# Accessing Hounslow Homes Services

**Communicating with you** 







## **Hounslow Homes Services**

#### Who we are

Hounslow Homes was set up in 2002 to manage the borough's 16,500 Council homes. By improving the quality of housing in the borough we hope to meet the Government's 'decent homes' target by 2007.

#### What we do

We are here to manage, repair and improve Council homes and to work with others to make your communities safer and better places to live.

The London Borough of Hounslow continues to own the homes in the borough and is responsible for allocating homes to tenants and setting rents.

## **Accessing our services**



## Languages

Hounslow Homes is able to provide interpretations and translations for customers whose first language is not English.

Please contact 020 8583 2299 or minicom 020 8583 3122 if you require any information in another language quoting the reference number and the name of the leaflet/document.



## **Physical Access**

Hounslow Homes has accessible housing offices, with ramped entrances for wheel chairs, prams and buggies, baby changing facilities and accessible toilets. Home visits may be arranged if you cannot visit our offices.



## **Loop-System**

The housing offices at the Civic Centre, Chiswick Town Hall, Brentford and St Catherine's House in Feltham have rooms available with fixed loop-systems. Where a fixed loop-system is not available, then we can provide access to a portable loop-system. This is also available to staff who are visiting hearing impaired customers in their homes or at other sites. Please contact a member of Hounslow Homes staff if you need access to this facility.



## **Audio Tapes**

Hounslow Homes can transfer information, contents of leaflets or written correspondence onto audio tape upon request.



#### **Braille**

Hounslow Homes is able to translate customer information and letters into Braille.



## **Sign Language Interpreters**

Hounslow Homes is able to provide Sign Language interpreters (BSL and others) for customers.



#### **Large Print**

Hounslow Homes is able to provide information and letters in large print.



## Type Talk (Minicom)

Hounslow Homes accepts TypeTalk calls. This is a confidential service between the textphone user and the hearing person, facilitated by an operator.

Please contact your local housing office if you require housing related information in another language or format. If you are visiting an office it will be helpful whenever possible to telephone Hounslow Homes in advance so that any specific arrangements you require can be made.

## **Contact your local housing office**

#### East Area:

#### **Chiswick & Brentford Office**

Chiswick Town Hall, Heathfield Terrace, Chiswick W4 4JE or

58-59 Brentford High Street, Brentford TW8 OAH

Tel: 020 8583 4220 Minicom: 020 8583 4390 Fax: 020 8583 4228

Email: info.housingeast@hounslowhomes.org.uk

#### **Central Area:**

## Heston/Cranford & Hounslow/Isleworth Office

The Civic Centre, Lampton Road, Hounslow TW3 4DN

Tel: 020 8583 4382 Minicom: 020 8583 3959 Fax: 020 8583 3723

Email: info.housingcentral@hounslowhomes.org.uk

#### West Area:

#### Feltham/Bedfont & Hanworth Office

St Catherine's House, 2 Hanworth Road, Feltham TW13 5AB

Tel: 020 8583 4383 Minicom: 020 8583 4387 Fax: 020 8583 4052

Email: info.housingwest@hounslowhomes.org.uk





## **Repairs Call Centre**

Freephone: 0800 085 6575 Minicom: 0800 389 9821

Out of Hours/

Emergency repairs: 020 8583 2222

## Linkline

Linkline enables you at the touch of a button to alert someone when you need help. Linkline staff are available 24 hours a day, 365 days a year via the telephone to help you live independently with peace of mind knowing that help is at hand. For further information contact: 020 8583 4400

## Customer Complaints and Feedback

Tel: 020 8583 3737 Fax: 020 8583 4336 Minicom: 0800 389 9821 Email: complaints.team

@hounslowhomes.org.uk

## **London Borough of Hounslow Emergency**

Out of hours 020 8583 2222

or if Homeless 020 8583 3842 (9am to 5pm)



## Website

You can contact Hounslow Homes by visiting: www.hounslowhomes.org.uk

## Interpretations and translations

If you require a copy of this booklet about how to access Hounslow Homes Services in another language or format please call 020 8583 2299 or minicom 020 8583 3122.

**Albanian** 

Nese keni nevoje per kopjen e kesaj broshure ne ndonje gjuhe tjeter, me shkronja te medha, Braille (gjuhen e te verberve) ose ne ndonje format tjeter ju lutemi kontaktoni 020 8583 2299 ose minicom 020 8583 3122. Kjo broshure eshte lidhur me se si te perdorni sherbimet per vendbanime te Hounslow Homes.

**Arabic** 

اذا كنت تحتاج للحصول على نسخة من هذا المنشور بلغة مختلفة او مطبوع بالاحرف الكبيرة او بلغة بر ايل او باي شكل اخر الرجاء الاتصال على 8583 2299 020 او على المني كوم3122 8583 020 . هذا المنشور حول كيف يمكنك الحصول على خدمات اسكان هاونسلو هومز .

Farsi

اگر به این بروشور به زبان دیگر، چاپ درشت، با الفبای نابینایان و یا شکل دیگر نیاز دارید، لطفا با شماره تلفن 2299 8583 020 یا مینی کوم 3122 8583 020 تماس بگیرید. این بروشور درباره چگونگی دستیابی به خدمات مسکن سازمان خانه های هانزلو می باشد.

Gujarati

જો તમને આ પત્રિકાની નકલ બીજી ભાષામાં, મોટા છાપેલા અક્ષરો, અંઘલિપિ (બ્રેઇલ) અથવા બીજી કોઇ રચનામાં જોઇતી હોય તો કૃપા કરી 020 8583 2299 અથવા મિનિકોમ 020 8583 3122. આ પત્રિકા હંસલો હોમસ હાઉસીંગ સર્વિસીસની કેવી રીતે સુગમતા- પ્રવેશ સાઘી શકાય તે વિષે છે.

Hindi

यह पत्रक हाउंज़लो होम्ज़ हाउंज़िंग सर्विसिज़ की सेवाएं प्राप्त करने के बारे में हैं। यदि इस पत्रक की कॉपी आपको अन्य भाषा में, बड़े अक्षरों में, ब्रेल में या अन्य किसी रूपांक में चाहिए तो कृप्या 020 8583 2299 पर या मिनीकॉम 020 8583 3122 पर संपर्क करें।

Panjabi

ਜੇਕਰ ਤੁਹਾਨੂੰ ਇਸ ਪਰਚੇ ਦੀ ਇਕ ਕਾਪੀ ਪੰਜਾਬੀ, ਵੱਡੇ ਅੱਖਰਾਂ, ਬਰੇਲ ਜਾਂ ਕਿਸੇ ਹੋਰ ਸ਼ਕਲ ਵਿਚ ਚਾਹੀਦੀ ਹੈ, ਤਾਂ ਕ੍ਰਿਪਾ ਕਰਕੇ ਇਸ ਨੰਬਰ 'ਤੇ ਸੰਪਰਕ ਕਰੋਂ: 020 8583 2297 ਜਾਂ ਮਿਨੀਕਾਮ ਕਰੋਂ: 020 8583 3122. ਇਹ ਪਰਚਾ ਹੈਸਲੋਂ ਹੋਮਜ਼ ਦੀਆਂ ਰਿਹਾਇਸ ਸੰਬੰਧੀ ਸੇਵਾਵਾਂ ਤੱਕ ਕਿਵੇਂ ਪਹੁੰਚ ਕਰਨੀ ਹੈ ਇਸ ਬਾਰੇ ਹੈ।

Somali

Haddii aad u baahantahay koobbi warqaddan ah oo ku qoran luqaddaada, farta waawayn, farta loogu talagalay dadka indhaha la' ama ku qoran qaabkale fadlan la xidhiidh 020 8583 2299 ama minicom 020 8583 3122. Warqaddani waxay ku saabsantahay sida loo helo adeegyada guryaha ee Hounslow Homes.

Urdu

اگرآپ کواس لیف ک فائل اُردوز بان، بزیح تون ، بریل (نامینالوگول کیلئے انجری ہوئی کلھائی) یا کسی اورڈ نزائن میں درکارے، تواس نبرفون پرکریں: 2299 8583 020 منی کوم کیلئے نمبر ہیے: 3122 8583 020 - بیافیف باؤنسلو، بومز میں ہاؤسٹگ سروسزے رسائی حاصل کرنے کے بارے میں ہے۔

