
Subject Access Request Case ID - 202600727 [REF/Jk/Mw/km/5v/]

From foi.accessrequest@inverclyde.gov.uk <foi.accessrequest@inverclyde.gov.uk>

Date Thu 2026-06-11 11:55 AM

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

Dear Sir/Madam

Subject Access Request

Client Reference: 100061

I refer to your correspondence dated 24 April 2026 where you have requested: a copy of your client Yvonne Jamieson's childhood social work records.

Inverclyde Council can confirm that having searched Inverclyde electronic social care record swift and Civica and Inverclyde catalogue of paper files archived by Glasgow life records management no records are held for your client. There is no indication that Inverclyde placed Yvonne in care as a child in our systems.

The following information is standard information provided to all subject access applicants:

You can find out more about how the Council processes any personal data in the Council's Privacy Notice which is available at <https://www.inverclyde.gov.uk/privacy>.

The Council will retain any personal data held for the period set out in the Council's Policy for the Retention and Disposal of Records referred to in the Council's Privacy Notice. After the relevant period has expired any personal data held will be securely destroyed.

You have the right to require the Council to correct any inaccuracies in personal data held and in some cases to restrict the processing of any personal data held or request that any such data be deleted.

I trust the enclosed information is of assist to you. However, if you are dissatisfied with the way your Subject Access Request has been dealt with, you have the right to complain to the Council's Data Protection Officer at:

Data Protection Officer
Inverclyde Council
Municipal Buildings
Greenock, PA15 1LY

Email: dataprotection@inverclyde.gov.uk

You also have the right to complain directly to the Information Commissioner at:

Information Commissioner's Office,
Wycliffe House,
Water Lane,
Wilmslow,
Cheshire,

SK9 5AF.

Tel: 0303 123 1113

<https://ico.org.uk/concerns>

If you would like to discuss this process further please contact us on the details provided at the top of this letter.

Your sincerely

Information Governance

Legal, Democratic, Digital & Customer Services