

Our Ref: AG/NMcG/AT
Your Ref:
Contact: Nicola McGrath
E-mail: ChildrenFamiliesGeneralAdmin@northlan.gov.uk
Date: 5 January 2026



Education & Families

Alison Gordon
Chief Social Work Officer (Education,
Families, Justice and Integrated
Practice)
Civic Centre
Windmillhill Street,
Motherwell ML1 1AB
www.northlanarkshire.gov.uk

Michelle Sherratt
Aiker Legal
4a Edison Court, Elice Way
Technology Park
Wrexham
LL13 7YT

Dear Michelle

Subject Access Request – Shirley Ann Halliday, DOB: 16/3/1969

Thank you for your request for access to Shirley Ann Halliday's personal information under the Data Protection Act 2018 or the General Data Protection Regulation dated 9 December 2025.

Your request is being handled by Lynette Smyth, Social Worker, Carers Centre, Mitchell Street, Airdrie, ML6 0EB. Email: CarersTeamGeneralAdmin@northlan.gov.uk. You may contact Lynette if you have a question about your request.

We have considered your request and are searching for information relating to you. However, due to the volume and complexity of the information requested, it is clear at this stage that it will taking longer than one month for us to respond to your request, and it may take us up to three months.

As this is the situation, you can expect a response by 9 March 2026 although we will try to have the response ready for you earlier.

Please note that an individual is entitled to a copy of their own personal information but **not necessarily** to the document in which that information is contained. The response we send you will contain a description of the personal data that we hold. The response may not contain a full copy – redacted or otherwise – of the original records that we hold.

If/...

If you are not happy with our response to your request, you can ask us for a review of your request. You also have the right to complain to the Information Commissioner's Office or seek judicial remedies. Information is available on the Information Commissioner's website at <https://ico.org.uk/your-data-matters/raising-concerns/>

Yours sincerely



Nicola McGrath
Education & Families Manager