

**National Records of Scotland**

Date 05/06/2026

New Register House  
Edinburgh  
EH13YT

Our Ref: DSAR-20260605-3ACA43  
Client Ref: 100232

Subject: Data Subject Access Request under Article 15 UK GDPR and Section 45 DPA 2018 - Our Reference: 100232

Client Name: Mr Stewart Fraser  
Client Address: 63 Kirk Street, DUNDEE, DD2 3EN  
Client Reference: 100232  
Date of Birth: 05/12/1969  
Parents: Prescilla Fraser; William Fraser  
Address before Care: Dunholm Road, Dundee, DD2 4NS

Dear Sir/Madam,

We act on behalf of the above-named client, who was placed in residential care at the institution(s) referenced below during the approximate period stated.

Approximate Dates of Placement:  
Rossie reformatory for boys: 1980-1985  
Balgowan School: 1985-1986  
Burnside List D School: 1982  
Wellington Penny Crook Edinburgh: 1983

This request is made under Article 15 of the UK General Data Protection Regulation and Section 45 of the Data Protection Act 2018.

**Scope of Request**

We request disclosure of all personal data held in relation to our client, across all systems and formats, including but not limited to:  
Admission and discharge records

Full placement history, including transfers between care settings  
Social work records, case files, and assessments  
Daily logs, key worker notes, and case notes  
Incident reports, safeguarding records, and protection referrals  
Case conference notes, reviews, and internal assessments  
Complaints, investigations, and outcomes  
Correspondence between staff, local authorities, and external agencies  
Records shared with or held by third-party care providers acting on your behalf  
Medical, psychological, or educational records held within the care file  
Photographs or other documentation relating to our client's time in care  
Records identifying staff members and roles involved in their care

### **Historical and Archived Records**

Given the historical nature of this request, we require that all reasonable and proportionate searches are undertaken, including:

Archived and off-site storage  
Legacy systems, including paper, microfiche, and scanned records  
Records held under previous authority names, reorganisations, or successor bodies  
Records held by contracted, private, or voluntary sector care providers commissioned by your authority

### **Placement and Authority Clarification**

Where records indicate placement in additional care settings, we request:

Details of those institutions  
Dates of placement  
The commissioning or responsible authority

This information is required to ensure a complete and accurate record of our client's time in care.

### **Format of Disclosure**

Please provide the information in electronic format where possible. Where records exist only in non-digital formats, scanned copies will be acceptable.

### **Enclosures**

We enclose:  
Signed authority from our client  
Proof of identity

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

### **Statutory Timeframe**

We expect a response within the statutory one calendar month period. If you require an extension, please confirm this in writing with full justification.

**Non-Holding of Data**

If your organisation does not hold the requested data, we require:

Formal written confirmation of this position

Details of any organisation believed to hold the data, including successor or archive bodies where applicable

**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.

Yours faithfully,

Investigations Team

MMA Legal

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

T: 0161 570 0550

You confirm you have been given sufficient time to consider this agreement and have not been required to sign immediately.

<b>Signed by Client</b>	
Name	Stewart Fraser
Date	Feb 17 2026 18:06 GMT
Print Name	Stewart Fraser
Signature	<i>Stewart Fraser</i>

<b>Signed for and on behalf of MMA Legal Limited</b>	
Name	Matthew Bell
Date	Feb 18 2026 09:18 GMT
Position	Solicitor Director
Signature	<i>Matthew Bell</i>

### **DEED OF AUTHORITY & CONSENT**

<b>THIS DEED is made on the date of signature below by (the "Client")</b>	
Full Name:	Stewart Fraser
Date of Birth:	05/12/1969
Previous Names (if any):	
Current Address:	63 Kirk Street, DUNDEE, DD2 3EN

Previous Addresses (relevant to care placements):	Dunholm Road, Dundee DD2 4NS
CHI / NHS Number (if known):	

<b>IN FAVOUR OF (the “Representative”)</b>	
Firm Name:	MMA Legal
Address	43-59 Princes Street, Stockport
Postcode	SK1 1RY
Email	admin@mmalegalsolicitors.com
Telephone Number	0330 341 3679
CHI / NHS Number (if known):	

## **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**

- 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 recorded

This 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	<i>Stewart Fraser</i>
Print Name	<b>Stewart Fraser</b>
Date	Feb 17 2026 18:06 GMT

Witness	
Name	Ben Jacobs
Address	MMA Legal, Stok, SK1 1RY
Occupation	File Handler
Signature	<i>Ben Jacobs</i>
Date	02/03/2026

# Certificate of Completion

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## Summary

**Document ID:** 4AE803519-QWCJTK-4OX-ME3RTQUDFHFRSOHMRCLDHINDRJAKDIFA

**Document name:** Redress Client Pack Updated

**Sent by:** Ben Jacobs <ben@gmmb.uk>

**Organization:** MMA Legal Limited

**Sent on:** Feb 17, 2026 18:05:34 GMT

**Completed on:** Feb 18, 2026 09:18:47 GMT

**Sign order:** Sequential

**No. of documents:** 1

**Time zone:** Europe/London (GMTZ)

**Signers:** 2

**Receives a copy:** 0

**Approvers:** 0

**Witnesses:** 0

**Recipient reviewers:** 0

## Recipients



Stewart Fraser  
fritz1969521@googlemail.com  
|+44-7873984654

Signature

*Stewart Fraser*

**Emailed on:** Feb 17, 2026 18:05:39 GMT

**Viewed on:** Feb 17, 2026 18:06:09 GMT

**Terms agreed on:** Feb 17, 2026 18:06:15 GMT

**Signed on:** Feb 17, 2026 18:06:26 GMT

**Sent via SMS on:** Feb 17, 2026 18:05:39 GMT

**Accessed from:** 185.28.252.126

**Device used:** Web

**Authentication type:** None



Matthew Bell  
matt.bell@mmalegal.co.uk

Signature

*Matthew Bell*

**Emailed on:** Feb 17, 2026 18:06:26 GMT

**Viewed on:** Feb 18, 2026 09:18:39 GMT

**Terms agreed on:** Feb 18, 2026 09:18:42 GMT

**Signed on:** Feb 18, 2026 09:18:47 GMT

**Accessed from:** 212.54.135.150

**Device used:** Web

**Authentication type:** None

# Legal Disclosure

## ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

Please read the following information carefully. By clicking the 'I agree' button, you agree that you have reviewed the following terms and conditions and consent to transact business electronically using Zoho Sign electronic signature system. If you do not agree to these terms, do not click the 'I agree' button.

### Electronic documents

Please note that MMA Legal Limited ("we", "us" or "Company") will send all documents electronically to you to the email address that you have given us during the course of the business relationship unless you tell us otherwise in accordance with the procedure explained herein. Once you sign a document electronically, we will send a PDF version of the document to you.

### Request for paper copies

You have the right to request paper copies of these documents sent to you electronically from admin@mmalegalsolicitors.co.uk. Alternatively, you also have the ability to download and print these documents sent to you electronically, and re-upload a scanned copy of the printed and physically signed documents. If you, however, wish to request paper copies of these documents sent to you electronically, you can write back to the sender.

### Withdrawing your consent

At any point in time during the course of our business relationship, you have the right to withdraw your consent to receive documents in electronic format. If you wish to withdraw your consent, you can decline to sign a document that we have sent to you and send an email to admin@mmalegalsolicitors.co.uk informing us that you wish to receive documents only in paper format. Upon request from you, we will stop sending documents using Zoho Sign electronic signature system.

### To advise MMA Legal Limited of your new email address

If you need to change the email address that you use to receive notices and disclosures from us, write to us at admin@mmalegalsolicitors.co.uk

### System requirements

Compatible with recent versions of popular browsers such as Chrome, Firefox, Safari, and Edge. Zoho Sign is also available on iOS and Android devices.



Office use only



Mr Stewart Fraser  
63 Kirk Street  
Dundee  
DD2 3EN

001900

Account Number:  
24580185  
16 March 2026

**Act now**  
Book your meter  
replacement

## The RTS signal in your area will be switched off on 20 April 2026

Hi Stewart

We've received confirmation of the exact date the RTS signal in your area will be switched off:

**From 20 April 2026 your RTS electricity meter will stop working properly. If your meter isn't replaced it might get stuck on the higher rate. This means you'll pay more for your electricity and have to keep topping up.**

Now that we have more detailed information about the carefully managed phase-out of the RTS signal, which is happening by postcode, we're planning to have more engineers ready and available in your area to replace your meter.

### Why it's important you act now

- **What's at risk**  
Your meter might get stuck on the higher rate.
- **How to avoid it**  
Book your meter replacement today so we can get it changed for you as soon as possible.
- **Prevent future problems**  
Your meter might seem fine at first, as it may retain settings in its memory. But over time, it will stop working properly.

**Secure your  
appointment today**

Call 0345 072 4314

We're here Monday to Friday, 9am to 5pm.

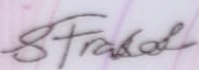
Continued overleaf

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**UK DRIVING LICENCE**



NOV35

1. FRASER
2. MR STEWART
3. 05.12.1969 UNITED KINGDOM
- 4a. 28.11.2025 4c. DVLA
- 4b. 27.11.2035
5. FRASE612059S99HH 08
7. 
8. 63 KIRK STREET, DUNDEE, DD2 3EN
9. AM/A/B1/B/BE/f/k/l/n/p/q

