

From: [Foi Enquiries](#)
To: [REDACTED]
Subject: EIR-16-0805 - Housing Jobcards
Date: 19 July 2016 08:36:50
Attachments: [Further Information - Right to Review & Appeal.pdf](#)
[EIR-16-0805 - Attachment Redacted.pdf](#)

Dear [REDACTED]

Thank you for your information request of 22 June 2016. Aberdeen City Council (ACC) has completed the necessary search for the information requested.

Thank you for your response. I would like to review the information on the following jobcards contained within the reports supplied.

Job card reference numbers are:

1551823 -27/9/10

2352517-24/9/14

2288162-23/5/14

2389656-27/11/14

2640585-4/2/16

2805031-4/2/16

2805578-4/3/16

2805789-4/3/16

Incorrect number – 2805708 & 2805754 on same date.

2832447-9/3/16

Aberdeen City Council do not have jobcards. Information is passed electronically to the tradesmen and recorded under the address. However, we have attached copies of the appropriate job entries for the order numbers provided. This is effectively the job description and the instructions being provided for that task. There are no additional documents relating to these specific job numbers.

Please note that third party names and personal details, as well as the names of ACC Officers who are below Head of Service level have been redacted (blacked out) from the attached entries. This is because ACC considers that this information is excepted from disclosure. In order to comply with its obligations under the terms of Regulation 13 of the EIRs, ACC hereby give notice that we are refusing your request under the terms of Regulation 11(2) in conjunction with 11(3)(a)(i) – Personal Information - of the EIRs.

In making this decision ACC considered the following points:

ACC is of the opinion that Regulation 11(2) applies to the information specified above as the information in question is personal information relating to living individuals, and the applicant is not the data subject.

ACC is of the opinion that Regulation 11(3)(a)(i) applies, as ACC considers that disclosure of this information would be a breach of the first Data Protection Principle (that personal information must be processed fairly and lawfully) and second Data Protection Principle (personal

information must only be processed for a specific and lawful purpose). The individuals named within the attached document would not expect ACC to release this information about them into the public domain under the EIRs (or the Freedom of Information (Scotland) Act 2002 (FOISA)).

From the job cards numbers reported on previous FOI request and the specific job cards with information, I am basically looking to see: The condition reported,

There are no recorded feedback reports from the tradesmen, they carry out the tasks identified on the job description. If they experience difficulties understanding what is required of them or if they encounter anything unexpected they call their supervisor.

What action was taken and

As directed on job instruction.

What further root cause analysis/solution was investigated to close out the jobcards or to prevent future recurrence of ingress causing mould/wet/dry rot.

The work is assessed first and then the orders are issued not the other way round. The work order is closed when the instruction provided to the tradesman has been completed.

Also whether as to any other residents in the building were informed as to conditions.

If it was believed that any other owner's property was being affected the inspector / team leader would need to discuss the way forward with the other owner to arrange the repair and agree access. This would be similar to the way mutual or communal repairs are arranged. If it was believed by the inspector or tradesmen that other flats were being affected the other owners would have been advised by letter.

We hope this helps with your request.

Yours sincerely,

Grant Webster
Information Compliance Officer

INFORMATION ABOUT THE HANDLING OF YOUR REQUEST

As the information which you requested is environmental information, as defined under Regulation 2(1) of the Environmental Information (Scotland) Regulations 2004 (the EIRs), ACC considered that it was exempt from release through FOISA, and must therefore give you notice that we are refusing your request under Section 39(2) of FOISA (Freedom of Information (Scotland) Act 2002). However, you have a separate right to access the information which you have requested under Regulation 5 of the EIRs, under which ACC has handled your request. Please refer to the attached PDF for more information about your rights under the EIRs.

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01224 523827/523602

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*03000 numbers are free to call if you have 'free minutes' included in your mobile call plan.

Calls from BT landlines will be charged at the local call rate of 10.24p per minute (the same as 01224s).

www.aberdeencity.gov.uk

Job: [Joe Deakal] Analysis | Review | Order (Down) | Buy | Appointment | Station | Special Needs | Status Log | Bookable View

Job No: 1551822 \$0 - Job Not Funded Carried RES CENT Housing - Redstone

Order Ref: [REDACTED] CHARACTERS H7072222211

Value: 27.33 Expired: 0.00 Completed: 0.00 S/W/Cash: 5.00

Project: 294-29FCHESHILLOW 294-29F CHESHILLOW

Tenant: ADMIN PA Ref: 100000 HOUSING SERVICES

House No: 294-29F CHESHILLOW

Street: 294-29F CHESHILLOW

Postcode: ADMIN 294-29F CHESHILLOW

City: [REDACTED]

Phone No: [REDACTED]

Type: 50 USREGJOB Area: SEC

Priority: 7 DO NOT USE

Description: NO ACTION - Gates, Guller, Hoisted

REPORTED BY: [REDACTED] OWNERS AND 3 TENANTS

Job: [Job Details] | Analyst: [Name] | Date: [Date] | Dept: [Department] | Special Needs: [Special Needs] | Status: [Status] | [View]

Job No: 1232317 | Job Invoiced: [] | Contact: RES CENT | Housing: [Housing] | [View]

Client Ref: [] | Client Account: H7072222111 | [View]

Value: 25.50 | Expected: 33.7 | Completed: 33.7 | S/W/Cash: 31.0

Property: 114900300 | 290 CHESTNUT RDV

Tenant: [] | F&B#

House No: 286 | F&B#

Sheet: []

F&B No at Name: []

House No at Name: 286 CHESTNUT RDV

Zone: 687RDEN

City: 687RDEN

Phone No: []

Type: 13 | Priority: [] | Joblet: [] | Area: [] | Housing Services: []

Property: NES | Non-Emergency

Floor Slating, within the property, in ground room, Slating - damaged, spot to inspect if dry rot w/ evident spot to inspect if dry rot w/ evident

Job Details | Job Details | Analysis | Reports | Dates | Dates | Dates | Appointments | Visitors | Special Needs | Situation | Home View

Job No: 2289162
70-Job Invited
Contact: RES CENT
Housing Response
Client Account: H702222211

Value: 26.75
Proposed: 11/02/2015
Tennet: [REDACTED]
House No: 230
Street: PA/PA/PA

Expected: 04/03
Completed: 04/03
SMV/Dan
ES00

Full Name: 230 CHESTNUT ROW
House No and Zone: BERRDEN
CU: ABERDEEN

Phone No: [REDACTED]
Date: 000000
ES HOUSING SERVICES

Type: 15 PAINTER
Area: GC BUILDING CENTR
Priority: P24 PLANNED - 24 WD

Decision: APTT 11/05 PM - ANTI-FUNGAL WASH AND STAIN BLOCK UNDER LIVING ROOM WINDOW

File Edit View Document Tools Window Help

Associated Documents

Associated Links

Home | Back | Forward | Stop | Refresh | Print | Copy | Paste | Undo | Redo | Find | Home | Top Ten | History | Logout

Job Order | Job Details | Analysis | Monitoring | Dates | Custom | Block | Appointment | Calendar | Special Needs | Show Log | Browse View

Job No: 2833147 70 - Add Invoiced

Contact: RES CENT

Client Account: 170722-22111

Value: 25.00 Expected: 327.73 Completed: 337.73 SMW/Cash: 161.00

Priority: 114900230

Task: VOID CENT

House No: 280

Sheet: 17a Rd.

File No or Name: 280 CHESTNUT RDW

House No or Id: BHPHYDEN

Zone: ABERDEEN

City: ABERDEEN

Phone No: [REDACTED]

Delta: 00000

HOUSING SERVICES

Type: 13 JOINER

Area: BC BUILDING CENTR.

Priority: P21 PLANNED - 24 HRS

DESCRIPTION: REMOVE PART OF LOWERED CEILING JOISTS TO ALLOW DRY-FOT TREATMENT - KEYS AT DEPT