Data Protection Act 1998: Fair Processing Notice

This notice informs applicants about the Welsh Government’s use of the information provided on the Farming Connect registration form and any subsequent applications for support from Farming Connect, or any information which is created or obtained in connection with such applications and subsequent claim forms. The Welsh Government’s use of the information will include sharing some information with other agencies, public bodies, 3rd party contractors and making some information available to the public.

The information will be processed and managed by the Welsh Government in accordance with its obligations and duties under the following European Regulations:

- Council Regulation (EC) No 1290/2005
- Commission Regulation (EC) No 796/2004
- Council Regulations (EC) No 1257/1999 and (EC) No 1698/2005
- CI Regulation (EU) No 215/2014
- Regulation (EU) No 1305/2013
- CI Regulation (EU) No 808/2014
- Regulation (EU) No 1310/2013
- Regulation (EU) No 1307/2013
- Regulation (EU) No 1303/2013
- CD Regulation (EU) No 807/2014
- CI Regulation (EU) No 809/2014
- Regulation (EU) No 640/2014
- Regulation (EU) No 1306/2013

All Farming Connect beneficiaries are required to report progress to Welsh Government against a number of agreed indicators. The information submitted at registration and application is being collected to meet regulatory requirements, as well as to determine eligibility for Farming Connect services. Equality and Diversity data reported to Welsh Government will be anonymised for reporting programme progress and research purposes. The Data Protection Act (1998) applies to personal data collected, stored and processed.

The information will primarily be used for the purposes of processing and determining applications for Farming Connect support. However, the Welsh Government (or its agents)
may also make use of the information supplied for other purposes, which will include those connected with its functions and duties under the Common Agricultural Policy of the European Community and with its' statutory environmental obligations.

To enable processing of all Farming Connect applications and claims the Welsh Government may share information with:

- Natural Resources Wales
- Animal Health
- Veterinary Medicine Directorate
- 22 Welsh Local Authorities
- Food Standards Agency Wales
- DEFRA
- Other UK Government agriculture offices
- Selected third party contractors and sub-contractors, including social research organisations
- Agriculture & Horticulture Development Board
- Hybu Cig Cymru

**Reasons for using and sharing personal data**

In particular, the information may be used for the following:

- to allow, in accordance with the relevant Council & Commission Regulations, third party contractors to deliver Farming Connect programmes on behalf of the Welsh Government;
- compilation of reports of aggregated data to be made publicly available, via the Welsh Government internet pages;
- preparation of summary statistical analyses (from which individuals cannot be identified);
- informing decisions relating to policy changes and funding;
- identification of landowners/users in events of emergencies, e.g. disease control and breach control;
- protecting applicants' interest in land conservation and issues that may arise due to funding queries;
- allowing partner organisations to fulfil their legal duties;
- disclosure to regulatory authorities, such as HM Revenue and Customs and the police, where it is in the public interest to do so;
- publication of certain information and responding to requests for information;
- to carry out research, analysis or equal opportunities monitoring;
- to assist in linking your records to other data sources for the purposes of statistical research;
Your contact details may be passed on to contractors acting on behalf of the Welsh Government (including the Wales European Funding Office), to undertake interviews or surveys of current and former participants, as part of formal evaluations of Welsh Government-funded programmes. Contractors will contact a sample of individuals. You may be contacted and asked to take part in an evaluation of your personal experience of a learning activity. If you are contacted, the purpose of the interview or survey will be explained to you and you will be given the option to say yes or no to taking part. Contractors will use your details only for the purpose of carrying out the evaluation and in accordance with the Data Protection Act. Your details will then be deleted once the evaluation contract is complete.

The publication and disclosure of information

The information will be managed and used by the Welsh Government in accordance with our obligations and duties under the:

- Freedom of Information Act 2000;
- Data Protection Act 1998;
- Environmental Information Regulations 2004; and
- All other laws relating to access to information

Therefore, an applicant's information, including their personal information, may be the subject of a request by another member of the public. When responding to such requests the Welsh Government may be required to release information, including an applicant's personal information. However, we would get in touch with the applicant and ask their views before we finally decided to reveal the information.

In accordance with Regulation (EU) No 1305/2013, the Welsh Government is obliged to publish, at least annually, details about the beneficiaries of funding from the Welsh Government Rural Communities - Rural Development Programme 2014-2020. The details published will be:

- The first name and surname of the beneficiary;
- The address and postcode of where the beneficiary resides;
- The amount of funding, including both the contribution from EAFRD and the Welsh Government, received in the financial year.

This information will be published by 30 April annually at www.cap-payments.defra.gov.uk/
Rights under the Data Protection Act 1998

The Data Protection Act 1998 gives individuals certain rights in respect of the personal data held on them. Whilst not intending to be exhaustive, examples of these rights include:

- the right for any personal data held about them to be processed fairly and lawfully
- the right to ask for and receive copies of the personal data that the Welsh Government, or its contractors, holds about them, although the Welsh Government can sometimes withhold some data or not provide copies
- the right, in some circumstances, to prevent the Welsh Government processing personal data if doing so will cause damage or distress
- the right, in some circumstances, to have wrong data put right

Individuals also have the right to ask the Information Commissioner, who enforces and oversees the Data Protection Act 1998, to assess whether or not the processing of their personal data is likely to comply with the provisions of the Act.

Information Commissioner helpline 01625 545745 - www.ico.org.uk

The information will not go outside of the European Union area, unless there is due concern to do so (e.g. in the case of a disease outbreak). If it does, the Welsh Government will make sure that the information continues to be processed in accordance with the rules of the Data Protection Act 1998.

Seeking further information

For further guidance on the information collected and its use, or to discuss any concerns about the accuracy of personal data, or to exercise any rights under the Data Protection Act 1998, please contact the Welsh Government’s Data Protection Officer:

Data Protection Officer
Welsh Government
Cathays Park
Cardiff
CF10 3NQ