

SAR8 NAC7/8978 Sullivan

From SARHSCP <sarhscp@north-ayrshire.gov.uk>
Date Thu 2026-05-28 3:59 PM
To evidence@mmalegal.co.uk <evidence@mmalegal.co.uk>

Good afternoon,

Subject Access Request

Further to your subject access request I write to advise that following an extensive search unfortunately no records relating to Donna Sullivan have been found.

If you are concerned about how North Ayrshire Council has handled your request you can write to our Data Protection Officer, Cunninghame House, Irvine, KA12 8EE or email dataprotectionofficer@north-ayrshire.gov.uk and ask that the matter be formally reviewed.

Alternatively, you can view the guidance on the UK Information Commissioner about how to progress a concern you may have about your information rights. Further information on how to do this can be found on their Report a Concern section of their website at <https://ico.org.uk/concerns>.

Regards,

Eva Kaye

Eva Kaye
Clerical Officer
North Ayrshire Health & Social Care Partnership
Cunninghame House, 5th Floor West
Irvine, KA12 8EE

From: evidence@mmalegal.co.uk <evidence@mmalegal.co.uk>
Sent: 28 May 2026 11:28
To: SARHSCP <sarhscp@north-ayrshire.gov.uk>
Subject: Re: SAR2 NAC7/8978 Sullivan

Good afternoon,

Many thanks for your email.

Unfortunately, we are unable to provide any further photographic identification. I note that a copy of our client's identification was submitted with the initial DSAR request and signed form of authority.

I understand your internal policies may request multiple forms of ID, but this is not a requirement under the Data Protection Act 2018 and UK GDPR.

In addition, the ICO guidance is extremely clear on this point. Your request for another form of ID is unnecessary, unreasonable, and is not proportionate to the request we have made for our client's data.

There can be no reasonable doubt about our client's identification, and given the evidence we have already provided, we expect to receive all requested information and documents you are in control of.

Should you disagree with our position, we expect to receive a substantive and reasoned response specifying exactly what ICO guidance or statutory authority you are relying upon in requesting multiple forms of identification. In the absence of which, we expect to receive the information within the defined timescales.

If we do not receive a prompt response to this email with the requested authorities and guidance you are relying upon, and do not receive the requested information in the coming weeks, we will have little option but to submit a complaint to the ICO - this will be submitted without further notice to yourself.

We trust this will not be necessary and look forward to hearing from you as soon as possible.

If you wish to discuss this email via telephone, please contact me on 0161 563 0816 and we would be happy to have a pragmatic discussion to overcome this issue.

I look forward to hearing from you.

Kind regards,
Investigations Team
MMA Legal

E: Evidence@mmalegal.co.uk
T: 0161 563 0816



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From: SARHSCP <sarhscp@north-ayrshire.gov.uk>
Sent: 26 May 2026 2:34 PM
To: evidence@mmalegal.co.uk <evidence@mmalegal.co.uk>
Subject: RE: SAR2 NAC7/8978 Sullivan

Good afternoon,

Further to our email below we would be grateful to receive the requested ID documents as soon as possible.

If we do not receive the documents within 2 weeks, your subject access case will be closed. If, however, you can provide the documents in the future we will be happy to reopen your case.

If you are concerned about how North Ayrshire Council has handled your request you can write to our Data Protection Officer, Cunninghame House, Irvine, KA12 8EE or email dataprotectionofficer@north-ayrshire.gov.uk and ask that the matter be formally reviewed.

Alternatively, you can view the guidance on the UK Information Commissioner about how to progress a concern you may have about your information rights. Further information on how to do this can be found on their Report a Concern section of their website at <https://ico.org.uk/concerns>

Many thanks

Eva Kaye

Eva Kaye
Clerical Officer
North Ayrshire Health & Social Care Partnership
Cunninghame House, 5th Floor West
Irvine, KA12 8EE

From: SARHSCP <sarhscp@north-ayrshire.gov.uk>
Sent: 21 May 2026 12:27
To: evidence@mmalegal.co.uk
Subject: SAR2 NAC7/8978 Sullivan

Good afternoon,

As per our previous email:

I write to acknowledge receipt of your personal data request on behalf of Donna Sullivan received by the council on 15/05/2026 and can advise that your request will be dealt with under the Council's Subject Access Request procedures.

In order that I can process your request further I would be grateful if you could provide **two forms of identification**. These can be copies of - Passport, Driver's Licence, Employer's or Student card, Unemployment Benefit Card or Council Rent Book. **At least one of the documents must contain a signature for comparison with the one on your request form.** Please do not send the original documents. Completed information can be emailed to SARHSCP@north-ayrshire.gov.uk or posted to the above address.

On receipt of your completed information, I will ensure that your request is passed to the appropriate Team Manager to be dealt with.

Many thanks

Eva Kaye

Eva Kaye
Clerical Officer
North Ayrshire Health & Social Care Partnership
Cunninghame House, 5th Floor West
Irvine, KA12 8EE

From: SARHSCP <sarhscp@north-ayrshire.gov.uk>
Sent: 15 May 2026 15:07
To: evidence@mmalegal.co.uk
Subject: SAR2 NAC7/8978 Sullivan

Good afternoon,

I write to acknowledge receipt of your personal data request on behalf of Donna Sullivan received by the council on 15/05/2026 and can advise that your request will be dealt with under the Council's Subject Access Request procedures.

In order that I can process your request further I would be grateful if you could provide **two forms of identification**. These can be copies of - Passport, Driver's Licence, Employer's or Student card, Unemployment Benefit Card or Council Rent Book. **At least one of the documents must contain a signature for comparison with the one on your request form.** Please do not send the original documents. Completed information can be emailed to SARHSCP@north-ayrshire.gov.uk or posted to the above address.

On receipt of your completed information, I will ensure that your request is passed to the appropriate Team Manager to be dealt with.

Many thanks

Eva Kaye

Eva Kaye
Clerical Officer
North Ayrshire Health & Social Care Partnership
Cunninghame House, 5th Floor West
Irvine, KA12 8EE

From: MMA Legal <evidence@mmalegal.co.uk>
Sent: 12 May 2026 14:00
To: Data Protection Officer (shared mailbox) <dataprotectionofficer@north-ayrshire.gov.uk>
Subject: Data Subject Access Request - Ms Donna Sullivan

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

Client Name: Ms Donna Sullivan
Client Address: 8, Millenium Gardens, Glasgow, G34 9HH
Client Reference: 100019
Date of Birth: 25/07/1970
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:

- Craig residential school: 1979

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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