

## Privacy Notice

### **This privacy statement relates to the following process:**

'Cultural Entrepreneurialism' in the Western Isles: exploring key drivers and benefits of regional socioeconomic & minority language development (PhD Study). This research is being conducted in conjunction with UHI to fulfil the requirements of a PhD degree. The interviews are designed to gather information about your business and your views on current policies, funding and support mechanisms in the Western Isles, which target cultural and creative industries in order to positively influence socioeconomic development and the use of Gaelic.

### **Your information will be used for the following purposes:**

#### ***Purpose of my research***

Emerging socioeconomic research demonstrates an encouraging link between cultural and creative industries and minority language revitalisation. With its unique cultural heritage and growing 'cultural economy' sector, the Western Isles are in prime position to capitalise on the demand for Gaelic-related products to positive socio-economic and linguistic benefit. My research will examine the current policy and funding provisions which support regional development and entrepreneurialism in the Western Isles.

#### ***Taking part – what is involved?***

Your participation in this research is entirely voluntary. If you decide to participate, you can choose to withdraw from the study at any time without offering an explanation. If you do so, you may also ask that any data you have supplied be withdrawn from the study and/or destroyed, however, this will not be possible once the research has been completed and outcomes have been published and are in the public domain.

#### ***What your role is in this study?***

You will answer a series of questions presented in an interview format to gather descriptive data and opinions related to the research topic. Your contributions could help to influence future policy and planning and the development of new forms of support. Interviews will be digitally recorded for transcription and analysis.

#### ***Why you have been invited to take part?***

You have been approached to take part as either a commercial business, social enterprise or community-development project that operates within the 'creative & cultural economy' in the Western Isles or the Northern Isles (Shetland and Orkney), and may have benefited from support or funding for your organisation.

#### ***Risk of participation***

No known risks have been identified for potential participants. The researcher has a Protection of Vulnerable Groups clearance, a copy of which can be provided if requested.

### **Our legal reason for using the data are:**

Purpose 1: Consent: consent to contact you about taking part in a face-to-face interview.

Purpose 2: Public task: undertaking the survey with you and analysing survey data collected from you.

The data you provide will be used to deliver a PhD research project by the researcher named above at the University of the Highlands and Islands. Any and all quotations or data provided during the research process for this study which may be used in publication will be anonymised. It will not be possible for anyone reading the final thesis or any subsequent publication based on this study to identify any participant. It is not anticipated that images will be taken or used in publication. Data will not be sent outwith the EU. Data will not be subject to automatic decision-making. Data will not be passed to third parties.

### **Data protection**

The University of the Highlands and Islands is registered with the Information Commissioner's Office, which implements the Data Protection Act (DPA) 2018. All personal data (including any data you supply as a participant) must be processed in accordance with the provisions of the Data Protection Act 2018, and will be handled in line with the Data Protection Policy of the University of the Highlands and Islands. Further information can be accessed here:

<https://www.uhi.ac.uk/en/about-uhi/governance/policies-and-regulations/data-protection/>

### ***Data controller***

Whilst this research project is affiliated with UHI, the data controller for all data generated as a result of this research project will be: Jane Ferguson, Language Sciences Institute, UHI Executive Offices, 12b Ness Walk, Inverness IV3 5SQ; **Tel:** 07734225488; **Email:** [jane.ferguson.ic@uhi.ac.uk](mailto:jane.ferguson.ic@uhi.ac.uk)

For any queries or concerns about how your personal data is being processed you can contact the relevant Data Protection Officer at [dataprotectionofficer@uhi.ac.uk](mailto:dataprotectionofficer@uhi.ac.uk)

### ***Project supervisor***

For any queries around the research please contact Professor Conchúr Ó Giollagáin: [cog.smo@uhi.ac.uk](mailto:cog.smo@uhi.ac.uk)

### ***Further contact details***

If you have any questions/concerns, during or after the study, or wish to contact an independent person to whom any questions may be directed, please contact: University of the Highlands and Islands Research Ethics Committee (FREC) UHI Research Ethics Officer, University of the Highlands and Islands, 12b Ness Walk, Inverness, IV3 5SQ.

Tel: 01463 279 349; Email: [research.ethics@uhi.ac.uk](mailto:research.ethics@uhi.ac.uk)

***Data retention period:***

The research project is due to be completed in October 2021, and participant data will be retained, on secure UHI servers accessible only by the PhD candidate, the candidate's supervisory team, the candidate's partner college and UHI, and/or the UHI exam board comprising of UHI and external representatives, for a period of five years from November 2021. Anticipated research outputs are a PhD thesis, conference papers and academic journal articles.

**Your data will be retained for the following length of time:** 5 years from November 2021.

***The following rights are rights of data subjects:***

- The right to access your personal data
- The right to rectification if the personal data we hold about you is incorrect
- The right to restrict processing of your personal data

***The following rights apply only in certain circumstances:***

- The right to withdraw consent at any time if consent is our lawful basis for processing your data
- The right to object to our processing of your personal data
- The right to request erasure (deletion) of your personal data
- The right to data portability

**You also have the right to lodge a complaint with the Information Commissioner's Office about our handling of your data.**