

## ANNEXURE 3

### FINAL REPORT TEMPLATE

#### PART A: PROJECT AND FUNDING RECIPIENT DETAILS

[Project Manager to complete this section and Funding Recipient to confirm details and advise any changes.]

Project Name: *Housing Needs Website Project*

Project Manager's Name: *Gary Spivak, Housing Development Officer*

Telephone: *03 9836 6271*

Mobile: *-*

Facsimile: *03 9536 2740*

Email: *gspivak@portphillip.vic.gov.au*

Name of Funding Recipient: *City of Port Phillip on behalf of inner regional municipalities of Melbourne, Yarra, Stonnington and Port Phillip.*

Address of Funding Recipient: *Private Bag 3,*

Suburb: *PO St.Kilda*

State: *Victoria* Postcode: *3182*

ABN of Funding Recipient: *21762977945*

Have any of the Project and Funding Recipient Details changed? Yes  No

If Yes, please provide details of any changes. *N/a*

#### PART B: DETAILS OF ACTIVITY PERFORMANCE

[Funding Recipient to complete this section.]

Period covered by this report: From: *21/02/08* to: *31/03/08*

(This period should be continued from any previous report submitted.)

What milestone does this report relate to: *Milestone # 4- Completion of education, advocacy and promotion plus completion of project and Final Report submitted.*

Provide a description and an analysis of the progress of the Activity to date, including detail(s) of the outputs achieved during the period.

*Completion of milestones 1-4 , ie:*

- 1. Signing and returning funding agreement*
- 2. Completion of Housing Data collection and assessment*
- 3. Completion of website component, website operational.*
- 4. Completion of education, advocacy and promotion (except official launch ceremony and associated media) and overall completion of project (except launch).*

*In relation to milestone 4, I have undertaken the following tasks in relation to education, advocacy and promotion:*

*1. Extensively promoted the project to identified, potential users via e-mails to the following:*

- *Working group members (relevant local government staff from Melbourne, Yarra, Stonnington and Port Phillip, state government representatives, housing association representatives)*
- *State government select staff from DP&CD and DHS-Office of Housing involved in a range of areas including affordable housing, planning mechanisms for affordable housing, data assessment/statistical analysis, website development for demographic or housing data, joint venture housing project funding and planning/ community housing sector development, local government liaison, DP&CD grant funding, public housing management*
- *Relevant local government staff from the four Inner Melbourne municipalities (identified by staff representatives from each municipality)*
- *Registered Housing Associations and Providers (under the Housing Act) – 9 organisations.*
- *Local government networks:*
  - *Housing & Local Government Network (HALGN)*
  - *Community & Social Planners Network (CASPN)*
- *Local government peak bodies (Municipal Association of Victoria or MAV and Victorian Local Governance Association or VLGA) to forward to members.*
- *Other peak bodies (Urban Development Industry Association or UDIA, Community Housing Federation of Victoria or CHFV) to forward to members*
- *Australian Housing & Urban Research Institute or AHURI for circulation to*
- *Local Connections, March quarter edition (forum for sharing current research with relevance to policy development at the local or regional level, produced by DP&CD)*
- *Swinburne Housing Management and Policy course (Mike Pelling)*
- *Housing Justice Round Table (via Barry Pullen)*
- *Local housing agencies and social service agencies within Melbourne, Yarra, Stonnington and Port Phillip councils- reliant on working group members to internally promote this except for Port Phillip.*
- *Miscellaneous: East Gippsland Shire*
- *Others? Promotion will be an ongoing process as other potential users are identified, eg. charitable organisations, eg. ACOSS, Planning Institute of Australia. in April 08 and will be an ongoing process.*

2. Training sessions for any interested individual or organisational representative from the above organisations. Two training sessions were held on 13 and 18 March, 2008 at Swinburne Institute for Social Research. These sessions were promoted through the above e-mails and interested persons registered with City of Port Phillip. Training involved:

- A brief description of the project and its purpose, auspicing municipalities, DP&CD grant funding;
- A description of the data sets and data parameters, definition of data indicators, data issues and data gaps/limitations and proposed, further website improvements.
- Participants using the website at computer booths, asking questions and identifying improvements, eg. missing suburbs, incomplete data variables, eg. need to compare LGA rooming house data with the region and distinction between community and private rooming houses, additional definitions or explanations required, eg. the difference between nominal and real data etc. A frequently asked question was the potential to replicate and means to replicate the website to other regions.
- A total of 24 persons registered for training and 10 attended training sessions.

In relation to milestone 4, I am yet to undertaken the following tasks in relation to education, advocacy and promotion:

3. Website launch ceremony and associated media. This has started to be planned but was unable to be completed within the funding period due to complexities of organising the event between 4 municipalities before involving relevant government departments in the planning of the event. At present this is at the stage of planning with the media officers of the 4 municipalities. It is envisaged that this event will be launched at one of the 4 municipalities by combined Mayors and relevant State Minister(s) or their delegates. Ideas for the launch include:

- computer demonstration of the website,
- computer bank set up for attendees to try the website
- a printed bookmark with the website name and address and DP&CD and 4 council logos
- Official launch by Minister(s) and Mayors and photo opportunities and associated media releases.

In consultation with DP&CD, it was agreed on the DP&CD's recommendation that the launch be combined with the DP&CD's conference on 1 May 2008 to end the Local Area Planning Support Program and be one of 4 example LAPS projects to be launched by the Minister for Local Government.

Are all the timeframes and milestones for the Activity being met?

Yes  No

Except for the launch ceremony as a further promotional opportunity.

If No, please provide an explanation of any delays that have occurred, including the reasons for those delays and the action You propose to take to address the delay(s) and the expected effects (if any) the delay will have on the Activity (including subsequent milestones and the overall completion of the Activity).

Are there any other issues relating to Your performance of the Activity that We should be aware of? Yes  No

If Yes, please outline these issues and how they will impact Your ability to meet the Terms and Conditions of the Funding Agreement.

## **PART C: EVALUATION QUESTIONS**

**How the project has made a difference and changed the way council does business?**

- **Outcomes ( social, environmental, economic)**

*The Website provides data on housing affordability that can be used to identify housing need and set housing targets.*

*The website has a range of benefits as follows:*

- *It will reduce the time and effort taken by local government in obtaining data on housing affordability that usually is required to be sourced from a number of sources but and often required at short notice, eg. in response to media enquiries, for media releases, for councillor briefing sessions, for consultation processes etc. This is because the website is accessible to anyone with access to a computer and the internet and most of the required data is available in the one location. The website enables a user to identify the data requirements, create a table or graph of the selected data and download this as a pdf attachment for use within a few minutes. The same time savings applies to any other organisation or individual.*
- *The data has been selected, tested for reliability and robustness. In the case of the six indicators, they have also been calculated by Swinburne Institute for Social Research. As a result it can be used with a high degree of confidence that is not always available for inclusion of data in needs analysis, policy development, research and project justification.*
- *It will save on professional services fees and duplication of services by consultants engaged to undertake research and/or policy development. For example,*
  - *the Inner Melbourne Action Plan (IMAP) municipalities recently engaged the consultant, Biruu, to undertake market impact and housing target modelling for the proposed inclusionary zoning scheme (affordable Housing overlay). To inform the modelling, the consultant was provided with data from the website within a few days.*
  - *The same IMAP municipalities are starting to co-operate to develop a Local Housing Plan. This Plan determines the local housing need to be addressed by any future inclusionary zoning developer contributions. This Plan is being informed by Website data and will be augmented by local area and anecdotal needs data from local government, housing associations and the DHS-Office of Housing.*
- *The website improves needs and targets analysis and setting by providing regional data. This has long been a shortcoming of data and, consequently, available and suitable data has been fragmented, unreliable and inconsistent.*

*Regional housing data is important given that housing needs transcends municipal boundaries and because strategic planning often required a regional approach.*

- *The Project also provides a model for regional co-operation in developing data websites. This involves:*
  - *Process- use of a working group comprising representatives from the four municipalities, housing associations and DP&CD. Communication was maintained through regular e-mails on progress reports and consideration of key issues. Periodic meetings occurred to further discuss progress and resolve critical issues.*
  - *Preparation of a Data Framework Report that sets out the potential data sets and indicators and defines the potential data parameters. This provided the framework through which the preferred data and parameters were selected. Selection then occurred through consideration of:*
    - *Complexity- aiming for a balance between having sufficient data sets to be relevant to most users and having not too many that the website becomes confusing, difficult and time consuming to use.*
    - *Cost- the affordability of the work undertaken by SISR and Swinburne ITIG.*
    - *Relevance of the data. Likely uses needed to be anticipated and addresses while less critical data sets eliminated during the data selection process.*
  - *Minimising local government data sources to one data set: rooming house supply. This minimises reliance on local government staff who are not ideally suited to be responsible for updating due to a general lack of expertise, ability to interpret data and address data variations and low resource capacity. For example, rooming house data is collected differently between municipalities despite similar requirements under the health (Prescribed Accommodation) Regulations 2001. Consequently, the following process was undertaken:*

Rooming house supply was initially determined from counting of premises and beds from each municipality's 'prescribed accommodation' register produced by their health departments/units as required by the Victorian Health (Prescribed Accommodation) Regulations 2001. The totals were then adjusted by the following methodology: non-rooming house types/classifications (ie. hotel/motels, youth hostels, student dormitories, backpacker lodges etc.) were deleted, through discussions with relevant municipal officers, other residential accommodation on the registers were checked to ensure they were genuine rooming houses (eg. the type or classification of prescribed accommodation may vary between and within each municipality and checking involved either visits, telephone calls or use of local knowledge), premises deleted if they has ceased operating between annual registration, premises that were suspected to be operating but were not registered were confirmed and self-contained rooming houses were added. These self-contained rooming houses comprised bedsitters and even sometimes one-bedroom units without shared, communal facilities that would not be registered but which target single residents who typically live in rooming houses and were managed as rooming houses and tend to be community rooming houses, reflecting a trend towards self-contained rooming houses provided by some community housing providers since the mid 1990s. However, their inclusion creates an issue of whether rooming houses providing self-contained accommodation should be distinguished from other self-contained, community housing for singles and comprises a discretionary decision that may not be consistently agreed.

- The website provides a model for how to update data. It is considered that a number of the data sets should be annually updated (see attachment). There is no centralised government mechanism for updating the website as this is only possible if there was a municipal or state wide website initiated by the State Government. Consequently, updating has to be undertaken by SISR for the region at an estimated cost range of \$5-10,000 based on a specific cost estimation using particular assumptions of \$9,000. As a shared regional cost, this would require each municipality to contribute \$2,250.00 which is not a large cost for municipalities to make (see attachment). If an additional indicator is required to be added, this will cost an estimated \$1,500-\$5,000 depending on the complexity of work involved with particular indicators (see attached)
- The Project also has determined the process and estimated cost of replicating the website to other regions. There is no central government means to control website and their subsequent data changes and updating as this role would only apply if there was one metropolitan or state website established by the State Government. Consequently, replication is required to be undertaken by suitably experienced persons or consultants. Consequently, an indicative, estimated fee for any typical consultant has been calculated by SISR and ranges from \$18,000 to \$25,000 based on a specific cost estimation using particular assumptions of \$23,200. If a region has, say, 4 municipalities, the cost per municipality will be \$5,800.00 or if the region has 6 municipalities it will cost \$3,860 per municipality. The \$23,200 figure represents only 23% of the initial website project costs of \$100,000 as funded by DP&CD. This savings is based on the benefit of the experience and lessons from the Project. In particular, from the perspective of data analysts/consultants, the website identifies the parameters for the data sets through the identification of data measures, geographic area, comparator area, period and form of presentation. This initial thinking will enable replication to occur quicker and about 77% cheaper than under the initial website project.

## **Key learning's**

*The key lessons involve the benefits of regional co-operation, the determination of data parameters, the means of updating the website and the means to replicate the website. These lessons are discussed in the above section.*

## **Process**

The process undertaken was:

- *Prepare a project scope for engagement of the lead consultant. This occurred to a [preliminary level simultaneously with preparation of the funding application so that the scope and funding requirements were in general agreement as far as is possible at that early stage. This increased the likelihood of successful funding as it strengthened the technical robustness of the funding application and also meant that there was confidence that the project could be delivered by a consultant in terms of both method and cost.*
- *This process necessitated stating the lead consultant providing the intellectual property in the funding application, thereby limiting flexibility in selection of a consultant. As this meant there could not*

*follow State Government tendering guidelines for local government, this necessitated justifying that there was a 'sole provider' so as to obviate the need for competitive quotation process. This was based on the view that there was only one provider- SISR- with the same skill sets, in particular the identification of indicators and their methodology that had already been determined for State Government research on affordable housing.*

- *The execution of an agreement between Swinburne University of Technology and the City of Port Phillip. This cause delays as there was a disagreement between the university and city as to the form of agreement to use, with the university preferring its standard research agreement and the city preferring its standard contract. This was resolved in the favour of the university on the basis that amendments were made to the research agreement. In particular, intellectual property rights were granted to all third party organisations such as other municipalities a non-exclusive, royalty free licence to use and adapt existing and Project intellectual property for the purpose of replicating, developing and updating similar regional housing needs websites in Melbourne. This enabled the website to achieve one of its required intentions- to be updated or replicated by any third parties, especially other municipalities or regions of local government.*
- *Preparation of a draft Data framework Report. As stated above this draft report set out the potential data sets and indicators and defines the potential data parameters. This provided the framework through which the preferred data and parameters were selected.*
- *Selection of the data in the draft report then occurred through consideration of:*
  - *Complexity- aiming for a balance between having sufficient data sets to be relevant to most users and having not too many that the website becomes confusing, difficult and time consuming to use.*
  - *Cost- the affordability of the work undertaken by SISR and Swinburne ITIG.*
  - *Relevance of the data. Likely uses needed to be anticipated and addresses while less critical data sets eliminated during the data selection process.*

*Any interested member of the working group was invited to participate in the selection process. Only one other local government representative elected to participate and the results then confirmed through e-mail to lock in the decisions.*

- *The City of Port Phillip was then requested by the DHS-Office of Housing to consider being a pilot for or merging with a proposed State-wide website. This would have involved addressing a number of potential State requirements such as reducing the data sets and parameters and restricting access to sensitive data such as some of the affordability indicators that demonstrated the severity of housing affordability. In addition, non-publicly accessible Office of Housing public housing data sought by the website was indicated to be unavailable. However, this option would have provided the benefits of a centralised mechanisms for the control of data input and updating through a designated State officer; it would have improved the rental*

*affordability indicators based on access to data from the Rental Bond Board that would have used the methodology of the first two indicators, ie. making them:*

- *Rental stock within five price segments*
- *Rental stock affordable and available to given household income deciles.*

*Further, a metropolitan or state-wide website would have been superior to a regional website as it would have enabled regional comparison of data across Melbourne or Victoria. However, the idea of a greater website did not eventuate and the website project proceeded after some delays but without the enhanced rental affordability indicators and Office of Housing data.*

- *The draft report was then amended to produce the final Data Framework Report that included the data for one municipality, Yarra City Council, so as to illustrate the way data could appear in the website for all four municipalities. At that point comment and agreement was sought again on the report to ensure that there was no misunderstanding or disagreement on the data sets and parameters to be used for the website.*
- *SISR then engaged the Swinburne ITIG to prepare the website itself. This involved lessons in the form of brief required, with the brief needing to be amended to meet the requirements of Swinburne ITIG. This was required as there were few websites that performed the functions that we sought; and that we did not simply require the development of a website but also its presentation of data from a data base (the selected data) and the management of the website. This identified some inadequacies in the Data Framework Report as a document to inform website developers of the project requirements. As a result of these discussions between SISR and ITIG, draft specifications were amended a number of times and three documents prepared that supplemented the Data Framework Report:*
  - *An outline for each type of data, time period, form of data presentation, comparators and geographic coverage of each data set.*
  - *Examples of how each of the data variables would be presented as well as the data requirements and server-side calculations required to take the data from a database to presentation on a website.*
  - *Documented example of how the selection of particular variables on the website would be used in relation to a particular data set in order to produce a particular type of presentation on the website, ie a typical storyboard illustrating the selection of variables to achieve a table or graph as it would appear on a website.*
- *This enabled SISR to seek quotations from three sub-consultants and the selection of Swinburne ITIG as the preferred sub-consultant to prepare the website.*
- *This process also identified a number of issues to be resolved relating to hosting arrangements and the domain name that were resolved over the next few months. Options for hosting were IMAP (discounted*

as it had no status as a potential host, the State Government (discounted as there was no formal role for the State in the website and, this, ability to use to as a host without State authorisation) and City of Port Phillip. This option was discounted by the municipal On-Line Communications Consultant for the following reasons as stated by the consultant:

'The decision not to allow the hosting of the housing needs website on the Port Phillip Server was based on the following factors:

**Resources**

The City of Port Phillip does not have an IT web support officer on staff to maintain the housing needs website/database. While I understand there would have been limited maintenance needed, we currently don't have the resources should there be a problem or any kind of maintenance needed once Sean McNelis hands the website over.

**Our existing CMS**

Unfortunately our content management system is quite old and doesn't allow us the flexibility to create new, interesting sites (or meta sites) that have a point of difference from the main corporate site. As a result we are limited to creating pages/sites with the same template that all look the same. This was not an option for the housing needs site which needed a different appearance than the City of Port Phillip corporate site.

**Future CMS**

We are currently in the process of investigating a new, more flexible CMS that will allow us to create interesting, dynamic sites in the future. A possible solution, down the track, could be the Online Communications team creating a new site to be managed by a staff member (with support of OC team).

**Security**

Another of the problems, from an IT perspective, was giving access to an external party to our server/system. To get approval for this is a process that needs to be made through the Information Systems department with a clear case for why access should be given.'

- This resulted in the decision to select a commercial host, Net Logistics, under a two year plan, 'Accelerate One', costing \$19.95 per month with two years hosting forward purchased using part of the DP&CD grant. Secondly the domain name of IMRHAI (the acronym for Inner Melbourne Affordable Housing Needs Website) was selected and completed by becoming the full domain name of [www.imrhai.com.au](http://www.imrhai.com.au) as required by Net Logistics.
- This went live on 15 February 2008 as a test to identify any problems or improvements in presentation. The major problem was that the City of Port Phillip (and one assumes some other organisations) could not download data tables or graphs as a pdf attachment from the website. The solution was determined, through discussions between a council consultant and Swinburne ITIG to be because Council used an earlier version of Adobe Acrobat software (version 7.0) and downloading required version 8.0. So the website was made compatible with both versions. The graphic presentation was also improved and the logos of the four municipalities and DP&CD were added.
- The website was then promoted as a live website through email to a range of potential users. In addition, interested persons were invited to register for one of two nominated training sessions to be held at the

Swinburne Hawthorn campus computer labs (refer to details in Part B of this Report). The training sessions identified some omissions and areas for improvement such as the omission of one suburb (North Fitzroy), the need for selection of more rooming house data variables and the addition of additional years for Valuer General's data used in some of the indicators.

- While this effectively completed the website, there were remaining grant funds of \$10,000 to further improve the website. SISR identified the following potential improvements:

<b>Proposed web improvement option</b>	<b>Cost</b>	<b>Comment</b>
1. Provide administrator with the ability to delete existing data per indicator as uploaded through the datasheets (options may include to delete all data for a particular year; all data per division/region/suburb; all data for a particular year for a division/region/suburb)	\$600	
2. Provide administrator with the ability to add & delete geographic areas: Divisions, Regions, LGAs, Suburbs	\$1,800	This cost may vary somewhat depending upon how we want to set up the website – whether predominantly by regions or more generally. The problem is the potential number of LGAs and suburbs.
3. Content management system (CMS) for housing affordability indicators, about, and disclaimer/copyright content	\$1,800	

<b>Proposed web improvement option</b>	<b>Cost</b>	<b>Comment</b>
4. Provide an administrator with the ability to add/modify/delete general measure data: Assumptions, CPI, Interest rates, AWE (average weekly earnings) - male, Household income deciles – income per year, earnings, affordable house prices	\$1,200	
5. Provide an administrator with the ability to update data sources & notes per indicator	\$600	
6. Provide for administrator account management – add & delete administrators, reset password	\$600	
7. Provide an administrator with the ability to assign area types, comparators, and datasheets to indicators and rename indicators	\$1,200	
8. Provide an administrator with the ability to update contact and feedback information	\$600	
<b>TOTAL</b>	<b>\$8,400</b>	

Other possible options for improvements were identified by SISR:

<b>Proposed web improvement option</b>	<b>Tentative Costing</b>	<b>Comment</b>
To include maps of datasets on website.	\$4,000	<p>This is a guesstimate only. We need to discuss what is required and then the actual cost can be determined more accurately. This cost includes:</p> <p>(i) Determining what data that could be presented in map form on the website</p> <p>(ii) Determining presentation requirements for mapping data</p> <p>(iii) Making changes to the website to accommodate the mapping data, possibly acquiring licenses and testing website</p> <p>(iv) Downloading SEIFA data (March 2008)</p> <p>(v) Processing SEIFA and other data required for maps on website</p> <p><b>Note:</b> Yarra and Stonnington already have access to some map-based data via ID – this includes 2001 SEIFA data as well as other housing and income data. (see <a href="http://www.id.com.au/yarra/atlas">www.id.com.au/yarra/atlas</a>)</p>
Providing Valuer General's data for additional time-periods for LGAs (e.g. remaining years commencing 2000).	\$2,000 per data year	<p>This involves providing additional data for:</p> <p>(i) three of the housing affordability indicators measures (sales by price segment, threshold income and ratio of housing costs to income) and</p> <p>(ii) housing sales and prices data.</p> <p>The cost is for both purchasing and processing the Valuer General's data for one year.</p>
Providing 2007 Centrelink data for LGAs	Estimated cost is \$3,000 to \$5,000	<p>This involves:</p> <p>(i) Clarifying/negotiating with Centrelink as to whether their data can be publish on the housing needs website and in what form</p> <p>(ii) Working out what postcodes are included in the inner region and how to divide postcode data between LGAs (and suburbs) (iii) Acquiring Centrelink data (by type of payment) as at December 2007 for inner region postcodes and</p> <p>(iv) Processing data for use on website.</p>

- *These improvements were approved by City of Port Phillip. They totalled \$15,400 to \$17,400 and exceeded grant funds of \$100,000 by \$7,400-9,400. The City of Port Phillip decided to carry the additional costs in excess of available grant funds without seeking a sharing of these costs between the IMAP councils due to the small amount and administrative complexity on seeking contributions. These improvements will be undertaken over the next two weeks, ie by approximately mid April 2008.*
- *Planning for the joint launch of the website by the Minister for Local Government and Mayors of the four municipalities was also commenced but not completed by the time this Final Report was submitted (refer to Part B of this Report).*

**How the project has worked across Council eg involving different departments and levels of council. Indirectly or through collaboration?**

*The Project was managed by the Housing development Officer located within the Strategic Planning section. Apart from limited input from the Stakeholder and Community relations section of Council, this project was managed independently of the rest of the organisation as a sole project management exercise. However, as described above, there was extensive consultation and involvement in key stages by municipal staff from the other three Councils, especially in the data selection stage.*

**How the project has contributed to capacity development of council?**

*The website increases the organisational capacity of each of the four municipalities in the manner outlined in first section of Part C of this Report.*

**Critical decision points in the progress of the project**

*Refer to Part C-Process of this report.*

**How has the project enabled the council to better engage with the community**

- Case studies/stories
- Photos, promotion and newspaper articles etc

*It is too early to gauge this. However, it will enhance each Council's ability to facilitate community requests for data and advocate on behalf of the community for more affordable or social housing.*

**How has the project made a difference to the community and other stakeholders?**

- Outcomes ( social, environmental, economic)
- Key learning's
- Process
- Case studies/stories
- Photos, promotion and newspaper articles etc
- Quotes and stories from people who have benefited from the project eg community members
- How the project has contributed to capacity development of the community or other stakeholders

- How has the project enabled the community to better engage with Council.

*This will be answered through outlining a few examples of how the website has been used by organisations:*

*City of Melbourne (a social planner):*

- *Has enabled easy access to data in suitable presentation formats (tables and graphs)*
- *The centralised location through the website has led to efficiency in accessing all the necessary data*
- *The City search Team is using the data to inform the Future Melbourne strategic plan.*
- *It provides useful explanation of what affordability problems mean, who are affected and how this is measured through being able to quote reliable figures.*

*Melbourne Affordable Housing (development manager):*

- *It provides a useful tool to identify housing needs in the region and should be replicated state-wide as this data is crucial to the operations of housing associations, including in justifying the application for joint venture funding to the Office of Housing..*
- *If used in conjunction with anecdotal information/local area needs information, it can make the work of housing associations considerable easier.*
- *They are impressed by the rapidity in fixing an identified problem with using the website.*

*Port Philip Housing Association (operations manager):*

- *The website is user friendly and will be used in applying for joint venture funding for proposed projects as it will support needs analysis.*
- *As a single, central location for data it is very convenient to use.*

### **Recommendations to other councils who may be undertaking similar projects?**

- *Consider the lessons of this project rather than reinvent a similar website.*
- *Benefit from an ability to use the project's intellectual property to reduce cost and time in any replication of the website.*
- *Establish similar regional websites that either use similar approaches/features or replicate and attach new websites to this website.*

### **How the project could have a sector wide implementation?**

*Through regional collaboration, enhances strategic planning and facilitation of affordable housing that are better informed by websites. This includes the potential for affordable housing planning mechanisms such as the proposed Inner Melbourne*

Affordable Housing Overlay (inclusionary zoning) being developed by the four IMAP municipalities.

**How State departments are involved in the project?**

- DP&CD through providing \$100,000 grant funding for this project under the Local Area Planning Support Program.
- DHS-Office of Housing through general support for the website as a planning tool for local government and housing associations.

**PART D: FINAL FINANCIAL INFORMATION (Schedule, clause C.1.1)**

Please complete table for the final income and expenditure for the project.

<b>Project Income</b>	<b>Actual</b>
Grant Amount	\$100,000
Funds from Your organisation	Nil
In kind from Your organisation	\$10,000 approx.
Funds from partnering organisations	Nil
Other Contributions	In kind
<b>Total Project Income</b>	<b>\$100,000 cash</b>
<b>Project Expenditure</b>	
Expended	
Signing of Research Agreement with Swinburne	\$25,000
Completion of Draft Data Framework Report	\$25,000
Completion of Final Data Framework Report	\$20,000
<b>Total expenditure to date</b>	<b>\$70,000</b>
Yet to be expended (claimed by SISR)	
Completion of website/ website operational	\$20,000
Undertaking training sessions	\$ 2,000
Providing improvements to the website after completion	\$ 8,400
Mapping SEIFA data and select affordability indicators	\$7-9,000
<b>Total Expected Project Expenditure (mid April 08)</b>	<b>\$107,400-109,400</b>

NB: The additional expenditure of \$7,400-\$9,400 above the \$100,000 DP&CD grant will be funded by City of Port Phillip as a cash contribution.

Is the Activity proceeding within the initial agreed Budget (or updated Budget from your previous Progress Report)? Yes  No

If No, please provide an explanation as to why the budget is not being met and the action you propose to take to address this.

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## **PART E: OTHER DETAILS**

### **Acknowledgement and Publicity (Schedule, clause L)**

Please outline how the support of the Victorian Government through the Local Area Planning Support Program has been acknowledged during the reporting period and any future plans for acknowledgement and publicity. **Please attach examples, copies and photographs. For photographs please complete the Department for Victorian Communities Photo Consent Form.**

*The DP&CD grant has been acknowledged in all promotional material such as emails promoting the website and the information document (see attached). In addition, the DP&CD will be acknowledged in any promotion of the project associated with the project launch.*

### **Case Study**

Please outline a final description of your project from the commencement phase to the completion of the project.

- explain the story;
- provide relevant background information, in particular whether a specific problem needed to be addressed;
- Highlight the milestones and outputs achieved
- Highlight the key learning's of the project
- Highlight how the project will achieve better joint planning between State and Local Government

*Refer to parts A to C above.*

### **Decisions or Orders (Schedule, clause N)**

Have You had a decision or order of any court or tribunal made against You or involving You during the reporting period? Yes  No

If Yes, please provide a copy.

**PART F: DECLARATION AND CERTIFICATION (STATEMENT BY CHIEF EXECUTIVE OFFICER)**

I, *David Spokes*, hereby certify that:

- a. all Funding received was spent for the purposes of the Activity and in accordance with the Agreement, and that We have complied with the Agreement;
- b. the financial information is presented in accordance with the financial Reporting requirements You notified to Us;
- c. at the time the Report or financial statement is provided, We are able to pay all Our debts as and when they fall due and We have sufficient resources to discharge all Our debts at the end of the current Financial Year.

Signature of Authorised Person:



Name of Authorised Person: *David Spokes*

Position: *Chief Executive Officer*

Telephone: *9209 6464*

Date: *27 March 2008*

**Completed Final Report to be sent to:**

Elsie Alcordo  
Senior Policy Officer  
Local Government Victoria  
Department for Victorian Communities  
GPO Box 2392  
Melbourne Vic 3001

Telephone: (03) 9208 3622

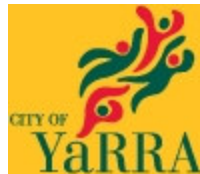
Fax: (03) 9208 3577

E-mail: [Elsie.Alcordo@dpcd.vic.gov.au](mailto:Elsie.Alcordo@dpcd.vic.gov.au)



## INNER MELBOURNE AFFORDABLE HOUSING NEEDS WEBSITE

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the Victorian  
Government



This website, established in 2008, provides data and indicators on housing affordability for the Inner Melbourne Region. This region comprises the Cities of Melbourne, Yarra, Stonnington and Port Phillip.

The purpose of the website is to provide useful and accessible data to inform the identification of affordable housing need and targets at the regional and local government levels via consistent data sets that enable comparability over time and spatially.

The website is designed to be used by any individual or organisation interested in being informed about housing affordability. Its target users includes Local Government, State Government, housing associations, other housing organisations and agencies, peak bodies, researchers, residents, developers, students and consultants.

It is a joint initiative of the Cities of Melbourne, Yarra, Stonnington and Port Phillip under the Inner Regional Housing Statement and the Inner Melbourne Action Plan, with Port Phillip being the lead Council for this initiative.

The website was funded by a \$100,000 grant from the Victorian Department of Planning & Community Development's Local Area Planning Support Program.

The lead consultant was Swinburne Institute for Social Research, with the Swinburne Information Technology Innovations Group being sub-contracted to create the website.

The website can be accessed by the following web link: <http://www.imrhai.com.au/>

If you have any problems with the hyperlink of this address, either put the cursor over the above address and press control + click on the address or copy the address into an internet page search window.

The website presents data at four geographical levels: the Inner Melbourne Region (including both parts of Stonnington); four municipalities – Melbourne, Yarra, Stonnington and Port Phillip; suburbs within the Region; and the Melbourne Statistical Division/Melbourne Metropolitan Area.

The housing data is presented in two forms, tables and graphs, and includes:

- Housing Affordability Indicators:
  - Sales by Price Segment (click here for a description)

- Affordability and available stock (click here for a description)
- Threshold income (click here for a description)
- Ratio of housing costs to household income (click here for a description)
- Private rental affordability for low income households (click here for a description)
- Private rental affordability for all households (click here for a description)
- Data on house sales and prices
  - House and units sales
  - House and unit sales as a proportion of all sales
  - House and unit sales as a proportion of all stock
  - Median housing prices (nominal)
  - Median housing prices (real)
  - Median house and unit prices (real) percentage change
- Housing and tenure
  - Dwellings by housing tenure & landlord type
  - Dwellings by size (number of bedrooms)
  - Dwellings by number of persons
  - Dwellings by type
  - Dwellings by household composition
  - Non-private dwellings by type by persons
  - Private rental: new lettings by major property type
  - Private rental: median rents of new lettings by major property type
  - Office of Housing dwellings by dwelling type
  - Independent living units
  - Residential land
  - Rooming houses
  - Supported Residential Services: facilities by bedrooms
- Demographic
  - Homeless Persons
  - Population by age-group and sex
  - Population by region of birth
  - Projected population
  - Projected population by age-group & sex
  - Projected households

For further information please contact Gary Spivak, Housing Development Officer, City of Port Phillip on tel: (03) 9209 6752 or [gspivak@portphillip.vic.gov.au](mailto:gspivak@portphillip.vic.gov.au)

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