



Skills Checklist for Community Led Housing
Advisers / Facilitators

Applicant's name:

Organisation name: N/A

(If applicable and not the Hub)

Hub: East Midlands Community Led Housing

Insurance: N/A

(The EMCLH Hub has, or will obtain, appropriate professional indemnity insurance.)

Your experience with CLH

(Please set out, in up to 300 words, your knowledge and understanding of community-led housing, and any direct experience providing technical or other supportive advice to groups looking to set up CLH projects.)

To be completed by the applicant

Membership or any local or national CLH bodies or groups:

To be completed by the applicant

Specific knowledge, skills and experience

The following list identifies key skills with which CLH Facilitators assist CLH projects to progress through the identified five stages of 'Group', 'Site', 'Plan', 'Build' and 'Live'.

Please tick or comment on all you feel you can provide to groups. In most areas groups will need specialist input (e.g. from architects, surveyors), so in some areas your advice need only be as a generalist able to help them obtain and make best use of that input.

Tick R (red) if you have no skills/experience, A (amber) for some relevant skills/experience, and G (green) if you feel you have strong skills and experience.

Group support	R	A	G	Comment
Defining purpose and common values	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Democratic procedures and establishing good governance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Building membership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Community engagement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Legal constitution & incorporation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Business planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Development options (tenure, partnerships, costs, risks)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Project feasibility appraisal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Group fundraising	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Site, planning and development finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mortgage finance for residents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Site support	R	A	G	Comment
Site finding and investigations based on group's criteria	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Valuation and negotiation, including different acquisition options	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Planning and public procurement rules, incl. rural exception sites and best consideration/state aid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Development and financial viability appraisal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pre-planning advice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Site investigations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sketch scheme layout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Risk evaluation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Competitive bidding/procurement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Due diligence and risk evaluation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Plan support	R	A	G	Comment
Scheme design and architecture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Planning law and procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Build options incl self/custom build	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Value engineering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Contract management and options	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Agreements with local authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Budgetary control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Agreeing contract	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Build support	R	A	G	Comment
Construction methods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Services provision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cost and quality control (QS & clerk of works)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Contract management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Budgetary control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Live support	R	A	G	Comment
Housing management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ongoing financial management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Membership management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Good governance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Asset management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	