

---

**edir:61967**

---

**From** Information Rights Officer 5 <informationrightsofficer5@edinburgh.gov.uk>

**Date** Tue 2026-06-09 11:07 AM

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

 1 attachment (5 MB)

61967\_Extract\_AssessmentCentreAdmissiosnRegister\_WOODWARD\_Redacted.pdf;

## Investigations Team

Date: 09/06/2026

Our ref: 61967

Your ref: Frank Woodward

Dear Investigations Team ,

I refer to your request for information which was received on 11/05/2026. We have dealt with your request in accordance with Article 15 of the General Data Protection Regulation.

The response to your request is now enclosed.

This extract is all the information held by Edinburgh Council. It states that West Lothian Council was the placing authority and you should make a request to them directly if you haven't already done so.

I hope this is of assistance, however if you have any questions or concerns, please do get in touch

## Right of Appeal

You can ask the Council to review its handling of your request if you are unhappy with how it has been handled.

Information Compliance  
City of Edinburgh Council,  
Waverley Court Business Centre 2:1,  
4, East Market Street,  
Edinburgh,  
EH8 8BG  
Email: [information.compliance@edinburgh.gov.uk](mailto:information.compliance@edinburgh.gov.uk)

If you remain unhappy following a review, you can refer your concerns to the UK Information Commissioner (ICO).

The ICO is the independent regulator for data protection law within the UK, and responsible for promoting and enforcing data protection rights. Their website is [www.ico.org.uk](http://www.ico.org.uk) which contains further details on how they can be contacted for advice.

Bear in mind, the Information Governance Unit and ICO can only review whether you have received all the information to which you are entitled under the SAR process. If you are unhappy with the nature of the information you have received, i.e. how the service has acted, you should progress such concerns through the Council's complaints process.

If you would like to know more about how the Council processes personal data, please read the Privacy Notice on our website ([www.edinburgh.gov.uk/privacy](http://www.edinburgh.gov.uk/privacy)) or consult our Record of Processing:

<https://www.edinburgh.gov.uk/downloads/download/12955/gdpr-record-of-processing>

If you would like to know more about data protection, or your information rights in general, the Information Commissioner's Office is responsible for promoting and enforcing the General Data Protection Regulation and the Data Protection Act 2018, and can also provide general advice regarding your information rights. In addition to the information online, they also have a telephone helpline, 0303 123 1113, which is charged at a local rate.

Yours sincerely

Leanne Burns  
Information Rights Officer

Information Governance Unit  
Level 2:1, Waverley Court, Edinburgh EH8 8BG Tel 0131 200 2340  
[informationrights@edinburgh.gov.uk](mailto:informationrights@edinburgh.gov.uk) [www.edinburgh.gov.uk](http://www.edinburgh.gov.uk)

\*\*\*\*\*

This email and files transmitted with it are confidential and are intended for the sole use of the individual or organisation to whom they are addressed.

If you have received this eMail in error please notify the sender immediately and delete it without using, copying, storing, forwarding or disclosing its contents to any other person.

The Council has endeavoured to scan this eMail message and attachments for computer viruses and will not be liable for any losses incurred by the recipient.

\*\*\*\*\*