
RE: FCIR:64299 Data Subject Access Request - Mr William Sime Leighton

From Information Requests <Information.Requests@fife.gov.uk>

Date Thu 2026-04-16 12:12 PM

To MMA Legal <evidence@mmalegal.co.uk>

Dear Investigations Team,

GDPR/THE DATA PROTECTION ACT 2018 (DATA PROTECTION LEGISLATION) – SUBJECT ACCESS REQUEST

Thank you for your information request received on 16/04/2026 our ref FCIR: 64299.

In requesting information with regard to your client are essentially asking for information about your client. This constitutes a Subject Access Request under the General Data Protection Regulation 2018.

Due to this we are dealing with your request in terms of the General Data Protection Regulation 2018, in terms of Article 15 of the Regulation. We have up to one calendar month to provide your response once we receive a valid request. For your request to be valid we need proof of ID and your name, address and a description of the information you require. Clarification may also be required to ensure we understand your request and the information you require.

If your request is excessive, we may require that you provide further information to reduce the scope of your request. If this is not possible to do, we may be required to extend your request to up to 90 calendar days or apply a cost. If a cost is to be applied you will be advised of this prior to us working on your request, with advice on how to make the payment.

As data controller Fife Council is entitled to ask for reasonable proof of ID in order to process your request.

In this instance we have received ID and therefore do not require further ID at this time.

However, as the request was made to us without notifying us which legislation you required the data under, the law requires us to provide you with the following statement. Please note, however, we are dealing with your request under GDPR and this is only a required formality.

The Freedom of Information (Scotland) Act 2002, while acknowledging your request for personal data, we are required to provide notice that this information cannot be provided in terms of the Freedom of Information Act in compliance with S38 (1)(a) (personal information of the data subject). You also have the right to a review of this application of the exemption in terms of S20 of the Freedom of Information (Scotland) Act 2002, by writing to Head of Legal & Democratic Services, Fife House, Glenrothes, Fife, KY7 5LT, or by emailing info.review@fife.gov.uk. Thereafter, you will also have the right to request a decision by the Scottish Information Commissioner, by applying online at www.itspublicknowledge.info/Appeal or writing to:

Office of the Scottish Information Commissioner,
Kinburn Castle
Doubledykes Road
St Andrews
KY16 9DS

Kindest regards,

Katrina

Information Specialist

Information Management & Requests Team | Customer & Online Services |

From: MMA Legal <evidence@mmalegal.co.uk>

Sent: 16 April 2026 10:22

To: Information Requests <Information.Requests@fife.gov.uk>

Subject: FCIR:64299 Data Subject Access Request - Mr William Sime Leighton

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Subject: Data Subject Access Request under Article 15 UK GDPR and Section 45 DPA 2018

Client Name: Mr William Sime Leighton

Client Address: 28 Guinness Close, Hayes, UB3 1QG

Client Reference: %Client_ID%

Date of Birth: 26/01/1957

Also Known As:

Name in Care:

Dear Sir/Madam,

We act on behalf of the above-named individual who was placed in residential care at the institution(s) referenced below during the approximate period stated.

Approximate Dates of Placement:

- Fife Council – Social Work Services: 1963
- Dundee Social Service Department : 1964
- Fife Council – Social Work Services: 1965

We submit this request under Article 15 of the UK General Data Protection Regulation and the Data Protection Act 2018.

We expect a response within the statutory one calendar month period. If you require an extension, please confirm this in writing with full justification.

Please find the enclosed request.

We thank you for your assistance in this matter.

Yours faithfully,

Investigations Team

MMA Legal

E: evidence@mmalegal.co.uk

T: 0161 563 0816

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Fife Council
