



<b>Role Title</b>	Prison Intelligence Officer	<b>Reporting to</b>	Detective Sergeant
<b>Section</b>	NERPIU	<b>District/Department</b>	CTP NE
<b>Tenure</b>		<b>Rank/Grade</b>	Scale 6

## Part A – JOB DESCRIPTION

<b>Overall purpose of role</b>	To provide an interface between the CTP NE, Regional Organised Crime Units and HMPS across the North East Region Prisons establishments for the purpose of developing intelligence in support of Counter Terrorism (including Domestic Extremism), and organised crime related matters, ensuring that intelligence is gathered, developed and shared, to minimise threat and risk posed from the Prison estate.
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### Key outputs for role –

1. Lead by example and behave in line with the Police Code of Ethics ensuring that the force values and behavioural expectations are clearly understood and considered by managers, officers and staff in their decision making and actions; reinforcing and influencing them through all interactions and processes.
2. To perform specialist support within prisons in the North East Region, ensuring an understanding of the Counter Terrorism (CT), Domestic Extremism (DE) and Organised Crime (OC) intelligence requirement and assisting the work of the North East Region Prison Intelligence Unit (NERPIU) in understanding and countering the threat of radicalisation, extremism and organised crime within the prison estate.
3. To monitor security reports and incident reports and assisting the Prison Security Department to analyse and assess them, acting as a conduit between NERPIU and Prisons when specialist police assistance is required such as technical support and general training issues.
4. In response to national intelligence requirements, work with Prison staff, and Prison Prevent Leads (PPL) to ensure that intelligence is obtained from prisoners, prison visits and other sources and then properly evaluated before dissemination to the appropriate law enforcement agency and/or prison department.
5. To assist and advise the Prison Service in respect of countering the threat of radicalisation, extremism and organised crime within the prison estate with the support of partner agencies. To ensure the proper exchange of information and intelligence to assist prisons in fulfilling their *Prevent* duty in accordance with the Counter Terrorism and Security Act 2015.
6. To support the risk assessment of prisoners soon to be released who represent a CT/DE or other significant threat to communities. To assist the multi-agency assessment of subjects to ensure that risks are recognised and measures put in place to mitigate threats.
7. To gather intelligence relating to extremism, national security issues and organised crime groups. To assess, develop and disseminate such intelligence to partner agencies. To ensure that any criminal intelligence is disseminated to the appropriate law enforcement agency.
8. To liaise with Police and Prison investigators and assist criminal investigations within the prison estate, to ensure successful prosecutions of current offenders.
9. To assist the Governor in matters of concerning the good order and discipline of the establishment, to assist in the investigations of internal matters, ensuring effective resolution in line with policy and legislation.
10. To attend the Pathfinder (Extremism Risk Management) and corruption meetings and any other meeting as considered appropriate by the NERPIU or prison where CT/DE and OC intelligence is discussed, to ensure appropriate action is then taken.

**Dimensions** (Financial/Statistical/Mandates/Constraints/No. of direct reports)

- Constraints imposed by legislation, practice, directions and policies.
- Applies to all prisons within the 7 constituent forces of the North East (CTP NE) region.
- Memorandum of understanding between police service and prison service (as approved by Home Office).
- Operational Guidance Document (OGD16) – A Guide to Counter Terrorism Officers working within the NOMS estate.

**Work/Business contacts**

**Internal:** All ranks and police staff.

**External:** Other Police Forces, HM Prison Service, Law Enforcement Agencies, CT(I)Us and other key agencies.

**Expertise in Role Required (At selection - Level 1)****Essential or Desirable**

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| • Must be computer literate with proven experience of researching and processing information.   | Essential |
| • Experience of working in a multi-agency environment.  | Essential |
| • Willing to work inside any prison within the North East Region, including in direct contact with inmates.   | Essential |
| • Ability to successfully undertake the Operational Partnerships Team Course (OPT) and other appropriate training.  | Essential |
| • Has a basic knowledge of the prison system and national policies relating thereto.  | Essential |
| • Able to work for prolonged periods without direct supervision.  | Essential |
| • Willing and able to be vetted to Developed Vetting level.   | Essential |
| • Experience of working in an intelligence or investigative environment.  | Desirable |
| • Has a working knowledge of criminal legislation (Police and Criminal Evidence Act 1984, Regulation of Investigatory Powers Act 2000, Offender Management Act 2007, Terrorism Act 2000, Counter-Terrorism and Security Act 2015) | Desirable |

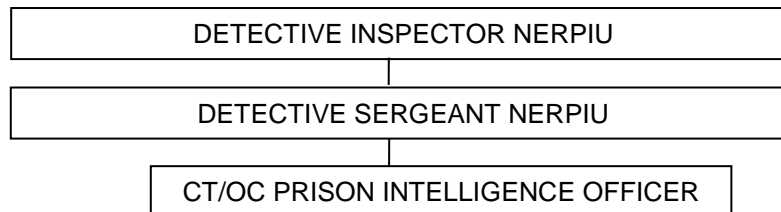
**Other (Physical, mobility, local conditions)**

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| • Holds a full current UK/European driving licence.                                   | Essential |
| • Be able to successfully achieve enhanced personal and financial vetting procedures. | Essential |
| • Able to participate in a rota providing 24-hour call out service.                   | Desirable |
| • Access to own vehicle and is prepared to use it for business purposes               | Desirable |

**Expertise in Role - After initial development - Level 2**

- Has successfully completed the OPT Course.
- Detailed knowledge of PACE, RIPA, Offender Management Act and other applicable legislation.
- Has developed an effective working liaison with all relevant agencies.
- Has detailed knowledge of the prison system and national policies relating thereto.
- Sound knowledge of force and national Intelligence structures.

## Structure



## PART B – COMPETENCIES & VALUES

### **Competency and Values Framework –**

[http://www.college.police.uk/What-we-do/Development/competency-and-values-framework/Documents/Competency-and-Values-Framework-for-Policing\\_4.11.16.pdf](http://www.college.police.uk/What-we-do/Development/competency-and-values-framework/Documents/Competency-and-Values-Framework-for-Policing_4.11.16.pdf)

Level 1 –Practitioner

## PART C - DEVELOPMENT OF ROLE

### **Expertise in Role (Advanced - Level 3)**

- Recognised expert in the prison system and national policies relating thereto
- Recognised as an expert in all matters relating to prison intelligence.

## PART D - ACCESS & VETTING

<b>Standard IT Access</b>	Default
<b>Police Building (Perimeter and Zone access)</b>	Perimeter Access to buildings where based
<b>Vetting Level</b>	MV, SC and DV
<b>Date accepted as a role profile</b>	26/6/18