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Introduction - to the Shared Equity Model

The Progressive Home Ownership (PHO) Fund is a \$400 million investment that will help individuals, families and whānau buy their own homes, that would not otherwise be able to. Through the fund approved PHO providers can access a 15-year loan from the Government to partner with eligible households and whānau to help them achieve home ownership.

There are broadly three methods that are used by providers to deliver PHO schemes, these are:

1. Shared Equity

The eligible household/whānau becomes a part owner of a home with the approved PHO provider, the household/whānau then purchases the provider share within a 15-year period to reach independent ownership. The PHO loan funds the providers share in the property until it is bought by the household/whānau. This releases monies for the provider and can be used to repay the PHO loan.

2. Rent to Buy

The eligible household/whānau initially rents a home from an approved PHO provider, savings are put aside while the household/whānau is renting, until they can purchase the home from the PHO provider within the 15-year period.

3. Leasehold

The eligible household/whānau purchases a registered leasehold interest in a home from the PHO provider with the right to occupy the property for a long term, such as 100 years. The freehold interest in the property is retained by the provider and the leaseholder pays a modest ground rent as well as servicing any mortgage commitment. Freehold home ownership is not achieved using a leasehold model, but the leaseholder has secure tenure in their own home and the opportunity to build savings over the term of the lease. The PHO loan supports the balance sheet of the provider, which must maintain its financial capacity to repay the PHO loan within the 15-year period.

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Funding Milestone and Payment Arrangements

Providers can secure new homes to be used for PHO schemes in various ways, ranging from buying new completed homes directly from a house builder, through to buying and developing land and arranging for the construction of the homes. When funding applications are approved, there are four funding milestone and payment arrangements available through Te Tūāpapa Kura Kāinga – Ministry of Housing and Urban Development (HUD). The type of funding arrangement and payment milestones depend on the way the PHO provider is planning to get the homes.

The four-funding milestone and payment arrangements are outlined below:

Development option	Funding milestone and payment timing
Option 1: Purchase on completion	100% on completion
Option 2: Turnkey development	10% for the deposit in the acquisition contract
	90% on completion
Option 3: Land acquisition, site development	30% on settlement of the land acquisition
and construction	contract
	30% on lockup
	40% on completion
Option 4: Construction only (if you already own	50% on lock up
the site)	50% on completion

TABLE 1: DEVELOPMENT OPTIONS AND FUNDING MILESTONES

The PHO provider's choice of development option carries different risk plantage of the PHO provider's choice of development option carries different risk plantage of the PHO provider's choice of development option carries different risk plantage of the PHO provider's choice of development option carries different risk plantage of the PHO provider's choice of development option carries different risk plantage of the PHO provider's choice of development option carries different risk plantage of the PHO provider's choice of development option carries different risk plantage of the PHO provider's choice of development option carries different risk plantage of the PHO provider's choice of development option carries different risk plantage of the PHO provider's choice of the PHO provider's choi funding is a 15-year loan, a critical part of the assessment process to determine which PHO providers to approve for funding is understanding how they will spend the PHO funding and having confidence that they can repay the loan in 15 years' time.

Purpose of the Shared Equity Financial Model and Guidance Document

The objective of the Shared Equity financial model is to support Approved PHO Providers, HUD, organisations wanting to become PHO providers and their respective stakeholders to have a clear and consistent understanding of how to assess:

1. Household Affordability - if a household/whānau can afford to enter into the scheme and manage the journey through to the full home ownership goal, and whether the provider will be able to repay the PHO loan within 15 years.

This is important because, in most cases, PHO providers rely on the household/whānau purchasing the PHO provider's interest in that home to repay the PHO loan.

2. Project Feasibility - if a proposed development to build PHO homes is feasible and if the project will have sufficient funding throughout the development process and through to completion.

This is also important because the provider will need to demonstrate how they will fund the development of homes they are putting households/whānau into. This is less relevant for development options 1 and 2 (refer Table 1) because the builder/developer of the homes is responsible for fronting these costs, and the majority of HUD funding is received only when the home is completed, Code of Compliance has been issued and the eligible households/whānau have moved in.

For development options 3 and 4 (refer Table 1), the provider should be able to demonstrate a detailed construction budget, with confirmation that they have funding to complete the homes they want to use for PHO.

The two project feasibility models in this workbook (Preliminary Feasibility and Detailed Feasibility) allow you to input the costs and revenues for a development project and vary the inputs to assess the risk of a development.

The Detailed Feasibility model is particularly useful to test assumptions about development timelines, i.e., the purchase of the land (if relevant), planning and design, site development, engineering, infrastructure, subdivision, construction milestones and staging, through to the estimated completion date.

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Shared Equity Financial Model Summary

This financial model is comprised of four key Tabs, as described below:

Tab 1: Affordable Housing Model (AHM – Shared Equity)

Tab 2: Preliminary Feasibility

Tab 3: Detailed Feasibility Inputs

Tab 4: Detailed Feasibility Model

In addition to the above key tabs, the Model comprises a Landing Page and Codes Tab respectively:

- The Landing Page records key information, including the purpose of the model, high level guidance and particulars of the project, for details refer to the Landing Page section.
- The Codes Tab includes household expenditure data extracts sourced from Te Tari Taake, Inland Revenue Department (IRD). The IRD data is applied to the AHM Shared Equity tables for household expenditure benchmarking, for details refer to Figure 4, 5 and 9, below.

Tab 1 - AHM - Shared Equity

The AHM – Shared Equity can be used to demonstrate whether a household/whānau or cohort of households/whānau can afford to enter into the scheme, as well as if/when they are able to achieve full homeownership within a 15-year period, therefore demonstrating that the PHO loan can be repaid within the period

To assist with completing the AHM – Leasehold, we suggest providers refer to **Appendix 1: AHM – Shared Equity Decision Tree** for guidance.

Tab 2 – Preliminary Feasibility Model

The Preliminary Feasibility Model provides a high-level assessment and indication of whether the proposed development is feasible and to demonstrate how providers will fund the development of homes they are putting households/whānau into.

The Preliminary Feasibility Model can be used by providers or prospective providers who are looking to undertake a development and are at the concept stage, having completed only little, or no, due diligence in relation to the development. Alternatively, the Preliminary Feasibility Model can be used to test a developer's costs and sale prices to ensure value for money.

To assist with completing the Preliminary Feasibility Model, we suggest providers refer to **Appendix 2: Project Due Diligence and Documentation Checklist.**

Appendix 3: AHM – Shared Equity and Preliminary Feasibility Decision Tree outlines how the Affordable Housing Model, and the Preliminary Feasibility Model can be used in conjunction to determine household affordability and project feasibility.

Tab 3 - Detailed Feasibility Inputs and Tab 4 - Detailed Feasibility Model

Tab 3 – Detailed Feasibility Inputs and Tab 4 – Detailed Feasibility Model work interdependently and can be used when a PHO provider is preparing to undertake the development themselves and has completed an advanced level of due diligence and is already confident that the development is feasible and the cohort of households/whānau can afford to enter the scheme.

These two tabs can be used to determine whether the provider's development, construction and funding milestones align and that the development (subject to approvals) is well positioned to proceed to completion. Examples of approvals include (but are not limited to) the provider's governance decision making, finance and consents.

Tab 3 – Detailed Feasibility Inputs tab can be used to input all revenue and cost related inputs associated with the project, this is then summarised and presented in Tab 4 – Detailed Feasibility Model.

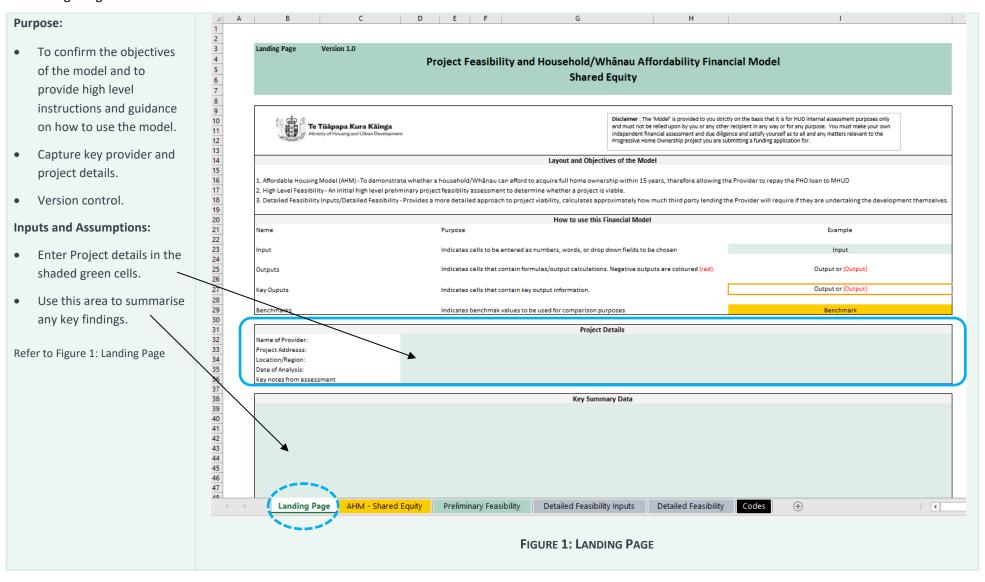
Tab 4 – Detailed Feasibility Model can be used to understand the PHO provider's development timelines i.e., the dates they will acquire the land (if relevant), development milestones, construction milestones (noting that construction is often done in tranches), right through to the estimated completion date.

To assist with completing these two tabs, we suggest providers are confident that the development is feasible, please refer to Appendix 2: Project Due Diligence and Documentation Checklist of this document for feasibility guidance.

We also suggest providers consult with HUD as to whether this level of detail is required.

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Landing Page



Tab 1: AHM - Shared Equity

The purpose of the AHM – Shared Equity is to demonstrate whether a household/whānau can achieve independent home ownership within 15 years, and therefore enable the provider to payback the PHO Loan within the 15-year period. The AHM model calculates approximately how many years it will take for the household to build up enough equity and cash reserves to buy out the provider's share in the property.

The model uses the following criteria to determine when the household/whānau will be able to afford independent home ownership.

- **Debt Servicing Ratio (DSR %) of < 30%** The DSR % is the % of gross income that is attributed to debt servicing, rates and insurance.
- Loan to Value Ratio (LVR %) of <70% The LVR % is the ratio of the loan amount to the value of the property.

The model also uses a traffic light system to indicate what year within the 15-year period the above criteria could be met (refer row 121-122 of the AHM – Shared Equity Tab) and Figure 2: AHM - Shared Equity Full Homeownership Traffic Light System below.

Green – indicates that the above criteria have been met.

Amber – indicates that the above criteria are close to being met with the DSR <35% and the LVR <80%.

Red – indicates that the above criteria have not been met.

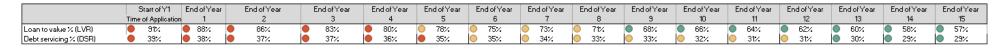
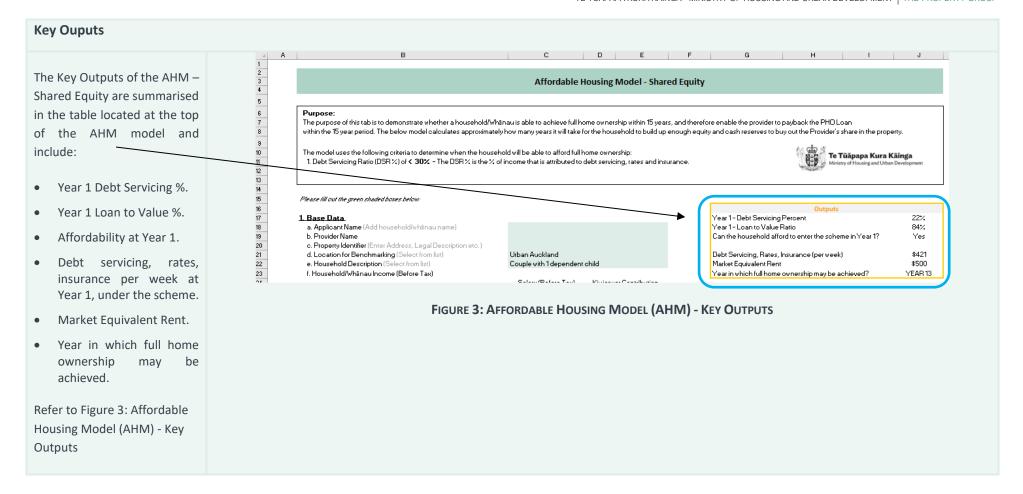
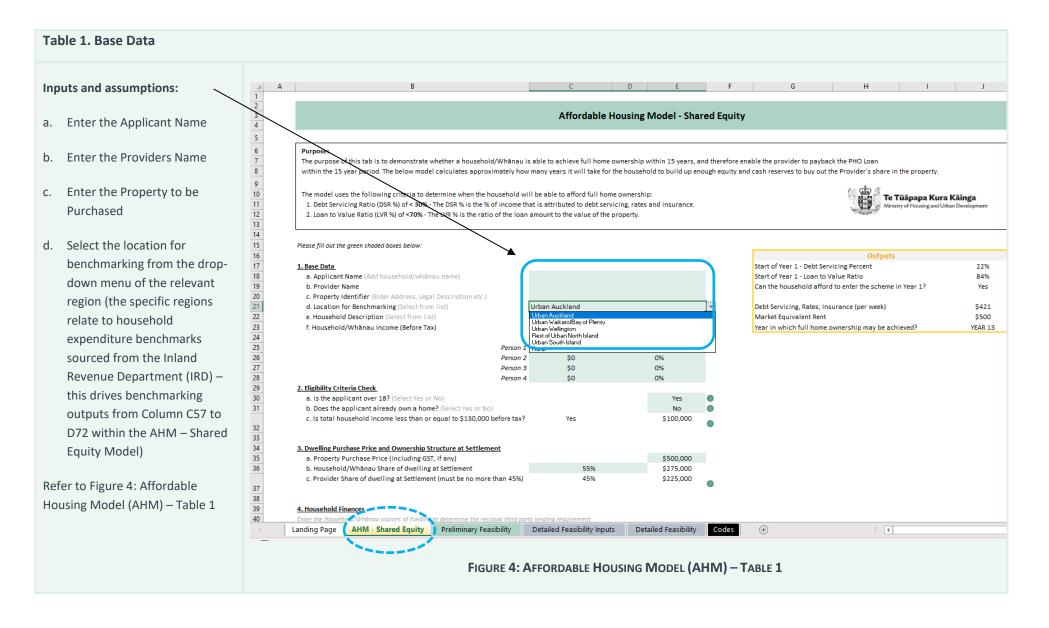
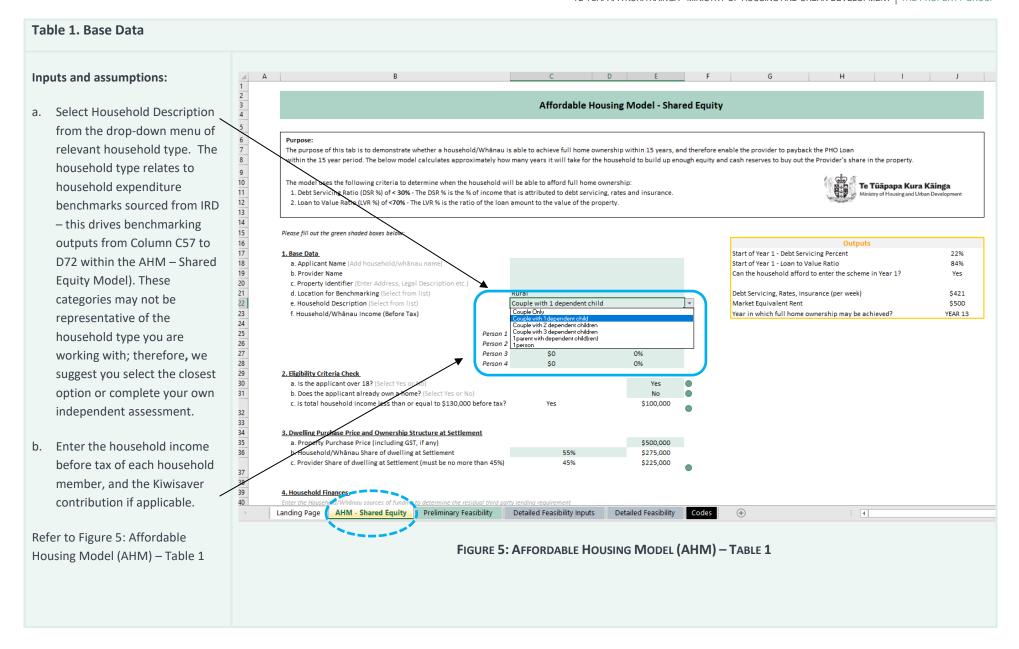
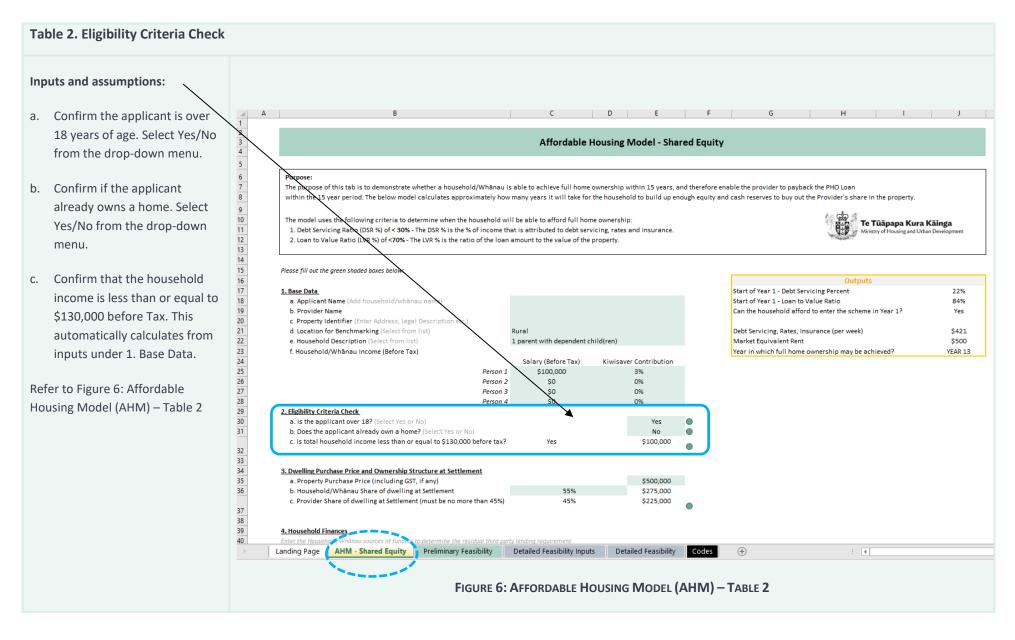


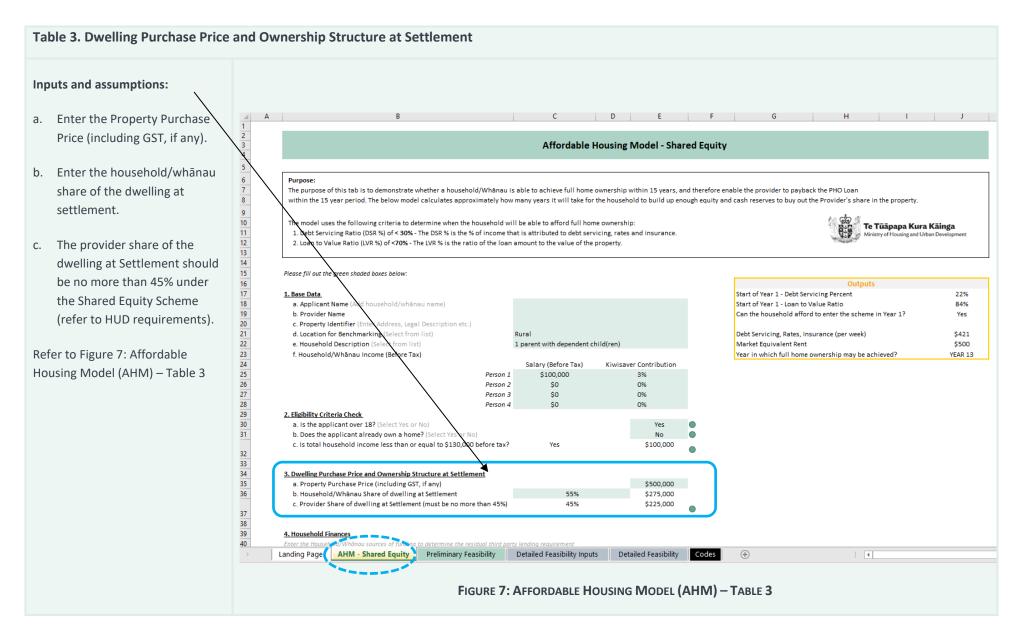
FIGURE 2: AHM - SHARED EQUITY FULL HOMEOWNERSHIP TRAFFIC LIGHT SYSTEM

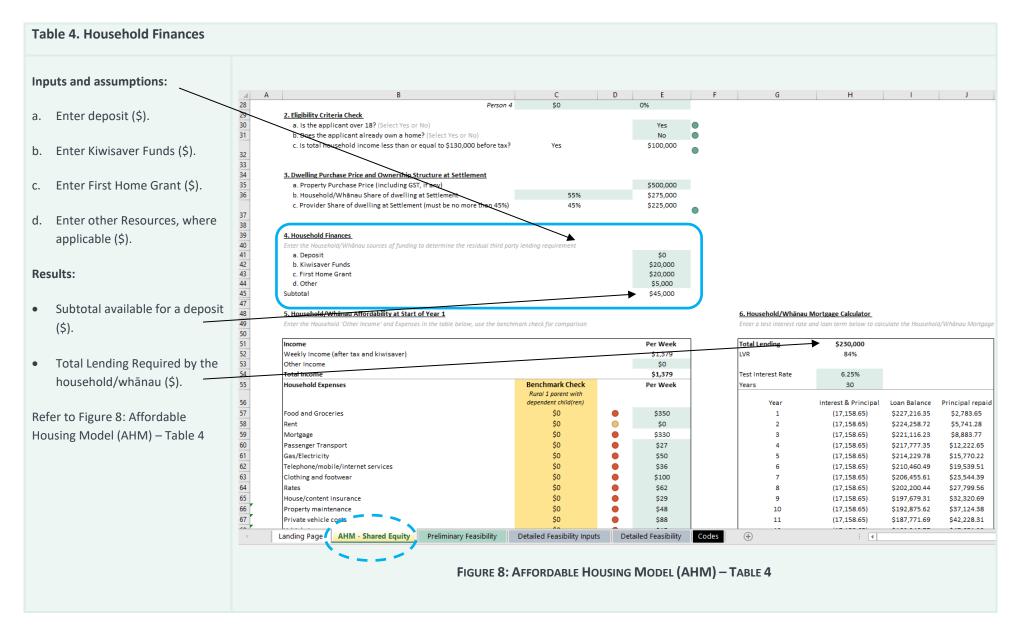


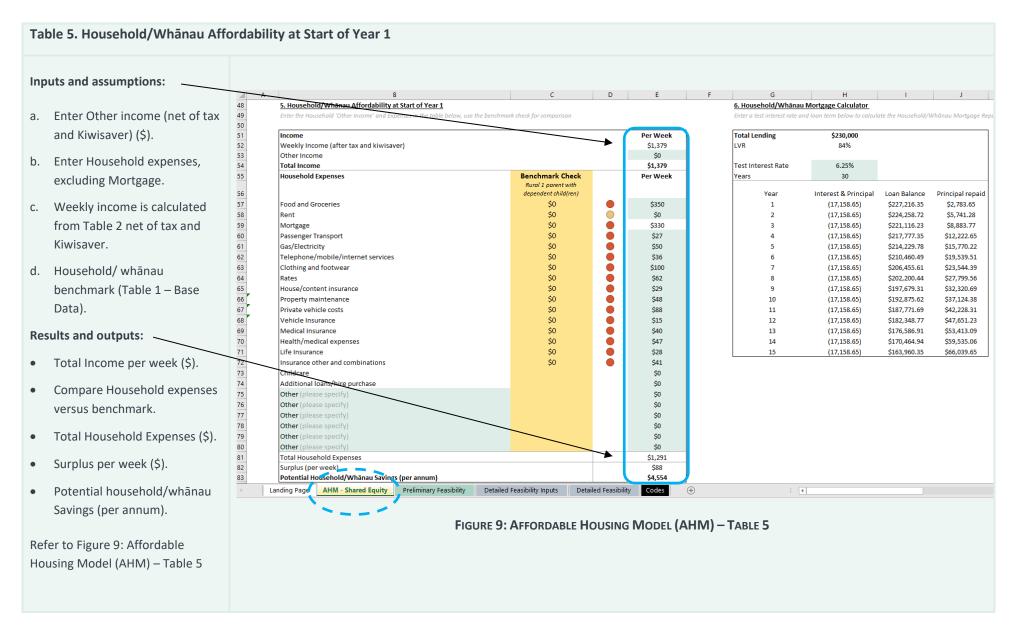












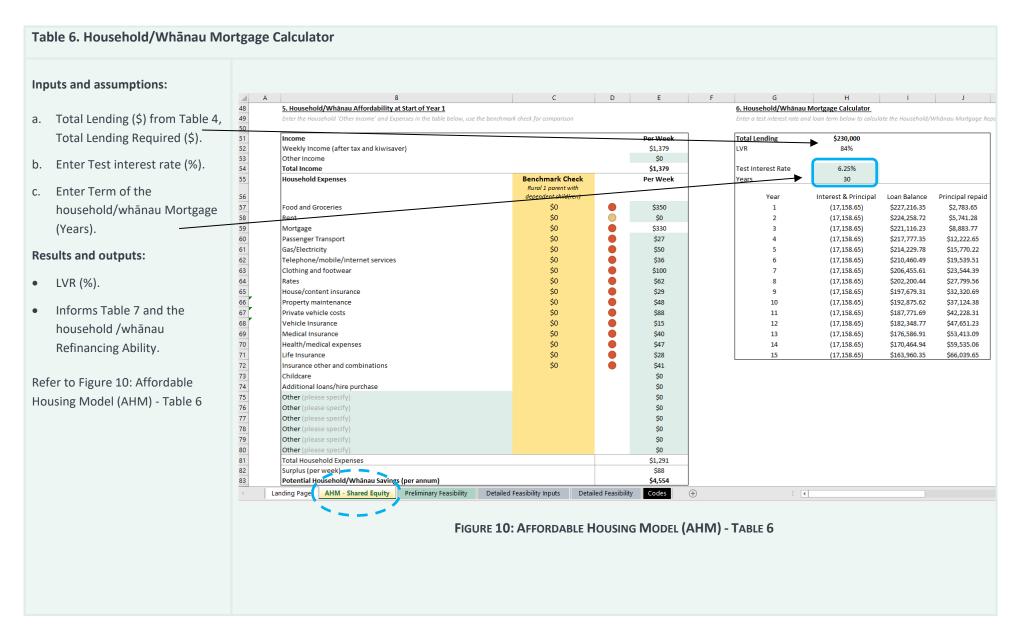


Table 7. Full Home Ownership Assessment

Purpose: To demonstrate whether the household/whānau will be able to afford to buy out the remaining share in the property to achieve full home ownership within 15 years.

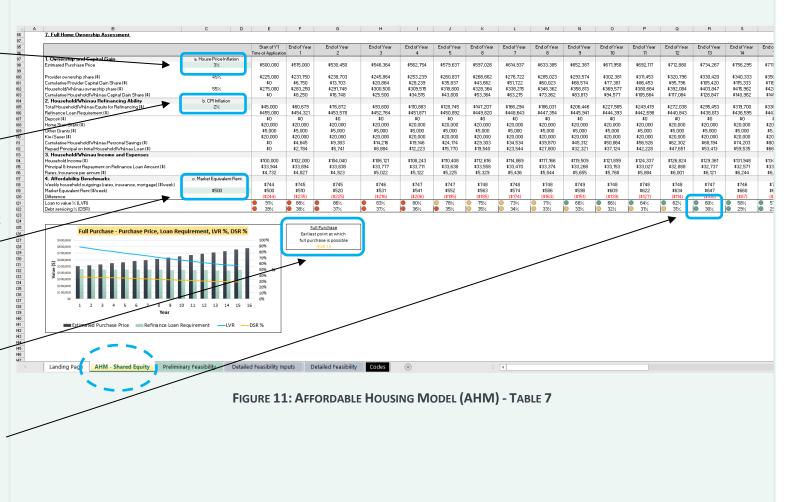
Inputs and assumptions:

- a. Enter House Price Inflation (%) escalate the market value of the home.
- b. Enter CPI Inflation (%) to escalate savings, household income and rates and insurance.
- c. Enter the Market Equivalent Rent for the location of the proposed housing, refer to link Market rent » Tenancy Services
- Links to Table 3 6.

Results and outputs:

- LVR % (less than 70%).
- DSR % (less than 30%).
- Earliest point of 100% purchase within 15 years. In this example 100% purchase is years 13-14.

Refer to Figure 11: Affordable Housing Model (AHM) - Table 7



Tab 2 - Preliminary Feasibility

The purpose of the preliminary feasibility assessment is to provide a high-level preliminary estimate of whether a project is feasible, under two scenarios including:

- 1. Provider led development Providers with a site in mind that is owned, or to be purchased for development, with an initial idea of how many dwellings to construct and sell.
- 2. Developer led development Providers may use this budget to test a developer's costs and sale prices to ensure value for money.

Key Outputs

The Key Outputs are summarised in the Preliminary Project Feasibility Assessment model outlined in orange as follows: Te Tüäpapa Kura Käinga Ministry of Housing and Urban Developm oviders with a site in mind that is owned, or to be purchased for development, with an initial idea of how 1. The Project/Surplus Deficit at poment - Providers may use this budget to test a developers costs and sale prices to ensure value for mone Completion - This is a % and Table 3. Preliminary Feasibility Budge demonstrates the project Project Costs
Estimated Land Cost
Land Price
Acquisition Costs
Total Land Cost What is the cost of the land, or Market Value if it's already owned profit/deficit. \$1.005.000 2. Estimated Total Lending Throughout Development Costs Professional Fees g. What is the likely build cost per square metre? (Measured a h. What is the estimated cost to develop the property? (E.g. s. i. What are development/financial contributions per new lot? \$855,000 the Project without the PHO Loan \$2,470,631 j. Provide an estimate of the cost of professional fees (10 stimated Construction Cos \$5,400,000 and other funding. Total Project Cost \$8,875,631 \$5,362,500 \$1,271,739 3. The Total Provider Finance that may Less legal costs of sale \$22,500 0% \$4,068,261 \$4,387,500 Plus PHO Loan be required at Completion after the 45% \$900,000 b. Do you have any other sources of funding, if so, please specify and quantify below PHO loan and other funding is received. \$200,000 \$7,975,631 Refer to Figure 12: Preliminary Feasibility Outputs Preliminary Feasibility Detailed Feasibility Inputs Detailed Feasibility Codes + Landing Page AHM - Shared I

FIGURE 12: PRELIMINARY FEASIBILITY OUTPUTS

Table 1. Project Costs and Revenues

Inputs and assumptions:

Input the project cost and revenue assumptions in the green shaded boxes, these include references 'a.' to 'p.' as follows:

- Cost or Market Value of Land.
- Costs associated with acquiring the land.
- How many dwellings to be built.
- Average Gross Floor Area
- e. Expected purchase price per dwelling.
- Share of dwelling to be purchased by household/whānau.
- Build cost.
- Development costs.
- Development contributions.
- Professional fees.
- Contingency %.
- Interest on land and costs.
- m, n, o. Months to project completion.
- Expected profit.

Refer to Figure 13: Preliminary Feasibility Assessment - Table 1

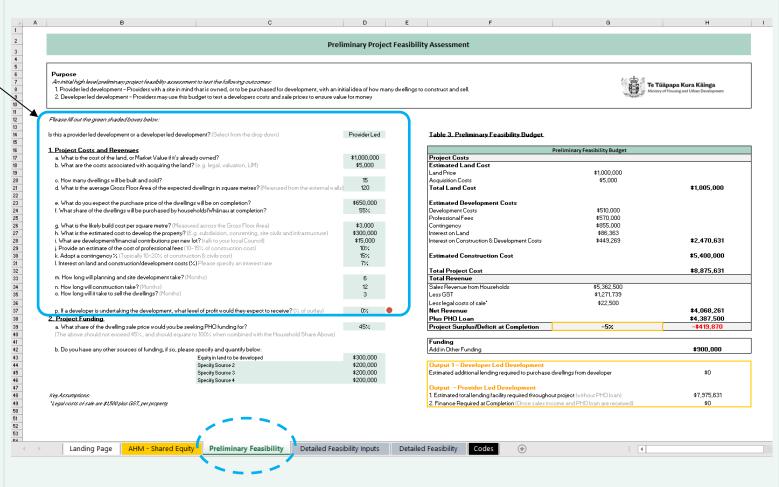


FIGURE 13: PRELIMINARY FEASIBILITY ASSESSMENT - TABLE 1

Table 2. Project Funding

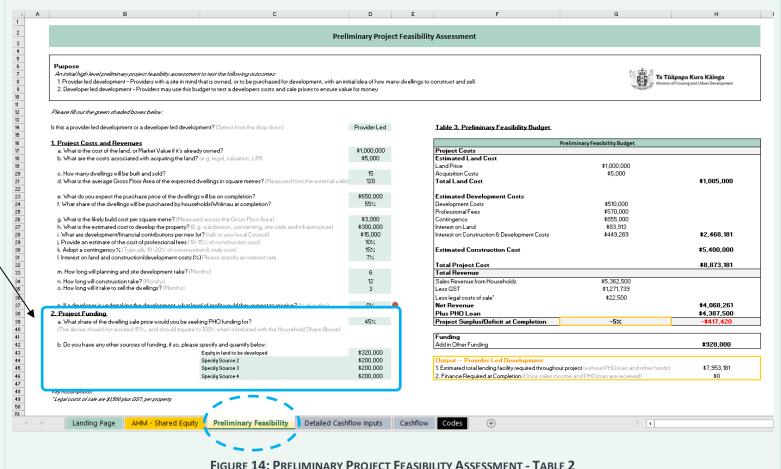
Inputs and assumptions:

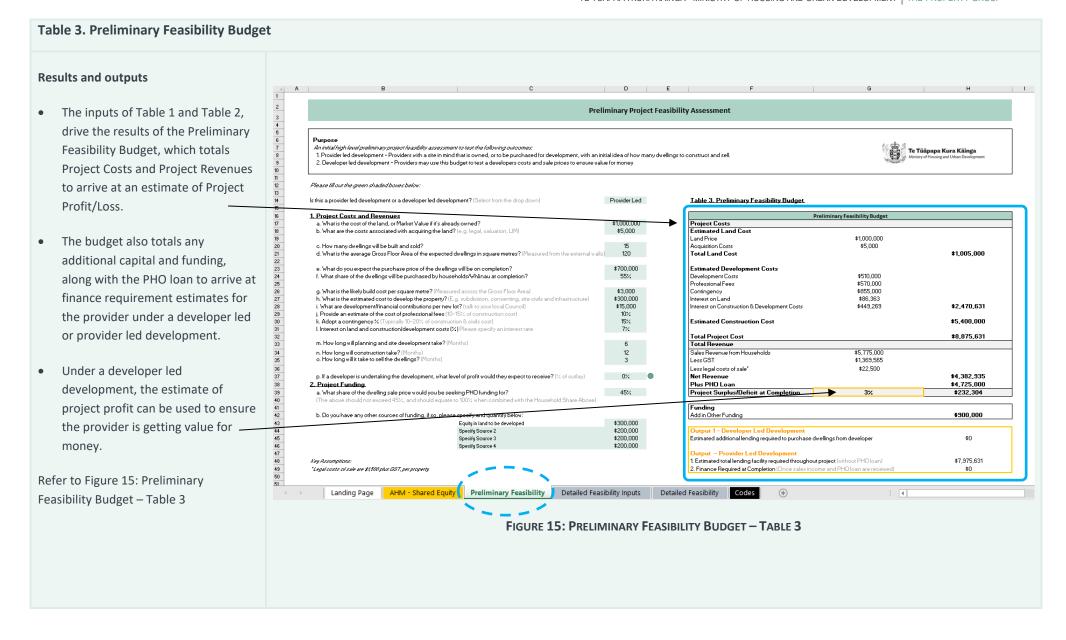
- a. The share of the dwelling sale price that the provider is seeking PHO Funding for (Note this should not exceed 45% under the Shared Equity Scheme).
- b. Specify any other sources of funding available including any equity in the land if already owed.

Key results

- The estimated total lending required by the provider before PHO lending.
- If finance is required at completion of the project, following completion of sales and receipt of PHO loan.

Refer to Figure 14: Preliminary Project Feasibility Assessment - Table 2





Detailed Feasibility Model

The Detailed Feasibility Model should only be used if the provider is looking to undertake the development themselves and has completed a significant level of due diligence and planning in relation to their development. The model can be used for developments of up to 20 dwellings or properties, if a provider is looking at a development that exceeds this level, please contact HUD to access an expanded version of the financial model (a further 80 dwellings can easily be added).

The Detailed Feasibility Model assumes a development project timeline that comprises the development period and construction period, through to the final sale of the last dwelling (Project timeline).

The Detailed Feasibility Model consists of two tabs which include:

- 1. Detailed Feasibility Inputs (Tab 4).
- 2. Detailed Feasibility Model (Tab 5).

Detailed Feasibility Inputs

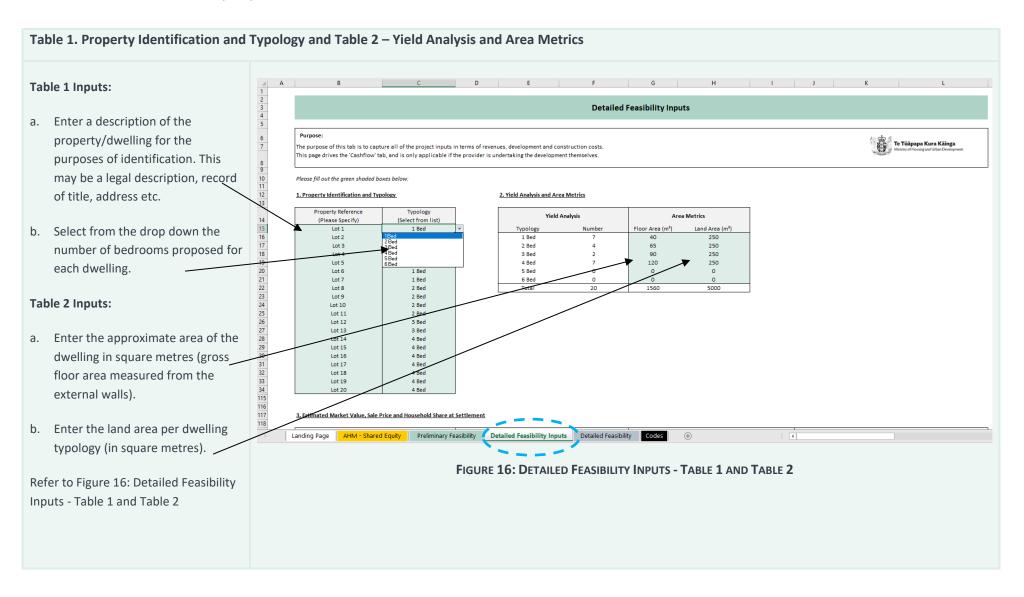
The purpose of the Detailed Feasibility Inputs tab is to capture all revenues and costs associated with the project. The inputs page then links with the Detailed Feasibility Model to provide a cashflow of the inputs over the Project Timeline.

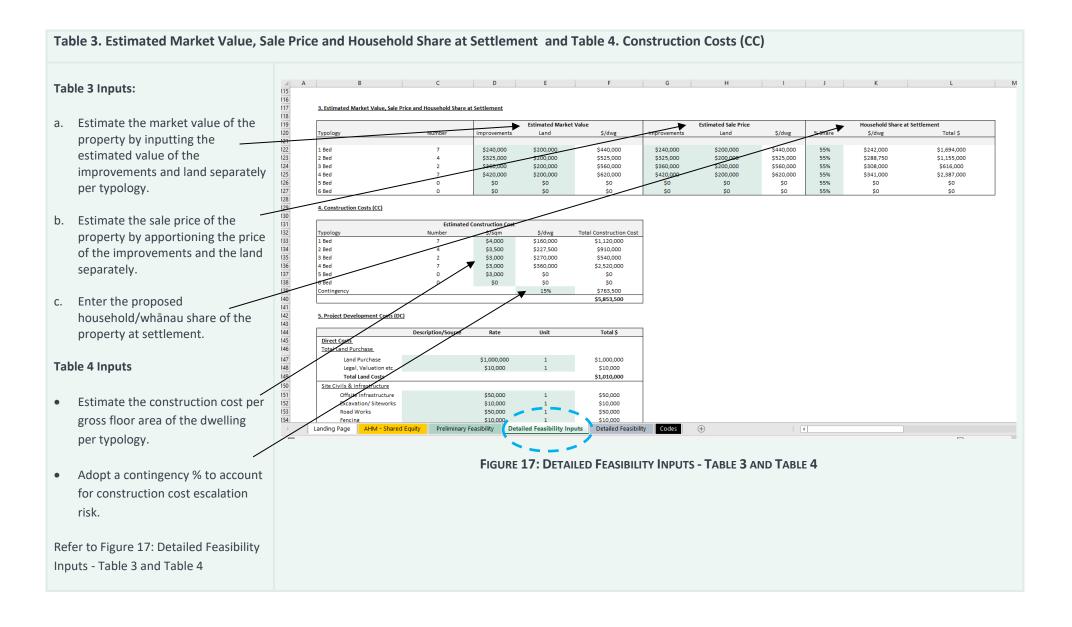
Detailed Feasibility Model

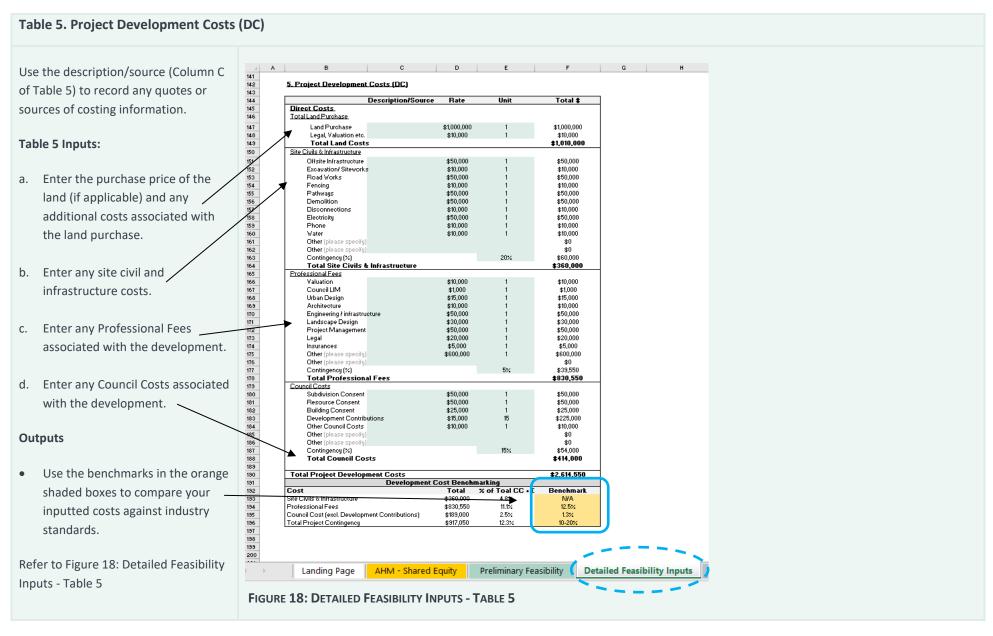
The purpose of the detailed feasibility model is to capture the proposed development project's revenues, funding and capital; as well as the construction and development costs over the duration of proposed project and sale period to demonstrate:

- 1. Are the costs of the development and construction being met by the project's sources of revenue, funding and capital input?
- 2. Does the provider require additional third-party lending to meet the months of deficit, what level of third-party lending might be required, and by when?

Tab 3 - Detailed Feasibility Inputs



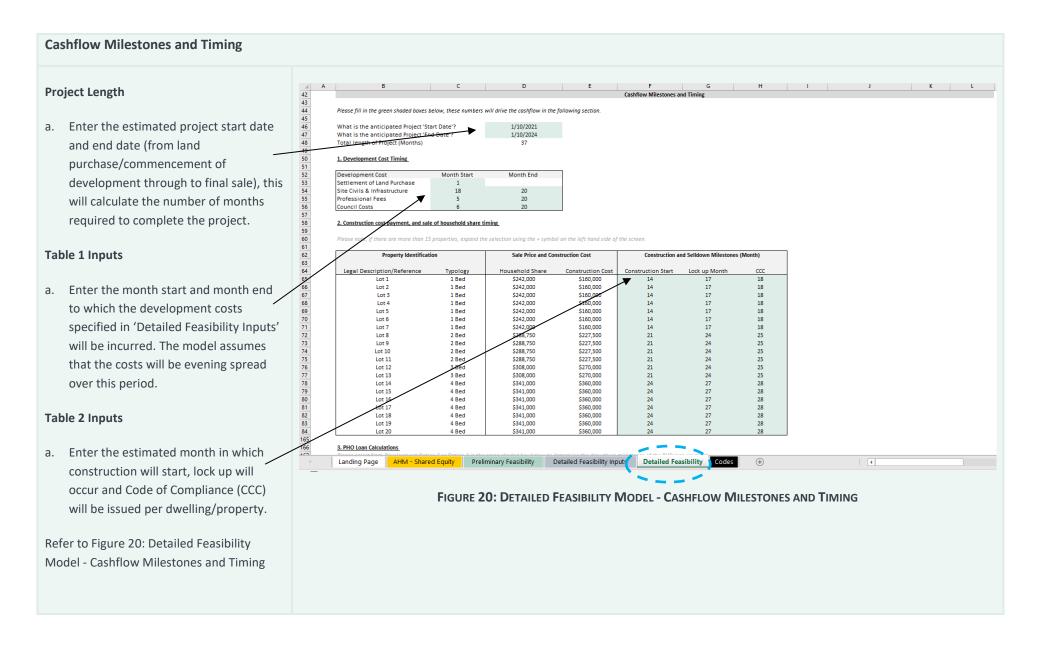


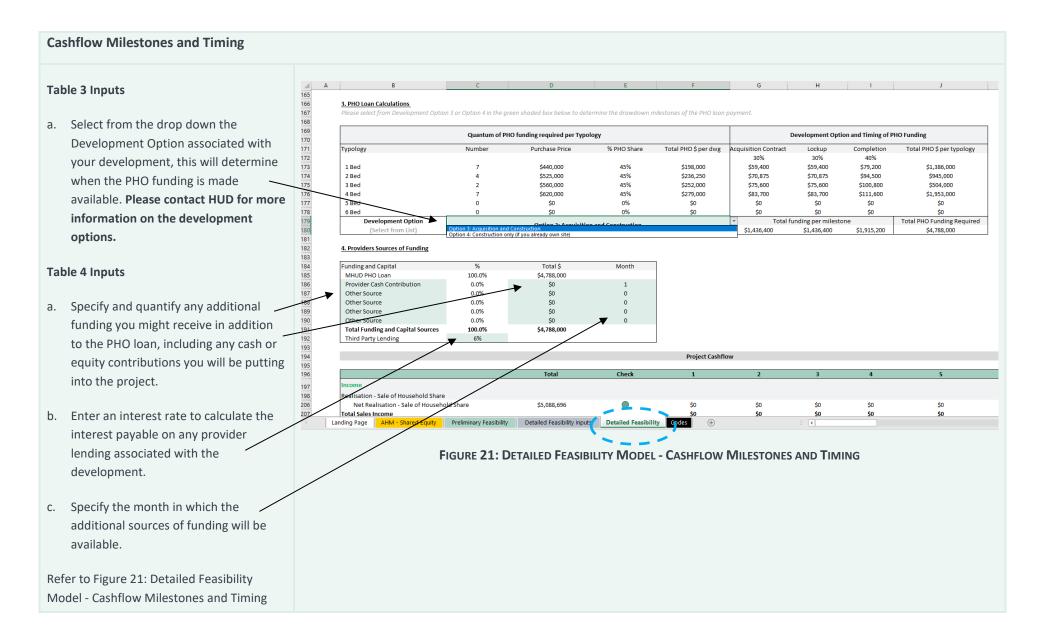


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Tab 4 - Detailed Feasibility Model

Key Ouputs The key outputs of the Detailed Feasibility Model include the following: Demonstrating whether the provider might 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 require lending throughout the project Does the Provider Require Lending? Maximum Finance Requirement \$1,711,961 (from commencement of development Month of maximum finance requirement Finance Requirement at Project End through to final sale of the properties). **Monthly Project Cashflow** Calculation of the potential maximum **Development, Construction and Sale periods** lending required throughout the project to \$2,500,000 cover cashflow deficits along with \$2,000,000 estimating what month the maximum \$1,500,000 lending amount is likely to be required. \$1,000,000 \$500,000 Calculation of how much third party (\$500,000 lending the provider will require at (\$1,000,000) completion of the project. (\$1,500,000) The graph provides a visual representation of -Cumulative Project Surplus/Deficit Total Construction and Development Costs Total PHO Loan and Other Funding the total development costs, revenues, PHO loan and funding throughout the project along with an estimate of the cumulative surplus and FIGURE 19: DETAILED FEASIBILITY MODEL - KEY OUTPUTS deficit over the project timeline. Refer to Figure 19: Detailed Feasibility Model -**Key Outputs**





Project Cashflow

The Project Cashflow does not require any inputs. The Project Cashflow compiles the inputs from the 'Detailed Feasibility Inputs' as well as the Cashflow Timing and Milestone Inputs above to provide an estimate of the provider lending required throughout the length of the project including cumulative interest costs.

The length of the project is driven by the start and end date specified by the provider in the Cashflow Timing and Inputs above.

The outputs of the Project Cashflow are summarised at the top of the 'Detailed Feasibility' Tab.

The estimated lending requirement is on an interest only basis and is also summarised 'in the orange outlined row to the right.

Refer to Figure 22: Detailed Feasibility Model - Project Cashflow

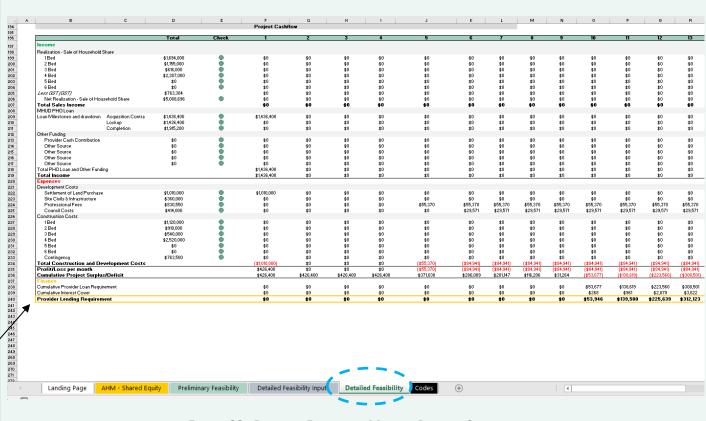


FIGURE 22: DETAILED FEASIBILITY MODEL - PROJECT CASHFLOW

References

Guidance for respondent to the Invitation to Participate in Te Au Taketake of the Fund, Te Tūāpapa Kura Kāinga - Ministry of Housing and Urban Development, May 2021

Housing Expenditure Guide AD164, Te Tari Taake, Inland Revenue, August 2020

Investment Framework, Te Tūāpapa Kura Kāinga - Ministry of Housing and Urban Development, 2021

PHO Background, Te Tūāpapa Kura Kāinga - Ministry of Housing and Urban Development, 2021

PHO Pathways, Te Tūāpapa Kura Kāinga - Ministry of Housing and Urban Development, 2021

PHO Purchasing guidance, Te Tūāpapa Kura Kāinga - Ministry of Housing and Urban Development, 2021

PHO Due Diligence Criteria, Te Tūāpapa Kura Kāinga - Ministry of Housing and Urban Development, 2021

PHO Fund - Response Form, Te Tūāpapa Kura Kāinga - Ministry of Housing and Urban Development, 2021

Appendix 1: AHM - Shared Equity Decision Tree

The Decision Tree below can be used to assist the provider while using the AHM - Shared Equity Model. The model provides a start of year 1 affordability measurement for entering the shared equity scheme along with Years 2 - 15 measurements of the success of the household/whānau in achieving full home ownership.

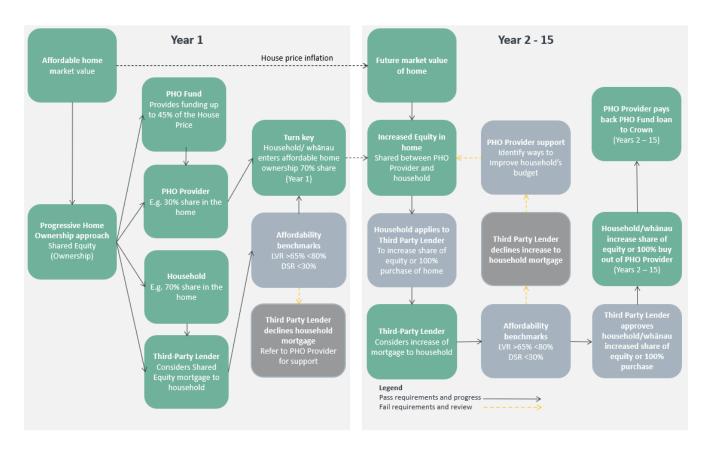


FIGURE 23: AHM - SHARED EQUITY DECISION TREE

Appendix 2: Project Due Diligence and Documentation Checklist

Prior to commencing any subdivision or development, if the provider is looking to undertake the development themselves, it is essential to assess whether a proposed subdivision or development is **physically possible** in terms of the applicable planning requirements and is **financially feasible** in terms of the benefits outweighing the cost and investment.

The section below provides a summary of the decision-making process to determine whether you have a feasible project worth exploring further.

Development Feasibility Decision Tree

Visit the relevant District Council website or speak to a duty planner at the local Council 1. Gather all relevant property information 2. LIM Report 3. Contamination Report 4. Council shall be developed. Tourcil shal

FIGURE 24: DEVELOPMENT FEASIBILITY DECISION TREE

Once you have established that the project is potentially feasible and worth exploring further, you may want to consider engaging a range of consultants (a design team) to help you through the design and consenting process. The type of consultants you may want to consider engaging in a design team include:

Architect or builder	To run the design process and provide all plans required to support relevant consent applications. It may be that the builder offers a 'design and build' all-inclusive service for you. In this instance, they will manage the entire design, consenting and build process on your behalf.
Surveyor	To provide a plan of the site, location of services. This is particularly important if you are undertaking a subdivision.

Planner	To prepare a resource consent application if this is required.	
Civil Engineer	They will provide drawings and specifications for any new proposed drainage, driveways (if required) and any other associated infrastructure.	
Quantity Surveyor	To provide a detailed estimate of construction costs if required.	

The following is a document checklist guide to assist you with the various stages of undertaking a subdivision and development. We note that there may be other documents required that are specific to your subdivision, development, or location.

Document Checklist:

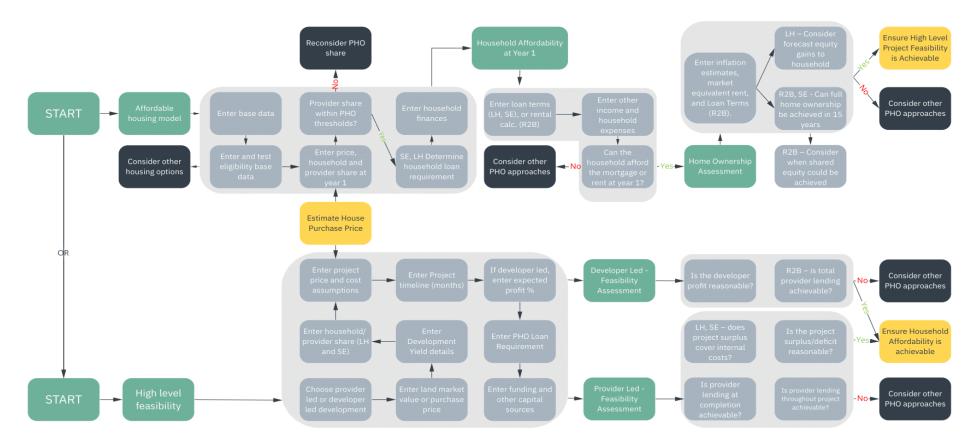
- ✓ Record of Title
- ✓ Land Information Memorandum
- ✓ Geotechnical reports
- ✓ Contamination report
- √ Valuation Report completed by a Registered Valuer
- ✓ Yield Analysis and proposed bulk and location plans
- ✓ Development feasibility report
- ✓ Architectural and engineering plans
- ✓ Resource Consent
- ✓ Building Consent
- ✓ Quantity Surveyor's report

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- ✓ Funding Approval
- ✓ Third-party lender's Terms Sheet
- ✓ Construction Programme

Appendix 3: AHM - Shared Equity and Preliminary Feasibility Decision Tree

As a primary approach, the AHM - Shared Equity Model and the Preliminary Feasibility Model can be used in conjunction to determine household/whānau affordability and project feasibility by using the dwelling sale price as an interchangeable variable between the two models. The initial approach provides a highlevel indicator of whether a project will be feasible, and if the household/whānau will be able to afford to buy into the scheme (or investigate an alternative scheme).



SE: Shared Equity LH: Leasehold R2B: Rent to Buy

Appendix 4: Key Assumptions

General Assumptions

The below assumptions apply to the financial model and include:

- 1. The model assumes that the household/whānau share and the provider share (covered by the PHO loan) add to 100%
- 2. The Preliminary Feasibility model assumes legal fees of \$1,500 plus GST per dwelling for the sale of the household share
- 3. The Preliminary Feasibility and Detailed Cashflow finance costs assume that an interest only lending facility will be accessed by the provider and does not account for principal repayments
- 4. The Detailed Feasibility Model:
 - Does not factor in the timing of deposit income received from sales of household/whānau share in the property
 - Does not account for legal fees associated with the sale of the household/whānau share
 - The Detailed Cashflow model assumes that site civils and infrastructure costs; professional fees; and council costs will be distributed evenly over the period of time specifed by the user of the model
 - The Detailed Cashflow model assumes that the design, construction and sale period will be no longer than 60 months in total
 - The Detailed Cashflow model assumes that settlement of the sale the household/whānau share will occur 1 month after the code of compliance is issued for the dwelling.