

61050 Procurement, Historical Records and Associated Companies

I refer to previous correspondence regarding FOI reference 56542.

This request is not a duplicate request. It seeks clarification and additional information arising from the Council's response, particularly in relation to historical records, retention, and procurement activity.

I request the following:

Historical Records and Retention

Please provide the Council's retention policy for procurement, contract, and financial records covering the period 2004 to present.

Please refer to the attached historical Retention Schedules. Please note we do not have any pre-2011 retention rules for the Finance or Procurement functions.

The current Record Retention Schedule is published on our website at:

<https://www.edinburgh.gov.uk/managing-information/care-records>

Please confirm whether any records relating to contractor payments, contracts, or work orders prior to 2019 have been deleted, archived, or are otherwise unavailable.

As detailed in A10 below, historic payment records are held in relation to First Call Trade Services Limited.

The attached Records Retention Schedules provide more detail of the types of Finance and Procurement records that have been deleted, archived, or are otherwise unavailable.

If records have been deleted, please provide:

- the date of deletion
- the policy or legal basis under which they were deleted
- the categories of data affected

Please refer to the attached Records Retention Schedules for details of Finance and Procurement records that have been deleted.

Legacy Systems and Data Availability

Please confirm whether procurement, contract, or payment data relating to the companies listed below exists in:

- legacy systems
- archived systems
- backups or other storage

No procurement, contract or payment data is held in legacy Commercial and Procurement Services systems.

We hold historic payment records in relation to First Call Trade Services Limited and these are provided below in response to Q10.

If such data exists but is not readily retrievable, please confirm this and advise whether it can be provided within cost limits under FOISA.

[This information is provided below in response to Q10.](#)

Companies and Procurement Activity

For the following companies associated with Paul Greaves:

- Paul Greaves Ground Breaking Services Limited
- Fixzy Limited
- FixzitFast Limited
- FirstCall Home Assist Limited
- First Repair Home Assist Limited
- Whyalla Investments Limited
- Fixzy Data Limited
- Kustom CBD Limited
- First Repair Limited
- First Repair Business Assist Limited
- First Call Business Assist Limited
- First Call Home Assist Limited
- First Call Trade Services Limited
- Kustom Limited

Please confirm which of these companies have carried out work for the Council at any time since 2004.

[As previously advised, only First Call Trade Services Ltd. have carried out work for the council.](#)

For each company that has carried out work, please provide:

- the years in which work was undertaken
- the general categories of work (e.g. voids, repairs, electrical, etc.)

[This information has been provided previously in response to request reference EDIR 56542.](#)

Data Completeness

Please confirm whether the Council holds a complete record of all contractor payments and procurement activity for the above companies from 2004 to present.

- If not, please specify what data is missing and why.

[Please refer to A10 below in relation to First Call Trade Services Limited. The company was first used post 31/03/2009 when the Vendor record was created.](#)

[As above, details of procurement activity in relation to First Call Trade Services Limited has been provided previously.](#)

Complaints, Quality and Oversight (Aggregated Data)

For the companies listed above, please provide (in aggregated or anonymised form):

- a. The number of complaints received relating to work carried out.

The recorded information held was provided in response to request reference EDIR 60989.

- b. The number of inspections, audits, or quality checks undertaken.

- c. The number of instances where work required follow-up, rework, or corrective action.

There are no such records held.

Clarification of Data Availability

In previous Freedom of Information responses relating to other contractors (for example, Saltire Roofing), the Council has demonstrated the ability to retrieve and provide historical procurement and payment data.

In light of this, please clarify:

Whether similar data exists for the companies listed in this request.

Historic payment data is held on First Call Trade Services Limited and is provided in the table below.

Financial Year	Sum of Invoice Net Amount
2009-10	£192,754.92
2010-11	£356,554.96
2011-12	£612,464.49
2012-13	£799,205.19
2013-14	£427,427.69
2014-15	£377,692.23
2015-16	£632,503.18
2016-17	£273,533.06
2017-18	£609,035.24
2018-19	£1,231,337.45
2019-20	£1,806,688.29
2020-21	£718,733.85
2021-22	£843,749.80
2022-23	£1,181,547.26
2023-24	£3,752,424.68
2024-25	£4,283,790.93
2025-26	£3,778,474.06
Grand Total	£21,877,917.28

Historic procurement data was provided previously in response to request reference EDIR 56542.

If such data exists, why it was not provided previously?

There is no recorded information held in response to this query.

Whether there are differences in how records are stored or retrieved between contractors.

No such differences have been identified.

(If data exists but was not previously identified or retrieved, please include it within the scope of this request where possible.)