



Your views on the Welsh Government's Fusion Programme

Amgueddfa Cymru – National Museum Wales (Amgueddfa Cymru) has been asked by the Welsh Government's Museums, Archives and Libraries Division (MALD) to undertake research as part of the ongoing evaluation of the *Fusion: Creating Opportunities through Culture* programme. The research aims to obtain the views and experiences of both Fusion Coordinators and partner organisations, to measure satisfaction with the Fusion programme and to highlight where improvement may be needed. The research objectives are to:

- measure satisfaction with the programme
- seek comments on areas which are working well
- seek comments on areas for improvement

The Welsh Government will use the findings from this research to help prioritise and develop areas for change.

As part of this research, interviews will be undertaken with a small sample of partner organisations participating in a Fusion network.

Your views on the Fusion programme and the partnership approach it supports are really valuable to us. Your organisation has been identified as a partner by a Fusion Coordinator. As part of the ongoing evaluation of the Fusion programme, Fusion Coordinators share the names of partner organisations with MALD and Amgueddfa Cymru. However, neither the Welsh Government nor Amgueddfa Cymru hold the contact details of individuals based in partner organisations.

The ongoing evaluation is coordinated by Amgueddfa Cymru. This research is being managed by the researcher at Amgueddfa Cymru with support from researchers based in the Welsh Government's Knowledge and Analytical Services. Amgueddfa Cymru has identified a small number of partner organisations they wish to invite to participate in the research. You have received this interview invite from a Fusion Coordinator at the request of Amgueddfa Cymru because they do not have access to your contact details.

The researcher at Amgueddfa Cymru and researchers from the Welsh Government's Sustainable Futures Research Team, Knowledge and Analytical Services will collect



and analyse the data from this research. Fusion Coordinators will not be able to access any of the data collected.

The Welsh Government is the data controller for the research. The research team will remove personal data before writing up the report and will not provide personally identifiable data to others in Welsh Government unless you ask us to.

The information collected during the project will be included in a report published on the Welsh Government website

Your Participation in this research is completely voluntary. However your views and experiences are important in order to help inform Welsh Government policies.

If you would like to participate or find out more about this research, please contact the researcher at Amgueddfa Cymru, Polly Dempsey, by:

- Email: polly.dempsey@museumwales.ac.uk; or
- Telephone: 029 2057 3115.



PRIVACY NOTICE - Your views on the Welsh Government's Fusion Programme

What personal data do we hold and where do we get this information?

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”.

Amgueddfa Cymru and the Welsh Government do not hold the email addresses of partner organisations. Amgueddfa Cymru have requested that Fusion Coordinators act as intermediaries and invite partner organisations operating within their respective networks to participate in this research. Fusion Coordinators are not conducting the research and will not be able to access any of the data collected.

To participate in the research please email the contact provided for Amgueddfa Cymru who will add your organisation to the sample. As part of this research we may ask you for some personal information (e.g. name and role) in the interview to help contextualise your responses. We wish to record interviews but will ask you before the interview starts if you are happy to be recorded. You may also choose to provide personal data through your responses to the interview questions. The research team will only use email addresses and telephone numbers for the purposes of this research project,

If you chose to provide additional personal data as part of the research we will not try and identify you from, or link your identity to, 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 deleted from the transcript 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 using your 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.



Participation is completely voluntary. Research studies such as this are important for the Welsh Government to collect information and actionable evidence about its ability to deliver government priorities. The information collected in this research will help Welsh Government officials make decisions in relation to the Fusion programme.

How secure is your personal data?

Personal data provided to Amgueddfa Cymru and the Welsh Government is held on secure servers. For this project a folder has been created where only the immediate research team have access. Your contact details and any personal data you choose to provide will be stored in this restricted folder. The researchers will not provide any personal information when reporting findings to the policy team.

The transcription work for this research will be carried out by *Transcribe This*. The audio files will be transferred securely to *Transcribe This* and they will store the audio files and transcripts on a secure server. *Transcribe This* will delete all audio recordings and written transcripts from their systems by May 2019. Amgueddfa Cymru will delete the audio recording on receipt of the written transcript from *Transcribe This*.

Further information on data security and *Transcribe This* can be found here:

<http://www.transcribe-this.com/data-security/>

All data gathered through this research will be reported in an anonymised format. It will not contain your contact details and any identifiable information in open-ended answers will be removed. The research team will use the information gathered to produce a report that will be published on the Welsh Government website. This report will not include any information that could be used to identify individual participants.

How long do we keep your personal data?

The external transcription company will delete the data immediately after submitting the transcribed interview to at Amgueddfa Cymru. The researcher at Amgueddfa Cymru and researchers from Knowledge and Analytical Services will delete any personally identifiable information submitted by respondents within a few days of receiving the interview transcript. Neither Amgueddfa Cymru nor Welsh Government will not hold any personal information from partner organisations beyond this point.



Individual Rights

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

- To access a copy of your own data;
- For us to rectify inaccuracies in that data;
- To object to or restrict processing (in certain circumstances);
- For your data to be 'erased' (in certain circumstances); and
- To lodge a complaint with the Information Commissioner's Office (ICO) who is our independent regulator for data protection.

The contact details for the Information Commissioner's Office are: Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Phone: 01625 545 745 or 0303 123 1113. Website: www.ico.gov.uk

Further Information

If you have any further questions about how the data provided as part of this study will be used by researchers at Amgueddfa Cymru and the 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.