

# Privacy Notice – UHI NWH Merger Evaluation Report (Year 2) Employer and Industry Partner Survey 2025

The Data Controller of the information being collected is:

UHI North, West, and Hebrides, Ormlie Road, Thurso

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

This privacy statement relates to the following process:

UHI NWH Merger Evaluation Report (Year 2) Employer and Industry Partner Survey 2025

Your information will be used for the following purposes:

## Note on Employer and Industry Partner Survey information:

UHI NWH does not intend to identify the survey responses of any individuals. However, the survey is detailed and, taken together, it may be the case that a certain set of responses, including free-text responses, could be attributed to a certain person based on the responses provided. For this reason, UHI NWH will be handling the survey response data and report data as personal data and protecting it as such – as outlined in this privacy notice.

Purpose 1: Gathering and analysing survey data to understand Employer and Industry Partner opinions about the college merger and progress against merger objectives.

The college plans to collect information about Employer and Industry Partner opinions and experiences across relevant areas of college operation.

The college will analyse this data for the college as a whole, as well as for parts (including, for example, location of Employer and Industry Partners).

Analysis may involve considering results with previous surveys. The results may be used for comparison with future survey results.

If you make free-text comments, these will be made available to UHI NWH as part of its analysis. Free-text responses may be used – verbatim or in summary – in whole or in part in reports and reporting on the outcomes of the survey. Such free-text comments will only be reported outwith the college where there is no realistic prospect of identifying the person who provided the response. UHI NWH will receive free-text

	<p>comments without them being attributed to individuals and UHI NWH team will not seek to attempt to re-identify individuals from the context of their comments.</p> <p>However, if you include information in a free-text response that will, or may, allow UHI NWH to identify you (for example, you mention your name, characteristics of yourself, colleagues, and business) and you make a specific accusations, raise health and safety concerns, or refer to any other matter that would require investigation or action under UHI NWH policies or legal obligations, then UHI NWH may use your personal data (where it can be gleaned) to proceed with such investigations or actions.</p> <p>UHI NWH will, or may, (fully or partially) redact free-text responses before internal reporting and/or publication in order to protect the identities of individuals.</p>
Purpose 2: Report on survey outcomes	<p>The college will publish a Merger Evaluation Report which will include analysis of the Employer and Industry Partner Survey. UHI NWH is satisfied that no information will be published in the Merger Evaluation Report that will allow any individual responses to be identified.</p> <p>If you make free-text comments then these will made available to UHI NWH as part of its analysis. Free-text responses may be used – verbatim or in summary – in whole or in part in reports and reporting on the outcomes of the survey. Such free-text comments will only be included in reporting on the survey outwith the college where there is no realistic prospect of identifying the person who provided the response.</p>
Purpose 3: Consider survey outcomes	<p>The college will consider the survey results and how it can use them to improve or assist in the delivery or merger objectives. It will create such improvement plans, processes and initiatives as it deems appropriate to react to the feedback and improve.</p>

	These plans may involve certain plans, consultations, further information gathering exercises, or other approaches, for the whole college, parts of the college, or individuals.
Purpose 4: Undertaking investigations or actions as required arising from comments and responses	<p>If you make free-text comments, these will be made available to UHI NWH as part of its analysis. Free-text responses may be used – verbatim or in summary – in whole or in part in reports and reporting on the outcomes of the survey. Such free-text comments will only be reported outwith the college where there is no realistic prospect of identifying the person who provided the response. UHI NWH will receive free-text comments without them being attributed to individuals and UHI NWH team will not seek to attempt to re-identify individuals from the context of their comments.</p> <p>However, if you include information in a free-text response that will, or may, allow UHI NWH to identify you (for example, you mention your name, characteristics of yourself, colleagues, and work) and you make a specific accusation, raise health and safety concerns, or refer to any other matter that would require investigation or action under UHI NWH policies or legal obligations, then UHI NWH may use your personal data (where it can be gleaned) to proceed with such investigations or actions.</p>

**Our legal reason for using the data is/are:**

The college's legal reason for collecting and using the data is that you have given consent by completing the survey. Taking part in the survey is completely voluntary. You will gain no direct benefit or reward for taking part and will not be subject to any action or sanction for not taking part.

**Special category (sensitive) data**

The data being used includes special category (sensitive) data. We use this sensitive data under the following legal condition(s):

None of the questions in the survey is seeking any special category data from you. UHI NWH discourages you from providing such sensitive data unless i) you are happy to provide it, and

ii) it is genuinely pertinent to the matter you are raising in your free-text response. You do not need to provide this information. You will gain no direct benefit or reward for taking part and will not be subject to any action or sanction for not taking part.

If you choose to provide this information (in the free-text responses), it will be used by the college to monitor and enhance the equality of opportunity and treatment, per the Equality Act 2010 and for the survey purposes

- Use is necessary for carrying out obligations under employment, social security or social protection law, or a collective agreement.
- Processing is necessary for reasons of substantial public interest – that being that the processing is required by an enactment (Equality Act 2010).

## **Sharing data with third parties out with your organisation**

Your data will be shared with the following recipients or categories of recipient:

Outcome report:

UHI NWH will produce a report (or reports) on the survey outcomes. These reports will not include information that will allow identification of individual respondents. The reports may be shared internally and/or externally.

UHI NWH's consultants:

UHI NWH may share survey data with external consultants assisting the college with the survey creation, and analysis.

## **Data retention**

Your data will be retained for the following length of time:

The results of the survey will be held by UHI NWH for no longer than ten years from the end of the year in which the survey results are received.

Anonymous information based on the survey outcomes may be kept indefinitely, based on business needs.

## **Rights of data subjects**

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.