



Creating a safer
Cambridgeshire

ROLE PROFILE

Role Title:	Superintendent – Force Authorising Officer
Department/Unit:	Covert Authorities
Rank/Grade:	Superintendent
Reporting to:	Head of Crime
Main purpose of the role:	To monitor, scrutinise and authorise legal authorities in respect of applications to undertake the use of covert policing tactics, ensuring that such use is lawful, proportionate and necessary and that the integrity and confidentiality of such tactics is protected. To ensure that opportunities to exploit the availability of such tactics are optimised.

Key Responsibilities

- Responsible for staff and officers in the Covert Authorities Bureau, Communications Data Investigators Team and Dedicated Source Unit.
- Responsible for ensuring that the use of covert intelligence gathering and enforcement activities is undertaken in a manner that is lawful, necessary and proportionate
- Maintaining knowledge of the legal requirements of the Regulation of Investigatory Powers Act (RIPA) 2000, Investigatory Powers Act 2016, the Police Act 1997 and Prison Act 1952.
- Maintain detailed working knowledge of covert policing tactics, capabilities and limitations and ensure that the use of such tactics is not disclosed inappropriately
- Ensure that all covert policing activity is undertaken in a manner compliant with relevant legislation
- Authorise and recommend RIPA requests for direct surveillance, property interference, intrusive surveillance, TEI, Prison & CHIS authorities, ensuring the applications are properly completed before submission for authority.
- Responsible for oversight, scrutiny and risk management of Covert Human Intelligence Sources (CHIS).
- To authorise Use and Conduct Authorities for CHIS in compliance with national guidance and Codes of Practice
- Maintaining accurate and timely written records of surveillance, communications and CHIS authorities
- Conduct reviews, renewals and cancellations as required according compliance with relevant timeframes
- Ensure that any errors are appropriately recorded and reported to IPCO
- To liaise with other Law Enforcement Partners in relation to the use of covert policing tactics
- Authorise HM Prison Service Authorities (OPT) and provide specialist advice where required
- Prepare for and support annual inspections from the Investigatory Powers Commissioners Office (IPCO).
- Address any recommendations within IPCO inspections
- Act as SRO for all covert data, ensuring compliance with Records and Product Management processes
- To manage the response to the Undercover Policing Inquiry and liaise with the NPCC UCPI team, ensuring that all relevant information is provided to the Inquiry
- Represent Cambridgeshire Constabulary at relevant forums locally, regionally and nationally.
- Provide functional management of Covert Human Intelligence resources.
- Provide coverage for the other operational duties as required by Cambridgeshire Constabulary, including participation on the GOLD on call rota for PACE authorities.

Psychological Assessment	Not Required
Return on Investment	N/A
Limited Duties	No

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Financial e.g. Limits/Mandates	Non-Financial e.g. Staff Responsibility
<ul style="list-style-type: none"> Management of Departmental budget of £1m+ 	<ul style="list-style-type: none"> Line management responsibility for staff and/or officers

Entry Requirements
<ul style="list-style-type: none"> Substantive Superintendent Ability to pass the College of Policing Authorising Officer's Course (H6) Able to provide 24/7 on call capability (cover can be obtained during AL/other absences or extractions) Able to demonstrate a working knowledge of RIPA and IPA. Proven decision making abilities Able to demonstrate an ability to effectively manage high risk matters and investigations A working knowledge of investigative and intelligence procedures Knowledge and experience of covert tactics and techniques Strong standard of written and verbal communication skills Ability to work unsupervised and on own initiative Good interpersonal skills with internal personnel and external agencies

Any other General Requirements/Scope
<ul style="list-style-type: none"> Valid UK driving licence / the ability to travel The post holder will occasionally be required to work additional hours and to be available to provide authorisations and risk management advice out of hours. Vetted to SC/MV level. DV level vetting welcomed. The post holder will be expected to undertake training as and when required. The post holder will be expected to comply with health and safety requirements. <p>Obligatory Requirements</p> <ul style="list-style-type: none"> Must be a substantive Superintendent Before commencement of this appointment, this role may be subject to medical assessment. For some roles health screening or surveillance may be required on a regular basis, as identified by line manager risk assessments.

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Personal Qualities(Behavioural Competencies)

We are emotionally aware

I seek to understand the longer-term reasons for organisational behaviour. This enables me to adapt and change organisational cultures when appropriate. I actively ensure a supportive organisational culture that recognises and values diversity and wellbeing and challenges intolerance. I understand internal and external politics and I am able to wield influence effectively, tailoring my actions to achieve the impact needed. I am able to see things from a variety of perspectives and I use this knowledge to challenge my own thinking, values and assumptions. I ensure that all perspectives inform decision making and communicate the reasons behind decisions in a way that is clear and compelling.

We take ownership

I act as a role model, and enable the organisation to use instances when things go wrong as an opportunity to learn rather than blame. I foster a culture of personal responsibility, encouraging and supporting others to make their own decisions and take ownership of their activities. I define and enforce the standards and processes that will help this to happen. I put in place measures that will allow others to take responsibility effectively when I delegate decision making, and at the same time I help them to improve their performance. I create the circumstances (culture and process) that will enable people to undertake development opportunities and improve their performance. I take an organisation-wide view, acknowledging where improvements can be made and taking responsibility for making these happen.

We are collaborative

I am politically aware and I understand formal and informal politics at the national level and what this means for our partners. This allows me to create long-term links and work effectively within decision-making structures. I remove practical barriers to collaboration to enable others to take practical steps in building relationships outside the organisation and in other sectors (public, not for profit, and private). I take the lead in partnerships when appropriate and set the way in which partner organisations from all sectors interact with the police. This allows the police to play a major role in the delivery of services to communities. I create an environment where partnership working flourishes and creates tangible benefits for all.

We deliver, support and inspire

I challenge myself and others to bear in mind the police service's vision to provide the best possible service in every decision made. I communicate how the overall vision links to specific plans and objectives so that people are motivated and clearly understand our goals. I ensure that everyone understands their role in helping the police service to achieve this vision. I anticipate and identify organisational barriers that stop the police service from meeting its goals, by putting in place contingencies or removing these. I monitor changes in the external environment, taking actions to influence where possible to ensure positive outcomes. I demonstrate long-term strategic thinking, going beyond personal goals and considering how the police service operates in the broader societal and economic environment. I ensure that my decisions balance the needs of my own force/unit with those of the wider police service and external partners. I motivate and inspire others to deliver challenging goals.

We analyse critically

I balance risks, costs and benefits associated with decisions, thinking about the wider impact and how actions are seen in that context. I think through 'what if' scenarios. I use discretion wisely in making decisions, knowing when the 'tried and tested' is not always the most appropriate and being willing to challenge the status quo when beneficial. I seek to identify the key reasons or incidents behind issues, even in ambiguous or unclear situations. I use my knowledge of the wider external environment and long-term situations to inform effective decision making. I acknowledge that some decisions may represent a significant change. I think about the best way to introduce such decisions and win support.

We are innovative and open-minded

I implement, test and communicate new and far-reaching ways of working that can radically change our organisational cultures, attitudes and performance. I provide space and encouragement to help others stand back from day-to-day activities, in order to review their direction, approach and how they fundamentally see their role in policing. This helps them to adopt fresh perspectives and identify improvements. I work to create an innovative learning culture, recognising and promoting innovative activities. I lead, test and implement new, complex and creative initiatives that involve multiple stakeholders, create significant impact and drive innovation outside of my immediate sphere. I carry accountability for ensuring that the police service remains up to date and at the forefront of global policing.