

Scottish Farm Business Survey (SFBS) – Privacy Notice

Rural and Environmental Science and Analytical Services division of the Scottish Government are responsible for the Scottish Farm Business Survey. SAC Consulting is the contractor administering this survey on behalf of Scottish Government. SAC Consulting's privacy policy is available online at www.sruc.ac.uk/connect/about-sruc/policies-compliance/compliance/privacy-policy-gdpr-cookies/#privacy

Legal basis for using your information

The legal basis for processing your data is that it is necessary for the performance of a task, which is carried out in the public interest or in the exercise of official authority vested in the Scottish Government (the controller): Article 6(1)(e) of the UK General Data protection Regulation ("UK GDPR").

Data are collected under the Agriculture (Retained EU Law and Data) (Scotland) Act 2020 Part 2. Data will only be collected and processed for the purposes specified in this legislation. These are listed in Section 17 part 4.

What we will do with your data

We use information from your June Census survey form to verify your identity, contact you by post, email or telephone and to maintain our records. We also collect some personal data to contact you in relation to the SFBS and to provide information about areas of Scotland and age and gender of workers.

The survey collects a range of management accounting information about your farm business as well as other information about your farm. Data collected through the survey are sent to the Scottish Government anonymously. No-one other than relevant SACC staff working for the survey know your identity.

We use the data to create statistics that measure the financial performance of farming in Scotland. The information is used widely by farmers, farmer's unions, the agricultural industry, government, and the general public. It allows the Scottish Government to assess the impact of existing and future policies. Such as the effect changes to support payments can have on farms financial viability. It is used by the Scottish Government to develop and tailor policies to support the agricultural sector.

Other uses of the data include: providing benchmarking information to assist with farm business planning; helping us understand the potential impact of crisis situations, such as disease outbreaks; estimating the extent and nature of diversification by farmers; providing information for Gross Domestic Product (GDP) figures which help us estimate the contribution of agriculture to the national economy; providing statistics that can be used to compare farming across the UK and with farming elsewhere; and, helping to estimate environmental impact by producing carbon footprints of farms.

Results of the survey are published only as grouped information or averages. It is not possible to identify individual farm businesses.

How we will store your data and how long we keep it

Scottish Government and SAC Consulting hold all of the data confidentially on secure servers and in line with data protection legislation. Your contact information is stored separately and securely by SAC Consulting on behalf of Scottish Government. Data are stored for as long as the information is required for statistical analysis, this will be reviewed every year. Access to the data is limited to staff who require to use it for the purposes described in the information note. SAC Consulting are currently contracted by the Scottish Government to conduct this survey. If the

survey moves to a different contractor, your contact information will not be shared without your consent.

Data are stored for statistical and research purposes, for which under UK GDPR article 5(e), data can be stored for as long as is required for statistical analysis.

Sharing data and linking data to other sources

Your information will be collected by SAC Consulting and identifying data will be removed before sharing with Scottish Government. The data shared with the Scottish Government will not contain personal names, personal addresses or personal contact details. Access to the data is restricted to staff who require to use it for the purposes described.

Sections 13 to 18 of the Agriculture (Retained EU Law and Data) (Scotland) Act 2020 Part 2 allow us to process and share data with authorised research institutes, universities and other government agencies, for research purposes. Data collected prior to 2022 were also collected and submitted to the Farm Accountancy Data Network (FADN) under EU legislation (Council Regulation (EC) No.1217/2009). In general the Scottish Government does not transfer personal data outside the UK.

In all cases of data sharing, identifying data will be removed so that individuals and individual business cannot be identified. Data are only shared when Scottish Government is satisfied that the organisation which will handle the information and the country in which the processing will take place provides appropriate safeguards for the protection of personal data.

Your information may be linked by SAC Consulting to other data for research purposes. Linkage will only be done by specifically authorised analysts at SAC Consulting and once necessary approvals have been made by Scottish Government. Linked data, with identifying data removed, may then be shared with authorised research institutes, universities and other government agencies, for research purposes. No one looking at the findings will be able to identify you in any way and the data will not be used to identify individual farms. Personal details, like your name and address, will only be known to the survey team at SAC Consulting. Access to the data is restricted to staff who require to use it.

Complaints

If you are dissatisfied with the way we handle your personal data, you can raise your concerns with our Data Protection Officer in the first instance. You can do this by e-mail to DataProtectionOfficer@gov.scot or write to Data Protection Officer, Victoria Quay, Commercial Street, Edinburgh EH6 6QQ.

If you feel we have been unable, or unwilling to resolve your complaint, you have the right to lodge a complaint with the Regulator for data protection in the UK, the Information Commissioner's Office (ICO). You can contact them via email at Scotland@ico.org.uk or write to The Information Commissioner, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. More information is available online at <https://ico.org.uk/concerns/handling/>

Your rights under data protection law

You have a right of access to any personal data we hold about you by making a Subject Access Request (SAR). In addition, if you believe that the data we hold is inaccurate or incomplete you can ask us to update our records. More information is available at www.gov.scot/about/contact-information/personal-data

For more information on the rights you have over how your personal data is handled, please visit www.ico.org.uk/your-data-matters