Perth and Kinross Council

Perth And Kinross Council
2 High Street
Perth
PH15PH

Date 27/05/2026

Ref: 100887

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

Client Name: Mr Ronald Mcrobb
Client Address: 8/5 Northcote Street, Edinburgh, EH112HL
Client Reference: 100887
Date of Birth: 30/12/1957
Also Known As: Ronnie Mcrobb
Name in Care: Ronnie Mcrobb

Dear Sir/Madam,

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

Approximate Dates of Placement:
glasclune house north berwick: 1961-1972

This request is made under Article 15 of the UK General Data Protection Regulation and Section 45 of the Data Protection Act 2018.

Scope of Request
We request disclosure of all personal data held in relation to our client, across all systems and formats, including but not limited to:
Admission and discharge records
Full placement history, including transfers between care settings
Social work records, case files, and assessments
Daily logs, key worker notes, and case notes

Incident reports, safeguarding records, and protection referrals
Case conference notes, reviews, and internal assessments
Complaints, investigations, and outcomes
Correspondence between staff, local authorities, and external agencies
Records shared with or held by third-party care providers acting on your behalf
Medical, psychological, or educational records held within the care file
Photographs or other documentation relating to our client's time in care
Records identifying staff members and roles involved in their care

Historical and Archived Records
Given the historical nature of this request, we require that all reasonable and proportionate searches are undertaken, including:
Archived and off-site storage
Legacy systems, including paper, microfiche, and scanned records
Records held under previous authority names, reorganisations, or successor bodies
Records held by contracted, private, or voluntary sector care providers commissioned by your authority

Placement and Authority Clarification
Where records indicate placement in additional care settings, we request:
Details of those institutions
Dates of placement
The commissioning or responsible authority

This information is required to ensure a complete and accurate record of our client's time in care.

Format of Disclosure
Please provide the information in electronic format where possible. Where records exist only in non-digital formats, scanned copies will be acceptable.

Enclosures
We enclose:
Signed authority from our client
Proof of identity

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

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

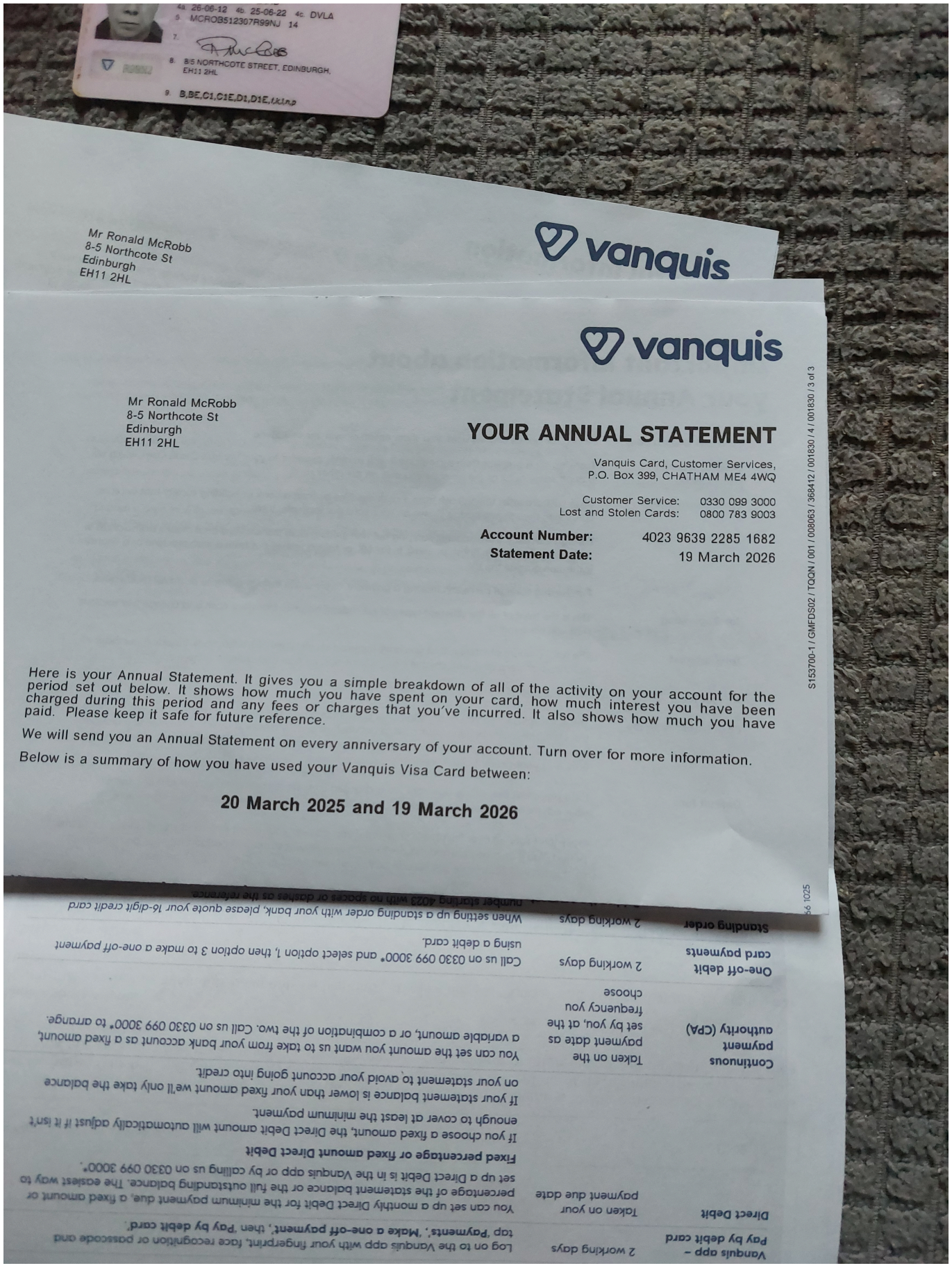
Non-Holding of Data
If your organisation does not hold the requested data, we require:

Formal written confirmation of this position
Details of any organisation believed to hold the data, including successor or archive bodies where applicable

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.

Yours faithfully,

Investigations Team
MMA Legal
E: evidence@mmalegal.co.uk
T: 0161 563 0816


4a. 26-06-12 4b. 25-06-22 4c. DVLA
5. MCROB512307R99NJ 14
7.
8. 8/5 NORTHCOTE STREET, EDINBURGH, EH11 2HL
9. B,BE,C1,C1E,D1,D1E,f,k,l,n,p
vanquis
Mr Ronald McRobb
8-5 Northcote St
Edinburgh
EH11 2HL
vanquis
Mr Ronald McRobb
8-5 Northcote St
Edinburgh
EH11 2HL
YOUR ANNUAL STATEMENT
Vanquis Card, Customer Services,
P.O. Box 399, CHATHAM ME4 4WQ
Customer Service: 0330 099 3000
Lost and Stolen Cards: 0800 783 9003
Account Number: 4023 9639 2285 1682
Statement Date: 19 March 2026
S1537700-1 / GMFDS02 / TQQN / 001 / 008063 / 368412 / 001830 / 4 / 001830 / 3 of 3
Here is your Annual Statement. It gives you a simple breakdown of all of the activity on your account for the period set out below. It shows how much you have spent on your card, how much interest you have been charged during this period and any fees or charges that you've incurred. It also shows how much you have paid. Please keep it safe for future reference.
We will send you an Annual Statement on every anniversary of your account. Turn over for more information.
Below is a summary of how you have used your Vanquis Visa Card between:
20 March 2025 and 19 March 2026
Standing order
2 working days
When setting up a standing order with your bank, please quote your 16-digit credit card number starting 4023 with no spaces or dashes as the reference
One-off debit card payments
2 working days
Call us on 0330 099 3000* and select option 1, then option 3 to make a one-off payment using a debit card.
Continuous payment authority (CPA)
Taken on the payment date as set by you, at the frequency you choose
You can set the amount you want us to take from your bank account as a fixed amount, a variable amount, or a combination of the two. Call us on 0330 099 3000* to arrange.
If your statement balance is lower than your fixed amount we'll only take the balance on your statement to avoid your account going into credit.
Direct Debit
Taken on your payment due date
You can set up a monthly Direct Debit for the minimum payment due, a fixed amount or percentage of the statement balance or the full outstanding balance. The easiest way to set up a Direct Debit is in the Vanquis app or by calling us on 0330 099 3000*.
Fixed percentage or fixed amount Direct Debit
If you choose a fixed amount, the Direct Debit amount will automatically adjust if it isn't enough to cover at least the minimum payment.
Vanquis app – Pay by debit card
2 working days
Log on to the Vanquis app with your fingerprint, face recognition or passcode and tap 'Payments', 'Make a one-off payment', then 'Pay by debit card'.
S6 1025

UK

DRIVING LICENCE

1. MCROBB
2. RONALD

3. 30-12-57 SCOTLAND
4a. 26-06-12 4b. 25-06-22 4c. DVLA
5. MCROB512307R99NJ 14

7.

8. 8/5 NORTHCOTE STREET, EDINBURGH, EH11 2HL

R99NJ

9. B,BE,C1,C1E,D1,D1E,*f,k,l,n,p*

DEED OF AUTHORITY & CONSENT

THIS DEED is made on the date of signature below by (the "Client")	
Full Name:	Ronald Mcrobb
Date of Birth:	30/12/1957
Previous Names (if any):	
Current Address:	8/5 Northcote Street Edinburgh EH112HL
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

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 recorded

This 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

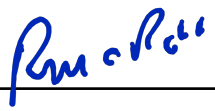
In the event of non-compliance, refusal, or unreasonable delay in responding to a lawful request made under this Deed, the Client and/or the Representative reserve the right to pursue any statutory or regulatory remedies available under applicable law.

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	Ronald Mcrobb
Date	14/04/2026

Witness	
Name	Elliott Logan
Address	STOK, 43-59 Princes Street, Stockport, SK1 1RY
Occupation	Case Handler
Signature	Elliott Logan
Date	14/04/2026

Completion Certificate

Reference ID: f9fe0b15-0dca-4c8e-b030-05c7a3cb9b4f

Document Details

Document Name(s): part-1, part-3, cfa, loa, fee-clarity

Total Pages: 4

Sent By: Elliott Logan (85.255.232.14)

Completed Date: Apr 14, 2026 09:56:10 UTC

Signer Information

Name: Mr Ronald Mcrobb

Email: ronaldmcrobb57@gmail.com

Telephone: 07804894530

IP Address: 80.40.141.76

Verified Electronic Signature

Audit Trail

Action	Timestamp	IP Address
Created	2026-04-14 09:53:49	System
Document link sent to client by sms	2026-04-14 09:53:50	System
Document link sent to client by email	2026-04-14 09:53:50	System
Document link opened by client	2026-04-14 09:55:04	80.40.141.76
Document electronically signed	2026-04-14 09:56:10	80.40.141.76

Security Verification

SHA-256 Checksum: 9be71d8fb910a70cc36e6b696ab1f030c0a64ca7cd69e77c3a7e323dc6d0ff34

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