
Re: Reminder: FCIR:65282 - Data Subject Access Request - 100369 [Ref: DSAR-20260608-418D26]

From evidence@mmalegal.co.uk <evidence@mmalegal.co.uk>
Date Mon 2026-06-29 9:51 AM
To Information Requests <Information.Requests@fife.gov.uk>

Good morning,

I can confirm our clients date of birth to be 20/03/1971.

Kind Regards,
Leah
Investigations Team
MMA Legal

E: Evidence@mmalegal.co.uk
T: 0161 570 0550



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From: Information Requests <Information.Requests@fife.gov.uk>
Sent: 26 June 2026 12:22 PM
To: evidence@mmalegal.co.uk <evidence@mmalegal.co.uk>
Subject: Reminder: FCIR:65282 - Data Subject Access Request - 100369 [Ref: DSAR-20260608-418D26]

Good Afternoon

GDPR/THE DATA PROTECTION ACT 2018 (DATA PROTECTION LEGISLATION)

SUBJECT ACCESS REQUEST OUR REF. FCIR: 65282

I refer to your Subject Access Request received on 08/06/2026, under our reference FCIR:**65282**.

On **11/06/2026**, we emailed you requesting clarification regarding your request. To date, we have not received the requested information.

Please provide the required details so that we can progress your request. Alternatively, if you no longer require the information, kindly confirm so that we can close our record.

Yours sincerely

Karina Williamson | Improvement Assistant

Information Management & Requests Team | Customer & Online Services | Fife Council | Fife House,
North Street, Glenrothes, Fife KY7 5LT

Email: Karina.Williamson@fife.gov.uk / Information.Requests@fife.gov.uk

From: Information Requests

Sent: 11 June 2026 14:42

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

Subject: RE: FCIR:65282 - Data Subject Access Request - 100369 [Ref: DSAR-20260608-418D26]

Good Afternoon,

I refer to the below in relation to your client, Mr Paul Steele.

Can i please ask that you confirm that Mr Steele's DOB below is 20/03/1971? This will ensure that we our searches are most accurate for your clients information.

Kind Regards

Ewan

Ewan Robertson | Information Specialist

Information Management & Requests Team | Customer & Online Services | Fife Council | Fife House, North Street, Glenrothes, Fife KY7 5LT

Email: Information.Requests@fife.gov.uk

From: Information Requests

Sent: 09 June 2026 13:56

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

Subject: RE: FCIR:65282 - Data Subject Access Request - 100369 [Ref: DSAR-20260608-418D26]

Dear Investigations Team,

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

Thank you for your information request received on 08/06/2026 our ref FCIR: 65282.

In requesting information with regard to your clients records, you 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.

If you are not satisfied with the way we have handled your request, you may wish to request a review of the decision. Please write to: Head of Legal & Democratic Services, Finance & Corporate Services, Fife House, North Street, Glenrothes, KY7 5LT or e-mail to info.review@fife.gov.uk within three months of receiving this correspondence or from the date you submitted your request, whichever is the later date. Where the outcome of the review fails to resolve the matter to your complete satisfaction you may wish to contact the Information Commissioner's Office to raise your concern or complaint. The ICO can be contacted in writing at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or telephone: 0303 123 1113 or online: <https://ico.org.uk/make-a-complaint/data-protection-complaints/>

Kindest regards,

Katrina

Information Specialist
Information Management & Requests Team | Customer & Online Services |

From: MMA Legal <evidence@mmalegal.co.uk>
Sent: 08 June 2026 13:17
To: Information Requests <Information.Requests@fife.gov.uk>
Subject: FCIR:65282 - Data Subject Access Request - 100369 [Ref: DSAR-20260608-418D26]

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Subject: Data Subject Access Request under Article 15 UK GDPR and Section 45 DPA 2018 -
Our Reference: 100369

Client Name: Mr Paul Steele
Client Address: 78 Seaview, Randolph Street, Leven, KY8 1AT
Client Reference: 100369

Date of Birth: 20/03/1971

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:

- The dale school,Arbroath: 1980-1981

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 570 0550

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