



Christchurch City Council

**SHIRLEY/PAPANUI COMMUNITY BOARD
AGENDA
EXTRAORDINARY MEETING**

WEDNESDAY 19 SEPTEMBER 2007

2.00 PM

**PLEASE NOTE
CHANGE IN TIME OF THIS MEETING.**

**IN THE BOARDROOM
PAPANUI SERVICE CENTRE
CORNER LANGDONS ROAD AND RESTELL STREET**

Community Board: Yvonne Palmer (Chairperson), Myra Barry (Deputy Chairperson), Ngaire Button, Bill Bush, Megan Evans, Norm Withers.

Community Board Adviser

Peter Croucher

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PART A - MATTERS REQUIRING A COUNCIL DECISION

PART B - REPORTS FOR INFORMATION

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PART B 1. APOLOGIES

PART C 2. CHARACTER HOUSING MAINTENANCE GRANTS

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1. APOLOGIES

Norm Withers.

2. CHARACTER HOUSING MAINTENANCE GRANTS

General Manager responsible:	General Manager Strategy and Planning, DDI 941 8177
Officer responsible:	Programme Manager Liveable City
Author:	Katie Smith, Neighbourhood Planner

PURPOSE OF REPORT

1. To put before the Board those applications for Character Housing Maintenance Grants that have been received by Council for funding in the 2007/08 financial year for properties located within the Shirley Papanui 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 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 informs Board members that those eligible applications received for Character Housing Maintenance Grants that fall within this Board will be discussed at this meeting. Given the limited time frame between application deadline and the community board meeting date full details are not available at time of report deadline therefore details and photographs as submitted in each application will be displayed at the Board meeting for discussion. However details of each proposal will be forwarded to each Board member prior to the meeting to allow for each Board member, should they so wish, to view the application properties prior to the community board meeting.
6. Board members are to assess applications with regard to their local knowledge and the criteria set out in the Character Housing Maintenance Grants Policy (**attached** as Appendix A) 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 B. 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 IMPLICATIONS

7. There are no financial implications as the funding for the Character Housing Maintenance Grants has already been approved by the Council and the funds set aside in the 2007/08 Annual Plan.

Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?

8. \$100,000 has been set aside in the 2007/08 Annual Plan for this grant scheme.

2 Cont'd

LEGAL CONSIDERATIONS

9. All legal considerations were considered as part of the policy formulation.

Have you considered the legal implications of the issue under consideration?

10. As above

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. Yes, funding as set aside p97 of the LTCCP.

Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?

12. Yes, as above.

ALIGNMENT WITH STRATEGIES

13. The Character Housing Maintenance Grants Scheme aligns with the Strong Communities Strategic Directions by protecting and promoting the Heritage character and history of the city. It aligns with the Liveable City Strategic Directions in protecting Christchurch's heritage buildings and neighbourhood character.

Do the recommendations align with the Council's strategies?

14. Yes.

CONSULTATION FULFILMENT

15. N/A.

STAFF RECOMMENDATION

It is recommended that the Board:

- (a) Receive this information.
- (b) Consider the Character Housing Maintenance Grant applications as displayed at the meeting.
- (c) Recommend those applications they wish the Character Housing Grants Panel to consider for a grant.

CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.