



Llywodraeth Cymru  
Welsh Government

## GUIDANCE

# Research on strengthening and advancing equality and human rights in Wales: privacy notice (workshops)

This privacy notice tells you how your data will be processed and how long we will keep it for.

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# Introduction

The Welsh Government has commissioned Swansea University in collaboration with Bangor University and Diverse Cymru to undertake research on strengthening and advancing equality and human rights in Wales. The aim of this research is to investigate mechanisms to strengthen and advance equality and human rights in Wales, and to make recommendations for legislative, policy, guidance, or other reforms to meet this objective. As part of this research Swansea University will be gathering information through stakeholder workshops.

The Welsh Government is the data controller for the research. However, Swansea University will delete any personal data provided, and anonymise the raw data, before it is shared with the Welsh Government.

The information collected during the project will be included in a report published on the Welsh Government website and possibly in other publications such as journal articles, blogs or consultation responses, and may be referred to at conferences, academic seminars or other public events by Swansea University/ Bangor University/Diverse Cymru.

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 Swansea University is Simon Hoffman.

E-mail address: [s.hoffman@swansea.ac.uk](mailto:s.hoffman@swansea.ac.uk)

Telephone number: 01792 513004

## What personal data do we hold and where do we

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## 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’.

You have been invited to attend a workshop as part of this research given the Welsh Government are keen to hear the views of professional stakeholders representing their employer organisations on the challenges facing equality and human rights in Wales as well as how the Welsh Government could/should make use of devolved powers to address these challenges. The workshop is being run by Swansea University on behalf of the Welsh Government and your contact details have been accessed by Swansea University from publicly available contact information online. Where a general contact point, such as a switch board or group email address, has been used you will be asked to provide your name and contact details if you are willing to take part in the workshop. Contact details will only be used by Swansea University to organise workshops as part of this research project.

This research does not require the collection of additional personal data from you. The workshops will not be recorded and personal data will not be included in written notes prepared following the workshop.

Your participation is voluntary and if you do not wish to take part or be sent reminders then please reply to the invitation email and your details will be removed.

If you choose to provide additional personal data as part of the research we will try not to 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 official and subsequently delete it from the research data.

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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.

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:

- provide a better understanding of equality and human rights in Wales
- develop, deliver, monitor and evaluate policies relating to equality and human rights
- make recommendations for legislative, policy, guidance, or other reforms

# How secure is your personal data?

Personal information provided to Swansea University is always stored on a secure server. The data can only be accessed by a limited number of researchers working on this project. Swansea University will only use this data for research purposes.

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

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

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open-ended answers will be removed. Swansea University 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?

Swansea University will hold personal data during the contract period, and any personal data not already removed from research responses will be deleted by Swansea University three months after the end of the contract. This includes your contact details. Swansea University will provide Welsh Government with an anonymised version of the data which will not include information that could identify you.

## Individual rights

Under GDPR, you have the following rights in relation to the personal information you provide as part of this research, 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: 01625 545 745 or 0303 123 1113.

[Website](#)

## 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 General Data Protection Regulation, please contact:

Name: Steven Macey

E-mail address: [Steven.Macey@gov.wales](mailto:Steven.Macey@gov.wales)

Telephone number: 03000 622253

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

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

Email: [DataProtectionOfficer@gov.wales](mailto:DataProtectionOfficer@gov.wales)

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

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