



**Future  
Governance  
Forum**

## **FGF Terms, Conditions and Privacy Policy**

## The Future Governance Forum Terms, Conditions and Privacy Policy

The Future Governance Forum (FGF) is the trading name of The Future Governance Forum Limited, registered company no: 14406854.

### Agreeing to these Terms and Conditions

By using and/or visiting the FGF website you signify your agreement to these terms and conditions. FGF may, in its sole discretion, modify or revise these terms and conditions and any related policies at any time, and you agree to be bound by such modifications or revisions. Nothing in this agreement shall be deemed to confer any third-party rights or benefits.

The copyright in the contents of this website is owned by FGF or its licensors. The data and information available through [www.futuregovernance.co.uk](http://www.futuregovernance.co.uk) are owned by FGF. Please contact [hello@futuregovernanceforum.co.uk](mailto:hello@futuregovernanceforum.co.uk) if you wish to use any of the materials on this website.

### Privacy Policy

#### Our Commitment to Your Privacy

FGF is committed to protecting your privacy and ensuring your personal data is handled in a secure, responsible manner. We operate in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. This privacy policy explains how we collect, use, store, and protect your personal information.

#### Data Controller

The Future Governance Forum Limited is the data controller for the personal information collected through our website and other services. Our company registration number is 14406854.

#### What Information We Collect

We may collect the following types of personal data:

- **Contact information:** Name, email address, postal address, phone number
- **Professional information:** Job title, organisation, sector
- **Communication preferences:** Your preferences for receiving communications from us
- **Technical data:** IP address, browser type and version, time zone setting, browser plug-in types and versions, operating system and platform, and other technology on the devices you use to access our website
- **Usage data:** Information about how you use our website, including which pages you visit and how long you spend on them

## How We Collect Your Information

We collect your information through:

- Registration for events, newsletters, or updates
- Completion of surveys or feedback forms
- Correspondence with us by phone, email, or other means
- Your use of our website (through cookies and similar technologies)
- Publicly available sources when your information is relevant to our work

## Lawful Basis for Processing

We process your personal data on the following lawful bases:

- **Consent:** Where you have given clear consent for us to process your personal data for a specific purpose
- **Contract:** Where processing is necessary for a contract we have with you
- **Legitimate interests:** Where processing is necessary for our legitimate interests or the legitimate interests of a third party, provided your fundamental rights do not override these interests

## How we use your information

We will use user data we collect from you only in accordance with the following purposes:

- To provide the updates, services, or information you have requested
- To provide and improve our service to you, including notifying you of any changes to our terms and conditions of use
- To send you information about our other products, services, events, or initiatives if you have consented to receive such communications
- To analyse and improve our website performance and user experience
- To comply with legal obligations
- To protect our rights, property, or safety, or that of our users or others

We will only retain your personal data for as long as necessary to fulfill the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements. To determine the appropriate retention period for personal data, we consider:

- The amount, nature, and sensitivity of the personal data
- The potential risk of harm from unauthorized use or disclosure
- The purposes for which we process your personal data
- Whether we can achieve those purposes through other means
- The applicable legal requirements

### Cookies and Similar Technologies

Our website uses cookies and similar technologies to distinguish you from other users. This helps us provide you with a good experience when browsing our website and allows us to improve our site. By continuing to browse the site, you are agreeing to our use of cookies.

Cookies are small text files that are placed on your computer or mobile device when you browse websites. We use the following types of cookies:

- **Strictly necessary cookies:** Required for the operation of our website
- **Analytical/performance cookies:** Allow us to recognize and count the number of visitors and see how visitors move around our website
- **Functionality cookies:** Enable our website to recognize you when you return

You can set your browser to refuse all or some browser cookies or to alert you when websites set or access cookies. If you disable or refuse cookies, some parts of our website may become inaccessible or not function properly.

### Data Security

We have implemented appropriate security measures to prevent your personal data from being accidentally lost, used, or accessed in an unauthorized way, altered, or disclosed. We limit access to your personal data to those employees, agents, contractors, and other third parties who have a business need to know. They will only process your personal data on our instructions, and they are subject to a duty of confidentiality.

We have procedures in place to deal with any suspected personal data breach and will notify you and any applicable regulator of a breach where we are legally required to do so.

Your personal details will never be published on our site. We may share your personal data with:

- Service providers who provide IT and system administration services
- Professional advisers including lawyers, bankers, auditors, and insurers
- HM Revenue & Customs, regulators, and other authorities who require reporting of processing activities in certain circumstances

We require all third parties to respect the security of your personal data and to treat it in accordance with the law. We do not allow our third-party service providers to use your personal data for their own purposes and only permit them to process your personal data for specified purposes and in accordance with our instructions.

We do not transfer your personal data outside the UK without ensuring appropriate safeguards are in place.

### Your Rights

Under certain circumstances, you have rights under data protection laws in relation to your personal data, including:

- **Right to be informed:** About how we collect and use your personal data
- **Right of access:** To request a copy of the personal data we hold about you
- **Right to rectification:** To have inaccurate or incomplete data corrected
- **Right to erasure:** To have your personal data deleted in certain circumstances
- **Right to restrict processing:** To request we suspend processing of your personal data
- **Right to data portability:** To request we transfer your data to you or another organization
- **Right to object:** To object to our processing of your personal data
- **Rights related to automated decision making:** To not be subject to decisions based solely on automated processing

You can exercise any of these rights by contacting us at [hello@futuregovernance.co.uk](mailto:hello@futuregovernance.co.uk). You will not have to pay a fee to access your personal data or to exercise any of your other rights. However, we may charge a reasonable fee if your request is clearly unfounded, repetitive, or excessive. We aim to respond to all legitimate requests within one month.

If the information we hold about you needs to be corrected or updated, you would like to be unsubscribed from our emails, or have any other questions or concerns about our use of your personal data, please contact [hello@futuregovernance.co.uk](mailto:hello@futuregovernance.co.uk).

### **Using Information on [www.futuregovernanceforum.co.uk](http://www.futuregovernanceforum.co.uk)**

FGF has tried to ensure that the contents and information it provides in this website is accurate at the time of posting. Unfortunately, it cannot guarantee the accuracy of contents or information contained in its pages and any person using information contained in them does so entirely at their own risk.

### **Links to Third Party Websites**

Our website, emails and social media feeds will include links to third party advice that may be of use to our users. When using the site or interacting with emails and/or social media, you may gain access to other websites through use of links or hypertext. You agree that FGF is not responsible for the advice given by the third party organisations or for the content or operation of such third party websites.

FGF, to the extent permissible by law, excludes all liability which may arise from your use or reliance on the information or contents contained in the linked site.

### **Liability**

FGF disclaims all liability to you arising out of your use of the service. Although care is taken to check and test material at all stages of production, FGF cannot accept any responsibility for any loss, disruption or damage to your data or your computer system which may occur whilst using material derived from this website.

### **Changes to this Policy**

We may update this privacy policy from time to time. We will notify you of significant changes by posting the new privacy policy on our website and, where appropriate, sending you a notification.

## Contact Us

If you have any questions about this privacy policy or our privacy practices, please contact us at:

Email: [hello@futuregovernance.co.uk](mailto:hello@futuregovernance.co.uk)

You have the right to make a complaint at any time to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues ([www.ico.org.uk](http://www.ico.org.uk)). We would, however, appreciate the chance to deal with your concerns before you approach the ICO, so please contact us in the first instance.