



Llywodraeth Cymru
Welsh Government

PUBLICATION, DOCUMENT

Climate change policy: stakeholder contact database: privacy notice

We want to establish a database of individuals and organisations who want to be kept up to date with, and given the opportunity to get involved in work in relation to climate change.

First published: 4 December 2023

Last updated: 4 December 2023

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Introduction

The Climate Change and Fuel Poverty Division in the Welsh Government wishes to establish a database of individuals and organisations who want to be kept up to date with, and given the opportunity to get involved in, research, engagement and policy development activities related to decarbonisation, climate adaptation, developing the third Carbon Budget, and ensuring a Just Transition to Net Zero.

For you to receive information and engage with the Climate Change and Fuel Poverty Division we will need to collect some personal information from you. This will enable us to contact you and give you the opportunity be involved in engagement, research and policy development activities.

Your inclusion on the database is voluntary and if, at any point, you no longer wish your details to be kept on the database or be invited to take part in future engagement, policy or research activities then you can ask for your details to be removed. You can contact the Welsh Government at any time to do this (see contact details at the end of this privacy notice). The Welsh Government is the data controller for the research. The Climate Change and Fuel Poverty Division will not provide personally identifiable data to others (including in Welsh Government) unless you ask us to.

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’.

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To register you on the database we will be collecting the following personal information you provided as part of your response to the Just Transition Framework consultation:

- Your name;
- Email address.

Your inclusion on the database is voluntary and if, at any point, you no longer wish your details to be kept on the database or be invited to take part in future engagement, policy or research activities then you can ask for your details to be removed. You can contact the Welsh Government at any time to do this.

The Climate Change and Fuel Poverty Division will only use your personal information to:

- send you updates related to Welsh Government decarbonisation, climate adaptation, carbon budget and Just Transition policy development (e.g. consultation outcomes, research reports);
- notify you of opportunities to participate in workshops, research and other engagement activities related to decarbonisation, climate adaptation, development of the third carbon budget and Just Transition;
- send you details of any activity you may choose to participate in as part of the programme;
- send you material after you have participated in any activities, where appropriate;
- to record attendance of the activities you may attend.

If you raise a query or complaint and provide personal data requesting a response, the Climate Change and Fuel Poverty Division will forward the request only to the relevant official and it will not be included in the database.

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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.

Your inclusion on the database is completely voluntary. The database will help ensure the Welsh Government engages effectively with stakeholders in policy development and research around decarbonisation, climate adaptation, development of the third Carbon Budget, and the Just Transition. This is an important part of ensuring the Welsh Government is able to collect information and actionable evidence about its ability to deliver government priorities. Information included on the database might be used, for example, to invite contributions to policy development connected to decarbonisation and adaptation efforts in Wales, development of the third Carbon Budget, and ensuring a Just Transition to Net Zero.

How secure is your personal data?

Personal data provided to Welsh Government is held on secure servers, and for this database a folder has been created that has access restricted only to the immediate policy and research team. Your contact details and any personal data you choose to provide will be stored in this restricted folder.

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

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How long do we keep your personal data?

Your information will be held on the database until the publication of the third Welsh Government Carbon Budget in 2026. After this date all personal information will be removed from the database and a new database will be established, which you will be given the opportunity to opt into.

Individual rights

Under UK GDPR, you have the following rights in relation to the personal information you provide as part of your inclusion in the database. 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.

Information Commissioner's Office Website

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Further Information

If you have any further questions about how the data provided for the database will be used by the Welsh Government or wish to exercise your rights using the UK General Data Protection Regulation, please contact:

Name: Climate Change and Fuel Poverty Division

E-mail address: ClimateChange@gov.wales

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

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

Email: DataProtectionOfficer@gov.wales.

This document may not be fully accessible.

For more information refer to our [accessibility statement](#).

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