

**RE: Clarification Request (EDIR:61586)**

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**From** Information Rights Officer 7 <informationrightsofficer7@edinburgh.gov.uk>

**Date** Fri 2026-05-29 3:30 PM

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

Hi Leah,

Thank you for your email.

I will pass on the information back to the team to carry out further searches on the information provided below.

We will be in touch when the information becomes available.

Kind Regards

Ann

Ann Lee | Information Rights Officer | Information Governance Unit | Chief Executive's Office | Legal and Assurance | Business Centre 2:1 | Waverley Court, 4 East Market Street, Edinburgh, EH8 8BG

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

**Sent:** 29 May 2026 14:51

**To:** Information Rights Officer 7 <informationrightsofficer7@edinburgh.gov.uk>

**Subject:** Re: Clarification Request (EDIR:61586)

Good Afternoon,

Apologies for the late response, as you can imagine we are inundated with emails regarding SAR's. I have spoken to our client Ms Sharon Stevens and she has advised us there are two possibilities that could have been used:

- 'Sharon Elaine Cairns'
- 'Sharon Rhymer' as per mothers name

Kind Regards,  
Leah  
Investigations Team  
MMA Legal

E: [Evidence@mmalegal.co.uk](mailto:Evidence@mmalegal.co.uk)

T: 0161 563 0816



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**From:** [informationrightsofficer7@edinburgh.gov.uk](mailto:informationrightsofficer7@edinburgh.gov.uk) <[informationrightsofficer7@edinburgh.gov.uk](mailto:informationrightsofficer7@edinburgh.gov.uk)>  
**Sent:** 06 May 2026 1:31 PM  
**To:** [evidence@mmalegal.co.uk](mailto:evidence@mmalegal.co.uk) <[evidence@mmalegal.co.uk](mailto:evidence@mmalegal.co.uk)>  
**Subject:** Clarification Request (EDIR:61586)

Investigations Team

[evidence@mmalegal.co.uk](mailto:evidence@mmalegal.co.uk)

Our ref: 61586  
Your ref: Client: Ms Sharon Stevens

Dear Investigations Team

Request for Clarification

Subject: SAR - Ms Sharon Stevens (DOB:23/12/1975)

Thank you for your request for information of 22/04/2026 in which you asked the following:

We request disclosure of all personal data held in relation to our client, across all systems and formats.

Unfortunately, we cannot identify the information you have requested from the details you have provided. To help us meet your request, could you please provide the following:

Can you advise if Ms Stevens was known by any other previous names – I'm locating files for someone with same DOB and same first and middle names, but it's a different surname. They also seem to have had the same placements, but we need confirmation on the surname.

On receipt of these further details, we will respond to your request within 20 working days. Please note that the statutory 20 working day deadline for responding to your request does not start until we receive the requested clarification from you.

If we do not hear from you within 40 working days, we will assume that you are no longer seeking the information you have requested and we will take no further action.

If you wish to discuss further, please get in touch. Please quote the reference number above in any future communications.

Further information about your rights and accessing information is available on our website at:  
[www.edinburgh.gov.uk](http://www.edinburgh.gov.uk)

Yours sincerely,

Ann Lee  
Information Rights Officer

Information Governance Unit  
Level 2:1, Waverley Court, Edinburgh EH8 8BG Tel 0131 200 2340  
[informationrights@edinburgh.gov.uk](mailto:informationrights@edinburgh.gov.uk) [www.edinburgh.gov.uk](http://www.edinburgh.gov.uk)

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