

**Dr Harris & Partners**

Date 08/07/2026

*No address on record*

Our Ref: DSAR-20260708-9613E6

Client Ref: 100237

Subject: Data Subject Access Request - Full GP Medical Records - Our Reference:100237

Client Name: Mr James Sexton

Client Reference: 100237

Client Address: 1 Redwood Drive, Glasgow, G21 4EA

Date of Birth: 04/01/1951

Name in Care:

Previous Address:

NHS Number:

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 a complete copy of the patient's full medical records, including all data held in electronic, paper, and archived formats.

**This specifically includes:**

Full GP records (not a summary printout)

Consultation notes and free-text entries

Historical paper records (including Lloyd George records where applicable)

Coded clinical data

Correspondence to and from hospitals, specialists, and external providers

Mental health records held within the GP file

Safeguarding concerns or alerts

Referral records and outcomes

Medication and prescription history

Any scanned documents or attachments

**Format Requirement**

We require a full record extract, not a patient summary or abbreviated report.

Where possible, please provide a complete system export including consultation notes and attachments.

**Historical Records**

Please ensure searches include:

Archived and legacy systems

Paper and scanned records

Records transferred from previous GP practices

**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 with reasons in writing.

**Non-Holding of Data**

If you do not hold a complete record, please confirm:

The dates of records held

Details of any previous GP practices

**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

**DEED OF AUTHORITY & CONSENT**

|                                                                           |                                   |
|---------------------------------------------------------------------------|-----------------------------------|
| <b>THIS DEED is made on the date of signature below by (the “Client”)</b> |                                   |
| Full Name:                                                                | James sexton                      |
| Date of Birth:                                                            | 04/01/1951                        |
| Previous Names (if any):                                                  |                                   |
| Current Address:                                                          | 1 Redwood Drive, Glasgow, G21 4EA |

|                                                   |                                          |
|---------------------------------------------------|------------------------------------------|
| Previous Addresses (relevant to care placements): | Coatbridge<br>Town in Lowlands, Scotland |
| CHI / NHS Number (if known):                      |                                          |

| IN FAVOUR OF (the “Representative”) |                                 |
|-------------------------------------|---------------------------------|
| 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>James sexton</i>   |
| Print Name | James sexton          |
| Date       | Feb 17 2026 15:04 GMT |

| Witness    |                          |
|------------|--------------------------|
| Name       | Billie Kurn              |
| Address    | MMA Legal, Stok, SK1 1RY |
| Occupation | File Handler             |
| Signature  | <i>Billie Kurn</i>       |
| Date       | 02/03/2026               |

# Certificate of Completion

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## Summary

**Document ID:** 4AE803519-MMD51OCEW2LYSKMZDMR2LOVTYPGOGAQRJAM\_ZRY6EU4

**Document name:** Redress Client Pack Updated

**Sent by:** Billie Kurn <billie.tyrie@gmmb.uk>

**Organization:** MMA Legal Limited

**Sent on:** Feb 17, 2026 14:55:44 GMT

**Completed on:** Feb 18, 2026 09:21:46 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



James sexton  
sandrsexton211@gmail.com  
|+44-7922195112

Signature

*James sexton*

**Emailed on:** Feb 17, 2026 14:55:45 GMT

**Viewed on:** Feb 17, 2026 15:00:06 GMT

**Terms agreed on:** Feb 17, 2026 15:03:15 GMT

**Signed on:** Feb 17, 2026 15:04:04 GMT

**Sent via SMS on:** Feb 17, 2026 14:55:45 GMT

**Accessed from:** 151.228.67.222

**Device used:** Mobile

**Authentication type:** None



Matthew Bell  
matt.bell@mmalegal.co.uk

Signature

*Matthew Bell*

**Emailed on:** Feb 17, 2026 15:04:04 GMT

**Viewed on:** Feb 18, 2026 09:21:38 GMT

**Terms agreed on:** Feb 18, 2026 09:21:41 GMT

**Signed on:** Feb 18, 2026 09:21:46 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](mailto: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](mailto: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](mailto:admin@mmalegalsolicitors.co.uk)

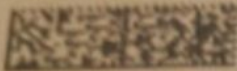
### System requirements

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

Our ref: AON/HRP/C452618/P60FORM/N

Mr J Sexton  
1 Redwood Drive  
Forrethall Park  
Glasgow  
G21 4EA

745999915000011  
EcoG118A1507



Issue: 22nd March 2026

## Your P60 – do not destroy

|                                                                |                               |                               |
|----------------------------------------------------------------|-------------------------------|-------------------------------|
| Scheme Name<br>HarperCollins Pension and Life Assurance Scheme |                               |                               |
| Pay Date<br>27/03/2026                                         | Name<br>Mr J Sexton           |                               |
| Member Number<br>C452618                                       | Tax Code/Tax Basis<br>S320L/C | Period Number<br>12 2025/2026 |

| Payments this Period |                | Deductions  |
|----------------------|----------------|-------------|
| Description          | Amount         | Description |
| Gross Pension        | £309.78        | Tax         |
| <b>TOTAL</b>         | <b>£309.78</b> |             |

| Pay/Pension Total<br>for Year | Pay/Pension Previous<br>Employment(s) | Paid by Us *       |
|-------------------------------|---------------------------------------|--------------------|
| Gross to Date<br>£3,688.32    | Gross<br>£306.15                      | Gross<br>£3,382.17 |
| Tax to Date<br>£91.01         | Tax<br>£7.22                          | Tax<br>£83.79      |

If refund mark 'R'

\* Figures shown here s