Social Housing Program Specification and Performance Reporting Tool

Overview

Why have these documents been developed?

Feedback from community housing and crisis accommodation providers indicated there was a significant administrative burden with seven different housing related program specifications and a large number of reporting requirements.

As the result, the Department of Housing and Public Works (the department) has reviewed these and developed the Social Housing Program Specification and the Performance Reporting Tool to replace the existing program specifications and reporting requirements for community housing and crisis accommodation programs.

The department undertook consultation with the sector on both documents which shaped the current versions. We also recognised that additional information was required, so have developed a suite of factsheets to help implement the changes.

Social Housing Program Specification

The Social Housing Program Specification (specification) combines the previous seven programs into one. It includes the following programs:

- Affordable Housing Program
- Community-managed Housing – Studio Units Program
- Community Rent Scheme
- Crisis Accommodation Program
- Long Term Community Housing Program
- Same House Different Landlord Program
- Supportive Housing Program.

The specification details the funded outcomes and linked performance measures. While it includes sections for specific programs, we will continue to work with the sector to further refine the specification to create greater program flexibility.

Performance Reporting Tool

The department undertook a Data and Reporting Review with one of the aims being to reduce the number of reporting items for providers. This work has resulted in the number of reportable items reducing from 163 to 28.
Where possible, the department will collect information from internal resources to complement the data reported by providers. The Performance Reporting Tool has been developed to inform providers of their reporting requirements. It clearly outlines the reporting requirements and how they link to the funded outcomes and performance indicators.

A factsheet, New reporting requirements: community housing and crisis accommodation programs has been developed to provide further information about the changes to reporting. This information sheet is available on the department’s website www.hpw.qld.gov.au.

When will I be required to implement the changes?

Providers who receive head lease funding under the Crisis Accommodation Program or the Community Rent Scheme will be required to implement the specification and tool at the commencement of the contract 1 October 2015, with the first performance reporting being due in January 2016.

Providers with an existing lease or capital assistance agreement will be issued a legal notice giving three months notice. The implementation date will be 1 January 2016, followed by the first performance reporting due in April 2016.

Transitional housing providers will be required to submit monthly operational reports on properties and application numbers of tenants. For CRS head lease funded providers the first report will be due in November 2015. For transitional housing providers funded through lease or capital assistance agreements the first report will be due in February 2016.

If providers have any issues relating to the implementation, they should contact their Contract Manager.

Where can I get more information?

A range of resources are available on the department’s website www.hpw.qld.gov.au by clicking on the About us tab, then following the website through to Reports and publications, Forms and templates, Community Housing providers.

Providers are encouraged to contact their Contract Manager should they have any further queries.

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