

Chief Executive's Office

Chief Governance Officer: Catriona Caves

County Buildings, Wellington Square, Ayr KA7 1DR
Tel: 01292 612223
Email: dataprotection@south-ayrshire.gov.uk
Our Ref: TN/SAR/2026/201 Your Ref: 100884
Date: 31 July 2026
If phoning or calling ask for: Data Protection Team



MMA Legal Limited
Stok
43-59 Princes Street
STOCKPORT
SK1 1RY

Sent by Email

Dear Sir/Madam

UK GENERAL DATA PROTECTION REGULATION (UK GDPR) – SUBJECT ACCESS REQUEST
APPLICATION NAME: Duncan John Henry William Prowse
OUR REF: SAR/2026/201

Thank you for your Subject Access Request and supporting documents in relation to the above received today.

We will make arrangements to gather the relevant information together for you and will be back in touch to arrange the most appropriate form of access. The statutory time scale for providing this information to you is one calendar month.

Due to the complexity of the Request you have made, as explained in the note below, we have now established that it will be necessary to extend the time frame for provision of the information you have requested. This extended time frame is for a period of an additional two calendar months as stipulated within the UK General Data Protection Regulation. We will however make every effort to prepare and provide your information to you before this time frame expires.

Meantime, if you require any further advice or assistance relating to this Subject Access Request please do not hesitate to contact us.

Yours sincerely

DATA PROTECTION TEAM

Please Note:

We are currently experiencing delays in obtaining verification of historic records held.

Due to an unprecedented level of Subject Access Requests currently being received by the Council you may experience some delays. However, please be assured we are doing our best to get any records held relating to your Request to you as soon as possible.

Our Privacy Notice

As the 'data controller' for the personal information – or data – we hold about you, South Ayrshire Council decides how your personal information is used or processed, and what it is used for. Our service will always let you know exactly what we will do with your personal information – what information we collect, why we collect it and what we do with it.

We will do this via a 'Privacy Notice'. Our Subject Access Request Privacy Notice is available at: <https://www.south-ayrshire.gov.uk/privacy-notices/>.

If you require a printed copy of this Privacy Notice or wish to discuss its contents please do not hesitate to contact the Data Protection Team.