



Llywodraeth Cymru
Welsh Government

Climate Adaptation Agri Study – Stakeholder Engagement

The Welsh Government has commissioned Mentera to undertake a stakeholder engagement study, 'Farming for the Future', in relation to climate adaptation in agriculture. The aim of this study is to engage with stakeholders to understand how farmers are adapting to the changing climate in Wales.

As part of this study Mentera will be conducting workshops in person and online using the Microsoft Teams platform.

The Welsh Government is the data controller for the research. However, Mentera will delete any personal data provided through the workshops and online forms, and anonymise the raw data, before it is shared with the Welsh Government.

The information collected during the project will be included in an anonymised 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.

The contact for this research at Mentera is Siwan Howatson.

E-mail address: siwan.howatson@mentera.cymru

Telephone number: 07399 783 398

PRIVACY NOTICE

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

Personal data is defined under the UK General Data Protection Regulation (UK GDPR) as 'any information relating to an identifiable person who can be directly or indirectly identified by reference to an identifier'.

You have accessed the online registration form to express your interest in participating in this study through one of the following methods through the Mentera website promoted:

- Through an advert in the Farmers Guardian
- From a flyer handed out at Farming Connect events
- Thorough social media
- Through Mentera staff.

Mentera will require your full name, address, email address and contact number to process your registration. Mentera will use your details to contact you to arrange your participation in a workshop and provide any relevant workshop details.

During the workshop, we will not be collecting any additional personal information other than your image if you agree to a workshop being video recorded.

Your participation is voluntary and if you do not wish to take part or be sent reminders at any stage of the research then please email siwan.howatson@mentera.cymru and your details will be removed. Mentera will only use your contact details for the purposes of this study.

We may need to record the workshop for operational reasons. If this is the case, we will make this clear to you before the workshop begins, and you will have the opportunity to tell us if you are not happy for the discussion to be recorded. Workshops are only recorded where all members are happy for this to happen. If the workshop is recorded, personal data will be removed during the process of transcribing. Recordings will be deleted once this process is completed. If the discussion is not recorded, personal data will not be included in written notes prepared during or following the discussion.

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

What is the lawful basis for using your data?

The lawful basis for 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, for example, might be used to inform policy on climate adaptation in agriculture which might include helping farmers become more resilient to climate change.

How secure is your personal data?

Personal information provided to Mentera is always stored on a secure server. The data can only be accessed by a limited number of researchers working on this project. Mentera will only use this data for research purposes. Mentera has cyber essentials plus certification.

When conducting workshops and data processing, Mentera will use the following software programme called Microsoft 365, co-pilot and NVivo. We have ensured that Microsoft 365 is UK GDPR compliant and meets our expectations in terms of the security of any data collected via the software. No personal data will be processed using co-pilot and NVivo.

Mentera has procedures to deal with any suspected data security breaches. If a suspected breach occurs, Mentera will report this to the Welsh Government who will notify you and any applicable regulator where we are legally required to do so.

Mentera 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?

Mentera will hold personal data during the contract period, and any personal data will be deleted by Mentera within three months of the end of the contract. This includes your contact details.

Individual rights

Under UK GDPR, you have the following rights in relation to the personal information you provide as part of this study, specifically you have the right:

- 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: 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 the Welsh Government or wish to exercise your rights using the UK General Data Protection Regulation, please contact:

Name: Frances Gillett

E-mail address: frances.gillett@gov.wales

Telephone number: 0300 0622 469

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

Welsh Government, Cathays Park, Cardiff, CF10 3NQ, Email:

DataProtectionOfficer@gov.wales.