

Professor Soumen Sengupta
Director, Health and Social Care

Aiker Legal
DSAR-ATMR@aikerlegal.org

Our ref: DPA/WC/LC
Your ref:
Date: 24 November 2025

Dear Sirs

UK General Data Protection Regulation as supplemented by the Data Protection Act 2018 (GDPR)
Article 15 of the UK GDPR – Right of Access

Thank you for your request to exercise the above right of your client, William Russell contained within the UK GDPR received by the Council on 30 October 2025 in which you ask for a copy of the following personal data:

Information held by Social Work Resources in relation to your client, William Russell

The Council cannot give you any of this information because it does not have it. We have undertaken extensive searches with South Lanarkshire Record Centre and the Mitchell Library and cannot locate any information within our information system in relation to your client.

I am sorry that we cannot be of any further help at this time. If Mr Russell has any new information that may help in locating his information, then please send this to us, but at this time there are no further checks that South Lanarkshire Council can undertake.

Complaints

If you want to complain about the way we have handled your request, you can

- ask the Council's Data Protection Officer to assess and advise on whether the Council has complied with its obligations or
- contact the Information Commissioner and request her to investigate the position.

If you want the Council's Data Protection Officer to investigate, please send your complaint to:

The Data Protection Officer
Finance and Corporate Resources
South Lanarkshire Council
Floor 11
Council Offices
Almada Street
Hamilton
ML3 0AA

Alternatively, you can complain by email to dp@southlanarkshire.gov.uk

The Information Commissioner

Council Offices, Almada Street, Hamilton ML3 0AA Phone: 0303 123 1008
Email: wendy.cranston@southlanarkshire.gov.uk



If you want to complain to the Information Commissioner, there are more details on how to do so at the Commissioner's website at www.ico.gov.uk

Application to court

In addition to your right to complain to the DPO and/or the Information Commissioner, you can apply to court for it to determine whether the Council has, in the way that it has handled or responded to your request, has infringed your right of access. If the court decides that the Council has done so, it may order it, in order to ensure that it does comply with your right, to

- take steps specified in the order or
- refrain from taking steps specified in the order.

You should take your own independent legal advice about going to court.

Yours sincerely

Wendy Cranston
Team Leader (Performance, Governance and Planning)