
Re: NRS-DP-2026-605 - MMA Legal - Request for clarification - 29 April 2026

From evidence@mmalegal.co.uk <evidence@mmalegal.co.uk>

Date Fri 2026-06-12 12:01 PM

To dataprotection@nrscotland.gov.uk <dataprotection@nrscotland.gov.uk>

 2 attachments (2 MB)

poa.heic; Neil Sutherland Photo ID (1).jpg;

Apologies, please see our clients attached information

Investigations Team
MMA Legal

E: Evidence@mmalegal.co.uk

T: 0161 570 0550



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

Sent: 12 June 2026 11:59 AM

To: dataprotection@nrscotland.gov.uk <dataprotection@nrscotland.gov.uk>

Subject: Re: NRS-DP-2026-605 - MMA Legal - Request for clarification - 29 April 2026

Good morning,

Thank you for your recent email. We note its contents.

In relation to your clarification request, we can confirm the following information:

Address before Care: 17 don road, dunfermline, fife.

Parents: James Sutherland; Isobel Mckim Sutherland.

Furthermore, please see attached our client's ID alongside proof of address.

If you require any further information, don't hesitate to contact us.

We look forward to hearing from you in due course.

Kind regards,

James
Investigations Team
MMA Legal

E: Evidence@mmalegal.co.uk

T: 0161 570 0550



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From: Lorna.Cameron@nrscotland.gov.uk <Lorna.Cameron@nrscotland.gov.uk> on behalf of dataprotection@nrscotland.gov.uk <dataprotection@nrscotland.gov.uk>

Sent: 29 April 2026 12:41 PM

To: evidence@mmalegal.co.uk <evidence@mmalegal.co.uk>

Cc: dataprotection@nrscotland.gov.uk <dataprotection@nrscotland.gov.uk>

Subject: RE: NRS-DP-2026-605 - MMA Legal - Request for clarification - 29 April 2026

Your reference: N. Sutherland

NRS reference: NRS-DP-2026-605

Dear MMA Legal,

Thank you for the subject access request of 27 April you made on a behalf of your client.

National Records of Scotland (NRS) holds records on behalf of SG. These records include exempt/closed government files relating to approved and List D schools, children's homes, and prison and borstal services. SG remain the data controller for these records and makes all decisions on access.

Therefore, we forwarded your request to the SG Information Assurance and Data Protection Branch mailbox at dpa@gov.scot and the team will coordinate searches of these records and respond to you directly.

Clarification request

Most of the records NRS holds are not indexed by the names of individuals. Therefore, we need the information requested below to allow us to carry out effective searches. If you do not provide these details, we may not be able to find the information you are seeking.

- The address of your client immediately before they were placed in care. If this is not known the name of the town, city and/or local authority will be sufficient.
- The names of your client's parents.
- A signed copy of your client's mandate.
- A copy of your client's ID (passport, driving license, national identity card)
- A copy of their proof of address (utility bill, bank statement, credit card statement (no more than 3 months old); current driving licence; current TV licence; local authority tax bill, HMRC tax document (no more than 1 year old).

We will send one reminder following our request for clarification, and after a period of 30 days, a final email to inform you we will be closing the SAR.

If we receive the requested information before the closure date, we will process your request under the same reference number. However, if you send us the requested information following the closure date, we will process your SAR as usual but with a new reference number.

These requests are complex in nature, and we endeavour to respond promptly and, in any case, within three months of receipt. We apologise for the delay and any problems this causes.

You may find it helpful to know we created guidance '[Time in care records](#)' which provides information on records NRS holds.

In the meantime, if you have any questions, please contact us by quoting your case number: **NRS-DP-2026-605.**

Kind regards,

Lorna

Lorna Cameron

Senior Information Governance Officer | Information Governance | Customer Services, Operations and Archives

National Records of Scotland | Lorna.Cameron@nrscotland.gov.uk | www.nrscotland.gov.uk

From: MMA Legal <evidence@mmalegal.co.uk>
Sent: 27 April 2026 12:57
To: NRS : Data Protection <dataprotection@nrscotland.gov.uk>
Subject: Data Subject Access Request - Mr Neil Sutherland

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

Client Name: Mr Neil Sutherland
Client Address: 31 Stratford Street, Blenheim, SK6 4NE
Client Reference: 100157
Date of Birth: 20/04/1962
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:

- Linwood Hall: 1976

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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