

A. Group support activities

1. Define purpose & common values
2. Accountability/Membership
3. Legal constitution options
4. Democratic/consensus decision making
5. Clarity of roles and responsibilities
6. Development training: Costs, Risk, Tenure options; Partnership options; Local plan policies/political context; community-led plans/Community Engagement
7. Outline business plan, budget and financial management
8. Ongoing independent support to group throughout project

B. Site support activities

1. Site finding based on group's criteria
2. Valuation
3. Negotiating an interest in land/property
4. Development appraisal of site
5. Pre-planning advice
6. Site investigations
7. Sketch scheme layout
8. Financial feasibility/viability
9. Risk evaluation
10. Competitive bidding/procurement
11. Acquisition options
12. Due diligence

Delivering community-led Housing:

Key activities

C. Plan support activities

1. Scheme design
2. Working up planning application
3. Financial feasibility/viability update
4. Build options including custom build
5. Specification/ER's
6. Contract options
7. Value Engineering
8. Agreements with Local Authority
9. Budgetary control
10. Agreeing contract

D. Build support activities

1. Building
2. Services provision
3. Cost control - QS
4. Quality control - Clerk of works
5. Contract management
6. Budgetary control

E. Post completion support activities

1. Ongoing management
2. Ongoing budgets - service charges; sinking fund
3. Ongoing membership - sale & relets
4. Ongoing democratic/consensus decision making