birth, DDMMYYYY
METeOR identifier:	287007
Registration status:	NHIG, Standard 04/05/2005 NCSIMG, Standard 25/08/2005 NHDAMG, Standard 20/06/2005
Definition:	The date of birth of the person.

Data Element Concept attributes

Definition:	The date of birth of the person.
Context:	Required for a range of clinical and administrative purposes.
	Date of birth enables derivation of age for use in demographic analyses, assists in the unique identification of clients if other identifying information is missing or in question, and may be required for the derivation of other metadata items (e.g. the diagnosis related group for admitted patients).
Object Class:	Person
Property:	Date of birth

Value domain attributes

Representation class:	Date
Data type:	Date/Time
Format:	DDMMYYYY
Maximum character length:	8

Data Element attributes

Collection and usage attributes

Guide for use:	If date of birth is not known or cannot be obtained, provision should be made to collect or estimate age. Collected or estimated age would usually be in years for adults, and to the nearest three months (or less) for children aged less than two years. Additionally, an estimated date flag or a date accuracy indicator should be reported in conjunction with all estimated dates of birth.
	For data collections concerned with children's services, it is suggested that the estimated Date of birth of children aged under 2 years should be reported to the nearest 3 month period, i.e. 0101, 0104, 0107, 0110 of the estimated year of birth. For example, a child who is thought to be aged 18 months in October of one year would have his/her estimated date of birth reported as 0104 of the previous year. Again, an estimated date flag or date accuracy indicator should be reported in conjunction with all estimated dates of birth.
Collection methods:	Information on date of birth can be collected using the one question:
	What is your/(the person's) date of birth?

In self-reported data collections, it is recommended that the following response format is used:

Date of birth: _ _ / _ _ / _ _ _ _

This enables easy conversion to the preferred representational layout (DDMMYYYY).

For record identification and/or the derivation of other metadata items that require accurate date of birth information, estimated dates of birth should be identified by a date accuracy indicator to prevent inappropriate use of date of birth data . The linking of client records from diverse sources, the sharing of patient data, and data analysis for research and planning all rely heavily on the accuracy and integrity of the collected data. In order to maintain data integrity and the greatest possible accuracy an indication of the accuracy of the date collected is critical. The collection of Date accuracy indicator may be essential in confirming or refuting the positive identification of a person. For this reason it is strongly recommended that the data element Date accuracy indicator also be recorded at the time of record creation to flag the accuracy of the data.

Comments:	Privacy issues need to be taken into account in asking persons their date of birth.
	Wherever possible and wherever appropriate, date of birth should be used rather than age because the actual date of birth allows a more precise calculation of age.
	When date of birth is an estimated or default value, national health and community services collections typically use 0101 or 0107 or 3006 as the estimate or default for DDMM.
	It is suggested that different rules for reporting data may apply when estimating the Date of birth of children aged under 2 years because of the rapid growth and development of children within this age group which means that a child's development can vary considerably over the course of a year. Thus, more specific reporting of estimated age is suggested.
	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Origin:	National Health Data Committee
	National Community Services Data Committee
Reference documents:	AS5017 Health Care Client Identification, 2002, Sydney: Standards Australia
	AS4846 Health Care Client Identification, 2002, Sydney: Standards Australia

Relational attributes

| *Related metadata references:* | Supersedes Date of birth, version 1, DE, NHADD, NHDAMG, Superseded 20/06/2005 |

Date of construction (completion)

Metadata item type:	Data Element
METeOR name:	Dwelling—construction completion date, DDMMYYYY
METeOR identifier:	270242
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	The date on which the construction of a dwelling is completed and the dwelling is considered available for tenancy.
Context:	Property management, calculation of days vacant and turnaround times.
Object Class:	Dwelling
Property:	Construction completion date

Value domain attributes

Representation class:	Date
Data type:	Date/Time
Format:	DDMMYYYY
Maximum character length:	8

Data Element attributes

Collection and usage attributes

Guide for use:	This metadata item should always be recorded as an 8-digit valid date comprising day, month and year. Year should always be recorded in its full 4-digit format. For days and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example, July 1 2002 should be recorded as 01072002.
	If day and month is unknown the date is assumed to be 1 January of the corresponding year.
	The date the certificate of occupancy was issued can be used to determine the *Date of construction (completion)*.
Comments:	This metadata item is included in the following housing assistance data collections: CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	Supersedes Date of construction (completion), version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005
	Is used in the formation of Dwelling—age, housing assistance total years N[NN] NHDAMG, Standard 01/03/2005

Date of purchase (completion)

Metadata item type:	Data Element
METeOR name:	Dwelling—purchase completion date, DDMMYYYY
METeOR identifier:	270243
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	The date on which the purchase of a dwelling is finalised.
	In practical terms, this will usually be when the keys to the dwelling are handed over.
Context:	Property management, calculation of days vacant and turnaround time.
Object Class:	Dwelling
Property:	Purchase completion date

Value domain attributes

Representation class:	Date
Data type:	Date/Time
Format:	DDMMYYYY
Maximum character length:	8

Data Element attributes

Collection and usage attributes

Guide for use:	This metadata item should indicate the date on which a dwelling was purchased, regardless of whether the dwelling requires repairs at the time of purchase.
	This metadata item should always be recorded as an 8-digit valid date comprising day, month and year. Year should always be recorded in its full 4-digit format. For days and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example, July 1 2002 should be recorded as 01072002.
	If day and month is unknown the date is assumed to be 1 January of the corresponding year.
Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing
	CSHA public rental housing
	CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	Supersedes Date of purchase (completion), version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Date rent charged

Metadata item type:	Data Element
METeOR name:	Household—rent charged date, DDMMYYYY
METeOR identifier:	302731
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The date on which a household is charged for a rental payment.
Context:	This metadata item is necessary for the calculation of number of households in arrears and the amount of arrears (i.e. the date from which a zero balance exists is used to calculate rent in arrears.)
Object Class:	Household
Property:	Rent charged date

Value domain attributes

Representation class:	Date
Data type:	Date/Time
Format:	DDMMYYYY
Maximum character length:	8

Data Element attributes

Collection and usage attributes

Guide for use:	This metadata item should always be recorded as an 8-digit valid date comprising day, month and year. Year should always be recorded in its full 4-digit format. For days and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example, the date July 1 2002 should be recorded as 01072002.

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	See also Household—rent charged (weekly), total Australian currency N[NNNNN].NN NHDAMG, Standard 10/02/2006
	Supersedes Date rent charged to tenant, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005
	Supersedes Household—rent charged date, DDMMYYYY NHDAMG, Superseded 10/02/2006

Date rent paid

Metadata item type:	Data Element
METeOR name:	Household—rent paid date, DDMMYYYY
METeOR identifier:	302720
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The date on which a rental payment is paid by a household.
Context:	This metadata item is necessary for the calculation of number of households in arrears and the amount of arrears.
Object Class:	Household
Property:	Rent paid date

Value domain attributes

Representation class:	Date
Data type:	Date/Time
Format:	DDMMYYYY
Maximum character length:	8

Data Element attributes

Collection and usage attributes

Guide for use:	This metadata item should always be recorded as an 8-digit valid date comprising day, month and year. Year should always be recorded in its full 4-digit format. For days and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example the date July 1 2002 should be recorded as 01072002.
Collection methods:	Where possible, the actual date that the payment is made should be recorded, regardless of when it is administratively recorded. In order to accurately measure rent arrears, this metadata item should be linked to the Household—rent paid (weekly), total Australian currency N[NNNNN].NN

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	See also Household—rent paid (weekly), total Australian currency N[NNNNN].NN NHDAMG, Standard 10/02/2006
	Supersedes Household—rent paid date, DDMMYYYY NHDAMG, Superseded 10/02/2006

Disability status

Metadata item type:	Data Element
METeOR name:	Person—disability status, code N
METeOR identifier:	312934
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	A code that represents whether a person has a disability.

Data Element Concept attributes

Definition:	Whether a person has a *disability* (see Glossary).
Context:	Identification of people/households who access housing assistance who may have special needs or difficulty accessing the private rental market. People with a *disability* (see Glossary) are included in the special needs category for performance reporting under the National Housing Data Agreement.
	This information assists with establishing a profile of the client's need which can be compared with members of the general population identified by the ABS in the Survey of Disability, Ageing and Carers as needing support.
Object Class:	Person
Property:	Disability status

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Yes
	2	No
Supplementary codes:	9 Not stated/inadequately described	

Data Element attributes

Collection and usage attributes

Guide for use:	**Code 1. Yes:** Record if the person has a disability.
	Code 2. No: Record if the person does not have a disability.
	Generally this metadata item will be self-enumerated and as such the person or their carer's view should be recorded.
	In some cases proof of *disability* (see Glossary) may be required to receive some form of assistance.

Comments:	In some jurisdictions, disability status is only recorded if the disability impacts on the clients housing need.
	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

| *Submitting organisation:* | National Housing Data Development Committee |

Relational attributes

| *Related metadata references:* | Supersedes Person—disability status, code N NHDAMG, Superseded 10/02/2006 |

Discrete Indigenous community

Metadata item type:	Object Class
METeOR name:	Discrete Indigenous community
METeOR identifier:	268994
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	A discrete Indigenous community refers to a geographic location, bounded by physical or cadastral (legal) boundaries, and inhabited or intended to be inhabited by predominantly Indigenous people, with housing or infrastructure that is either owned or managed on a community basis.

Discrete communities include:

- communities in urban areas where the title to a parcel of land has been transferred to an Indigenous organisation, for example, communities on former mission or reserve land in New South Wales and Queensland

- well established communities and outstations in remote areas

- Deed of Grant in Trust (DOGIT) communities and their outstations in Queensland as well as the two shires of Aurukun and Mornington Island

- communities on Indigenous pastoral properties/leases.

Locations should not be included as communities if they currently have no usual population and are not expected to be reoccupied within the next 12 months.

Specialisation of:	Group of persons (Discrete Indigenous community status)

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Community Housing and Infrastructure Needs Survey (CHINS) Australia, 2001 Data Dictionary

Discrete Indigenous community identifier

Metadata item type:	Data Element
METeOR name:	Discrete Indigenous community—Indigenous community identifier, N(8)A
METeOR identifier:	270296
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	A unique identifier for a discrete Indigenous community.
Context:	The number of discrete Indigenous communities and the number of dwellings and persons within these communities are the basic counting units in identifying housing assistance to Indigenous people and as such it is essential to be able to uniquely identify these communities.
Object Class:	Discrete Indigenous community
Property:	Indigenous community identifier

Value domain attributes

Representation class:	Identifier
Data type:	String
Format:	N(8)A
Maximum character length:	9

Data Element attributes

Collection and usage attributes

Guide for use:	This metadata item uses the unique national identifier allocated by the Australian Bureau of Statistics (ABS) to each community. The first six digits are based on the Indigenous location as defined by the ABS. The last two digits are sequential numbers within the Indigenous location. See *Population Distribution, Indigenous Australians, Census 1996* (Cat. No. 4705.0) for Indigenous locations.
Comments:	This metadata item is included in the following housing assistance data collections:
	National Reporting Framework for Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Community Housing and Infrastructure Needs Survey (CHINS) Australia, 2001 Data Dictionary

Dwelling

Metadata item type:	Object Class
METeOR name:	Dwelling
METeOR identifier:	268982
Registration status:	NCSIMG, Standard 01/03/2005
	NHDAMG, Standard 01/03/2005
Definition:	A structure or a discrete space within a structure intended for people to live in or where a person or group of people live. Thus a structure that people actually live in is a dwelling regardless of its intended purpose, but a vacant structure is only a dwelling if intended for human residence. A dwelling may include one or more rooms used as an office or workshop provided the dwelling is in residential use.
Context:	Dwellings are the main counting unit in the housing sector. Dwellings are reported for a variety of purposes including number of untenantable or tenantable, and occupied or vacant dwellings. Dwellings may be owned and/or, managed, and/or available for a use by a specific program, including *head-leased* (see Glossary) stock from private and government sources. A dwelling includes a *boarding house building* and *boarding house units* (see Glossary).
Specialisation of:	Building (Purpose)

Collection and usage attributes

Guide for use:	*Boarding house rooms* (see Glossary) or beds are not identified as separate dwellings unless they are self-contained. Self-contained rooms are therefore defined as units and are counted as a separate dwelling.
	For the Commonwealth–State Housing Agreement public rental housing and state owned and managed Indigenous housing data collections, the number of tenancy (rental) units is used as a proxy for counting the number of dwellings.

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 1996. Census Dictionary (Cat. no. 2901.0). Reference through: http://www.abs.gov.au.

Dwelling identifier

Metadata item type:	Data Element
METeOR name:	Dwelling—dwelling identifier, X[X(14)]
METeOR identifier:	302656
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	A unique identifier for a dwelling within a housing assistance agency.
Context:	Dwellings are one of the main counting units in housing assistance data and as such it is essential to be able to uniquely identify them.
Object Class:	Dwelling
Property:	Dwelling identifier

Value domain attributes

Representation class:	Identifier
Data type:	String
Format:	X[X(14)]
Maximum character length:	15

Data Element attributes

Collection and usage attributes

Comments:	This metadata item is included in the following housing assistance data collections: CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	Supersedes Dwelling—dwelling identifier, XXXXXX[X(9)] NHDAMG, Superseded 10/02/2006

Dwelling occupancy status

Metadata item type:	Data Element
METeOR name:	Dwelling—occupancy status, code N
METeOR identifier:	302863
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	A code that represents whether or not a dwelling is occupied by a household.

Data Element Concept attributes

Definition:	Whether or not a dwelling is occupied by a household.
Context:	An essential piece of information for planning purposes for housing providers.
Object Class:	Dwelling
Property:	Occupancy status

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	Yes
2	No

Supplementary codes: 9 Not stated/inadequately described

Collection and usage attributes

Guide for use:

Code 1. Yes: A household has a formal tenancy agreement for a particular dwelling.

Occupied dwellings include any structures that people actually live in regardless of its intended purpose. The structure may or may not be tenantable.

Code 2. No: No formal tenancy agreement exists between a household and a housing provider for a particular dwelling.

A not occupied structure is only a dwelling if it is intended for human residence. The structure may or may not be tenantable.

Thus a shed, garage, office, etc. is counted as an occupied dwelling if people are living there, but is not counted as vacant if there are no residents as the purpose of the structure is not for human habitation.

Data Element attributes

Collection and usage attributes

Comments: This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: Australian Bureau of Statistics 1996. Census Dictionary (Cat. no. 2901.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references: See also Dwelling—number of tenancy agreements, total N[N] NHDAMG, Standard 01/03/2005

Supersedes Dwelling—occupancy status, code N NHDAMG, Superseded 10/02/2006

Dwelling permanency status

Metadata item type:	Data Element
METeOR name:	Dwelling—permanency status, code N
METeOR identifier:	292337
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	Whether or not a dwelling is permanent.
Object Class:	Dwelling
Property:	Permanency status

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Yes
	2	No
Supplementary codes:	9 Not stated/inadequately described	

Data Element attributes

Collection and usage attributes

Guide for use:	**Code 1. Yes:** A dwelling that has fixed walls, roof and doors. They usually have kitchen and bathroom facilities, although this is not necessary, provided these facilities could be built into the dwelling. These dwellings are made from regular building materials and are intended for long-term residential use.
	Code 2. No: No: A structure used as a place of residence which does not meet the building requirements to be considered as a permanent dwelling. Includes caravans, tin shed without internal walls, humpies, dongas or other makeshift shelters.
Comments:	This metadata item is included in the following housing assistance data collections:
	National Reporting Framework for Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Reference documents:	Community Housing Infrastructure Needs Survey (CHINS)

Dwelling postcode

Metadata item type:	Data Element
METeOR name:	Dwelling—Australian postcode code (Postcode datafile) {NNNN}
METeOR identifier:	302040
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The numeric descriptor for a postal delivery area, aligned with locality, suburb or place for the address of a dwelling.
Context:	Postcode is an important part of a dwelling's postal address and facilitates written communication. It is one of a number of geographic identifiers that can be used to determine a geographic location. Postcode may assist with uniquely identifying a dwelling.
Object Class:	Dwelling
Property:	Australian postcode

Value domain attributes

Classification scheme:	Postcode datafile
Representation class:	Code
Data type:	Number
Format:	{NNNN}
Maximum character length:	4

Collection and usage attributes

Comments:	Postcode - Australian may be used in the analysis of data on a geographical basis, which involves a conversion from postcodes to the Australian Bureau of Statistics (ABS) postal areas. This conversion results in some inaccuracy of information. However, in some data sets postcode is the only geographic identifier, therefore the use of other more accurate indicators (e.g. Statistical Local Area (SLA)) is not always possible.
	When dealing with aggregate data, postal areas, converted from postcodes, can be mapped to Australian Standard Geographical Classification codes using an ABS concordance, for example to determine SLAs. It should be noted that such concordances should not be used to determine the SLA of any individual's postcode. Where individual street addresses are available, these can be mapped to ASGC codes (e.g. SLAs) using the ABS National Localities Index (NLI).

Data Element attributes

Collection and usage attributes

Comments:	This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: See also Dwelling—Australian state/territory code (ASGC 2004) N
NHDAMG, Standard 10/02/2006

Dwelling state/territory identifier

Metadata item type:	Data Element
METeOR name:	Dwelling—Australian state/territory code (ASGC 2004) N
METeOR identifier:	302044
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The Australian state or territory where a dwelling can be located.
Object Class:	Dwelling
Property:	Australian state/territory identifier

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	New South Wales
2	Victoria
3	Queensland
4	South Australia
5	Western Australia
6	Tasmania
7	Northern Territory
8	Australian Capital Territory
9	Other territories (Cocos (Keeling) Islands, Christmas Island and Jervis Bay Territory)

Collection and usage attributes

Guide for use:	The order presented here is the standard for the Australian Bureau of Statistics (ABS). Other organisations (including the Australian Institute of Health and Welfare) publish data in state order based on population (that is, Western Australia before South Australia and Australian Capital Territory before Northern Territory).
	Irrespective of how the information is coded, conversion of the codes to the ABS standard must be possible.

Source and reference attributes

Reference documents:	Australian Bureau of Statistics 2005. Australian Standard Geographical Classification (ASGC). Cat. no. 1216.0. Canberra: ABS. Reference through: http://www.abs.gov.au.

Data Element attributes

Collection and usage attributes

Comments: This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: See also Dwelling—Australian postcode code (Postcode datafile) {NNNN} NHDAMG, Standard 10/02/2006

Dwelling structure

Metadata item type:	Data Element
METeOR name:	Dwelling—structure type, code N[N]
METeOR identifier:	270125
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	Describes the physical structure of the individual dwelling that a tenant occupies.
Context:	Data on dwelling structure are used to monitor changes in housing characteristics, to help formulate housing policies and to review existing housing stock.
Object Class:	Dwelling
Property:	Structure type

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N[N]
Maximum character length:	2

Permissible values:

Value	Meaning
1	Separate house
2	Semi-detached, row or terrace house, townhouse, etc.
3	Flat, unit or apartment
4	Caravan, tent, cabin etc. in caravan park, houseboat in marina, etc.
5	Caravan not in caravan park, houseboat not in marina, etc.
6	Improvised home, tent, campers out
7	House or flat attached to a shop, office, etc
8	Boarding/rooming house unit
9	Other

Supplementary codes:	99 Not stated/inadequately described

Collection and usage attributes

Guide for use: **Code 1. Separate house:** A house separated from other houses (or other buildings or structures) by space to allow access on all sides (at least 1/2 a metre). This category also includes houses which have an attached flat (e.g. a granny flat). The attached flat will be included in the 'Flat, unit or apartment' category.

Code 2. Semi-detached, row or terrace house, townhouse, etc.: Includes dwellings with their own private grounds and no dwelling above or below. A key feature of these dwellings is that they are either attached in some structural way to one or more dwellings or are separated from neighbouring dwellings by less

than 1/2 a metre. Examples include semi-detached, row or terrace houses, townhouses, and villa units. Multi-storey townhouses or units are separately identified from those which are single storey.

Code 3. Flat, unit or apartment: Includes dwellings in blocks of flats, units or apartments that are self-contained: These dwellings do not have their own private grounds and usually share a common entrance foyer or stairwell. This category includes houses converted

Code 4. Caravan, tent, cabin etc. in caravan park, houseboat in marina, etc.: Includes all types of accommodation within a caravan park. It also includes all occupied water craft in marinas.

Code 5. Caravan not in caravan park, houseboat not in marina, etc.: Includes all mobile units, on water or land, occupied on a permanent or semi-permanent basis by people (e.g. caravans, campervans, mobile houses, small boats, houseboats) that are not in caravan parks or marinas.

Code 6. Improvised home, tent, campers out: Includes all structures not elsewhere classified that are occupied by people on a permanent or semi-permanent basis. This category typically includes garages, sheds, tents, shacks, etc. These structures are only included in this category if they are not in a caravan park.

Code 7. House or flat attached to a shop, office, etc.: Includes all houses or flats that are attached to a non-residential building. Examples of these dwellings are manses attached to a church, a flat or apartment over a shop, and a caretaker's house or flat attached to a school, factory or storage facility.

Code 8. Boarding/rooming house unit: A *boarding/rooming house unit* (see Glossary) is a self-contained unit (or room) within a boarding house with separate cooking, bathroom, and toilet facilities. *Boarding house units* (see Glossary) are usually accessed via a common entrance such as a foyer or hallway.

Comments:	Based on a modified combination of the 1996 and 2001 Australian Bureau of Statistics Census.

Data Element attributes

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics: 1996 Census Data Dictionary (Cat. no. 2901.0). Reference through: http://www.abs.gov.au.
	Australian Bureau of Statistics: 2001 Census Data Dictionary (Cat. no. 2901.0). Reference through: http://www.abs.gov.au.
	Queensland Housing Boarding House Program Guidelines

Relational attributes

Related metadata references:	See also Dwelling—number of tenancy/rental units, total N[N] NHDAMG, Standard 01/03/2005
	See also Dwelling—number of bedrooms, total N[NN] NHDAMG, Standard 10/02/2006
	Supersedes Dwelling structure, version 2, DE, NHADD, NHDAMG, Superseded 01/03/2005

Dwelling tenantability status

Metadata item type:	Data Element
METeOR name:	Dwelling—tenantability status, code N
METeOR identifier:	302930
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	A code that represents whether a dwelling is tenantable.

Data Element Concept attributes

Definition:	A dwelling for which maintenance has been completed and can be either occupied or not occupied.
Context:	Dwelling tenantability is related to the concept of tenant, with its associated rights and responsibilities. A tenantable dwelling usually provides a certain level of basic amenity and maintenance is completed to the required minimum level. A dwelling that is occupied, but is not tenantable, indicates an unmet housing need.
Object Class:	Dwelling
Property:	Tenantability status

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Yes
	2	No
Supplementary codes:	9 Not stated/inadequately described	

Data Element attributes

Collection and usage attributes

Guide for use:	**Code 1. Yes:** Record if the dwelling is tenantable.
	Code 2. No: Record if the dwelling is not tenantable.
Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	CSHA Public rental housing data manual 2001-2002
	CSHA Community housing data collection manual 2001-2002
	CSHA Aboriginal Rental Housing Program data manual 2001-2002

Relational attributes

Related metadata references: See also Dwelling—occupancy status, code N NHDAMG, Standard 10/02/2006

Supersedes Dwelling—tenantability status, code N NHDAMG, Superseded 10/02/2006

Dwelling upgrade requirement status

Metadata item type:	Data Element
METeOR name:	Dwelling—upgrade requirement status, code N
METeOR identifier:	292343
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The level of upgrade required for a dwelling.
Context:	Planning and property management purposes.
Object Class:	Dwelling
Property:	Upgrade requirement status

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:	Value	Meaning
	1	Minor upgrade
	2	Major upgrade

Supplementary codes:	9 Not stated/inadequately described

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Data Element attributes

Collection and usage attributes

Guide for use:	The level of upgrade required for a dwelling should be based on the decision of the property or asset manager/management.
	Upgrades are defined as dwelling activity that improves the dwelling above its original condition or amenity. It excludes all repairs and maintenance activity, i.e. day-to-day maintenance, reflecting general wear and tear; cyclical maintenance, which is maintenance performed as part of a planned maintenance program; and other maintenance, e.g. repairs due to vandalism.
	Code 1. Minor upgrade: Upgrade that does not prevent tenancy or removal from stock list awaiting allocation.
	Code 2. Major upgrade: Stock is removed from current available dwellings or is in a condition that is deemed uninhabitable.
Comments:	This metadata item is included in the following housing assistance data collections:
	National Reporting Framework for Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development committee

Dwelling utility status (electricity supply)

Metadata item type:	Data Element
METeOR name:	Dwelling—utility status (electricity supply), code N
METeOR identifier:	292964
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Whether the dwelling is connected to an organised electricity supply including those organised on a community basis and those organised for individual houses. Include: state grid/transmitted supply, community generators, domestic generators, solar power or other organised electricity supply.

Data Element Concept attributes

Definition:	Whether electricity is supplied to a dwelling.
Context:	Housing stock condition
Object Class:	Dwelling
Property:	Utility status

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	Yes
2	No

Supplementary codes:	9 Not stated/inadequately described

Data Element attributes

Collection and usage attributes

Guide for use:

Code 1. Yes: Record if the dwelling is connected to an organised electricity supply.

Code 2. No: Record if the dwelling is not connected to an organised electricity supply.

State grid/transmitted supply: electricity generated by a large power station which transmits electricity to the community or urban centre through a network of high voltage powerlines. Electricity generation can be produced in a number of ways such as hydro-electric, coal and natural gas.

Community generators: power generator usually fuelled by diesel or natural gas and typically has the capacity to generate enough power for 20 or more dwellings.

Domestic generators: power generator run off either diesel, fuel or petrol. A domestic generator is designed to provide power to one dwelling by could support two dwellings.

Solar: this method of power generation captures the heat of the sun and converts this heat into electricity, or uses the heat directly. Solar power used only to provide hot water is excluded.

Other: includes hydro-electric, wind, biomass, methane.

Comments: This metadata item is included in the following housing assistance data collections:

National Reporting Framework for Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Reference documents: Community Housing and Infrastructure Needs Survey (CHINS) Australia, 2001 Data Dictionary

Relational attributes

Related metadata references: See also Dwelling—permanency status NHDAMG, Standard 10/02/2006

See also Dwelling—utility status (water supply) NHDAMG, Standard 10/02/2006

See also Dwelling—utility status (sewerage system), code N NHDAMG, Standard 10/02/2006

Dwelling utility status (sewerage system)

Metadata item type:	Data Element
METeOR name:	Dwelling—utility status (sewerage system), code N
METeOR identifier:	295000
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Whether the dwelling is connected to an organised sewerage system. Include: dwellings connected to a town system, community water-borne system, septic tanks, pit or pan toilets, other organised system such as chemical or biological systems.

Data Element Concept attributes

Definition:	Whether a sewerage system is available for a dwelling.
Context:	Housing stock condition
Object Class:	Dwelling
Property:	Utility status

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	Yes
2	No

Supplementary codes:	9 Not stated/inadequately described

Data Element attributes

Collection and usage attributes

Guide for use:

Code 1. Yes: Record if the dwelling is connected to a sewerage system.

Code 2. No: Record if the dwelling is not connected to a sewerage system.

Town system: a water-borne system (i.e. a water carrying system) servicing a town, with a typical domestic cistern, where water is used to flush and transport wastes away from the dwelling for treatment and disposal.

Community water-borne system: a water borne system with a typical domestic cistern, where water is used to flush and transport wastes for nearby treatment and disposal. This is a complete system only serving a community, and is not connected to any other town or community.

Septic tank with common effluent disposal: a water-borne system in which individual dwellings have a septic tank for initial treatment of the sewerage, and where water from the septic tanks is piped to a

common effluent pond for final treatment and disposal. The septic tanks in this system do not have a leach drain.

Septic tank with leach drain: a water-borne system in which individual houses have a septic tank connected to a leach drain for local disposal of waste water adjacent to each dwelling. This also includes cases where two dwellings may be connected to the one septic tank and/or leach drain.

Pit toilet: a dry toilet comprising of a single hole in the ground. No water is used for disposal of the human waste. There are several types including the simple shallow drop-hole toilet, the deeper bore-hole toilet, and the shallow vented improved pit latrine.

Pan toilet: a dry toilet. Human waste is collected in pans and these pans are collected and transported away from the community for disposal at another site.

Comments: This metadata item is included in the following housing assistance data collections:

National Reporting Framework for Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Reference documents: Community Housing and Infrastructure Needs Survey (CHINS) Australia, 2001 Data Dictionary

Relational attributes

Related metadata references: See also Dwelling—permanency status NHDAMG, NHDAMG, Standard 10/02/2006

See also Dwelling—utility status (electricity supply) NHDAMG, NHDAMG, Standard 10/02/2006

See also Dwelling—utility status (water supply), code N NHDAMG, NHDAMG, Standard 10/02/2006

Dwelling utility status (water supply)

Metadata item type:	Data Element
METeOR name:	Dwelling—utility status (water supply), code N
METeOR identifier:	295002
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Whether the dwelling is connected to an organised water supply used for human consumption. It does not include individuals bringing water to the community for personal consumption. Include: connection to town supply, bore water, rain water tanks, water pumped from a river or reservoir, well or spring or other type of organised supply.

Data Element Concept attributes

Definition:	Whether water is supplied to a dwelling.
Context:	Housing stock condition
Object Class:	Dwelling
Property:	Utility status

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	Yes
2	No

Supplementary codes: 9 Not stated/inadequately described

Data Element attributes

Collection and usage attributes

Guide for use:

Code 1. Yes: Record if the dwelling is connected to an organised water supply.

Code 2. No: Record if the dwelling is not connected to an organised water supply.

Town supply: a water supply organised for a town which is usually maintained by a water authority or shire council. Excludes a reticulated supply (water piped to a household) from a dam or river.

Bore water: deep underground water that is pumped to the surface through pipe(s) running down hole(s) drilled in the ground to tap this deep source of water. Includes artesian bores, where the water gushes out of the bore hole under its own pressure.

Rain water tank(s): a storage tank that receives rain water falling on roofs of structures (houses, buildings, sheds) via guttering and pipes.

Well or spring: a well is a hole (of larger diameter than a bore) dug in the ground to reach a shallow source of permanent underground water. A spring is a shallow underground source which reaches the surface under its own pressure.

Comments: This metadata item is included in the following housing assistance data collections:

National Reporting Framework for Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Reference documents: Community Housing and Infrastructure Needs Survey (CHINS) Australia, 2001 Data Dictionary

Relational attributes

Related metadata references: See also Dwelling—permanency status NHDAMG, Standard 10/02/2006

See also Dwelling—utility status (electricity supply) NHDAMG, Standard 10/02/2006

See also Dwelling—utility status (sewerage system), code N NHDAMG, Standard 10/02/2006

Family name

Metadata item type:	Data Element
METeOR name:	Person (name)—family name, text X[X(39)]
METeOR identifier:	286953
Registration status:	NHIG, Standard 04/05/2005 NCSIMG, Standard 25/08/2005 NHDAMG, Standard 20/06/2005
Definition:	That part of a name a person usually has in common with some other members of his/her family, as distinguished from his/her given names, as represented by text.

Data Element Concept attributes

Definition:	That part of a name a person usually has in common with some other members of his/her family, as distinguished from his/her given names.
Context:	Administrative purposes and individual identification.
Object Class:	Person
Property:	Family name

Value domain attributes

Representation class:	Text
Data type:	String
Format:	X[X(39)]
Maximum character length:	40

Data Element attributes

Collection and usage attributes

Guide for use:	The agency or establishment should record the client's full family name on their information systems.
	National Community Services Data Dictionary specific:
	In instances where there is uncertainty about which name to record for a person living in a remote Aboriginal or Torres Strait Islander community, Centrelink follows the practice of recording the Indigenous person's name as it is first provided to Centrelink. Or, where proof of identity is required, as the name is recorded on a majority of the higher point scoring documents that are produced as proof of identity.
Collection methods:	This metadata item should be recorded for all persons who receive services from or are of interest to an organisation. For the purposes of positive identification, it may also be recorded for providers of those services who are individuals.
	Mixed case should be used.
	Family name should be recorded in the format preferred by the person. The format should be the same as that written by the person on a (pre) registration form or in the same format as that printed on

an identification card, such as Medicare card, to ensure consistent collection of name data.

It is acknowledged that some people use more than one family name (e.g. formal name, birth name, married/maiden name, tribal name) depending on the circumstances. Each name should be recorded against the appropriate Name type (see Comments).

A person is able to change his or her name by usage in all States and Territories of Australia with the exception of Western Australia, where a person may only change his or her name under the Change of Name Act. Care should be taken when recording a change of name for a minor. Ideally, the name recorded for the minor should be known to both of his/her parents, so the minor's records can be retrieved and continuity of care maintained, regardless of which parent accompanies the minor to the agency or establishment.

A person should generally be registered using their preferred name as it is more likely to be used in common usage and on subsequent visits to the agency or establishment. The person's preferred name may in fact be the name on their Medicare card. The Person name type metadata item can be used to distinguish between the different types of names that may be used by the person. The following format may assist with data collection:

What is your family name?

_____

Are you known by any other family names that you would like recorded? If so, what are they

_____

Please indicate, for each name above, the 'type' of family name that is to be recorded:

(a) Medicare card name (if different to preferred name).

(b) Alias (any other name that you are known by). Whenever a person informs the agency or establishment of a change of family name (e.g. following marriage or divorce), the former name should be recorded as an alias name. A full history of names should be retained. e.g. 'Mary Georgina Smith' informs the hospital that she has been married and changed her family name to 'Jones'. Record 'Jones' as her preferred family name and record 'Smith' as an alias name.

Hyphenated family names:

Sometimes persons with hyphenated family names use only one of the two hyphenated names. It is useful to record each of the hyphenated names as an alias. If the person has a hyphenated family name, e.g. 'Wilson-Phillips' record 'Wilson-Phillips' in the preferred family name field and record 'Wilson' and 'Phillips' separately as alias family names.

Punctuation:

If special characters form part of the family name they should be included, e.g. hyphenated names should be entered with a hyphen.

Examples:

- hyphen, e.g. Wilson-Phillips

Do not leave a space before or after a hyphen, i.e. between the last

letter of 'Wilson' and the hyphen, nor a space between the hyphen and the first letter of 'Phillips'.

- apostrophe, e.g. O'Brien, D'Agostino

Do not leave a space before or after the apostrophe, i.e. between the 'O' and the apostrophe, nor a space between the apostrophe and 'Brien'.

- full stop, e.g. St. John, St. George

Do not leave a space before a full stop, i.e. between 'St' and the full stop. Do leave a space between the full stop and 'John'.

- space, e.g. van der Humm, Le Brun, Mc Donald

If the health care client has recorded their family name as more than one word, displaying spaces in between the words, record their family name in the same way leaving one space between each word.

Registered unnamed newborn babies:

When registering a newborn, use the mother's family name as the baby's family name unless instructed otherwise by the mother. Record unnamed babies under the newborn Name type.

Persons with only one name:

Some people do not have a family name and a given name, they have only one name by which they are known. If the person has only one name, record it in the 'Family name' field and leave the 'Given name' field blank.

Registering an unidentified person:

The default for unknown family name, should be unknown in all instances and the name recorded as an alias name. Don't create a 'fictitious' family name such as 'Doe' as this is an actual family name. When the person's name becomes known, record it as the preferred family name and do not overwrite the alias name of unknown.

Registering health care clients from disaster sites:

Persons treated from disaster sites should be recorded under the alias Name Type. Local business rules should be developed for consistent recording of disaster site person details.

Care should be taken not to use identical dummy data (family name, given name, date of birth, sex) for two or more persons from a disaster site.

If the family name needs to be shortened:

If the length of the family name exceeds the length of the field, truncate the family name from the right (that is, dropping the final letters). Also, the last character of the name should be a hash (#) to identify that the name has been truncated.

Use of incomplete names or fictitious names:

Some health care facilities permit persons to use a pseudonym (fictitious or partial name) in lieu of their full or actual name. It is recommended that the person be asked to record both the pseudonym (Alias name) in addition to the person's Medicare card name.

Baby for adoption:

The word adoption should not be used as the family name, given name or alias for a newborn baby. A newborn baby that is for adoption should be registered in the same way that other newborn babies are registered. However, if a baby born in the hospital is subsequently adopted, and is admitted for treatment as a child, the baby is registered under their adopted (current) name, and the record should not be linked to the birth record. This should be the current practice. Any old references to adoption in client registers (for names) should also be changed to unknown. Contact your state or territory adoption information service for further information.

Prefixes:

Where a family name contains a prefix, such as one to indicate that the person is a widow, this must be entered as part of the 'Family name' field. When widowed, some Hungarian women add 'Ozvegy' (abbreviation is 'Ozy') before their married family name, e.g. 'Mrs Szabo' would become 'Mrs Ozy Szabo'. That is, 'Mrs Szabo' becomes an alias name and 'Mrs Ozy Szabo' becomes the preferred name.

Ethnic Names:

The Centrelink publication, Naming Systems for Ethnic Groups, provides the correct coding for ethnic names.

Misspelled family name:

If the person's family name has been misspelled in error, update the family name with the correct spelling and record the misspelled family name as an alias name. Recording misspelled names is important for filing documents that may be issued with previous versions of the person's name. Discretion should be used regarding the degree of recording that is maintained.

Comments: Often people use a variety of names, including legal names, married/maiden names, nicknames, assumed names, traditional names, etc. Even small differences in recording—such as the difference between MacIntosh and McIntosh—can make record linkage impossible. To minimise discrepancies in the recording and reporting of name information, agencies or establishments should ask the person for their full (formal) 'Given name' and 'Family name'. These may be different from the name that the person may prefer the agency or establishment workers to use in personal dealings. Agencies or establishments may choose to separately record the preferred names that the person wishes to be used by agency or establishment workers. In some cultures it is traditional to state the family name first. To overcome discrepancies in recording/reporting that may arise as a result of this practice, agencies or establishments should always ask the person to specify their first given name and their family name or surname separately. These should then be recorded as 'Given name' and 'Family name' as appropriate, regardless of the order in which they may be traditionally given.

National Community Services Data Dictionary specific:

Selected letters of the family name in combination with selected letters of the given name, date of birth and sex, may be used for record linkage for statistical purposes only.

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare
	Standards Australia
Origin:	National Health Data Committee
	National Community Services Data Committee
	Commonwealth Department of Health and Family Services 1998. Home and Community Care Data Dictionary Version 1.0. Canberra: DHFS Standards Australia 2002. Australian Standard AS5017-2002 Health Care Client Identification. Sydney: Standards Australia
Reference documents:	AS4846 Health Care Provider Identification, 2004, Sydney: Standards Australia

Relational attributes

Related metadata references:	See also Person (name)—given name, text [X(40)] NHDAMG, Standard 20/06/2005

First language spoken

Metadata item type:	Data Element
METeOR name:	Person—first language spoken, code (ASCL 2005) NN{NN}
METeOR identifier:	304131
Registration status:	NCSIMG, Candidate 29/08/2005 NHDAMG, Standard 10/02/2006
Definition:	The language the person identifies as being the first language that they could understand to the extent of being able to conduct a conversation, as represented by a code.

Data Element Concept attributes

Definition:	The language the person identifies, or remembers, as being the first language that they could understand to the extent of being able to conduct a conversation.
Object Class:	Person
Property:	First language spoken

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	NN[NN]
Maximum character length:	4

Collection and usage attributes

Guide for use:	The Australian Standard Classification of Languages (ASCL) has a three- level hierarchical structure. The most detailed level of the classification consists of base units (languages) which are represented by four-digit codes. The second level of the classification comprises narrow groups of languages (the Narrow Group level), identified by the first two digits. The most general level of the classification consists of broad groups of languages (the Broad Group level) and is identified by the first digit. The classification includes Indigenous Australian languages and sign languages.
	For example, the Lithuanian language has a code of 3102. In this case 3 denotes that it is an Eastern European language, while 31 denotes that it is a Baltic language. The Pintupi Aboriginal language is coded as 8713. In this case 8 denotes that it is an Australian Indigenous language and 87 denotes that the language is Western Desert language.
	Language data may be output at the Broad Group level, Narrow Group level or base level of the classification. If necessary significant Languages within a Narrow Group can be presented separately while the remaining Languages in the Narrow Group are aggregated. The same principle can be adopted to highlight significant Narrow Groups within a Broad Group.

Data Element attributes

Collection and usage attributes

Collection methods: Data should be captured, classified and stored at the base level of the classification wherever possible as this allows the greatest flexibility for output.

Recommended question:

Which language did you/the person/name first speak as a child?

English
Italian
Greek
Cantonese
Mandarin
Arabic
Vietnamese
German
Spanish
Tagalog (Filipino)
Other (please specify)

While agencies are encouraged to use the recommended question described above, it is acknowledged that this is not always possible in practice. For example, where the data collection is a by-product of the provision of a health or community service, the information may be ascertained using different means. However, this standard should be used wherever practically possible.

Comments: Persons whose first language is not English have been identified by service providers as a population group that may experience disadvantage when seeking to obtain equal access to government and community programs and services in Australia. Data relating to 'First language spoken' may thus provide a surrogate indicator of disadvantage potentially associated with a lack of English competence or with other factors associated with cultural background.

Source and reference attributes

Origin: Australian Bureau of Statistics 2005. Australian Standard Classification of Languages (ASCL) 2005. Cat. no. 1267.0. 2nd Edition, Canberra: ABS. Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references: See also Person—proficiency in spoken English, code N NHDAMG, Standard 10/02/2006

See also Person—main language other than English spoken at home, code (ASCL 2005) NN{NN} NHDAMG, Standard 10/02/2006

See also Person—country of birth, code (SACC 1998) NNNN NHDAMG, Standard 20/06/2005

Supersedes Person—first language spoken, code (ASCL 1997) N[NNN] NCSIMG, Standard 01/03/2005, NHDAMG, Superseded 10/02/2006

Given name(s)

Metadata item type:	Data Element
METeOR name:	Person (name)—given name, text [X(40)]
METeOR identifier:	287035
Registration status:	NHIG, Standard 04/05/2005 NCSIMG, Standard 25/08/2005 NHDAMG, Standard 20/06/2005
Definition:	The person's identifying name within the family group or by which the person is socially identified, as represented by text.

Data Element Concept attributes

Definition:	The person's identifying name(s) within the family group or by which the person is socially identified.
Context:	Administrative purposes and individual identification.
Object Class:	Person
Property:	Given name

Value domain attributes

Representation class:	Text
Data type:	String
Format:	[X(40)]
Maximum character length:	40

Data Element attributes

Collection and usage attributes

Guide for use:	A person may have more than one Given name. All given names should be recorded.
	The agency or establishment should record the client's full given name(s) on their information systems.
	National Community Services Data Dictionary specific:
	In instances where there is uncertainty about which name to record for a person living in a remote Aboriginal or Torres Strait Islander community, Centrelink follows the practice of recording the Indigenous person's name as it is first provided to Centrelink. In situations where proof of identity is required, the name is recorded on a majority of the higher point scoring documents that are produced as proof of identity.
	National Health Data Dictionary specific:
	Each individual Given name should have a Given name sequence number associated with it.
	Health care establishments may record given names (first and other given names) in one field or several fields. This metadata item definition applies regardless of the format of data recording.
	A full history of names is to be retained.

Collection methods:	This metadata item should be recorded for all clients.

Given name(s) should be recorded in the format preferred by the person. The format should be the same as that indicated by the person (eg written on a form) or in the same format as that printed on an identification card, such as Medicare card, to ensure consistent collection of name data.

It is acknowledged that some people use more than one given name (e.g. formal name, birth name, nick name or shortened name, or tribal name) depending on the circumstances. A person is able to change his or her name by usage in all States and Territories of Australia with the exception of Western Australia, where a person may only change his or her name under the Change of Name Act.

A person should generally be registered using their preferred name as it is more likely to be used in common usage and on subsequent visits to the agency or establishment. The person's preferred name may in fact be their legal (or Medicare card) name. The Person name type metadata item (see Comments) can be used to distinguish between the different types of names that may be used by the person.

The following format may assist with data collection:

What is the given name you would like to be known by?

_____

Are you known by any other given names that you would like recorded?

If so, what are they

_____

Please indicate the 'type' of given name that is to be recorded:

(a) Medicare card name (if different to preferred name).

(b) Alias (any other name that you are known by).

Whenever a person informs the agency or establishment of a change of given name (e.g. prefers to be know by their middle name), the former name should be recorded according to the appropriate name type. Do not delete or overwrite a previous given name e.g. 'Mary Georgina Smith' informs the hospital that she prefers to be known as 'Georgina'. Record 'Georgina' as her preferred given name and record 'Mary' as the Medicare card given name.

e.g. The establishment is informed that 'Baby of Louise Jones' has been named 'Mary Jones'. Retain 'Baby of Louise' as the newborn name and also record 'Mary' as the preferred 'Given name'.

Registering an unidentified health care client:

If the person is a health care client and her/his given name is not known record unknown in the 'Given name' field and use alias Name type. When the person's name becomes known, add the actual name as preferred Name type (or other as appropriate). Do not delete or overwrite the alias name of unknown.

Use of first initial:

If the person's given name is not known, but the first letter (initial) of the given name is known, record the first letter in the preferred 'Given name' field. Do not record a full stop following the initial.

Persons with only one name:

Some people do not have a family name and a given name: they have only one name by which they are known. If the person has only one name, record it in the 'Family name' field and leave the 'Given name' blank.

Record complete information:

All of the person's given names should be recorded.

Shortened or alternate first given name:

If the person uses a shortened version or an alternate version of their first given name, record their preferred name, the actual name as their Medicare card name and any alternative versions as alias names as appropriate.

Example - The person's given name is Jennifer but she prefers to be called Jenny. Record 'Jenny' as the preferred 'Given name' and 'Jennifer' as her Medicare card name.

Example - The person's given name is 'Giovanni' but he prefers to be called 'John'.

Record 'John' as the preferred 'Given name' and 'Giovanni' as the Medicare card name.

Punctuation:

If special characters form part of the given names they shall be included, e.g. hyphenated names shall be entered with the hyphen.

• Hyphen, e.g. Anne-Maree, Mary-Jane

Do not leave a space before or after the hyphen, i.e. between last letter of 'Anne' and the hyphen, nor a space between the hyphen and the first letter of 'Maree'.

• spaces, e.g. Jean Claude Carcel Moreaux

If the person has recorded their given name as more than one word, displaying spaces in between the words, record their given names in data collection systems in the same way (i.e. Jean Claude is one given name and Marcel is another given name).

Names not for continued use:
For cultural reasons, a person such as an Aboriginal or Torres Strait Islander may advise that they are no longer using the given name they previously used and are now using an alternative current name. Record their current name as their preferred given name and record their previously used name as an alias name (with a Name conditional use flag of 'not for continued use').
Composite name:
If a person identifies their first name as being a composite word, both parts should be recorded under the first Given Name (rather than the first and second Given Name).
 e.g. 'Anne Marie Walker' notes her preferred Given Name to be 'Anne Marie', then 'Anne Marie' is recoded as (first) Given Name , and (second) Given Name is left blank.

Registering an unnamed newborn baby:

An unnamed (newborn) baby is to be registered using the mother's given name in conjunction with the prefix 'Baby of'. For example, if the baby's mother's given name is Fiona, then record 'Baby of Fiona'

in the preferred 'Given name' field for the baby. This name is recorded under the newborn Name type. If a name is subsequently given, record the new name as the preferred given name and retain the newborn name.

Registering unnamed multiple births:

An unnamed (newborn) baby from a multiple birth should use their mother's given name plus a reference to the multiple birth. For example, if the baby's mother's given name is 'Fiona' and a set of twins is to be registered, then record 'Twin 1 of Fiona' in the Given name field for the first born baby, and 'Twin 2 of Fiona' in the 'Given name' field of the second born baby. Arabic numbers (1, 2, 3 ...) are used, not Roman Numerals (I, II, III ......).

In the case of triplets or other multiple births the same logic applies. The following terms should be use for recording multiple births:

- Twin:

use Twin i.e. Twin 1 of Fiona

- Triplet:

use Trip i.e. Trip 1 of Fiona

- Quadruplet:

use Quad i.e. Quad 1 of Fiona

- Quintuplet:

use Quin i.e. Quin 1 of Fiona

- Sextuplet:

use Sext i.e. Sext 1 of Fiona

- Septuplet:

use Sept i.e. Sept 1 of Fiona.

These names should be recorded under the newborn Person name type. When the babies are named, the actual names should be recorded as the preferred name. The newborn name is retained.

Aboriginal/Torres Strait Islander names not for continued use:

For cultural reasons, an Aboriginal or Torres Strait Islander may advise an agency or establishment that they are no longer using the given name that they had previously registered and are now using an alternative current name.

Record their current name as the preferred 'Given name' and record their previous used given name as an alias name.

Ethnic Names:

The Centrelink Naming Systems for Ethnic Groups publication provides the correct coding for ethnic names. Refer to Ethnic Names Condensed Guide for summary information.

Misspelled given names:

If the person's given name has been misspelled in error, update the Given name field with the correct spelling and record the misspelled given name as an Alias name. Recording misspelled names is important for filing documents that may be issued with previous versions of the client's name. Discretion should be used regarding the degree of recording that is maintained.

Comments:	Often people use a variety of names, including legal names, married/maiden names, nicknames, assumed names, traditional names, etc. Even small differences in recording—such as the difference between Thomas and Tom—can make Record linkage impossible. To minimise discrepancies in the recording and reporting of name information, agencies or establishments should ask the person for their full (formal) Given name and Family name. These may be different from the name that the person may prefer the agency or establishment workers to use in personal dealings. Agencies or establishments may choose to separately record the preferred name that the person wishes to be used by agency or establishment workers. In some cultures it is traditional to state the family name first. To overcome discrepancies in recording/reporting that may arise as a result of this practice, agencies or establishments should always ask the person to specify their first given name and their family or surname separately. These should then be recorded as Given name and Family name as appropriate, regardless of the order in which they may be traditionally given.
	National Community Services Data Dictionary specific:
	Selected letters of the given name in combination with selected letters of the family name, date of birth and sex may be used for record linkage for statistical purposes only (see metadata item Record linkage).
	National Health Data Dictionary specific:
	Health care provider identification DSS and Health care client identification DSS
For the purpose of positive identification or contact, agencies or establishments that collect Given name should also collect Given name sequence number. Given name sequence number is also a metadata item in Australian Standard AS4846-2004 Health care provider identification and is proposed for inclusion in the review of Australian Standard AS5017-2002 Health care client identification. AS5017 and AS4846 use alternative alphabetic codes for Given name sequence number. Refer to the current standards for more details.

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare
	Standards Australia
Origin:	National Health Data Committee
	National Community Services Data Committee Commonwealth Department of Health and Family Services 1998. Home and Community Care Data Dictionary Version 1.0. Canberra: DHFS
	Standards Australia 2002. Australian Standard AS5017-2002 Health Care Client Identification. Sydney: Standards Australia
Reference documents:	AS4846 Health Care Provider Identification, 2004, Sydney: Standards Australia

Relational attributes

Related metadata references:	See also Person (name)—family name, text X[X(39)] NHDAMG, Standard 20/06/2005

Greatest need reason

Metadata item type:	Data Element
METeOR name:	Household—greatest need reason, code N
METeOR identifier:	301720
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The nature of need identified for low income households at the time of allocation.
Context:	This metadata item is used to measure the Commonwealth–State Housing Agreement (CSHA) 'Priority access to those in greatest need' (P6) national standard. The purpose of this indicator is to measure the effectiveness of housing authorities allocation of housing to households in greatest need ahead of households with less housing needs.
Object Class:	Household
Property:	Greatest need reason

Collection and usage attributes

Guide for use:	A low income household for the CSHA greatest need definition is a household who satisfies an eligibility test to receive CSHA funded program assistance.

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:	Value	Meaning
	1	Homeless
	2	Life or safety at risk in accommodation
	3	Health condition aggravated by housing
	4	Housing inappropriate to needs
	5	Very high housing costs

Supplementary codes:	9 Not stated/inadequately described

Collection and usage attributes

Guide for use:	**Code 1. Homeless:** Homeless, for the purpose of the CSHA priority access national standard, is defined as a household with no housing or a household residing in temporary or emergency accommodation at the time of housing allocation. It includes households who:

- lived in accommodation provided by a Supported Accommodation Assistance Program (SAAP) agency or some other form of emergency accommodation;

- were totally without permanent shelter (e.g. wandered from

place to place, slept out on the street or on park benches);

- lived in shelter that was unlawful such as those who were forced to squat in derelict buildings; or

- stayed temporarily with friends or relatives in the short term (e.g. up to a maximum of 6 weeks duration).

Code 2. Life or safety was at risk in their accommodation: This includes situations where people were:

- subject to domestic violence; or

- subject to sexual/emotional abuse; or

- subject to child abuse; or

- at risk of violence or who feared for their safety in the home environment.

Violence is defined as any incident involving the occurrence, attempt or threat of either physical or sexual assault. Physical assault involves the use of physical force with the intent to harm or frighten a person. The threat to harm should only be included if it is believed the harm is likely to be carried out. Sexual assault includes acts of a sexual nature against a person's will through the use of physical force, intimidation or coercion, or any attempts to do this.

Code 3. Health condition aggravated by housing: It includes people who lived in the following situations:

- Medical condition or *disability* (see Glossary) which rendered their housing unsuitable (e.g. disabled person who required modified accommodation, elderly persons who were housebound due to mobility problems in highset dwellings);

- appropriate housing stock was either not available, or not available at an affordable cost, in the private rental market (e.g. dwellings with appropriate modifications for a person with a *disability* (see Glossary);

- a health condition or *disability* (see Glossary) which was caused or exacerbated by the living situation.

Code 4. Housing inappropriate to needs: This category captures housing situations that indicate a person did not have access to safe and secure housing at the time of allocation and these situations are not included in categories 1 to 3 above (people with housing affordability issues are captured in category 5). Inappropriate housing includes persons who:

- lived in poor housing locations that resulted in isolation from community services, social networks and support systems, and these services and supports were necessary to maintain independent living. This category includes families that were divided due to their housing situation; or

- lived in overcrowded situations where an additional two bedrooms was required for adequate housing according to the *proxy occupancy standard* (see Glossary); or

- were unable to access accommodation in the private rental market due to discrimination. Discrimination refers to a person who was treated unfairly because they belonged to a particular

group of people. Types of discrimination include: sex; race; age; marital status; sexual orientation; or disability (Anti-discrimination Board); or

- lived in situations where their tenure was insecure and they had received an eviction notice (either written or verbal) and they had no access to adequate legislative protection; or

- lived in housing that had severe structural or other maintenance problems (e.g. property had been declared unfit for human habitation, severe dampness, lacked essential facilities such as cooking or bathroom).

Code 5. Very high housing costs: This category identifies households that paid 41% or more of their income in rent at the time of housing allocation. This definition is not intended to suggest that households paying between 30-41% of income on rent live in affordable housing situations. The definition aims to capture the group of the population who experience the more severe end of housing affordability problems and the group for which literature suggests are least able to decrease their housing costs.

Source and reference attributes

Submitting organisation:　　National Housing Data Development Committee

Data Element attributes

Collection and usage attributes

Collection methods:　　More than one greatest need reason can be recorded for a household.

In counting the total number of greatest need households, each household should only be counted once.

Comments:　　The definition of 'homeless' used here for the purposes of the CSHA priority access national standard is different to the SAAP Homeless definition (see Glossary).

It should be noted that as housing assistance allocation practices vary across:

- states and territories within a collection

- across data collections within states and territories

Caution should be used when interpreting information and/or making comparisons in relation to this metadata item.

This metadata item is included in the following housing assistance data collections:
CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:　　National Housing Data Development Committee

Origin:　　CSHA Public rental housing data manual 2001-02

Relational attributes

Related metadata references:　　Supersedes Household—greatest need status, code N NHDAMG, Superseded 10/02/2006

Household

Metadata item type:	Object Class
METeOR name:	Household
METeOR identifier:	268977
Registration status:	NCSIMG, Standard 01/03/2005 NHDAMG, Standard 01/03/2005
Definition:	A group of two or more related or unrelated people who usually reside in the same dwelling, and who make common provision for food or other essentials for living. Or a single person living in a dwelling who makes provision for his or her own food and other essentials for living, without combining with any other person.
Context:	Together with family, household is considered one of the basic groups of social aggregation. Information on household numbers and composition aids in identifying groups within the population such as Indigenous households or the number of people living alone.
Specialisation of:	Group of persons (Household status)

Collection and usage attributes

Guide for use:	For the Commonwealth–State Housing Agreement (CSHA) data collections, the number of tenancy agreements is a practical proxy for calculating the number of households receiving housing assistance.
	The persons in the group may pool their incomes and have a common budget to a greater or lesser extent: they may be related or unrelated persons, or a combination of both.
	Only usual residents of the household are included as members of the household. Visitors to a household are, by definition, excluded from the household.

Source and reference attributes

Origin:	CSHA Public rental housing data manual 2001-02

Relational attributes

Related metadata references:	Supersedes Household, version 2, DEC, NHADD, NHDAMG, Superseded 01/03/2005

Household composition

Metadata item type:	Data Element
METeOR name:	Household—household composition, code N{.N}
METeOR identifier:	301755
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The composition of the household based on the relationship between household members. Households can contain dependent and non-dependent family members as well as non-family members The differentiation of households is based on the presence or absence of couple relationships, parent-*dependant* (see Glossary) relationships or other blood relationships.
Context:	Together with 'family', household is considered one of the basic groups of social aggregation. Information on household numbers and composition aids in identifying groups within the population such as Indigenous households or the number of people living alone.
Object Class:	Household
Property:	Household composition

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N{.N}
Maximum character length:	2

Permissible values:

Value	Meaning
1	Family
1.1	Sole parent with dependant(s) only
1.2	Couple only
1.3	Couple with dependant(s) only
1.4	Family (with other family member(s) present)
1.5	Family (with non-related member(s) present)
2	Non family
2.1	Single (person living alone)
2.2	Group (unrelated adults)

Supplementary codes: 9 Not stated/inadequately described

Collection and usage attributes

Guide for use:	A household should at least contain a member that is 16 years of age or more. If a household does not contain at least one member 16 years of age or over, it should be classified as Code 9.

A dependant is defined as someone who lives in the primary care of parent(s), carer or guardian, is aged under 24 and: |

- is studying full-time (ages 5 and over); and/or
- is not in receipt of a pension, payment or benefit (e.g. Youth Allowance) or a Prescribed Education Scheme payment (e.g. ABSTUDY); and/or
- has an annual income of no more than the amount specified by Centrelink for basic eligibility for Family Tax Benefit Part A.

A family is defined as two or more persons, one of whom is at least 16 years of age, who are related by blood, marriage (registered or defacto), adoption, step or fostering, and who are usually resident in the same household.

Code 1.5. Family (with non-related member(s) present): Can include people who are not related to the primary family, but are a family themselves.

Code 9. Not stated/inadequately described: Includes not available, not collected, not classifiable, not stated, and inadequately described.

Data Element attributes

Collection and usage attributes

Guide for use: It should be noted that only usual residents of a household are considered when describing and categorising households by Household type. Visitors to a household are, by definition, excluded from the household. Usual residence of members of a household is defined as '…that address at which the person has lived or intends to live for a total of 6 months of more' (Census Dictionary 1996).

Other households, including multiple family households may be broken down further to show households with only family members present and those with non-family members present. A family household with only family members present is a household where every individual forms a familial relationship to one of the families belonging to the household. This relates to the ABS Household type definition.

In some jurisdictions a person aged 15 is eligible for housing assistance in their own right.

Comments: For the ABS the household is analysed on the basis of the existence or non-existence of family structure and the presence of unrelated household members, rather than on the basis of sex or age, for example.

This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: CSHA Public rental housing data manual 2001-02

SCRCSSP (Steering Committee for the Review of Commonwealth/ State Service Provision) 1999. Canberra: AusInfo.

	FaCS: A guide to Australian Government payments—March to June 2005
Reference documents:	Australian Bureau of Statistics 1996. Census Dictionary (Cat. no. 2901.0).

Relational attributes

Related metadata references:	Supersedes Household—household composition, code N{.N} NHDAMG, Standard 01/03/2005

Household identifier

Metadata item type:	Data Element
METeOR name:	Household—household identifier, X[X(14)]
METeOR identifier:	302662
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	A unique identifier for a household within a housing assistance agency.
Context:	Households are one of the main counting units in housing assistance data and as such it is essential to be able to uniquely identify them.
Object Class:	Household
Property:	Household identifier

Value domain attributes

Representation class:	Identifier
Data type:	String
Format:	X[X(14)]
Maximum character length:	15

Data Element attributes

Collection and usage attributes

Collection methods:	A household for the purposes of the metadata item is the same as the members under a single tenancy agreement.
Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	Supersedes Household—household identifier (state/territory), N[N(9)] NHDAMG, Superseded 10/02/2006

Housing assistance agency

Metadata item type:	Object Class
METeOR name:	Agency
METeOR identifier:	302078
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	An organisation or organisational sub-unit that is responsible for the provision of housing assistance to people.
	Defining Agency is extremely important for data collection, as it is the level at which most data are collected in the housing assistance and other human service areas.
	Regardless of the way in which an organisation is funded, a housing assistance agency is the level of the organisation responsible for the provision of housing assistance to people. In some instances one organisation will have more than one or many agencies.

Collection and usage attributes

Guide for use:	Different collections define Agency differently according to their context and varying need for information on the different levels of organisations providing services or assistance. Individual data collections will therefore need to further specify what a housing assistance agency is for their collection purposes.
	In the Commonwealth–State Housing Agreement (CSHA) mainstream community housing and the Indigenous community housing data collections, a housing assistance agency corresponds to the definition of 'Community housing provider'. In the CSHA public rental housing and state owned and managed Indigenous housing data collections, a housing assistance agency corresponds to the state or territory housing authority (Head Office).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	Supersedes Agency, version 1, DEC, NHADD, NHDAMG, Superseded 01/03/2005

Housing assistance agency postcode

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—Australian postcode code (Postcode datafile) {NNNN}
METeOR identifier:	302060
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The numeric descriptor for a postal delivery area, aligned with locality, suburb or place for the address of a housing assistance agency.
Context:	Postcode is an important part of a housing assistance agency's postal address and facilitates written communication. It is one of a number of geographic identifiers that can be used to determine a geographic location. Postcode may assist with uniquely identifying a housing assistance agency.
Object Class:	Housing assistance agency
Property:	Australian postcode

Value domain attributes

Classification scheme:	Postcode datafile
Representation class:	Code
Data type:	Number
Format:	NNNN
Maximum character length:	4

Collection and usage attributes

Comments:	Postcode may be used in the analysis of data on a geographical basis, which involves a conversion from postcodes to the Australian Bureau of Statistics (ABS) postal areas. This conversion results in some inaccuracy of information. However, in some data sets postcode is the only geographic identifier, therefore the use of other more accurate indicators (e.g. Statistical Local Area (SLA)) is not always possible.
	When dealing with aggregate data, postal areas, converted from postcodes, can be mapped to Australian Standard Geographical Classification codes using an ABS concordance, for example to determine SLAs. It should be noted that such concordances should not be used to determine the SLA of any individual's postcode. Where individual street addresses are available, these can be mapped to ASGC codes (e.g. SLAs) using the ABS National Localities Index (NLI).

Data Element attributes

Collection and usage attributes

Guide for use: Geographic postcodes showing location or suburb should be used. Special postcodes for organisations, e.g. postal box postcodes, should not be used.

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: See also Housing assistance agency—Australian state/territory code (ASGC 2004) N NHDAMG, Standard 10/02/2006

Housing assistance agency state/territory identifier

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—Australian state/territory code (ASGC 2004) N
METeOR identifier:	302064
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The Australian state or territory where a housing assistance agency can be located.
Object Class:	Housing assistance agency
Property:	Australian state/territory identifier

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	New South Wales
2	Victoria
3	Queensland
4	South Australia
5	Western Australia
6	Tasmania
7	Northern Territory
8	Australian Capital Territory
9	Other territories (Cocos (Keeling) Islands, Christmas Island and Jervis Bay Territory)

Collection and usage attributes

Guide for use:	The order presented here is the standard for the Australian Bureau of Statistics (ABS). Other organisations (including the Australian Institute of Health and Welfare) publish data in state order based on population (that is, Western Australia before South Australia and Australian Capital Territory before Northern Territory).
	Irrespective of how the information is coded, conversion of the codes to the ABS standard must be possible.

Source and reference attributes

Reference documents:	Australian Bureau of Statistics 2005. Australian Standard Geographical Classification (ASGC). Cat. no. 1216.0. Canberra: ABS. Reference through: http://www.abs.gov.au.

Data Element attributes

Collection and usage attributes

Comments: This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: See also Housing assistance agency—Australian postcode code (Postcode datafile) {NNNN} NHDAMG, Standard 10/02/2006

Housing assistance episode

Metadata item type:	Object Class
METeOR identifier:	268991
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	The period of contact for housing assistance, with defined dates of commencement and if completed cessation, between a person and a housing assistance agency.
Specialisation of:	Service/care (Housing service episode)

Collection and usage attributes

Guide for use:	A housing assistance episode must have a commencement date. For completed episodes there must be a completion date. For ongoing assistance the completion is blank.

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Housing management plan indicator

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—housing management plan indicator, yes/no code N
METeOR identifier:	292331
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Whether a housing provider has a current housing management or business plan.

Data Element Concept attributes

Definition:	An indicator of the existence of a written document used by housing providers to outline strategies and activities by which their objectives will be achieved. This document may be referred to as a management plan or a business plan.
Context:	Useful as a management tool.
Object Class:	Housing assistance agency
Property:	Housing management plan indicator

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Yes
	2	No
Supplementary codes:	9 Not stated/inadequately described	

Data Element attributes

Collection and usage attributes

Guide for use:	**Code 1. Yes:** Record if the housing provider has a current housing management or business plan.
	Code 2. No: Record if the housing provider does not have a current housing management or business plan.
Comments:	This metadata item is included in the following housing assistance data collections:
	National Reporting Framework for Indigenous housing
	In the National Reporting Framework for Indigenous housing data collection a housing management plan should contain:

- objectives for housing assistance delivery
- an asset management plan, including client consultation and feedback mechanisms and appropriate information and training for tenants to ensure tenants' responsibilities are understood

and their rights protected

- rent collection policies and systems
- financial practices and reporting systems that link resources to outcomes.

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Reference documents: Community Housing and Infrastructure Needs Survey (CHINS) Australia, 2001 Data Dictionary

Income—assessable (person)

Metadata item type:	Data Element
METeOR name:	Person—assessable income (weekly), total Australian currency N[NNNNN].NN
METeOR identifier:	302218
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	The value of income from all sources as specified and used by the agency to establish eligibility of a person for receipt of housing assistance expressed as dollars and cents per week.

Data Element Concept attributes

Definition:	The value of income from all sources as specified and used by the agency to establish eligibility of a person for receipt of housing assistance.
Context:	Assessable income is used to determine eligibility for housing assistance.
Object Class:	Person
Property:	Assessable income

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[NNNNN].NN
Maximum character length:	8
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	2

Collection and usage attributes

Guide for use:	Always include the cent value, using .00 where there are only dollar values.

Data Element attributes

Collection and usage attributes

Guide for use:	The main components of assessable income are:

- wages and salary;
- income derived from self-employment;
- government pensions, benefits and allowances; and
- other income comprising investments (including interest, dividends, royalties and rent) and other regular income (including superannuation, private scholarships received in cash, workers' compensation, accident compensation, maintenance or alimony, and any other allowances regularly received).

Assessable income is also used to calculate the rental housing rebate,

that allows a household to pay a rent lower than the market rent.

Each state and territory uses its own definition of 'assessable income'.

Where household or income unit assessable income is required, then assessable income of each person is summed.

Comments:	This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	CSHA Public rental housing data manual 2001-02

Relational attributes

Related metadata references:	See also Person—income source, code N{.N} NHDAMG, Standard 10/02/2006

See also Person—gross income (weekly), total Australian currency N[NNNNN].NN NHDAMG, Standard 10/02/2006

Supersedes Household—assessable income, total Australian currency N[NNNNN].NN NHDAMG, Superseded 10/02/2006

Income—gross (person)

Metadata item type:	Data Element
METeOR name:	Person—gross income (weekly), total Australian currency N[NNNNN].NN
METeOR identifier:	302481
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	The value of income from all sources before any deductions such as income tax and superannuation for a person expressed as dollars and cents per week.

Data Element Concept attributes

Definition:	The value of income from all sources before any deductions such as income tax and superannuation for a person.
Context:	Gross income is used to determine the low income status of recipients of assistance.
Object Class:	Person
Property:	Gross income

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[NNNNN].NN
Maximum character length:	8
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	2

Collection and usage attributes

Guide for use:	Always include the cent value, using .00 where there are only dollar values.

Data Element attributes

Collection and usage attributes

Guide for use:	The main components of gross income are:

- wages and salary;

- income derived from self-employment;

- government pensions, benefits and allowances; and

- other income comprising investments (including interest, dividends, royalties and rent) and other regular income (including superannuation, private scholarships received in cash, workers' compensation, accident compensation, maintenance or alimony, and any other allowances regularly received).

Gross income is regarded as all receipts which are received regularly and are of a recurring nature. Certain receipts such as lump sum

receipts, windfall gains and withdrawals from savings are not considered to conform to these criteria and are not included as income.

Where household or income unit gross income is required, the gross income of each person is summed.

Comments: This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: CSHA Public rental housing data manual 2001-02

Relational attributes

Related metadata references: See also Person—income source, code N{.N} NHDAMG, Standard 10/02/2006

See also Person—assessable income (weekly), total Australian currency N[NNNNN].NN NHDAMG, Standard 10/02/2006

Supersedes Person—gross income (weekly), total Australian currency N[NNNNN].NN NHDAMG, Superseded 10/02/2006

Income unit

Metadata item type:	Object Class
METeOR name:	Income unit
METeOR identifier:	268986
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	One person or a group of related persons within a household, whose command over income is shared, or any person living in a non private dwelling who is in receipt of personal income.
Context:	Income units are restricted to relationships of marriage (registered or de facto) and of parent/ *dependant* (see Glossary) who usually reside in the same household. This means that an income unit can be defined as:

- a married couple or sole parent, and dependant(s) only; or

- a married couple only with no dependant(s) present; or

- a person who is not related to any other household member either by marriage or by the parent/dependant relationship.

This is the standard statistical unit for analyses of economic wellbeing, and can be an important measure in assessing the needs and circumstances of individuals and families.

Specialisation of:	Group of persons (Income unit status)

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	CSHA Public rental housing data manual 2001-02

Relational attributes

Related metadata references:	See also Centrelink income unit NHDAMG, Standard 11/04/2005
	Supersedes Income unit, version 1, DEC, NHADD, NHDAMG, Superseded 01/03/2005
	Indigenous income unit (see Glossary)

Income unit identifier

Metadata item type:	Data Element
METeOR name:	Income unit—income unit identifier, X[X(14)]
METeOR identifier:	302669
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	A unique identifier (within a household) assigned to an income unit within a housing assistance agency.
Context:	Income units are one of the main counting units in housing assistance data and as such it is essential to be able to uniquely identify them.
Object Class:	Income unit
Property:	Income unit identifier

Source and reference attributes

Value domain attributes

Representation class:	Identifier
Data type:	String
Format:	X[X(14)]
Maximum character length:	15

Data Element attributes

Collection and usage attributes

Comments:	This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	Supersedes Income unit—income unit identifier, N[N(9)] NHDAMG, Superseded 10/02/2006
	Indigenous income unit (see Glossary)

Income unit type

Metadata item type:	Data Element
METeOR name:	Income unit—income unit type, code N{.N}
METeOR identifier:	270135
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	The description of the income unit a person belongs to.
Context:	This is the standard statistical unit for analyses of economic well being, and can be an important measure in assessing the needs and circumstances of individuals and families. Income units are essential to calculate potential rent assistance available to households if they were in the private rental market. Income units may also be used as means of calculating the number of potential households needing assistance.
Object Class:	Income unit
Property:	Income unit type

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N{.N}
Maximum character length:	2

Permissible values:

Value	Meaning
1	Family
1.1	Single with child/children aged under 16
1.2	Couple (only)
1.3	Couple with child/children aged under 16
2	Single (lone person)

Supplementary codes: 9 Not available, not known

Collection and usage attributes

Guide for use:	Each income unit must include at least one person aged 16 years or older. Children aged 16 and over are considered separate income units and should be coded as 2. There may be more than one income unit per household.
Comments:	It should be noted that the reference to dependent child in this context is guided by the following definition: a dependent child is any person aged under 16 years regardless of relationship with the adult.

Data Element attributes

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: CSHA Public rental housing data manual 2001-02

Relational attributes

Related metadata references: Supersedes Commonwealth Rent Assistance (CRA) income unit type, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Indigenous income unit (see Glossary)

Indigenous household

Metadata item type:	Data Element
METeOR name:	Household—Indigenous status, code N
METeOR identifier:	302953
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	A code that represents whether a household is an Indigenous household.

Data Element Concept attributes

Definition:	Whether a household is an Indigenous household.
Context:	Together with family, household is considered one of the basic groups of social aggregation. Information on household numbers and composition aids in identifying groups within the population such as Indigenous households or the number of people living alone.
	Australia's Aboriginal and Torres Strait Islander peoples occupy a unique place in Australian society and culture. In the current climate of reconciliation, accurate and consistent statistics about Aboriginal and Torres Strait Islander peoples are needed in order to plan, promote and deliver essential services, to monitor changes in wellbeing and to account for government expenditure in this area.
Object Class:	Household
Property:	Indigenous status

Collection and usage attributes

Guide for use:	An Indigenous household is one which contains one or more Indigenous people.
	This definition may not be consistent with eligibility requirements for assistance targeted to Indigenous people under a specific program. For example, some programs specify that there must be an Indigenous person aged 15 or over to be classified as an Indigenous household.
	A household excludes visitors to a household.

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Yes
	2	No
Supplementary codes:	9 Not stated/inadequately described	

Data Element attributes

Collection and usage attributes

Guide for use: **Code 1 Yes:** Record if any Indigenous person(s) present in the household.

Code 2 No: Record if no Indigenous person(s) present in the household.

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: CSHA Public Rental Housing Data Collection Manual 1999-2000

Relational attributes

Related metadata references: See also Person—Indigenous status, Housing assistance Indigenous status code N{.N} NHDAMG, Standard 01/03/2005

See also Household NHDAMG, Standard 01/03/2005

Supersedes Household—Indigenous status, code N NHDAMG, Superseded 10/02/2006

Indigenous status

Metadata item type:	Data Element
METeOR name:	Person—Indigenous status, Housing assistance Indigenous status code N{.N}
METeOR identifier:	270380
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	Indigenous Status is a measure of whether a person identifies as being of Aboriginal or Torres Strait Islander origin. This is in accord with the first two of three components of the Commonwealth definition.
Context:	Australia's Aboriginal and Torres Strait Islander peoples occupy a unique place in Australian society and culture. In the current climate of reconciliation, accurate and consistent statistics about Aboriginal and Torres Strait Islander peoples are needed in order to plan, promote and deliver essential services, to monitor changes in wellbeing and to account for government expenditure in this area. The purpose of this metadata item is to provide information about people who identify as being of Aboriginal or Torres Strait Islander origin. Agencies or establishments wishing to determine the eligibility of individuals for particular benefits, services or rights will need to make their own judgements about the suitability of the standard measure for these purposes, having regard to the specific eligibility criteria for the program concerned.
Object Class:	Person
Property:	Indigenous status

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N{.N}
Maximum character length:	2

Permissible values:	Value	Meaning
	1	Indigenous (not further defined)
	1.1	Aboriginal but not Torres Strait Islander origin
	1.2	Torres Strait Islander but not Aboriginal origin
	1.3	Both Aboriginal and Torres Strait Islander origin
	2	Neither Aboriginal or Torres Strait Islander origin

Supplementary codes:	9 Not stated/inadequately described

Collection and usage attributes

Guide for use:	This metadata item is based on the ABS Standard for Indigenous Status. For detailed advice on its use and application please refer to the ABS Website as indicated in the Origin section.
	The classification for 'Indigenous Status' has a hierarchical

structure comprising two levels. There are four categories at the detailed level of the classification which are grouped into two categories at the broad level. There is one supplementary category for 'not stated' responses. The classification is as follows:

Indigenous:

- Aboriginal but not Torres Strait Islander Origin

- Torres Strait Islander but not Aboriginal Origin

- Both Aboriginal and Torres Strait Islander Origin

Non-indigenous:

- Neither Aboriginal nor Torres Strait Islander Origin

Not stated/inadequately described

The not stated/inadequately described category is not to be available as a valid answer to the questions but is intended for use:

- primarily when importing data from other data collections that do not contain mappable data;

- where an answer was refused; - where the question was not able to be asked prior to completion of assistance because the client was unable to communicate or a person who knows the client was not available.

Only in the last two situations may the tick boxes on the questionnaire be left blank.

Collection methods: The standard question for Indigenous Status is as follows:

[Are you] [Is the person] [Is (name)] of Aboriginal or Torres Strait Islander origin?

(For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes.)

No…………………………☐

Yes, Aboriginal……..……..…☐

Yes, Torres Strait Islander….☐

This question is recommended for self-enumerated or interview-based collections. It can also be used in circumstances where a close relative, friend, or another member of the household is answering on behalf of the subject.

When someone is not present, the person answering for them should be in a position to do so, i.e. this person must know the person about whom the question is being asked well and feel confident to provide accurate information about them. However, it is strongly recommended that this question be asked directly wherever possible.

This question must always be asked regardless of data collectors' perceptions based on appearance or other factors.

The Indigenous Status question allows for more than one response. The procedure for coding multiple responses is as follows:

If the respondent marks 'No' and either 'Aboriginal' or 'Torres Strait Islander', then the response should be coded to either Aboriginal or Torres Strait Islander as indicated (i.e. disregard the 'No' response).

If the respondent marks both the 'Aboriginal' and 'Torres Strait Islander' boxes, then their response should be coded to 'Both Aboriginal and Torres Strait Islander Origin'.

If the respondent marks all three boxes ('No', 'Aboriginal' and 'Torres Strait Islander'), then the response should be coded to 'Both Aboriginal and Torres Strait Islander Origin' (i.e. disregard the 'No' response).

This approach may be problematical in some data collections, for example when data are collected by interview or using screen based data capture systems. An additional response category

Yes, both Aboriginal and Torres Strait Islander May be included if this better suits the data collection practices of the agency or establishment concerned.

There has been some controversy over the issue of whether South Sea Islanders need to be included in the definition of Aboriginal or Torres Strait Islander. The ABS clearly states that South Sea Islanders are not Indigenous and should therefore be coded accordingly. Subsequently, South Sea Islanders are to be coded under category 2 'Neither Aboriginal or Torres Strait Islander origin'.

Source and reference attributes

Origin: Australian Bureau of Statistics. Standards for Social, Labour and Demographic Variables. Reference through: http://www.abs.gov.au.

Data Element attributes

Collection and usage attributes

Comments: Some service providers may find it difficult to ask a question about a person's Indigenous status. Furthermore, some Indigenous persons may be reluctant to answer a question about their Indigenous status because previous experience has led them to believe that identifying as an Indigenous person may disadvantage them. Without assistance with implementing this data element the data provided are likely to be of low validity and reliability.

Presently, the CSHA data collections do not differentiate between Aboriginal and Torres Strait Islander origin. Commonly, the question asked is 'Does the person (client) identify themselves as an Aboriginal or Torres Strait Islander?' and the possible responses are Yes/No/Not known.

This does not conform with the ABS national standard, which incorporates the more detailed data domains of:

1. Aboriginal but not Torres Strait Islander origin

2. Torres Strait Islander but not Aboriginal origin

3. Both Aboriginal and Torres Strait Islander origin

4. Neither Aboriginal nor Torres Strait Islander origin

9. Not stated/inadequately described

It is also not possible to map the CSHA response of 'Indigenous - not

further defined' to the ABS standard.

The following definition, commonly known as 'The Commonwealth Definition' was given in a High Court judgement in the case of Commonwealth v Tasmania (1983) 46 ALR 625.

'An Aboriginal or Torres Strait Islander is a person of Aboriginal or Torres Strait Islander descent who identifies as an Aboriginal or Torres Strait Islander and is accepted as such by the community in which he or she lives'.

There are three components to the Commonwealth definition:

- descent

- self-identification

- community acceptance.

This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing
National Reporting Framework for Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: Australian Bureau of Statistics. Standards for Social, Labour and Demographic Variables.

Relational attributes

Related metadata references: Supersedes Indigenous status, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Labour force status

Metadata item type:	Data Element
METeOR name:	Person—labour force status, code N
METeOR identifier:	270112
Registration status:	NHIG, Standard 01/03/2005 NCSIMG, Standard 01/03/2005 NHDAMG, Standard 01/03/2005
Definition:	The self reported status the person currently has in being either in the labour force (employed/unemployed) or not in the labour force, as represented by a code.

Data Element Concept attributes

Definition:	The self reported status the person currently has in being either in the labour force (employed/unemployed) or not in the labour force. The categories are determined by a person's status in relation to current economic activity (which is measured by their activities in relation to work in a specified reference period).
Object Class:	Person
Property:	Labour force status

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Employed
	2	Unemployed
	3	Not in the labour force
Supplementary codes:	9 Not stated/inadequately described	

Collection and usage attributes

Guide for use:	**Code 1. Employed:** Persons aged 15 years and over who, during the reference week:

(a) worked for one hour or more for pay, profit, commission or payment in kind in a job or business, or on a farm (comprising 'Employees', 'Employers' and 'Own Account Workers'); or

(b) worked for one hour or more without pay in a family business or on a farm (i.e. 'Contributing Family Worker'); or

(c) were 'Employees' who had a job but were not at work and were:

- on paid leave
- on leave without pay, for less than four weeks, up to the end of the reference week
- stood down without pay because of bad weather or plant breakdown at their place of employment, for less than four

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weeks up to the end of the reference week

- on strike or locked out

- on workers' compensation and expected to be returning to their job, or

- receiving wages or salary while undertaking full-time study; or

(d) were 'Employers', 'Own Account Workers' or 'Contributing Family Workers' who had a job, business or farm, but were not at work.

Code 2. Unemployed: Unemployed persons are those aged 15 years and over who were not employed during the reference week, and:

(a) had actively looked for full-time or part-time work at any time in the four weeks up to the end of the reference week. Were available for work in the reference week, or would have been available except for temporary illness (i.e. lasting for less than four weeks to the end of the reference week). Or were waiting to start a new job within four weeks from the end of the reference week and would have started in the reference week if the job had been available then; or

(b) were waiting to be called back to a full-time or part-time job from which they had been stood down without pay for less than four weeks up to the end of the reference week (including the whole of the reference week) for reasons other than bad weather or plant breakdown. Note: Actively looking for work includes writing, telephoning or applying in person to an employer for work. It also includes answering a newspaper advertisement for a job, checking factory or job placement agency notice boards, being registered with a job placement agency, checking or registering with any other employment agency, advertising or tendering for work or contacting friends or relatives.

Code 3. Not in the Labour Force: Persons not in the labour force are those persons aged 15 years and over who, during the reference week, were not in the categories employed or unemployed, as defined. They include persons who were keeping house (unpaid), retired, voluntarily inactive, permanently unable to work, persons in institutions (hospitals, gaols, sanatoriums, etc.), trainee teachers, members of contemplative religious orders, and persons whose only activity during the reference week was jury service or unpaid voluntary work for a charitable organisation.

Collection methods: For information about collection, refer to the ABS website:

<http://www.abs.gov.au>

Source and reference attributes

Origin: Australian Bureau of Statistics. Standards for Social, Labour and Demographic Variables. Reference through: http://www.abs.gov.au.

Data Element attributes

Collection and usage attributes

Comments: Labour force status is one indicator of the socio-economic status of a person and is a key element in assessing the circumstances and needs of individuals and families.

Source and reference attributes

Origin: Health Data Standards Committee

Relational attributes

Related metadata references: See also Person—income source, code N{.N} NHDAMG, Standard 10/02/2006

See also Person—occupation (main), code (ASCO 2nd edn) N[NNN]{-NN} NHDAMG, Standard 10/02/2006

Supersedes Labour force status, version 3, DE, Int. NCSDD & NHDD, NCSIMG & NHIMG, Superseded 01/03/2005

Low income status

Metadata item type:	Data Element
METeOR name:	Household—low income status, code N
METeOR identifier:	302506
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The low income status of a household receiving housing assistance.
Context:	A guiding principle of the 2003 Commonwealth–State Housing Agreement (CSHA) is that assistance is to be provided to those who most need it, for the duration of their need. Households who most need assistance are defined as those whose needs cannot be met by the private rental market. The low income performance indicator measures households most in need in terms of tenants who have low income or special needs that would not find appropriate, affordable and secure housing in the private rental market.
Object Class:	Household
Property:	Low income status

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Low income A
	2	Low income B
	3	Not low income
Supplementary codes:	9 Not stated/inadequately described	

Collection and usage attributes

Guide for use:	The household income cut off measures used for this metadata item have been developed in relation to statutory government income support payments.
	Code 1. The Low income A: Income equivalent to or below 100% of the government income support benefits at the pensioner rate. The pensioner (single & couple) benefit rate has been selected as the low income A household cut-off measure, as pension rates are higher than allowance rates (e.g. unemployment benefits). The selection of the higher benefit rate should allow all persons receiving up to or equivalent to 100% government income support benefits (e.g. pensioners, unemployed, youth allowance, etc.) to be captured within the *low income A* household cut-off measure.
	It should be noted that this group might include some income earners, provided their total income is not greater than 100% of the pensioner rate of government income support benefits. This is

especially likely for young people who are working, as the government allowance rates for young people are lower than those for pensioners and young people would need to be employed to have an equivalent income.

Code 2. Low income B: Income above 100% of government income support benefits at the pensioner rate but not greater than the cut-off for receiving this benefit. In practice it is the maximum income level at which you can receive a part pension or (for households with dependent children) more than the base rate of Family Tax Benefit Part A

For further information on calculating low income status see the most recent CSHA Public rental housing data manual on the AIHW website:

http://www.aihw.gov.au/housing/assistance/data_collections /index.cfm.

For the CSHA community housing data collection, the low income measure is based on only the 'Low income B' cut-offs.

Data Element attributes

Collection and usage attributes

Comments: This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: CSHA Public rental housing data manual 1999-2000

Relational attributes

Related metadata references: See also Person—income source, code N{.N} NHDAMG, Standard 10/02/2006

See also Person—gross income (weekly), total Australian currency N[NNNNN].NN NHDAMG, Standard 10/02/2006

Supersedes Household—low income status, code N NHDAMG, Superseded 10/02/2006

Main language other than English spoken at home

Metadata item type:	Data Element
METeOR name:	Person—main language other than English spoken at home, code (ASCL 2005) NN{NN}
METeOR identifier:	304133
Registration status:	NHIG, Standardisation pending 04/01/2006 NCSIMG, Standardisation pending 02/11/2005 NHDAMG, Standard 10/02/2006
Definition:	The language reported by a person as the main language other than English spoken by that person in his/her home (or most recent private residential setting occupied by the person) to communicate with other residents of the home or setting and regular visitors, as represented by a code.

Data Element Concept attributes

Definition:	The language reported by a person as the main language other than English spoken by that person in his/her home (or most recent private residential setting occupied by the person) to communicate with other residents of the home or setting and regular visitors.
Object Class:	Person
Property:	Main language other than English spoken at home

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	NN[NN]
Maximum character length:	4

Collection and usage attributes

Guide for use:	The Australian Standard Classification of Languages (ASCL) has a three- level hierarchical structure. The most detailed level of the classification consists of base units (languages) which are represented by four-digit codes. The second level of the classification comprises narrow groups of languages (the Narrow Group level), identified by the first two digits. The most general level of the classification consists of broad groups of languages (the Broad Group level) and is identified by the first digit. The classification includes Australian Indigenous languages and sign languages.
	For example, the Lithuanian language has a code of 3102. In this case 3 denotes that it is an Eastern European language, while 31 denotes that it is a Baltic language. The Pintupi Aboriginal language is coded as 8713. In this case 8 denotes that it is an Australian Indigenous language and 87 denotes that the language is Western Desert language.
	Language data may be output at the Broad Group level, Narrow Group level or base level of the classification. If necessary significant Languages within a Narrow Group can be presented

separately while the remaining Languages in the Narrow Group are aggregated. The same principle can be adopted to highlight significant Narrow Groups within a Broad Group.

Data Element attributes

Collection and usage attributes

Collection methods: Recommended question:

Do you/Does the person/Does (name) speak a language other than English at home? (If more than one language, indicate the one that is spoken most often.)

No (English only) ＿＿＿

Yes, Italian ＿＿＿

Yes, Greek ＿＿＿

Yes, Cantonese ＿＿＿

Yes, Mandarin ＿＿＿

Yes, Arabic ＿＿＿

Yes, Vietnamese ＿＿＿

Yes, German ＿＿＿

Yes, Spanish

Yes, Tagalog (Filipino) ＿＿＿

Yes, Other (please specify) ＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿

This list reflects the nine most common languages other than English spoken in Australia.

Languages may be added or deleted from the above short list to reflect characteristics of the population of interest.

Alternatively a tick box for 'English' and an 'Other - please specify' response category could be used.

Comments: This metadata item is consistent with that used in the Australian Census of Population and Housing and is recommended for use whenever there is a requirement for comparison with Census data.

This metadata item is important in identifying those people most likely to suffer disadvantage in terms of their ability to access services due to language and/or cultural difficulties. In conjunction with Indigenous status, Proficiency in spoken English and Country of birth, this metadata item forms the minimum core set of cultural and language indicators recommended by the Australian Bureau of Statistics.

Data on main language other than English spoken at home are regarded as an indicator of 'active' ethnicity and also as useful for the study of inter-generational language retention. The availability of such data may help providers of health and community services to effectively target the geographic areas or population groups that need those services. It may be used for the investigation and development of language services such as interpreter/translation services.

Source and reference attributes

Origin: Health Data Standards Committee

National Community Services Data Committee

Australian Bureau of Statistics 2005. Australian Standard Classification of Languages (ASCL) 2005. Cat. no. 1267.0. 2nd Edition, Canberra: ABS. Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references: See also Person—proficiency in spoken English, code N NHDAMG, Standard 10/02/2006

See also Person—first language spoken, code (ASCL 2005) NN{NN} NHDAMG, Standard 10/02/2006

See also Person—country of birth, code (SACC 1998) NNNN NHDAMG, Standard 20/06/2005

Main occupation of person

Metadata item type:	Data Element
METeOR name:	Person—occupation (main), code (ASCO 2nd edn) N[NNN]{-NN}
METeOR identifier:	270059
Registration status:	NHIG, Standard 01/03/2005 NCSIMG, Standard 01/03/2005 NHDAMG, Standard 10/02/2006
Definition:	The job in which the person is principally engaged, as represented by a code.

Data Element Concept attributes

Definition:	The job in which the person is principally engaged. A job in any given establishment is a set of tasks designed to be performed by one individual in return for a wage or salary. For persons with more than one job, the main job is the one in which the person works the most hours.
Object Class:	Person
Property:	Occupation

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N[NNN]{-NN}
Maximum character length:	6

Data Element attributes

Collection and usage attributes

Guide for use:	This metadata item can be used to code the main occupation of persons involved in an event. Caution is advised in its use with regard to service providers as their activity as a service provider may not be their main occupation.
Collection methods:	This metadata item should only be collected from people whose Labour force status is employed.
	Occupation is too complex and diverse an issue to fit neatly into any useable small group of categories. Therefore ABS recommend that this metadata item be collected by using the following two open-ended questions:
	Q1. In the main job held last week (or other recent reference period), what was your/the person's occupation?
	Q2. What are the main tasks that you/the person usually perform(s) in that occupation? The information gained from these two questions can then be used to select an appropriate code from the ASCO at any of the available levels (see Guide for use section).
	If only one question is asked, question one should be used. The use of question one only, however, sometimes elicits responses which do

not provide a clear occupation title and specification of tasks performed. As a result accurate coding at unit group or occupation level may not be possible.

While agencies are encouraged to use the recommended question described above, it is acknowledged that this is not always possible in practice. For example, where the data collection is a by-product of the provision of a health or community service, the information may be ascertained using different means. However, due to the complexities of the metadata item 'Main occupation of person', this will result in inaccurate information. The recommended question should be used wherever possible.

Comments: This metadata item may be useful in gaining an understanding of a clients situation and needs. For example, the occupation of a person with a disability may be directly relevant to the type of aids that they require.

Source and reference attributes

Origin: Australian Bureau of Statistics 1997. Australian Standard Classification of Occupations (ASCO) (Cat. no. 1220.0) (Second edition). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references: See also Person—labour force status, code N NHDAMG, Standard 01/03/2005

Supersedes Main occupation of person, version 3, DE, Int. NCSDD & NHDD, NCSIMG & NHIMG, Superseded 01/03/2005

Marital status

Metadata item type:	Data Element
METeOR name:	Person—marital status, code N
METeOR identifier:	291045
Registration status:	NHIG, Standard 04/05/2005 NCSIMG, Standard 25/08/2005 NHDAMG, Standard 10/02/2006
Definition:	A person's current relationship status in terms of a couple relationship or, for those not in a couple relationship, the existence of a current or previous registered marriage, as represented by a code.

Data Element Concept attributes

Definition:	A person's current relationship status in terms of a couple relationship or, for those not in a couple relationship, the existence of a current or previous registered marriage.
Context:	Marital status is a core metadata item in a wide range of social, labour and demographic statistics. Its main purpose is analysis of the association of marital status with the need for and use of services, and for epidemiological analysis.
	Marital status also acts as an indicator for the level of support adult recipients of the welfare system have at home. The item is also used in comparisons of administrative data and population censuses and surveys.
Object Class:	Person
Property:	Marital status

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Never married
	2	Widowed
	3	Divorced
	4	Separated
	5	Married (registered and de facto)
Supplementary codes:	6 Not stated/inadequately described	

Collection and usage attributes

Guide for use:	Refers to the current marital status of a person.
	Code 2. Widowed: Usually refers to registered marriages but when self reported may also refer to de facto marriages.
	Code 4. Separated: Usually refers to registered marriages but when

self reported may also refer to de facto marriages.

Code 5. Married (registered and de facto): Includes people who have been divorced or widowed but have since re-married, and should be generally accepted as applicable to all de facto couples, including of the same sex.

Code 6. Not stated/inadequately described: Is not for use on primary collection forms. It is primarily for use in administrative collections when transferring data from data sets where the item has not been collected.

Source and reference attributes

Origin: Australian Bureau of Statistics. Standards for Social, Labour and Demographic Variables. Reference through: http://www.abs.gov.au.

Data Element attributes

Collection and usage attributes

Collection methods: This metadata item collects information on social marital status. The recommended question module is:

Do you/Does the person usually live with a partner in a registered or de facto marriage?

Yes, in a registered marriage

Yes, in a defacto marriage

No, never married

No, separated

No, divorced

No, widowed

It should be noted that information on marital status is collected differently by the ABS, using a set of questions. However, the question outlined above is suitable and mostly sufficient for use within the health and community services fields. See Source document for information on how to access the ABS standards.

While agencies are encouraged to use the recommended question described above, it is acknowledged that this is not always possible in practice. For example, where the data collection is a by-product of the provision of a health or community service, the information may be ascertained using different means. However, the recommended question should be used wherever practically possible.

For data collection using Computer Assisted Telephone Interviewing (CATI) the recommended question is:

Comments: The ABS standards identify two concepts of marital status:

- Registered marital status—defined as whether a person has, or has had, a registered marriage

- Social marital status—based on a person's living arrangement (including de facto marriages), as reported by the person.

It is recommended that the social marital status concept be collected when information on social support/home arrangements is sought,

whereas the registered marital status concept need only be collected where it is specifically required for the purposes of the collection.

While marital status is an important factor in assessing the type and extent of support needs, such as for the elderly living in the home environment, marital status does not adequately address the need for information about social support and living arrangement and other data elements need to be formulated to capture this information.

Source and reference attributes

Origin: National Health Data Standards Committee

National Community Services Data Committee

Relational attributes

Related metadata references: Supersedes Person—marital status, code N NHIG, Superseded 04/05/2005, NCSIMG, Superseded 10/02/2006

Market rent value of dwelling

Metadata item type:	Data Element
METeOR name:	Dwelling—market rent value, total Australian currency N[NNNNN].NN
METeOR identifier:	270196
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	The rent that would be charged for a dwelling in the private rental market.
Context:	Necessary for measuring affordability of housing.
Object Class:	Dwelling
Property:	Market rent value

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[NNNNN].NN
Maximum character length:	8
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	2

Collection and usage attributes

Guide for use:	Always include the cent value, using .00 where there are only dollar values.

Data Element attributes

Collection and usage attributes

Collection methods:	The optimum method of assigning a market rent value to a dwelling is to have it assessed by the Australian Valuation Office (or another independent valuer). Preferably each dwelling should be re-assessed every 2 years as market rent values can change substantially over time. In some larger jurisdictions a sample of houses are periodically assessed for their market rent value as it is not practical to assess every dwelling.
	Market rent is typically recorded on a weekly basis, and for the Commonwealth–State Housing Agreement (CSHA) public rental housing and state owned and managed Indigenous housing data collections, is recorded as market rent value for which a rent was charged for the week of 30 June.
Comments:	Guidelines should be developed for assessing the market rent of modified dwellings (as for disabled and frail aged people) and dwellings in remote areas where there is not usually a private rental market. One option could be to calculate the cost of replacing the dwelling, then using a percentage of that as the market rent.

However in remote areas where building costs can be high, this method could lead to inappropriately high market rents.

This metadata item is included in the following housing assistance data collections:

CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: See also Household—rent charged (weekly), total Australian currency N[NNNNN].NN NHDAMG, Standard 10/02/2006

See also Household—rebated rent status, code N NHDAMG, Standard 10/02/2006

Supersedes Market rent value of dwelling, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

New allocation status

Metadata item type:	Data Element
METeOR name:	Household—new allocation status (financial year), code N
METeOR identifier:	301783
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	A code that represents whether the household was a new allocation for housing assistance in the financial year.

Data Element Concept attributes

Definition:	Whether the household was a new allocation for housing assistance.
Context:	This metadata item is used to determine the number of new households that received Commonwealth–State Housing Agreement (CSHA) funded housing assistance in the financial year.
Object Class:	Household
Property:	New allocation status

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:	**Value**	**Meaning**
	1	Yes
	2	No

Supplementary codes:	9 Not stated/inadequately described

Data Element attributes

Collection and usage attributes

Guide for use:	**Code 1. Yes:** Record if the household was a new allocation for housing assistance in the financial year.
	Code 2. No: Record if the household was not a new allocation for housing assistance in the financial year.
Collection methods:	New allocation status should be related to a particular program type (e.g. public rental housing, home purchase assistance).
Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	CSHA Public rental housing data manual 2001-02

Relational attributes

Related metadata references: See also Waitlist applicant—applicant type, code N NHDAMG, Standard 01/03/2005

See also Housing assistance episode—assistance commencement date, DDMMYYYY NHDAMG, Standard 01/03/2005

Supersedes Household—new allocation status (financial year), code N NHDAMG, Superseded 10/02/2006

Number of bedrooms

Metadata item type:	Data Element
METeOR name:	Dwelling—number of bedrooms, total N[NN]
METeOR identifier:	302513
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The number of bedrooms in each dwelling.
Context:	Total bedrooms used in measures of housing need.
Object Class:	Dwelling
Property:	Number of bedrooms

Value domain attributes

Representation class:	Total
Data type:	Number
Format:	N[NN]
Maximum character length:	3
Unit of measure:	Bedroom

Data Element attributes

Collection and usage attributes

Collection methods:	Count bedrooms designed for use as bedrooms and other rooms permanently modified and intended for use as bedrooms (such as a sleep out or built in veranda). Bedsits should be counted as a 1 bedroom dwelling. In the case of *boarding house building*s (see Glossary), the unit of counting is the *boarding house room* (see Glossary) which usually has only one bedroom.
Comments:	This metadata item is included in the following housing assistance data collections: CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	See also Dwelling—structure type, code N[N] NHDAMG, Standard 01/03/2005
	Supersedes Dwelling—number of bedrooms, total N[NN] NHDAMG, Superseded 10/02/2006
	Supersedes Number of bedrooms, version 2, DE, NHADD, NHDAMG, Superseded 01/03/2005

Person

Metadata item type:	Object Class
METeOR identifier:	268955
Registration status:	NHIG, Standard 01/03/2005
	NCSIMG, Standard 01/03/2005
	NHDAMG, Standard 01/03/2005
Definition:	A human being, whether man, woman or child.
Specialisation of:	Person/group of persons (Group status)

Source and reference attributes

Submitting organisation:	Australia Institute of Health and Welfare
Origin:	Macquarie University 2003. *The Macquarie Dictionary 3rd edn.* Sydney: The Macquarie Library Pty. Ltd

Person identifier

Metadata item type:	Data Element
METeOR name:	Person—person identifier (household), X[X(14)]
METeOR identifier:	302678
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	A unique identifier (within a household) assigned to a person within a housing assistance agency.
Context:	If there are several people within a household this metadata item is used to relate people to income units and to households. It is also used to relate individuals to dwellings.
Object Class:	Person
Property:	Person identifier

Value domain attributes

Representation class:	Identifier
Data type:	String
Format:	X[X(14)]
Maximum character length:	15

Data Element attributes

Collection and usage attributes

Comments:	This metadata item is included in the following housing assistance data collections:

CSHA public rental housing
CSHA state owned and managed Indigenous housing |

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	See also Household—household identifier, X[X(14)] NHDAMG, Standard 10/02/2006

Supersedes Person—person identifier (household), [X(9)] NHDAMG, Superseded 10/02/2006 |

Person postcode

Metadata item type:	Data Element
METeOR name:	Person (address)—Australian postcode (Postcode datafile), code {NNNN}
METeOR identifier:	287224
Registration status:	NHIG, Standard 04/05/2005 NCSIMG, Standardisation pending 24/02/2005 NHDAMG, Standard 10/02/2006
Definition:	The numeric descriptor for a postal delivery area, aligned with locality, suburb or place for the address of a party (person).

Data Element Concept attributes

Definition:	The numeric descriptor for a postal delivery area, aligned with locality, suburb or place for the address of a party (person).
Context:	Postcode is an important part of a person's postal address and facilitates written communication. It is one of a number of geographic identifiers that can be used to determine a geographic location. Postcode may assist with uniquely identifying a person.
Object Class:	Person
Property:	Australian postcode

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	{NNNN}
Maximum character length:	4

Collection and usage attributes

Comments:	Postcode may be used in the analysis of data on a geographical basis, which involves a conversion from postcodes to the Australian Bureau of Statistics (ABS) postal areas. This conversion results in some inaccuracy of information. However, in some data sets postcode is the only geographic identifier, therefore the use of other more accurate indicators (e.g. Statistical Local Area (SLA)) is not always possible.
	When dealing with aggregate data, postal areas, converted from postcodes, can be mapped to Australian Standard Geographical Classification codes using an ABS concordance, for example to determine SLAs. It should be noted that such concordances should not be used to determine the SLA of any individual's postcode. Where individual street addresses are available, these can be mapped to ASGC codes (e.g. SLAs) using the ABS National Localities Index (NLI).

Data Element attributes

Collection and usage attributes

Guide for use:	The postcode book is updated more than once annually as postcodes are a dynamic entity and are constantly changing.
Collection methods:	Leave Postcode blank for:

- Any overseas address
- Unknown address
- No fixed address.

May be collected as part of Address line or separately. Postal addresses may be different from where a person actually resides.

Comments:	This metadata item is included in the following housing assistance data collections:

CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	Standards Australia
Origin:	National Health Data Committee
	National Community Services Data Committee
Reference documents:	AS5017 Health Care Client Identification, 2002, Sydney: Standards Australia
	AS4846 Health Care Provider Identification, 2004, Sydney: Standards Australia
	Australia Post Postcode book. Reference through:
	http://www1.auspost.com.au/postcodes/

Relational attributes

Related metadata references:	See also Person—Australian state/territory identifier, code N NHDAMG, Standard 10/02/2006

Person state/territory identifier

Metadata item type:	Data Element
METeOR name:	Person—Australian state/territory identifier, code (ASGC 2004) N
METeOR identifier:	286919
Registration status:	NHIG, Standard 04/05/2005 NCSIMG, Standard 25/08/2005 NHDAMG, Standard 10/02/2006
Definition:	The Australian state or territory where a person can be located, as represented by a code.

Data Element Concept attributes

Definition:	The Australian state or territory where a person can be located.
Object Class:	Person
Property:	Australian state/territory identifier

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	New South Wales
2	Victoria
3	Queensland
4	South Australia
5	Western Australia
6	Tasmania
7	Northern Territory
8	Australian Capital Territory
9	Other territories (Cocos (Keeling) Islands, Christmas Island and Jervis Bay Territory)

Collection and usage attributes

Guide for use:	The order presented here is the standard for the Australian Bureau of Statistics (ABS). Other organisations (including the Australian Institute of Health and Welfare) publish data in state order based on population (that is, Western Australia before South Australia and Australian Capital Territory before Northern Territory).

Source and reference attributes

Guide for use:	Australian Bureau of Statistics 2005. Australian Standard Geographical Classification (ASGC). Cat. no. 1216.0. Canberra: ABS. Reference through: http://www.abs.gov.au.

Data Element attributes

Collection and usage attributes

Collection methods: Irrespective of how the information is coded, conversion of the codes to the ABS standard must be possible.

Comments: This metadata item is included in the following housing assistance data collections:

CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Origin: Australian Bureau of Statistics 2005. Australian Standard Geographical Classification (ASGC) (Cat. no. 1216.0). Reference through: http://www.abs.gov.au.

Reference documents: AS4846 Health Care Provider Identification, 2004, Sydney: Standards Australia

AS5017 Health Care Client Identification, 2004, Sydney: Standards Australia

In AS4846 and AS5017 alternative codes are presented. Refer to the current standard for more details.

Relational attributes

Related metadata references: See also Person (address)—Australian postcode, code (Postcode datafile) {NNNN} NHDAMG, Standard 10/02/2006

Principal income source

Identifying and definitional attributes

Metadata item type:	Data Element
METeOR name:	Person—source of cash income(principal((housing assistance), code N{.N}
METeOR identifier:	302487
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The source from which a person derives the greatest proportion of his/her income.
Context:	The metadata item is an indicator of the needs and circumstances of individuals and sometimes used in assessment of income equity.
Object Class:	Person
Property:	Source of cash income

Collection and usage attributes

Guide for use:	A person with more than one source of income should be categorised only to the value domain category, which best describes their primary source of income. If the person has multiple sources of income and none equal to or greater than 50%, the one, which contributes the largest percentage, should be counted. If there is more than one source and they are exactly equal, list the source of employment to which the person most identifies as a primary occupation.

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N{.N}
Maximum character length:	2

Permissible values:

Value	Meaning
1	Employee cash income
2	Unincorporated business income
3	Government cash pension/allowance
3.1	Allowances for students and the unemployed
3.1.1	Youth allowance
3.1.2	Newstart allowance
3.1.3	Other allowances for students and the unemployed
3.2	Centrelink pensions/allowances for the aged and people with a disability
3.2.1	Age pension

	3.2.2	Disability Support pension
	3.2.3	Other Centrelink pensions/allowances for the aged and people with a disability
	3.3	Other Government cash pensions/allowances (e.g. Service pensions)
	4	Other cash income (e.g. superannuation, compensation)

Supplementary codes: 9 Not stated/inadequately described

Source and reference attributes

Origin: Australian Bureau of Statistics. Standards for Social, Labour and Demographic Variables. Reference through: http://www.abs.gov.au.

Data Element attributes

Collection and usage attributes

Guide for use: Income source is used to derive low income status of households and whether they may be eligible to receive Commonwealth rent assistance if the same household was living in the private rental market.

Code 1. Employee cash income: Includes wages and salaries.

Code 2. Unincorporated business income: The profit or loss that accrues to owners of, or partners in, unincorporated enterprises.

Code 3. Government cash pension/allowance: Comprise payments made under specific income support programs by the Department of Family, Community Services and Indigenous Affairs and a range of other government departments through Centrelink, as well as such payments from the Department of Veterans' Affairs (DVA). They also include pensions paid to residents by overseas governments.

Code 3.1. Allowances for students and the unemployed: Gross, usual cash receipts paid through Centrelink income support programs to persons entitled to such support by virtue of their unemployed or student status, e.g. Newstart allowance and Youth allowance and Austudy and ABSTUDY payments.

Code 3.2. Centrelink pensions/allowances for the aged and people with a disability: Gross, current, usual cash receipts paid through Centrelink as retirement pensions to persons entitled to such pensions by virtue of their age or disability, i.e. Age pension and Disability Support pension.

Code 3.3. Other Government cash pensions/allowances: Government cash pensions and allowances other than those included in the categories 3.1 and 3.2, including pensions and allowances from the DVA and from overseas governments. For example, Family tax benefit (Parts A and B), Parenting payment, DVA Service pension and DVA Disability pension.

Code 4. Other cash income: Cash income derived from sources other than employment, own unincorporated business and Government cash pensions and allowances. Includes property cash income, superannuation/annuities and scholarships.

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: Australian Bureau of Statistics. Standards for Social, Labour and Demographic Variables. Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references: See also Person—gross income (weekly), total Australian currency N[NNNNN].NN NHDAMG, Standard 10/02/2006

 See also Person—assessable income (weekly), total Australian currency N[NNNNN].NN NHDAMG, Standard 10/02/2006

 Supersedes Person—income source, code N{.N} NHDAMG, Superseded 10/02/2006

Proficiency in spoken English

Metadata item type:	Data Element
METeOR name:	Person—proficiency in spoken English, code N
METeOR identifier:	270203
Registration status:	NHIG, Standard 01/03/2005 NCSIMG, Standard 01/03/2005 NHDAMG, Standard 10/02/2006
Definition:	A person's self-assessed level of ability to speak English, as represented by a code.

Data Element Concept attributes

Definition:	A person's self-assessed level of ability to speak English.
Object Class:	Person
Property:	Proficiency in spoken English

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
0	Not applicable (persons under 5 years of age or who speak only English)
1	Very well
2	Well
3	Not well
4	Not at all

Supplementary codes: 9 Not stated/inadequately described

Collection and usage attributes

Guide for use:	**Code 0. Not applicable (persons under 5 years of age or who speak only English):** To be used for people under 5 year of age and people who speak only English. **Code 9. Not stated/inadequately described:** Not to be used on primary collection forms. It is primarily for use in administrative collections when transferring data from data sets where the item has not been collected.
Comments:	The ABS advises that the most useful information provided by this metadata item is in the distinction between the two category groups of Very well/Well and Not well/Not at all.

Source and reference attributes

Origin:	Australian Bureau of Statistics (ABS) 1999. Standards for Statistics on Cultural and Language Diversity 1999. Cat. no. 1289.0. Canberra. Reference through: http://www.abs.gov.au.

Data Element attributes

Collection and usage attributes

Collection methods:　　　　　　This metadata item is only intended to be collected if a person has a main language other than English spoken at home; and/or first language spoken is not English.

Recommended question:

How well do you speak English? (tick one)

1. Very well

2. Well

3. Not well

4. Not at all

Generally this would be a self-reported question, but in some circumstances (particularly where a person does not speak English well) assistance will be required in answering this question. It is important that the person's self-assessed proficiency in spoken English be recorded wherever possible. This metadata item does not purport to be a technical assessment of proficiency but is a self-assessment in the four broad categories outlined above.

This metadata item is not relevant to and should not be collected for persons under the age of five years.

While agencies are encouraged to use the recommended question described above, it is acknowledged that this is not always possible in practice. For example, where the data collection is a by-product of the provision of a health or community service, the information may be ascertained using different means. However, this standard should be used wherever practically possible.

Comments:　　　　　　　　　This metadata item identifies those people who may suffer disadvantage in terms of their ability to access services due to lack of ability in the spoken English language. This information can be used to target the provision of services to people whose lack of ability in spoken English is potentially a barrier to gaining access to government programs and services.

In conjunction with Indigenous status, the main language other than English spoken at home and the country of birth, this metadata item forms the minimum core set of cultural and language indicators recommended by the Australian Bureau of Statistics.

Source and reference attributes

Origin:　　　　　　　　　　　National Health Data Committee

National Community Services Data Committee

Relational attributes

Related metadata references:　　See also Person—main language other than English spoken at home, code (ASCL 2005) NN{NN} NHDAMG, Standard 10/02/2006

See also Person—country of birth, code (SACC 1998) NNNN NHDAMG, Standard 20/06/2005

Supersedes Proficiency in spoken English, version 2, DE, Int. NCSDD & NHDD, NCSIMG & NHIMG, Superseded 01/03/2005

Qualification status

Metadata item type:	Data Element
METeOR name:	Person—qualification status, code N
METeOR identifier:	292354
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Whether the person has completed, or is undertaking a qualification.

Data Element Concept attributes

Definition:	Formal certification, issued by a relevant approved body, in recognition that a person has achieved learning outcomes or competencies relevant to identified individual, professional, industry or community needs.
Context:	To assist in the analysis of staffing inputs and requirements of different organisations.
Object Class:	Person
Property:	Qualification status

Collection and usage attributes

Guide for use:	The Australian Qualifications Framework (AQF) is a single, coherent framework for qualifications from Senior Secondary Certificates through to Doctoral Degrees. The framework links together all these qualifications and is a quality-assured national system of educational recognition that promotes lifelong learning and a seamless and diverse eduction and training system.
	It covers qualifications issued by secondary schools, vocational education and training (VET) providers and higher education institutions. All qualifications are nationally recognised. Within the framework there are six VET qualifications available: Certificates I, II, III and IV; Diploma and Advanced Diploma.
	For the purposes of qualifications, the vocational education and training sector defines 'competency' as the possession and application of both knowledge and skills to defined standards, expressed as outcomes, that correspond to relevant workplace requirements and other vocational needs.
	Individuals issued with qualifications will also receive documentation that identifies the units of competency that have been achieved when training is based on nationally endorsed competency standards.
	Individuals who complete only some of the requirements for the qualification will receive a Statement of Attainment. A Statement of Attainment is a record of recognised learning which, although falling short of a qualification, may contribute towards a qualification outcome, either as partial completion of a course leading to a qualification, attainment of competencies, or completion of nationally accredited short course which may accumulate towards a qualification.
	The Statement of Attainment will include, either on the Statement itself or as an attachment, the whole units of competency that have

been achieved when training is based on nationally endorsed competency standards.

Origin: Australian National Training Authority (ANTA) 2002. Australian Qualifications Framework (AQF): implementation handbook. Carlton South: AQF Advisory Board.

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Undertaking
	2	Completed
	3	Completed and currently undertaking
	4	Neither completed or undertaking
Supplementary codes:	9 Not stated/inadequately described	

Source and reference attributes

Data Element attributes

Collection and usage attributes

Collection methods: In the National Reporting Framework for Indigenous housing the acceptable Australian Qualification Framework (AQF) levels are 2–5 (i.e. Certificates II-IV and Diploma level).

Comments: This metadata item is included in the following housing assistance data collections:

                                   National Reporting Framework for Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: Australian National Training Authority (ANTA) 2002. Australian Qualifications Framework (AQF): implementation handbook. Carlton South: AQF Advisory Board. For more information on the AQF go to the Department of Education, Science and Training website at:

                 <http://www.dest.gov.au/sectors/training_skills/policy_issues_ reviews/key_issues/nts/aqtf/aqf.htm>

Rebated household status

Metadata item type:	Data Element
METeOR name:	Household—rebated rent status, code N
METeOR identifier:	302581
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	A code that represents whether the household receiving housing assistance who as part of the assistance, pay less than the market rent value of the dwelling.

Data Element Concept attributes

Definition:	Whether the household receiving housing assistance, (usually via a state or territory or community housing provider), who as part of the assistance, pay less than the market rent value of the dwelling.
Object Class:	Household
Property:	Rebated rent status

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Yes
	2	No
Supplementary codes:	9 Not stated/inadequately described	

Data Element attributes

Collection and usage attributes

Guide for use:	**Code 1. Yes:** Record if the household receiving housing assistance who as part of the assistance, pay less than the market rent value of the dwelling.
	Code 2. No: Record if the household receiving housing assistance who as part of the assistance, do not pay less than the market rent value of the dwelling.
	For example, a public housing dwelling may be assessed as having a market rent value of $200 per week. On assessing the applicant household though, the State housing authority calculates that this household should pay no more than $100 per week on rent. If this household is then allocated to this dwelling with a rent of $100, (while the market rent value is $200), then the household is considered to be rebated.
Collection methods:	For those jurisdictions who use a' full rent' concept, a rebated household is one which pays less than full rent.

Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing
	CSHA public rental housing
	CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:　　National Housing Data Development Committee

Relational attributes

Related metadata references:　　See also Household—rent charged (weekly), total Australian currency N[NNNNN].NN NHDAMG, Standard 10/02/2006

See also Dwelling—market rent value, total Australian currency N[NNNNN].NN NHDAMG, Standard 01/03/2005

Supersedes Household—rebated rent status, code N NHDAMG, Superseded 10/02/2006

Recurrent expenditure (administration costs)

Identifying and definitional attributes

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—recurrent expenditure (administration costs, total Australian currency N[N(9)]
METeOR identifier:	305363
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total administration costs.

Data Element Concept attributes

Definition:	Administration costs refer to those costs associated with the administration offices of the property manager and the tenancy manager. They include the general accounting and personnel function costs relating to:

- employee expenses (e.g. wages and salaries, superannuation contributions, compensation, accrued leave, payroll tax, training)
- supplies and services expenses (includes stationery, postage, telephone, office equipment, information technology, vehicle expenses, insurance)
- grants and subsidies (excluding rental subsidies)

Object Class:	Housing assistance agency
Property:	Recurrent expenditure

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Collection methods:	Administration costs are typically measured for a financial year (1 July to 30 June the following year).
	The administration costs relate to the administration of the rental property and tenancy manager components of the agency's (or agencies') operation and should not include administration costs involved in other areas of operation.
	The following cost items should be **excluded** from the calculation:

- rental subsidies

- capitalised administration costs
- depreciation
- bond loans
- profit/loss on sale
- cost of sales.

This metadata item is used to calculate Direct cost per unit (P8) in the Commonwealth–State Housing Agreement (CSHA) Performance Indicator Framework.

For community housing administration costs can be to the administrator (i.e. state or territory body responsible for administering CSHA community housing programs) and the community housing provider.

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: See also Housing assistance agency—recurrent expenditure (operational costs), total Australian currency N[N(9)] NHDAMG, Standard 01/03/2005

Supersedes Housing assistance agency—recurrent expenditure (administration costs) (financial year), total Australian currency N[N(9)] NHDAMG, Superseded 10/02/2006

Recurrent expenditure (capital transfer expenses)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—recurrent expenditure (capital transfer expenses), total Australian currency N[N(9)]
METeOR identifier:	304174
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total expenditure on capital transfer expenses (Economic Type Framework Classification code 125).

Data Element Concept attributes

Definition:	Unrequited payments of a capital nature that are usually non-recurrent and irregular for donor or recipient.
Context:	To enable analysis of welfare expenditure at the national level.
	There is a considerable interest in expenditure data at the national level from many different potential users.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Recurrent expenditure

Collection and usage attributes

Guide for use:	For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.
Comments:	When fees charged for goods and services are offset against recurrent expenditure, the result equates to final consumption expenditure in the ABS national accounts framework.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use: **Capital transfer expenses include:**

- Capital grant expenses: includes grants to private enterprises, persons and private non-profit institutions to contribute towards the cost of capital expenditure; grants made by public authorities to other public authorities to contribute towards the cost of capital expenditure; and grants between different levels of government and grants within one level of government.

- Assets donated

- Other capital transfer expenses

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references: Is used in the formation of Housing assistance agency—recurrent expenditure, total Australian currency N[N(9)] NHDAMG, Standard 01/03/2005

Recurrent expenditure (current transfer payments)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—recurrent expenditure (current transfer payments), total Australian currency N[N(9)]
METeOR identifier:	304167
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total expenditure on current transfer payments (Economic Type Framework Classification code 124).

Data Element Concept attributes

Definition:	Regular payments that are current in nature and where no economic benefits are received in return for payment.
Context:	To enable analysis of welfare expenditure at the national level.
	There is a considerable interest in expenditure data at the national level from many different potential users.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Recurrent expenditure

Collection and usage attributes

Guide for use:	For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.
Comments:	When fees charged for goods and services are offset against recurrent expenditure, the result equates to final consumption expenditure in the ABS national accounts framework.
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	**Current transfer payments include:** current grant expenses, subsidy expenses, current monetary transfers to households and tax expenses.
	For the Commonwealth–State Housing Agreement National Financial Reporting Framework the following indirect expenses are included:
	• Grants and subsidies
Collection methods:	Measurement on an accrual accounting basis is preferred to measurement on a cash accounting basis.
	Expenditure is usually measured for an accounting period, typically a financial year (1 July to 30 June the following year).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references:	Supersedes Housing assistance agency—recurrent expenditure (current transfer payments), total Australian currency N[N(9)] NHDAMG, Superseded 10/02/2006
	Is used in the formation of Housing assistance agency—recurrent expenditure, total Australian currency N[N(9)] NHDAMG, Standard 01/03/2005

Recurrent expenditure (depreciation and amortisation)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—recurrent expenditure (depreciation and amortisation), total Australian currency N[N(9)]
METeOR identifier:	304160
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total expenditure on depreciation and amortisation (Economic Type Framework Classification code 123).

Data Element Concept attributes

Definition:	The accounting process by which the cost of assets are written off over time. Depreciation and amortisation charges are allocations of the cost of assets over their useful life.
Context:	To enable analysis of welfare expenditure at the national level.
	There is a considerable interest in expenditure data at the national level from many different potential users.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Recurrent expenditure

Collection and usage attributes

Guide for use:	For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.
Comments:	When fees charged for goods and services are offset against recurrent expenditure, the result equates to final consumption expenditure in the ABS national accounts framework.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	Depreciation usually relates to non-current tangible assets which are written off because they wear out or become obsolete and includes the calculation of depreciation of stock. Depreciation is usually calculated as per the Australian Accounting Standards at the 1/50th rate.
	Amortisation usually relates to consumption of non-produced assets.
	For the Commonwealth–State Housing Agreement National Financial Reporting Framework the following direct expenses are included:
	• Depreciation and amortisation
Collection methods:	Measurement on an accrual accounting basis is preferred to measurement on a cash accounting basis.
	Expenditure is usually measured for an accounting period, typically a financial year (1 July to 30 June the following year).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references:	Supersedes Housing assistance agency—recurrent expenditure (depreciation and amortisation), total Australian currency N[N(9)] NHDAMG, Superseded 10/02/2006
	Is used in the formation of Housing assistance agency—recurrent expenditure, total Australian currency N[N(9)] NHDAMG, Standard 01/03/2005

Recurrent expenditure (employee expenses)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—recurrent expenditure (employee expenses), total Australian currency N[N(9)]
METeOR identifier:	270115
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	Total employee expenses (Economic Type Framework Classification code 121).

Data Element Concept attributes

Definition:	Employee expenses relate to compensation of employees and reflect those expenses accrued as a result of services provided by employees in the current period. They include wages and salaries, annual leave, long service leave and superannuation.
Context:	To enable analysis of welfare expenditure at the national level.
	There is a considerable interest in expenditure data at the national level from many different potential users.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Recurrent expenditure

Collection and usage attributes

Guide for use:	For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.
Comments:	When fees charged for goods and services are offset against recurrent expenditure, the result equates to final consumption expenditure in the ABS national accounts framework.
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	**Employee expenses include:** • funded superannuation expenses • unfunded superannuation expenses • wages, salaries and supplements (non-capitalised) • employee expenses provisions adjustments • other employee expenses including, accrued expenses for the period relating to accident compensation premiums, sick leave, annual leave, long service leave, retirement and redundancy For the Commonwealth–State Housing Agreement National Financial Reporting Framework the following direct expenses items are included: • Employee expenses
Collection methods:	Measurement on an accrual accounting basis is preferred to measurement on a cash accounting basis. Expenditure is usually measured for an accounting period, typically a financial year (1 July to 30 June the following year).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references:	Is used in the formation of Housing assistance agency—recurrent expenditure, total Australian currency N[N(9)] NHDAMG, Standard 01/03/2005

Recurrent expenditure (non-employee expenses)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—recurrent expenditure (), total Australian currency N[N(9)]
METeOR identifier:	304152
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total non-employee expenses (Economic Type Framework Classification code 122).

Data Element Concept attributes

Definition:	Operating expenses that are not related to the compensation of employees.
Context:	To enable analysis of welfare expenditure at the national level.
	There is a considerable interest in expenditure data at the national level from many different potential users.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Recurrent expenditure

Collection and usage attributes

Guide for use:	For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.
Comments:	When fees charged for goods and services are offset against recurrent expenditure, the result equates to final consumption expenditure in the ABS national accounts framework.
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]

Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:
Non-employee expenses include: provision for doubtful debs, bad debts written off (not previously provided), benefits to households in goods and services, production tax expenses and other non-employee expenses, e.g. purchase of goods and services by general government and public enterprises and from abroad, rentals for the use of buildings or the right to use copyrights, patents, trademarks, etc, supplies and services expenses, for example property management costs such as the amount payable to local government or equivalent authority for rates for housing rental properties.

Non-employee expenses exclude: depreciation and amortisation expenses (123), purchases which are charged to capital works (e.g. own-account construction) and interest and finance lease payments.

In the Commonwealth–State Housing Agreement National Financial Reporting Framework the following direct expenses items are included:

- Supplies and services

- Housing maintenance

Collection methods:
Measurement on an accrual accounting basis is preferred to measurement on a cash accounting basis.

Expenditure is usually measured for an accounting period, typically a financial year (1 July to 30 June the following year).

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references: Supersedes Housing assistance agency—recurrent expenditure (non-employee expenses), total Australian currency N[N(9)] NHDAMG, Superseded 10/02/2006

Is used in the formation of Housing assistance agency—recurrent expenditure, total Australian currency N[N(9)] NHDAMG, Standard 01/03/2005

Recurrent expenditure (operational costs)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—recurrent expenditure (operational costs), total Australian currency N[N(9)]
METeOR identifier:	270228
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	Total operational costs.

Data Element Concept attributes

Definition:	The cost of maintaining the operation of Commonwealth–State Housing Agreement stock including expenses that the organisation incurs as part of undertaking its activities.
Context:	This metadata item is included in the calculation of the average costs of providing rental housing assistance (excluding capital) per dwelling-direct costs.
Object Class:	Housing assistance agency
Property:	Recurrent expenditure

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	**Operational costs include:**
	Repairs and maintenance: Costs incurred which restore an asset to its original condition. This includes
	• day-to-day maintenance, reflecting general wear and tear;
	• cyclical maintenance, which is maintenance performed as part of a planned maintenance program; and
	• other maintenance e.g. repairs due to vandalism (Coopers and Lybrand 1995).
	Rates: e.g. water, shire.
	Cost of disposals: Such as cost of removal of stock from public housing, including costs incurred in the sale of stock to private agencies or persons, such as agent and legal fees; removal of stock to an alternative program; and/or demolition costs in order to sell the land.
	Market rent paid: Such as from headleasing properties.

Interest expense: e.g. interest on loans.

Collection methods: Operational costs are typically measured for a financial year (1 July to 30 June the following year).

This metadata item is used to calculate Direct cost per unit (P8) in the CSHA Performance Indicator Framework.

For community housing administration costs can be to the administrator (i.e. state or territory body responsible for administering CSHA community housing programs) and the community housing provider.

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: See also Housing assistance agency—recurrent expenditure (administration costs), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006

Supersedes Operational costs, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Recurrent expenditure (property expense)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—recurrent expenditure (property expense), total Australian currency N[N(9)]
METeOR identifier:	304180
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total property expense (Economic Type Framework Classification code 126).

Data Element Concept attributes

Definition:	Requited current transfers involving payment for the use of property rights.
Context:	To enable analysis of welfare expenditure at the national level.
	There is a considerable interest in expenditure data at the national level from many different potential users.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Recurrent expenditure

Collection and usage attributes

Guide for use:	For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.
Comments:	When fees charged for goods and services are offset against recurrent expenditure, the result equates to final consumption expenditure in the ABS national accounts framework.
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]

Maximum character length:	10	
Unit of measure:	Australian currency (AU$)	
Unit of measure precision:	0	

Data Element attributes

Collection and usage attributes

Guide for use:	**Property expenses include:** interest, income transfers, land rent, royalties and dividends and cyclical or planned repairs and maintenance, for example scheduled painting.
Collection methods:	Measurement on an accrual accounting basis is preferred to measurement on a cash accounting basis.
	Expenditure is usually measured for an accounting period, typically a financial year (1 July to 30 June the following year).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references:	Supersedes Housing assistance agency—recurrent expenditure (property expense), total Australian currency N[N(9)] NHDAMG, Superseded 10/02/2006
	Is used in the formation of Housing assistance agency—recurrent expenditure, total Australian currency N[N(9)] NHDAMG, Standard 01/03/2005

Recurrent expenditure (repairs and maintenance costs)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—recurrent expenditure (repairs and maintenance costs), total Australian currency N[N(9)]
METeOR identifier:	305369
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total repairs and maintenance costs.

Data Element Concept attributes

Definition:	Costs incurred to maintain the value of the asset or to restore the asset to its original condition.
Context:	Included in the calculation of the average costs of providing rental housing assistance (excluding capital).
Object Class:	Housing assistance agency
Property:	Recurrent expenditure

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	**Repairs and maintenance costs include:** costs incurred which restore an asset to its original condition e.g.:

1. day-to-day maintenance, reflecting general wear and tear;
2. cyclical maintenance, which is maintenance performed as part of a planned maintenance program; and
3. other maintenance e.g. repairs due to vandalism (Coopers and Lybrand 1995).

This metadata item is used to calculate Direct cost per unit (P8) in the Commonwealth–State Housing Agreement Performance Indicator Framework.

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references: See also Housing assistance agency—recurrent expenditure (operational costs), total Australian currency N[N(9)] NHDAMG, Standard 01/03/2005

Supersedes Housing assistance agency—recurrent expenditure (repairs and maintenance costs) (financial year), total Australian currency N[N(9)] NHDAMG, Superseded 10/02/2006

Recurrent expenditure (total)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—recurrent expenditure, total Australian currency N[N(9)]
METeOR identifier:	270465
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	Total expenses (Economic Type Framework Classification code 12).

Data Element Concept attributes

Definition:	Total recurrent expenditure.
Context:	To enable analysis of welfare expenditure at the national level.
	There is a considerable interest in expenditure data at the national level from many different potential users.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) *Australian System of Government Finance Statistics* (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Recurrent expenditure

Collection and usage attributes

Guide for use:	For more explanation of and details on expenditure types, see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.
Comments:	When fees charged for goods and services are offset against recurrent expenditure, the result equates to final consumption expenditure in the ABS national accounts framework.
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10

Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Collection methods:	Measurement on an accrual accounting basis is preferred to measurement on a cash accounting basis.
	Expenditure is usually measured for an accounting period, typically a financial year (1 July to 30 June the following year).

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references:	Is formed using Housing assistance agency—recurrent expenditure (property expense), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006
	Is formed using Housing assistance agency—recurrent expenditure (capital transfer expenses), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006
	Is formed using Housing assistance agency—recurrent expenditure (current transfer payments), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006
	Is formed using Housing assistance agency—recurrent expenditure (depreciation and amortisation), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006
	Is formed using Housing assistance agency—recurrent expenditure (non-employee expenses), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006
	Is formed using Housing assistance agency—recurrent expenditure (employee expenses), total Australian currency N[N(9)] NHDAMG, Standard 01/03/2005

Reference person

Metadata item type:	Data Element
METeOR name:	Person—reference person status (household), code N
METeOR identifier:	302965
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	A code that represents whether a person is a reference person for a household.

Data Element Concept attributes

Definition:	Whether a person is a reference person for a household.
Context:	The ability to determine relationships between a reference person and others in the household is required to calculate the suitability of a dwelling to house all the tenants.
Object Class:	Person
Property:	Reference person status

Collection methods and usage attributes

Guide for use::	Reference person is the first person listed on the housing assistance application/tenancy form or the mortgage papers.

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Yes
	2	No
Supplementary codes:	9 Not stated/inadequately described	

Collection and usage attributes

Guide for use:	**Code 1. Yes:** Record if a person is a reference person for a household. **Code 2. No:** Record if a person is not a reference person for a household.
Collection methods:	Usually referred to as *Person 1, Main tenant* or *Tenant 1* on application or tenancy forms. Can also be referred to as the *Principal tenant*, *Household head* or where the dwelling is being purchased, referred to as the *Mortgagee*. Also includes single adults and lone parents. Person must be aged 16 or over. All other persons should be coded to 2.

Data Element attributes

Collection and usage attributes

Comments: This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: Supersedes Person—reference person status (household), code N NHDAMG, Superseded 10/02/2006

Relationship to reference person

Metadata item type:	Data Element
METeOR name:	Person—relationship to reference person (household) (housing assistance), code N
METeOR identifier:	270248
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	The familial and non-familial relationship of each person in a given household to the reference person in that same household.
Context:	The ability to determine relationships between persons residing within the same household is essential in a wide range of statistics on household composition, family type and income unit. It is essential for calculating many of the Commonwealth–State Housing Agreement (CSHA) performance indicators, such as low income, and affordability. It may also be useful in determining possible levels of need and support available for clients.
Object Class:	Person
Property:	Relationship to reference person

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	Reference person/tenant
2	Spouse/partner
3	Son/daughter aged less than 16 years
4	Son/daughter aged 16 years and over
5	Resident aged less than 16 years
6	Resident aged 16 years and over

Supplementary codes: 9 Not stated/inadequately described

Collection and usage attributes

Guide for use:	Only the usual residents of the household are included.
	Code 1. Reference person: May be referred to as *person 1, main tenant* or *tenant 1,principal tenant*, *household head* on application or tenancy forms, or where the dwelling is being purchased, referred to as the *mortgagee*. Person must be aged 16 or over.
	Code 2. Spouse/partner: Include defacto, wife, husband and partner of the reference person/tenant.
	Codes 3 and 4. Son/daughter: Include the son(s) or daughter(s) (or step son(s)/daughter(s)) of the reference person and/or spouse.

Codes 5 and 6. Resident: Include relatives other than son(s)/daughter(s) (step son(s)/daughter(s)), non-related carer, other non-related and non-family member(s).

Data Element attributes

Collection and usage attributes

Collection methods:	Collecting this data is quite complex, due to inter-relationships that may exist in a household. Refer to *ABS: Directory of concepts and standards for social, labour and demographic statistics, 1995* for standard questions and approach to collecting data on this metadata item.
	This metadata item is used to derive *tenancy composition* (see Glossary) for public rental housing and state owned and managed Indigenous housing.
Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics. Standards for statistics on the Family (Cat. No. 1286.0).
	Australian Bureau of Statistics 1995. Directory of concepts and standards for social, labour and demographic statistics.
	Australian Bureau of Statistics 1996. Census Dictionary (Cat. no. 2901.0).
	CSHA Public housing and state/territory owned and managed Indigenous housing NMDS User Guide 2001-02

Relational attributes

Related metadata references:	See also Person—reference person status (household), code N NHDAMG, Standard 10/02/2006
	Supersedes Relationship to reference person, version 2, DE, NHADD, NHDAMG, Superseded 01/03/2005

Relationship within income unit

Metadata item type:	Data Element
METeOR name:	Person (income unit member)—relationship to reference person (income unit), code N
METeOR identifier:	301840
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The relationship of a member of an income unit to the reference person in that same income unit. Income units are restricted to relationships of marriage (registered or de facto) and of parent/*dependant* (see Glossary) who usually reside in the same household.
Context:	The ability to determine relationships between persons residing within the same household is essential in a wide range of statistics on household composition, family type and income unit. It is essential for calculating many of the Commonwealth–State Housing Agreement (CSHA) performance indicators, such as low income, and affordability. It may also be useful in determining possible levels of need and support available for clients.
Object Class:	Person
Property:	Relationship to reference person

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	Income unit reference person/tenant
2	Spouse/partner
3	Dependant aged less than 16 years
4	Dependant aged 16 years and over

Supplementary codes: 9 Not stated/inadequately described

Collection and usage attributes

Guide for use:	Income unit reference person is usually the main income recipient for the income unit. There can be more than one income unit per household, such as other family members, e.g. grandparents, aunt or uncle.

A dependant is defined as someone who lives in the primary care of parent(s), carer or guardian and:

- is studying full-time (ages 5 and over); and/or
- is not in receipt of a pension, payment or benefit (e.g. Youth Allowance) or a Prescribed Education Scheme payment (e.g. ABSTUDY); and/or

- has an annual income of no more than the amount specified by Centrelink for basic eligibility for Family Tax Benefit Part A.

Source and reference attributes

Origin: Department of Families and Community Services (2005). A guide to Australian Government payments-March to June 2005.

Data Element attributes

Collection and usage attributes

Comments: This metadata item is included in the following housing assistance data collections:

CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: See also Income unit—income unit type, code N{.N} NHDAMG, Standard 01/03/2005

Supersedes Person (income unit member)—relationship to reference person (income unit), code N NHDAMG, Superseded 10/02/2006

Rent charged

Metadata item type:	Data Element
METeOR name:	Household—rent charged (weekly), total Australian currency N[NNNNN].NN
METeOR identifier:	302600
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The amount of rent charged to a household.
Context:	This metadata item is necessary in calculating measures of affordability.
Object Class:	Household
Property:	Rent charged

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[NNNNN].NN
Maximum character length:	8
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	2

Collection and usage attributes

Guide for use:	Always include the cent value, using .00 where there are only dollar values.

Data Element attributes

Collection and usage attributes

Guide for use:	The rent charged is the amount of money the household is required to pay. It may differ from market rent and may not have been received.
Collection methods:	As the rent charged to a household may change over time, this metadata item should be linked to the date rent is due.
	Rent charged to a household is typically recorded on a weekly basis. For the Commonwealth–State Housing Agreement (CSHA) national data collections, it is recorded as rent charged for the week of 30 June.
Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: Is formed using Household—rebated rent status, code N NHDAMG, Standard 01/03/2005

See also Household—rent charged date, DDMMYYYY NHDAMG, Standard 10/02/2006

Supersedes Household (tenant)—rent charged (weekly), total Australian currency N[NNNNN].NN NHDAMG, Superseded 10/02/2006

Supersedes Rent charged to tenant, version 2, DE, NHADD, NHDAMG, Superseded 01/03/2005

Rent deduction flag

Metadata item type:	Data Element
METeOR name:	Centrelink income unit—rent deduction flag, code A
METeOR identifier:	270254
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	Indicates that the person or a partner is paying rent to a housing assistance agency via automatic deduction by Centrelink (Centrepay).
Object Class:	Centrelink income unit
Property:	Rent deduction flag

Value domain attributes

Representation class:	Code
Data type:	String
Format:	A
Maximum character length:	1

Permissible values:	Value	Meaning
	Y	A current instruction for automatic deduction exists

Collection and usage attributes

Guide for use:	A blank field indicates that the customer does not pay rent by automatic deduction.

Data Element attributes

Collection and usage attributes

Comments:	This metadata item is included in the following housing assistance data collections:
	Census of Income Support Customers

Source and reference attributes

Submitting organisation:	Department of Families, Community Services and Indigenous Affairs
Origin:	FaCS 2003. Unpublished. Draft performance indicators for Commonwealth Rent Assistance

Relational attributes

Related metadata references:	Supersedes Rent deduction flag, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Rent paid

Metadata item type:	Data Element
METeOR name:	Household—rent paid (weekly), total Australian currency N[NNNNN].NN
METeOR identifier:	302612
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The actual amount of rent paid by a household.
Object Class:	Household
Property:	Rent paid

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[NNNNN].NN
Maximum character length:	8
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	2

Collection and usage attributes

Guide for use:	Always include the cent value, using .00 where there are only dollar values.

Data Element attributes

Collection and usage attributes

Collection methods:	Households may make multiple payments to cover one rent period or may pay multiple rent periods in one payment. However, rents are typically recorded on a weekly basis.
	In order to accurately measure rent arrears, this metadata item should be linked to the Household—rent paid date, DDMMYYYY metadata item.
Comments:	In the *Census of Income Support Customers* including Commonwealth Rent Assistance (CRA) this metadata item is referred to as *Weekly rent payment*.
	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references: See also Household—rent paid date, DDMMYYYY NHDAMG, Standard 10/02/2006

Supersedes Rent paid by tenant, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Revenue (capital)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—revenue (capital), total Australian currency N[N(9)]
METeOR identifier:	304143
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total capital revenue received for the financial year (Economic Type Framework Classification code 115).

Data Element Concept attributes

Definition:	Income from unrequited transfers for capital purposes and assets acquired without cost.
Context:	To enable analysis of welfare revenue at the national level.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) Australian System of Government Finance Statistics (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Revenue

Collection and usage attributes

Guide for use:	For more details see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use: **Capital revenue includes:** revenue from capital grants and assets acquired below fair value, income from Australian or state or territory governments, for example Commonwealth grants for general or base funding and program funding such as Commonwealth–State Housing Agreement (CSHA) Indigenous Housing Program.

For the CSHA National Financial Reporting Framework the following direct revenue items are included:

- Commonwealth Government income

- State and Territory Government income

- Resources received at below fair value

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Revenue (other current revenue)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—revenue (other current revenue), total Australian currency N[N(9)]
METeOR identifier:	304094
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total other current revenue received for the financial year (Economic Type Framework Classification code 114).

Data Element Concept attributes

Definition:	Current revenue other than from taxes, sales of goods and services, and property income.
Context:	To enable analysis of welfare revenue at the national level.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) Australian System of Government Finance Statistics (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Revenue

Collection and usage attributes

Guide for use:	For more details see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:

Other current revenue includes:

- revenue from current grants and subsidies

- gains/losses on non-financial assets

- gains/losses on financial assets (securities marked-to-market and derivatives)

- gains/losses on other financial assets

- fines

For the Commonwealth–State Housing Agreement (CSHA) National Financial Reporting Framework the following direct revenue items are included:

- Other direct revenue

For the CSHA National Financial Reporting Framework the following indirect revenue items are included:

- Grants and other contributions

- Trading profit

- Proceeds from disposal of assets

- Gains on investments/financial assets

- Other indirect revenue

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Revenue (property income)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—revenue (property income), total Australian currency N[N(9)]
METeOR identifier:	304081
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total revenue from property income received for the financial year (Economic Type Framework Classification code 113).

Data Element Concept attributes

Definition:	Income accrued from the ownership of financial assets or tangible non-produced assets such as land and sub-soil assets.
Context:	To enable analysis of welfare revenue at the national level.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) Australian System of Government Finance Statistics (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Revenue

Collection and usage attributes

Guide for use:	For more details see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use: Property incomes accrue when the owners of such assets put them at the disposal of other entities.

Property income on financial assets is in the form of interest, dividends, etc. Property income on land and sub-soil assets is in the form of rent.

Property income includes: interest and dividend income, land rent income and royalty income, net rental revenue, for example the income from rent paid by tenants in the public rental housing program.

For the Commonwealth–State Housing Agreement National Financial Reporting Framework the following direct revenue items are included:

- Net rental revenue

- Interest income

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Revenue (sales of goods and services)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—revenue (sales of goods and services), total Australian currency N[N(9)]
METeOR identifier:	304003
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total revenue received from the sales of goods and services for the financial year (Economic Type Framework Classification code 112).

Data Element Concept attributes

Definition:	Revenue from the direct provision of goods and services by general government and public enterprises.
Context:	To enable analysis of welfare revenue at the national level.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) Australian System of Government Finance Statistics (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Revenue

Collection and usage attributes

Guide for use:	For more details see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use: **Sales of goods and services includes:** fees and charges for services rendered and sales of goods and services by general government and public enterprises. Includes fees from regulatory services; revenue of general government enterprises for work done acting as an agent for other government and private enterprises; rental income under operating leases, proceeds from the sale of rental properties and plant equipment.

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Revenue (taxation)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—revenue (taxation), total Australian currency N[N(9)]
METeOR identifier:	303848
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	Total taxation revenue received for the financial year (Economic Type Framework Classification code 111).

Data Element Concept attributes

Definition:	A tax is a compulsory levy imposed by government, mainly designed to raise revenue. There is usually no clear and direct link between payment of taxes and the provision of goods and services. Taxes are levied on incomes, wealth, production, sale and use of goods and services, and the performance of activities.
Context:	To enable analysis of welfare revenue at the national level.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) Australian System of Government Finance Statistics (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Revenue

Collection and usage attributes

Guide for use:	For more details see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10

Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use: The amount of tax revenue accruing in a period is the amount generated when the underlying transactions or events which give rise to the government's right to collect the taxes occur in that period.

Taxation revenue includes:

- taxes on income, profits and capital gains

- taxes on products e.g. general taxes on provision of goods and services, excises, taxes on international trade and taxes on gambling and insurance

- taxes on production e.g. payroll taxes and other employer's labour force taxes, registration taxes on vehicles used by producers, road transport and maintenance taxes and franchise taxes

- other current taxes, including vehicle registration fees and taxes and stamp duty on vehicle registration by persons or households

- capital taxes, e.g. betterment levies, estate duties, probate and succession and gift duties.

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Revenue (total)

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—revenue, total Australian currency N[N(9)]
METeOR identifier:	305354
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	Total revenue.
Context:	To enable analysis of welfare revenue at the national level.
	This metadata item is based on relevant sections of the Economic Type Framework Classification (ETF) within the Australian Bureau of Statistics (ABS) Australian System of Government Finance Statistics (GFS). The GFS summarises the broad reporting requirements of government bodies for Public Sector Accounts. As part of these reporting requirements, governments need to obtain certain information from funded organisations. This metadata item is presented in the interests of facilitating reporting.
	The ETF is based on established accounting principles and specifies an operating statement, cash flow statement, reconciliation statement, supplementary statement, intra-unit transfers other than revaluations and accrued transactions, revaluations and other changes in the volume of assets and, a balance sheet.
Object Class:	Housing assistance agency
Property:	Revenue

Collection and usage attributes

Guide for use:	For more details see the Detailed Economic Type Framework Classification in Australian System of Government Finance Statistics: Concepts, Sources and Methods, 2005.

Source and reference attributes

Origin:	Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: Australian Bureau of Statistics 2005. Australian System of Government Finance Statistics: Concept, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references: Is formed using Housing assistance agency—revenue (taxation), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006

Is formed using Housing assistance agency—revenue (sales of goods and services), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006

Is formed using Housing assistance agency—revenue (property income), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006

Is formed using Housing assistance agency—revenue (capital), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006

Is formed using Housing assistance agency—revenue (other current revenue), total Australian currency N[N(9)] NHDAMG, Standard 10/02/2006

Sex

Metadata item type:	Data Element
METeOR name:	Person—sex, code N
METeOR identifier:	287316
Registration status:	NHIG, Standard 04/05/2005 NCSIMG, Standardisation pending 24/02/2005 NHDAMG, Standard 10/02/2006
Definition:	The biological distinction between male and female, as represented by a code.

Data Element Concept attributes

Definition:	Sex is the biological distinction between male and female. Where there is an inconsistency between anatomical and chromosomal characteristics, sex is based on anatomical characteristics.
Context:	Sex is a core metadata item in a wide range of social, labour and demographic statistics.
Object Class:	Person
Property:	Sex

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Male
	2	Female
	3	Intersex or indeterminate
Supplementary codes:	9 Not stated/inadequately described	

Collection and usage attributes

Guide for use:	Diagnosis and procedure codes should be checked against the national ICD-10-AM sex edits, unless the person is undergoing, or has undergone a sex change as detailed in Collection methods or has a genetic condition resulting in a conflict between sex and ICD-10-AM code.
	Code 3. Intersex or indeterminate: refers to a person, who because of a genetic condition, was born with reproductive organs or sex chromosomes that are not exclusively male or female or whose sex has not yet been determined for whatever reason.
	Intersex or indeterminate, should be confirmed if reported for people aged 90 days or greater.
Comments:	The definition for Intersex in Guide for use is sourced from the ACT Legislation (Gay, Lesbian and Transgender) Amendment Act 2003.

Source and reference attributes

Origin: Australian Capital Territory 2003. Legislation (Gay, Lesbian and Transgender) Amendment Act 2003

Reference documents: Legislation (Gay, Lesbian and Transgender) Amendment Act 2003. See http://www.legislation.act.gov.au/a/2003-14/20030328-4969/pdf/2003-14.pdf.

Data Element attributes

Collection and usage attributes

Collection methods: Operationally, sex is the distinction between male and female, as reported by a person or as determined by an interviewer.

When collecting data on sex by personal interview, asking the sex of the respondent is usually unnecessary and may be inappropriate, or even offensive. It is usually a simple matter to infer the sex of the respondent through observation, or from other cues such as the relationship of the person(s) accompanying the respondent, or first name. The interviewer may ask whether persons not present at the interview are male or female.

A person's sex may change during their lifetime as a result of procedures known alternatively as Sex change, Gender reassignment, Transsexual surgery, Transgender reassignment or Sexual reassignment. Throughout this process, which may be over a considerable period of time, Sex could be recorded as either Male or Female.

In data collections that use the ICD-10-AM classification, where sex change is the reason for admission, diagnoses should include the appropriate ICD-10-AM code(s) that clearly identify that the person is undergoing such a process. This code(s) would also be applicable after the person has completed such a process, if they have a procedure involving an organ(s) specific to their previous sex (e.g. where the patient has prostate or ovarian cancer).

Code 3 Intersex or indeterminate:

- is normally used for babies for whom sex has not been determined for whatever reason;

- should not generally be used on data collection forms completed by the respondent; and

- should only be used if the person or respondent volunteers that the person is intersex or where it otherwise becomes clear during the collection process that the individual is neither male nor female.

Code 9 Not stated/inadequately described:

- is not to be used on primary collection forms. It is primarily for use in administrative collections when transferring data from data sets where the item has not been collected.

| *Comments:* | This metadata item is included in the following housing assistance data collections: |
| | CSHA public rental housing
CSHA state owned and managed Indigenous housing |

Source and reference attributes

Origin:	Australian Institute of Health and Welfare (AIHW) National Mortality Database 1997/98 AIHW 2001 National Diabetes Register, Statistical Profile, December 2000 (Diabetes Series No. 2.)
Reference documents:	Australian Bureau of Statistics
	AS4846 Health Care Provider Identification, 2004, Sydney: Standards Australia
	AS5017 Health Care Client Identification, 2002, Sydney: Standards Australia
	In AS4846 and AS5017 alternative codes are presented. Refer to the current standard for more details.

Relational attributes

| *Related metadata references:* | Supersedes Person—sex (housing assistance), code N NHDAMG, Superseded 10/02/2006 |

Support service type

Metadata item type:	Data Element
METeOR name:	Community housing provider—support service type, code N[N(7)]
METeOR identifier:	292306
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The area(s) of assistance, other than housing assistance, that a housing provider is able to offer to a household or tenant.
Context:	Anecdotal evidence suggests community housing providers provide a range of support services to tenants and this is a distinguishing feature of the sector. The collection of this information assists with establishing a profile of community housing providers and demonstrating the diversity and flexibility of the sector in meeting the needs of tenants.
Object Class:	Community housing provider
Property:	Support service type

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N[N(7)]	
Maximum character length:	2	
Permissible values:	**Value**	**Meaning**
	1	Daily living support
	2	Personal support
	3	Community living support
	4	Support for children, families and carers
	5	Training, vocational rehabilitation and employment
	6	Financial and material assistance
	7	Information, advice and referral
	8	Other
	9	None
Supplementary codes:	99 Not stated/inadequately described	

Source and reference attributes

Reference documents:	National Classification of Community Services Version 2.0, 2003

Data Element attributes

Collection and usage attributes

Guide for use:	Include those areas for which a housing provider did not directly provide the assistance, but ensured the links to appropriate support

services were established and maintained.

Code 1. Daily living support: Covers assistance that provides support for personal or social functioning in daily life. The purpose of the assistance is generally to enable recipients to live and function in their own hoes or normal places of residence (where this is an independent living setting). Such support includes assistance with personal tasks, e.g. showering, dressing and grooming, and domestic tasks, e.g. washing, cooking, cleaning, , shopping, gardening, and companionship.

Code 2. Personal support: Covers assistance that provides support for successful functioning as an individual or as a family member, e.g. individual advocacy, needs assessment and management, counselling.

Code 3. Community living support: Covers assistance that provides support or develops the capacity for independent living and/or social interaction within the community through the provision of opportunities for learning, developing and maintaining personal and social surviving skills. Includes living skills development, community transport, social and personal development, recreation/leisure.

Code 4. Support for children, families and carers: Covers the provision of care, educational, developmental and recreational activities for children usually between the ages of 0 and 12 years by paid workers. Includes carer support which refers to assistance received by a carer from a substitute carer who provides supervision and assistance to their care recipient in their absence. Includes child care, respite care, parenting skills.

Code 5. Training, vocational rehabilitation and employment: Covers assistance to support people who are disadvantaged in the labour market by providing training, job search skills, help in finding work, placement and support in open employment or, where appropriate, supported employment. Excludes health rehabilitative activities aimed at improvement in functional capacity.

Code 6. Financial and material assistance: Covers assistance that is designed to enhance personal functioning and to facilitate access to community services through the provision of emergency, or immediate, financial assistance and material goods. Includes financial relief, household goods, clothing and furniture, food. Excludes income support provided by Centrelink, such as pensions and benefits, and concessions through the taxation system.

Code 7. Information, advice and referral: Covers assistance that provides information, advice and referral to support personal or social functioning and/or to facilitate access to and use of community services and resources. Includes provision of housing/tenancy, consumer and legal, financial, general service availability information, advice and referral.

Code 8. Other: Covers any other areas of assistance able to be offered to a household or tenant.

Code 9. None: No assistance, other than housing assistance, provided.

Collection methods: More than one support service type can be recorded.

| *Comments:* | This metadata item is included in the following housing assistance data collections: |
| | CSHA mainstream community housing |

Source and reference attributes

| *Submitting organisation:* | National Housing Data Development Committee |
| *Reference documents:* | National Classification of Community Services Version 2.0, 2003 |

Tenancy agreement

Metadata item type:	Data Element
METeOR name:	Dwelling—number of tenancy agreements, total N[N]
METeOR identifier:	270388
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	A formal written agreement between a household (a person or group of people) and a housing provider specifying details of a tenancy for a particular dwelling.
Object Class:	Dwelling
Property:	Number of tenancy agreements

Value domain attributes

Representation class:	Total
Data type:	Number
Format:	N[N]
Maximum character length:	2
Unit of measure:	Tenancy agreement
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	For the Commonwealth–State Housing Agreement (CSHA) national data collections, the number of tenancy agreements is a practical proxy for counting the number of households receiving housing assistance.
Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee

Relational attributes

Related metadata references:	See also Dwelling—number of tenancy/rental units, total N[N] NHDAMG, Standard 10/02/2006
	Supersedes Tenancy agreement, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Tenancy (rental) unit

Metadata item type:	Data Element
METeOR name:	Dwelling—number of tenancy/rental units, total N[N]
METeOR identifier:	270389
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	The unit of accommodation (dwelling or part of a dwelling) to which a rental agreement can be made.
Context:	A tenancy unit is a way of counting the maximum number of distinct rentable units that a dwelling structure can contain. A dwelling structure can be a house, townhouse, duplex, townhouse, flat or *boarding/rooming house* (see Glossary).
	In the majority of cases there will be only one rental tenancy unit within a dwelling structure, but in a small number of cases (for example boarding houses, special group homes, semi-institutional dwellings) there may be more than one tenancy unit.
Object Class:	Dwelling
Property:	Number of tenancy/rental units

Value domain attributes

Representation class:	Total
Data type:	Number
Format:	N[N]
Maximum character length:	2
Unit of measure:	Tenancy/rental unit
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	In the Commonwealth–State Housing Agreement (CSHA) community housing data collection tenancy (rental) units are used as one of the main counting units.
	Whilst dwellings are used as the main counting unit in the CSHA public housing and state owned and managed Indigenous housing data collections, the number of tenancy (rental) units is used as a proxy for counting the number of dwellings.
Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing CSHA public rental housing CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: See also Dwelling—number of tenancy agreements, total N[N] NHDAMG, Standard 01/03/2005

See also Dwelling—structure type, code N[N] NHDAMG, Standard 01/03/2005

Supersedes Tenancy (rental) unit, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Tenure type

Metadata item type:	Data Element
METeOR name:	Household—tenure type, code N{.N}
METeOR identifier:	303356
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	The nature of a person or social group's legal right to occupy a dwelling.
Context:	Tenure type is important for planning housing assistance and is used in national data collections as a key housing variable.
	Linking human service outcomes with people's housing situations has been identified as an important step in providing better targeted services. The tenure type of peoples living situations plays an important role in their health and welfare outcomes.
Object Class:	Household
Property:	Tenure type
Origin:	Australian Bureau of Statistics 1996. Census Dictionary (Cat. no. 2901.0). Reference through: http://www.abs.gov.au.

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N{.N}
Maximum character length:	2

Permissible values:

Value	Meaning
1	Owner
1.1	Fully owned
1.2	Being purchased/with mortgage
2	Renter
2.1	Private housing
2.2	Public housing
2.3	Community housing
3	Rent free
4	Life tenure scheme
5	Shared equity or rent/buy scheme
6	None/homeless
7	Other

Supplementary codes:	9 Not stated/inadequately described

Collection and usage attributes

Guide for use:	The Tenure type of persons in caravans and manufactured homes is determined according to the tenure of the dwelling structure and

not the land. Thus, a person who owns a caravan and rents a site in a caravan park is regarded as an owner.

Code 1.1. Owner - fully owned: Applies to persons who are not making any payments on mortgages or loans secured against the dwelling. (Thus persons who have repaid a loan but technically not discharged the associated mortgage are included in this category).

Code 1.2. Owner - being purchased/with mortgage: Applies to persons who are repaying a mortgage or loans secured against the dwelling, regardless of the purpose of the mortgage or secured loan.

Code 2. Renter: Money is exchanged with another person/organisation in return for accommodation. Included in this category are: Boarder, a person who is provided with meals and lodging; and Lodger, a person who is provided with lodging (a room or rooms) in return for money.

Code 2.1. Private renter: Applies to persons who pay rent in exchange for accommodation from private sources.

Code 2.2. Public renter: Applies to persons who are receiving assistance under the public rental housing programs offered by state and territory housing authorities and are paying rent to the relevant government housing authority.

Code 2.3. Community renter: Applies to persons who are receiving assistance under a community housing program offered by not-for-profit community agencies which may or may not be funded by state and territory housing authorities.

Code 3. Rent free: If no money is exchanged for accommodation and the person is not an owner of the dwelling.

Code 4. Life tenure scheme: The person(s) has/have a contract to live in the dwelling for the term of his/her life but without the full rights of ownership and usually has/have limited or no equity in the dwelling. This is a common arrangement in retirement villages.

Code 5. Shared equity or rent/buy scheme: The household is both purchasing some equity in the dwelling, and paying rent for the remainder.

Code 6. None/homeless: No tenure.

Code 7. Other: The tenure does not fit any of the above categories. For example: house-sitting, payment in kind, for a specific service.

Data Element attributes

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	Australian Bureau of Statistics 1996. Census Dictionary (Cat. no. 2901.0). Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references:	Supersedes Household—tenure type, code N{.N} NHDAMG, Superseded 10/02/2006

Total rent charged

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—total rent charged (financial year), total Australian currency N[N(9)]
METeOR identifier:	270342
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	The total amount of rent charged by a housing assistance agency to all households for the financial year.

Data Element Concept attributes

Definition:	The total amount of rent charged to all households.
Context:	This metadata item is necessary to examine rent arrears and housing assistance agency income.
Object Class:	Housing assistance agency
Property:	Total rent charged

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	The rent charged is the amount of money households are required to pay. Rent charged may or may not be equivalent to the market rent and may not have been received.
	Rent charged to individual households is defined at Household—rent charged (weekly), total Australian currency N[NNNNN].NN.
Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA mainstream community housing
	CSHA public rental housing
	CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	CSHA Public rental housing data manual 2001-02

Relational attributes

Related metadata references:	See also Household—rent charged (weekly), total Australian currency N[NNNNN].NN NHDAMG, Standard 10/02/2006
	Supersedes Total rent charged, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Total rent collected

Metadata item type:	Data Element
METeOR name:	Housing assistance agency—total rent collected (financial year), total Australian currency N[N(9)]
METeOR identifier:	270347
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	The total amount of rent paid to a housing assistance agency by all households for the financial year.

Data Element Concept attributes

Definition:	The total amount of rent paid by all households.
Context:	This metadata item is necessary to examine rent arrears and housing assistance agency income.
Object Class:	Housing assistance agency
Property:	Total rent collected

Value domain attributes

Representation class:	Total
Data type:	Currency
Format:	N[N(9)]
Maximum character length:	10
Unit of measure:	Australian currency (AU$)
Unit of measure precision:	0

Data Element attributes

Collection and usage attributes

Guide for use:	Include:

- Rent arrears collected in the year ending 30 June for the current and previous years; and
- Prepaid rent collected in the year ending 30 June for the current and subsequent years.

Exclude:

- Arrears still outstanding at the end of the period.

Rent paid by individual households is defined as Rent paid.

Comments:	This metadata item is included in the following housing assistance data collections:

CSHA mainstream community housing
CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	CSHA Public rental housing data manual 2001-02

Relational attributes

<div style="margin-left:2em">

Related metadata references: See also Household—rent paid (weekly), total Australian currency
N[NNNNN].NN NHDAMG, Standard 10/02/2006

Supersedes Total rent collected, version 1, DE, NHADD, NHDAMG,
Superseded 01/03/2005

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Transfer status

Metadata item type:	Data Element
METeOR name:	Household—transfer status (financial year), code N
METeOR identifier:	301987
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	A code that represents whether the applicant/household has relocated from one dwelling to another dwelling within the same housing program during the financial year.

Data Element Concept attributes

Definition:	Whether an applicant/household has relocated from one dwelling to another dwelling within the same housing program.
Context:	Transfers may be the result of a need for more appropriate housing or due to a change in the personal circumstances of the applicant/household that necessitates a change in the assistance received (e.g. the need for a modified dwelling due to an illness or disability).
Object Class:	Household
Property:	Transfer status

Value domain attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	**Value**	**Meaning**
	1	Yes
	2	No
Supplementary codes:	9 Not stated/inadequately described	

Data Element attributes

Collection and usage attributes

Guide for use:	**Code 1. Yes:** Record if the applicant/household relocated from one dwelling to another dwelling within the same housing program.
	Code 2. No: Record if the applicant/household has not relocated from one dwelling to another dwelling within the same housing program.
	In the Commonwealth–State Housing Agreement (CSHA) community housing data collection transfers refer to households that move between dwellings managed by the same provider.
Collection methods:	Include households that wish to transfer to another dwelling for reasons other than applying for assistance different from what they currently receive.

Comments:	This metadata item is included in the following housing assistance data collections:
	CSHA public rental housing
	CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Relational attributes

Related metadata references: Supersedes Transfer status, version 1, DE, NHADD, NHDAMG, Superseded 01/03/2005

Waitlist applicant

Metadata item type:	Object Class
METeOR name:	Waitlist applicant
METeOR identifier:	302632
Registration status:	NHDAMG, Standard 10/02/2006
Definition:	A household who has applied for rental housing assistance and has been deemed eligible but has not received the assistance applied for.

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	CSHA Public rental housing data manual 2001-02

Relational attributes

Related metadata references:	Supersedes Waitlist applicant household NHDAMG, Superseded 10/02/2006

Waitlist applicant type

Metadata item type:	Data Element
METeOR name:	Waitlist applicant—applicant type, code N
METeOR identifier:	270331
Registration status:	NHDAMG, Standard 01/03/2005

Data Element Concept attributes

Definition:	The type of circumstances in which an applicant household is seeking assistance for rental housing.
Context:	Used to report on the total number of applicant households on the tenant manager/housing assistance agency's waiting list by type.
Object Class:	Waitlist applicant
Property:	Applicant type

Value domain attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	New applicant/household
2	Transfer applicant/household
3	Other

Supplementary codes: 9 Not stated/inadequately described

Data Element attributes

Collection and usage attributes

Guide for use: The waiting list population refers to applicants who are still:

- residing in the state of application;
- eligible for assistance; and
- wishing to pursue their application.

Potential applicants still awaiting eligibility assessment are excluded.

Collection methods: Households that were waitlist applicant type 'transfer applicant/household' and received public housing assistance for that financial year should be counted. This includes households that wish to transfer to another dwelling for reasons other than applying for assistance different from what they currently receive.

Include applicants who have been assisted by another program such as temporary or crisis accommodation while waiting for public housing assistance.

Mutual exchanges and same address transfers are excluded from the count of total number of applicant households on the waiting list.

In the Commonwealth–State Housing Agreement (CSHA) public
rental housing and state owned and managed Indigenous housing
data collections this metadata item is measured over a financial year.

Comments: This metadata item is included in the following housing assistance
data collections:

CSHA public rental housing
CSHA state owned and managed Indigenous housing

Source and reference attributes

Submitting organisation: National Housing Data Development Committee

Origin: CSHA Public rental housing data manual 2001-02

Relational attributes

Related metadata references: Supersedes Waitlist applicant type, version 2, DE, NHADD,
NHDAMG, Superseded 01/03/2005

Waitlist identifier

Metadata item type:	Data Element
METeOR name:	Waitlist applicant—waitlist applicant identifier, X[X(14)]
METeOR identifier:	302685
Registration status:	NHDAMG, Standard 10/02/2006

Data Element Concept attributes

Definition:	A unique identifier for an applicant household on the waitlist of a housing assistance agency.
Context:	Used to match waitlist data with assistance data to determine time on the waiting list prior to allocation.
Object Class:	Waitlist applicant
Property:	Waitlist applicant identifier

Value domain attributes

Representation class:	Identifier
Data type:	String
Format:	X[X(14)]
Maximum character length:	15

Data Element attributes

Collection and usage attributes

Collection methods:	For each separate housing assistance episode a separate waitlist identifier is usually recorded. Same address transfers, mutual exchanges, and succession of tenancy of dwellings are not considered separate episodes of assistance.
	Not all types of housing assistance operate on a waitlist basis.

Source and reference attributes

Submitting organisation:	National Housing Data Development Committee
Origin:	CSHA Public rental housing data manual 2001-02

Relational attributes

Related metadata references:	Supersedes Waitlist applicant household—waitlist applicant identifier (state/territory), N[N(8)] NHDAMG, Superseded 10/02/2006

5   Performance indicator frameworks

This chapter contains specification of performance indicators under the 2003 CSHA National Performance Indicator Framework. Currently public rental, state owned and managed Indigenous housing and community housing programs report the full range of the framework data. National reporting for the three other CSHA programs (Crisis Accommodation Program, Home purchase assistance and Private rent Assistance) do not cover all areas of the framework. For further details refer to the AIHW website: http://www.aihw.gov.au/housing/assistance/data_collections/index.cfm. Other relevant frameworks currently under development or revision are the Commonwealth Rent Assistance national reporting, National Reporting Framework and CSHA National Financial Reporting Framework.

The 2003 CSHA National Performance Indicator Framework aims to develop a nationally consistent approach to the collection and reporting of data for each of the indicative performance measures to enable comparability and effective performance assessment between states and territories. Figure 4.1 outlines the eleven indicators contained within the CSHA National Performance Indicator Framework.

The aim of the 2003 CSHA is to provide appropriate, affordable and secure housing assistance for those who most need it, for the duration of their need. The performance indicators developed for the CSHA are designed for high level national reporting and analysis and are used for reporting on public rental housing, state owned and managed Indigenous housing and community housing. They are intended for use by state and territory governments to report to the Australian Government Department of Families, Community Services and Indigenous Affairs and for the Australian Government department to report to Government.

The performance indicators are presented in a format similar to that used for the presentation of the data definitions. This template allows for performance indicators to be defined in a consistent way, incorporating their specific requirements.

```
┌─────────────────────────────────────────────────────────────────────┐
│                                          ┌──────────────────────────┐ │
│                                          │ P1    Amenity/location   │ │
│                                          └──────────────────────────┘ │
│                    ┌─────────────────┐   ┌──────────────────────────┐ │
│                    │ Appropriateness │───│ P2    Affordability      │ │
│                    └─────────────────┘   └──────────────────────────┘ │
│                                          ┌──────────────────────────┐ │
│                                          │ P3    Match of dwelling  │ │
│                                          │       to household size   │ │
│  ┌───────────────┐                       └──────────────────────────┘ │
│  │ Effectiveness │                                                     │
│  └───────────────┘                       ┌──────────────────────────┐ │
│                                          │ P4    Low income         │ │
│                                          └──────────────────────────┘ │
│                    ┌─────────────────┐   ┌──────────────────────────┐ │
│                    │ Access          │───│ P5    Special needs      │ │
│                    └─────────────────┘   └──────────────────────────┘ │
│                                          ┌──────────────────────────┐ │
│                                          │ P6    Priority access to │ │
│                                          │       those in greatest  │ │
│                                          │       need               │ │
│                    ┌─────────────────┐   ┌──────────────────────────┐ │
│                    │ Quality         │───│ P7    Customer           │ │
│                    └─────────────────┘   │       satisfaction       │ │
│                                          └──────────────────────────┘ │
│                                                                       │
│                                          ┌──────────────────────────┐ │
│                                          │ P8    Direct costs per   │ │
│                                          │       unit               │ │
│                                          └──────────────────────────┘ │
│                                          ┌──────────────────────────┐ │
│                                          │ P9    Occupancy rates    │ │
│  ┌───────────────┐                       └──────────────────────────┘ │
│  │ Efficiency    │──────────────────────                              │
│  └───────────────┘                       ┌──────────────────────────┐ │
│                                          │ P10   Turnaround time    │ │
│                                          └──────────────────────────┘ │
│                                          ┌──────────────────────────┐ │
│                                          │ P11   Rent arrears       │ │
│                                          └──────────────────────────┘ │
│                                                                       │
│  Figure 5.1: CSHA National Performance Indicator Framework            │
│                                                                       │
└─────────────────────────────────────────────────────────────────────┘
```
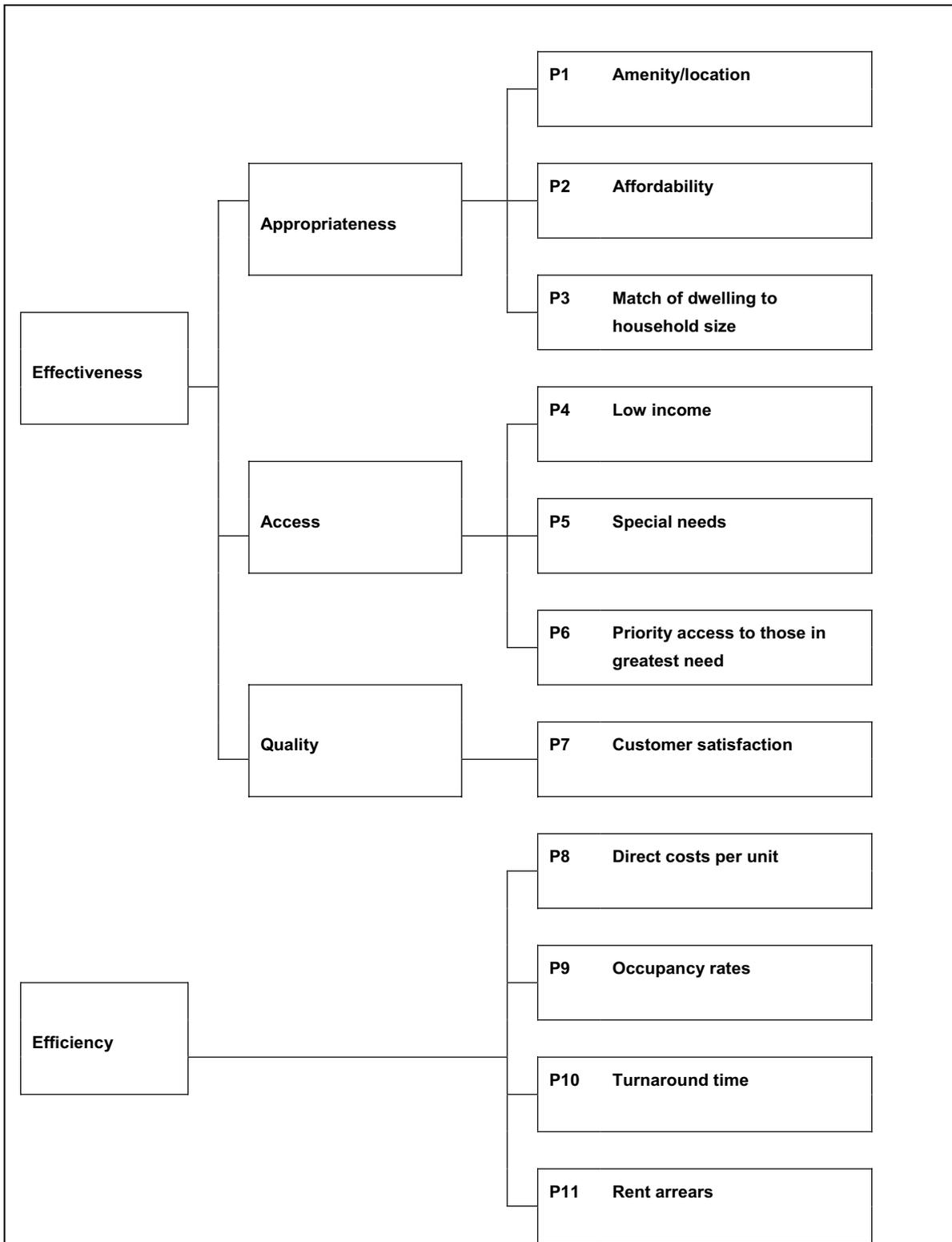
Figure 5.1: CSHA National Performance Indicator Framework

Table 5.1: Commonwealth–State Housing Agreement (CSHA) National Performance Indicator Framework summary

Performance area	Performance indicator		Context/Purpose
Effectiveness—Appropriateness	1a	% of tenants rating amenity aspects as important and meeting their needs	Indicators 1a and 1b provide a measure at the national level of the appropriateness of housing assistance by examining the suitability of the amenities and location of dwellings in relation to tenant's needs.
	1b	% of tenants rating location aspects as important and meeting their needs	
	2a	Rent charged as a proportion of the market rent for each dwelling (adjusted for CRA) (public rental housing and state owned and managed Indigenous housing only)	Indicators 2a and 2b provide a measure at the national level of the appropriateness of housing assistance by examining the affordability of housing.
	2b	Proportion of household income left after rent (community housing only)	
	3	Proportion of households where dwelling size is not appropriate due to overcrowding	This indicator provides a measure at the national level of the appropriateness of housing assistance by examining the match of households to dwelling size.
Effectiveness—Access	4	Number of low income households as a proportion of all households (community housing only)	Indicators 4, 4a to 4c and 5 provide a measure at the national level of the access to housing assistance for those who most need it. For the purposes of the CSHA data collections, those most in need are tenants who have low incomes or special needs that may have difficulty finding appropriate, affordable and secure housing assistance in the private rental market.
	4a	Number of new low income households as a proportion of all new households (public rental housing and state owned and managed Indigenous housing only)	
	4b	Number of new low income households plus new special needs (not low income) households as a proportion of all new households (public rental housing and state owned and managed Indigenous housing only)	
	4c	Number of all rebated households plus special needs households paying market rent as a proportion of all households (new and existing) (public rental housing and state owned and managed Indigenous housing only)	
	5	Proportion of new tenancies that are allocated to households with special needs	

Performance area		Performance indicator	Context/Purpose
	6	Proportion of new allocations to those in greatest need For public rental housing and state owned and managed Indigenous housing details are reported for the following time to allocation groups: • Under 3 months • 3 months to less than 6 months • 6 months to less than 1 year • 1 year to less than 2 years • 2 years or more • Total In community housing only the total is reported.	These indicators provide a measure at the national level of the priority of access to housing assistance for those in greatest need.
Effectiveness—Quality	7	% of tenants expressing different degrees of satisfaction in relation to the service provided	This indicator provides a measure at the national level of the quality of the housing assistance service provided.
Efficiency	8a	Provider cost of providing assistance (excluding capital) per dwelling (community housing only)	Indicators 8a to 8c provide a measure at the national level of the efficiency of housing assistance service providers in managing costs.
	8b	Administrator cost of providing assistance (excluding capital) per dwelling (community housing only)	
	8c	Average cost of providing assistance (excluding capital) per dwelling	
	9	Occupancy rate of rental housing stock	Indicators 9 and 10 provide a measure at the national level of the efficiency of housing assistance service providers in the utilisation of rental housing stock.
	10	Average time taken for occupancy of vacant stock	
	11	Total rent collected as a percentage of total rent charged	This indicator provides a measure at the national level of the efficiency of housing assistance service providers in the management of rent arrears.

Proportion of tenants rating amenity aspects as important and meeting their needs [P1a]

Admin. status: CURRENT

Version number: 1

Identifying and definitional attributes

Data element type: PERFORMANCE INDICATOR

Definition: The proportion of tenants in public rental housing, state owned and managed Indigenous housing or community housing that rated amenity aspects of their dwelling as important and meeting their household's needs.

Related performance area: Appropriateness

Context: This indicator provides a measure at the national level of the appropriateness of housing assistance by examining the suitability of the amenities of the dwelling in relation to tenant's needs.

Relational and representational attributes

Datatype: Numeric   *Representational form:* Quantitative value

Field size: *Min:* 1   *Max:.* 2   *Representational layout:* NN

Data domain: Percentage

Numerator: Number of tenants who said the amenity aspect is important and meets their needs.

Denominator: Number of tenants who said the amenity aspect is important and gave a valid answer to the needs question (meets or does not meet needs).

Source: National Social Housing Survey for public rental housing, state owned and managed Indigenous housing and community housing

Interpretation: Details for each aspect are presented but the indicator is a single number derived from the responses for all amenity aspects.

Size of the dwelling	Modifications for special needs
Yard space and fencing	Privacy
Ease of access and entry	Safety and security of the house
Car parking	

A higher percentage indicates a higher level of satisfaction.

Related metadata:

Administrative attributes

Source document: Commonwealth–State Housing Agreement national data reports
Commonwealth–State Housing Agreement data manuals

Source organisation: National Housing Data Agreement Management Group
Australian Institute of Health and Welfare

Reporting status: Commonwealth–State Housing Agreement national data reports

Comments: The National Social Housing Survey is conducted for public and community housing in alternate years, however in 2005 both ran concurrently. The National Social Housing Survey for state owned and managed Indigenous housing was conducted for the first time in 2005.

This performance indicator is complemented by P1b Proportion of tenants rating location aspects as important and meeting their needs.

Proportion of tenants rating location aspects as important and meeting their needs [P1b]

Admin. status: CURRENT

Identifying and definitional attributes

PI version number: 1

Data element type:	PERFORMANCE INDICATOR
Definition:	The proportion of tenants in public rental housing, state owned and managed Indigenous housing or community housing that rated location aspects of their dwelling as important and meeting their household's needs.
Related performance area:	Appropriateness
Context:	This indicator provides a measure at the national level of the appropriateness of housing assistance by examining the suitability of the location of the dwelling in relation to tenant's needs.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max:.* 2	*Representational layout:*	NN
Data domain:	Percentage		

Numerator:	Number of tenants who said the location aspect is important and meets their needs.
Denominator:	Number of tenants who said the location aspect is important and gave a valid answer to the needs question (meets or does not meet needs).
Source:	National Social Housing Survey for public rental housing, state owned and managed Indigenous housing and community housing
Interpretation:	Details for each aspect are presented but the indicator is a single number derived from the responses for all location aspects.

Shops and banking facilities	Educational and training facilities
Public transport	Employment/place of work
Parks and recreational facilities	Community and support services
Emergency and medical services/hospitals	Family and friends
Child care facilities	Safety and security of neighbourhood

A higher percentage indicates a higher level of satisfaction.

Related metadata:

Administrative attributes

Source document:	Commonwealth–State Housing Agreement national data reports Commonwealth–State Housing Agreement data manuals
Source organisation:	National Housing Data Agreement Management Group Australian Institute of Health and Welfare
Reporting status:	Commonwealth–State Housing Agreement national data reports
Comments:	The National Social Housing Survey is conducted for public and community housing in alternate years, however in 2005 both ran concurrently. The National Social Housing Survey for state owned and managed Indigenous housing was conducted for the first time in 2005.
	This performance indicator is complemented by P1a Proportion of tenants rating amenity aspects as important and meeting their needs.

Rent charged as a proportion of the market rent for dwellings (adjusted for Commonwealth Rent Assistance) [P2a]

Admin. status: CURRENT

Identifying and definitional attributes

Data element type:	PERFORMANCE INDICATOR
Definition:	The total rent charged to tenants receiving housing assistance as a proportion of total market rent value of dwellings (adjusted for Commonwealth Rent Assistance).
Related performance area:	Appropriateness
Context:	This indicator provides a measure at the national level of the appropriateness of housing assistance by examining the affordability of dwellings.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max:.* 2	*Representational layout:*	NN
Data domain:	Percentage		
Numerator:	Total rents charged to tenants for week of 30 June.		
Denominator:	Total market rent value of dwellings for which a rent was charged for week of 30 June *minus* Total value of Commonwealth Rent Assistance entitlements for households where rent was charged for week of 30 June.		
Source:	Commonwealth–State Housing Agreement public rental housing and state owned and managed Indigenous housing data collections		
Interpretation:	A lower proportion indicates a higher level of subsidy (rental rebate) provided by the State Housing Authority.		
	This indicator compares the actual level of subsidy, the value of the rebate (as measured in the numerator), with a theoretical subsidy value based on renting in the private market using the estimated value of a Commonwealth Rent Assistance subsidy (denominator).		
Related metadata:	Commonwealth Rent Assistance (CRA) amount, Dwelling, Market rent value of dwelling, Total rent charged		

Administrative attributes

Source document:	Commonwealth–State Housing Agreement national data reports Commonwealth–State Housing Agreement data manuals
Source organisation:	National Housing Data Agreement Management Group Australian Institute of Health and Welfare
Reporting status:	Commonwealth–State Housing Agreement national data reports
Comments:	Not reported for the community housing data collection, refer to the specification for P2 below.

Proportion of household income left after rent   [P2b]

Admin. status: CURRENT

Identifying and definitional attributes

PI version number: 1

Data element type:	PERFORMANCE INDICATOR
Definition:	The proportion of household income that is left after payment of rent for housing assistance.
Related performance area:	Appropriateness
Context:	This indicator provides a measure at the national level of the appropriateness of housing assistance by examining the affordability of dwellings.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max:.* 2	*Representational layout:*	NN
Data domain:	Percentage		

Numerator:	Total household assessable income for week of 30 June *minus* Total rent charged to tenants for week of 30 June.
Denominator:	Total household assessable income for week of 30 June
Source:	Commonwealth–State Housing Agreement community housing data collection
Interpretation:	A higher proportion indicates housing is affordable and that tenants have more income available for other expenses.
Related metadata:	Household, Income—assessable (person), Rent charged

Administrative attributes

Source document:	Commonwealth–State Housing Agreement national data reports Commonwealth–State Housing Agreement data manuals
Source organisation:	National Housing Data Agreement Management Group Australian Institute of Health and Welfare
Reporting status:	Commonwealth–State Housing Agreement national data reports
Comments:	Not reported for the public rental housing and state owned and managed Indigenous housing data collections, refer to the specification for P2 above.

Proportion of households where dwelling size is not appropriate due to overcrowding [P3]

Admin. status: CURRENT

Identifying and definitional attributes

PI version number: 1

Data element type: PERFORMANCE INDICATOR

Definition: The proportion of households receiving housing assistance that require two or more additional bedrooms to meet the *proxy occupancy standard* (see Glossary).

Related performance area: Appropriateness

Context: This indicator provides a measure at the national level of the appropriateness of housing assistance by examining the match of households to dwelling size.

The *proxy occupancy standard* (see Glossary) provides a measure of the appropriateness of housing related to the household size and household composition. The measure specifies the bedroom requirements of a household.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max:.* 2	*Representational layout:*	NN

Data domain: Percentage

Numerator: Total number of households with overcrowding at 30 June.

Denominator: Total number of households for which household groups and dwelling details are known at 30 June.

Source: Commonwealth–State Housing Agreement public rental housing, community housing and state owned and managed Indigenous housing data collections

Interpretation: A higher proportion may indicate demand for additional and/or varied housing resources.

Related metadata: Household composition, *Proxy occupancy standard* (see Glossary)

Administrative attributes

Source document: Commonwealth–State Housing Agreement national data reports
Commonwealth–State Housing Agreement data manuals

Source organisation: National Housing Data Agreement Management Group
Australian Institute of Health and Welfare

Reporting status: Commonwealth–State Housing Agreement national data reports

Comments:

Number of low income households as a proportion of all households [P4]

Admin. status: CURRENT

Identifying and definitional attributes

Data element type:	PERFORMANCE INDICATOR
Definition:	
Related performance area:	Access

Context:
This indicator provides a measure at the national level of the access to housing assistance for those who most need it. For the purposes of the Commonwealth–State Housing Agreement data collections, those most in need are tenants who have low income or special needs that may have difficulty finding appropriate, affordable and secure housing assistance in the private rental market.

Low income households are identified using a household income cut–off measure. The measure used in the community housing data collection is based on the low income B cut-offs used in the public rental housing data collection.

Low income B: Households with income above 100% of the government income support benefits at the pensioner rate but not greater than the cut-off for receiving this benefit.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max:.* 2	*Representational layout:*	NN
Data domain:	Percentage		

Numerator: Total number of all low income households at 30 June.

Denominator: Total number of all households for which income and household composition details are known at 30 June.

Source: Commonwealth–State Housing Agreement community housing data collection

Interpretation: A higher proportion indicates housing assistance is being targeted to low income households.

Related metadata: Household composition, Low income status

Administrative attributes

Source document: Commonwealth–State Housing Agreement national data reports
Commonwealth–State Housing Agreement data manuals

Source organisation: National Housing Data Agreement Management Group
Australian Institute of Health and Welfare

Reporting status: Commonwealth–State Housing Agreement national data reports

Comments: Not reported for the Commonwealth–State Housing Agreement public rental housing and state owned and managed Indigenous housing data collections refer to the specifications for P4a to P4c below.

Number of new low income households as a proportion of all new households [P4a]

Admin. status: CURRENT

Identifying and definitional attributes

PI version number: 1

Data element type:	PERFORMANCE INDICATOR
Definition:	The proportion of new housing assistance allocations to low income households.
Related performance area:	Access
Context:	This indicator provides a measure at the national level of the access to housing assistance for those who most need it. For the purposes of the Commonwealth–State Housing Agreement data collections, those most in need are tenants who have low income or special needs that may have difficulty finding appropriate, affordable and secure housing assistance in the private rental market.

New households are those that have been allocated for housing assistance in the financial year.

Low income households are identified using household income cut–off measures. Two cut–off measures (low income A and low income B) are used to distinguish between low and very low income households. As such, two indicators, P4a(a) and P4a(b) are reported.

Low income A: Households with income equivalent to or below 100% of the government income support benefits at the pensioner rate.

Low income B: Households with income above 100% of the government income support benefits at the pensioner rate but not greater than the cut-off for receiving this benefit.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max:.* 2	*Representational layout:*	NN
Data domain:	Percentage		

Low income A – P4a(a)

Numerator: Total number of new households with low income A for year ending 30 June.

Denominator: Total number of new households where income and household group details are known for year ending 30 June.

Low income B – P4a(b)

Numerator: Total number of new households with low income B for year ending 30 June.

Denominator: Total number of new households where income and household group details are known for year ending 30 June.

Source:	Commonwealth–State Housing Agreement public rental housing and state owned and managed Indigenous housing data collections
Interpretation:	A higher proportion indicates housing assistance is being targeted to low income households.
Related metadata:	Household composition, New allocation status, Low income status

Administrative attributes

Source document:	Commonwealth–State Housing Agreement national data reports Commonwealth–State Housing Agreement data manuals
Source organisation:	National Housing Data Agreement Management Group Australian Institute of Health and Welfare
Reporting status:	Commonwealth–State Housing Agreement national data reports
Comments:	Not reported for the Commonwealth–State Housing Agreement community housing data collection, refer to the specification for P4 above.
	In the Commonwealth–State Housing Agreement public rental housing and state owned and managed Indigenous housing data collections three indicators are reported to measure affordability (P4a, P4b and P4c).

The number of new low income households plus new special needs (not low income) households as a proportion of all new households   [P4b]

Admin. status: CURRENT

Identifying and definitional attributes

Data element type: PERFORMANCE INDICATOR

Definition: The proportion of new allocations to housing assistance to low income households plus new households with special needs (not low income).

Related performance area: Access

Context: This indicator provides a measure at the national level of the access to housing assistance for those who most need it. For the purposes of the Commonwealth–State Housing Agreement data collections, those most in need are tenants who have low income or special needs that may have difficulty finding appropriate, affordable and secure housing assistance in the private rental market.

New households are those that have been allocated for housing assistance in the financial year.

Low income households are identified using household income cut–off measures. Two cut–off measures (low income A and low income B) are used to distinguish between low and very low income households. As such, two indicators, P4b(a) and P4b(b) are reported.

Low income A: Households with income equivalent to or below 100% of the government income support benefits at the pensioner rate.

Low income B: Households with income above 100% of the government income support benefits at the pensioner rate but not greater than the cut-off for receiving this benefit.

Special needs households are defined as low income households:

- that contain one or more Indigenous people; or

- that have a member with a disability (i.e. a person with a self-identified physical, sensory/speech, intellectual/learning, or psychiatric impairment); or

- where the principal tenant is aged 24 years or under; or

- where the principal tenant is aged 75 years or more.

Relational and representational attributes

Datatype:	Numeric		*Representational form:*	Quantitative value
Field size:	*Min:* 1	*Max:.* 2	*Representational layout:*	NN
Data domain:	Percentage			

Low income A – P4b(a)

Numerator: Total number of new households with low income A *plus* Total number of new households with special needs but not on low income A for year ending 30 June.

Denominator: Total number of new households where income, household groups and special needs details are known for year ending 30 June.

Low income B – P4b(b)

Numerator: Total number of new households with low income B *plus* Total number of new households with special needs but not on low income A or B for year ending 30 June.

Denominator: Total number of new households where income, household groups and special needs details are known for year ending 30 June.

Source: Commonwealth–State Housing Agreement public rental housing and state owned and managed Indigenous housing data collections

Interpretation: A higher proportion indicates housing assistance is being targeted to low income and/or households with special needs.

Related metadata: Household composition, New allocation status, Low income status

Administrative attributes

Source document: Commonwealth–State Housing Agreement national data reports Commonwealth–State Housing Agreement data manuals

Source organisation: National Housing Data Agreement Management Group Australian Institute of Health and Welfare

Reporting status: Commonwealth–State Housing Agreement national data reports

Comments: Not reported for the Commonwealth–State Housing Agreement community housing data collection, refer to the specification for P4 above.

In the Commonwealth–State Housing Agreement public rental housing and state owned and managed Indigenous housing data collections three indicators are reported to measure affordability (P4a, P4b and P4c).

The number of all rebated households plus special needs households paying market rent as a proportion of all households [P4c]

Admin. status: CURRENT

Identifying and definitional attributes

PI version number: 1

Data element type:	PERFORMANCE INDICATOR
Definition:	The proportion of all households receiving housing assistance that were rebated plus households with special needs paying market rent.
Related performance area:	Access
Context:	This indicator provides a measure at the national level of the access to housing assistance for those who most need it. For the purposes of the Commonwealth–State Housing Agreement data collections, those most in need are tenants who have low income or special needs that may have difficulty finding appropriate, affordable and secure housing assistance in the private rental market.

Special needs households are defined as low income households:

- that contain one or more Indigenous people; or

- that have a member with a disability (i.e. a person with a self-identified physical, sensory/speech, intellectual/learning, or psychiatric impairment); or

- where the principal tenant is aged 24 years or under; or

- where the principal tenant is aged 75 years or more.

Relational and representational attributes

Datatype:	Numeric		*Representational form:*	Quantitative value
Field size:	*Min:* 1	*Max:.* 2	*Representational layout:*	NN
Data domain:	Percentage			

Numerator:	Total number of all rebated households *plus* Total number of all households with special needs paying market rent at 30 June.
Denominator:	Total number of households *minus* Total number of households paying market rent where special needs details are not known at 30 June.
Source:	Commonwealth–State Housing Agreement public rental housing, community housing and state owned and managed Indigenous housing data collections
Interpretation:	All households include new households for the financial year and households continuing from the previous year.

In the Commonwealth–State Housing Agreement community housing data collection the term 'rebated household' is not used, rather these households are described as 'households paying less than market rent'.

A higher proportion indicates housing assistance is being targeted to low income and/or households with special needs.

| *Related metadata:* | Market rent value of dwelling, Rebated household status |

Administrative attributes

Source document:	Commonwealth–State Housing Agreement national data reports
	Commonwealth–State Housing Agreement data manuals
Source organisation:	National Housing Data Agreement Management Group
	Australian Institute of Health and Welfare
Reporting status:	Commonwealth–State Housing Agreement national data reports
Comments:	Not reported for the Commonwealth–State Housing Agreement community housing data collection, refer to the specification for P4 above.
	In the Commonwealth–State Housing Agreement public rental housing and state owned and managed Indigenous housing data collections three indicators are reported to measure affordability, P4a, P4b and P4c.

Proportion of new households with special needs   [P5]

Admin. status: CURRENT

Identifying and definitional attributes

Data element type: PERFORMANCE INDICATOR

Definition: The proportion of new allocations of housing assistance to households with special needs.

Related performance area: Access

Context: This indicator provides a measure at the national level of the access to housing assistance for those who most need it. For the purposes of the Commonwealth–State Housing Agreement data collections, those most in need are tenants who have low income and/or special needs that may have difficulty finding appropriate, affordable and secure housing assistance in the private rental market.

New households are those that have been allocated for housing assistance in the financial year.

Special needs households are defined as low income households:

- that contain one or more Indigenous people; or

- that have a member with a disability (i.e. a person with a self-identified physical, sensory/speech, intellectual/learning, or psychiatric impairment); or

- where the principal tenant is aged 24 years or under; or

- where the principal tenant is aged 75 years or more.

A low income household for the CSHA special need definition is a household who satisfies an eligibility test to receive CSHA funded program assistance.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max:.* 2	*Representational layout:*	NN

Data domain: Percentage

Numerator: Total number of new households with special needs for year ending 30 June.

Denominator: Total number of new households minus total number of households where special needs details are not known for year ending 30 June.

Source: Commonwealth–State Housing Agreement public rental housing, community housing and state owned and managed Indigenous housing data collections

Interpretation: A higher proportion indicates that housing assistance is being targeted to households with special needs.

The special needs categories identified in the national standard are not exclusive. That is, a household may be counted in more than one special need category. Each household should only be counted once, regardless of how many special need categories they meet or how many members of the

household have a special need.

Related metadata: New allocation status

Administrative attributes

Source document: Commonwealth–State Housing Agreement national data reports
Commonwealth–State Housing Agreement data manuals

Source organisation: National Housing Data Agreement Management Group
Australian Institute of Health and Welfare

Reporting status: Commonwealth–State Housing Agreement national data reports

Comments: For state and territory owned and managed Indigenous housing (SOMIH), the category 'where principal tenant is aged 75 years or more' is replaced with 'where the principal tenant is aged 50 years or more'. This age is selected as it is consistent with that used by the Commonwealth Department of Health and Ageing for planning the provision of aged care services. It acknowledges that the need for aged care may begin at younger ages for Indigenous people than for their non-Indigenous counterparts due to the reduced life expectancy of Indigenous people and the higher burden of illness.

The proportion of new allocations to those in greatest need [P6]

Admin. status: CURRENT

Identifying and definitional attributes

Data element type: PERFORMANCE INDICATOR

Definition: The proportion of new allocations of housing assistance to households in greatest need.

Related performance area: Access

Context: This indicator provides a measure at the national level of the priority of access to housing assistance for those in greatest need.

New households are those that have been allocated for housing assistance in the financial year.

Greatest need households are low income households that at the time of allocation were subject to one or more of the following circumstances:

- they were homeless;
- their life or safety was at risk in their accommodation
- their health condition was aggravated by their housing
- their housing was inappropriate to their needs
- they had very high rental housing costs

A low income household for the CSHA greatest need definition is a household who satisfies an eligibility test to receive CSHA funded program assistance.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max:.* 2	*Representational layout:*	NN

Data domain: Percentage

Numerator: Total number of allocations to greatest need households in each time to allocation group for year ending 30 June.

Denominator: Total number of allocations in each time to allocation group for year ending 30 June.

Source: Commonwealth–State Housing Agreement public rental housing and state owned and managed Indigenous housing data collections

| *Interpretation:* | This performance indicator is reported for the following lengths of time households with greatest need were on the waiting list: |

P6(a)   Under 3 months
P6(b)   3 months to less than 6 months
P6(c)   6 months to less than 1 year
P6(d)   1 year to less than 2 years
P6(e)   2 years or more
P6(f)   Total

The waiting list time refers to the period of time from the date eligible for 'greatest need' assistance to the date assistance commenced.

P6(a–e) will not sum to 100% or the total reported at P6f, as the indicators are calculated as sub-sets of total new allocations for each time to allocation groups.

A higher proportion indicates that households in greatest need are given priority access to housing assistance.

Related metadata: Greatest need reason, New allocation status

Administrative attributes

Source document: Commonwealth–State Housing Agreement national data reports
Commonwealth–State Housing Agreement data manuals

Source organisation: National Housing Data Agreement Management Group
Australian Institute of Health and Welfare

Reporting status: Commonwealth–State Housing Agreement national data reports

Comments: P6(a–e) are not reported for the Commonwealth–State Housing Agreement community housing data collection.

Proportion of tenants expressing different degrees of satisfaction in relation to the service provided [P7]

Admin. status: CURRENT

Identifying and definitional attributes

PI version number: 1

Data element type: PERFORMANCE INDICATOR

Definition: The proportion of public rental housing, state owned and managed Indigenous housing and community housing tenants who said they were satisfied or very satisfied with the overall housing assistance service provided by state housing authority or community housing providers.

Related performance area: Quality

Context: This indicator provides a measure at the national level of the quality of the housing assistance service provided.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max:.* 2	*Representational layout:*	NN

Data domain: Percentage

Numerator: Number of tenants who said they were satisfied (very satisfied and satisfied).

Denominator: Number of tenants who gave a valid answer to the satisfaction question.

Source: National Social Housing Survey for public rental housing, state owned and managed Indigenous housing and community housing

Interpretation: Percentages are provided for two levels of satisfaction (very satisfied and satisfied) and for overall satisfaction. A higher percentage indicates a higher level of satisfaction.

Related metadata:

Administrative attributes

Source document: Commonwealth–State Housing Agreement national data reports
Commonwealth–State Housing Agreement data manuals

Source organisation: National Housing Data Agreement Management Group
Australian Institute of Health and Welfare

Reporting status: Commonwealth–State Housing Agreement national data reports

Comments: The National Social Housing Survey is conducted for public and community housing in alternate years, however in 2005 both ran concurrently. The National Social Housing Survey for state owned and managed Indigenous housing was conducted for the first time in 2005.

Provider costs of providing assistance (excluding capital) per dwelling [P8a]

Admin. status: CURRENT

Reporting required: Required

Identifying and definitional attributes

PI version number: 1

Data element type:	PERFORMANCE INDICATOR
Definition:	The average cost per dwelling (excluding capital costs) to the CSHA community housing provider for providing housing assistance.
Related performance area:	Efficiency
Context:	This indicator provides a measure at the national level of the efficiency of community housing service providers in managing costs.

A CSHA community housing provider is a not-for-profit organisation that provides medium to long term housing assistance for people on low to moderate incomes who undertake tenancy management for:

- properties leased from the private rental sector, government or non-government agencies for the provision of community housing (head leasing)

- properties purchased using state and territory housing/community housing authority CSHA community housing program funds

- joint ventures where the purpose of the arrangement is to provide housing which falls into the scope of community housing (for example, when assistance is funded by the CSHA and the Building Better Cities Program or the Social Housing Subsidy Program).

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max* 4	*Representational layout:*	$$$$
Data domain:	Whole dollars		
Numerator:	Provider direct costs for year ending 30 June.		
Denominator:	Total number of dwellings at 30 June.		
Source:	Commonwealth–State Housing Agreement community housing data collection		

Interpretation:	Direct costs include administration costs and operational costs.
	A lower cost per unit can indicate greater efficiency however this indicator should be interpreted with caution as it does not provide any information regarding the quality of service provided (e.g. stock condition). Differences in service delivery models should also be considered when interpreting results.
	Capital costs, i.e. costs used for the purpose of stock provision, the purchase of dwellings, construction costs and all costs related to the creation of or acquisition of fixed assets are excluded from the calculation of this performance indicator.
Related metadata:	Recurrent expenditure (administration costs), Community housing provider, Dwelling, Recurrent expenditure (operational costs)

Administrative attributes

Source document:	Commonwealth–State Housing Agreement national data reports Commonwealth–State Housing Agreement data manuals
Source organisation:	National Housing Data Agreement Management Group Australian Institute of Health and Welfare
Reporting status:	Commonwealth–State Housing Agreement national data reports
Comments:	This performance indicator is complemented by P8b: Administrator cost of providing assistance (excluding capital) per dwelling and P8c Average cost of providing assistance (excluding capital) per dwelling.
	Not reported for the public rental housing or state owned and managed Indigenous housing data collections.

Administrator costs of providing assistance (excluding capital) per dwelling   [P8b]

Admin. status: CURRENT

Reporting required: Required

Identifying and definitional attributes

PI version number: 1

Data element type:	PERFORMANCE INDICATOR
Definition:	The average cost per dwelling (excluding capital costs) to administrators for providing housing assistance.
Related performance area:	Efficiency
Context:	This indicator provides a measure at the national level of the efficiency of administrators in managing costs. Administrators are the state and territory bodies with the responsibility of administering CSHA community housing programs.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max* 4	*Representational layout:*	$$$$
Data domain:	Whole dollars		
Numerator:	Administrator direct costs for year ending 30 June.		
Denominator:	Total number of dwellings at 30 June.		
Source:	Commonwealth–State Housing Agreement community housing data collection		
Interpretation:	Direct costs include administration costs and operational costs. A lower cost per unit can indicate greater efficiency however this indicator should be interpreted with caution as it does not provide any information regarding the quality of service provided (e.g. stock condition). Differences in service delivery models should also be considered when interpreting results. Capital costs, i.e. costs used for the purpose of stock provision, the purchase of dwellings, construction costs and all costs related to the creation of or acquisition of fixed assets are excluded from the calculation of this performance indicator.		
Related metadata:	Recurrent expenditure (administration costs), Dwelling, Recurrent expenditure (operational costs)		

Administrative attributes

Source document:	Commonwealth–State Housing Agreement national data reports Commonwealth–State Housing Agreement data manuals
Source organisation:	National Housing Data Agreement Management Group Australian Institute of Health and Welfare
Reporting status:	Commonwealth–State Housing Agreement national data reports

| *Comments:* | This performance indicator is complemented by P8a: Provider costs of providing assistance (excluding capital) per dwelling and P8c Average cost of providing assistance (excluding capital) per dwelling. |
| | Not reported for the public rental housing or state owned and managed Indigenous housing data collections. |

Average cost of providing assistance (excluding capital) per dwelling [P8c]

Admin. status: CURRENT

Reporting required: Required

Identifying and definitional attributes

PI version number: 1

Data element type: PERFORMANCE INDICATOR

Definition: The average cost of providing housing assistance (excluding capital costs) per dwelling.

Related performance area: Efficiency

Context: This indicator provides a measure at the national level of the efficiency of housing assistance service providers in managing costs.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max* 4	*Representational layout:*	$$$$

Data domain: Whole dollars

Numerator: Total direct costs for year ending 30 June.

Denominator: Total number of dwellings at 30 June.

Source: Commonwealth–State Housing Agreement public rental housing, community housing and state owned and managed Indigenous housing data collections

Interpretation: Direct costs include administration costs and operational costs.

A lower cost per unit can indicate greater efficiency however this indicator should be interpreted with caution as it does not provide any information regarding the quality of service provided (e.g. stock condition). Differences in service delivery models should also be considered when interpreting results.

Related metadata: Recurrent expenditure (administration costs), Dwelling, Recurrent expenditure (operational costs)

Administrative attributes

Source document: Commonwealth–State Housing Agreement national data reports
Commonwealth–State Housing Agreement data manuals

Source organisation: National Housing Data Agreement Management Group
Australian Institute of Health and Welfare

Reporting status: Commonwealth–State Housing Agreement national data reports

Comments: This performance indicator comprises P8a: Provider costs of providing assistance (excluding capital) per dwelling and P8b administrator costs of providing assistance (excluding capital) per dwelling.

In the CSHA public rental housing and state owned and managed Indigenous housing data collections this is the only measure of direct costs per dwelling and is referred to as P8.

Occupancy rate of rental housing stock   **[P9]**

Admin. status: CURRENT

Reporting required: Required

Identifying and definitional attributes

PI version number: 1

Data element type:	PERFORMANCE INDICATOR
Definition:	The proportion of rental housing stock that is occupied.
Related performance area:	Efficiency
Context:	This indicator provides a measure at the national level of the efficiency of housing assistance service providers in the utilisation of rental housing stock.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max* 2	*Representational layout:*	NN
Data domain:	Percentage		
Numerator:	Total number of occupied dwellings at 30 June.		
Denominator:	Total number of dwellings at 30 June.		
Source:	Commonwealth–State Housing Agreement public rental housing, community housing and state owned and managed Indigenous housing data collections		
Interpretation:	A higher occupancy rate can indicate greater efficiency however this indicator should be interpreted with caution as it does not provide any information about unused bedrooms or overcrowding.		
Related metadata:	Dwelling occupancy status, Dwelling		

Administrative attributes

Source document:	Commonwealth–State Housing Agreement national data reports Commonwealth–State Housing Agreement data manuals
Source organisation:	National Housing Data Agreement Management Group Australian Institute of Health and Welfare
Reporting status:	Commonwealth–State Housing Agreement national data reports
Comments:	

Average time taken for occupancy of vacant stock   [P10]

Admin. status: CURRENT

Reporting required: Required

Identifying and definitional attributes

PI version number: 1

Data element type:	PERFORMANCE INDICATOR
Definition:	The average number of days taken for vacant stock to be occupied by a tenant.
Related performance area:	Efficiency
Context:	This indicator provides a measure at the national level of the efficiency of housing assistance service providers in the utilisation of rental housing stock.

Relational and representational attributes

Datatype:	Numeric	*Representational form:* Quantitative value
Field size:	*Min:* 1 *Max* 6	*Representational layout:* NNNNNN
Data domain:	Number of days	
Numerator:	Total number of days that dwellings were vacant for year ending 30 June.	
Denominator:	Total number of vacancy episodes for year ending 30 June.	
Source:	Commonwealth–State Housing Agreement public rental housing, community housing and state owned and managed Indigenous housing data collections	
Interpretation:	A lower turnaround time may indicate greater efficiency.	
Related metadata:	Dwelling occupancy status	

Administrative attributes

Source document:	Commonwealth–State Housing Agreement national data reports Commonwealth–State Housing Agreement data manuals
Source organisation:	National Housing Data Agreement Management Group Australian Institute of Health and Welfare
Reporting status:	Commonwealth–State Housing Agreement national data reports
Comments:	

Total rent collected as a proportion of total rent charged [P11]

Admin. status: CURRENT

Reporting required: Required

Identifying and definitional attributes

PI version number: 1

Data element type: PERFORMANCE INDICATOR

Definition: The proportion of total rent charged to tenants that is collected from tenants.

Related performance area: Efficiency

Context: This indicator provides a measure at the national level of the efficiency of housing assistance service providers in the management of rent arrears.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	Quantitative value
Field size:	*Min:* 1 *Max* 2	*Representational layout:*	NN

Data domain: Percentage

Numerator: Total rent collected from tenants for year ending 30 June.

Denominator: Total rent charged to tenants for year ending 30 June.

Source: Commonwealth–State Housing Agreement public rental housing, community housing and state owned and managed Indigenous housing data collections

Interpretation: A higher proportion may indicate greater efficiency however this indicator should be interpreted with caution due to differences in rent arrears policies across jurisdictions.

Payment arrangements for rent in some jurisdictions mean that rent collected over a 12–month period may be higher than rent charged over that period.

Related metadata: Total rent charged, Total rent collected

Administrative attributes

Source document: Commonwealth–State Housing Agreement national data reports
Commonwealth–State Housing Agreement data manuals

Source organisation: National Housing Data Agreement Management Group
Australian Institute of Health and Welfare

Reporting status: Commonwealth–State Housing Agreement national data reports

Comments:

6 Housing assistance data collections

This chapter contains descriptions of the main data collections undertaken in the housing assistance sector. Included are descriptions of the data collections under the Commonwealth–State Housing Agreement (CSHA) and the National Reporting Framework (NRF) for Indigenous housing.

Further information regarding the CSHA data collections can be found on the Australian Institute of Health and Welfare website at <http://www.aihw.gov.au/housing/assistance/index.cfm.

Further information on the NRF can be on the Australian Institute of Health and Welfare website at <http://www.aihw.gov.au/indigenous/publications.cfm.

CSHA Crisis accommodation program data collection

Identifying and definitional attributes

Metadata item type: Data collection

Definition: **Scope**

Dwellings:

- where funding (capital and/or recurrent) is provided fully or partly through the Commonwealth–State Housing Agreement (CSHA)
- where tenancy management functions are undertaken by a community organisation or local government
- which are leased for the provision of crisis accommodation (headleasing), provided the tenancy management function is undertaken by a community organisation.

Counting units

Dwellings and Households

Collection and usage attributes

Collection methods: Data is collected and maintained by the state and territory housing authorities as part of their administrative management processes.

National reporting arrangements

State and territory housing authorities provide the data to the Australian Institute of Health and Welfare for national collation, on an annual basis.

Periods for which data are collected and nationally collated

Point in time, i.e. status at 30 June

Financial year

Comments: Excludes:

- public rental housing program
- government managed Indigenous rental housing programs (e.g. state owned and managed Indigenous housing (SOMIH))
- Indigenous community managed rental housing programs (e.g. Community Housing Infrastructure Program (CHIP))
- community housing program and related programs
- non-CSHA programs.

Links with other data collections

CSHA mainstream community housing data collection

Source and reference attributes

Submitting organisation: National Housing Data Agreement Management Group

Metadata items in this Data Collection

Metadata items: Refer to the CSHA Crisis Accommodation Program data manual for details of data items included in this data collection:

http://www.aihw.gov.au/housing/assistance/data_collections/index.cfm

CSHA Home purchase assistance data collection

Identifying and definitional attributes

Metadata item type: Data collection

Definition: **Scope**

Home ownership programs provided by the states and territories for lower income households under the Commonwealth–State Housing Agreement (CSHA).

Counting units

Household and Dollars

Collection and usage attributes

Collection methods: Data is collected and maintained by the state and territory housing authorities as part of their administrative management processes.

National reporting arrangements

State and territory housing authorities provide the data to the Australian Institute of Health and Welfare for national collation, on an annual basis.

Periods for which data are collected and nationally collated

Point in time, i.e. status at 30 June

Financial year

Comments: Assistance measures may include support mechanisms appropriate to the needs of particular clients and market conditions and may include direct lending, deposit assistance, interest rate assistance measures, home purchase advisory and counselling services and mortgage relief.

Source and reference attributes

Submitting organisation: National Housing Data Agreement Management Group

Metadata items in this Data Collection

Metadata items: Refer to the CSHA Home purchase assistance data manual for details of data items included in this data collection:

http://www.aihw.gov.au/housing/assistance/data_collections/index.cfm

CSHA mainstream community housing data collection

Identifying and definitional attributes

Metadata item type: Data collection

Definition: **Scope**

Community housing providers who receive funding (capital and/or recurrent) either fully or partly through the CSHA for property and tenancy management. Properties include those:

- leased from the private rental sector, government or non-government agencies for the provision of community housing (headleasing);
- purchased using state and territory housing/community housing authority CSHA community housing program funds;
- purchased under joint venture arrangements, where the purpose of the arrangement is to provide housing which falls into the scope of community housing.

Counting units

Tenancy (rental) units and Households

Collection and usage attributes

Collection methods: Data is collected via a survey of community housing providers and forwarded to state or territory housing authorities to aggregate.

National reporting arrangements

State and territory housing authorities provide the data to the Australian Institute of Health and Welfare for national collation, on an annual basis.

Periods for which data are collected and nationally collated

Point in time, i.e. status at 30 June

Financial year

Previous financial year

Comments: Excludes dwellings funded under the Crisis Accommodation Program (CAP)

Links with other data collections

CSHA public rental housing data collection

Source and reference attributes

Submitting organisation: National Housing Data Agreement Management Group

Metadata items in this Data Collection

Metadata items: Refer to the CSHA Community housing data collection manual for details of data items included in this data collection:

http://www.aihw.gov.au/housing/assistance/data_collections/index.cfm

CSHA Private rental assistance data collection

Identifying and definitional attributes

Metadata item type: Data collection

Definition: **Scope**

Private rental assistance funded under the Commonwealth–State Housing Agreement (CSHA) and includes activities designed to enable people to access and maintain accommodation in the private rental market.

Counting units

Household and Dollars

Collection and usage attributes

Collection methods: Data is collected and maintained by the state and territory housing authorities as part of their administrative management processes.

National reporting arrangements

State and territory housing authorities provide the data to the Australian Institute of Health and Welfare for national collation, on an annual basis.

Periods for which data are collected and nationally collated

Point in time, i.e. status at 30 June

Financial year

Comments: Assistance measures may include support mechanisms appropriate to the needs of particular clients and market conditions and may include bond loans, rental grants, subsidies and relief and relocation expenses.

Source and reference attributes

Submitting organisation: National Housing Data Agreement Management Group

Metadata items in this Data Collection

Metadata items: Refer to the CSHA Private rental assistance data manual for details of data items included in this data collection:

http://www.aihw.gov.au/housing/assistance/data_collections/index.cfm

CSHA public rental housing data collection

Identifying and definitional attributes

Metadata item type: Data collection

Definition: **Scope**

Public rental housing tenancies covered by the Commonwealth–State Housing Agreement (CSHA). Included are households residing in public rental dwellings where the dwelling is either:

- owned by the housing authority; or
- leased from the private sector or other housing program areas and used for provision of public rental housing.

Counting units

Tenancy (rental) unis and Households

Collection and usage attributes

Collection methods: Data is collected and maintained by the state and territory housing authorities as part of their administrative management processes.

National reporting arrangements

State and territory housing authorities provide the data to the Australian Institute of Health and Welfare for national collation, on an annual basis.

Periods for which data are collected and nationally collated

Point in time, i.e. status at 30 June

Financial year

Comments: Excludes:

- public rental properties leased to other program areas such as community housing, crisis and emergency programs or the state owned and managed Indigenous housing (SOMIH).
- properties administered under the Crisis Accommodation Program (CAP).
- properties no longer under the administration of the property manager/agency at 30 June, including properties demolished, sold or disposed of; and properties not yet available to the property manager/agency at 30 June (such as those still under construction or being purchased).

Links with other data collections

CSHA mainstream community housing data collection
CSHA state owned and managed Indigenous housing data collection

Source and reference attributes

Submitting organisation: National Housing Data Agreement Management Group

Metadata items in this Data Collection

Metadata items: Refer to the CSHA Public rental housing data manual for details of data items included in this data collection:

http://www.aihw.gov.au/housing/assistance/data_collections/index.cfm

CSHA state owned and managed Indigenous housing data collection

Identifying and definitional attributes

Metadata item type: Data collection

Definition:

Scope

State owned and managed Indigenous housing tenancies covered by the Commonwealth–State Housing Agreement (CSHA). Included are households residing in state owned and managed Indigenous housing dwellings where the dwelling is either:

- owned by the housing authority; or
- leased from the private sector or other housing program areas and used for provision of state owned and managed Indigenous housing.

Counting units

Tenancy (rental) units and Households

Collection and usage attributes

Collection methods: Data is collected and maintained by the state and territory housing authorities as part of their administrative management processes.

National reporting arrangements

State and territory housing authorities provide the data to the Australian Institute of Health and Welfare for national collation, on an annual basis.

Periods for which data are collected and nationally collated

Point in time, i.e. status at 30 June

Financial year

Comments: Excludes:

- state owned and managed Indigenous housing properties leased to other program areas such as community housing, crisis and emergency programs or public rental housing.
- properties administered under the Crisis Accommodation Program (CAP).
- properties no longer under the administration of the property manager/agency at 30 June, including properties demolished, sold or disposed of; and properties not yet available to the property manager/agency at 30 June (such as those still under construction or being purchased).

Links with other data collections

CSHA mainstream community housing data collection
CSHA public rental housing data collection

Source and reference attributes

Submitting organisation: National Housing Data Agreement Management Group

Metadata items in this Data Collection

Metadata items: Refer to the CSHA State owned and managed Indigenous housing data
manual for details of data items included in this data collection:

http://www.aihw.gov.au/housing/assistance/data_collections/index.cfm

CSHA 2003 National Financial Reporting Framework

Identifying and definitional attributes

Metadata item type: Data collection

Definition: **Scope**

Program-based financial data for the six program areas of the Commonwealth–State Housing Agreement (CSHA), i.e. public rental housing, stated owned and managed Indigenous housing, community housing, home purchase assistance, Crisis Accommodation Program and private rental assistance. The 2003 CSHA National Financial Reporting Framework (NFRF) contains three components: Financial Performance, Financial Position and Cash Flows.

Counting units

Dollars

Collection and usage attributes

Collection methods: Data is collected and maintained by the state and territory housing authorities as part of their administrative management processes.

National reporting arrangements

The NFRF meets the national annual financial reporting requirements of the 2003 CSHA which each jurisdiction provides to the Australian Government within six months of the end of the financial year to which the data refer.

Periods for which data are collected and nationally collated

Financial year

Comments: **Links with other data collections**

CSHA Crisis Accommodation Program data collection
CSHA home purchase assistance data collection
CSHA mainstream community housing data collection
CSHA private rental assistance
CSHA public rental housing data collection
CSHA state owned and managed Indigenous housing data collection

Source and reference attributes

Submitting organisation: Department of Families, Community Services and Indigenous Affairs

Metadata items in this Data Collection

Metadata items: Refer to the CSHA Financial reporting data manual for details of data items included in this data collection:

http://www.aihw.gov.au/housing/assistance/data_collections/index.cfm

Indigenous community housing data collection

Identifying and definitional attributes

Metadata item type: Data collection

Definition: **Scope**

Dwellings and households residing in dwellings targeted to Indigenous people that are managed by funded or registered Indigenous Community Housing Organisations (ICHOs).

A principle of the ICHO must be to provide medium to long term housing tenure to tenants.

Counting units

Dwellings and Households

Collection and usage attributes

Collection methods: Data is collected and maintained by the state and territory housing authorities as part of their administrative management processes.

National reporting arrangements

State and territory housing authorities provide the data to the Australian Institute of Health and Welfare for national collation, on an annual basis.

Periods for which data are collected and nationally collated

Point in time, i.e. status at 30 June

Financial year

Comments: Excludes dwellings funded under the Crisis Accommodation Program (CAP) and properties where the tenancy management function is managed under:

- mainstream community housing (i.e. not managed by an ICHO)
- public rental housing
- state and territory owned and managed Indigenous housing (SOMIH)

Source and reference attributes

Submitting organisation: National Housing Data Agreement Management Group

Metadata items in this Data Collection

Metadata items: Refer to the National Reporting Framework (NRF) for Indigenous housing data manual for details of data items included in this data collection.

Appendixes

Appendix A: Performance indicator attributes

Admin. status: The operational status (DRAFT, CURRENT, SUPERSEDED) of the performance indicator and the date from which this status is effective.

Identifying and definitional attributes

Name: A single or multi-word designation assigned to a performance indicator. This appears in the heading for each performance indicator in the Dictionary.

Data element type: **PERFORMANCE INDICATOR**—a percentage or proportion for which the definition, numerator and denominator are specified by means of a set of attributes. For example, 'Proportion of households where dwelling size is not appropriate due to overcrowding'.

Definition: A statement that expresses the essential nature of a performance indicator and its differentiation from all other performance indicators.

Related performance area: A designation of which aspect(s) of performance (e.g. Appropriateness, Access, Quality, Efficiency) to which the performance indicator relates.

Context: A designation or description of the application environment or discipline in which a performance indicator is applied or from which it originates, as well as a justification for inclusion of the performance indicator.

Relational and representational attributes

Data type: The type of symbol, character or other designation used to represent a data element. Values include integer, numeric, alphanumeric and alphabetic. (Most performance indicators are numeric, with a percentage value for the data domain).

Representational form: Name or description of the form of representation for the performance indicator, such as 'QUANTITATIVE VALUE' or 'CODE'. (Most performance indicators are a quantitative value, expressed as percentage of a total value for the data domain).

Field size (minimum and maximum): The minimum and maximum number, respectively, of storage units (of the corresponding datatype) to represent the performance indicator value. For example, a performance indicator value expressed in numerals as a percentage would require a minimum field size of one character (1) up to a maximum field size of three (3) characters.

Representational layout: The layout of characters in performance indicator values expressed by a character string representation. (Most performance indicators are 'NN' to signify a 2-digit numeric field for a percentage value).

Data domain: The set of representations of permissible instances of the performance indicator, according to the representation form,

	layout, data type and maximum size specified in the corresponding attributes. The set can be specified by name (such as percentage).
Numerator:	Number above the line in a fraction showing how many of the parts indicated by the denominator are taken (e.g. 2 in 2/3).
Denominator:	Number below the line in a fraction.
Source:	The data collection(s) that the numerator and denominator belong to.
Interpretation:	Additional comments or advice on the interpretation or application of the performance indicator including specification of data against which the performance indicator is to be compared to assess the outcome.
Related data items:	A reference between the performance indicator and any related data element/concept in the Dictionary.

Administrative attributes

Source document:	The document from which definitional or representational attributes originate.
Source organisation:	The organisation responsible for the source document.
Reporting status:	The documents or publications in which the performance indicator is reported.
Comments:	Any additional information.

Appendix B: NHAIM entity definitions

Following are the definitions for the entities of the National Housing Assistance Information Model:

- **Environment** includes data about the surroundings in which people live, spend their time and work. It is divided into physio-chemical environment, socio-cultural environment and economic environment.

- **Governance** includes data about purpose, needs, vision, mission, goals, objectives and core business of the housing system. It also includes data about legislation, policies, standards, guidelines, process, procedures, accountability, programs, services, plans, projects, contracts, agreements and jurisdictions that are of interest to the housing system. Data about expectations, health indicators, determinants, and their measurement tools and outcomes is also included in this subject area.

- **Housing events** are about things that happen, i.e. the predefined/planned activities and unintentional happenings that are of interest to the housing system. Events always have a start and an end time. Event is divided into party event, environment event, governance event and resource event.

- **Housing resource** includes data about things that are used by the housing system to achieve its objective. These things may or may not have any direct monetary value to the housing system and may affect the total resource pool in a positive or negative way. Resource is divided into physical resources, financial resources, human resources and information resources.

- **Location** is used to record the physical area of objects, such as houses or people and the location of events. A location can be a specific site or a political or administrative area. In general, locations are identified by names and have a street and/or postal address.

- **Party** is about people, and includes individuals and groups and their characteristics that are of interest to the housing system. Examples include tenants, household units, communities, state housing authorities, community housing providers, real estate agents etc.

- **Role** includes data about functional responsibilities and participation undertaken by people or groups of people. All stakeholders interact with the housing system in some defined role. These roles can include service recipient or tenant, service provider, informal support provider etc. A person or group of persons can take many roles.

- **Service facilitator** includes data about the combinations of physical, financial and human resources that are used to provide or receive services. Examples of facilitators are housing offices, building and maintenance contracts and tenancy accounts. Note that this subject area does not include the data about the resources (buildings, land, human, etc.) that are used to create the facility. That data is included in the Housing resources subject area.

Appendix C: Properties

A property is a characteristic of an object class of interest. For example, the object class *Person* can have characteristics such as sex and date of birth. These characteristics are referred to as properties. The union of a specific property with a specific object class creates a data element concept. The above mentioned examples create the data element concepts *Person − sex* and *Person − date of birth*.

Following are the properties that relate to each data element definition in the NHADD.

Age

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269152

Registration status: NHDAMG, Standard 01/03/2005

Definition: The length of life or existence.

Property group: Physical characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Origin: Macquarie University 2003. The Macquarie Dictionary 3rd ed. Sydney: The Macquarie Library Pty Ltd

Relational attributes

Data Element Concepts implementing this Property: Dwelling—age NHDAMG, Standard 01/03/2005

Person—age NHIG, Standard 04/05/2005, NCSIMG, Standard 04/05/2005, NHDAMG, Standard 17/06/2005

Applicant type

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269278

Registration status: NHDAMG, Standard 01/03/2005

Definition: A descriptor of the class of applicant.

Property group: Request for/entry into service event

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Waitlist applicant—applicant type NHDAMG, Standard 01/03/2005

Assessable income

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269269
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	Amount of income from sources that are used to assess eligibility for receipt of a service.
Property group:	Financial characteristics

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property:	Person—assessable income NHDAMG, Standard 10/02/2006

Assistance commencement date

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269354
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	The date on which the provision of assistance commenced.
Property group:	Service provision event

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property:	Housing assistance episode—assistance commencement date NHDAMG, Standard 01/03/2005

Assistance completion date

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269256
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	The date on which provision of assistance was completed, ceased or terminated.
Property group:	Service provision event

Relational attributes

Data Element Concepts implementing this Property:	Housing assistance episode—assistance completion date NHDAMG, Standard 01/03/2005

Assistance eligibility date

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269212
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	The date on which an application for assistance was successful.
Property group:	Service provision event

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property:	Household—assistance eligibility date NHDAMG, Standard 01/03/2005

Australian postcode

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269316
Registration status:	NHIG, Standard 01/03/2005 NCSIMG, Standard 01/03/2005 NHDAMG, Standard 22/10/2005
Definition:	The numeric descriptor for a postal delivery area, aligned with locality, suburb or place.
Context:	Postcode is an important part of a postal address and facilitates written communication. It is one of a number of geographic identifiers that can be used to determine a geographic location.
Property group:	Location characteristics

Source and reference attributes

Submitting organisation:	Standards Australia
	Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property:	Dwelling—Australian postcode NHDAMG, Standard 10/02/2006
	Housing assistance agency—Australian postcode NHDAMG, Standard 10/02/2006
	Person (address)—Australian postcode NHIG, Standard 01/03/2005, NCSIMG, Standard 01/03/2005, NHDAMG, Standard 10/02/2006
	Service provider organisation (address)—Australian postcode NHIG, Standard 04/05/2005, NCSIMG, Standard 31/08/2005

Australian state/territory identifier

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269056
Registration status:	NHIG, Standard 01/03/2005 NCSIMG, Standard 01/03/2005 NHDAMG, Standard 22/10/2005
Definition:	An identifier of the Australian state or territory.
Context:	This is a geographic indicator which is used for analysis of the distribution of clients or patients, agencies or establishments and services.
Property group:	Location characteristics

Relational attributes

Data Element Concepts implementing this Property:	Dwelling—Australian state/territory identifier NHDAMG, Standard 10/02/2006
	Housing assistance agency—Australian state/territory identifier NHDAMG, Standard 10/02/2006
	Person—Australian state/territory identifier NHIG, Standard 01/03/2005, NCSIMG, Standard 01/03/2005, NHDAMG, Standard 10/02/2006

Commonwealth Rent Assistance amount

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269117
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	The amount of Commonwealth Rent Assistance (CRA) funds which are entitled to be claimed.
Property group:	Financial characteristics

Relational attributes

Data Element Concepts implementing this Property:	Centrelink income unit—Commonwealth Rent Assistance amount NHDAMG, Standard 01/03/2005

Construction completion date

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269044

Registration status: NHIG, Standard 01/03/2005
NHDAMG, Standard 22/10/2005

Definition: The date on which construction was completed.

Property group: Material resource characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Dwelling—construction completion date NHDAMG, Standard 01/03/2005

Country of birth

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269206

Registration status: NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005
NHDAMG, Standard 22/10/2005

Definition: The country in which an individual was born.

Property group: Demographic/social/cultural characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Person—country of birth NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005, NHDAMG, Standard 27/07/2005

Date occupied

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269208

Registration status: NHDAMG, Standard 01/03/2005

Definition: The date on which a structure is occupied.

Property group: Material resource characteristics

Relational attributes

Data Element Concepts implementing this Property: Dwelling—date occupied NHDAMG, Standard 10/02/2006

Date of birth

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269318

Registration status: NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005
NHDAMG, Standard 22/10/2005

Definition: The date on which an individual was born.

Property group: Demographic/social/cultural characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Person—date of birth NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005, NHDAMG, Standard 27/07/2005

Date vacated

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269211

Registration status: NHDAMG, Standard 01/03/2005

Definition: The date on which a structure is vacated.

Property group: Material resource characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Dwelling—date vacated NHDAMG, Standard 10/02/2006

Disability status

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269240

Registration status: NHDAMG, Standard 01/03/2005

Definition: An indicator that a disability is experienced.

Property group: Health and wellbeing

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Person—disability status NHDAMG, Standard 01/03/2005

Dwelling identifier

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269362

Registration status: NHDAMG, Standard 01/03/2005

Definition: A sequence of characters identifying a dwelling.

Property group: Identifier characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Dwelling—dwelling identifier NHDAMG, Standard 10/02/2006

Family name

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269355

Registration status: NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005
NHDAMG, Standard 22/10/2005

Definition: A designation for a family.

Property group: Name characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Person (name)—family name NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005, NHDAMG, Standard 28/07/2005

First language spoken

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269243
Registration status:	NCSIMG, Standard 01/03/2005
	NHDAMG, Standard 01/08/2005
Definition:	The language first used for oral communication.
Property group:	Demographic/social/cultural characteristics

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property:	Person—first language spoken NCSIMG, Standard 01/03/2005 NHDAMG, Standard 01/08/2005

Funding source

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	292093
Registration status:	NHDAMG, Standard 22/10/2005
Definition:	The source from which funding is derived.

Relational attributes

Data Element Concepts implementing this Property:	Community housing provider—funding source NHDAMG, Standard 10/02/2006

Given name

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269222

Registration status: NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005
NHDAMG, Standard 22/10/2005

Definition: A designation for an individual within the family group or by which the individual is socially identified.

Property group: Name characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Person (name) — given name NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005, NHDAMG, Standard 01/08/2005

Greatest need reason

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 304998

Registration status: NHDAMG, Standard 22/10/2005

Definition: The reason a household is identified as in greatest need.

Property group: Service/care urgency

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Related metadata references: Supersedes Greatest need status NHDAMG, Retired 10/02/2006

Data Element Concepts implementing this Property: Household — greatest need reason NHDAMG, Standard 10/02/2006

Gross capital expenditure

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269024

Registration status: NHIG, Standard 01/03/2005
NHDAMG, Standard 10/02/2006

Definition: Expenditure on the acquisition or enhancement of a non-financial asset.

Property group: Financial characteristics

Collection and usage attributes

Guide for use: National health data dictionary specific:

Gross capital expenditure is capital expenditure as reported by the particular establishment having regard to state health authority and other authoritative guidelines as to the differentiation between capital and recurrent expenditure. (A concise indication of the basis on which capital and recurrent expenditure have been differentiated is to form part of national minimum data sets).

National housing assistance data dictionary specific:

Expenditure on the acquisition or enhancement of an asset (excluding financial assets). A non-financial asset is an entity functioning as a store of value, over which ownership may be derived over a period of time, and which is not a financial asset. Capital includes: acquisitions (purchase of properties); construction costs; redevelopment and improvement (of properties); land acquisitions and development; joint ventures.

Source and reference attributes

Submitting organisation: National minimum data set working parties

Relational attributes

Data Element Concepts implementing this Property: Housing assistance agency—gross capital expenditure (assets acquired under finance leases) NHDAMG, Superseded 10/02/2006

Housing assistance agency—gross capital expenditure (assets acquired under finance leases) NHDAMG, Standard 10/02/2006

Housing assistance agency—gross capital expenditure (expenditure on non-financial assets) NHDAMG, Superseded 10/02/2006

Housing assistance agency—gross capital expenditure (expenditure on non-financial assets) NHDAMG, Standard 10/02/2006

Housing assistance agency—gross capital expenditure (purchases of new non-financial assets) NHDAMG, Superseded 10/02/2006

Housing assistance agency—gross capital expenditure (purchases of new non-financial assets) NHDAMG, Standard 10/02/2006

Housing assistance agency—gross capital expenditure (purchases of second-hand non-financial assets) NHDAMG, Superseded 10/02/2006

Housing assistance agency—gross capital expenditure (purchases of

second-hand non-financial assets) NHDAMG, Standard 10/02/2006

Housing assistance agency—gross capital expenditure (sales of non-financial assets) NHDAMG, Superseded 10/02/2006

Housing assistance agency—gross capital expenditure (sales of non-financial assets) NHDAMG, Standard 10/02/2006

Housing assistance agency—gross capital expenditure NHDAMG, Standard 10/02/2006

Gross income

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269270

Registration status: NHDAMG, Standard 01/03/2005

Definition: The total income before business and tax deductions are accounted for.

Property group: Financial characteristics

Source and reference attributes

Origin: Australian taxation office 2004. Definitions. Australian taxation office, Canberra. Viewed 22 October 2004

Relational attributes

Data Element Concepts implementing this Property: Person—gross income NHDAMG, Standard 10/02/2006

Household composition

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269118

Registration status: NHDAMG, Standard 01/03/2005

Definition: The relationship between people who reside together.

Property group: Accommodation/living characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Household—household composition NHDAMG, Standard 10/02/2006

Household identifier

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269366

Registration status: NHDAMG, Standard 01/03/2005

Definition: A sequence of characters which identify a household.

Property group: Identifier characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Household—household identifier NHDAMG, Standard 10/02/2006

Housing management plan indicator

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 292314

Registration status: NHDAMG, Standard 22/10/2005

Definition: An indicator of the extent to which housing providers utilise management or business plans.

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Housing assistance agency—housing management plan indicator NHDAMG, Standard 10/02/2006

Income unit identifier

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269370

Registration status: NHDAMG, Standard 01/03/2005

Definition: A sequence of characters which identify an income unit.

Property group: Identifier characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Income unit—income unit identifier NHDAMG, Standard 10/02/2006

Income unit type

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269153

Registration status: NHDAMG, Standard 01/03/2005

Definition: A descriptor of the class of income unit.

Property group: Accommodation/living characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Centrelink income unit—income unit type NHDAMG, Standard 01/03/2005

Income unit—income unit type NHDAMG, Standard 01/03/2005

Indigenous community identifier

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269368

Registration status: NHDAMG, Standard 01/03/2005

Definition: A sequence of characters which identify a discrete Indigenous community.

Property group: Identifier characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Discrete Indigenous community—Indigenous community identifier NHDAMG, Standard 01/03/2005

Indigenous status

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269161

Registration status: NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005
NHDAMG, Standard 22/10/2005

Definition: An indicator of identification as an Aboriginal and/or Torres Strait Islander.

Property group: Demographic/social/cultural characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Household—Indigenous status NHDAMG, Standard 10/02/2006

Person—Indigenous status NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005, NHDAMG, Standard 01/03/2005

Labour force status

Identifying and definitional attributes

Metadata item type: Property

Synonymous names: Employment status

METeOR identifier: 269067

Registration status: NHIG, Standard 01/03/2005
NHDAMG, Standard 22/10/2005

Definition: An indicator of participation in paid employment or economic inactivity.

Property group: Labour characteristics

Relational attributes

Data Element Concepts implementing this Property: Person—labour force status NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005, NHDAMG, Standard 01/08/2005

Low income status

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269166

Registration status: NHDAMG, Standard 01/03/2005

Definition: An indicator of whether the income received has been classified as low.

Property group: Financial characteristics

Relational attributes

Data Element Concepts implementing this Property: Household—low income status NHDAMG, Standard 01/03/2005

Main language other than English spoken at home

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269176

Registration status: NHIG, Standard 01/03/2005
                              NCSIMG, Standard 01/03/2005
                              NHDAMG, Standard 22/10/2005

Definition: The primary language spoken at home, excluding English.

Property group: Demographic/social/cultural characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Person—main language other than English spoken at home NHIG, Standard 01/03/2005, NCSIMG, Standard 01/03/2005, NHDAMG, Standard 10/02/2006

Management structure

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 292070

Registration status: NHDAMG, Standard 22/10/2005

Definition: A descriptor of the administrative arrangements of an organisation.

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Community housing provider—management structure NHDAMG, Standard 10/02/2006

Marital status

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269101

Registration status: NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005
NHDAMG, Standard 22/10/2005

Definition: An indicator of involvement in a couple relationship or marriage.

Property group: Demographic/social/cultural characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Person—marital status NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005, NHDAMG, Standard 10/02/2006

Market rent value

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269189

Registration status: NHDAMG, Standard 01/03/2005

Definition: Assigned rent value in the private rental market.

Property group: Financial characteristics

Relational attributes

Data Element Concepts implementing this Property: Dwelling—market rent value NHDAMG, Standard 01/03/2005

New allocation status

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269190

Registration status: NHDAMG, Standard 01/03/2005

Definition: An indicator of newly allocated housing assistance.

Property group: Service provision event

Relational attributes

Data Element Concepts implementing this Property: Household—new allocation status NHDAMG, Standard 01/03/2005

Number of bedrooms

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269191

Registration status: NHDAMG, Standard 01/03/2005

Definition: A count of bedrooms.

Property group: Material resource characteristics

Relational attributes

Data Element Concepts implementing this Property: Dwelling—number of bedrooms NHDAMG, Standard 10/02/2006

Number of tenancy agreements

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269295

Registration status: NHDAMG, Standard 01/03/2005

Definition: A count of formal written tenancy agreements.

Property group: Performance indicators

Relational attributes

Data Element Concepts implementing this Property: Dwelling—number of tenancy agreements NHDAMG, Standard 01/03/2005

Number of tenancy/rental units

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269317

Registration status: NHDAMG, Standard 01/03/2005

Definition: A count of units to which a rental agreement can be made.

Property group: Material resource characteristics

Relational attributes

Data Element Concepts implementing this Property: Dwelling—number of tenancy/rental units NHDAMG, Standard 01/03/2005

Occupancy status

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269139

Registration status: NHDAMG, Standard 01/03/2005

Definition: An indicator that a structure is being lived in.

Property group: Material resource characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Dwelling—occupancy status NHDAMG, Standard 10/02/2006

Occupation

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269099

Registration status: NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005
NHDAMG, Standard 22/10/2005

Definition: A descriptor of the class of job based on similarities in the tasks undertaken.

Property group: Labour characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Person—occupation (main) (housing assistance) NHDAMG, Superseded 10/02/2006

Person—occupation (main) NHIG, Standard 01/03/2005 NCSIMG, Standard 01/03/2005, NHDAMG, Standard 10/02/2006

Organisation identifier

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269367

Registration status: NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005
NHDAMG, Standard 01/03/2005

Definition: A sequence of characters which identify an organisation.

Property group: Identifier characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Community housing provider—organisation identifier NHDAMG, Standard 10/02/2006

Organisation type

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 292046

Registration status: NHDAMG, Standard 22/10/2005

Definition: A descriptor of the kind of organisation.

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts   Community housing provider—organisation type NHDAMG,
implementing this Property: Standard 10/02/2006

Permanency status

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 292333

Registration status: NHDAMG, Standard 22/10/2005

Definition: An indicator that a structure is permanent.

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts   Dwelling—permanency status NHDAMG, Standard 10/02/2006
implementing this Property:

Person identifier

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269369
Registration status:	NHIG, Standard 01/03/2005
	NCSIMG, Standard 01/03/2005
	NHDAMG, Standard 01/03/2005
Definition:	A sequence of characters which identify a person.
Property group:	Identifier characteristics

Source and reference attributes

Submitting organisation:	National minimum data set working parties

Relational attributes

Data Element Concepts implementing this Property:	Person—person identifier (household) NHDAMG, Standard 10/02/2006

Proficiency in spoken English

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269192
Registration status:	NHIG, Standard 01/03/2005
	NCSIMG, Standard 01/03/2005
	NHDAMG, Standard 22/10/2005
Definition:	An indicator of the level of skill in speaking English.
Property group:	Demographic/social/cultural characteristics

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property:	Person—proficiency in spoken English NHIG, Standard 01/03/2005, NCSIMG, Standard 01/03/2005, NHDAMG, Standard 10/02/2006

Purchase completion date

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269262
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	The date on which a purchase is finalised.
Property group:	Financial characteristics

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property:	Dwelling—purchase completion date NHDAMG, Standard 01/03/2005

Qualification status

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	292348
Registration status:	NHDAMG, Standard 22/10/2005
Definition:	An indicator of formal certification of qualifications.

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property:	Person—qualification status NHDAMG, Standard 10/02/2006

Rebated rent status

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269194
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	An indicator of payment of less than market rent value.
Property group:	Financial characteristics

Relational attributes

Data Element Concepts implementing this Property:	Household—rebated rent status NHDAMG, Standard 10/02/2006

Recurrent expenditure

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269132

Registration status: NHIG, Standard 13/05/2005
NHDAMG, Standard 01/03/2005

Definition: Expenditure which does not result in the acquisition or enhancement of an asset.

Property group: Financial characteristics

Collection and usage attributes

Guide for use: National Housing Assistance Data Dictionary specific:

Recurrent expenditure on goods and services is expenditure, which does not result in the creation or acquisition of fixed assets (new or second-hand). It consists mainly of expenditure on wages, salaries and supplements, purchases of goods and services and consumption of fixed capital (depreciation).

When fees charged for goods and services are offset against recurrent expenditure, the result equates to final consumption expenditure in the Australian Bureau of Statistics' national accounts framework.

Includes:

- Operating expenses

- Tenancy manager revenue and expense components.

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Reference documents: Australian Bureau of Statistics: Government Finance Statistics 1998, Cat. No. 5514.0

Relational attributes

Data Element Concepts implementing this Property: Housing assistance agency—recurrent expenditure (administration costs) NHDAMG, Standard 10/02/2006

Housing assistance agency—recurrent expenditure (benefits to households in goods and services) NHDAMG, Standard 01/03/2005

Housing assistance agency—recurrent expenditure (capital transfer expenses) NHDAMG, Standard 10/02/2006

Housing assistance agency—recurrent expenditure (current transfer payments) NHDAMG, Standard 10/02/2006

Housing assistance agency—recurrent expenditure (depreciation and amortisation) NHDAMG, Standard 10/02/2006

Housing assistance agency—recurrent expenditure (employee expenses) NHDAMG, Standard 01/03/2005

Housing assistance agency—recurrent expenditure (employee expenses: provisions adjustment) NHDAMG, Standard 01/03/2005

Housing assistance agency—recurrent expenditure (funded

superannuation expenses) NHDAMG, Standard 01/03/2005

Housing assistance agency—recurrent expenditure (non-employee expenses) NHDAMG, Standard 10/02/2006

Housing assistance agency—recurrent expenditure (operational costs) NHDAMG, Standard 01/03/2005

Housing assistance agency—recurrent expenditure (other employee expenses) NHDAMG, Standard 01/03/2005

Housing assistance agency—recurrent expenditure (other non-employee expenses) NHDAMG, Standard 01/03/2005

Housing assistance agency—recurrent expenditure (property expense) NHDAMG, Standard 10/02/2006

Housing assistance agency—recurrent expenditure (repairs and maintenance costs) NHDAMG, Standard 10/02/2006

Housing assistance agency—recurrent expenditure (unfunded superannuation expenses) NHDAMG, Standard 01/03/2005

Housing assistance agency—recurrent expenditure (wages, salaries and supplements: non-capitalised) NHDAMG, Standard 01/03/2005

Housing assistance agency—recurrent expenditure NHDAMG, Standard 01/03/2005

Reference person status

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	269215
Registration status:	NHDAMG, Standard 01/03/2005
Definition:	An indicator of whether an individual has been designated as a reference person.
Property group:	Service provision event

Relational attributes

Data Element Concepts implementing this Property:	Person—reference person status (household) NHDAMG, Standard 10/02/2006

Relationship to reference person

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269216

Registration status: NHDAMG, Standard 01/03/2005

Definition: The type of relationship an individual has with a designated person.

Property group: Accommodation/living characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Person (income unit member)—relationship to reference person (income unit) NHDAMG, Standard 10/02/2006

Person—relationship to reference person (household) (housing assistance) NHDAMG, Standard 01/03/2005

Rent charged

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269199

Registration status: NHDAMG, Standard 01/03/2005

Definition: The amount of rent charged.

Property group: Financial characteristics

Relational attributes

Data Element Concepts implementing this Property: Household—rent charged NHDAMG, Standard 10/02/2006

Rent charged date

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269236

Registration status: NHDAMG, Standard 01/03/2005

Definition: The date on which rent is charged.

Property group: Financial characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Household—rent charged date NHDAMG, Standard 10/02/2006

Rent deduction flag

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269220

Registration status: NHDAMG, Standard 01/03/2005

Definition: An indicator that an instruction for automatic rent deduction exists.

Property group: Financial characteristics

Relational attributes

Data Element Concepts implementing this Property: Centrelink income unit—rent deduction flag NHDAMG, Standard 01/03/2005

Rent paid

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269272

Registration status: NHDAMG, Standard 01/03/2005

Definition: The amount of rent paid.

Property group: Financial characteristics

Relational attributes

Data Element Concepts implementing this Property: Household—rent paid NHDAMG, Standard 10/02/2006

Rent paid date

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269237

Registration status: NHDAMG, Standard 01/03/2005

Definition: The date on which rent is paid.

Property group: Financial characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts   Household—rent paid date NHDAMG, Standard 10/02/2006
implementing this Property:

Revenue

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269142

Registration status: NHIG, Standard 01/03/2005
                               NHDAMG, Standard 22/10/2005

Definition: A transaction or event that increases net worth.

Property group: Financial characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Origin: ABS 2003. Australian System of Government Finance Statistics: Concepts, Sources and Methods (Cat. no. 5514.0). Reference through: http://www.abs.gov.au.

Relational attributes

Data Element Concepts   Housing assistance agency—revenue (capital) NHDAMG, Standard
implementing this Property: 10/02/2006

Housing assistance agency—revenue (other current revenue) NHDAMG, Standard 10/02/2006

Housing assistance agency—revenue (property income) NHDAMG, Standard 10/02/2006

Housing assistance agency—revenue (sales of goods and services) NHDAMG, Standard 10/02/2006

Housing assistance agency—revenue (taxation) NHDAMG, Standard 10/02/2006

Housing assistance agency—revenue NHDAMG, Standard 10/02/2006

Sex

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269231

Registration status: NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005
NHDAMG, Standard 22/10/2005

Definition: The biological distinction between male and female.

Property group: Demographic/social/cultural characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Origin: Australian Bureau of Statistics 1999. Standards for Social, Labour and Demographic Variables. Reference through: http://www.abs.gov.au.

Relational attributes

Data Element Concepts implementing this Property: Person—sex NHIG, Standard 01/03/2005, NCSIMG, Standard 01/03/2005, NHDAMG, Standard 10/02/2006

Source of cash income

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269271

Registration status: NHDAMG, Standard 01/03/2005

Definition: The source from which a cash income is derived.

Property group: Financial characteristics

Collection and usage attributes

Comments: This property relates to a cash income as opposed to all income that includes income in kind (e.g. barter for goods or services etc).

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Person—Source of cash income (principal) NCSIMG, Proposed 17/01/2006, NHDAMG, Standard 10/02/2006

Structure type

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269140

Registration status: NHDAMG, Standard 01/03/2005

Definition: A descriptor of the class of physical structure.

Property group: Material resource characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Dwelling—structure type NHDAMG, Standard 01/03/2005

Support service type

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 292134

Registration status: NHDAMG, Standard 22/10/2005

Definition: A descriptor of the types of assistance that can be provided.

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Community housing provider—support service type NHDAMG, Standard 10/02/2006

Tenantability status

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269141

Registration status: NHDAMG, Standard 01/03/2005

Definition: An indicator that a structure is tenantable.

Property group: Material resource characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Dwelling—tenantability status NHDAMG, Standard 01/03/2005

Tenure type

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269296

Registration status: NHDAMG, Standard 01/03/2005

Definition: The type of legal right to occupy a dwelling.

Property group: Accommodation/living characteristics

Relational attributes

Data Element Concepts implementing this Property: Household—tenure type NHDAMG, Standard 01/03/2005

Total rent charged

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269287

Registration status: NHDAMG, Standard 01/03/2005

Definition: The total amount of rent charged.

Property group: Financial characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Housing assistance agency—total rent charged NHDAMG, Standard 01/03/2005

Total rent collected

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269291

Registration status: NHDAMG, Standard 01/03/2005

Definition: The total amount of rent collected.

Property group: Financial characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Housing assistance agency—total rent collected NHDAMG, Standard 01/03/2005

Transfer status

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	301981
Registration status:	NHDAMG, Standard 22/10/2005
Definition:	An indicator that relocation has occurred.
Property group:	Accommodation/living characteristics

Relational attributes

Data Element Concepts implementing this Property:	Household—transfer status NHDAMG, Standard 10/02/2006

Upgrade requirement status

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	292339
Registration status:	NHDAMG, Standard 22/10/2005
Definition:	An indicator of whether an upgrade is required.

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property:	Dwelling—upgrade requirement status NHDAMG, Standard 10/02/2006

Utility status

Identifying and definitional attributes

Metadata item type:	Property
METeOR identifier:	292860
Registration status:	NHDAMG, Standard 22/10/2005
Definition:	An indicator of the presence of a system or service designed to improve the amenity of a structure.

Relational attributes

Data Element Concepts implementing this Property:	Dwelling—utility status (electricity supply) NHDAMG, Standard 10/02/2006
	Dwelling—utility status (sewerage system) NHDAMG, Standard 10/02/2006
	Dwelling—utility status (water supply) NHDAMG, Standard 10/02/2006

Waitlist applicant identifier

Identifying and definitional attributes

Metadata item type: Property

METeOR identifier: 269376

Registration status: NHDAMG, Standard 01/03/2005

Definition: A sequence of characters which identify a waitlist applicant.

Property group: Identifier characteristics

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Data Element Concepts implementing this Property: Waitlist applicant—waitlist applicant identifier NHDAMG, Standard 10/02/2006

Appendix D: Classification schemes

A classification scheme is an official terminological system, recognised and endorsed by a national or international body, that is used to classify data. In the NHADD examples of classification schemes include the Standard Australian Classification of Countries 1998 and Australian Standard Geographical Classification 2004.

Australian Standard Classification of Languages 2005

Identifying and definitional attributes

Metadata item type: Classification scheme

Synonymous names: ASCL 2005

METeOR identifier: 304118

Registration status: NHIG, Standard 08/02/2006
                          NCSIMG, Standard 30/01/2006
                          NHDAMG, Standard 10/02/2006

Definition: The Australian Bureau of Statistics (ABS) classification for the
                          languages spoken by Australians.

Classification structure: The ASCL has a three-level hierarchical structure.

                          Languages are grouped together into progressively broader
                          categories on the basis of their evolution from a common ancestral
                          language, and on the basis of geographic proximity of areas where a
                          particular language originated.

Collection and usage attributes

Guide for use: The ASCL is intended for use in the collection, aggregation and
                          dissemination of data relating to the language use of the Australian
                          population, or subsets of the population.

                          Indexes in alphabetical and numerical order are available, see the
                          Origin: attribute.

Source and reference attributes

Origin: Australian Bureau of Statistics 2005. Australian Standard
                          Classification of Languages (ASCL) 2005. Cat. no. 1267.0. 2nd Edition,
                          Canberra: ABS. Reference through: http://www.abs.gov.au.

Revision status: If you require further information about this classification please
                          email: social.classifications@abs.gov.au or telephone the Standards
                          Support Hotline on (02) 6252 5736.

Relational attributes

Value Domains based on this   Language code (ASCL 2005) NN{NN} NHIG, Standard 08/02/2006,
Classification Scheme: NCSIMG, Standard 30/09/2005, NHDAMG, Standard 10/02/2006

Australian Standard Classification of Occupations 2nd edition

Identifying and definitional attributes

Metadata item type: Classification scheme

Synonymous names: ASCO 2nd edn

METeOR identifier: 270547

Registration status: NHIG, Standard 01/03/2005
                           NCSIMG, Standard 01/03/2005
                           NHDAMG, Standard 01/03/2005

Definition: The Australian Bureau of Statistics (ABS) classification for occupations.

Classification structure: The ASCO Second Edition is a hierarchically structured classification with five levels of aggregation. The nine Major Groups are distinguished from each other on the basis of skill level and, where necessary, the broad concept of skill specialisation.

Skill level is a function of the range and complexity of the set of tasks involved. The greater the range and complexity of the set of tasks, the greater the skill level of the occupation. The criteria to measure skill level are the formal education and/or training (i.e. primary, secondary or tertiary education) and previous experience usually required for entry to the occupation.

Skill specialisation of an occupation is a function of the field of knowledge required, tools and equipment used, materials worked on, and goods or services produced in relation to the tasks performed. Skill specialisation is used to group occupations according to type, rather than level of skill. The definition of skill specialisation remains unchanged from the First Edition but includes reference to non-production based operations.

Collection and usage attributes

Guide for use: Supersedes the Australian Standard Classification of Occupations, First Edition. For concordance tables see *Origin*.

Comments: ISCO-88 also uses skill level and skill specialisation as criteria to structure the occupation classification.

The 10 major groups in ISCO-88 are broadly consistent similar to the nine ASCO, Second Edition major groups. The most significant difference at the major group level is that ISCO-88 has identified Skilled Agricultural and Fishery workers as a separate major group, where as ASCO Second Edition includes Farmers and Farm Managers as a sub-group in Major Group 1 Managers and Administrators, and Skilled Agricultural and Horticultural workers as a sub-major group in Major Group 4 Tradespersons and Related Workers.

ISCO-88 also includes a separate Major Group 0, for the Armed Forces. In ASCO Second Edition, jobs held by members of the Armed Forces are classified together with their civilian equivalents where these exist and to a number of other specific occupations.

In common with ISCO-88, ASCO Second Edition now incorporates

three sub-major group as a level of aggregation between the major and minor groups.

ASCO Second Edition (ASCO) is currently under review. The Australian Bureau of Statistics (ABS) and Statistics New Zealand (SNZ) will undertake the project jointly. A joint publication will be produced, the Australian and New Zealand Standard Classification of Occupations (ANZSCO), which will be available electronically on the ABS and SNZ web sites.

It is envisaged that ANZSCO will be implemented in relevant ABS and SNZ statistical collections from 2006 onwards.

http://www.abs.gov.au/Ausstats/abs@.nsf/66f306f503e529a5ca256 97
e0017661f/28c385cdf1801d6fca256c7f001cc62a!OpenDocument.

Source and reference attributes

Steward:	Australian Bureau of Statistics (ABS)
Origin:	Australian Bureau of Statistics 1997. Australian Standard Classification of Occupations Second Edition. Cat. no. 1220.0. Canberra: ABS. Reference through: http://www.abs.gov.au.
	Concordance tables included: ASCO First Edition to ASCO Second Edition Concordance Table ASCO Second Edition to ASCO First Edition Concordance Table Reference through: http://www.abs.gov.au. Available in print and CD-ROM
Reference documents:	Australian Bureau of Statistics 1996. Information Paper: ASCO - Australian Standard Classification of Occupations. Cat. no. 1221.0. ABS, Canberra. Reference through: http://www.abs.gov.au.
	Australian Bureau of Statistics 1997. Australian Standard Classification of Occupations, Second Edition and ASCO Coder. Cat. no. 1220.0.30.001. Canberra: ABS. Reference through: http://www.abs.gov.au.
	Australian Bureau of Statistics 1998. Information Paper - Census of Population and Housing: Link Between First and Second Editions of Australian Standard Classification of Occupations (ASCO). Cat. no. 1232.0. Canberra: ABS. Reference through: http://www.abs.gov.au.
	Australian Bureau of Statistics 1998. A Guide to Major ABS Classifications. Cat. no. 1291.0. Canberra: ABS. Reference through: http://www.abs.gov.au.
Revision status:	Original 1997 - Standard

Relational attributes

Value Domains based on this Classification Scheme:	Occupation code (ASCO 2nd edn) N[NNN]{-NN} NHIG, Standard 01/03/2005, NCSIMG, Standard 01/03/2005, NHDAMG, Standard 10/02/2006

Australian Standard Geographical Classification 2004

Identifying and definitional attributes

Metadata item type: Classification scheme

Synonymous names: ASGC 2004

METeOR identifier: 270560

Registration status: NHIG, Standard 01/03/2005
                                     NCSIMG, Standard 01/03/2005
                                     NHDAMG, Standard 01/03/2005

Definition: The Australian Bureau of Statistics classification for the classification
                                     of geographical locations.

Source and reference attributes

Origin: Australian Bureau of Statistics 2004. Australian Standard
                                     Geographical Classification (ASGC). Cat. no. 1216.0. Canberra: ABS.
                                     Reference through: http://www.abs.gov.au.

Relational attributes

Related metadata references: Supersedes Australian Standard Geographical Classification 2001
                                     NHDAMG, Superseded 10/02/2006

Value Domains based on this   Australian state/territory code (ASGC 2004) N NHIG, Standard
Classification Scheme: 03/08/2005, NCSIMG, Standard 03/08/2005, NHDAMG, Standard
                                     03/08/2005

Postcode datafile

Identifying and definitional attributes

Metadata item type:	Classification scheme
METeOR identifier:	270561
Registration status:	NHIG, Standard 01/03/2005
	NCSIMG, Standard 01/03/2005
	NHDAMG, Standard 10/02/2006
Definition:	The numeric descriptor for a postal delivery area, aligned with locality, suburb or place for the address of a party (person or organisation), as defined by Australia Post.
Context:	Postcode is an important part of a person's or organisation's postal address and facilitates written communication. It is one of a number of geographic identifiers that can be used to determine a geographic location. Postcode may assist with uniquely identifying a person or organisation.

Collection and usage attributes

Guide for use:	The postcode book is updated more than once annually as postcodes are a dynamic entity and are constantly changing.

Source and reference attributes

Origin:	Australia Post Postcode book. Reference through: http://www1.auspost.com.au/postcodes/

Relational attributes

Value Domains based on this Classification Scheme:	Australian postcode code (Postcode datafile) {NNNN} NHIG, Standard 04/05/2005, NCSIMG, Standard 25/08/2005, NHDAMG, Standard 10/02/2006

Standard Australian Classification of Countries 1998

Identifying and definitional attributes

Metadata item type: Classification scheme

Synonymous names: SACC 1998

METeOR identifier: 270557

Registration status: NHIG, Standard 01/03/2005
NCSIMG, Standard 01/03/2005

Definition: The Australian Bureau of Statistics classification for the classification of geographical locations.

Definition: The Australian Bureau of Statistics classification for countries.

Collection and usage attributes

Comments: The Standard Australian Classification of Countries (SACC) supersedes the Australian Standard Classification of Countries for Social Statistics (ASCCSS).

Source and reference attributes

Origin: Australian Bureau of Statistics 1998. Standard Australian Classification of Countries 1988 (SACC). Cat. no. 1269.0. Canberra: ABS. Reference through: http://www.abs.gov.au.

Relational attributes

Value Domains based on this Classification Scheme: Country code (SACC 1998) NNNN NHIG, Standard 01/03/2005 NCSIMG, Standard 01/03/2005, NHDAMG, Standard 20/06/2005

Appendix E: Glossary items

A glossary item defines the meaning of a term within a specific context. It allows the definition of terms that are not described by any other metadata item type in METeOR. A glossary item is linked to relevant occurrences of the term within all other metadata items.

Glossary items are not a recognised component of the current ISO/IEC 11179 standard but have been included in METeOR to provide additional functionality.

Activity—functioning, disability and health

Meaning:

In the context of health, an activity is the execution of a task or action by an individual. Activity limitations are difficulties an individual has in the execution of an activity.

Context:

The performance of an activity is what the individual does in his or her current environment. The environment includes all aspects of the physical, social and attitudinal world. Activity limitation varies with the environment and is assessed in relation to a particular environment and in the absence or presence of assistance, including aids and equipment.

'Activities and participation' is one of three components that define the concept 'Disability', along with 'Body functions and structures' and 'Environmental factors'. 'Activities and participation' is also encompassed within the concept 'Functioning'.

The concept 'Activity', as defined here and as measured in the metadata item Activity difficulty level code (ICF) N, may be relevant to people and human services not related to disability. In time, a related and more generic data element may be developed. In the meantime, the addition of 'functioning, disability and health' to the concept of 'ability' indicates that the current concept is based on the concept and framework developed by World Health Organization to assist in the classification and description of functioning and disability, as contained in the ICF.

Reference:

World Health Organization (WHO) 2001. ICF: International Classification of Functioning, Disability and Health. Geneva: WHO

Australian Institute of Health and Welfare (AIHW) 2003. ICF Australian User Guide Version 1.0. Canberra: AIHW

Comments:

The ICF recognises two constructs that can be used with 'Activities and Participation': performance and capacity. 'Performance' is what the person does in their usual environment. 'Capacity' describes 'an individual's ability to execute a task or an action in a standardised environment, where a standardised environment may be:

- an actual environment commonly used for assessment in test settings; or

- in cases where this is not possible, an assumed environment which can be thought to have a uniform impact' (WHO 2001).

The standardised environment' has not been generally operationalised. However, the recognition of these two constructs in the ICF underscores the importance of recording the environment in which activities are being performed.

This glossary term is based on the International Classification of Functioning, Disability and Health (ICF). The ICF was endorsed by the World Health Assembly in 2001 as a reference member of the WHO Family of International Classifications and of the Australian Family of Health and Related Classifications (endorsed by the National Health Information Management Group in 2002).

The ICF provides a framework for the description of human

functioning and disability. The components of ICF are defined in relation to a health condition. A health condition is an 'umbrella term for disease (acute or chronic), disorder, injury or trauma' (WHO 2001). A health condition may be recorded, for example, as Episode of care principal diagnosis, code (ICD-10-AM 3rd Ed) ANN{.N[N} and Episode of care additional diagnosis, code (ICD-10-AM 3rd Ed) ANN{.N[N}.

Further information on the ICF can be found in the ICF itself and the ICF Australian User Guide (AIHW 2003) and the following websites

• WHO ICF website
http://www.who.int/classifications/icf/en
• Australian Collaborating Centre ICF website
http://www.aihw.gov.au/disability/icf/index.html

Address

Meaning: A place at which a person or organisation may be contacted/located, or where an object/item or dwelling may be located or the location where a service may be delivered.

Context: Required for primary collection to facilitate contact with the client, person or service provider.

Reference: **Guide for use**
Address is the concatenation of unit number, number, street, city/town, state, territory, postcode, and country. Number can refer to a street number, lot number or RMB (roadside mailbox) number.

Submitting organisation
National Health Data Committee
National Community Services Data Committee

Origin
National Health Data Dictionary Version 11.
National Community Services Data Dictionary Version 2.

Comments
There are differences in interpretation of what constitutes a person's 'usual' address, if this is required. The ABS specifies 'Usual address' to be an address that the person has been living in or is likely to live in for at least six months. Some data collections collect information about the location of client immediately prior to provision of service. This may or may not coincide with the client's usual address.

Boarding house building

Meaning: A separate building (also referred to as a rooming or lodging house) containing multiple boarding/rooming/lodging house bedrooms and/or boarding house units

Context: The identification of boarding house buildings from individual boarding house rooms or units is important in calculating the operational costs for this type of dwelling.

Reference: **Guide for use**

In Victoria, the term 'rooming house' is used and the term 'boarding house' is used to distinguish cases where meals are also provided. Section 5A of the Social Security Act 1991 states that:

5A(5A) A person's accommodation is exempt accommodation (i.e. they are eligible for Commonwealth Rent Assistance (CRA) at the full single rate) if it is in premises that are, in the Secretary's opinion, a boarding house, guest house, hostel, private hotel, rooming house, lodging house or similar premises.

5A(5B) In forming an opinion about a person's accommodation for the purpose of subsection (5A), the Secretary is to have regard to the characteristics of the accommodation including, in particular, whether or not the following are characteristics of the accommodation:

(a) the premises are known as a boarding house, guest house, hostel, hotel, private hotel, rooming house, lodging house or similar premises;

(b) a manager or administrator (other than a real estate agent) is retained to manage the premises or administer the accommodation on a daily or other frequent regular basis;

(c) staff are retained by the proprietor or manager of the premises to work in the premises on a daily or other frequent regular basis;

(d) the residents lack control over the day-to-day management of the premises;

(e) there are house rules, imposed by the proprietor or manager, that result in residents having rights that are more limited than those normally enjoyed by a lessee of private residential accommodation (for example, rules limiting the hours of residents' access to their accommodation or limiting residents' access to cooking facilities in the premises);

(f) the person does not have obligations to pay for his or her costs of gas, water or electricity separately from the cost of the accommodation;

(g) the accommodation is not private residential accommodation, having regard to:

• the number and nature of bedrooms in the premises; or

• the number of people who are not related to one another living at the premises; or

• the number and nature of bathrooms in the premises;

(h) the person's accommodation has not been offered to the person

on a leasehold basis;

(i) there is no requirement that the person pay a bond as security for either the payment of rent or the cost of any damage caused by the person, or for both;

(j) the person's accommodation is available on a daily or other short-term basis.

5A(5C) Each of the characteristics set out in subsection 5(B) points towards the accommodation in question being exempt accommodation (i.e. the person is eligible for CRA at the full single rate)

Submitting organisation

New South Wales Department of Housing

Australian Institute of Health and Welfare

Origin

CSHA Community housing data collection manual 2001-02.

Boarding house room

Meaning: A bedroom within a boarding house (also referred to as a rooming or lodging house) that is not self-contained, and usually shares a common kitchen and/or bathroom. Boarding house bedrooms are usually accessed via a common entrance such as a foyer or hallway.

Context: The identification of individual boarding house bedrooms or units from boarding house buildings is important in calculating the operational costs for this type of dwelling.

Reference: **Guide for use**
Section 5A of the Social Security Act 1991 states that:

5A(5A) A person's accommodation is exempt accommodation (i.e. they are eligible for Commonwealth Rent Assistance (CRA) at the full single rate) if it is in premises that are, in the Secretary's opinion, a boarding house, guest house, hostel, private hotel, rooming house, lodging house or similar premises.

5A(5B) In forming an opinion about a person's accommodation for the purpose of subsection (5A), the Secretary is to have regard to the characteristics of the accommodation including, in particular, whether or not the following are
characteristics of the accommodation:

(a) the premises are known as a boarding house, guest house, hostel, hotel, private hotel, rooming house, lodging house or similar premises;

(b) a manager or administrator (other than a real estate agent) is retained to manage the premises or administer the accommodation on a daily or other frequent regular basis;

(c) staff are retained by the proprietor or manager of the premises to work in the premises on a daily or other frequent regular basis;

(d) the residents lack control over the day-to-day management of the premises;

(e) there are house rules, imposed by the proprietor or manager, that result in residents having rights that are more limited than those

normally enjoyed by a lessee of private residential accommodation (for example, rules limiting the
hours of residents' access to their accommodation or limiting residents' access to cooking facilities in the premises);

(f) the person does not have obligations to pay for his or her costs of gas, water or electricity separately from the cost of the accommodation;

(g) the accommodation is not private residential accommodation, having regard to:

- the number and nature of bedrooms in the premises; or
- the number of people who are not related to one another living at the premises; or
- the number and nature of bathrooms in the premises;

(h) the person's accommodation has not been offered to the person on a leasehold basis;

(i) there is no requirement that the person pay a bond as security for either the payment of rent or the cost of any damage caused by the person, or for both;

(j) the person's accommodation is available on a daily or other short-term basis.

5A(5C) Each of the characteristics set out in subsection 5(B) points towards the accommodation in question being exempt accommodation (i.e. the person is eligible for CRA at the full single rate).

Submitting organisation

New South Wales Department of Housing

Australian Institute of Health and Welfare

Origin

CSHA Community housing data collection manual 2001-02

Boarding house unit

Meaning:	A self-contained unit within a boarding house (also referred to as a rooming or lodging house) with separate cooking, bathroom and toilet facilities. Boarding house units are usually accessed via a common entrance such as a foyer or hallway.
Context:	The identification of individual boarding house bedrooms or units from boarding house buildings is important in calculating the operational costs for this type of dwelling.
Reference:	**Guide for use**

Section 5A of the Social Security Act 1991 states that:

5A(5A) A person's accommodation is exempt accommodation (i.e. they are eligible for Commonwealth Rent Assistance at the full single rate) if it is in premises that are, in the Secretary's opinion, a boarding house, guest house, hostel, private hotel, rooming house, lodging house or similar premises.

5A(5B) In forming an opinion about a person's accommodation for the purpose of subsection (5A), the Secretary is to have regard to the

characteristics of the accommodation including, in particular, whether or not the following are characteristics of the accommodation:

(a) the premises are known as a boarding house, guest house, hostel, hotel, private hotel, rooming house, lodging house or similar premises;

(b) a manager or administrator (other than a real estate agent) is retained to manage the premises or administer the accommodation on a daily or other frequent regular basis;

(c) staff are retained by the proprietor or manager of the premises to work in the premises on a daily or other frequent regular basis;

(d) the residents lack control over the day-to-day management of the premises;

(e) there are house rules, imposed by the proprietor or manager, that result in residents having rights that are more limited than those normally enjoyed by a lessee of private residential accommodation (for example, rules limiting
the hours of residents' access to their accommodation or limiting residents' access to cooking facilities in the premises);

(f) the person does not have obligations to pay for his or her costs of gas, water or electricity separately from the cost of the accommodation;

(g) the accommodation is not private residential accommodation, having regard to:

- the number and nature of bedrooms in the premises; or
- the number of people who are not related to one another living at the premises; or
- the number and nature of bathrooms in the premises;

(h) the person's accommodation has not been offered to the person on a leasehold basis;

(i) there is no requirement that the person pay a bond as security for either the payment of rent or the cost of any
damage caused by the person, or for both;

(j) the person's accommodation is available on a daily or other short-term basis.

5A(5C) Each of the characteristics set out in subsection 5(B) points towards the accommodation in question being exempt accommodation (i.e. the person is eligible for CRA at the full single rate)

Submitting organisation

NSW Department of Housing

Australian Institute of Health and Welfare

Origin

CSHA Community housing data collection manual 2001-02.

Dependant

Meaning: A dependant is defined as someone who lives in the primary care of parent(s), carer or guardian, is aged under 24 and:

- is studying full-time (ages 5 and over); and/or
- is not in receipt of a pension, payment or benefit (e.g. Youth Allowance) or a Prescribed Education Scheme payment (e.g. ABSTUDY); and/or
- has an annual income of no more than the amount specified by Centrelink for basic eligibility for Family Tax Benefit Part A.

Reference: **Origin**

Department of Families and Community Services (2005). A guide to Australian Government payments—March to June 2005.

Disability

Meaning: Disability is the umbrella term for any or all of: an impairment of body structure or function, a limitation in activities, or a restriction in participation.

Disability is a multi-dimensional and complex concept and is conceived as a dynamic interaction between health conditions and environmental and personal factors (WHO 2001:6).

Context: Many different 'definitions' of disability are used in Australia, both in administrative data collections and in Acts of Parliament. The consistent identification of disability in national data collections has been recommended in a number of reports, for instance to enable:

- the monitoring of access to generic services by people with a disability;
- the collection of more consistent data on disability support and related services, including data on service use by different groups;
- population data and service data to be related, thereby improving the nation's analytical capacity in relation to the need for and supply of services; and
- improved understanding of the relationship between disability, health conditions and other health outcomes.

Defining disability makes it possible to determine the number of people who are accessing services, both disability specific and generic, and also those with a disability in the general population with unmet need. Better definition of disability will aid better targeting of resources to those in need.

Disability arises from the interaction between health conditions and environmental and personal factors. A health condition may be a disease (acute or chronic), disorder, injury or trauma. Environmental factors make up the physical, social and attitudinal environment in which people live and conduct their lives. Personal factors relate to the individual, such as age, sex and Indigenous status.

The concept 'Disability' can be described using a combination of related metadata items as building blocks.

The metadata items selected may vary depending on the definition of disability used. For example, in hospital rehabilitation, the focus may be on the impairment and <u>activity</u> (see Glossary) dimensions and in community-based care the focus may be primarily on participation. Some applications may require a broad scope for inclusion (e.g. discrimination legislation). Data collections relating to services will select combinations of the data elements, which best reflect the eligibility criteria for the service.

Reference: World Health Organization (WHO) 2001. ICF: International Classification of Functioning, Disability and Health. Geneva: WHO

Australian Institute of Health and Welfare (AIHW) 2003. ICF Australian User Guide Version 1.0. Canberra: AIHW

Comments: This glossary term is based on the International Classification of Functioning, Disability and Health (ICF). The ICF was endorsed by the World Health Assembly in 2001 as a reference member of the WHO Family of International Classifications and of the Australian Family of Health and Related Classifications (endorsed by the National Health Information Management Group in 2002).

The ICF provides a framework for the description of human functioning and disability. The components of ICF are defined in relation to a health condition. A health condition is an 'umbrella term for disease (acute or chronic), disorder, injury or trauma' (WHO 2001). A health condition may be recorded, for example, as Episode of care principal diagnosis, code (ICD-10-AM 3rd Ed) ANN{.N[N} and Episode of care additional diagnosis, code (ICD-10-AM 3rd Ed) ANN{.N[N}.

Further information on the ICF can be found in the ICF itself and the ICF Australian User Guide (AIHW 2003) and the following websites:

•WHO ICF website
http://www.who.int/classifications/icf/en
•Australian Collaborating Centre ICF website
http://www.aihw.gov.au/disability/icf/index.html

Disability grouping

Meaning: Disability groupings constitute a broad categorisation of disabilities in terms of the underlying health condition, impairment, activity limitations, participation restrictions, environmental factors and support needs. The grouping that most clearly expresses the experience of disability of a person.

Head-leased dwelling (private)

Meaning: Dwellings owned by private individuals or private corporations that are leased to Commonwealth–State Housing Agreement (CSHA) housing providers via head-leasing arrangements. The CSHA housing provider is usually responsible for tenant selection and tenancy management functions.

Context: Head-leasing involves at least two leases: one between the dwelling owner and the lessee, and one between the provider and the tenant. The Residential Tenancies Act applies to both leases.

Head-leasing is commonly undertaken in the community housing sector, where non-Government organisations head-lease housing stock from the private sector and state and territory Governments, and sub lease it directly to the tenants. It is important to identify those dwellings that are head-leased from the private sector, as maintenance and other management costs are generally incurred by the owner, and therefore may not be captured in the annual CSHA data collections.

Reference: **Origin**

Department of Housing—Policy EST0012A: Head-leasing

CSHA Community housing data collection manual 2001-02

Submitting organisation

NSW Department of Housing

Australian Institute of Health and Welfare.

Head-leased dwelling (government)

Meaning: Dwellings owned by state and territory governments that are leased to other government or non-government organisations via head-leasing arrangements.

Context: Head-leasing involves at least two leases: one between the dwelling owner and the lessee, and one between the provider and the tenant. The Residential Tenancies Act applies to both leases.

Reference: **Submitting organisation**

Australian Institute of Health and Welfare

Homeless (SAAP)

Meaning: A person is homeless if he or she does not have access to safe, secure and adequate housing. Unsafe, insecure and inadequate housing includes housing:

- in which the client did not feel safe (this can include the client's own home);
- in which the client did not have a legal right to continued occupation of their home (security of tenure);
- that lacked the amenities or resources necessary for living (such as adequate heating, plumbing or cooking facilities); and
- provided by a Supported Accommodation Assistance Program (SAAP) agency of other emergency accommodation agency.

Context: There is considerable concern over the number of homeless people in society and the assistance they require.

Collecting information on homeless people is problematic, as the concept of 'homelessness' encompasses elements in addition to whether, someone resides in a dwelling or not.

A SAAP client should either be homeless or at imminent risk of becoming homeless, as defined by the SAAP Act. A person who requires the support of a SAAP worker to maintain their current housing situation is at imminent risk.

Reference: **Guide for use**

This is the broadest definition of homeless and is not used for Commonwealth–State Housing Agreement (CSHA) reporting purposes. The definition of homeless that is used in CSHA data collections can be found in the 'Household—Greatest need status' metadata item.

Submitting organisation

SAAP National Data Collection Agency

Australian Institute of Health and Welfare

Origin

SAAP National Data Collection collectors manual, 2001-02.

Indigenous income unit

Meaning: An Indigenous income unit is one in which the client or partner has identified as being of Aboriginal or Torres Strait Islander descent who identifies themselves as such and is accepted as such by the community in which he or she lives.

Context: Australia's Aboriginal and Torres Strait Islander peoples occupy a unique place in Australian society and culture. In the current climate of reconciliation, accurate and consistent statistics about Aboriginal and Torres Strait Islander peoples are needed in order to plan, promote and deliver essential services, to monitor changes in wellbeing and to account for government expenditure in this area.

An income unit is the standard statistical unit for analyses and can be an important measure in assessing the needs and circumstances of individuals and families. For the purposes of the Commonwealth Rent Assistance (CRA) dataset an income unit is the base unit that is used to calculate a CRA entitlement amount and consists of a person and:

(a) Any other person treated as their current partner under the Social Security Act 1991,

(b) Any other person for whom either the person, or the persons partner, receives FTB.

Reference: **Submitting organisation**

Department of Families and Community Services.

Origin

FaCS 2003. Unpublished. Draft performance indicators for Commonwealth Rent Assistance.

Ongoing entitlement

Meaning:	Ongoing entitlement refers to those income units that meet Commonwealth Rent Assistance (CRA) qualification criteria at the date information was extracted from the Centrelink operational database, and were paid CRA in the fortnight prior to date of extract.

Eligibility requirements include:

- Payment of private rent in excess of threshold amount
- Rent details have been verified
- Youth allowees have an approved reason for living away from home
- Young persons not living at home
- Sub-tenants in public housing for which the state housing authority has been advised that they live there or the household pays market rent.

Home-owners are not generally eligible for CRA but there are exceptions for those paying site or mooring fees or other exceptions including those living away from their usual home to give or receive care

Context: The ongoing entitlement concept is specific to the Commonwealth Rent Assistance (CRA) program data set. CRA is paid with social security and Family Tax Benefit (FTB) payments. Entitlements are calculated in respect of individual days and paid fortnightly. Therefore, a person may have been entitled to one or more days CRA with their last payment but had ceased to be entitled to further payment by the time the data was extracted (e.g. because they had entered public housing or ceased to pay rent). These people would have no ongoing entitlement. Income units who do not have an ongoing entitlement are excluded from the annual performance reporting process.

Reference: **Guide for use**

An ongoing entitlement is not used for a simple count of the number of people assisted but is used for most other performance indicators. The following rules are applied to the Commonwealth housing data set including CRA to determine which income units have an ongoing entitlement to assistance. Only the first two tests for ongoing eligibility are applied when the indicator is derived from Centrelink data rather than the housing file.

1. Pays private rent in excess of threshold amount

A valid rent amount that exceeds the rent threshold for the respective income unit type. Note that only two-thirds of the amount paid as Board and Lodgings is to be treated as rent. Valid rent type codes that permit payment of CRA are:

- BOA board and lodgings
- LOD lodging fees
- MNT maintenance fees for nursing home or retirement village
- MOO mooring fees

- OTH not covered by any of the above
- PRI private rent
- SIT site fees.

The following rent codes prevent an ongoing CRA entitlement:

- FBD free board
- FBL free board and lodgings
- FLD free lodgings
- GOV government rent
- NRP no rent paid
- Blank not coded.

2. Rent details have been verified

Rent must be verified, or the person has been given an exemption or extra time to confirm details. Rent verification codes that permit payment are:

- COA changed address-customer has been given 14 days to verify rent details
- EXB exempt as customer is in boarding style accommodation
- EXC exempt as customer is a full time resident in non Commonwealth funded residential care facilities
- EXE exempt from verification (no new cases allowed, replaced by other EX codes)
- EXR exempt as customer is in a refuge
- EXV exempt as customer is in a retirement village
- HAR hardship-customer has been given 28 days to verify rent details
- MA1 mailout 1 (used only for customers selected for review in April/May 2002 who had not been reviewed since March 1999. This would include most persons getting RA with the old code of VER)
- MA2 mailout 2 (used only for customers selected for review in April/May 2002 who were thought to be at risk of having incorrect details recorded)
- RES details resupplied at conversion—(very old data collection process)
- RVE reverify rent—customer due to have a 6-monthly review. Have 14 days to reverify rent details
- VEC verified (rent certificate)—rent verified by a certificate signed by landlord
- VED verified (rent declaration)— could not provide a tenancy agreement or rent certificate but have accepted a declaration as to the current circumstances
- VEF verified (formal)—rent verified by sighting a written tenancy agreement
- VER verified (No new cases allowed. Remaining cases mainly thought to be in nursing homes etc. and likely to be exempt from

verification).

3. Not home-owners

In general, CRA is not payable to homeowners. There are exceptions for those living away from their usual home to give or receive care and for those paying site or mooring fees. The source files do not have the detail needed to identify those getting CRA because they are in a care situation. The following home ownership codes prevent an ongoing CRA entitlement:

- GFH government funded aged care—home owner
- GFN government funded aged care—non-homeowner
- SRH special residence (homeowner)
- Blank not coded.

The following home ownership codes prevent an ongoing entitlement to CRA unless the rent type is site fees or mooring fees:

- POH purchasing own home
- HOM home owner
- PAR owns jointly with someone other than partner
- LIF bequeathed life interest
- DEE deemed interest in home
- JNT joint ownership with partner
- OTH other form of ownership.

4. Youth allowees living away from home

Youth allowees can only get CRA if they are eligible for the higher away-from-home rate. This is approximated by the YAL independent code. Values that permit payment of CRA are:

- HOM homeless
- AFH away from home
- IND independent.

5. Young persons living at home

Single young people without children generally do not qualify for CRA if living in the parental home. Young persons are those under 25 (or 21 if getting a Disability Support Pension). Those affected by the measure living in a parental home have an accommodation code of 'LWP' (living with parent) or 'LWJ' (living jointly with parent). There are some minor exceptions whereby young persons living at home may be eligible for CRA e.g. for those who were formerly partnered or had children.

6. Sub-tenants in public housing

Sub-tenants in public housing, i.e. who are not a party to the agreement with the state housing authority (SHA), may qualify for CRA provided that either the SHA has been advised that they live there or the household pays market rent. A small number of persons recorded as paying private rent may be excluded from getting CRA because of those provisions. This is indicated by a Government sub-tenant code of 'YES'.

Submitting organisation

Department of Families and Community Services

Origin

FaCS 2003 Unpublished Draft performance indicators for Commonwealth Rent Assistance

Proxy occupancy standard

Meaning: A measure of the appropriateness of housing related to the household size and household composition. The measure is used to determine the bedroom requirements of a household.

Household component	Dwelling size required
Single adult only	1 bedroom
Single adult (group)	1 bedroom (per adult)
Couple with no children	2 bedrooms
Sole parent or couple with 1 child	2 bedrooms
Sole parent or couple with 2 or 3 children	3 bedrooms
Sole parent or couple with 4 children	4 bedrooms

Context: Households that require two or more additional bedrooms to meet the standard are considered to be overcrowded.

Reference: **Guide for use**

For sole parent or couple households with more than four children the dwelling size in terms of bedrooms should be the same value as the total number of children in the household.

Where more than one of the groups specified in the occupancy standard is present, the needs of the two or more groups should be added together. For example, a sole parent with one child living with the sole parent's parents (three generations) would require 4 bedrooms, that is, 2 bedrooms for the sole parent and child and 2 bedrooms for the married couple.

The appropriate size is not necessarily the current dwelling size.

Only the usual residents of the household are included.

Adults include children aged 16 or more.

Submitting organisation

Australian Institute of Health and Welfare

Origin

National Housing Assistance Data Dictionary Version 1

Comments: The proxy occupancy standard is a nationally agreed standard for Commonwealth–State Housing Agreement (CSHA) reporting purposes and does not necessarily reflect the jurisdictions/agency's own allocation policy.

The standard is currently being reviewed by the NHDAMG to improve the applicability across all household types.

There are other standards that are used to measure overcrowding, for example the Canadian National Occupancy Standard. The standard here is based on the standard in Version 2 of the NHADD with the only change being that sole parents or couples with more than four children have a required bedroom size equivalent to the number of children.

Tenancy composition

Meaning: The grouping of dwelling or tenancy occupants based on the presence or absence of one or more reported couple or parent–child relationships. Households can be single family, group or mixed composition households. A single family household is a household consisting of a main tenant with or without a spouse and with or without children. A group household is a household consisting of two or more tenants who are aged 16 years and over and not in a reported couple or parent–child relationship. A mixed composition household is one which is neither a single family nor group household (they may contain multiple single family households).

Reference: Commonwealth–State Housing Agreement User Guide for 2003–04 data: Public and stated owned and managed Indigenous housing.

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