

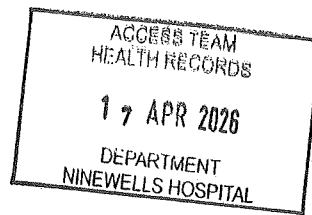
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**MMA**  
LEGAL

## NHS Tayside

Date 14/04/2026

Ninewells Hospital & Medical School In Dundee  
Dundee  
DD19SY

Ref: 100387

Subject: Data Subject Access Request – Hospital / NHS Trust Records

Client Name: Miss Stacey Leonard  
Client Reference: %Client\_ID%  
Client Address: 2 Wards Road, Brechin, DD97AS  
Date of Birth: 28/04/1988 0060  
Also Known As:  
Name in Care:  
NHS Number (if known):  
Previous Addresses (if applicable):

Dear Sir/Madam,

We act on behalf of the above-named individual and submit this request under Article 15 of the UK General Data Protection Regulation and the Data Protection Act 2018.

### Scope of Request

We request disclosure of all personal data held in relation to our client across all departments within your organisation.

This includes, but is not limited to:

- Accident & Emergency (A&E) records
- Inpatient and outpatient records
- Admission and discharge summaries
- Clinical notes and observations
- Safeguarding referrals and alerts
- Mental health liaison or crisis team involvement
- Diagnostic reports (including scans, imaging, and test results)
- Correspondence with GPs, social services, or other agencies
- Referral records and outcomes

Any incident or risk-related reports  
Any scanned or archived documentation

**Multi-Department Search Requirement**

Please ensure this request is processed across all relevant departments and services, including any specialist units or legacy systems.

**Historical Records**

Given the potential historical relevance, please include:

Archived and off-site records  
Legacy systems and paper files  
Records held under predecessor organisations or merged Trusts

**Enclosures**

We enclose:

Signed authority  
Proof of identity

Should you require any further information to process this request, please advise promptly.

**Statutory Timeframe**

We expect a response within one calendar month. If an extension is required, please confirm in writing with justification.

**Non-Holding of Data**

If you do not hold relevant records, please confirm:

Whether the individual attended your Trust  
Any known successor or alternative record-holding organisations

**Service of Documents**

We only accept service of documents via email at [evidence@mmalegal.co.uk](mailto:evidence@mmalegal.co.uk). Should you for any reason be unable to send documents to the above email, please notify us via the same email imminently.

We thank you for your assistance in this matter.

Yours faithfully,

Investigations Team  
MMA Legal  
E: [evidence@mmalegal.co.uk](mailto:evidence@mmalegal.co.uk)  
T: 0161 563 0816

## **DEED OF AUTHORITY & CONSENT**

|                                                                           |                                   |
|---------------------------------------------------------------------------|-----------------------------------|
| <b>THIS DEED is made on the date of signature below by (the "Client")</b> |                                   |
| Full Name:                                                                | Stacey Leonard                    |
| Date of Birth:                                                            | 28/04/1988                        |
| Previous Names (if any):                                                  |                                   |
| Current Address:                                                          | 2 Wards Road<br>Brechin<br>DD97AS |
| Previous Addresses (relevant to care placements):                         |                                   |
| CHI / NHS Number (if known):                                              |                                   |

|                                            |                                       |
|--------------------------------------------|---------------------------------------|
| <b>IN FAVOUR OF (the "Representative")</b> |                                       |
| Firm Name:                                 | MMA Legal                             |
| Address                                    | SToK, 43-59 Princes Street, Stockport |
| Postcode                                   | SK1 1RY                               |
| Email                                      | evidence@mmalegal.co.uk               |
| Telephone Number                           | 0161 563 0816                         |

### **1. STATUS AND CONSTRUCTION**

- 1.1. This Deed is executed as a deed and constitutes valid written authority for the purposes of:
  - 1.1.1. UK GDPR
  - 1.1.2. Data Protection Act 2018
  - 1.1.3. Common law confidentiality
  - 1.1.4. Any related statutory, regulatory or supervisory framework
- 1.2. This Deed shall be interpreted purposively and broadly to give full effect to the Client's intention that all personal data and Records relating to them be disclosed to the Representative, subject only to lawful statutory restriction.
- 1.3. This Deed is intended to provide clear and comprehensive authority for disclosure of the Client's personal data.

### **2. APPOINTMENT**

MMA Legal Limited, a company registered in England and Wales (registered number: 13900519) is authorised and regulated by the Solicitors Regulation Authority. Access the SRA's rules at <http://www.sra.org.uk/solicitors/handbook/welcome.page>  
SRA Number: 8000579

- 2.1. The Client appoints the Representative to act fully on their behalf in connection with:
  - 2.1.1. An application to Redress Scotland;
  - 2.1.2. Any review, reconsideration or appeal;
  - 2.1.3. Evidence gathering and submission;
  - 2.1.4. Any associated advisory, compensatory or restorative process.
- 2.2. Requests made by the Representative shall be treated as made personally by the Client.

### **3. SCOPE OF AUTHORITY**

- 3.1. This Authority applies to all public and private bodies including (without limitation):
  - 3.1.1. Local Authorities and Councils
  - 3.1.2. NHS Boards and GP Practices
  - 3.1.3. Health & Social Care Partnerships
  - 3.1.4. Integration Joint Boards
  - 3.1.5. Religious bodies and orders
  - 3.1.6. Residential and foster care providers
  - 3.1.7. Education authorities and schools
  - 3.1.8. Government departments
  - 3.1.9. Archive services
  - 3.1.10. Insurers holding historical liability files
  - 3.1.11. Successor, merged or restructured public bodies
- 3.2. The Authority applies whether Records are:
  - 3.2.1. Archived, microfiche, digitised or handwritten;
  - 3.2.2. Stored off-site by contractors;
  - 3.2.3. Held by dissolved or reconstituted institutions;
  - 3.2.4. Transferred following statutory reorganisation.
- 3.3. The Client requests that records not be withheld solely on administrative grounds such as archival storage or institutional restructuring including, for example:
  - 3.3.1. The institution has closed or restructured;
  - 3.3.2. Records are archived or require manual retrieval;
  - 3.3.3. Records are held by insurers or successor bodies;
  - 3.3.4. Retrieval involves time or administrative burden.

### **4. SPECIAL CATEGORY DATA – EXPLICIT CONSENT**

- 4.1. For the purposes of Article 9 UK GDPR and Schedule 1 Data Protection Act 2018, the Client gives explicit consent to disclosure of all special category data including:
  - 4.1.1. Physical and mental health records
  - 4.1.2. Psychiatric and psychological reports
  - 4.1.3. Therapy and counselling notes
  - 4.1.4. CAMHS records
  - 4.1.5. Social work and safeguarding files
  - 4.1.6. Ethnicity or religious data where recordedThis includes all NHS and private medical providers.

This explicit consent may be withdrawn at any time by written notice.

## **5. CRIMINAL OFFENCE DATA – EXPLICIT CONSENT**

5.1. For the purposes of Article 10 UK GDPR and Schedule 1 Data Protection Act 2018, the Client gives explicit consent to disclosure of:

- 5.1.1. Criminal offence data
- 5.1.2. Police investigation material
- 5.1.3. Child protection investigations
- 5.1.4. Statements and intelligence logs
- 5.1.5. Outcome decisions

including records held by:

- 5.1.6. Police Scotland
- 5.1.7. Any predecessor Scottish police force
- 5.1.8. Prosecuting authorities.

## **6. THIRD-PARTY DATA AND REDACTION**

- 6.1. The existence of third-party data shall not justify refusal to disclose the Client's personal data.
- 6.2. Where necessary, redaction shall be limited strictly to third-party information.
- 6.3. Mixed data shall be disclosed in redacted form rather than withheld in entirety.

## **7. PROPORTIONALITY AND REASONED DECISION-MAKING**

- 7.1. Any refusal, limitation or redaction must:
  - 7.1.1. Identify the specific statutory exemption relied upon;
  - 7.1.2. Explain how that exemption applies to the particular Record;
  - 7.1.3. Confirm why partial disclosure is not possible;
  - 7.1.4. Be communicated in writing.
- 7.2. Blanket refusal without statutory justification may not satisfy statutory obligations under applicable data protection legislation.
- 7.3. Any reliance upon "disproportionate effort" must provide written reasoning demonstrating why staged disclosure or redaction is not feasible.

## **8. VALIDITY AND FORMAL REQUIREMENTS**

- 8.1. This Deed remains valid for 24 months from execution unless withdrawn in writing.
- 8.2. Disclosure shall not be refused because:
  - 8.2.1. An internal template form has not been used;
  - 8.2.2. The Authority is considered "out of date" within internal policy;
  - 8.2.3. Additional consent is sought beyond reasonable identity verification.
- 8.3. Any organisation acting in good faith reliance upon this Deed shall be fully discharged in making disclosure.

## **9. REGULATORY AND STATUTORY RIGHTS**

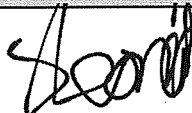
In the event of non-compliance, refusal, or unreasonable delay in responding to a lawful request made under this Deed, the Client and/or the Representative reserve the right to pursue any statutory or regulatory remedies available under applicable law.

This may include raising concerns with the relevant supervisory authority or regulator where appropriate.

Nothing in this Deed limits the Client's rights under the UK GDPR, the Data Protection Act 2018, or any other applicable statutory framework.

Withdrawal shall not invalidate disclosures already made in reliance upon this Deed.

#### **EXECUTION AS A DEED**

| Signed and delivered as a Deed by the Client: |                                                                                    |
|-----------------------------------------------|------------------------------------------------------------------------------------|
| Signature                                     |  |
| Print Name                                    | Stacey Leonard                                                                     |
| Date                                          | 27/03/2026                                                                         |

| Witness    |                                                |
|------------|------------------------------------------------|
| Name       | Elliott Logan                                  |
| Address    | SToK, 43-59 Princes Street, Stockport, SK1 1RY |
| Occupation | Case Handler                                   |
| Signature  | Elliott Logan                                  |
| Date       | 27/03/2026                                     |

# Completion Certificate

Reference ID: 7c0c2f8e-5843-4563-b63c-56e3a30e7d12

## Document Details

Document Name(s): part-1, part-3, cfa, loa, fee-clarity  
Total Pages: 4  
Sent By: Elliott Logan (195.21.72.3)  
Completed Date: Mar 27, 2026 12:44:31 UTC

## Signer Information

Name: Miss Stacey Leonard  
Email: stacdecrl1610@gmail.com  
Telephone: 07731805886  
IP Address: 86.8.139.86



Verified Electronic Signature

## Audit Trail

| Action                                | Timestamp           | IP Address    |
|---------------------------------------|---------------------|---------------|
| Created                               | 2026-03-27 12:35:49 | System        |
| Document link sent to client by email | 2026-03-27 12:35:49 | System        |
| Document link sent to client by sms   | 2026-03-27 12:35:50 | System        |
| Document link opened by client        | 2026-03-27 12:35:53 | 74.125.208.96 |
| Document electronically signed        | 2026-03-27 12:44:31 | 86.8.139.86   |

## Security Verification

SHA-256 Checksum: 569624ed7635f7accefe501a11ea77679939a0c385baff88c646a06d92bc6a34

*This document is a legally binding record of the e-signature process.*



MISS S L LEONARD  
2 WARDS ROAD  
BRECHIN  
ANGUS  
DD9 7AS



Statement No. 12  
Branch ARBROATH (804555)  
Sort Code 80-45-55  
Account No 10872464  
IBAN GB97 BOFS 8045 5510 8724 64  
BIC BOFSGBS1056  
Banking Helpline 03457 801801



[www.bankofscotland.co.uk](http://www.bankofscotland.co.uk)

**BASIC ACCOUNT**

14 February 2026 to 13 March 2026

**Your Account**

|                            |                  |
|----------------------------|------------------|
| Date of previous statement | 13 February 2026 |
| Balance on 14 Feb 2026     | £27.34           |
| Money in                   | £112.41          |
| Money out                  | £139.75          |
| Balance on 13 Mar 2026     | £0.00            |

**Fees Explained**

Other fees for special services and details of all other fees and charges for personal customers are detailed in either the Banking Charges guide; the Reward payments, interest and account fees leaflet; or the Price List (Private Banking), depending upon which type of account you have.



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**SAR Process**

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

Date Wed 22/04/2026 11:16

To TAY accessmrninewells <TAY.accessmrninewells@nhs.scot>

Good morning,

I write this email on behalf of our firm, MMA Legal and our multiple previous and future SAR requests.

As I am sure you are aware, the Scottish Redress Scheme will be one of the most demanding and heavy SAR processes for each Client given the nature of their upbringings and time in care. As a company, our staff submit these requests to Hospitals, Mental Health Institutes, GP Surgery's, Schools, Care Homes, Councils and many other institutions.

We have developed software to allow our process to be as easy and efficient for both us, our Clients and our SAR Targets. Under UK GDPR / Data Protection Act 2018, there are no legal requirements for anybody to follow your internal SAR process or policies. That is your process which is not legally binding to us or our Clients.

By us submitting a SAR via your portal stops us from monitoring and progressing our Clients claims efficiently, produces further work for our firm and isn't a necessity for our SAR to be processed.

We do wish to be as amicable as possible here as we really do appreciate the work the NHS does day to day and do not wish to make your jobs any harder, but ultimately we are unable to follow your internal process and we therefore confirming that we will have to continue sending our SARs via email and/or post.

Can you please confirm at your earliest convenience that our firm, MMA Legal SAR requests will be processed accordingly?

Kind regards,

James Taylor

MMA Legal

Evidence@mmalegal.co.uk

0161 563 0816