



Herefordshire Housing aims to provide properties that meet the Decent Homes Standard and fulfils both tenants' expectations and aspirations. This leaflet explains how we aim to carry this out.

Prior to any work starting

The Survey

The process of installing a new heating system into your home will start with a detailed survey carried out by either a Surveyor from Herefordshire Housing or by an appointed contractor. Each property will be surveyed individually to ensure it receives the work that is necessary to bring it up to the Decent Homes Standard. However, not every home will need the same work carried out, because each property is different. This means that your property may not receive the same work as that of your neighbour.

During the survey, our Surveyor will assess your existing heating system, and decide on the level of improvements necessary, for example, we may need to replace the gas boiler only and leave the existing radiator system. Our Surveyor will then inform you of the proposed works needed and offer you any choices that are available.

Please make sure that you request and check the Surveyor's ID badge. Do not allow any one into your home if they do not have any identification.

Heating installation

To improve your heating system we will either, install a gas central heating system - subject to the availability of a gas mains, or fit Electric storage heaters.

Gas central heating

When we install a gas central heating system we will either, replace the whole heating system including gas boiler, pipework and radiators, etc., or we will replace your gas boiler only.

The new boilers that we use are Condensing Boilers, which are both modern, efficient and should reduce your heating costs over time. In addition to this, all radiators, whether they remain or are replaced, will have thermostatic radiator valves fitted. This will enable you to control the temperature in individual rooms by setting the amount of heat given out by each radiator.





Electric storage heaters

If we replace your electric heating system we will fit new storage heaters, which are both modern and efficient, making best use of the Economy electricity tariff. All electrical wiring and the consumer unit will be replaced at the same time, ensuring your home is kept safe.

In addition we will also install where possible a solar hot water system.

These solar panels are normally fixed to the roof of your home and use free heat from the sun to warm your domestic hot water. You can then use the immersion heater to make the water hotter or to provide hot water when solar energy is low or unavailable.

Finally, to improve the insulation level of your home, we will fit an additional insulation package. This will help to reduce costs further and will consist of, laying insulation into your loft space - subject to access, to a minimum depth of 200mm. If your home has a cavity wall we will, where possible, inject the wall with cavity insulation foam.

Disability Aids and Adaptations

During the survey it would be really useful to know if you need any minor disabled adaptations to your property, such as grab rails or lever taps or if you require a Major adaptation such as a walk in shower, or if you have requested a visit from the Occupational Therapist through your Doctor to assess your needs, please inform our Surveyor as we will try and undertake these adaptations at the time the improvement is completed.

Some major adaptations between £1,000 and £2,000 and works referred to the Local Authority for a Disabled Facilities Grant will normally only be given permission if the property is a ground floor flat or bungalow. There are execeptions to this depending on your family needs and you can discuss this with our Surveyor.

Carrying out the work to your home

During the Works - We will ensure that:

 You are given a start date and a completion date for carrying out the work

- Your home is left in a clean and tidy condition at the end of each working day
- You are given dust sheets to protect furniture, etc.
- We will respect your home at all times
- You have contact telephone numbers for both day time and outof-hours emergencies

On completion of the Works

We will carry out a detailed inspection of the improvment to ensure that it is of a high quality and is complete. You may also be asked to complete a questionaire which will give you the opportunity to tell us your opinion of the work carried out and find out if you are satisfied with the finished standard. Once both you and we are happy with the finished standard, the improvement will be confirmed as finished.

If you experience any faults following the improvement work, please contact us and we will arrange for an inspector to visit you.

Your obligations

While we carry out this work, we would be grateful if you could:

- Allow us full access during working hours to complete the works
- Pack away any valuable items
- Keep children out of harms way
- Keep any animals locked away
- Inform us immediately if you have any concerns

Timescale

The time taken to install a new central heating system from start to finish should be a maximum of 3 working days. This standard has been agreed by our Tenants' Service Review Group members and is monitored by us to ensure that the contractors keep to the agreed timescale.

General Information

If you wish to discuss our Improvement Programme or if you have any concerns during the work, please contact our Assets and Investments Team on our direct telephone number 0300 777 4321. Alternatively, you can email us at info@hhl.org.uk.

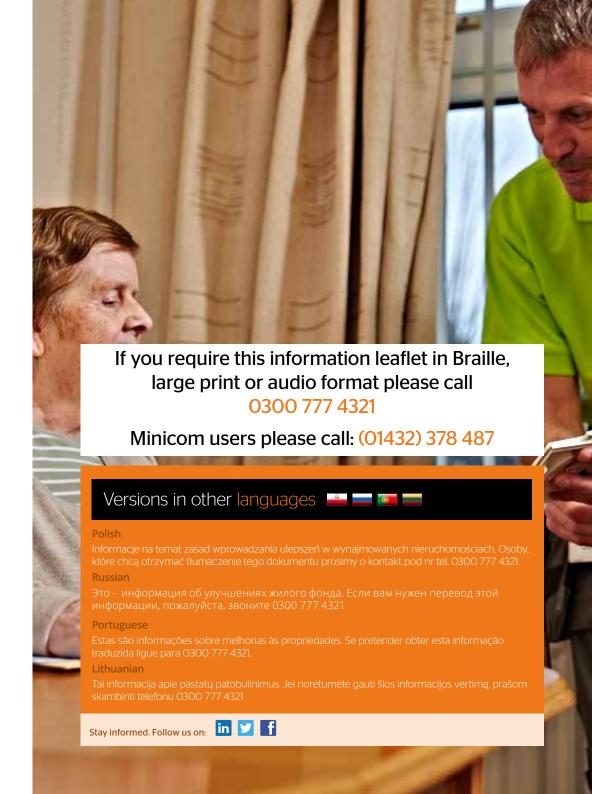
Our office opening hours are:

Monday to Friday: 8.30am to 5pm

Phones: 8am to 8pm

Our address is:

Assets and Investments Team, Herefordshire Housing Ltd, Legion Way, Hereford, HR1 1LN.





Head Office

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