
RE: Data Subject Access Request - Mr Justin Scott

From SPS Subject Access Requests <SPSSubjectAccessRequests@prisons.gov.scot>

Date Thu 2026-06-25 9:29 AM

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

OFFICIAL

Good morning,

Thank you for your email of 28/05/2026, in which you request information relating to your client's time in custody. Your request was processed as a Subject Access Request (SAR) in accordance with Section 45 of the Data Protection Act 2018 (DPA).

Upon receipt of your request, SPS conducted the relevant searches of our records, and I can confirm we no longer hold records containing your client's personal data relevant to your request. Our electronic prisoner records system only holds data from 1995 onwards and paper prisoner records created prior to this have been destroyed in accordance with our Prisoner Records Retention and Destruction Policy.

Some historic prison records have however over the years been transferred to the National Records of Scotland (NRS), therefore if our searches return no results, we ask NRS to carry out a search of SPS records they hold on your behalf. NRS identified records controlled by SPS that may have been potentially relevant to your client. We manually searched all 'Closed' and 'Exempt' records and I can confirm that we could find no data pertaining to your client for the period/establishment listed in your request.

NRS have advised us that files marked 'Open' will not include any personal information but relate to the running of institution and requesters are welcome to review any of these 'Open' records held in the Historical Search Room at General Register House.

NRS have previously advised us that a separate SAR can be submitted to them directly as they can carry out a wider search of non-SPS records created by the Scottish Government which relate to institutions that looked after young offenders. Court and Legal colleagues may also be able to identify any court records, which might include personal information. If you wish to do so, you can submit a request to dataprotection@nrscotland.gov.uk

You may also wish to submit a SAR to the Scottish Government (SG) as the Directorate for Children and Families hold some redacted copies of Scottish Education Department files relating to institutions for looked after children/young offenders. A request to SG can be submitted via: <https://www.gov.scot/publications/contacting-the-scottish-government-handling-your-data/>

If you are dissatisfied with our response, you should in the first instance, contact the SPS Data Protection Officer explaining the reason(s) for the dissatisfaction:

- by letter to Data Protection Officer, SPS Headquarters, One Lochside, 1 Lochside Avenue, Edinburgh, EH12 9DJ
- Or by emailing SPSDataProtectionOfficer@prisons.gov.scot

If you remain dissatisfied, you have the right to ask the Information Commissioner to review the application of any restriction applied by SPS or to complain to the Information Commissioner at:

- Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

You also have the right to apply to a court where you believe there has been an infringement of your client's rights under the data protection legislation in contravention of that legislation.

Kind regards,
Adam

Adam Smyth
Data Protection Administrator
One Lochside
1 Lochside Avenue
Edinburgh
EH12 9DJ

Email: Adam.Smyth@prisons.gov.scot

OFFICIAL

From: MMA Legal <evidence@mmalegal.co.uk>

Sent: 28 May 2026 12:02

To: SPS Subject Access Requests <SPSSubjectAccessRequests@prisons.gov.scot>

Subject: Data Subject Access Request - Mr Justin Scott

Caution: This email originated from a sender **OUTSIDE** of your organization! Please proceed with caution and **DO NOT** Follow guidance, Click links, Open attachments or provide **ANY** information Unless you recognise the sender and know the content is safe.

Subject: Data Subject Access Request under Article 15 UK GDPR and Section 45 DPA 2018

Client Name: Mr Justin Scott

Client Address: 53/1 Newtoft Street, Edinburgh, EH17 8RB

Client Reference: 100294

Date of Birth: 09/06/1970

Also Known As:

Name in Care:

Dear Sir/Madam,

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

Approximate Dates of Placement:

- SAUGHTON PRISON: 1985-1987
- Polmont prison : 1986- 1986

We submit this request under Article 15 of the UK General Data Protection Regulation and the Data Protection Act 2018.

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

Please find the enclosed request.

We thank you for your assistance in this matter.

Yours faithfully,

Investigations Team

MMA Legal

E: evidence@mmalegal.co.uk

T: 0161 563 0816

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Important Email Update: The Scottish Prison Service has fully transitioned to the @prisons.gov.scot domain. While we are currently still receiving messages sent to the legacy @sps.pnn.gov.uk address, this historical domain will be retired soon. Please update your contacts and ensure all future emails are sent to our @prisons.gov.scot address.