

Our Ref: JW/LM
Your Ref: 100831
Contact: Management Support
Tel: 01236 757000
E-mail: swairmansupport@northlan.gov.uk
Date: 2nd July 2026



Health and Social Work Services

Airdrie Social Work Locality

92 Hallcraig Street

Airdrie, ML6 6AW

www.northlanarkshire.gov.uk

MMA Legal
evidence@mmalegal.co.uk

Dear Sirs,

Thank you for your request for access to personal information held for your client under the Data Protection Act 2018 or the General Data Protection Regulation dated 1st June 2026.

Your request is being handled by Airdrie Social Work Locality.

You may contact the team directly using the email and number above if you have a question about your request.

You have requested the following information:

- Confirmation that your client was in residence at Cardross Unit for children between 1992 and 1996.

We will use all the information that you give us to search our files and systems for information relating to you.

We will attempt to give you the relevant information as quickly as possible, but it may take up to one month. In complex cases, it may take us up to three months – if this is the situation with your request, we will contact you again to inform you.

If you are not happy with our response to your request, you can ask us for a review of your request. You also have the right to complain to the Information Commissioner's Office or seek judicial remedies. Information is available on the Information Commissioner's website at <https://ico.org.uk/your-data-matters/raising-concerns/>.

Yours sincerely,

John Wood
Locality Social Work Manager