

10. CHARACTER HOUSING MAINTENANCE GRANTS

General Manager responsible:	General Manager Strategy and Planning, DDI 941-8177
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PURPOSE OF REPORT

1. The purpose of this report is to put before the Community Board those applications for Character Housing Maintenance Grants that have been received by the Council for funding in the 2006/07 financial year for properties located within the Lyttelton/Mt Herbert Ward.

EXECUTIVE SUMMARY

2. At its meeting on 4 May 2006 the Council adopted guidelines and associated procedures for the processing and administration of applications for Character Housing Maintenance Grants.
3. Under the policy and guidelines approved by the Council, applications for grants are to be reported back to the relevant Community Board, who will then make recommendations to the Character Housing Grants Panel who will make the final decision on grant applications.
4. The Character Housing Grants Panel will consist of a representative from each Community Board, and Strategy and Planning Group staff will provide specific heritage, urban design and neighbourhood planning advice to assist the panel in its decision making.
5. This report puts forward those eligible applications received for Character Housing Maintenance Grants that fall within this Community Board area for consideration by the Board. A summary sheet for each application is attached as **Appendix A**. Details and photographs as submitted in each application will be displayed at the Board meeting.
6. Two Character Housing Maintenance Grant applications have been received for the Lyttelton/Mt Herbert Community Board, both applications have been assessed as eligible for consideration.
7. The Board is to assess applications with regard to local knowledge and the criteria set out in the Character Housing Maintenance Grants Policy (attached as **Appendix B**) and recommend those applications they consider suitable for a grant to be forwarded to the Character Housing Grants Panel. To assist in the decision making process for each application, a list of criteria together with a weighting structure has been attached as **Appendix C**. The Boards' are to consider the merits of each application, whilst the Character Grants Panel will consider the level of funding for each application.

FINANCIAL AND LEGAL CONSIDERATIONS

8. There are no financial implications as the financing of the Character Housing Maintenance Grants has already been approved by the Council and the funds set aside in the 2006/2016 LTCCP for this year and the following three years.

STAFF RECOMMENDATIONS

It is recommended that the Community Board:

- (a) Receive this information.
- (b) Consider the Character Housing Maintenance Grant applications as set out in **Appendix A**.
- (c) Recommend those applications they wish the Character Housing Grants Panel to consider for a grant.