

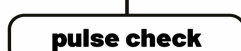
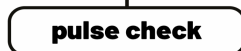
Leeds Community Homes

Group Support Journey (And what we can help you with)



Leeds Community Homes is an **Enabler Hub** – that means we work with **community/voluntary groups, local authorities and developers** to help them to **develop community led housing schemes**.

Our Support Journey



When we work with you we have a process that we go through together. This leaflet explains what we'll cover at each stage of the process.



Stage 1 – Health Check

You complete an online form which asks you about where you are up at the moment and your initial plans and ideas. The form is on the Support page of our website.

Using the information in this form we will be able to let you know if we can support you. We may also at this stage help you access all sorts of resources and additional alternative help.



Stage 2 – Get Clear and Ready

This stage is all about your group getting really clear about what you are trying to achieve and how you will be structured and work.

If we work with you, we can help you run an initial workshop which looks at Why, How, What and more. We can also help you with a number of specific topic workshops to enable you to look all the issues you need to cover at this stage. At this point we are also able to help groups we work with to identify and possibly apply for potential sources of financial support.

Our **Getting Clear and Ready Checklist** (on the support page of our website) runs through all the things you need to consider.





Stage 3 – Develop the Brief

This is the stage where we may start to work with you on an individual and more bespoke basis to develop your actual brief or plan.

Services and support will be provided based on the Pulse Check by LCH staff and Associates. Support will be in the form of direct help and advice, actual services provided, group work, training and workshops.

This stage should take you right up to full business plan, design, financing and planning permission. If we work with you we can provide support on the following areas:

Partnerships:

- Assisting networking and partnership creation – Local authority contacts, Housing associations, Developers, Contractors, Lenders, Lawyers, Accountants, Experts

Business Planning:

- Financial modeling and financial forecast
- Risk Assessment
- Feasibility / viability assessment
- Project management / process
- Policies and procedures

Design:

- Types of homes and design options
- Initial design and plan / architect plans
- Compromises

Legal:

- Incorporation
- Planning permission

Finance:

- Financing options
- Relationships with lenders / applications for finance
- Share issue
- Insurance
- Bank accounts
- S. 106

Land and site:

- Initial assessment of land (suitability and potential issues)
- Current ownership
- Consult within the group and the local neighbourhood around the site
- Land and building acquisition

Housing issues:

- Allocations policy
- Tenures
- Registered Provider Registration

pulse check



Stage 4 – Making it Happen

This is the actual building stage. During this stage we can work with groups to support:

Site purchase:	<ul style="list-style-type: none">• Assistance with site purchase• Negotiating with owners and potential lenders
Project management:	<ul style="list-style-type: none">• Developing the project management plan• Support to produce your own project management plan and identifying project managers
Planning applications:	<ul style="list-style-type: none">• Making the planning applications• Support to make your own planning application
Contractor choice and liaison:	<ul style="list-style-type: none">• Identifying potential contractors• Supporting and advising on expertise and experience needed• Assistance with tender and procurement processes
Firming partnerships and contracts:	<ul style="list-style-type: none">• Advising on expectations for contractors and partners• Document and contract advice and review• Negotiations
Building the scheme:	<ul style="list-style-type: none">• Direct project management services



Stage 5 – Live It!!!

Leeds Community Homes can provide ongoing support once your scheme is built:

Moving in:	<ul style="list-style-type: none">• Assistance with planning and managing the moving in process
Managing the housing:	<ul style="list-style-type: none">• Housing management services