

The website <http://www.bhep.co.uk> is owned and managed by The Brighton & Hove Business Forum, registered address 8-11 Pavilion Buildings, Castle Square, Brighton, BN1 1EE.

#### **What information is collected?**

The personal information we collect might include your name, address, email address (if you sign up to our newsletters), IP address, and information regarding what pages are accessed and when.

#### **How is information stored?**

Any information collected is safely stored via password protection

No information is sold or passed to third parties.

#### **How is information used?**

We may use your information to:

- Send you communications which you have requested (via signing up to our newsletters).
- Contact you to follow up a business survey.
- To carry out our obligations arising from any contracts entered into by you and us

#### **News content**

We will only send you weekly news updates if you have requested them.

If at any point you change your mind about receiving our BHEP newsletters or wish to update your subscription settings, please email: [gavin.stewart@bhep.co.uk](mailto:gavin.stewart@bhep.co.uk) or call: 01273 735442.

#### **Cookies**

Like many other websites, the BHEP website uses cookies. Cookies are small pieces of information sent by an organisation to your computer and stored on your hard drive to allow that website to recognise you when you visit. They collect statistical data about your browsing actions and patterns but do not identify you as an individual.

BHEP uses cookies to store your country preference, which helps us to improve our website and deliver you a personalised service.

If you'd prefer to, you can switch off cookies by setting your browser preferences.

## **Links to other websites**

BHEP.co.uk contains links to other third party sites. We cannot be held responsible for the contents or practices of those sites.

## **Online security**

BHEP makes every effort to ensure this website is free from viruses. However, we cannot guarantee that your use of this website will not cause damage to your computer. It is your responsibility to ensure that the right equipment is available to use the website and screen out anything that may damage it.

## **Content**

Views expressed are not necessarily always those of the Brighton & Hove Economic Partnership and should not be taken as such.

Please use this website as a general guide. Every care is taken in the preparation of the content of the website and BHEP cannot be held responsible for omissions or mistakes that may arise.

## **Statistical reporting**

Our website may monitor the way you navigate to and around our pages, for example search terms and pages clicked on. This data cannot identify you as an individual and is used only to improve our site usability and for statistical reporting.

## **Policy update**

This disclaimer is governed by English and Welsh Law. If this disclaimer policy changes in anyway, an updated version will be placed on this page. Please visit the page regularly. This page was last updated on 22<sup>nd</sup> May 2018.