

Digital Evidence Management System (DEMS) Privacy Notice

Who is responsible for how your information is handled?

South Yorkshire Police will be responsible for the secure and lawful handling of media footage that you submit to us via the Digital Evidence Management System (DEMS) Community Portal. We will do so in compliance with the requirements of the Data Protection Act 2018 and the statutory Management of Police Information guidance. We will be assisted by NICE Investigate who supply, support and secure the DEMS on our behalf however the use of the information within DEMS is managed by South Yorkshire Police.

What information do we collect?

Registration of your personal details with NICE Investigate is entirely voluntary. Any initial and all subsequent requests from the police to provide evidence are also voluntary and you may refuse a request to provide evidence at any time.

If you have registered the details of your cameras within the Community Portal of NICE DEMS we will rely on you to keep those details and the locations of any cameras up to date. Any necessary updates can be made by you via access of your personal account within the Community Portal.

If media footage provided by you is used in a criminal prosecution it will be shared with other criminal justice agencies who will be responsible for any copies of the information they receive. You may be required to attend court to give evidence as to your particular involvement in any evidence that you produce to the police. If you have any concerns around this, you should speak to the police officer or police staff that is dealing with the case before you submit any evidence or relevant material.

Information that might be collected and retained by the police includes but is not limited to:

- Contact details
- IP address
- Other information in relation to the material you have provided

How we use your information and our lawful basis for doing so:

CCTV and relevant material provided by businesses or citizens to the police will be used by the police in their investigation of a crime and its suitability will be considered, as evidence, for any future prosecution. Any evidence that is submitted to the police should always be in relation to the particular incident that is under investigation. It does not provide a means of submitting evidence in relation to an incident that has not yet

been reported to the police.

Where media footage is used as evidence in a criminal prosecution it will be redacted, where appropriate, so that the relevant parts are shared with criminal justice partners such as: Crown Prosecution Service, Courts, and solicitors or barristers providing legal representation.

South Yorkshire Police are collecting, using and sharing personal information for the 'Law Enforcement' purpose under Part 3 of the Data Protection Act 2018 for the following reasons:

- Prevention, investigation detection or prosecution of criminal offences.
- Execution of criminal penalties.
- Safeguarding against and the prevention of threats to public security.

If you have registered the location of your CCTV camera as a business those details will be stored on a register that will be available to other UK police forces using the NICE DEMS.

This is to make other forces aware of camera locations and possible CCTV that might assist them in the investigation of police incidents. The information we collect for the registration of your camera is as follows:

- Representative's details: name, phone number, address and IP address
- Company details: company name, company address
- Who we share information with:
- Crown Prosecution Service and any barristers they may appoint.
- Her Majesties Court and Tribunal Service.
- Lawyers or barristers representing the defendant.
- Other police forces or law enforcement agencies where necessary for assisting in investigations.
- Expert Witnesses appointed by either the prosecution or defence for the purposes of providing an expert opinion to the court.
- Other UK police forces using DEMS will have visibility of the location and owners of all cameras registered on DEMS.

Deleting your information:

Where you have registered the location of your business CCTV camera your registration details will be stored within NICE DEMS until you decide you no longer wish to remain registered. Should you wish to terminate your registration you can do so by contacting:

DataProtectionTeam@southyorks.pnn.police.uk

The material you submitted in relation to the investigation of a crime will be retained in line with the statutory guidance on the Management of Police Information: College of

Policing guidance of the Management of Police Information and the Criminal Procedures and Investigations Act (CPIA) Code of Practice.

The police also retain the right to delete accounts at their own discretion. This will usually occur when accounts are not being used for their intended purpose.

Automated decision making:

The police will not use automated decision making in the management of any media footage submitted or further use as evidence.

Transferring your data outside of the UK:

Media footage and details of registered business CCTV cameras ingested into DEMS will be digitally stored in the UK. They will not be transferred outside the UK or the European Economic Union unless in exceptional circumstances where it is necessary to investigate or prosecute a serious crime committed abroad. In such a situation appropriate checks and measures are in place to safeguard individual's information rights.

Your information rights and right to complain:

Under the UK Data Protection Act 2018 you are entitled to a suite of data / information rights. If you have a query or complaint about how your personal data is being used or how your data rights are being upheld you can contact the force's Data Protection Officer or can complain to the Information Commissioner who is the independent Authority responsible within the UK for ensuring we comply with data protection legislation.

For further information about your data / information rights or how to enquire / complain – please follow the below link to the main force Privacy Notice:

<https://www.southyorkshire.police.uk/about-us/privacy/>