
Re: Subject Access Request Extension - SAR197-26 - 100200 [Ref: DSAR-20260630-C2BA7A]

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

Date Fri 2026-08-14 3:38 PM

To Data Protection <dataprotection@dumgal.gov.uk>

Good afternoon,

Thank you for your previous email; we note its contents.

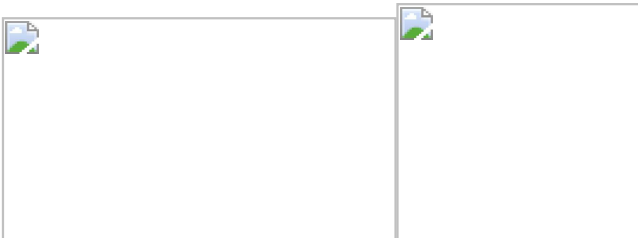
We have adjusted our deadline on this file and will expect a full response on or before the 30th of September 2026.

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: Data Protection <dataprotection@dumgal.gov.uk>
Sent: 21 July 2026 12:28 PM

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

Subject: Subject Access Request Extension - SAR197-26 - 100200 [Ref: DSAR-20260630-C2BA7A]

OFFICIAL-SENSITIVE

Good Afternoon

Subject Access Request - Data Protection Act 2018 – General Data Protection Regulation (GDPR)

We are writing with reference to your Subject Access Request SAR197-26 and to keep you up-to-date with our progress in preparing your request.

We aim to provide information to individuals within one month of receipt of their request. However, on this occasion we will be unable to meet this timescale due to the complexities of the records being prepared and information being considered. Article 12(3) of GDPR states that the controller (Dumfries and Galloway Council) shall provide information without due delay and in any event within one month of receipt of the request. This period may be extended by up to a further two months, where necessary, taking into account the complexity and number of the requests.

Please accept our sincere apologies for this delay and please be assured we are working hard to respond to your request as soon as possible and by no later than 30 September 2026.

Thank you for your patience and understanding whilst we prepare your information and please do not hesitate to contact us if you would like to discuss this email or the reasons for the delay in providing you with your requested information.

Kind regards

Information Governance Team

Information Governance Team

Governance and Human Resources
Enabling and Customer Services
Dumfries and Galloway Council
English Street
Dumfries, DG1 2DD
Drop Point: 205



OFFICIAL-SENSITIVE

From: Data Protection <dataprotection@dumgal.gov.uk>

Sent: 30 June 2026 14:54

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

Subject: Subject Access Request Acknowledgment - SAR197-26 - 100200 [Ref: DSAR-20260630-C2BA7A]

Good Afternoon

Subject Access Request - Data Protection Act 2018 – General Data Protection Regulation (GDPR)

I refer to your request for personal information, which we received on 30 June 2026. The request has been given the unique reference number SAR197-26 which should now be quoted each time you contact us in relation to this request.

We write to confirm the Council are working with the Service to collate a response to you.

For a Subject Access Request, the council has one calendar month from the day of receipt to respond. Therefore, the Council will aim to issue the response by 30 July 2026.

As this request has been received from a firm of solicitors which confirms its authority in the SAR itself, no further information regarding the client's identification is required.

If you require any further clarification, please do not hesitate to contact us.

Kind regards,

Information Governance Team

Governance and Human Resources
Enabling and Customer Services
Dumfries and Galloway Council
English Street
Dumfries
DG1 2DD
Drop Point: 205

Tel: 01387 260467

Email: dataprotection@dumgal.gov.uk

Web: www.dumgal.gov.uk



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

Sent: 30 June 2026 10:11

To: Data Protection <dataprotection@dumgal.gov.uk>

Subject: EXTERNAL: Data Subject Access Request - 100200 [Ref: DSAR-20260630-C2BA7A]

Subject: Data Subject Access Request under Article 15 UK GDPR and Section 45 DPA 2018 -
Our Reference: 100200

Client Name: Mr Paul Hepburn

Client Address: 2 Steel Avenue , Nithside, Dumfries, DG2 0AB

Client Reference: 100200

Date of Birth: 12/01/1988

Name in Care:

Previous Address: 68 Osborne Crescent, Dumfries, DG29JU

Parents Names: Mother: Judith Kerr - Father: Norman Hepburn

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:

- Lady Acre School, Dumfries : 2000-2000
- Moorhouse Residential Home, Bathgate : 2000-2002

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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