



Llywodraeth Cymru
Welsh Government

Welsh Government Rural Communities – Rural Development Programme 2014 to 2020

Your views on the Food Business Investment Scheme: recipient interviews

You have received this interview invite from the Welsh Government's Sustainable Futures Research Team, Knowledge and Analytical Services. They have been asked by the Food Division Team to undertake some research into the effectiveness of the support provided through the Food Business Investment Scheme.

The Welsh Government is the data controller for the research, which is being managed by researchers from the Sustainable Futures research team. The research 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 satisfaction with the Food Business Investment Scheme
- seek comments on areas which are working well
- seek comments on areas for improvement
- help prioritise and develop future funding schemes.

As part of the interview, we may ask you for some personal information (e.g. name and role). This will provide us with useful background information to help contextualise the responses given and structure the interview. Any personal data collected in the interviews will only be used in the data collection phase of this research.

Researchers from the Welsh Government's Sustainable Futures Research Team will undertake and analyse the interviews.

Participation is completely voluntary and you may choose to withdraw from the research at any time. However your views and experiences of the scheme are important in order to inform its improvement.

The research will be published in a Government Social Research report. This will be published on the Welsh Government's webpages by May 2019.

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 interview 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 interview by emailing the sender of the invite, who will remove your email address from the sample. We may ask for some personal information (e.g. name and role) in the interview to help contextualise your responses. You may also choose to provide personal data through your responses to the interview questions. If personal data is provided in any responses, we redact this information on receipt of the interview transcript. We do not try and identify you from, or link your identity to, any of the responses you provide. Any recordings of the interview will be deleted following transcription. Any personal data you may have provided during the interview will be redacted from the transcription before analysis.

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. The researcher will subsequently delete this information from the research data.

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.

Interviews 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 2014–2020 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 scheme is also a mechanism aimed at driving change for many of the goals listed under the [Well-being of Future Generations \(Wales\) Act \(2015\)](#).

How secure is any personal data submitted?

With your consent, we will audio record the interview. The recording will be transcribed by the researcher who conducted the interview within a few days of the interview, before being deleted.

The personal data collected as part of this study will only be used in the data collection phase of this research. No personally identifiable information from this interview is stored beyond a few days by Welsh Government researchers. Any data gathered from interviewee's therefore is held in an anonymised format from the analysis phase of the research onwards.

The anonymised data from the interviews will be held within restricted files, where only researchers from the Sustainable Futures research team have access. When reporting on research, we only do so in an aggregated and anonymous way, so that participants can not be identified.

How long do you keep any personal data submitted?

In terms of data retention, researchers from the Sustainable Futures Research Team will redact any personally identifiable information submitted by interviewee's at the point of transcribing the interview. We will not hold any personal information from interview responses beyond this point.

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.