Commonwealth–State Housing Agreement User Guide for 2002–03 data

Public and state owned and managed Indigenous housing

September 2004

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Acknowledgments

Abbreviations

ABS   Australian Bureau of Statistics
AIHW   Australian Institute Health and Welfare
CSHA   Commonwealth–State Housing Authority
NHADDv1   National Housing Assistance Data Dictionary version 1
NHADDv2   National Housing Assistance Data Dictionary version 2
NHDA   National Housing Data Agreement
NMDS   National Minimum Data Set
SOMIH   State Owned and Managed Indigenous Housing

1 Introduction

1.1 Overview

This document outlines the data available in the 2002–03 public housing and State Owned and Managed Indigenous Housing (SOMIH) National Minimum Data Set (NMDS) developed by the Australian Institute of Health and Welfare (AIHW). It sets out the technical specifications and major conventions for the handling of data (e.g. codes, business rules, data relationships and formats). It attempts to ensure that users of the NMDS will interpret and analyse data items consistently with the *National Housing Assistance Data Dictionary version 2* (NHADDv2), which sets out the agreed data definitions, classifications and standards for information collected under the Commonwealth–State Housing Agreement (CSHA).

A NMDS is a minimum set of data elements agreed for mandatory collection and reporting at a national level. The housing NMDS provided is a subset of data obtained from the CSHA public housing and SOMIH annual data collections. This collection has been driven by the National Housing Data Agreement (NHDA) framework that sets out data standards for housing data and a core set of nationally consistent performance indicators for benchmarking.

1.2 Construction of the NMDS

Generally, each jurisdiction supplied the AIHW with six files containing information on dwellings, dwelling history, households, persons, person incomes, and waitlists.

These files are stored as part of the National Housing Data Repository at the AIHW.

This document specifically excludes details about the raw files received from each jurisdiction and the data cleansing and standardisation process. Figure 1 illustrates the steps carried out in constructing the NMDS.

Step 1

Examine the availability of data items in data sets supplied by state/territory departments as part of the National Housing Data Repository.

Step 2

Standardise any variation in the data supplied to conform to specifications in the Housing Data Dictionary (data item naming, format, type, length, coding values, etc.).

Step 3

Perform data validation to check for errors. The data are cleaned where necessary, in consultation with state/territory departments.

Step 4

Determine which data items are to be included in the NMDS. Only items that are available consistently across jurisdictions are eligible for inclusion. Items are then judged on the basis of robustness and relevance to key performance indicators.

Step 5

Produce a guide for users of the Housing NMDS.

Figure 1: Construction of the housing NMDS

1.3 Scope of the NMDS

Each jurisdiction has supplied several files relating to the 2002–03 public housing and SOMIH data collections. These files have been standardised, validated and amalgamated to a national level.

Available administrative housing data vary widely across jurisdictions and the NMDS has been limited to a set of core data items. These data items are considered essential to produce comparable national information on key housing issues reflected in performance indicator reporting. The designed database contains some AIHW derived data items based on jurisdiction-provided data, such as number of occupants or gross household income. Derived elements are data that are not collected directly or at the aggregated level required, but can be calculated or derived from other information specified for collection.

The four standardised data files are:

- Dwelling—containing information relevant to dwellings.

- Household—containing information relevant to households within dwellings. Each occupied dwelling should have at least one household record.

- Person—containing information relevant to persons within households and income units. Each occupied dwelling and each household should have at least one person record.

- Person Income—containing information relevant to persons within households and income units. Each person may have multiple income sources and thus records.

1.4 Reporting period

As the reporting period for all jurisdictions is on a financial year basis, most data items are collected as a snapshot as at 30 June. However, there are also some data items that are only applicable to the reported financial year, such as new allocation status.

1.5 Privacy issues and conditions of use

The *Privacy Act 1998* governs the conduct of Commonwealth agencies in their collection, management and use of data containing personal information. Researchers granted access to identifiable information must sign an undertaking that binds them to the confidentiality provisions of the AIHW Act.

The NMDS contains files of unidentifiable unit record data. Data contributors (state/territory departments), government departments, the AIHW, research organisations and individuals can access the NMDS. Any users of the NMDS must abide by the nationally agreed protocols on the conditions of use, including the agreements of data providers to release the data for each specified request.

Enquiries regarding identifiable information or other items that may be available and not included in the NMDS should be forwarded to Janice Miller at the AIHW.

1.6 Future developments of the Housing NMDS

This is the third release of an NMDS under the Commonwealth–State Housing Agreement and, as such, is limited in coverage and scope.

Further refinements and developments after consultation with stakeholders are envisaged for future versions. For example, the AIHW is currently developing a way of constructing nationally consistent income unit based record files that only two jurisdictions are able to provide. Development on potential data elements will be conducted with the aim of increasing the quality and scope of the data collected in the data repository process.

More information

If you require more information, the following links are available on the Housing and Homelessness portal on the AIHW website, <www.aihw.gov.au>.

Housing Assistance programs and statistics

- *Commonwealth–State Housing Agreement (CSHA)*

- *Information on housing assistance programs, including public housing and state owned and managed Indigenous housing*

National Housing Data agreements

- *National Housing Data Agreement (NHDA)*

Housing unit publications

- *National Housing Assistance Data Dictionary versions 1 and 2*

- *CSHA Public Housing Data Collection report 2001–02*

- *CSHA Aboriginal Rental Housing Program Data Collection report 2001–02*

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2 Data specifications

This section describes in detail the data items included in the NMDS. It firstly gives a general overview of housing concepts followed by data set contents and then detailed data specifications.

2.1 Housing data concepts

A *dwelling* is a structure or a discrete space within a structure intended for people to live in or where a person or group of people lives.

Occupying this dwelling is a *household* comprising one or more persons. A separate household ID is assigned to each tenancy agreement, which is a formal agreement between a household (a person or a group of persons) and a housing provider.

Another grouping within the household concept is *income unit*. An income unit consists of a single person or a group of related persons within a household whose command over income is shared.

A *household receiving assistance* is any household that is housed within the public housing and SOMIH programs. The household may or may not be in receipt of a rebate. A rebated household is one whose rent charged is less than the market rent value of the dwelling. This implies that tenants under these programs would face additional rental costs if they rented an equivalent dwelling in the private rental market.

Appendix A displays diagrams that represent these concepts.

Appendix B contains a comprehensive list of data elements and their definitions.

Table 1 contains a list of the items selected from the public housing and SOMIH data collections.

Table 1: Data set record content

Dwelling	Household	Person	Person Income
State/territory	*State/territory*	*State/territory*	*State/territory*
Program type	*Program type*	*Program type*	*Program type*
Dwelling ID	*Dwelling ID*		
	Household ID	*Household ID*	*Household ID*
		Person ID	*Person ID*
		Income unit ID	*Income unit ID*
Tenantable status	Date assistance commenced	Sex	Weekly gross person income
Occupancy status	Date assistance completed	Age	Weekly assessable person income
Bedrooms	New allocation status within financial year	Indigenous status	Income source
Dwelling type	Transfer status within financial year	Disability status	
Market rent	Indigenous status	Relationship within household	
	Disability status	Relationship within income unit	
	Market rent		
	Rent charged		
	Rebate status		
	Rebate amount		
	Weekly gross household income		
	Weekly assessable household income		
	Occupants in household		

Note: Items appearing in italics are linkage keys.

2.2 Code mapping

Housing NMDS codes are consistent with the *National Housing Assistance Data Dictionary version 2* (NHADDv2).

Jurisdiction data items and values have been re-named and re-coded to follow the data dictionary as closely as possible. NMDS coding practices have attempted to take into account variations in jurisdictional information management systems and definitions. Some data items could not be obtained directly from the data provided and have been derived.

There are incidences where complete information may not be available for all records and thus recorded as missing. Missing data may arise where:

- jurisdictions are able to collect the data but the information is unknown or not available at unit record level; and
- jurisdictions do not collect any information on an item.

If the field is numeric, a missing value is displayed as '.' while a character field will be blank.

2.3 File overview and linkages

There are four data files contained in the NMDS 2002–03. All files are available as SAS (version 8) files and also as text files with comma or tab delimiters.

The variables used to link records between the NMDS data files are as follows:

1. Dwelling data and household (tenancy) data are linked by *State/territory, Program type* and *Dwelling ID* if the dwelling is occupied.

2. Household data and person/person income data are linked by *State/territory, Program type* and *Household ID* if the household is ongoing or was newly allocated within the financial year.

3. Person data and person income data are linked by *State/territory, Program type* and *Person ID.*

The Dwelling file

The Dwelling file contains current housing stock, as at the end of the financial year, that each jurisdiction manages, excluding those that have been sold, demolished or transferred for another purpose. Public housing and SOMIH rental properties leased to other program areas such as community housing are excluded.

Some profile information on the dwelling stock available in this file are the number of bedrooms within the dwelling; the structure type of the dwelling; and whether or not the dwelling is occupied and/or tenantable for habitation.

Each Dwelling ID for a given State and Program type is a unique record in the data set.

The Household file

The Household file contains information on tenancies that are currently receiving assistance or have received assistance within the financial year and have since ceased occupation of their dwelling. Each household assisted should only have one summary record in the data file, regardless of how many times assisted or type of assistance.

In South Australia the household identifier remains the same as tenancy circumstances change due to transfer or mutual exchange. In the case where household members separate, the household identifier would stay with the principal tenant. In all the other jurisdictions a transfer or mutual exchange would result in the creation of a new household identifier, making tracking of a household more difficult.

Some variables such as household disability flag are derived from the Person file. For instance, if any person within the household has a disability, the disability flag at the household level is positive. Similarly, if any person's disability status is unknown and there is no person identified as disabled, the disability flag at the household level is unknown.

Public housing and SOMIH tenants usually pay a percentage of their income in rent, which is determined by the state/territory housing authority. The rent charged to the household is generally lower than the actual market rent of the dwelling being occupied. This rebate assistance amount can be generally calculated by deducting rent charged from market rent and is applicable where the rebate status flag is positive.

Each Household ID for a given State and Program type has one record in the data set.

The Person file

The Person file contains details of persons within households as at 30 June. Demographic characteristics of persons living within the household that can be obtained from this file include age, sex and their Indigenous and disability status. Information on persons of non-rebated households or tenants of households with an assistance completed prior to 30 June may not always be available, up to date or complete.

Each person has a Person ID attached to a Household ID. Each person's relationship within the household is represented by the variable REL_H. The main tenant is identified as the reference person/principal tenant and is generally the first person listed on the housing assistance tenancy agreement.

Each Person ID for a given State and Program type has one record in the data set.

The Person Income file

The Person Income file contains details of weekly income sources and amounts received as at 30 June by persons within households. The Person Income file is different in structure level from the other files in that it contains multiple records per Person ID with each record detailing an income amount (gross or assessable) for each income type.

The main income sources for people being assisted in the public housing and SOMIH programs are government pensions and benefits. Each jurisdiction's income codes have been grouped into major categories of income source. As mentioned above, income records for persons of non-rebated households or tenants of households with end dates prior to 30 June may not always be available, up to date or complete.

2.4 Data formats

The NMDS data items, including some derived data items, and their descriptions contained in each file are listed below in tables 2–5.

Table 2: Dwelling data set: formats and values

Variable	NHADDv2 Item	Data Type	Field size in SAS	Data values and comments
STATE	State/territory ID	Numeric	8	1. NSW
				2. Vic
				3. Qld
				4. SA
				5. WA
				6. Tas
				7. NT
				8. ACT
PROGRAM	Program type	Numeric	8	1. Public housing
				3. State owned and managed Indigenous housing
DWELID	Dwelling ID	Alpha-numeric	15	De-identified
TENSTAT	Dwelling tenantability status	Numeric	8	1. Dwelling is tenantable
				2. Dwelling is not tenantable
				9. Not stated/unknown
OCCSTAT	Dwelling occupancy status	Numeric	8	1. Occupied
				2. Vacant
				9. Not stated/inadequately described
NBEDROOM	Number of bedrooms	Numeric	8	Bed-sits should be counted as a 1 bedroom dwelling.
DWELTYPE	Dwelling structure	Numeric	8	1. Separate house
				2. Semi-detached, row or terrace house, townhouse, etc.
				3. Flat or apartment
				4. Caravan, tent, cabin, etc. in caravan park, houseboat in marina
				5. Caravan not in caravan park, houseboat not in marina
				6. Improvised home, campers out
				7. House or flat attached to a shop, office, etc.
				8. Boarding/rooming house room/unit
				9. Other
				10. Not stated/inadequately described
RNT_MRKT	Market rent value of dwelling	Numeric	$$$,$$$.cc	

Table 3: Household data set: formats and values

Variable	NHADDv2 item	Data type	Field size in SAS	Data values and comments
STATE	State/territory ID	Numeric	8	1. NSW
				2. Vic
				3. Qld
				4. SA
				5. WA
				6. Tas
				7. NT
				8. ACT
PROGRAM	Program type	Numeric	8	1. Public housing
				3. State owned and managed Indigenous housing
DWELID	Dwelling ID	Alpha-numeric	15	De-identified
HOUSEID	Household ID	Alpha-numeric	15	De-identified
DT_START	Date assistance commenced	Numeric	DDMMYYYY	
DT_END	Date assistance completed	Numeric	DDMMYYYY	'.' = ongoing household
NEWALLOC	New allocation status	Numeric	8	1. Newly allocated in the financial year
				2. Not newly allocated in the financial year
				9. Not stated/inadequately described
TRANSFER	Transfers status	Numeric	8	1. Transfer applicant/household
				2. Not transfer applicant/household
				9. Not stated/inadequately described
				Status within financial year
INDIG_H	Indigenous household	Numeric	8	1. Indigenous person/s present in household
				2. No Indigenous person/s present in household
				9. Not stated/inadequately described
				Indigenous status as at 30 June
				Derived from Person file if not supplied by jurisdiction. If any member within a household satisfies the jurisdiction's Indigenous status definition, then a household is assigned an Indigenous flag. If no Indigenous member but one or more member's indigenous status is unknown, the household flag is unknown.

(continued)

Table 3 (continued): Household data set: formats and values

Variable	NHADDv2 item	Data type	Field size in SAS	Data values and comments
DIS_H	Disability household	Numeric	8	1. Person/s with a disability present in household
				2. No people with a disability present in household
				9. Not stated/inadequately described
				Disability status as at 30 June
				Derived from Person file if not supplied by jurisdiction. If any member within a household satisfies the jurisdiction's disability status definition, then a household is assigned a disability flag. If no disabled member but one or more member's disability status is unknown, the household flag is unknown.
RNT_MRKT	Market rent value of dwelling	Numeric	$$$,$$$.cc	
RNT_CHRG	Rent charged to tenant	Numeric	$$$,$$$.cc	
REBATE	Rebated household (flag)	Numeric	8	1. Rebated
				2. Not rebated
				9. Not stated/inadequately described
REBATAMT	n.a.	Numeric	$$$,$$$.cc	Rebate amount of household at 30 June (generally the positive difference between market rent of property and rent charged)
INC_GH	Income—gross (household)	Numeric	$$$,$$$.cc	Weekly gross income at 30 June
INC_AH	Income—assessable	Numeric	$$$,$$$.cc	Weekly assessable income at 30 June
OCCS	n.a.	Numeric	8	Number of persons in household at 30 June

Note: n.a.   not applicable

Table 4: Person data set: formats and values

Variable	NHADDv2 item	Data type	Field size in SAS	Data values and comments
STATE	State/territory ID	Numeric	8	1. NSW
				2. Vic
				3. Qld
				4. SA
				5. WA
				6. Tas
				7. NT
				8. ACT
PROGRAM	Program type	Numeric	8	1. Public housing
				3. State owned and managed Indigenous housing
HOUSEID	Household ID	Alpha-numeric	15	De-identified
PERSONID	Person ID	Alpha-numeric	15	De-identified
INCOMEID	Income unit ID	Alpha-numeric	15	De-identified
				Only available for Queensland and Victoria
SEX	Sex	Numeric	8	1. Male
				2. Female
				9. Not stated/inadequately described
AGE	Age	Numeric	8	Occupant's age at 30 June in completed years
DIS_P	Disability status	Numeric	8	1. Person has a disability
				2. Person does not have a disability
				9. Not stated/inadequately described
				Status as at 30 June
INDIG_P	Indigenous status	Numeric	8	1. Indigenous
				2. Neither Aboriginal or Torres Strait Islander origin
				9. Not stated/inadequately described
				Status as at 30 June

(continued)

Table 4 (continued): Person data set: formats and values

Variable	NHADDv2 item	Data type	Field size in SAS	Data values and comments
REL_H	Relationship to reference person	Numeric	8	1. Reference person/tenant
				2. Spouse/partner
				3. Son/daughter aged under 16 years
				4. Son/daughter aged 16 years and over
				5. Resident aged under 16 years
				6. Resident aged 16 years and over
				9. Not stated/inadequately described
				Resident includes relatives other than son/daughter, non-related carer, other non-related members.
REL_I	Relationship within income unit	Numeric	8	1. Reference person/tenant
				2. Spouse/partner
				3. Dependant aged under 16 years
				4. Dependant aged 16 years and over
				9. Not stated/inadequately described

Table 5: Person Income data set: formats and values

Variable	NHADDv2 item	Data type	Field size in SAS	Data values and comments
STATE	State/territory ID	Numeric	8	1. NSW
				2. Vic
				3. Qld
				4. SA
				5. WA
				6. Tas
				7. NT
				8. ACT
PROGRAM	Program type	Numeric	8	1. Public housing
				3. State owned and managed Indigenous housing
HOUSEID	Household ID	Alpha-numeric	15	De-identified
PERSONID	Person ID	Alpha-numeric	15	De-identified
				Created for New South Wales
INCOMEID	Income unit ID	Alpha-numeric	15	De-identified (jurisdiction specified)
				Only available for Queensland and Victoria
INC_GP	Income—gross (person)	Numeric	$$$,$$$.cc	Weekly gross income at 30 June for tenant for that income code
INC_AP	Income—assessable	Numeric	$$$,$$$.cc	Weekly assessable income at 30 June for tenant for that income code
INC_CODE	Income source	Numeric	8	1. Wages/salary
				2.1. Disability Pension
				2.2. Aged Pension
				2.3. Unemployment Benefit
				2.4. Other government pension/benefit, e.g. youth allowance, service pension
				3. Other (superannuation/compensation)
				4. Nil Income
				9. Not stated/inadequately described

2.5 Variation in jurisdictional data provision

The data items contained in each data file and their availability from each jurisdiction are listed below.

Table 6: Jurisdictional data provision: Dwelling file

Data item description	NSW	Vic	Qld	SA	WA	Tas	NT	ACT
State/territory	√	√	√	√	√	√	√	√
Program type	√	√	√	√	√	√	√	√
Dwelling identifier	√	√	√	√	√	√	√	√
Tenantable status	√	√	√	√	√	√	√	√
Occupancy status	√	√	√	√	√	√	√	√
Number of bedrooms	√	√	√	√	√	√	√	√
Dwelling type	√	√	√	√	√	√	√	√
Weekly market rent	√	√	√	√	√	√	√	√

√   Available from jurisdiction.

Table 7: Jurisdictional data provision: Household file

Data item description	NSW	Vic	Qld	SA	WA	Tas	NT	ACT
State/territory	√	√	√	√	√	√	√	√
Program type	√	√	√	√	√	√	√	√
Dwelling identifier	√	√	√	√	√	√	√	√
Household identifier	√	√	√	√	√	√	√	√
Date assistance commenced	√	√	√	√	√	√	√	√
Date assistance completed	√	√	√	√	√	√	√	√
New allocation status	√	√	√	√	√	√	√	√
Transfers status	√	√	√	√	√	√	√	√
Indigenous status	√	√	√	√	√	√	√	√
Disability status	√	√	√	√	√	√	n.a.	√
Market rent	√	√	√	√	√	√	√	√
Weekly rent charged	√	√	√	√	√	√	√	√
Rebate status	√	√	√	√	√	√	√	√
Rebate amount	√	√	√	√	√	√	√	√
Gross household income	√	√	n.a.	n.a.	√	√	√	√
Assessable household income	√	√	√	√	n.a.	√	√	√
Number of persons in household	√	√	√	√	√	√	√	√

√   Available from jurisdiction.

n.a. Not available.

Table 8: Jurisdictional data provision: Person file

Data item description	NSW	Vic	Qld	SA	WA	Tas	NT	ACT
State/territory	√	√	√	√	√	√	√	√
Program type	√	√	√	√	√	√	√	√
Household identifier	√	√	√	√	√	√	√	√
Person identifier	√	√	√	√	√	√	√	√
Income unit identifier	n.a.	√	√	n.a.	n.a.	n.a.	n.a.	n.a.
Sex	√	√	√	√	√	√	√	√
Age	√	√	√	√	√	√	√	√
Indigenous status	n.a.	√	√	√	n.a.	√	n.a.	√
Disability status	√	√	√	√	√	√	n.a.	√
Relationship within household	√	√	√	√	√	√	√	√
Relationship within income unit	n.a.	√	√	n.a.	n.a.	n.a.	n.a.	n.a.

√   Available from jurisdiction.

n.a.   Not available.

Table 9: Jurisdictional data provision: Person Income file

Data item description	NSW	Vic	Qld	SA	WA	Tas	NT	ACT
State/territory	√	√	√	√	√	√	√	√
Program type	√	√	√	√	√	√	√	√
Household identifier	√	√	√	√	√	√	√	√
Person identifier	√	√	√	√	√	√	√	√
Income unit identifier	n.a.	√	√	n.a.	n.a.	n.a.	n.a.	n.a.
Gross person income	√	√	n.a.	n.a.	√	√	√	√
Assessable person income	√	√	√	√	n.a.	√	n.a.	√
Income source	√	√	√	√	√	√	√	√

√   Available from jurisdiction.

n.a.   Not available.

2.6 Data limitations/problems

Variations in the public housing and SOMIH policies, administration of programs and reporting capabilities of management information systems between jurisdictions have influenced the quality and results. This document recognises that there are data limitations and/or integrity issues associated with data provided, and highlights the importance of data quality and consistency between jurisdictions. Any interpretation of results should take account of any data qualifications noted below.

The areas of data concern identified are both general and technical in nature.

2.6.1 General areas of concern

- All performance indicators for status reporting were calculated via the National Housing Data Repository for all jurisdictions except for New South Wales, which was submitted via spreadsheet return. Thus results obtained from NMDS data will not always reconcile with published performance indicator results.

- Some data items may not have been updated in systems since first being recorded. For example, a household with an Indigenous flag may have contained an Indigenous occupant who has since left.

Dwelling

- Due to the complexity of funding arrangements in the Indigenous housing sector, the potential exists in some jurisdictions for some community-managed dwellings (whether government or community owned) to be included in SOMIH reporting.

- It is possible that some jurisdictions may place a household funded under one program type into a dwelling managed under another program type.

Household

- Rent paid has been used as a proxy for rent charged for some jurisdictions, e.g. New South Wales, Victoria and Queensland.

- Some variables supplied by jurisdictions at the household level such as gross household income and disability or Indigenous status may not correspond to the details for that household in the Person or Person Income file.

- Rebate status should represent a positive subsidy difference between market rent and the rent charged to households. However, this may not always be the case. For example, two jurisdictions calculate rental subsidies on a concept of full rent rather than market rent. Full rent is determined by the state housing authority and is used as a proxy to market rent but may be above or below the market value. Cases of a calculated rebate amount of zero or less are actually correct by jurisdictional systems.

- Households that were both newly allocated and transferred in the same financial year are excluded from the transfer count reported for some jurisdictions.

Person

- New South Wales only provided Person information for a maximum of six members per household. Also, gender is only available for the household head.

- There is generally one main tenant per household but some jurisdictions may record more than one or no main tenants. It can be assumed that the eldest tenant within the household ID is most likely the main tenant, but it is possible in the data that a dependant aged under 16 years may be the only tenant.

- Indigenous status of households is generally determined by the applicant's self-identification at the time of application. There is also wide variation in how Indigenous status is recorded in jurisdictions' information management systems, especially if the Indigenous status of the household is unknown.

2.6.2 Technical data problems

Some jurisdictions may record only a 'yes' or blank in a field, e.g. Indigenous status. A blank is deemed 'unknown'.

Dwelling

- Some dwellings have the number of bedrooms equal to zero, which represents a bedsit.
- Some occupied dwellings have one or more of the following characteristics: zero market rent, dwelling indicated as untenantable, or no corresponding household in Household file.
- Many unoccupied dwellings have missing or zero market rent.

Household

- Some ongoing households have one or more of the following characteristics: missing rebate status; missing or zero market rent; zero or unrealistic rent charge amounts; residing in a dwelling indicated as vacant in the dwelling file; or no corresponding dwelling in the Dwelling file.
- Some ongoing rebated households have missing, zero or unrealistic amounts for gross income, market rent and rent charged.
- Some households that have been flagged as newly allocated or transfers actually have a commencement date outside of the reported financial year. Mutual exchanges or head tenant transfers can result in some households with a commencement date within the financial year having negative new allocation or transfer flags.
- Some households flagged as rebated have rent charged greater than or equal to market rent (where market rent and rent charged are not missing or zero), and vice versa with non-rebated households.

Person

- The data contain an unrealistic number of persons aged 100 years and over. There are also persons with unrealistic age values that may not correspond with their relationship code within the household.

Person income

- Missing values for income type and/or income amount do occur.
- Income amounts are as originally supplied by jurisdictions, with some incidence of extreme income values.

The limitations and problems outlined above are to the best of the AIHW's knowledge. Please contact the Housing Assistance Data Custodian at the AIHW if you encounter any other problems with the NMDS data.

3 Summary statistics

Table 10: Summary of public housing records and statistics by jurisdiction

Program type 1	NSW	Vic	Qld	SA	WA	Tas	NT	ACT	Total
Number of records in Dwelling file (dwellings at 30 June 2003)	125,216	64,849	49,579	47,772	31,720	12,004	5,829	11,043	**348,012**
Number of records in Household file	139,823	63,270	56,204	49,733	36,343	14,214	6,417	12,187	**378,191**
Number of records in Person file	257,051	132,126	126,918	73,829	74,384	24,108	13,882	23,723	**726,021**
Number of records in Person Income file	231,033	150,441	108,002	123,770	85,229	54,407	11,976	27,412	**792,270**
Number of all households at 30 June 2003	123,088	62,598	48,582	45,351	30,420	11,624	5,476	10,896	**338,035**
Number of rebate-assisted households at 30 June 2003	111,481	55,626	42,542	38,793	27,675	10,034	4,865	8,990	**300,006**
Number of Indigenous households at 30 June 2003	8,700	1,006	2,491	1,118	2,363	447	1,451	185	**17,761**
Number of new households assisted for year ending 30 June 2003	10,129	6,670	5,251	3,776	4,411	1,355	827	946	**33,365**

Table 11: Summary of SOMIH records and statistics by jurisdiction

Program type 3	NSW	Vic	Qld	SA	WA	Tas	NT	ACT	Total
Number of records in Dwelling file (dwellings at 30 June 2003)	3,986	1,223	2,803	1,872	2,345	334	..	..	**12,563**
Number of records in Household file	4,522	1,188	3,139	1,890	2,809	410	..	..	**13,958**
Number of records in Person file	11,771	3,528	11,047	4,056	9,671	811	..	..	**40,884**
Number of records in Person Income file	8,471	3,524	7,270	6,207	8,783	1,812	..	..	**36,067**
Number of all households at 30 June 2003	3,890	1,175	2,643	1,719	2,216	320	..	..	**11,963**
Number of rebate-assisted households at 30 June 2003	3,423	1,041	2,239	1,933	1,337	281	..	..	**10,254**
Number of new households assisted for year ending 30 June 2003	440	169	312	225	428	83	..	..	**1,657**

. .   Not applicable.

References

Australian Institute of Health and Welfare (AIHW) 2003. National Housing Assistance Data Dictionary version 2 (Housing Assistance Data Development Series). AIHW cat. no. HOU 89. Canberra: AIHW.

Appendix A: Housing concept diagram

Dwelling A: Single household, single income unit

dwelling

household

income unit

persons
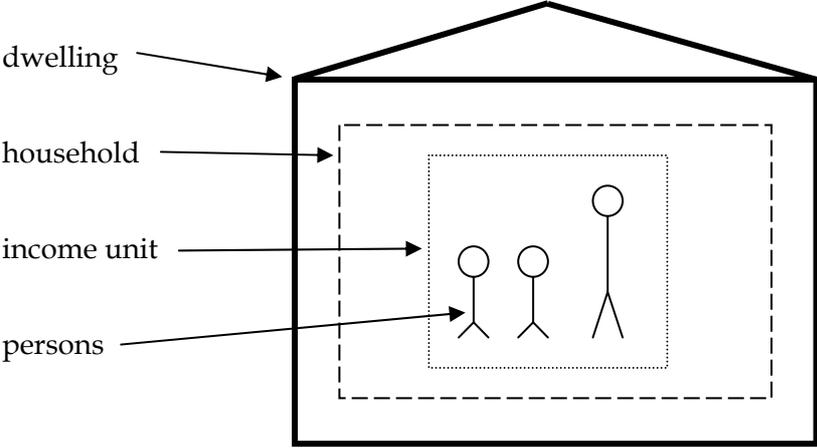
Dwelling B: Multiple household, multiple income units

dwelling

households

income units

persons
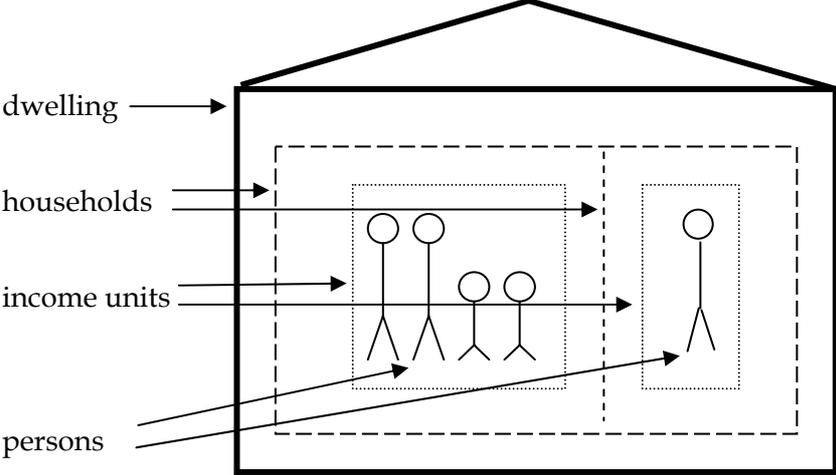
Dwelling C: Group household, multiple income units

dwelling

household

income unit

persons
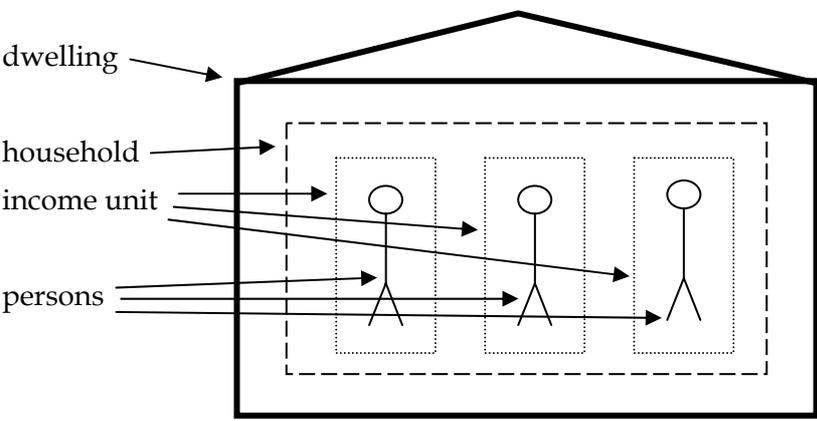
Appendix B: Data definitions

The detailed data definitions for the data elements of the public housing and SOMIH Housing NMDS are published in the AIHW *National Housing Assistance Data Dictionary version 2* (AIHW 2003) and on the Knowledgebase at <http://www.aihw.gov.au>.

Age

Admin. status: CURRENT

Reporting required: Required if 'Date of birth' not available

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: 000740   *Data item version number:*1

Data element type: DATA ELEMENT

Definition: The age of the person in (completed) years.

Context: The data element Age is used in analyses of service utilisation by age group and comparisons with demographic statistics. Age is also used as an assistance eligibility criterion.

Relational and representational attributes

Datatype: Numeric   *Representational form:*   QUANTITATIVE VALUE

Field size: *Min.* 1 *Max.* 3   *Representational layout:* NNN

Data domain: Age in single years (if aged under one year, record as 000)

                    998   Relevant data not available from the jurisdiction

                    999   Unknown

Guide for use: If year of birth is known (but Date of birth is not) use the date 01/01 of the birth year to estimate age. If age (or Date of birth) is unknown or not stated, and cannot be estimated, use code 999.

Verification rules: Distributions should be checked to ensure that missing values are being recorded correctly, and not as zeros.

Collection methods: Although collection of Date of birth allows more precise calculation of age, this is not feasible in some data collections and alternative questions are:

                       Age last birthday?

                       What was [your] [the person's] age last birthday?

                       What is [your] [the person's] age in complete years?

Related data: Date of birth

Administrative attributes

National minimum data sets:	Public rental housing
	Community housing
	State owned and managed Indigenous housing
Source documents:	ABS 1995. Directory of concepts and standards for social, labour and demographic statistics
	ABS. 1996 Census Dictionary. ABS Cat. No. 2901.0
	AIHW 1998. Data Standardisation Project for the development of a national unit record public housing data set
	Home and Community Care Data Dictionary version 1
	National Community Services Data Dictionary version 2
Source organisations:	Australian Bureau of Statistics
	Australian Institute of Health and Welfare
	National Community Services Data Committee
Comments:	In most community services data collections, age in years is often reported rather than derived from the data element Date of birth. However, 'Date of birth' is the preferred method for collection of Age data.

Date assistance commenced

Admin. status:　　　　　CURRENT

Reporting required:　　Required

NHAI Model Location: Housing Event

Identifying and definitional attributes

Knowledgebase ID:　　000706　　　　　　　　　　　　*Data item version number:* 1

Data element type:　　DATA ELEMENT

Definition:　　　　　　The date on which the provision of 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 data element is used in calculation of measures of periods of support and duration of assistance and for measuring various point in time data.

Relational and representational attributes

Datatype:　　　　　　Numeric　　　　*Representational form:*　　　DATE

Field size:　　　　　　*Min.* 8　*Max.* 8　*Representational layout:*　　DDMMYYYY

Data domain:　　　　　Valid date

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 data element 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 service episode starts on 1 July 2000, the Date assistance commenced should be recorded as 01072000.

Collection methods:　　Date assistance commenced must be related to a particular service episode. For each separate service 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, etc.).

　　　　　　　　　　Public housing only: 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.

Related data:　　　　Date assistance completed, Program type

Administrative attributes

National minimum data sets:	Public rental housing
	Community housing
	State owned and managed Indigenous housing
Source document:	National Housing Assistance Data Dictionary version 1
Source organisation:	Australian Institute of Health and Welfare

Date assistance completed

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Housing Event

Identifying and definitional attributes

Knowledgebase ID:	000707	*Data item version number:* 1

Data element type: DATA ELEMENT

Definition: The date on which provision of assistance by an agency was completed, ceased or terminated.

Context: This data element is used in calculation of measures of periods of support and duration of assistance and for measuring various point in time data.

Relational and representational attributes

Datatype: Numeric *Representational form:* DATE

Field size: *Min.* 8 *Max.* 8 *Representational layout:* DDMMYYYY

Data domain: Valid date

Guide for use: This data element 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 service episode is completed on 1 July 2002, the Date assistance completed should be recorded as 01072002.

Collection methods: Date assistance completed must be related to a particular service episode. For each separate service 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, etc.).

Related data: Date assistance commenced, Program type

Administrative attributes

National minimum data sets: Public rental housing

Community housing

State owned and managed Indigenous housing

Source document: National Housing Assistance Data Dictionary version 1

Source organisation: Australian Institute of Health and Welfare

Disability household

Admin. status: CURRENT

Reporting required: Not required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 2

Data element type: DATA ELEMENT

Definition: A disability household is one that contains one or more household members with a disability.

Context: Identification of households who access housing assistance who may have special needs or difficulty accessing the private rental market. Households with a disability are included in the special needs category for performance reporting under the National Housing Data Agreement.

Relational and representational attributes

Datatype: Numeric   *Representational form:*   CODE

Field size: *Min.* 1 *Max.* 1   *Representational layout:*   N

Data domain: 1   Person/s with a disability present in household

                        2   No people with a disability present in household

                        9   Not stated/inadequately described

Guide for use: Generally this item will be self–enumerated and as such the person's view or the view of their carer should be recorded. In some cases proof of disability may be required to receive some form of assistance.

Collection methods: This data element should be used in conjunction with support required flag and support type.

                    Do you or any other household member have a disability or health condition that limits participation in activities (such as work, cooking, gardening, self care), or for which assistance is required, which has lasted or is likely to last for a period of six months or more?

                        Yes   ❑

                        No   ❑

Related data: Disability, Disability grouping—Australian national, Disability status, Support required flag, Support type

Administrative attributes

National minimum   —
data sets:

Source document: National Housing Assistance Data Dictionary version 1

Source organisation: Australian Institute of Health and Welfare

Disability status

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 1

Data element type: DATA ELEMENT

Definition: Whether a person has a disability.

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 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 that can be compared with members of the general population identified by the ABS in the Survey of Disability, Ageing and Carers as needing support.

Relational and representational attributes

Datatype: Numeric   *Representational form:* CODE

Field size: **Min.** 1 **Max.** 1   *Representational layout:* N

Data domain:
1   Person has a disability

2   Person does not have a disability

9   Not stated/inadequately described

Guide for use: Generally this item will be self-enumerated and as such the person's view or the view of their carer should be recorded. The receipt of a disability support pension should not be used as a proxy for identifying people with a disability.

In some cases proof of disability may be required to receive some form of assistance.

Collection methods: This data element should be used in conjunction with support required flag and support type.

Do you have a disability or health condition that limits your participation in activities (such as work, cooking, gardening, self care), or for which you require assistance, which has lasted or is likely to last for a period of six months or more?

       Yes   ❑

       No   ❑

Related data: Disability, Disability grouping—Australian national, Disability household, Support required flag, Support type

Administrative attributes

National minimum data sets:	Public rental housing
	Community housing
	State owned and managed Indigenous housing
Source document:	National Housing Assistance Data Dictionary version 1
Source organisation:	Australian Institute of Health and Welfare
Comments:	In some jurisdictions, disability status is only recorded if the disability impacts on the client's housing need.

Dwelling

Admin. status: CURRENT

Reporting required: Not required

NHAI Model Location: Housing Resource

Identifying and definitional attributes

Knowledgebase ID: 000765   *Data item version number:* 1

Data element type: DATA CONCEPT

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 headleased stock from private and government sources.

Relational and representational attributes

Datatype:	n.a.	*Representational form:*	n.a.
Field size:	*Min.* n.a. *Max.* n.a.	*Representational layout:*	n.a.

Data domain: n.a.

Guide for use: Certain operational rules are required to provide a consistent basis on which to determine whether accommodation within a particular structure, such as a granny flat, forms a separate dwelling. Discrete spaces within a single structure intended for people to live in are only identified as separate dwellings if they are self-contained. A self-contained unit has its own cooking, bathing and toilet facilities and can be accessed without passing through another dwelling (excluding communal entry halls, passages and lobbies.)

For the CSHA data collections, the number of tenancy (rental) units is a practical proxy for counting the number of dwellings.

Related data: Address, Area of residence, Dwelling structure, Postcode, State/territory ID, Tenancy (rental) unit

Administrative attributes

National minimum data sets: —

Source document: ABS. 1996 Census Dictionary. ABS Cat .No. 2901.0

Source organisations: Australian Bureau of Statistics

Australian Institute of Health and Welfare

Dwelling ID

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Housing Resource

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 2

Data element type: DATA ELEMENT

Definition: A unique identifier for a dwelling within a state or territory.

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.

Relational and representational attributes

Datatype:	Alphanumeric	*Representational form:*	n.a.
Field size:	*Min.* n.a. *Max.* n.a.	*Representational layout:*	n.a.

Data domain: Each jurisdiction to devise

Related data: Tenancy (rental) unit

Administrative attributes

National minimum data sets: Public rental housing

Community housing

State owned and managed Indigenous housing

Source document: National Housing Assistance Data Dictionary version 1

Source organisations: Australian Bureau of Statistics

Australian Institute of Health and Welfare

Dwelling occupancy status

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Housing resource

Identifying and definitional attributes

Knowledgebase ID: 000719   *Data item version number:* 1

Data element type: DATA ELEMENT

Definition: Whether or not a dwelling is occupied by tenants at a given point in time.

Context: An essential piece of information for planning purposes for housing providers.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	CODE
Field size:	*Min.* 1 *Max.* 1	*Representational layout:*	N

Data domain:
1   Occupied

2   Vacant

9   Not stated/inadequately described

Guide for use:
1   Occupied: includes any structure that people actually live in regardless of its intended purpose. The structure may or may not be tenantable.

2   Vacant: a vacant structure is only a dwelling if it is intended for human residence. The structure may or may not be tenantable.

Thus a shed, garage or 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.

Collection methods:

Related data: Dwelling, Tenancy (rental) unit

Administrative attributes

National minimum data sets:
Public rental housing

Community housing

State owned and managed Indigenous housing

Source document: ABS. 1996 Census Dictionary. ABS Cat. No. 2901.0

Source organisation: Australian Bureau of Statistics

Dwelling structure

Admin. status: CURRENT

Reporting required: Not required

NHAI Model Location: Housing Resource

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 2

Data element type: DATA ELEMENT

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.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	CODE
Field size:	*Min.* 1 *Max.* 2	*Representational layout:*	NN

Data domain: 1 Separate house

2 Semi-detached, row or terrace house, townhouse, etc.

3 Flat 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, campers out

7 House or flat attached to a shop, office, etc.

8 Boarding/rooming house room/unit

9 Other

10 Not stated/inadequately described

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

2 **Semi-detached, row or terrace house, townhouse, etc.:** This category covers 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 half a metre. Examples include semi-detached, row or terrace houses, townhouses and villa units. Multi-storey townhouses or units are separately identified from those that are single storey.

<table>
<tr><td>*Guide for use continued:*</td><td>3</td><td>**Flat or apartment:** This category covers all dwellings in blocks of flats, units or apartments. These dwellings do not have their own private grounds and usually share a common entrance foyer or stairwell. This category includes houses converted into flats, and flats attached to houses such as granny flats.</td></tr>
</table>

3   **Flat or apartment:** This category covers all dwellings in blocks of flats, units or apartments. These dwellings do not have their own private grounds and usually share a common entrance foyer or stairwell. This category includes houses converted into flats, and flats attached to houses such as granny flats.

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

5   **Caravan not in caravan park, houseboat not in marina, etc.:** This category 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.

6   **Improvised home, campers out:** This category covers 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.

7   **House or flat attached to a shop, office, etc.:** This category 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 caretakers house or flat attached to a school, factory or storage facility.

8   **Boarding/rooming house room:** A boarding/rooming house room is usually a bedroom within a boarding 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. Please note: this structure type identifies the individual rooms in a boarding/rooming house, not the complete building.

Collection methods:

Related data: Boarding house room, Building function, Dwelling, Dwelling ID, Number of bedrooms, Tenancy (rental) unit

Administrative attributes

National minimum data sets: —

Source documents: ABS. 1996 Census Dictionary. ABS Cat. No. 2901.0

Queensland Housing Boarding House Program Guidelines

Source organisations: Australian Bureau of Statistics

Queensland Department of Housing

Dwelling tenantability status

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Housing Resource

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 1

Data element type: DATA ELEMENT

Definition: A tenantable dwelling is a dwelling for which maintenance has been completed and can be either occupied or unoccupied.

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 not tenantable indicates an unmet housing need.

This information is collected in the CSHA annual data collections for public housing, community housing and state owned and managed Indigenous housing.

Relational and representational attributes

Datatype: Numeric   *Representational form:* CODE

Field size: *Min.* 1   *Max.* 1   *Representational layout:* N

Data domain: 1 Dwelling is tenantable

2 Dwelling is not tenantable

9 Not stated/unknown

Guide for use:

Collection methods:

Related data: Dwelling occupancy status, Tenancy agreement, Tenant

Administrative attributes

National minimum data sets: Public rental housing

State owned and managed Indigenous housing

Source documents: CSHA Aboriginal Rental Housing Program data manual 2001–02

CSHA community housing data manual 2001–02

CSHA public rental housing data manual 2001–02

Source organisations: Australian Institute of Health and Welfare

Household

Admin. status:	CURRENT
Reporting required:	Required
NHAI Model Location:	Party

Identifying and definitional attributes

Knowledge base ID:	000750	*Data item version number:*	1

Data element type:	DATA CONCEPT
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 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.

Relational and representational attributes

Datatype:	n.a.	*Representational form:*	n.a.
Field size:	*Min.* n.a. *Max.* n.a.	*Representational layout:*	n.a.

Guide for use:	For the 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.
Related data:	Household composition, Indigenous household, Tenancy agreement

Administrative attributes

National minimum data sets:	—
Source documents:	ABS 1995. Directory of concepts and standards for social, labour and demographic statistics
	ABS 1995. Standards for statistics on families. ABS Cat. No. 1286.0
Source organisation:	Australian Bureau of Statistics

Household composition

Admin. status: CURRENT

Reporting required: Not required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: 000751   *Data item version number:* 1

Data element type: DATA ELEMENT

Definition: The composition of the household based on the relationship between household members.

                       Households can contain dependent and non-dependent children as well as non-family members. The differentiation of households is based on the presence or absence of couple relationships, parent–child relationships, child dependency 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.

Relational and representational attributes

Datatype: Numeric   *Representational form:*   CODE

Field size: *Min.* 1 *Max.* 2   *Representational layout:*   NN

Data domain: 1   Family

                     1.1   Sole parent with child/ren under 16 only

                     1.2   Couple only

                     1.3   Couple with child/ren under 16 only

                     1.4   Family (with other family member/s present)

                     1.5   Family (with other non-related member/s present)

      2   Non-family

                     2.1   Single (person living alone)

                     2.2   Group (unrelated adults)

      9   Not stated/inadequately described

Guide for use: A household must contain a member who is 15 years of age or more. If a household does not contain at least one member 15 years of age or over, it should be classified as 'Unknown'.

                    Unknown includes not available, not collected, not classifiable, not stated, and inadequately described.

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 or 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.

Household composition is not used for the CSHA proxy occupancy standard. Refer instead to 'Household groups'.

Collection methods:

Related data: Age, Household, Household groups, Relationship within household, Sex

Administrative attributes

National minimum data sets: —

Source documents: ABS 1995. Directory of concepts and standards for social, labour and demographic statistics

ABS 1995. Standards for statistics on families. ABS Cat. No. 1286.0

AIHW 1998. Data Standardisation Project for the development of a national unit record public housing data set

National Housing Assistance Data Dictionary version 1

Source organisation: Australian Institute of Health and Welfare

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.

Household groups

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: 000752 *Data item version number:* 1

Data element type: DERIVED DATA ELEMENT

Definition: The group/s of people who reside within the same household. Based on the relationship between household members.

Households can contain dependent and non–dependent children as well as non-family members. The differentiation of household groups is based on the presence or absence of couple relationships, parent–child relationships, and the number of children. It most closely approximates the number and composition of income units within a household.

Context: Information on household groups and composition aids in identifying the appropriate-size house (i.e. number of bedrooms to be allocated) to meet the CSHA national proxy occupancy standard.

Relational and representational attributes

Datatype: Numeric *Representational form:* CODE

Field size: *Min.* 1 *Max.* 1 *Representational layout:* N

Data domain: 1 Single adult

2 Couple with no children

3 Sole parent or couple with 1 child

4 Sole parent or couple with 2 or 3 children

5 Sole parent or couple with 4 or more children

9 Not stated/inadequately described

Guide for use: Only the usual residents of the household are included.

Adults include children aged 16 and over regardless of whether they are full-time students or not.

A child is a person under 16 years of age.

'Household groups' is not used for the Commonwealth housing data set including CRA. Refer instead to 'Commonwealth Rent Assistance (CRA) income unit type'.

Collection methods:

Related data: Relationship within household

Administrative attributes

National minimum data sets:	Public rental housing
	Community housing
	State owned and managed Indigenous housing
Source documents:	CSHA public rental housing data manual 2001–02
	National Housing Assistance Data Dictionary version 1
Source organisations:	Australian Institute of Health and Welfare

Household ID

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 2

Data element type: DATA ELEMENT

Definition: A unique identifier (within a state or territory) assigned to a household that is either seeking and/or receiving assistance.

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.

Relational and representational attributes

Datatype: Alphanumeric   *Representational form:*   n.a.

Field size: *Min.* n.a. *Max.* n.a. *Representational layout:*   n.a.

Data domain: Each jurisdiction to devise

Guide for use:

Collection methods: Preferably agencies should allocate a unique identifier to a household when they are placed on the waiting list, and this ID should then remain when/if they receive assistance. This enables the matching of waitlist data with assistance data.

                        A household for the purposes of the data element is the same as the members under a single tenancy agreement.

Related data: Household, Income unit, Income unit ID, Person ID, State/territory ID, Tenancy agreement

Administrative attributes

National minimum data sets: Public rental housing

                        Community housing

                        State owned and managed Indigenous housing

Source document: National Housing Assistance Data Dictionary version 1

Source organisations: Australian Bureau of Statistics

                        Australian Institute of Health and Welfare

Income—assessable

Identifying and definitional attributes

Knowledgebase ID:	000688	*Data item version number:* 1

Data element type: DATA ELEMENT

Definition: The value of total income from all assessable sources. The assessable sources are those specified and used by the agency to establish eligibility for receipt of housing assistance.

Context: Assessable income is also used to calculate the rental housing rebate that allows the household to pay a rent lower than the market rent. Each State and territory uses its own definition of 'assessable income'.

Relational and representational attributes

Datatype: Numeric   *Representational form:*   QUANTITATIVE VALUE

Field size: *Min.* 8 *Max.* 8   *Representational layout:* $$$, $$$.cc

Data domain: Dollar and cent value

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

- current usual 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).

Always include the cent value, using .00 where there are only dollar values.

Collection methods:

Related data: Income—gross (household), Income—gross (person), Income source

Administrative attributes

National minimum data sets: —

Source documents: CSHA public rental housing data manual 2001–02

National Housing Assistance Data Dictionary version 1

Source organisation: Australian Institute of Health and Welfare

Income—gross (household)

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 2

Data element type: DATA ELEMENT

Definition: The value of gross weekly income from all sources (before deductions for income tax, superannuation, etc.) for all household members expressed as dollars per week.

Context: Gross household income is used to calculate the low income status of a household.

Relational and representational attributes

Datatype: Numeric   *Representational form:* QUANTITATIVE VALUE

Field size: ***Min.*** 8 ***Max.*** 8 *Representational layout:* $$$, $$$.cc

Data domain: Dollar and cent value

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

- current usual 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 that 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.

Always include the cent value, using .00 where there are only dollar values.

Collection methods:

Related data: Income—assessable, Income—gross (person), Income source, Low income status

Administrative attributes

National minimum data sets:	Public rental housing
	Community housing
	State owned and managed Indigenous housing
Source documents:	CSHA public rental housing data manual 2001–02
	National Housing Assistance Data Dictionary version 1
Source organisation:	Australian Institute of Health and Welfare
Comments:	In the Commonwealth housing data set including CRA, the counting unit is an income unit rather than a household and 'income from all sources' is referred to as 'total private income'.

Income—gross (person)

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 1

Data element type: DATA ELEMENT

Definition: The value of gross weekly income from all sources (before deductions for income tax, superannuation, etc.) for a person expressed as dollars per week.

Context: Gross person income is summed for each household member to determine gross household income. Gross household income is used to calculate the low income status of the household.

Relational and representational attributes

Datatype: Numeric   *Representational form:* QUANTITATIVE VALUE

Field size: **Min.** 8 **Max.** 8   *Representational layout:* $$$, $$$.cc

Data domain: Dollar and cent value

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

- current usual 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 that 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 the value of person income is provided as a separate amount for each income source, the value from all sources should be summed for that person to obtain the total gross person income.

Always include the cent value, using .00 where there are only dollar values.

Collection methods:

Related data: Income—assessable, Income—gross (household), Income source (main), Low income status

Administrative attributes

National minimum
data sets:

Public rental housing

State owned and managed Indigenous housing

Source documents:

CSHA public rental housing data manual 2001–02

National Housing Assistance Data Dictionary version 1

Source organisation:

Australian Institute of Health and Welfare

Income source

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 2

Data element type: DATA ELEMENT

Definition: The source by which a person derives his/her income.

Context: 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.

                          The element is also an indicator of the need and circumstances of individuals and is sometimes used in the assessment of income equity.

Relational and representational attributes

Datatype: Numeric   *Representational form:*   CODE

Field size: *Min.* 1   *Max.*   2   *Representational layout:*   NN

Data domain: 1   Wages/salary

                        2   Government pension/benefit

                             2.1   Disability pension

                             2.2   Aged pension

                             2.3   Unemployment benefit (e.g. Newstart)

                             2.4   Other government pension/benefit (including any other Centrelink/Department of Veterans' Affairs payments, e.g. youth allowance or service pensions)

                        3   Other (e.g. compensation/superannuation)

                        4   Nil income

                        9   Not stated/inadequately described

Guide for use: This question is not asked of persons aged under 15 years because they are generally dependants.

Collection methods:	Data collection may use more detailed categories.
	Standard questionnaire module:
	What is the income source of the person?
	(Please tick one box only)

Wages/salary	❑
Disability pension	❑
Aged pension	❑
Unemployment benefit (e.g. Newstart)	❑
Other government pension/benefit (including any other Centrelink/Department of Veterans' Affairs payments, e.g. youth allowance or service pensions)	❑
Other (e.g. compensation/superannuation)	❑
Nil income	❑

Related data:	Income—assessable, Income—gross (household), Income—gross (person), Labour force status, Low income status, Occupation of person

Administrative attributes

National minimum data sets:	Public rental housing
	Community housing
	State owned and managed Indigenous housing
Source documents:	CSHA public rental housing data manual 2001–02
	National Housing Assistance Data Dictionary version 1
Source organisation:	Australian Institute of Health and Welfare
Comments:	The main income source of the person is the income source by which the person derives most (equal to or greater than 50%) of his/her income. If a person has multiple sources of income and none are equal to or greater than 50%, the one that contributes the largest percentage should be counted.
	To determine main income source for the household: If a household has multiple sources of income and none are equal to or greater than 50%, sum the value of the income amount for all household members for each income source. The income source that contributes the largest percentage should be counted as the main income source for the household.

Income unit

Admin. status: CURRENT

Reporting required: Not required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID:	000754	*Data item version number:* 1

Data element type: DATA CONCEPT

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/dependent child who usually resides in the same household. This means that an income unit can be defined as:

- a married couple, or sole parent, and dependent children only;

- a married couple only with no dependent children present; or

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

Relational and representational attributes

Datatype:	n.a.		*Representational form:*	n.a.
Field size:	*Min.* n.a. *Max.* n.a.		*Representational layout:*	n.a.

Related data: Commonwealth Rent Assistance (CRA) income unit type, Household, Income unit ID, Income unit type

Administrative attributes

National minimum data sets: —

Source document: ABS. A provisional framework for household income, consumption, saving and wealth. ABS Cat. No. 6549.0

Source organisation: Australian Bureau of Statistics

Comments: The definition used in the Commonwealth housing data set including CRA is:

An income unit is the base unit that is used to calculate a 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 they, or their partner, receives FTB.

Income unit ID

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 2

Data element type: DATA ELEMENT

Definition: A unique identifier (within a household) assigned to an income unit that is either seeking and/or receiving assistance.

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.

Relational and representational attributes

Datatype: Alphanumeric   *Representational form:* n.a.

Field size: *Min.* n.a.   *Max.* n.a.   *Representational layout:* n.a.

Data domain: Each jurisdiction to devise

Guide for use:

Collection methods:

Related data: Household, Household ID, Income unit, Income unit type, State/territory ID, Tenancy agreement

Administrative attributes

National minimum data sets: Public rental housing

Community housing

State owned and managed Indigenous housing

Source document: National Housing Assistance Data Dictionary version 1

Source organisations: Australian Bureau of Statistics

Australian Institute of Health and Welfare

Indigenous household

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID:	000692	*Data item version number:* 1

Data element type: DATA ELEMENT

Definition: An Indigenous household is one that 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.

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.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	CODE
Field size:	*Min.* 1 *Max.* 1	*Representational layout:*	N

Data domain: 1   Indigenous person/s present in household

        2   No Indigenous person/s present in household

        9   Not stated/inadequately described

Guide for use: A household excludes visitors to a household.

Related data: Household, Indigenous status

Administrative attributes

National minimum
data sets:

Public rental housing

Community housing

State owned and managed Indigenous housing

Crisis Accommodation Program

Home purchase assistance

Private rent assistance

Source documents:

CSHA public rental housing data manual 2001–02

National Housing Assistance Data Dictionary version 1

Source organisation:

Australian Institute of Health and Welfare

Indigenous status

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 1

Data element type: DATA ELEMENT

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. See Comments for 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 data element 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.

Relational and representational attributes

Datatype: Numeric   *Representational form:*   CODE

Field size: *Min.* 1 *Max.* 2   *Representational layout:*   NN

Data domain: 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

       9   Not stated/inadequately described

Guide for use: This data element is based on the ABS Standard for Indigenous status. For detailed advice on its use and application please refer to the ABS web site as indicated below under Source document.

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 three 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 may be included if this better suits the data collection practices of the agency or establishment concerned:

Yes, both Aboriginal and Torres Strait Islander..........□

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'.

Related data:	Household, Indigenous community acceptance, Indigenous household, supersedes the data element Indigenous status in the NHADDv1

Administrative attributes

National minimum data sets:	Public rental housing
	Community housing
	State owned and managed Indigenous housing
	Crisis Accommodation Program
	Home purchase assistance
	Private rent assistance
Source document:	Available on the ABS web site <www.abs.gov.au>
Source organisation:	Australian Bureau of Statistics
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; and
- community acceptance.

In practice, it is not feasible to collect information on the community acceptance part of this definition in general-purpose statistical and administrative collections and therefore standard questions on Indigenous status relate to descent and self-identification only.

Market rent value of dwelling

Admin. status:	CURRENT
Reporting required:	Required
NHAI Model Location:	Environment

Identifying and definitional attributes

Knowledgebase ID:	000722	*Data item version number:*	1

Data element type:	DATA ELEMENT
Definition:	The rent that would be charged for a dwelling in the private rental market.
Context:	Necessary for measuring affordability of housing.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	QUANTITATIVE VALUE
Field size:	*Min.* 8 *Max.* 8	*Representational layout:*	$$$,$$$.cc
Data domain:	Dollar and cent value		
Guide for use:	Always include the cent value, using .00 where there are only dollar values.		

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 two 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 national CSHA data collection is recorded as market rent value for which a rent was charged for the week of 30 June.

Related data: Rebated household (flag), Rent charged to tenant, Rental subsidy (amount)

Administrative attributes

National minimum data sets:	Public rental housing
	Community housing
	State owned and managed Indigenous housing
Source document:	National Housing Assistance Data Dictionary version 1
Source organisation:	Australian Institute of Health and Welfare
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.

New allocation status

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 1

Data element type: DATA ELEMENT

Definition: Whether the household was a new allocation for housing assistance in the financial year.

Context: Used to determine the number of new households that received CSHA-funded housing assistance in the financial year.

Relational and representational attributes

Datatype: Numeric   *Representational form:* CODE

Field size: *Min.* 1   *Max.* 1   *Representational layout:* N

Data domain:
1 Newly allocated in the financial year

2 Not newly allocated in the financial year

9 Not stated/inadequately described

Guide for use:

Collection methods: New allocation status should be related to a particular program type (e.g. public rental housing, home purchase assistance, etc.).

Related data: Date assistance commenced, Waitlist applicant type

Administrative attributes

National minimum data sets: Public rental housing

State owned and managed Indigenous housing

Source document: CSHA public rental housing data manual 2001–02

Source organisation: Australian Institute of Health and Welfare

Number of bedrooms

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Housing Resource

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 2

Data element type: DATA ELEMENT

Definition: The number of bedrooms in each occupied dwelling.

Context: Actual and ideal number of bedrooms required to calculate the national proxy occupancy standard for overcrowding.

Relational and representational attributes

Datatype:	Numeric			*Representational form:*	Number
Field size:	*Min.* 1	*Max.* 3		*Representational layout:*	NNN

Data domain: Count of bedrooms

Guide for use:

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 dwellings, the unit of counting is the boarding house room, which usually has only one bedroom.

Related data: Dwelling, Tenancy (rental) unit

Administrative attributes

National minimum data sets: Public rental housing

Community housing

State owned and managed Indigenous housing

Source document: National Housing Assistance Data Dictionary version 1

Source organisation: Australian Bureau of Statistics

Australian Institute of Health and Welfare

Person ID

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 2

Data element type: DATA ELEMENT

Definition: A unique identifier (within a household) assigned to a person who is a
                       member of a household that is either seeking and/or receiving assistance.

Context: If there are several people within a household, this data element is used to
                       relate people to income units and to households. It is also used to relate
                       individuals to dwellings.

Relational and representational attributes

Datatype: Alphanumeric   *Representational form:*   n.a.

Field size: *Min.* n.a. *Max.* n.a.   *Representational layout:*   n.a.

Data domain: Each jurisdiction to devise

Guide for use:

Collection methods: Preferably agencies should allocate a unique identifier to a person when they
                       are placed on the waiting list, and this ID should then remain when/if they
                       receive assistance. This enables the matching of waitlist data with assistance
                       data.

Related data: Household, Household ID, Income unit, Income unit ID, Relationship to
                       reference person, Relationship within income unit, State/territory ID,
                       Tenancy agreement

Administrative attributes

National minimum   Public rental housing
data sets:
                       Community housing

                       State owned and managed Indigenous housing

Source document: National Housing Assistance Data Dictionary version 1

Source organisation: Australian Institute of Health and Welfare

Program type

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Governance

Identifying and definitional attributes

Knowledgebase ID: 000724   *Data item version number:* 1

Data element type: DATA ELEMENT

Definition: The type of housing program under which a household is applying for/receiving assistance.

Context:

Relational and representational attributes

Datatype: Numeric   *Representational form:* CODE

Field size: *Min.* 1 *Max.* 2   *Representational layout:* NN

Data domain:
1   Public rental housing

2   Community housing

    2.1   CSHA community housing

    2.2   Community-managed Indigenous housing

    2.3   CSHA Crisis Accommodation Program

    2.4   Other

3   State owned and managed Indigenous housing

4   Rental assistance

    4.1   Commonwealth Rent Assistance

    4.2   CSHA private rent assistance

5   Home purchase assistance

6   Other

9   Not stated/inadequately described

Guide for use: Each of the above may have several sub-programs associated with the main program type. For example, community housing in Queensland includes the following programs: Community Housing Program, Boarding House Program, Community Housing Partnership Scheme, Co-operative Housing Program, Community Rent Scheme, Housing Accommodation Assistance Scheme, Local Government and Community Housing Program, and the Rural and Regional Community Housing Program. These should all be coded to '2 Community housing'.

Collection methods:

Related data: Household

Administrative attributes

National minimum   Public rental housing
data sets:
                       Community housing

                       State owned and managed Indigenous housing

Source document: National Housing Assistance Data Dictionary version 1

Source organisation: Australian Institute of Health and Welfare

Rebated household (flag)

Admin. status:	CURRENT
Reporting required:	Required
NHAI Model Location:	Party

Identifying and definitional attributes

Knowledgebase ID:	000726	*Data item version number:*	1

Data element type: DATA ELEMENT

Definition: A household receiving housing assistance (usually via a state or territory or community housing organisation) who, as part of the assistance, pays less than the market rent value of the dwelling.

This data element is only relevant to those people who are provided a dwelling as part of their assistance. It does not include those households that only receive monetary assistance to help them rent in the private market (rent assistance) or to help them purchase a home or equity in it (home purchase assistance).

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.

Context:

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	CODE
Field size:	*Min.* 1 *Max.* 1	*Representational layout:*	N

Data domain:
1. Rebated
2. Not rebated
9. Not stated/inadequately described

Guide for use:

Collection methods: For those jurisdictions who use a 'full rent' concept, a rebated household is one which pays less than full rent.

Related data: Market rent value of dwelling, Rent charged to tenant, Rental subsidy (amount)

Administrative attributes

National minimum data sets:	Public rental housing
	Community housing
	State owned and managed Indigenous housing
Source document:	National Housing Assistance Data Dictionary version 1
Source organisation:	Australian Institute of Health and Welfare

Reference person

Admin. status:　　　　CURRENT

Reporting required:　　Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID:　　　　　　　　　　　　*Data item version number:* 2

Data element type:　　DERIVED DATA ELEMENT

Definition:　　　　　Reference person refers to the first person listed on the housing assistance application/tenancy form or the mortgage papers.

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 performance indicators, such as 'Low income status' and 'Affordability'. It may also be useful in determining possible levels of need and support available for clients.

Relational and representational attributes

Datatype:　　　　Numeric　　　　*Representational form:*　　CODE

Field size:　　　　*Min.* 1　*Max.* 1　*Representational layout:*　　N

Data domain:　　1　Reference person for household

　　　　　　　　2　Not the reference person for household

　　　　　　　　9　Not stated/inadequately described

Guide for use:

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, the Mortgagee. Also includes single adults and lone parents. Person must be aged 16 or over.

　　　　　　　　All other persons should be coded to 2.

Related data:　　Family type, Income unit, Marital status, Relationship to reference person, Relationship within income unit

Administrative attributes

National minimum data sets:　　Public rental housing

　　　　　　　　Community housing

　　　　　　　　State owned and managed Indigenous housing

Source document:　　National Housing Assistance Data Dictionary version 1

Source organisation:　　Australian Institute of Health and Welfare

Relationship to reference person

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 2

Data element type: DATA ELEMENT

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 performance indicators, such as 'Low income status' and 'Affordability'. It may also be useful in determining possible levels of need and support available for clients.

Relational and representational attributes

Datatype: Numeric   *Representational form:*   CODE

Field size: *Min.* 1 *Max.* 1   *Representational layout:*   N

Data domain: 1   Reference person/tenant

2   Spouse/partner

3   Son/daughter aged under 16 years

4   Son/daughter aged 16 years and over

5   Resident aged under 16 years

6   Resident aged 16 years and over

9   Not stated/inadequately described

Guide for use: Reference person: 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.

Spouse/partner: includes de facto, wife, husband and partner of the reference person/tenant.

Son/daughter: includes the son(s) or daughter(s) (or step son/daughter) of the reference person and/or spouse.

Resident: includes relatives other than son/daughter (step son/daughter), non-related carer, and other non-related and non-family members.

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 approaches to collecting data on this item.
Related data:	Family, Household ID, Income unit, Income unit ID, Marital status, Person ID, Reference person, Relationship within income unit

Administrative attributes

National minimum data sets:	Public rental housing
	Community housing
	State owned and managed Indigenous housing
Source documents:	ABS 1995. Directory of concepts and standards for social, labour and demographic statistics
	ABS 1995. Standards for statistics on the family. ABS Cat. No. 1286.0
	ABS 1996. Census Dictionary. ABS Cat. No. 2901.0
	Public housing and state owned and managed Indigenous housing NMDS user guide 2001–02.
Source organisations:	Australian Bureau of Statistics
	Australian Institute of Health and Welfare

Relationship within income unit

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID:	000697	*Data item version number:* 1

Data element type: DATA ELEMENT

Definition: The relationship of a member of an income unit to that same income unit. Income units are restricted to relationships of marriage (registered or de facto) and of parent/child under 16 years of age who usually resides 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 performance indicators, such as 'Low income status' and 'Affordability'. It may also be useful in determining possible levels of need and support available for clients.

Relational and representational attributes

Datatype:	Numeric	*Representational form:*	CODE
Field size:	*Min.* 1 *Max.* 1	*Representational layout:*	N

Data domain:
1   Reference person/tenant
2   Spouse/partner
3   Child aged less than 16 years
9   Not stated/inadequately described

Guide for use: Reference person refers to the first person listed on the housing assistance application/tenancy form. Members of the household who cannot be classified from this list are more than likely separate income units, e.g. child 16 years of age or older.

Collection methods:

Related data: Family, Household composition, Household ID, Income unit, Income unit ID, Marital status, Person ID, Reference person, Relationship to reference person

Administrative attributes

National minimum data sets: Public rental housing

Community housing

State owned and managed Indigenous housing

Source document: National Housing Assistance Data Dictionary version 1

Source organisation: Australian Institute of Health and Welfare

Rent charged to tenant

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Housing Resource

Identifying and definitional attributes

Knowledgebase ID: *Data item version number:* 2

Data element type: DATA ELEMENT

Definition: The amount of rent charged to a tenant household.

Context: This item is necessary in calculating measures of affordability.

Relational and representational attributes

Datatype: Numeric   *Representational form:* QUANTITATIVE VALUE

Field size: *Min.* 8   *Max.* 8   *Representational layout:* $$$,$$$.cc

Data domain: Dollar and cent value

Guide for use: The rent charged is the amount of money the household has been asked to pay. It may differ from market rent and may not have been received.

                          Always include the cent value, using .00 where there are only dollar values.

Collection methods: As the rent charged to tenants may change over time, this item should be linked to the date rent is due.

                          Rent charged to tenant is typically recorded on a weekly basis. For the National CSHA data collection it is recorded as rent charged for the week of 30 June.

Related data: Date rent charged to tenant, Date rent paid by tenant, Market rent of dwelling, Rebated household (flag), Rent paid by tenant

Administrative attributes

National minimum data sets: Public rental housing

                          Community housing

                          State owned and managed Indigenous housing

Source document: National Housing Assistance Data Dictionary version 1

Source organisation: Australian Institute of Health and Welfare

Sex

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledge base ID: 000763   *Data item version number:* 1

Data element type: DATA ELEMENT

Definition: The sex of the person.

                        The term 'sex' refers to the biological differences between males and females.

Context: Demographic detail and service planning.

                        Required for analysis of service utilisation, and need for services.

Relational and representational attributes

Datatype: Numeric   *Representational form:*   CODE

Field size: *Min.* 1 *Max.* 1   *Representational layout:*   N

Data domain: 1   Male
                        2   Female
                        9   Not stated/inadequately described

Guide for use: Where uncertainty exists about the sex of the person (e.g. for transvestites or transsexuals) the gender to be recorded is to be based on the gender nominated by the person themselves or on the observations/judgement of the interviewer. Although this may lead to some error, it is considered preferable to any offence that may be caused by a question that suggests that there is some doubt about the person's gender or sexuality.

                        Coding option 9 should only be used when the person has not provided this information upon request and/or the service provider is unable to make an informed judgement about the person's gender.

Collection methods: It is suggested that the following format be used for data collection:

                        What is your [the person's] sex?

                            Male   ❑

                            Female   ❑

                        Information collection for transsexuals and people with transgender issues should be based on the gender nominated by the person themselves.

Related data:

Administrative attributes

National minimum
data sets: Public rental housing

                   Community housing

                   State owned and managed Indigenous housing

Source document: ABS 1993. Directory of concepts and standards for social, labour and
                   demographic statistics

Source organisation: Australian Bureau of Statistics

State/territory ID

Admin. status: CURRENT

Reporting required: Required

NHAI Model Location: Location

Identifying and definitional attributes

Knowledgebase ID: 000766

Data item version number: 1

Data element type: DATA ELEMENT

Definition: An identifier for a state or territory.

Context: This variable allows analysis by location in terms of states and territories. It also facilitates for follow-up if data queries arise that require clarification by a state/territory.

Relational and representational attributes

Datatype: Numeric

Representational form: CODE

Field size: *Min.* 1 *Max.* 1

Representational layout: N

Data domain:
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)

Guide for use:

Collection methods:

Related data: Address, Area of residence, Dwelling ID, Household ID, Postcode

Administrative attributes

National minimum data sets: Public rental housing

Community housing

State owned and managed Indigenous housing

Source documents:	ABS. 1996 Census Dictionary. ABS Cat. No. 2901.0
	ABS. Australian Standard Geographic Classification (ASGC), ABS Cat. No. 1216.0
	AIHW 1998. Data Standardisation Project for the development of a national unit record public housing data set
	AIHW 1999.National Health Data Dictionary version 8.0
Source organisations:	Australian Institute of Health and Welfare
	Australian Bureau of Statistics
Comments:	The coding and order of states/territories is different for the National Health Data Dictionary, and the Data Standardisation Project because the Data Standardisation Project uses the order used in the CSHA Performance Indicator manuals. This order is different from that used in the ABS Census Dictionary, in which South Australia and Western Australia are reversed.

Transfer status

Admin. status:　　　　CURRENT

Reporting required:　　Required

NHAI Model Location: Party

Identifying and definitional attributes

Knowledgebase ID:　　　　　　　　　　　　　*Data item version number:* 1

Data element type:　　DATA ELEMENT

Definition:　　　　　Whether an applicant/household has relocated from one dwelling to another dwelling within the same housing program during the financial year.

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).

Relational and representational attributes

Datatype:　　　　　Numeric　　　　*Representational form:*　　CODE

Field size:　　　　**Min.** 1　**Max.** 1　*Representational layout:*　　N

Data domain:　　　1　　Transfer applicant/household

　　　　　　　　　2　　Not transfer applicant/household

　　　　　　　　　9　　Not stated/inadequately described

Guide for use:

Collection methods:　Include households that wish to transfer to another dwelling for reasons other than applying for assistance different from what they currently receive.

Related data:　　　Date assistance commenced, Date eligible for assistance, Household ID, Waitlist applicant household, Waitlist applicant type

Administrative attributes

National minimum data sets:　　Public rental housing

　　　　　　　　　　State owned and managed Indigenous housing

Source document:　　CSHA public rental housing data manual 2001–02

Source organisation:　Australian Institute of Health and Welfare

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