Co-Ownership

Developer checklist

Working with Co-Ownership to deliver intermediate housing for sale

If your development includes intermediate housing as part of a planning agreement, Co-Ownership may be able to support the sale of those homes.

Getting in touch with us early can help avoid delays later. We'll work with you to make sure the homes meet our criteria, the marketing aligns with our requirements, and customers understand how to apply. Use this checklist to stay on track at every key stage.

Before you submit planning

When: At early concept or pre-application stage

- ☐ Confirm if intermediate housing is required (check planning conditions or Section 76 agreement)
- ☐ Speak to NIHE about local affordable housing need
- ☐ Identify site ownership and who will sell the homes
- ☐ Contact Co-Ownership to discuss how we can support

During planning and design

When: Once your planning obligations are confirmed and designs are in progress

- ☐ Make sure homes meet Co-Ownership property criteria (e.g. turnkey, new build, bonded roads and sewers)
- ☐ Check how many homes we can support in your development
- ☐ Design homes to appeal to Co-Ownership customers
- ☐ Consider any restrictions, non-residential elements, or service charges
- ☐ Ensure homes will be suitable for mortgage lending

Pre-sales and marketing

When: Before listings go live or sales begin

- ☐ Confirm the marketing period with the council
- ☐ Share development details and launch dates with our business development team
- ☐ Arrange for a Co-Ownership pre-marketing valuation to confirm the value we may pay
- ☐ Confirm that the homes meet our requirements (details in our developer's guide and/or on the Co-Ownership website)
- ☐ Clearly mark which homes are only available through Co-Ownership
- ☐ Include approved Co-Ownership messaging and marketing materials
- ☐ Make sure your estate agent understands how Co-Ownership works
- ☐ Request brochure inserts, web copy, or registration of interest templates

During the marketing period

When: Once the marketing period (set by councils) begins

- ☐ Keep in touch with us – our team may be able to attend show homes or events
- ☐ Highlight the Co-Ownership eligibility criteria and application process to buyers
- ☐ Ensure Co-Ownership buyers are directed to apply through our website or with a financial adviser
- ☐ Keep a record of all marketing activity during the marketing period in case it's required at a later date

During buyer applications and sales progression

When: When customers apply to purchase through Co-Ownership

- ☐ Keep in touch throughout the application process to stay updated
- ☐ Let us know about any updates, delays or changes