Service provider organisation cluster (Mainstream community housing)

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Identifying and definitional attributes

Metadata item type:	Data Set Specification
METEOR identifier:	595348
Registration status:	Housing assistance, Standard 30/08/2017
DSS type:	Data Element Cluster
Scope:	This file captures information about service provider organisations that manage housing provided for low to moderate income or special needs households. These service providers are community-based organisations that have received capital or recurrent subsidy from government. Community housing models vary across jurisdictions, and the housing stock may be owned by a variety of groups including government.

Collection and usage attributes

Statistical unit:	Dwelling, **Tenancy rental unit** and households
Collection methods:	Data is collected via a survey of community housing providers and forwarded to state or territory housing authorities. State and territory housing authorities provide the data to the Australian Institute of Health and Welfare for national collation on an annual basis.

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare
Steward:	Australian Institute of Health and Welfare

Relational attributes

Related metadata references:	Supersedes Service provider organisation cluster (Mainstream community housing) 　　Housing assistance, Superseded 30/08/2017
Implementation in Data Set Specifications:	Mainstream community housing DSS 2013-18 　　Housing assistance, Superseded 10/05/2019 *Implementation start date:* 01/07/2013 *Implementation end date:* 30/06/2018 Mainstream community housing DSS 2014- 　　Housing assistance, Recorded 12/05/2016 *Implementation start date:* 01/07/2014

Metadata items in this Data Set Specification

Seq No.	Metadata item	Obligation	Max occurs

Seq No.	Metadata item	Obligation	Max occurs
-	[Community housing and Indigenous community housing service provider organisation address details cluster](#)	Mandatory	1

DSS specific information:

The data elements in this cluster provide a detailed description of the individual components used to create an address as described by AS 4590—2006 Interchange of client information standard.

The collection records address information in an alternative manner, as follows:

- Dwelling address (concatenated number and street name) - 40 character alphanumeric field
- Dwelling suburb -40 character alphanumeric
- Postcode - 4 character numeric and unknown postcodes are recorded as "U".

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—address site name, text X[X(49)]](#)	Conditional	1

Conditional obligation:

Conditional on this component being part of the address of the service provider organisation.

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—Australian postcode, Australian postcode code (Postcode datafile) {NNNN}](#)	Mandatory	1

DSS specific information:

Unknown postcodes are recorded as "U".

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—complex road name, text X[X(44)]](#)	Conditional	1

Conditional obligation:

Conditional on this component being part of the address of the service provider organisation.

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—complex road number 1, road number XXXXXX](#)	Conditional	1

Conditional obligation:

Conditional on this component being part of the address of the service provider organisation.

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—complex road number 2, road number XXXXXX](#)	Conditional	1

Conditional obligation:

Conditional on this component being part of the address of the service provider organisation.

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—complex road type, code AA[AA]](#)	Conditional	1

Conditional obligation:

Conditional on this component being part of the address of the service provider organisation.

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—level number, identifier X[XXXX]](#)	Conditional	1

Conditional obligation:

Conditional on this component being part of the address of the service provider organisation.

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—lot number, identifier X[XXXXX]](#)	Conditional	1

Conditional obligation:

Conditional on this component being part of the address of the service provider organisation.

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—physical address indicator, yes/no code N](#)	Mandatory	1
-	[Address—postal delivery number, identifier X[X(10)]](#)	Conditional	1

Conditional obligation:

Conditional on the address being a virtual address, such as a P.O. Box, or an area where normal mail delivery is unavailable.

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—postal delivery service type identifier, code AA[A(9)]](#)	Conditional	1

Conditional obligation:

Conditional on the address being a virtual address, such as a P.O. Box, or an area where normal mail delivery is unavailable.

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—road name, text X[X(44)]](#)	Mandatory	1

DSS specific information:

In this collection address line is recorded as a 40 character alphanumeric field, which concatenates the typical components such as street number and street name.

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—road number 1, road number XXXXXX](#)	Mandatory	1

DSS specific information:

In this collection address line is recorded as a 40 character alphanumeric field, which concatenates the typical components such as street number and street name.

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—road number 2, road number XXXXXX](#)	Conditional	1

Conditional obligation:

Conditional on this component being part of the address of the service provider organisation.

Seq No.	Metadata item	Obligation	Max occurs
-	[Address—road type, code AA[AA]](#)	Mandatory	1

DSS specific information:

In this collection address line is recorded as a 40 character alphanumeric field, which concatenates the typical components such as street number and street name.

-	[Address—secondary complex name, text X[X(49)]](#)	Conditional	1

Conditional obligation:

Conditional on this component being part of the address of the service provider organisation.

-	[Address—sub-dwelling unit number, identifier X[X(6)]](#)	Conditional	1

Conditional obligation:

Conditional on this component being part of the address of the service provider organisation.

-	[Address—suburb/town/locality name, text X[X(45)]](#)	Mandatory	1
-	[Address—unstructured address line, text X[X(49)]](#)	Conditional	1

Conditional obligation:

The unstructured address line may be used, if the service provider address does not easily conform to the standard structure.

-	[Service provider organisation—Australian state/territory identifier, code N](#)	Mandatory	1

DSS specific information:

This DSS uses abbreviated state and territory names (e.g. NSW, Vic etc.), rather than code values. It does not collect Code 9 'Other territories (Cocos (Keeling) Islands, Christmas Island and Jervis Bay Territory)'.

-	[Community housing waiting list cluster](#)	Conditional	1

Conditional obligation:

This cluster is conditional on whether the organisation is listed on a jurisdictional common waitlist. If an organisation is on a common waitlist the jurisdiction will supply wait list information on their behalf. If an organisation is not on a common waitlist then they are required to supply their wait list information.

-	[Household—application type, housing assistance code N](#)	Mandatory	1

DSS specific information:

Unknowns are collected as "U", and should be mapped to 9 - Not stated/Inadequately described.

Code 8 Other is not used in this collection.

-	[Household—greatest need indicator, yes/no code N](#)	Mandatory	1

DSS specific information:

This collection uses the alternate code set "Y" = "Yes", "N" = "No" and "U" = "Unknown". These codes should be mapped as follows:

Y = 1 ("Yes")

N = 2 ("No")

U = 9 ("Not stated/Inadequately described")

-	[Service provider organisation—waiting list, total households N[NNN]](#)	Mandatory	3

DSS specific information:

This item is collected twice:

on its own to ascertain the total number of applicants/households on the waiting list in combination with Person—application type, housing assistance code N and Household—greatest need indicator, yes/no code N to ascertain the number of new applicants/households on the waiting list who are in greatest need.

Unknowns are collected as "U", and should be mapped to 9 - Not stated/Inadequately described.

-	[Service provider organisation support type cluster](#)	Mandatory	1

DSS specific information:

The Community Housing collection collects support service type information using a series of "yes/no" questions representing different support service types. The support service types match those listed in the data element [Service provider organisation—support service type, code N[N]](#) ("Support service type").

The Support service type data element should be collected once for each support service type identified with a "yes" response, to a maximum of eight. If the value recorded for this data element is "88" ("Other") then a value for the data element [Service provider organisation—support service type, text [X(40)]](#) should be recorded.

1	[Service provider organisation—assistance/support other than housing assistance indicator, yes/no code N](#)	Mandatory	1

DSS specific information:

Collection uses alternate code set 1 = Yes and 0 = No.

Seq No.	Metadata item	Obligation	Max occurs
2	Service provider organisation—support service type, code N[N]	Conditional	8

Conditional obligation:

Conditional on 'yes' being recorded for the Service provider organisation—assistance/support other than housing assistance indicator, yes/no code N data element.

DSS specific information:

This data element refers to services, other than housing assistance, which can be provided by the service provider organisation.

Seq No.	Metadata item	Obligation	Max occurs
3	Service provider organisation—support service type, text [X(40)]	Conditional	1

Conditional obligation:

Conditional on code 88 'Other' being recorded for the Service provider organisation—support service type, code N[N] data element.

DSS specific information:

This data element refers to services, other than housing assistance, which can be provided by the service provider organisation.

Seq No.	Metadata item	Obligation	Max occurs
-	Service provider organisation (name)—organisation name, text X[X(49)]	Mandatory	1
-	Service provider organisation—common waitlist indicator, yes/no code N	Mandatory	1

DSS specific information:

Collection uses alternate code set 1 = Yes and 0 = No.

Seq No.	Metadata item	Obligation	Max occurs
-	Service provider organisation—community housing provider type, code N	Mandatory	1

DSS specific information:

This collection uses alternative codes: Association = "A", Cooperative = "C", and Other = "O". Unknown values are recorded as "U", and should be mapped to "9 = Not stated/Inadequately described".

Seq No.	Metadata item	Obligation	Max occurs
-	Service provider organisation—dwelling identifier, X[X(14)]	Mandatory	1

Seq No.	Metadata item	Obligation	Max occurs
-	Service provider organisation—net recurrent housing expenses, total Australian currency N[N(8)].NN	Mandatory	1

DSS specific information:

Unknown dollar values are recorded as "U".

This item records the net recurrent cost to the service provider organisation.

Includes:

- Employee expenses (e.g. wages and salaries, payroll tax, superannuation, compensation, accrued leave, and training);
- Supplies and service expenses (e.g. stationery, postage, telephone, vehicle, office equipment, information technology, auditing and accounting);
- Office rent;
- General accounting and personnel function costs (e.g. training costs or levies paid to community housing training authority or peak body);
- Grants and subsidies (excluding rental subsidies);
- Contracted community housing management services;
- Repairs and maintenance (e.g. day to day, cyclical or other);
- Rates (e.g. water or council/shire) where the provider is responsible for payment;
- Strata-title or body corporate charges;
- Costs of removal, sale or disposal of properties and inspections and building insurance where the provider is responsible for payment and public liability insurance; and
- Market rent paid (such as from head leasing) and interest expense (e.g. interest on loans).

Excludes:

- Costs used for the purposes of capital (stock provision);
- The purchase of dwellings; and
- Construction costs.

Seq No.	Metadata item	Obligation	Max occurs
-	Service provider organisation—number of boarding house buildings, total number N[NNN]	Mandatory	1

DSS specific information:

Code "U" = Unknown should be mapped to Code "9999" = Not stated/inadequately described.

Seq No.	Metadata item	Obligation	Max occurs
-	Service provider organisation—number of boarding house rooms, total number N[NNN]	Mandatory	1

DSS specific information:

Code "U" = Unknown should be mapped to Code "9999" = Not stated/inadequately described.

Seq No.	Metadata item	Obligation	Max occurs
-	Service provider organisation—number of boarding house units, total number N[NNN]	Mandatory	1

DSS specific information:

Code "U" = Unknown should be mapped to Code "9999" = Not stated/inadequately described.

Seq No.	Metadata item	Obligation	Max occurs
-	[Service provider organisation—number of head-leased dwellings, total N[NNN]](#)	Mandatory	1

DSS specific information:

Code "U" = Unknown should be mapped to Code "9999" = Not stated/inadequately described.

-	[Service provider organisation—number of tenancy rental units, total N[NNN]](#)	Mandatory	1

DSS specific information:

Code "U" = Unknown should be mapped to Code "9999" = Not stated/inadequately described.

-	[Service provider organisation—organisation identifier, X[X(14)]](#)	Mandatory	1
-	[Service provider organisation—survey response indicator, yes/no code N](#)	Mandatory	1

DSS specific information:

Survey responses recorded as Y=Yes and N=No. These should be mapped as follows:

Y = 1 ("Yes")

N = 2 ("No")

For jurisdictions providing all unit record data using the Australian Institute of Health and Welfare survey:

If the organisation hasn't returned a survey (survey response = N), then we would only expect admin organisation and dwelling data (supplied by jurisdictions). If the organisation has returned the survey (survey response = Y), we would expect the survey variables in addition to the admin variables in the organisation and dwelling files. Additionally we would also expect a tenancy file and person file from the organisation. Note that NT does not survey the sector and so all survey responses are set to N.

For jurisdictions providing finalised figures (NSW and Qld):

Jurisdictions who provide finalised figures (NSW and Qld) only ever provide unit record organisation and dwelling admin data (the information provided by non responding organisation as above). NSW uses their own survey to collect the data from organisations. Their survey response indicates those organisations who have completed their survey. Qld also uses its own survey however they do not indicate which organisations have completed their survey or not (all survey responses are N). Qld provide coverage information separately.

-	[Service provider organisation—total household rent charged, Australian currency N[N(8)].NN](#)	Mandatory	1

DSS specific information:

Unknown dollar values are recorded as "U".

The total amount of rent charged to all tenants is the amount of money the households have been asked to pay during the financial year (ending 30 June). It may differ from market rent and may not have been received. The amount of rent charged excludes charges for utilities.

Seq No.	Metadata item	Obligation	Max occurs
-	[Service provider organisation—total household rent collected, Australian currency N[N(8)].NN](#)	Mandatory	1

DSS specific information:

Unknown dollar values are recorded as "U".

The total amount of rent paid by all tenants includes rent arrears collected in the year ending 30 June. This also includes prepaid rent collected before 30 June, for the current and subsequent years. As such, the total rent collected over a 12 month period may be more than the total rent charged in the same period.