

Our Ref: 8004747  
**SAR/**

email: [dpo@eastdunbarton.gov.uk](mailto:dpo@eastdunbarton.gov.uk)

*YOUR DEPARTMENT DETAILS E.G.*

**LEGAL AND REGULATORY SERVICES  
INFORMATION MANAGEMENT  
12 Strathkelvin Place  
Kirkintilloch  
G66 1TJ**

Telephone: 0300 1234510

Dear

**Subject Access Request: Mr Richard Irvine.**

I write in response to the request you submitted to East Dunbartonshire Council, seeking the personal information held about you. The information in my response covers the following services of the Council.

Planning & Building Standards		Council Tax	
Education		Housing Benefit	
Housing		Licensing	
Environmental Health		Children & Families Social Work	✓
Community Safety Team		Adult Social Work	
Human Resources		Other:	

Please find enclosed the personal information you have requested.

If I am able to clarify any of the content please do feel free to contact me.

If the Council has failed to respond to your satisfaction, information is missing or is incomplete, write to the Information Compliance Officer explaining your concerns at:

[dpo@eastdunbarton.gov.uk](mailto:dpo@eastdunbarton.gov.uk)

Alternatively, by post:

Information Compliance Officer  
East Dunbartonshire Council Headquarters  
Legal & Regulatory Services  
Southbank Marina  
12 Strathkelvin Place  
Kirkintilloch  
Glasgow G66 1TJ  
Tel: 0300 123 4510

If you are still unhappy you can contact the UK Information Commissioner and ask them to assess the Council. They can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire SK9 5AF  
[www.ico.org.uk](http://www.ico.org.uk)  
ICO Helpline: 0303 123 1113

Yours sincerely,