

Latest updates for residents at Garden Road

March 2024



Security concerns about underground car park

We have listened to your security concerns relating to the underground car park, especially the bike shed and meter cupboards where rough sleepers are regularly found. Works were completed on 12 February to fit secure doors and these doors will be pull proof. This will also allow us to replace the CCTV system, which will secure the areas.

Window cleaning

The window cleaning programme for your site was January and is next scheduled for July 2024.

Tailgating

We're aware that people with criminal intent may try to gain access to your estate or building. They may already know of ways to gain access unnoticed and one of them is by following you into the building by tailgating. There have also been incidents where unauthorised persons have followed cars into the underground car park.

Tailgating is when an unauthorised person follows behind an authorised person to get into a building or estate. An authorised person would be someone who lives in the building, is visiting a resident who lives in the building or someone working for, or on behalf of SNG, the managing agent or owner of building. It is one of the most common physical security breaches to an estate or building.

People will often offer random act of kindness, such as holding the door open for a stranger, which creates an opportunity for unauthorised people to gain access to the building. If you're not familiar with the person / people relying on you to gain access to your building, please do not give them an opportunity to have access by leaving the door open or holding it open for them to enter. Please also take note when entering the car park, and anyone who may enter the underground area this way. When people with criminal intentions enter the building, it can create safety concerns for you and other residents and give them an opportunity to cause damage to the building.

Upcoming Estate inspections

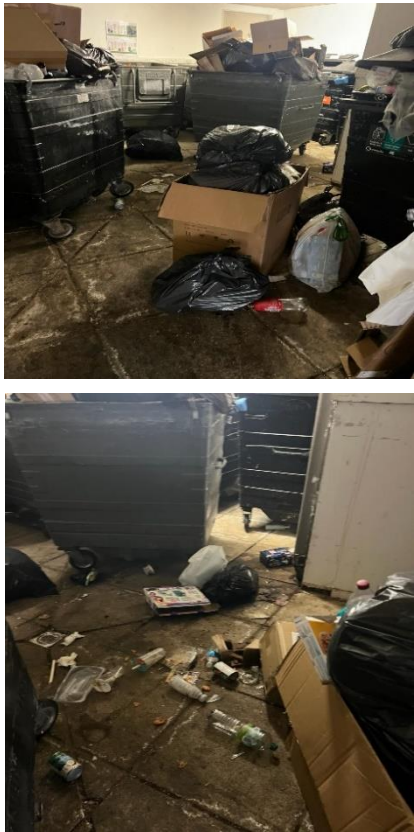
The next estate inspections will take place on:

Day	Date	Time	Meeting point
Friday	1 March 2024	10am	Meet at: main entrance
Friday	5 April 2024	10am	Meet at: main entrance

If you would like to join Masooma Okera, your Neighbourhood Officer, during the estate inspection or discuss a specific issue, you can arrange to meet her on the dates above by contacting Masooma on **0300 373 3000** or email customerservice@networkhomes.org.uk.

Site inspection findings

Your Neighbourhood Officer, Masooma Okera has identified these issues from her last estate inspection.

Issue identified	Location	Action taken	Any other notes
Some residents dumping household waste on the floor.	Bin store 	Bin room has been cleared by Pinnacle, and jet washed.	This is unacceptable and is a breach of tenancy and lease. Residents also need to ensure that they are folding boxes, and clearing up any rubbish on the floors that may have been caused by them.

Police Partnership Working

We're working closely with the police to address ongoing anti-social behaviour (ASB) concerns. Please continue to contact the local safer neighbourhood team if you have any issues you would like to discuss. The police are continuing to patrol the Garden Road area and specifically our

underground car park. Please report any concerns to them immediately via email NorthRichmond@met.police.uk.

We've been made aware that homeless individuals are accessing the underground car park areas therefore extensive work is being carried out by the relevant agencies to eliminate this problem. Please continue to report an unauthorised individual to the police. You can also report any issues to Richmond Street link via this link:

https://richmond.gov.uk/services/housing/homelessness/preventing_homelessness/reasons_for_homelessness/sleeping_rough_street_homeless

Anti-Social behaviour (ASB)

If you think you're experiencing ASB, please check out our ASB toolkit to help you identify ASB and understand the steps you need to take if you're experiencing it. You can find the toolkit on our website at www.networkhomes.org.uk/asbtoolkit.

You may report ASB to us between 9am to 5pm from Monday to Friday. If it's out of office hours, please contact the Police or your Local Authority Environmental Health team.

Stay put fire safety strategy for your building

The fire strategy for your building is a stay put policy. This means unless you're directly affected by a fire, told by the emergency services or an SNG staff member to evacuate, you should stay in your home. Remember if you do need to evacuate because of a fire, do not use the lifts. Close the door behind you and safely make your way out of the building before calling the emergency services on 999. If you are unable to self-evacuate or evacuate using the stairs, please contact our Fire Safety Team on **0300 373 3000** so we can visit you and discuss a personal evacuation plan.

Home alterations and improvements

If you'd like to make any home alterations or improvements, you'll need to get written permission from us, your landlord, before you start any work. Please refer to the clause in your tenancy or lease agreement that covers alterations and your obligations. Failure to gain consent from us is a breach of your tenancy or lease and could result in action being taken by SNG.

Please note that you are not permitted to carry out any alterations or improvements in communal areas.

There are a number of home improvements you can make to your home, including DIY (do-it-yourself) improvements, however, there are certain procedures to follow, and you need to be aware of the noise impact on your neighbours.

You'll need to contact your housing officer who will guide you through the application process. Our surveyors might need to request for plans and full details of alterations and contractors you intend to use to carry out these works. Please note that you will be responsible for the cost and the maintenance of these alterations if we approve them. You may need more than our approval, depending on the changes, such as planning permission from the local council.

Making the move to a smaller home



*This does not apply to mutual exchanges, and any outstanding arrears will be cleared and paid out from your downsizing payment

If you are interested in discussing this offer further, please contact our Lettings team:

☎ by phone on **0300 373 3000**

🏠 online at **www.networkhomes.org.uk**

@ email us customerservice@networkhomes.org.uk

Who's your next of kin?

Many services, particularly those involving housing, ask for details of your next of kin. You can name whoever you feel is most appropriate, however, naming that person does not grant them any legal rights or responsibilities. Organisations ask for details so that they know who to contact if they're unable to or are struggling to make contact with you.

Naming someone as your next of kin in these circumstances does have advantages. It ensures that person can contact and speak with us on your behalf if you grant them permission to do so. It also means they are kept up to date if the need arises. To grant this permission, you will need to complete and sign our online consent form which you can access using this link: [Representative Consent Form \(office.com\)](#).

Please note that you are still able to inform us of a next of kin without giving them access to act on your behalf. Without your consent, we will not discuss your personal information with them. If you have any questions on this, please contact our customer services team at customerservice@networkhomes.org.uk or by completing our online contact us form at www.networkhomes.org.uk/contact-us.

Have your say on how we engage with you!

Hearing from you and taking your experiences into account is essential to ensuring we're providing a good service. Now that we've merged to form SNG, we'd like to hear your views on how you would like us to engage with residents and how you would like to influence the services you receive. Please complete our [short online survey](#) to share your thoughts and help shape our new resident engagement activities!

Our [short online survey](#) is open until **16 March 2024** and it won't take longer than five minutes to fill in. **Ten £50 shopping vouchers are also up for grabs**- enter our prize draw in the survey for the chance to win one!

Have your say today, you can fill out the survey below or click the button below to complete it if it isn't loading on this page.

We will not be able to identify individuals by your responses, unless you say you want to be contacted and provide your personal details. If you have any questions about the survey, contact get.involved@networkhomes.org.uk.

Have your say on how we engage with you!



Have you tried our new digital assistant for customers yet?

We've launched our digital assistant for customers which gives you another convenient way to raise or get an update on repairs, check your account balance, or make a payment. The digital assistant comes in the form of a chatbot which you can find on our website and your My Network Homes online account.



The digital assistant is available at any time of the day, seven days a week. It will help you with your enquiry by giving you options to select so it can support you as quickly as it can. During set times, currently Monday to Friday, 10am to 3pm, if it's unable to answer your query or help you to complete your service request, it will give you the option to chat online to one of our customer service advisors.

You can try out the digital assistant the next time you want to raise a repair, check your account balance or make a payment. Simply open the chatbot feature by clicking on the purple 'Chat with us' bubble on our website at www.networkhomes.org.uk.

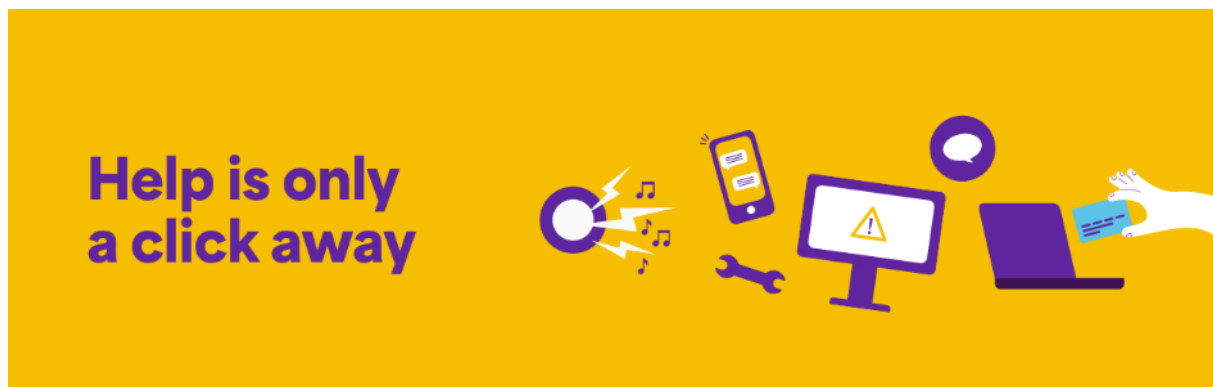
We're here for you online if you need to contact us

There are many ways you can contact us online which are quick, convenient, and available 24 hours a day, seven days a week. In many cases, you can even complete your request or query without having to contact us on the phone.

Some of the key things you can do online is raise a repair, check your balance, make a payment, report anti-social behaviour, find out about our services, and ask us about anything relating to your tenancy or lease.

Through our website at www.networkhomes.org.uk/contact-us, you can access information, online forms, our digital assistant (chatbot) and our payment portal. You can also email us at customerservice@networkhomes.org.uk, text us on **07908 670 571**, use your My Network Homes account if you have one, or direct message us on X **@networkhomesuk** or Instagram **@networkhomes**.

Whether it's checking your balance, paying your rent or something else, the easiest way to get in touch with us is online. Visit www.networkhomes.org.uk/contact-us.



New resident information

If you are a new resident, then welcome to your new home at Garden Road. Please check out our website for information about our services and important information you would need to know as a customer. You can also find previous updates about your scheme.

Visit our website at www.networkhomes.org.uk.

Read previous updates about your scheme on our website at <https://bit.ly/3kHXqw>

Read the latest issue of our newsletter for residents on our website at www.networkhomes.org.uk/your-home/customer-newsletter.

Important contacts

If you have any issues with communal cleaning or grounds maintenance service, call Pinnacle on 0330 332 0845 or email networkhomes@pinnaclepsg.co.uk.

Masooma Okera is your Neighbourhood Officer who manages your estate. You can contact Masooma by phone on 0300 373 3000 or by email at customerservice@networkhomes.org.uk

If you need to report a repair, check on the progress of an existing repair or need any other information get in touch by:

- Your My Network Homes account – www.mynetworkhomes.org.uk
- Phone –0300 373 3000
- Email –customerservice@networkhomes.org.uk

What do you think of this newsletter?

Tell us what you thought of this newsletter using the feedback link below or leave us a Google Review.

[Click here to complete the feedback survey](#)

No longer wish to receive this newsletter?

If you prefer not to receive this newsletter and would like us to remove you from the mailing list, please let us know in writing by emailing us at

OperationsandHousingContracts@networkhomes.org.uk