delivering housing improvements



delivering housing improvements

Building Homes and Improving communities



contents

introduction	2
The West Dunbartonshire Standard	5
what's planned for your area	8
Vale of Leven	9
Dumbarton	23
Clydebank	37
glossary	57
contacts	58
other useful numbers	59

introduction

Introduction

We need to make sure all our houses meet or exceed the Scottish Housing Quality Standard (SHQS) by 31 March 2015.

To do this we are carrying out a range of works to our houses over the next two years and making a substantial investment in our tenants' homes.

This booklet sets out our plans and lets you see where and when works are planned to take place.

The Council's housing investment programme is driven by the **West Dunbartonshire Council Housing Standard** which is based on:

- Putting the interests of tenants first

 providing decent homes and
 delivering value for money from our
 investment programme with a well
 defined five year rent strategy.
- Council housing stock that meets or exceeds the Scottish Housing Quality Standard by 31 March 2015.

- A repairs and maintenance service that continues to provide effective and comprehensive management.
- Council housing stock that meets the needs of current and future tenants by effectively managing our assets and ensuring the long term viability of our housing stock.
- Non operational assets that are maximised to the benefit of the Council and local communities.

See page 5 for more information

Scottish Housing Quality Standard (SHQS)

The SHQS sets out what is acceptable, modern, good-quality housing. All social housing landlords in Scotland (councils and housing associations) have to meet the SHQS by 31 March 2015 when their houses must:

- meet the Tolerable Standard (this is a checklist which covers housing condition and building components),
- be free from serious disrepair,
- be energy efficient (covering insulation and heating),

- be provided with modern facilities and services, including kitchens and bathrooms and
- be healthy, safe and secure (covering pipework, ventilation, electrical and gas systems, smoke detectors, lighting and access doors).

Major programmes of work are required to make sure all our houses meet the required Standard by 31 March 2015 – the main elements of work which will be carried out are:

- external insulation works to high rise and low rise properties,
- external works repairs/upgrading of roof, roughcast, paths,
- internal upgrading installation of new kitchens, bathrooms and electrical upgrades and
- central heating installation of new systems or upgrading of existing systems.

This booklet contains information about the most significant elements of the improvement programme.

introduction

Identifying work needed to achieve the SHQS

A programme of individual house surveys is currently being carried out to confirm whether your house meets the SHQS and to confirm the level of works required in houses that do not meet the standard. This survey is in addition to earlier surveys which provided the basis for the financial planning for the capital programme.

Remember not every house will need work to meet the SHQS – for example a new roof, kitchen, bathroom or heating system may have already been installed as part of an earlier investment programme or when the house was empty.

A 100% stock condition survey

A stock condition survey provides us with information about the condition of our housing and helps us predict its future investment and maintenance requirements. Previous surveys of the Council's housing stock involved small

percentage surveys which are then validated by individual assessments to houses.

The Council has commissioned a full 100% stock condition survey to obtain much more comprehensive information about **all** of its housing and to help plan for and target investment where it's needed now and in the future.

The company that will carry out the survey is called Savills. The surveys will begin in June and will all be completed by February 2014.

We will not have to wait until the full survey is complete before we can start to use the information to make decisions about where housing investment is needed most.

How will we assess what work is needed in your home?

The information gathered from the condition surveys will tell us what work, if any, is needed in each house. For example:

- Your electrical system will be tested to current electrical standards and any necessary renewals will be carried out.
- If you have electric storage heating, it will be replaced with a modern gas central heating system with a grade A efficient boiler (subject to your agreement, gas infrastructure availability and suitability of house type).
- If you have an existing gas central heating system with a back boiler, this will be replaced with a modern gas central heating system with a grade A efficient boiler.
- If our maintenance information tells us your existing gas boiler is no longer supported for maintenance parts we will replace it with a new grade 'A' efficient boiler.

We are also continuing with our popular new kitchen and bathroom programme.

introduction

Before any work starts in your home, you will be contacted by a member of our Housing Capital Investment Team and from our contractors to discuss the works required and to explain how and when the work will be carried out.

Paying your rent

Your rent contributes to the cost of improvements to your home, so it is important that you pay your rent on time.

Ways to pay your rent In person:

use your swipe card and pay by

- cash or cheque
- cheque or Postal Order by post to any area housing office
- credit or debit card

Through your bank:

Pay by standing order or direct debit. This means your rent is paid automatically from your bank account. Pick up a form from the rent counter at any of the local housing offices.

At the post office:

You can also pay by direct debit at any Post Office or Paypoint outlet. Use your swipe card and pay by cash or cheque.

By telephone/internet:

Use your credit or debit card to make a payment for your rent by

- calling our Contact Centre on 01389 738 282,
- calling our automatic telephone payment service on 01389 732 376 at any time,
- calling one of our officers during working hours or
- logging onto our website: www.west -dunbarton.gov.uk and clicking the 'Pay your Way' button to go to the payment pages.

Priorities

The improvement works set out in this booklet reflect the council's key priorities to comply with SHQS by 31 March 2015 and meet it's health and safety responsibilities and landlord obligations.

Delivering Housing Improvements

We have planned these works in a way that makes best use of our resources and the time we estimate it will take to complete projects. As we progress works in your area, if there are changes to the timing of the programme we will let you know.

We recognise that delivering these improvements to your home might be disruptive, but we will make sure comprehensive support is available where it's needed to assist you through our improvement programmes.

Exemptions

There may be a few properties where we are not able to carry out work for technical reasons. If this is the case for your home we will visit you to explain the reasons why.

The West Dunbartonshire Standard (WDS)

SHQS Requirement	Main Elements	What do we mean?
Heating,	Windows	All homes will have double glazing subject to any planning considerations.
Insulation and Energy Efficiency	Heating	 All homes that do not have Central Heating will have an efficient system installed. Partial central heating systems will be upgraded to full efficient systems where possible. Heating boilers coming to an end of their serviceable life will be replaced with modern energy efficient units Where possible heating systems will be gas fired wet systems. Where not feasible then a modern controllable efficient electric system will be provided.
	Cavity Insulation	Cavity fill insulation may be installed where the building is of a suitable construction.
	Loft Insulation	200mm minimum insulation in attic spaces.
Space and Secure Living Environment	Safe Gas and Electric Systems	 All electric systems will be tested for safety to the most recent electrical standards. Consumer units (fuse boxes) upgraded (where necessary) and priority electrical repairs will be carried out. A Certificate of electrical safety is kept on file. All gas systems will be tested for safety and certified on an annual basis. The number of electrical sockets will reflect modern requirements.
	Safe Water Supply	All lead pipes will be replaced internally or externally.
	and Storage	A mains drinking water supply will be provided to all houses where technically feasible.
	Mains operated smoke detector	Hard wired smoke detection alarms will be fitted to all homes (with battery back up).
	Carbon Monoxide Detector	 A Carbon Monoxide detection alarm will be fitted to all homes where there are gas appliances.

the West Dunbartonshire Standard (WDS)

SHQS	Main	What do we mean?
Requirement	Elements	
Space and Secure Living Environment	Emergency Lighting to High Rise Blocks	All high rise blocks will have emergency lighting installed.
Environment	Door Entry Systems	 Controlled entry systems where considered necessary in consultation with tenants and owners.
Modern Bathrooms and Kitchens	Modern Bathrooms	• To include: pedestal wash hand basin, energy efficient close coupled W.C., bath and two rows of splashback tiling to bath and whb (space permitting) Alternative shower cubicle where a specific need is identified or where the size of the bathroom doesn't allow for a full size bath.
	Modern Kitchen	 To include: Modern wall and low level kitchen units and worktops, inset stainless steel sink, suitable space for floor standing appliances, adequate electrical sockets, mechanical extract fan and splashback tiling to sink (where appropriate) and from worktop to underside of wall units. We will make sure the kitchen design and layout is suitable for tenants with particular needs.
External Works and Common	External Works	 Necessary improvements to roofs, gutters, roughcasting and door entry systems etc will be carried out, working with owners when required to deliver these works.
Areas	Common Areas	 Planned and cyclical maintenance programmes (as agreed with WDTRO) will be introduced. Close painting and gutter cleaning, working with owners when required to deliver these works.

the West Dunbartonshire Standard (WDS)

The standard of works for kitchen and bathroom replacements can be summarised as:

Modern kitchen

- modern wall and low level kitchen units and worktops in a choice of colours,
- inset stainless steel sink and taps,
- tiling between the floor cabinets and wall cabinets and splash back tiling at the sink (space permitting),
- mechanical extractor fan,
- an adequate number of electrical sockets and
- suitable space for floor standing appliances and safe working space.

Modern bathroom

- pedestal wash hand basin,
- energy efficient close coupled w.c.,
- Bath,
- two course splash back tiling around bath and the whb (space permitting) and
- mechanical extractor fan.



what's pl nned for your area?

Our housing improvement plans are based around the three local areas in West Dunbartonshire. Each area is colour coded below.

Vale of Leven
Including Gartocharn

DumbartonIncluding Milton and Bowling

Clydebank
Including Old Kilpatrick

This booklet lets you see improvement works that are planned for your area. It does not tell you what works will be carried out in your home - remember, not every house will need all elements of work carried out to meet the Scottish Housing Quality Standard.

The works listed in the booklet are as follows:

- bathrooms
- central heating
- chimneys
- electrical upgrades
- flashings
- gutters
- high rise insulation
- kitchens
- low rise insulation
- main roof coverings
- paths

If you are unsure what any of these mean, please refer to the **glossary** on page 57.

To look up which improvement works are planned for your area in 2013/14:

- 1. Identify the area you live in
- 2. Turn to the pages which relate to your area and find your estate
- 3. A map showing your estate will have all the works listed alongside it.

Vale of Leven



areas

Allan Crescent and Burnbrae	10
Argyll Estate	11
Central Alexandria and Riverside	12
Central Renton and Tontine	13
Dalmonach	14
Dalvait, Jamestown and Milton Estate	15
Gartocharn	16
Haldane	17
Ladyton and O'Hare	18
Levenvale	19
Redburn, Braehead and Pappert	20
Rosshead	21
Tullichewan	22

Allan Crescent and Burnbrae

Alexandria

work number of properties

kitchens	5
paths	13

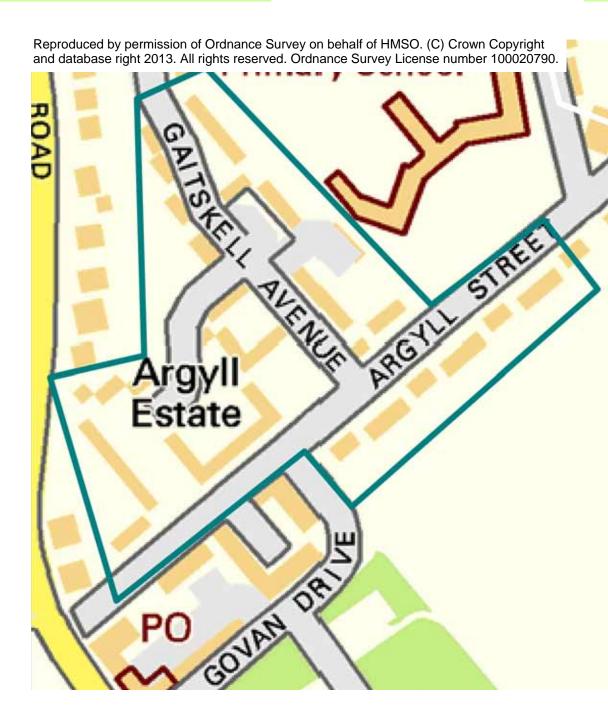


Argyll Estate

Alexandria

work number of properties

kitchens	9
paths	4
low rise external insulation	2

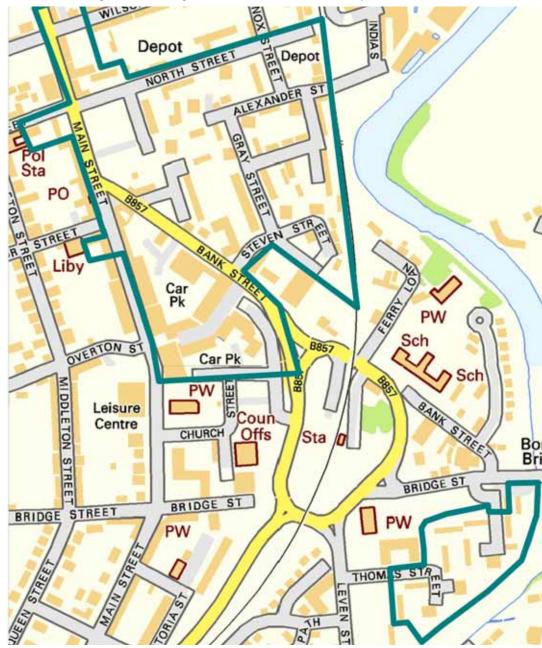


Central Alexandria and Riverside

Alexandria

work number of properties

bathrooms	92
central heating	11
electrical upgrades	169
gutters	31
kitchens	32
low rise external insulation	36

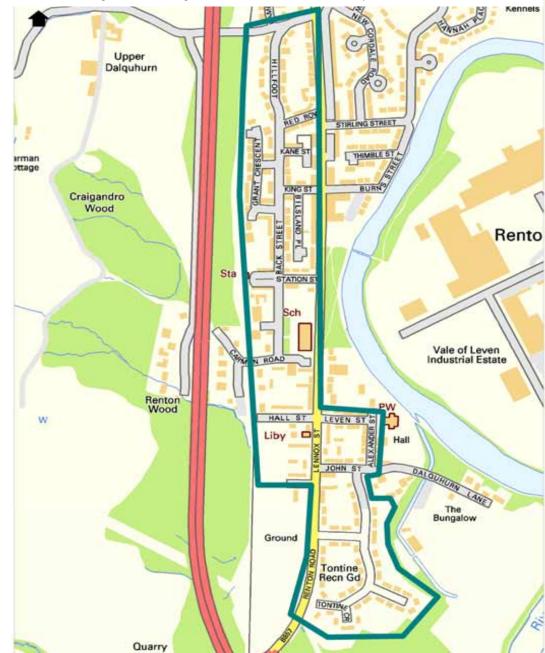


Central Renton and Tontine

Alexandria

work number of properties

central heating	8
chimneys	5
flashings	8
gutters	21
kitchens	17
main roof coverings	31
paths	4



Dalmonach

Alexandria

work number of properties

bathrooms	18
central heating	7
electrical upgrades	52
flashings	2
gutters	22
kitchens	38
low rise insulation	6
main roof coverings	11
paths	13

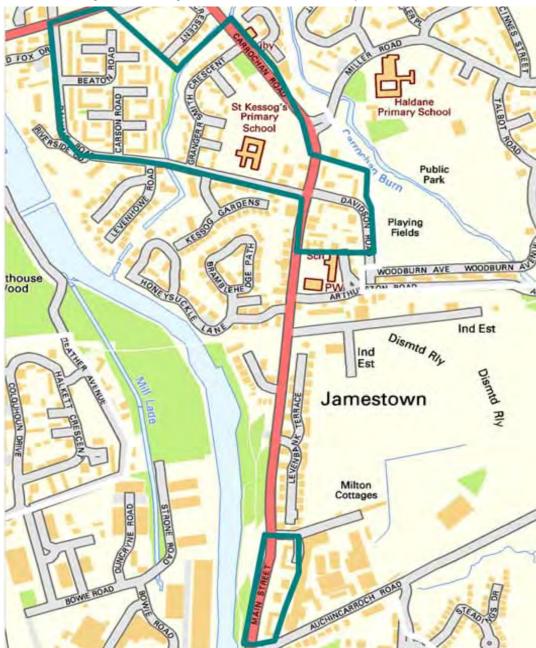


Dalvait, Jamestown and Milton Estate

Alexandria

work number of properties

bathrooms	15
central heating	2
electrical upgrades	36
flashings	2
gutters	38
kitchens	27

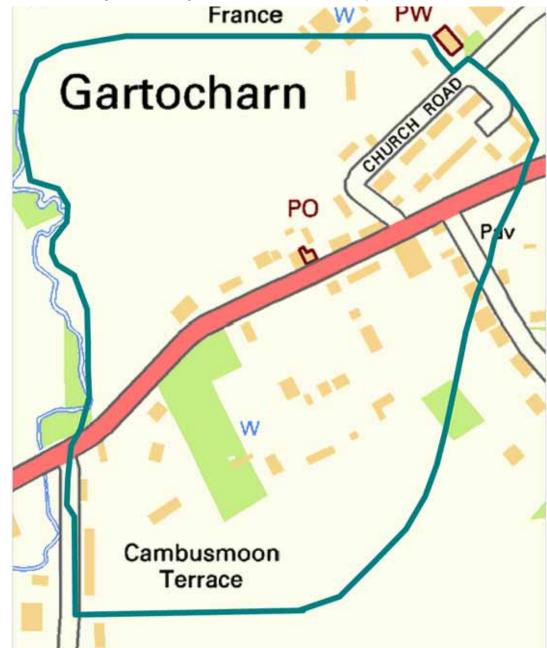


Gartocharn

Alexandria

work number of properties

central heating	3
flashings	1
kitchens	2
main roof coverings	1



Haldane

Alexandria

work number of properties

bathrooms	210
central heating	32
chimneys	2
electrical upgrades	475
flashings	31
gutters	77
kitchens	81
low rise insulation	51
main roof coverings	2
paths	28

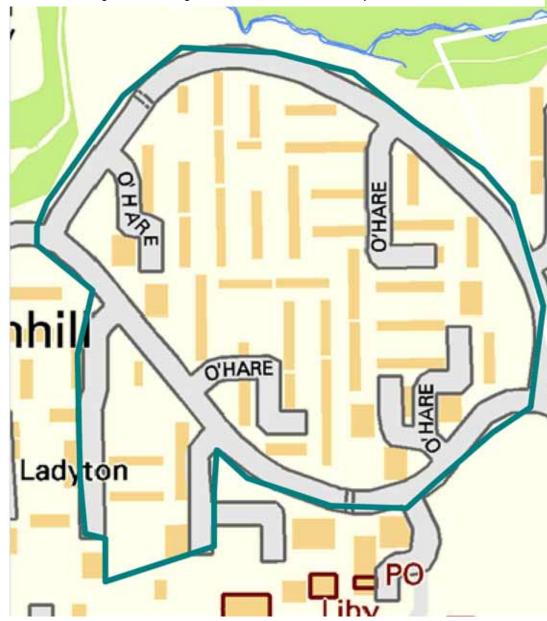


Ladyton and O'Hare

Alexandria

work number of properties

bathrooms	42
central heating	28
electrical upgrades	151
gutters	11
kitchens	21



Levenvale

Alexandria

work number of properties

central heating	2
chimneys	1
flashings	10
kitchens	9
low rise insulation	7
main roof coverings	1
paths	6

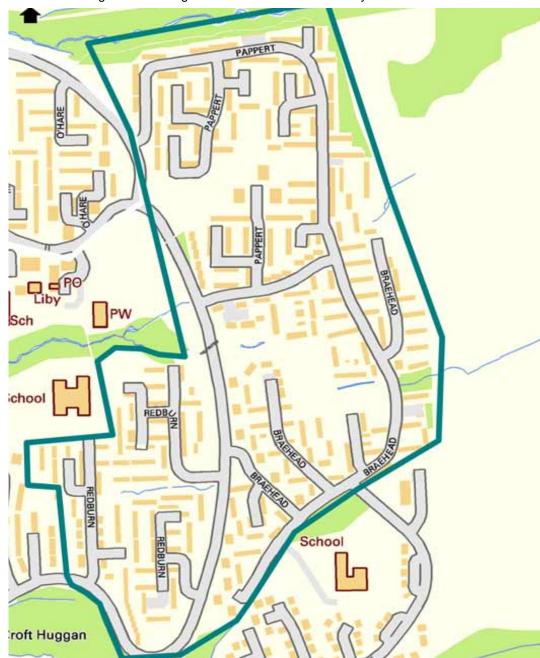


Redburn, Braehead and Pappert

Alexandria

work number of properties

central heating	14
gutters	67
kitchens	70
low rise insulation	17
paths	6



Rosshead

Alexandria

work number of properties

central heating	3
gutters	2
kitchens	32

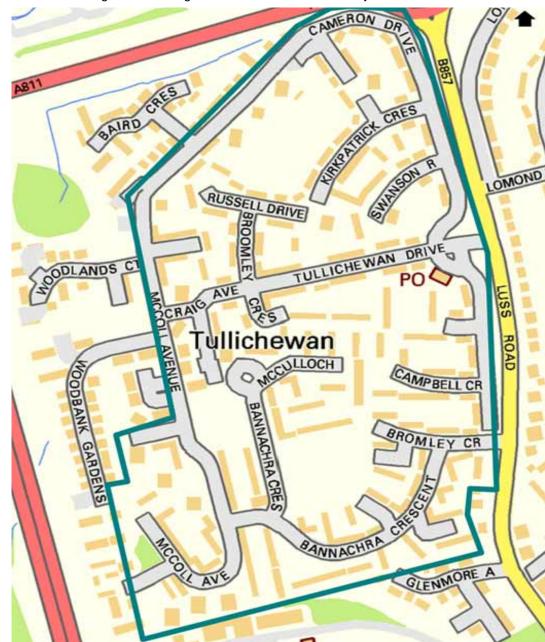


Tullichewan

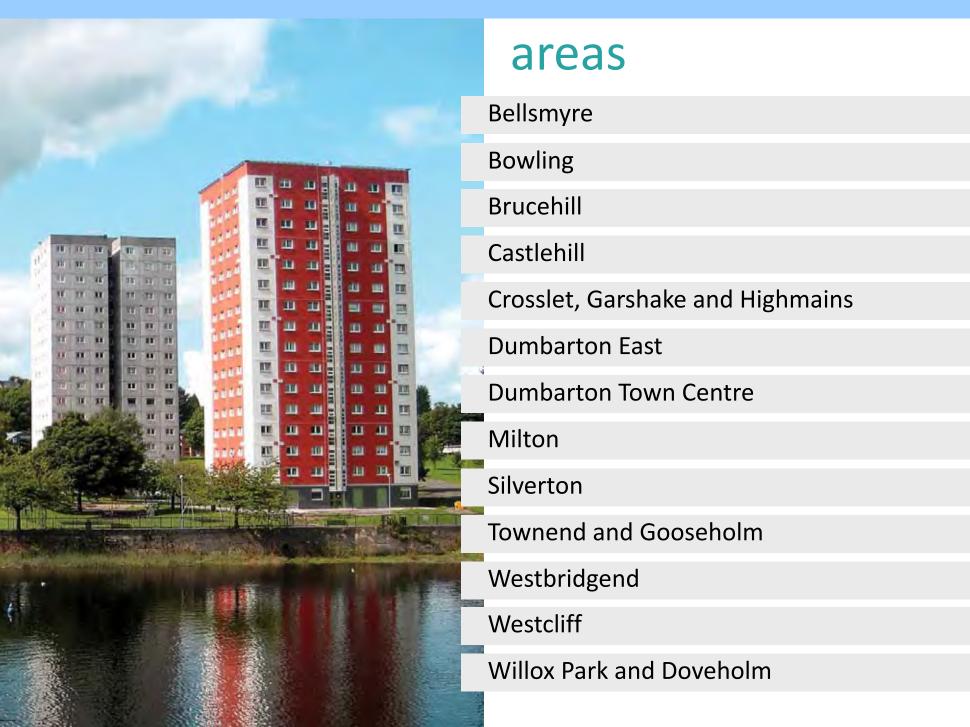
Alexandria

work number of properties

central heating	2
flashings	1
gutters	27
kitchens	48
paths	6



Dumbarton



Bellsmyre

Dumbarton

work number of properties

bathrooms	56
central heating	5
electrical upgrades	123
flashings	5
gutters	20
kitchens	21
low rise insulation	36
paths	2

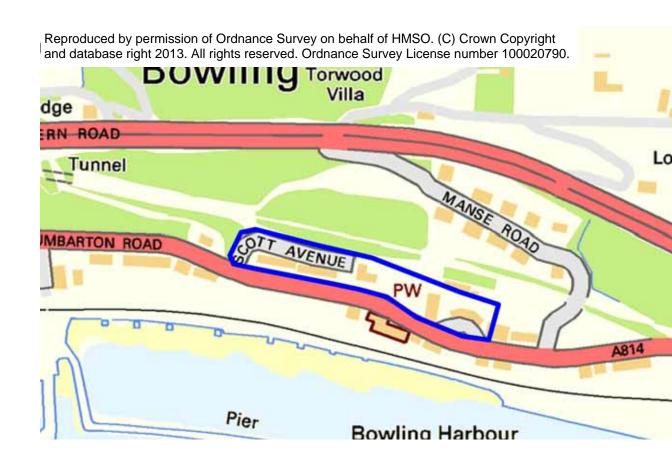


Bowling

Dumbarton

work number of properties

central heating	1
gutters	1
kitchens	2



Brucehill

Dumbarton

work number of properties

central heating	15
electrical upgrades	412
flashings	45
gutters	9
kitchens	29
paths	21



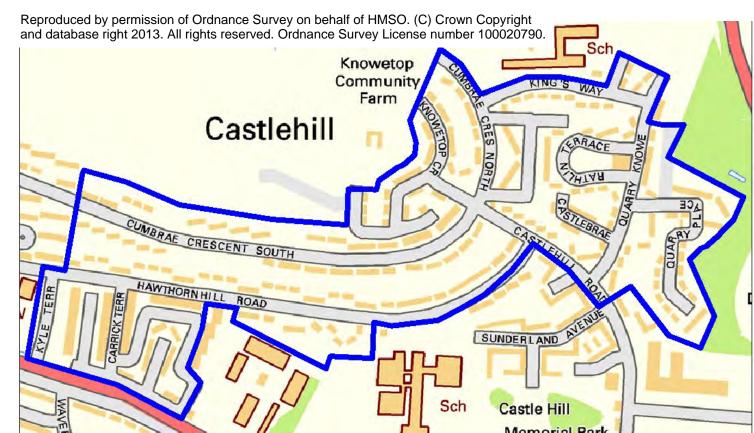
Castlehill

Dumbarton

work number of properties

bathrooms	166
central heating	16
electrical upgrades	300
flashings	9

gutters	1
kitchens	39
low rise insulation	183

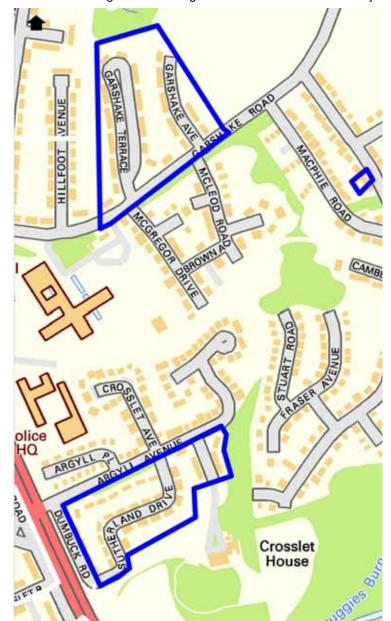


Crosslet, Garshake and Highmains

Dumbarton

work number of properties

bathrooms	1
central heating	2
kitchens	18
paths	4



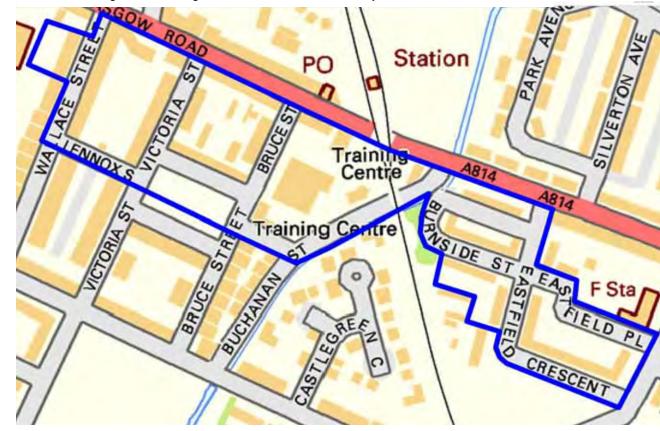


Dumbarton East

Dumbarton

work number of properties

central heating	7
gutters	6
kitchens	11
paths	2

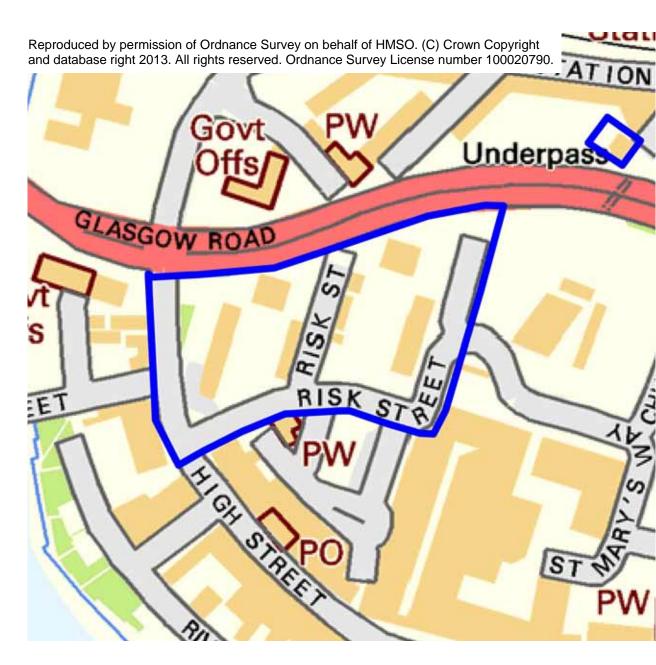


Dumbarton Town Centre

Dumbarton

work number of properties

central heating	2
electrical upgrades	73
kitchens	15

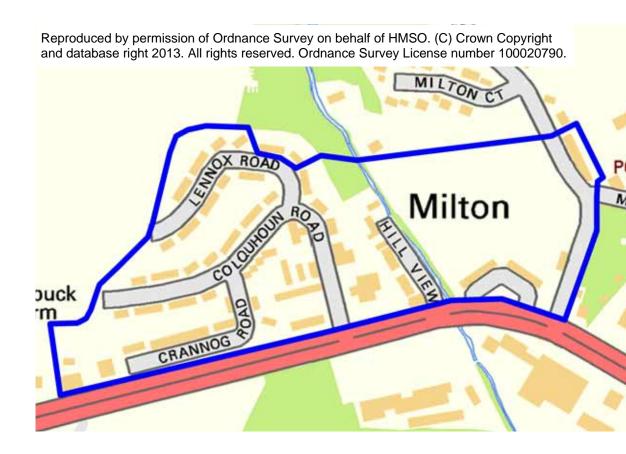


Milton

Dumbarton

work number of properties

central heating	1
gutters	8
kitchens	11
low rise insulation	5
paths	3



Silverton

Dumbarton

work number of properties

bathrooms	4
central heating	6
flashings	12
gutters	11
kitchens	23
low rise insulation	12
paths	4

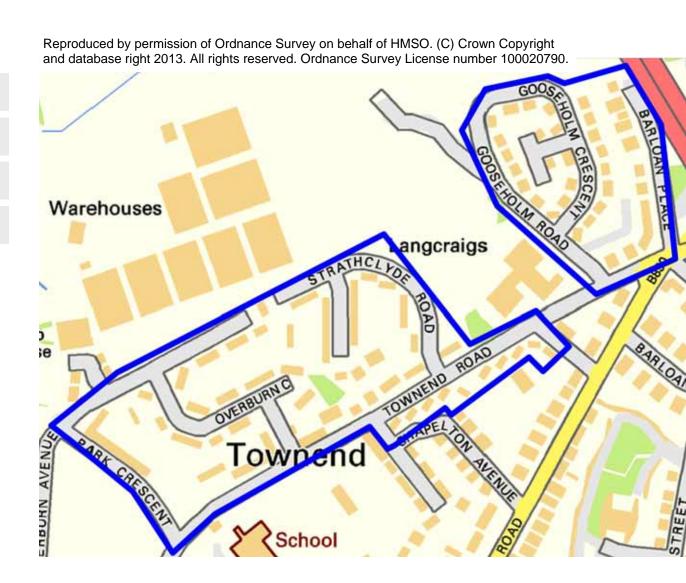


Townend and Gooseholm

Dumbarton

work number of properties

bathrooms	1
gutters	7
kitchens	21
paths	3

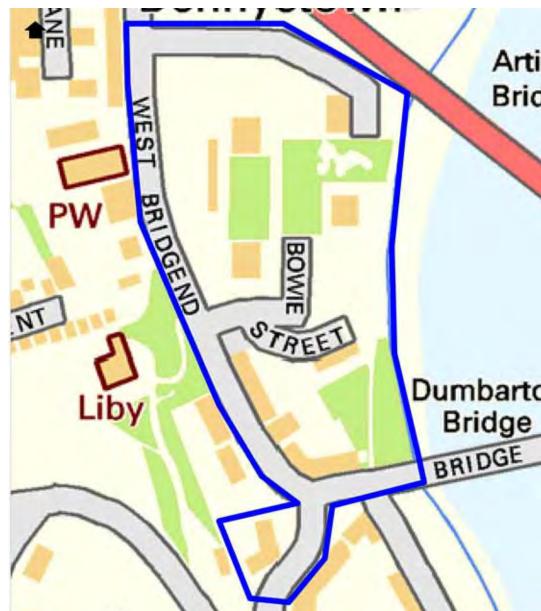


Westbridgend

Dumbarton

work number of properties

bathrooms	2
central heating	1
kitchens	27

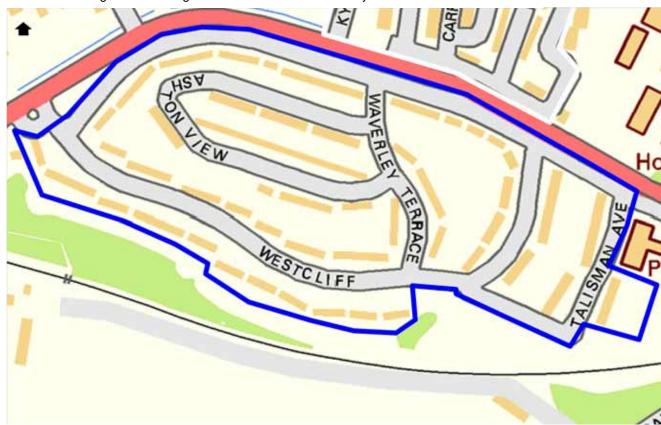


Westcliff

Dumbarton

work number of properties

bathrooms	216
central heating	29
electrical upgrades	283
flashings	20
gutters	5
kitchens	65
low rise insulation	79
paths	36



Willox Park and Doveholm

Dumbarton

work number of properties

flashings	2
gutters	1
kitchens	8
low rise insulation	5
paths	2



Clydebank



areas

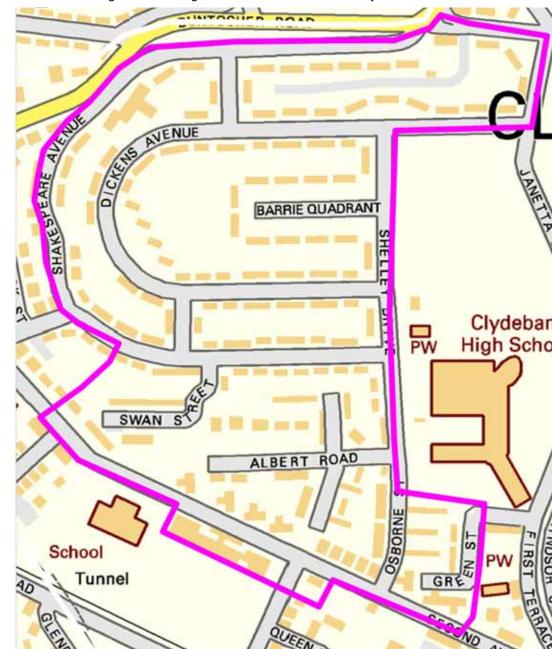
	Boquhanran	38
	Central Radnor Park	39
	Clydebank Central	40
	Clydebank East	41
	Dalmuir Multi Storey Flats	42
	Dalmuir	43
	Duntocher	44
	East Kilbowie	45
	Faifley	46
	Hardgate	47
	Littleholm	48
-	North and Old Mountblow	49
	North Drumry Multi Storey Flats	50
	North Drumry	51
	North Kilbowie	52
	Old Kilpatrick	53
	Parkhall	54
	South Drumry and Linnvale	55
	Whitecrook	56

Boquhanran

Clydebank

work number of properties

bathrooms	15
central heating	6
flashings	5
gutters	8
kitchens	23
main roof coverings	2
paths	5

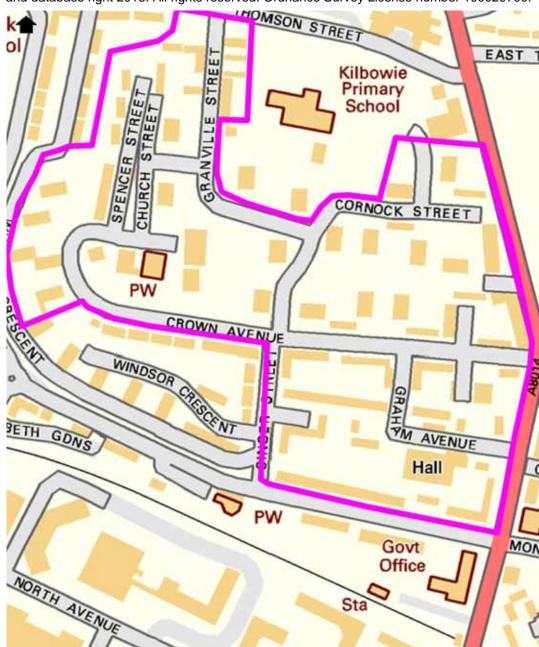


Central Radnor Park

Clydebank

work number of properties

bathrooms	188
central heating	80
chimneys	1
electrical upgrades	260
gutters	40
high rise insulation	46
kitchens	78
low rise insulation	26
paths	32



Clydebank Central

Clydebank

work number of properties

bathrooms	1
central heating	7
kitchens	14



Clydebank East

Clydebank

bathrooms	238
central heating	9
electrical upgrades	273
kitchens	226

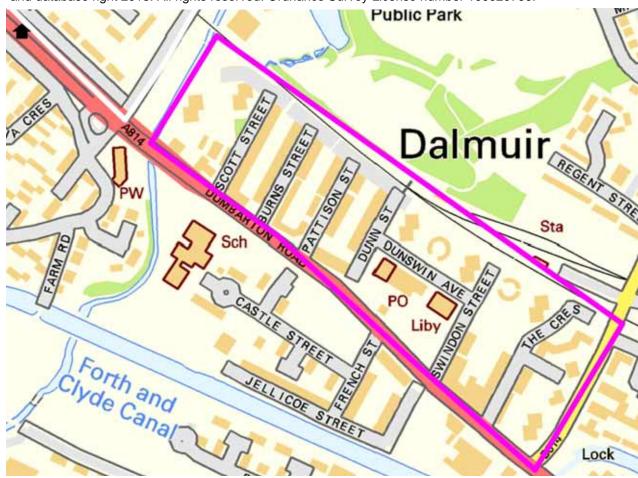


Dalmuir Multi Storey Flats

Clydebank

work number of properties

bathrooms	164
electrical upgrades	491
high rise insulation	408
kitchens	150

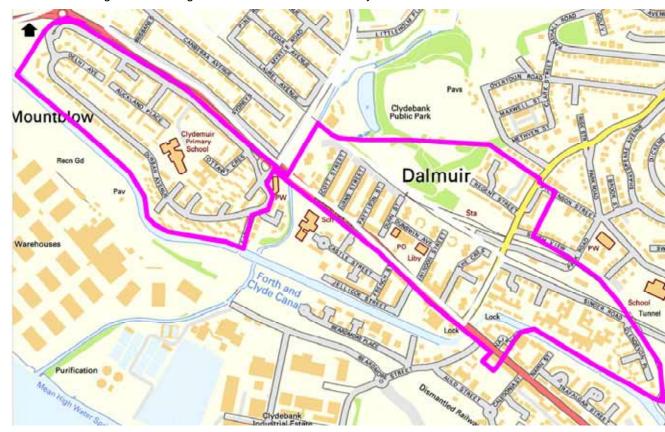


Dalmuir

Clydebank

work number of properties

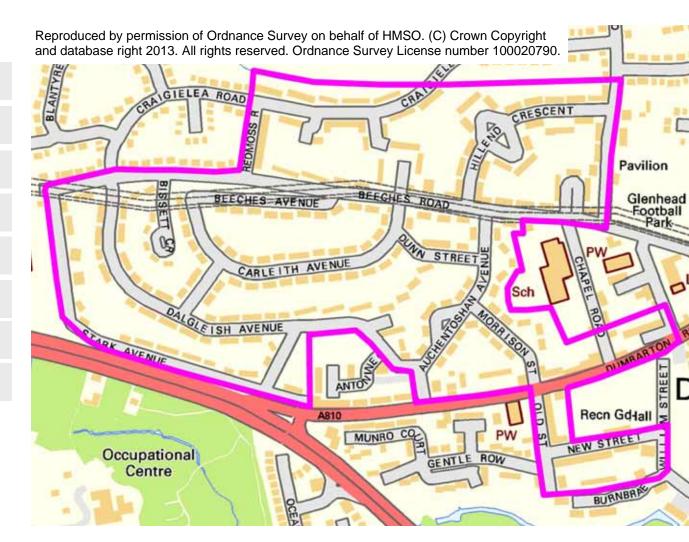
bathrooms	8
central heating	12
electrical upgrades	2
flashings	6
kitchens	63
low rise insulation	4
paths	19



Duntocher

Clydebank

bathrooms	46
central heating	21
flashings	6
gutters	12
kitchens	43
low rise insulation	56
main roof coverings	15
paths	34

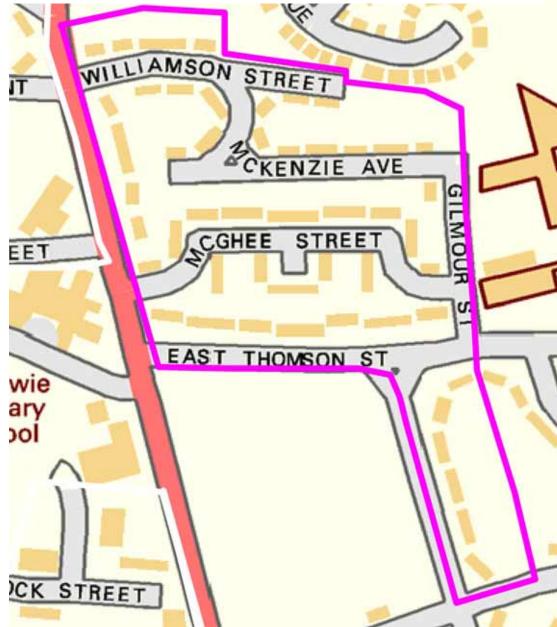


East Kilbowie

Clydebank

work number of properties

bathrooms	2
flashings	2
gutters	2
kitchens	4



Clydebank

bathrooms	2	gutters	5
central heating	6	kitchens	17
flashings	2		

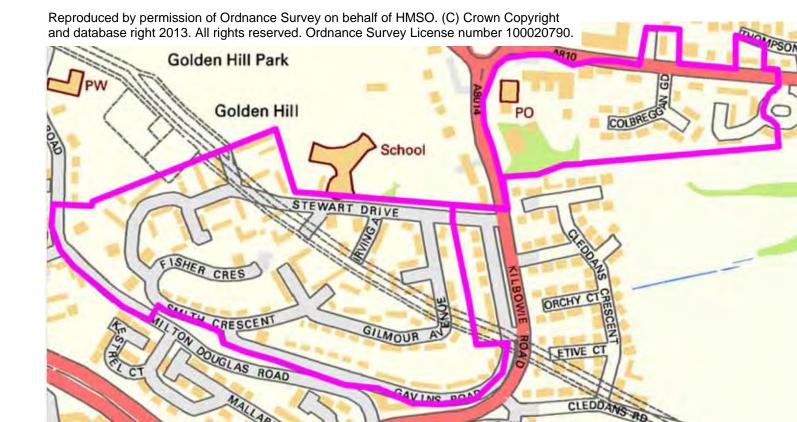


Hardgate

Clydebank

bathrooms	6
central heating	9
chimneys	5
gutters	16

kitchens	22
low rise insulation	5
main roof coverings	9
paths	11



Littleholm

Clydebank

work number of properties

bathrooms	3
central heating	22
high rise insulation	244
kitchens	58



North and Old Mountblow

Clydebank

work number of properties

bathrooms	134
central heating	46
electrical upgrades	218
flashings	9
gutters	17
kitchens	72
low rise insulation	80
main roof coverings	2
paths	8

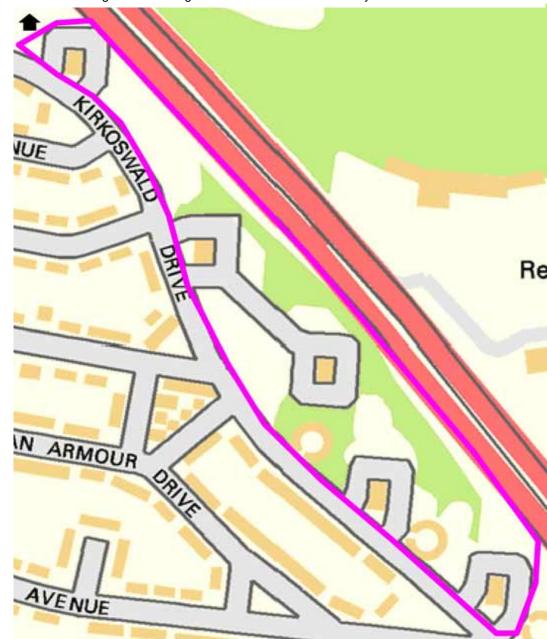


North Drumry Multi Storey Flats

Clydebank

work number of properties

kitchens 47

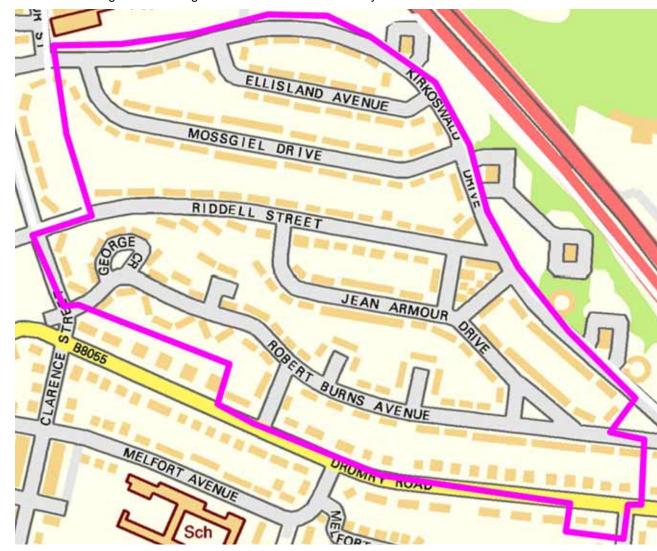


North Drumry

Clydebank

work number of properties

bathrooms	1
central heating	15
chimneys	4
electrical upgrades	72
flashings	7
gutters	19
kitchens	31
low rise insulation	34
main roof coverings	13
paths	12

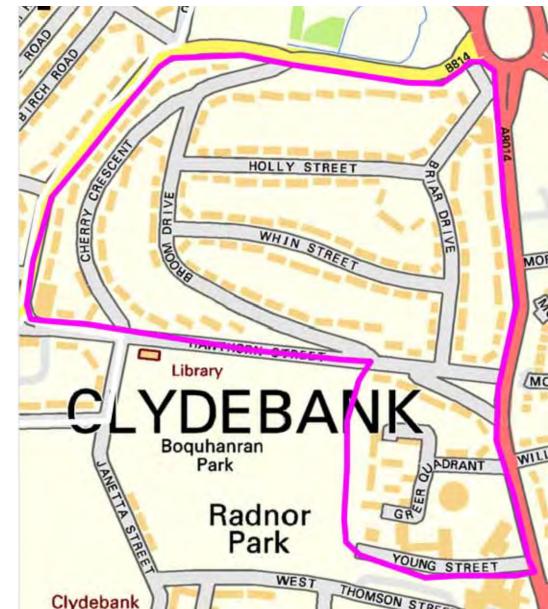


North Kilbowie

Clydebank

work number of properties

central heating	9
flashings	1
gutters	1
kitchens	16
main roof coverings	8
paths	4

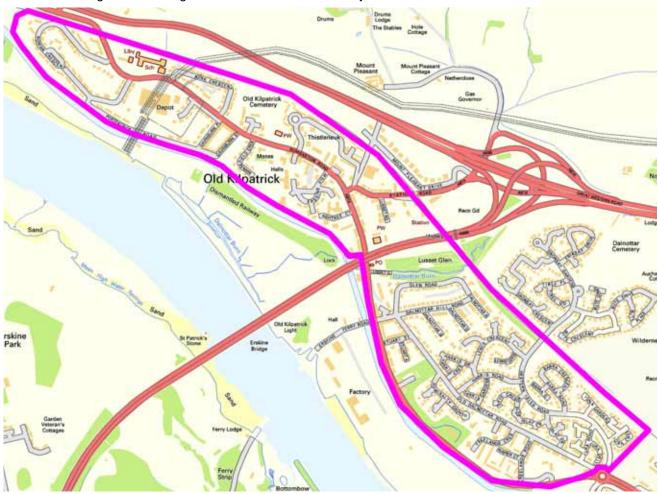


Old Kilpatrick

Clydebank

work number of properties

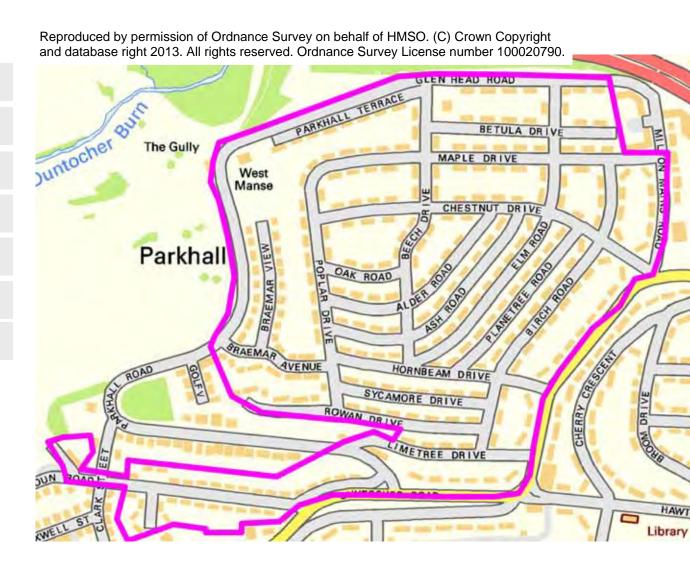
central heating	7
gutters	6
kitchens	41
low rise insulation	4
main roof coverings	3
paths	1



Parkhall

Clydebank

central heating	4
flashings	8
gutters	25
kitchens	23
low rise insulation	4
main roof coverings	10
paths	4

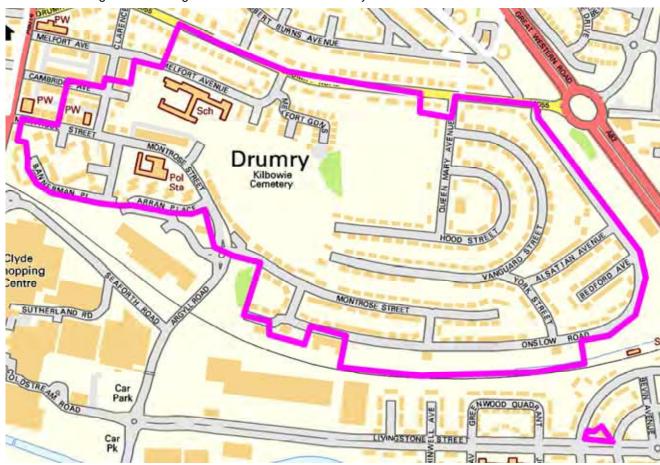


South Drumry and Linnvale

Clydebank

work number of properties

bathrooms	137
central heating	79
chimneys	4
electrical upgrades	691
gutters	30
kitchens	73
main roof coverings	6
paths	15



Whitecrook

Clydebank

work number of properties

bathrooms	20
central heating	51
electrical upgrades	108
flashings	1
gutters	51
kitchens	82
low rise insulation	38
main roof coverings	116
paths	21



glossary

Types of Work

Bathrooms

Renewal of a bathroom suite includes a new bath with decorative bath panel, WC and wash hand basin with pedestal. Tiled splashback 300mm high around the bath and 150mm high above the sink if possible.

Central heating

This varies from house to house. A full system includes a new boiler, radiators, pipework (if required), thermostatic radiator valves, thermostatic control and a carbon monoxide detector. If the radiators and pipework are in good condition then only the boiler will be replaced. Full is testing carried out.

Chimneys

Works include re-roughcasting, replacing any lead work, pots and brickwork where required.

Electrical Upgrades

The renewal of main distribution boards and full electrical testing is carried out.

Flashings

The replacement of flashing details on roofs where the full roof covering replacement is not required.

An approved insulated render system which will prolong building life and significantly improve thermal performance. This should

Gutters

Renewal of gutters and down pipes where required incuding any required replacement of fascia boards and soffits.

High Rise Insulation

An approved caged render system which will prolong building life and significantly improve thermal performance. This should in turn lead to reduced fuel consumption and therefore less CO2 emissions, and improve acoustic performance. Tenants are able to stay in their homes with minimal disruption.

Kitchens

Renewed kitchen units, sink and worktops and tiled splash back area between worktop and wall units.

Low Rise Insulation

An approved insulated render system which will prolong building life and significantly improve thermal performance. This should in turn lead to reduced fuel consumption and therefore less CO2 emissions, and improve acoustic performance. Tenants are able to stay in their homes with minimal disruption.

Main roof coverings

Replacement of roof covering with new tiles which will include new leadworks and new guttering, fascia and soffits where required.

Paths

Overhaul or replace paths to ensure pathways are clear with no trip hazards for tenants, safety.

contacts

what happens next?

We will contact you by letter several weeks before work is scheduled to start in your area. Before any improvement work starts in your home, you will be contacted by our Housing Capital Investment Team and from our contractors to discuss the works required and to explain how and when the work will be carried out. You will have the opportunity to ask questions about the works and to let us know about any specific concerns you may have.

We will work closely with you to minimise disruption to your home whilst these improvement works are carried out.

For further information

Contact the Housing Capital Investment Team on

01389 608933

Paying your rent

If you need advice or support, assistance with benefits or wish to discuss a payment arrangement please contact the Customer Contact Centre on:

01389 738282

Other formats

This document can be provided in large print, Braille or on audio cassette and can be translated into different community languages.

Please contact:

Corporate Communications Council Offices Garshake Road Dumbarton G82 3PU

Tel: 01389 737000

अदं । الطلب عند الطلب वह व्याविज वानि । वह विद्या विद्या

ਇਹ ਦਸਤਾਵੇਜ਼ ਹੋਰ ਭਾਸ਼ਾਵਾਂ ਵਿਚ, ਵੱਡੇ ਅੱਖਰਾਂ ਵਿਚ ਅਤੇ ਆਡੀਓ ਟੇਪ 'ਤੇ ਰਿਕਰਾਡ ਹੋਇਆ ਵੀ ਮੰਗ ਕੇ ਲਿਆ ਜਾ ਸਕਦਾ ਹੈ।

درخواست پربیدستاویز دیگرز بانول میں، بڑے حروف کی چھپائی اور سننے والے ذرائع پر بھی میسر ہے۔

other useful numbers

Oscial phone nambers	L	Jseful	phone	numbers
----------------------	---	--------	-------	---------

Contact Centre 01389 738282

Housing - general enquiries

 Dumbarton
 01389 738282

 Clydebank
 01389 738282

Homeless emergency

(24 hour freephone) 0800 197 1004

Housing - reporting a repair

C'bank, D'ton/Alex 0800 073 8708
Out of hours 0800 197 1004

Repairs Centres are open between 8.30am and 4.15pm, Monday to Friday

Emergency repairs

(out-of-hours freephone)0800 197 1004Gas heating repairs0800 073 0341(City Technical)0800 073 0341Sold Property Team0141 562 2442Tenant Participation01389 737281

ASIST (all antisocial behaviour services)

01389 772048

Social Work - general enquiries

 Dumbarton
 01389 737020

 Clydebank
 0141 562 8800

 Alexandria
 01389 608080

Financial Services

Council Tax 01389 738252 or 01389 737444

Housing, Environmental and Economic Development

Special (bulky) uplifts -

, , , ,	
Contact Centre	01389 738282
Grass cutting	01389 608412
Litter hotline	01389 772059
Environmental Health	01389 738290
Pest Control	01389 738282
Waste Aware	0845 111 0050
Consumer Direct	0845 404 0506
Trading Standards	01389 73855
Caretaking service	01389 608903
	01389 608904

Councillors - general enquiries:

Clydebank 01389 738782 Dumbarton/Alexandria 01389 737540

General

Citizens' Advice Bureau:

 Dumbarton
 01389 744690

 Alexandria
 01389 752727

 Clydebank
 0141 435 7590

Community Transport Service 0141 333 3252 HOME from HOME 01389 733733

Energy Advice

 (Energy Saving Trust)
 0800 512 012

 Samaritans
 0845 790 9090

 Welfare Rights
 01389 737050

Lesbian and

Gay Switchboard 0141 847 0447

RELATE

(Relationship Scotland) 0141 248 5249 Victim Support Scotland 0141 952 2095 Dog warden 01389 738652

Greenlight 01389 721012

Women's Aid

Dumbarton/Alexandria 01389 751036 Clydebank 0141 952 8118

Police

 Clydebank
 0141 532 3300

 Dumbarton
 01389 822000

 Alexandria
 01389 823000

 (freephone)
 0800 555 111

