



Llywodraeth Cymru
Welsh Government

Welsh Government Rural Communities – Rural Development Programme 2014 to 2020

Your views on the Food Business Investment Scheme: online survey

The Welsh Government's Food Division have commissioned this online survey as part of the ongoing evaluation of the Welsh Government – Food Business Investment Scheme.

The Welsh Government is the data controller for the survey, which is being managed by social researchers from Knowledge and Analytical Services. We do not request any personal data from you. However, any personal data provided through the open comment response options will be redacted, and the raw data anonymised, before it is shared for analysis purposes.

You have received this survey invite from the Welsh Government's Sustainable Futures Research Team, Knowledge and Analytical Services, who are conducting the research on behalf of the Food Division Team.

The survey aims to obtain the views and experiences of Food Business Investment Scheme recipients and to highlight any areas where improvement is needed.

The research objectives are to:

- measure respondents satisfaction with the Food Business Investment Scheme
- seek comments on areas which are working well
- seek comments on areas for improvement
- use the findings to help prioritise and develop future funding schemes.

The lead researcher from the Welsh Government's Sustainable Futures Research Team will undertake and analyse the survey.

Participation is completely voluntary. However your views and experiences of the scheme are important in order to inform its improvement.

Privacy notice

Personal Data

Personal data is defined under the General Data Protection Regulation (GDPR) as “any information relating to an identifiable person who can be directly or indirectly identified by reference to an identifier”. The email addresses of Food Business Investment Scheme recipients are held with Scheme Management Unit. Policy officials from the Food Division Team have drawn the sample of potential survey respondents from these email addresses. They are saved in a folder with restricted access.

You can opt out of being contacted to participate in, and be reminded about, the survey by emailing the sender of the survey invite, who will remove your email address from the sample.

This survey does not request personally identifiable information from you in the survey itself. However, you may choose to provide personal data through the open ended questions. If personal data is provided in open ended question responses, we redact this information on receipt of the response. We do not try and identify you from, or link your identity to, the responses you provide.

If you raise a query or complaint and provide personal data requesting a response, the researcher will forward the request only to the relevant policy official and subsequently delete it from the research data.

Any personally identifiable information therefore will be redacted from the raw survey data and the results will be made anonymous

What is the lawful basis for collecting the survey data?

The lawful basis of processing information in this data collection exercise is our public task; that is, exercising our official authority to undertake the core role and functions of the Welsh Government.

Surveys such as this are important for the Welsh Government to collect information and actionable evidence about its ability to deliver government priorities. The Welsh Government’s Rural Communities – Rural Development Programme 2014 to 2020 enables the Food and Drink sector to contribute to several objectives in [Prosperity for All](#) - the Welsh Government’s national strategy to deliver its key priorities for this Assembly term – including employability.

The programme is also a mechanism aimed at driving change for many of the goals listed under the [Well-being of Future Change Act](#).

How secure is any personal data submitted?

When conducting surveys, the Welsh Government use a survey software programme called Questback. We have ensured that Questback is GDPR compliant and meets our expectations in terms of the security of any data collected via the software (e.g. all data is processed within the EEA). The data can only be downloaded by a limited number of researchers. The Welsh Government is the data controller for this survey. Any personally identifiable information will be removed by researchers from the Welsh Government's Knowledge and Analytical Services on receipt of the responses. Any data gathered from partner organisations therefore is held in an anonymised format. As a result, no personally identifiable information from this survey is stored by Welsh Government researchers.

The anonymised data from the survey will be held within restricted files, where only researchers working on the evaluation have access. When reporting on research, we only do so in an aggregated and anonymous way, so that participants cannot be identified.

How long do you keep any personal data submitted?

In terms of data retention, researchers from Knowledge and Analytical Services will redact any personally identifiable information submitted by respondents at the point of receipt. We will not hold any personal information from survey respondents beyond this point.

The anonymised data from the survey will be deleted 12 months following the publication of a Government Social Research report, to be published on the Welsh Government's webpages by April 2019.

Individual Rights

Under GDPR, you have the following rights in relation to the personal information you provide as part of this evaluation:

- the right of access (request a copy of your own data)
- the right of rectification (correcting incorrect information)
- the right to object to or restrict processing of data
- the right to erasure
- the right to lodge a complaint with the information commissioner's office.

Further Information

If you have any further questions about how the data provided as part of this study will be used by researchers at Welsh Government or wish to exercise your rights using the General Data Protection Regulation, please contact:

Kate Mulready (Knowledge and Analytical Services, Welsh Government)

Telephone: 0300 025 1481

Email: kathleen.mulready001@gov.wales

The Welsh Government's Data Protection Officer can be contacted at:

Welsh Government, Cathays Park, Cardiff, CF10 3NQ

Email: DataProtectionOfficer@gov.wales

You also have the right to lodge a complaint about the way the Welsh Government have processed any personal information you may have submitted through this survey with The Information Commissioner's Office, who can be contacted on 029 2067 8400 / 0303 123 1113.