



RE: SAR/2026/058 - Data Subject Access Request - Mr David Aitchison (OFFICIAL)

From DataProtection(CED) <DataProtection@glasgow.gov.uk>

Date Mon 2026-04-20 11:54 AM

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

OFFICIAL

Dear Jay,

Under the Data Protection Act 2018, each data controller is required to put in place the procedures required to ensure compliance with the UK GDPR / Data Protection Act 2018 and subsequent legislation.

The Council has provided details of how to make Subject Access Request on the Council website. That is the process the Data Protection Officer for Glasgow City Council has put in place to meet the legal duties outlined above.

The preference of an external agency does not override the process already in place.

We already confirmed, as a courtesy, this office had passed the request to the correct team.

For future request, we provided you with the correct links by which to submit your request to the correct teams,
Ensure you use the links.

Yours sincerely

Office of the Data Protection Officer
Chief Executive's Department
Glasgow City Council

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

Sent: 20 April 2026 11:28

To: DataProtection(CED) <DataProtection@glasgow.gov.uk>

Subject: Re: SAR/2026/058 - Data Subject Access Request - Mr David Aitchison (OFFICIAL - SENSITIVE: Personal Data)

Good morning,

We write further to your below response.

You have highlighted that the email address we have is the incorrect email address for a subject access request. However, the correspondence is directed to your Data Protection Officer who has a legal and statutory obligation to: advise and oversee compliance, ensure SAR's are lawfully handled on time and provide guidance only if the request is complex, which in this instance is not.

Can you now please confirm that our SAR request will be dealt with accordingly and forwarded to all and any relevant departments.

Should your stance remain the same, please confirm in writing prior to 5pm on Friday 24 April 26.

Kind regards,

Jay
MMA Legal
Evidence@mmalegal.co.uk
0161 563 0816

OFFICIAL

Proud host city of the 2026 Commonwealth Games

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