

NHS Ayrshire & Arran

Dalmellington Road,
Ayr
KA66AB

Date 07/05/2026

Ref: 100102

Subject: Data Subject Access Request – Hospital / NHS Trust Records

Client Name: Ms Fiona Lockhart

Client Reference: 100102

Client Address: 68 Kilmarnock Rd, Crosshouse, Kilmarnock, KA2 0EY

Date of Birth: 18/06/1971

Also Known As:

Name in Care:

NHS Number (if known):

Previous Addresses (if applicable):

Dear Sir/Madam,

We act on behalf of the above-named individual and submit this request under Article 15 of the UK General Data Protection Regulation and the Data Protection Act 2018.

Scope of Request

We request disclosure of all personal data held in relation to our client across all departments within your organisation.

This includes, but is not limited to:

Accident & Emergency (A&E) records

Inpatient and outpatient records

Admission and discharge summaries

Clinical notes and observations

Safeguarding referrals and alerts

Mental health liaison or crisis team involvement

Diagnostic reports (including scans, imaging, and test results)

Correspondence with GPs, social services, or other agencies

Referral records and outcomes

Any incident or risk-related reports
Any scanned or archived documentation

Multi-Department Search Requirement

Please ensure this request is processed across all relevant departments and services, including any specialist units or legacy systems.

Historical Records

Given the potential historical relevance, please include:

Archived and off-site records

Legacy systems and paper files

Records held under predecessor organisations or merged Trusts

Enclosures

We enclose:

Signed authority

Proof of identity

Should you require any further information to process this request, please advise promptly.

Statutory Timeframe

We expect a response within one calendar month. If an extension is required, please confirm in writing with justification.

Non-Holding of Data

If you do not hold relevant records, please confirm:

Whether the individual attended your Trust

Any known successor or alternative record-holding organisations

Service of Documents

We only accept service of documents via email at evidence@mmalegal.co.uk. Should you for any reason be unable to send documents to the above email, please notify us via the same email imminently.

We thank you for your assistance in this matter.

Yours faithfully,

Investigations Team

MMA Legal

E: evidence@mmalegal.co.uk

T: 0161 563 0816

DEED OF AUTHORITY & CONSENT

THIS DEED is made on the date of signature below by (the “Client”)	
Full Name:	Fiona Lockhart
Date of Birth:	18 June 1971
Previous Names (if any):	
Current Address:	68 Kilmarnock Road Crosshouse, Kilmarnock KA2 0EY
Previous Addresses (relevant to care placements):	
CHI / NHS Number (if known):	

IN FAVOUR OF (the “Representative”)	
Firm Name:	MMA Legal
Address	SToK, 43-59 Princes Street, Stockport
Postcode	SK1 1RY
Email	evidence@mmalegal.co.uk
Telephone Number	0161 563 0816

1. STATUS AND CONSTRUCTION

1.1. This Deed is executed as a deed and constitutes valid written authority for the purposes of:

1.1.1. UK GDPR

1.1.2. Data Protection Act 2018

1.1.3. Common law confidentiality

1.1.4. Any related statutory, regulatory or supervisory framework

1.2. This Deed shall be interpreted purposively and broadly to give full effect to the Client’s intention that all personal data and Records relating to them be disclosed to the Representative, subject only to lawful statutory restriction.

1.3. This Deed is intended to provide clear and comprehensive authority for disclosure of the Client’s personal data.

2. APPOINTMENT

MMA Legal Limited, a company registered in England and Wales (registered number: 13900519) is authorised and regulated by the Solicitors Regulation Authority. Access the SRA’s rules at

<http://www.sra.org.uk/solicitors/handbook/welcome.page>

SRA Number: 8000579

- 2.1. The Client appoints the Representative to act fully on their behalf in connection with:
 - 2.1.1. An application to Redress Scotland;
 - 2.1.2. Any review, reconsideration or appeal;
 - 2.1.3. Evidence gathering and submission;
 - 2.1.4. Any associated advisory, compensatory or restorative process.
- 2.2. Requests made by the Representative shall be treated as made personally by the Client.

3. SCOPE OF AUTHORITY

- 3.1. This Authority applies to all public and private bodies including (without limitation):
 - 3.1.1. Local Authorities and Councils
 - 3.1.2. NHS Boards and GP Practices
 - 3.1.3. Health & Social Care Partnerships
 - 3.1.4. Integration Joint Boards
 - 3.1.5. Religious bodies and orders
 - 3.1.6. Residential and foster care providers
 - 3.1.7. Education authorities and schools
 - 3.1.8. Government departments
 - 3.1.9. Archive services
 - 3.1.10. Insurers holding historical liability files
 - 3.1.11. Successor, merged or restructured public bodies
- 3.2. The Authority applies whether Records are:
 - 3.2.1. Archived, microfiche, digitised or handwritten;
 - 3.2.2. Stored off-site by contractors;
 - 3.2.3. Held by dissolved or reconstituted institutions;
 - 3.2.4. Transferred following statutory reorganisation.
- 3.3. The Client requests that records not be withheld solely on administrative grounds such as archival storage or institutional restructuring including, for example:
 - 3.3.1. The institution has closed or restructured;
 - 3.3.2. Records are archived or require manual retrieval;
 - 3.3.3. Records are held by insurers or successor bodies;
 - 3.3.4. Retrieval involves time or administrative burden.

4. SPECIAL CATEGORY DATA – EXPLICIT CONSENT

- 4.1. For the purposes of Article 9 UK GDPR and Schedule 1 Data Protection Act 2018, the Client gives explicit consent to disclosure of all special category data including:
 - 4.1.1. Physical and mental health records
 - 4.1.2. Psychiatric and psychological reports
 - 4.1.3. Therapy and counselling notes
 - 4.1.4. CAMHS records
 - 4.1.5. Social work and safeguarding files
 - 4.1.6. Ethnicity or religious data where recordedThis includes all NHS and private medical providers.

This explicit consent may be withdrawn at any time by written notice.

5. CRIMINAL OFFENCE DATA – EXPLICIT CONSENT

5.1. For the purposes of Article 10 UK GDPR and Schedule 1 Data Protection Act 2018, the Client gives explicit consent to disclosure of:

- 5.1.1. Criminal offence data
- 5.1.2. Police investigation material
- 5.1.3. Child protection investigations
- 5.1.4. Statements and intelligence logs
- 5.1.5. Outcome decisions

including records held by:

- 5.1.6. Police Scotland
- 5.1.7. Any predecessor Scottish police force
- 5.1.8. Prosecuting authorities.

6. THIRD-PARTY DATA AND REDACTION

- 6.1. The existence of third-party data shall not justify refusal to disclose the Client's personal data.
- 6.2. Where necessary, redaction shall be limited strictly to third-party information.
- 6.3. Mixed data shall be disclosed in redacted form rather than withheld in entirety.

7. PROPORTIONALITY AND REASONED DECISION-MAKING

- 7.1. Any refusal, limitation or redaction must:
 - 7.1.1. Identify the specific statutory exemption relied upon;
 - 7.1.2. Explain how that exemption applies to the particular Record;
 - 7.1.3. Confirm why partial disclosure is not possible;
 - 7.1.4. Be communicated in writing.
- 7.2. Blanket refusal without statutory justification may not satisfy statutory obligations under applicable data protection legislation.
- 7.3. Any reliance upon "disproportionate effort" must provide written reasoning demonstrating why staged disclosure or redaction is not feasible.

8. VALIDITY AND FORMAL REQUIREMENTS

- 8.1. This Deed remains valid for 24 months from execution unless withdrawn in writing.
- 8.2. Disclosure shall not be refused because:
 - 8.2.1. An internal template form has not been used;
 - 8.2.2. The Authority is considered "out of date" within internal policy;
 - 8.2.3. Additional consent is sought beyond reasonable identity verification.
- 8.3. Any organisation acting in good faith reliance upon this Deed shall be fully discharged in making disclosure.

9. REGULATORY AND STATUTORY RIGHTS

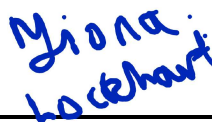
In the event of non-compliance, refusal, or unreasonable delay in responding to a lawful request made under this Deed, the Client and/or the Representative reserve the right to pursue any statutory or regulatory remedies available under applicable law.

This may include raising concerns with the relevant supervisory authority or regulator where appropriate.

Nothing in this Deed limits the Client's rights under the UK GDPR, the Data Protection Act 2018, or any other applicable statutory framework.

Withdrawal shall not invalidate disclosures already made in reliance upon this Deed.

EXECUTION AS A DEED

Signed and delivered as a Deed by the Client:	
Signature	
Print Name	Fiona Lockhart
Date	03/03/2026

Witness	
Name	Billie Tyrie
Address	SToK, 43-59 Princes Street, Stockport, SK1 1RY
Occupation	Case Handler
Signature	Billie Tyrie
Date	03/03/2026

Completion Certificate

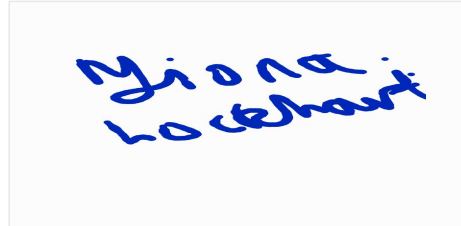
Reference ID: 0802c6d4-e68b-4d32-a561-0d9fd04210f4

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Email: noemail6@gmail.com
Telephone: Not Provided
IP Address: 31.94.20.4



Verified Electronic Signature

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Document electronically signed	2026-03-03 17:44:11	31.94.20.4

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This document is a legally binding record of the e-signature process.



Ms F Lockhart
 28 Kilmacock Road
 Crosshouse
 Kilmacock
 Ayrshire
 KA2 0EY



Dear Ms F Lockhart

Most of our agents
03300 535 669
03 numbers are 1st class numbers and are charged at the same rate as 07 and 01 numbers

Visit us online at
www.utilita.co.uk/help

Your Customer Reference Number
8352873898

VAT Registration No: 823 8184 22

Invoice ID: 2025-12/1

Remember - It might be worth thinking about switching your tariff or supplier

Your energy bill

BILL DATE 07 Jan 2026
BILL PERIOD 03 Dec 2025 - 31 Dec 2025

SUMMARY OF CHARGES

Opening balance	£0.00
Electricity	£248.09
VAT	£12.40
Total charges for this period	£260.49

TRANSACTIONS THIS BILL PERIOD

PP Invoice Debit Transfer	09 December 2025	£-48.40
Total transactions this period		£-48.40
You are in debit		£308.89

Could you pay less?

Your estimated annual cost is **£954.71**

Great news - You are currently on Great Energy which is our 'Reference Cheapest' tariff for you.

If we change we will inform you of any cost or credit change.

*Based on current prices and excluding some discounts and credits through the 1st of the year. You may be eligible for the new tariff changes which may result in a movement of account. If you have a meter that is not registered, this is not included in your cost. If you have a meter that is not registered, this is not included in your cost. If you have a meter that is not registered, this is not included in your cost. If you have a meter that is not registered, this is not included in your cost.

More information about your tariff can be found on the next page.

How can I pay?

YOUR PAYMENT IS DUE BY 21 Jan 2026

A late payment charge of £10.00 will be added to your account if we do not receive payment in full, or agree a payment arrangement with you within 14 days. We encourage anyone struggling to afford their energy to get in touch, so we can work together to agree an affordable repayment plan.

See our **HOW CAN I PAY?** section

Quick and easy payments with BillPay

HOW DOES IT WORK?

At any Paypoint store - scan the barcode below and pay your account balance via cash or debit/credit card.

Online - visit www.utilita.co.uk/payments and choose BillPay. Enter your BillPay number below and pay via Debit/Credit card - simple!



Your BillPay Number - 9826013501000391707



DRIVING LICENCE



07.2029

1. LOCKHART
2. MISS FIONA SARAH
3. 18.06.1971 UNITED KINGDOM
- 4a. 05.07.2019 4c. DVLA
- 4b. 04.07.2029
5. LOCKH756181FS9PM 13



7. *Fiona Lockhart*

8. 68 KILMARNOCK ROAD, CROSSHOUSE,
KILMARNOCK, KA2 0EY

9. AM/A/B1/B/C1/D1/BE/C1E/D1E/f/k/l/n/p/q