
Subject Access Request Ref edir:61860

From informationrightsofficer7@edinburgh.gov.uk <informationrightsofficer7@edinburgh.gov.uk>

Date Tue 2026-05-12 5:11 PM

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

Investigations Team
MMA Legal

Date: 12/05/2026

Our ref: 61860
Your ref: Client: Mr Henry Norwood

Dear Investigations Team

I refer to your request for information which we are dealing with in accordance with your rights under data protection legislation.

We will respond to you as soon as possible. In most cases we will be able to reply within one month of receiving your request, and therefore you should receive an answer by 08/06/2026. It is sometimes necessary to extend this deadline where requests are particularly complex. We will contact you before 08/06/2026 if it becomes necessary to extend the response time.

If you have any questions about your request, please contact the Information Governance Unit using the details below and quote the reference: 61860.

Please note that once we receive the information from the relevant service area/s it will be reviewed to ensure that anyone else's personal data (third-party information) that you are not entitled to is redacted (blacked out), in line with the Data Protection Act 2018. Other exemptions within the legislation may also be applied if required, and you will be notified of these in our response.

For more information on privacy and data protection, please contact us, or see the City of Edinburgh Council's website:

Privacy and Data Protection - <https://www.edinburgh.gov.uk/privacy>

Yours sincerely

Ann Lee
Information Rights Team

Information Governance Unit, Level 2:1, Waverley Court, Edinburgh EH8 8BG Tel 0131 200 2340,
informationrights@edinburgh.gov.uk, www.edinburgh.gov.uk