

CHARACTER HOUSING MAINTENANCE GRANTS PANEL AGENDA

THURSDAY 22 OCTOBER 2009

AT 5.30PM

IN THE COUNCIL CHAMBER, CIVIC OFFICES

Panel: Bryan Morgan (Akaroa/Wairewa Community Board)
Linda Stewart (Burwood/Pegasus Community Board)
Faimeh Burke (Fendalton/Waimairi Community Board)
Rod Cameron (Hagley/Ferrymead Community Board)
Jeremy Agar (Lyttelton/Mt Herbert Community Board)
Beth Dunn (Riccarton/Wigram Community Board)
Pauline Cotter (Shirley/Papanui Community Board)
Oscar Alpers (Spreydon/Heathcote Community Board)

Principal Adviser: Carolyn Ingles - Programme Manager Liveable City
Committee Adviser: Kate Seabourn

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22. 10. 2009

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2. **ELECTION OF CHAIRPERSON**
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Attached.

22. 10. 2009

CHARACTER HOUSING MAINTENANCE GRANTS PANEL

RESOLUTION TO EXCLUDE THE PUBLIC

Section 48, Local Government Official Information and Meetings Act 1987.

I move that the public be excluded from the following part of the proceedings of this meeting, namely item 6.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION
6. CONSIDERATION OF THIS YEARS APPLICATIONS FORWARDED BY THE RESPECTIVE COMMUNITY BOARDS) GOOD REASON TO WITHHOLD EXISTS UNDER SECTION 7	SECTION 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item 6. Prejudice commercial position (Section 7(2)(b)(ii))

Chairman's Recommendation: That the foregoing motion be adopted.

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):
- (a) Shall be available to any member of the public who is present; and
 - (b) Shall form part of the minutes of the local authority.”

7. RESOLUTION TO READMIT THE PUBLIC

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

General Manager responsible:	General Manager Strategy and Planning, DDI: 941-8281
Author:	Katie Smith, Neighbourhood Planner

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 2009/10 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.
3. Under the policy and guidelines approved by the Council, applications for grants were reported back to the relevant Community Board, which then made recommendations as to which applications should be forwarded to the Character Housing Grants Panel. The Panel 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. The budget allocation was amended June 2009 to a total of \$50,000 in the 2009-19 LTCCP.
6. The Character Housing Grants Panel is to assess the financial aspects of each application. A summary sheet setting out the costs of works from quotes submitted as part of each application is attached as **Appendix A**. Funding will be set in accordance with the agreed Character Housing Maintenance Grants Policy of 10 per cent of the costs of external maintenance works up to a maximum of \$5,000.
7. The Character Housing Grants Panel shall assess each application against the criteria set out in the Character Housing Maintenance Grants Policy 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 2009-2019 LTCCP for this year.

STAFF RECOMMENDATION

That the Character Housing Maintenance Grants Panel 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 2009/10 financial year, and decide the level of grant for those applications they consider suitable.

9. DECISIONS ON GRANTS FOR THIS YEAR'S APPLICATIONS

10. SIGNING OF LETTERS FOR GRANTS TO BE AWARDED FOR 2009/10

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11. REVIEW OF THE CHARACTER HOUSING MAINTENANCE GRANTS POLICY