



Christchurch City Council

CHARACTER HOUSING GRANTS PANEL AGENDA

TUESDAY 9 OCTOBER 2007

AT 4PM

IN THE NO 1 COMMITTEE ROOM, CIVIC OFFICES

Panel: Bryan Morgan (Akaroa/Wairewa Community Board)
Carmen Hammond (Burwood/Pegasus Community Board)
Faimeh Burke (Fendalton/Waimairi Community Board)
Anna Crighton (Hagley/Ferrymead Community Board)
Jeremy Agar (Lyttelton/Mt Herbert Community Board)
Neville Bennett (Riccarton/Wigram Community Board)
Megan Evans (Shirley/Papanui Community Board)
Megan Woods (Spreydon/Heathcote Community Board)

Principal Adviser
Mike Theelen
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Panel Secretary
Kevin Roche
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1. ELECTION OF CHAIRPERSON
2. APOLOGIES
3. FEEDBACK ON THE 2006/07 CHARACTER HOUSING MAINTENANCE GRANTS
4. PRESENTATION OF THOSE PROPERTIES THAT WERE AWARDED GRANTS AND COMPLETED WORKS PRIOR TO 1 JUNE 2007
5. FEEDBACK ON GRANT PROCESS FROM SURVEY RESULTS OF APPLICANTS

6. CONSIDERATION OF THIS YEAR'S APPLICATIONS FORWARDED BY THE RESPECTIVE COMMUNITY BOARDS

Author:	Katie Smith, Neighbourhood Planner
Date:	9 October 2007

BACKGROUND

1. The purpose of this meeting is to consider those Character Housing Maintenance Grant applications that have been recommended by the eight Community Boards for consideration of a grant by the Character Housing Grants Panel for funding in the 2007/08 financial year.
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 (see Appendix B).
3. Under the policy and guidelines approved by the Council applications for grants were reported back to the relevant Community Board, who then made recommendations as to which applications should be forwarded to the Character Housing Grants Panel who will make the final decision on grant applications.
4. The Character Housing Grants Panel consists of a representative from each Community Board. Strategy and Planning Group staff will provide specific heritage, urban design and neighbourhood planning advice to assist the panel in its decision making.
5. In August 2006 the Council agreed delegation of authority to the Character Housing Grants Panel for awarding individual grants of up to \$5,000 for external maintenance works to owners of character residential properties located within Christchurch City and the Banks Peninsula to a total budget allocation of \$100,000.
6. The Character Housing Grants Panel are to assess the financial aspects of each application, and a summary sheet setting out the costs of works from quotes submitted as part of each application is circulated (Appendix A). Funding will be set in accordance with the agreed Character Housing Maintenance Grants Policy of 10% of the costs of external maintenance works up to a maximum of \$5,000.
7. The Character Housing Grants Panel should assess each application against the criteria set out in the Character Housing Maintenance Grants Policy (attached as Appendix B) and decide the level of grant for those applications they consider suitable.

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.

7. DECISIONS ON GRANTS FOR THIS YEAR'S APPLICATIONS

8. SIGNING OF LETTERS FOR GRANTS AWARDED FOR 2007/08

9. DISCUSSION ON THE CHARACTER HOUSING MAINTENANCE GRANTS POLICY