
Administration costs

Important note: This is an archived metadata standard from the AIHW Knowledgebase. For current metadata standards and related information please access METeOR, the AIHW's Metadata Online Registry at <http://meteor.aihw.gov.au>

Identifying and Definitional Attributes

Data Dictionary: NHADD
Knowledgebase ID: 000732 Version number: 2
Metadata type: DATA ELEMENT
Registration Authority: NHDAMG Admin status: SUPERSEDED
Effective date: 01-MAR-05
Definition: Administration costs refer to those costs associated with the administration offices of the property manager and the tenancy manager. They include the general accounting and personnel function costs relating to:
- employee expenses (e.g. superannuation, compensation, accrued leave, training);
- supplies and services expenses (includes stationery, postage, telephone, office equipment, information systems and vehicle expenses);
- rent;
- grants and subsidies (excluding rental subsidies);
- expenditure incurred by other government agencies on behalf of the state housing authority; and
- contracted CSHA management services.
Context:

Relational and Representational Attributes

Datatype: Numeric
Representational form: QUANTITATIVE VALUE
Representation layout: \$,\$,\$,\$,\$,\$,\$,\$
Minimum Size: 1
Maximum Size: 10
Collection Methods: Operational costs are typically measured for a financial year (1 July to 30 June the following year).
The administration costs relate to the administration of the rental property and tenancy manager components of the agency's (or agencies') operation and should not include administration costs

involved in other areas of operation.

The following cost items should be excluded from the calculation:

- rental subsidies;
- capitalised administration costs;
- depreciation;
- bond loans;
- profit/loss on sale;
- cost of sales.

Related metadata: relates to the data element Operational costs version 1

Administrative Attributes

Source Document: National Housing Assistance Data Dictionary Version 1

Source Organisation: Australian Institute of Health and Welfare

Data Element Links

Information Model Entities linked to this Data Element

Data Agreements which include this Data Element
