



**COUNTER
TERRORISM
POLICING**

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TERRORISM**

**DDAT Director
Chief Digital Data Analysis and
Technology Officer**

**Counter Terrorism Policing HQ
MPS Broadband 2(b) / SCS Pay Band 2**

**Candidate Information Pack
September 2023**

Closing date: Sunday 24th September 2023

About Counter Terrorism Policing

Counter Terrorism Policing (CTP) is a national policing network which works to protect the public from terrorism and state threats. The network is made up of over 10,000 officers and staff working collaboratively with UK Intelligence Community partners and law enforcement agencies to collect information and evidence to prevent terrorist planning and bring perpetrators to justice. It is based on a collaboration agreement of police forces across England and Wales, and close partnership working with Police Scotland and the Police Service of Northern Ireland. Counter Terrorism Policing has an annual budget of just over £1 billion.

The threat to the UK from international terrorism is SUBSTANTIAL, meaning an attack is likely. CT Policing, local force colleagues and security and intelligence services are working tirelessly and at pace to confront the threat and help keep the public safe. We also investigate threats to life from state actors, breaches of the Official Secrets Act, and war crimes.

The CT policing network is currently working on a record number of more than 800 investigations. These investigations, the majority (approx. 600) in partnership with MI5, focus on a range of activities, including fundraising, radicalising and preparing acts of terrorism.

The Counter Terrorism Policing network maintains and develops a wide range of capabilities including investigations, intelligence, surveillance, Humint, financial investigations, digital media exploitation, Prevent and risk management, protective security and firearms.

At the centre of the network sits the Counter Terrorism Policing Headquarters (CTPHQ), which devises policy and strategy, coordinates national projects and programmes, and provides a single national Counter Terrorism Policing voice for key stakeholders including government, intelligence agencies and other partners.

More information can be found at: <https://www.counterterrorism.police.uk/>

Role Description

Post Title	DDAT Director - Chief Digital Data Analysis and Technology Officer
Line Management	Director General CTP
Contract Term	Permanent
Secondment Term	2 years extendable to 5 years subject to annual reviews

Purpose

The post holder is one of four senior leaders at Director Level in the National Counter Terrorism Policing Headquarters (CTPHQ), reporting to the Director General. The HQ provides an extensive range of corporate and policy setting services both to the Counter Terrorism Policing network nationally, and for the Specialist Operations Business Group in the Metropolitan Police Service (MPS).

To achieve our ambitions we have taken a unique and novel approach. We have brought together all of our analytical, data, technology and scientific functions into one directorate at the core of our national Network. This group is led by our Chief Digital, Data, Analysis and Technology Officer who is responsible for strategic leadership of all aspects of CTP's capability in data, technology, analysis and science. The role manages five senior leaders in CTP HQ:

- **Head of ICT** leads our ICT function, including demand, delivery, support and architecture teams across multiple sites. CTP's ICT pillar is a multi-disciplinary function running core services, advanced data applications and secure system to enable our operational business.
- **Head of Analysis** leads our national functional lead and professional head for intelligence analysis and research. They also lead our central strategic assessment capability, analytical tool development and national training function.
- **Head of Data** leads our national data policy and governance functions, operating as our corporate Chief Data Officer. They also lead commissioning of central data projects to support our technology teams to deliver capability to meet our operational missions.
- **Chief Scientific Officer** is responsible for our national scientific and research functions, managing requirements from our operational leaders and working with cross-Departmental research networks. They lead our engagement with academia and industry to enable access to scientific expertise and drive innovation.
- **Head of Data Science** leads our growing advanced data science and engineering functions to answer our most challenging operational demands and enable rapid, safe adoption of emerging technologies.

These teams include approximately 300 staff, including permanent officers and staff, secondees and a significant number of specialist contractors. In addition, the Head of Analysis leads our national Intelligence Analysis & Research function, which includes 420 analytical and research staff nationally.

In addition to leadership of these core teams, the Chief DDAT Officer is responsible for management, oversight and support for our national development of technical collection and

digital forensic capabilities.

Partnership working is critical to success in this role. The post holder, working with Director level equivalents in the Intelligence Agencies, will develop, oversee and drive forward the data and technology strategy for CT Policing. They will need to ensure effective assurance of the integrity and compliance of all data held by CT Policing and to determine technology requirements for the future. In doing this the post holder will need to navigate complex governance arrangements involving the Home Office, Cabinet Office, the National Police Chiefs' Council (NPCC), the MPS, and the Mayor's Office for Policing and Crime (MOPAC).

Key Result Areas

- Lead the CTP Digital, Data, Analysis and Technology Group.
- Strategic oversight of CTP's policy for the collection, management and storage of data across the Network, as part of CTP's executive leadership functions.
- Establish and develop new data-related capabilities and architecture, in conjunction with the Intelligence Agencies, the National Crime Agency and partners in Policing.
- Oversee the development and delivery of CTP's technology requirements, investment and capability planning, in concert with CTP's corporate and operational leadership and in concert with Intelligence Community partners.
- Oversight and support to CTP's national digital intelligence collection and forensic capability, including technology and tool investment.
- Lead and sponsor the national Intelligence Analysis and Research function, ensuring professional support and quality and impact in products.
- Lead and sponsor CTP national scientific and R&D functions. Ensure this activities are fully integrated with national networks and develop partnerships with academia and industry.
- Oversea, operate and develop CTP's assurance of emerging data-related technologies, ensuring safe, ethical and proportionate use while maintaining an actively innovative approach.
- Chair the national Digital, Data, Analysis and Technology Board.
- Coordinates policy on compliance with all aspects of data and privacy legislation, through oversight of relevant processes.
- Lead engagement on reform of data-related legislation for CTP.
- Lead the CTP strategic data partnerships with UKIC, NPCC, HMG and the NCA at Executive level. Develop and coordinate strategic policy, operational and best practice partnerships with the public and private sector.
- To provide strategic oversight of digital delivery, technology, and of data-related transformation programmes within CT Policing. And of the continued development of Analysis & Research as an operational capability within the CT Policing network.
- Drive forward the design, establishment and operation of the Digital, Data, Analysis and Technology Directorate in the HQ.
- Membership of key national (including Minister-chaired) data and technology Boards in the NPCC, the UK intelligence and national security community, Home Office and Cabinet Office.
- Reporting on the range of data, technology and analysis issues as a member of NPCC's Counter Terrorism Committee (Chief Constables from across the CT Policing network).

Knowledge, Skills and Experience

Essential

- A track record of senior leadership and successful delivery in a similar or relevant complex organisation, with board level experience and/or the demonstrable capability to make that step up and rapidly gain the confidence of and exert influence with the network's most senior leadership, and to represent CTP credibly to Ministers, government and operational partners;
- Demonstrable capability to lead, inspire and evolve a large and complex team across multiple locations.
- Excellent evidence-based strategic and analytical skills and a track record of translating strategic thinking into effective implementation, with experience of translating complex inputs into clear plans, and overseeing their effective delivery at scale.
- A highly effective collaborator with proven ability to solve complex problems and broker solutions across a number of agencies, and negotiate and influence within a challenging, executive and highly political environment
- Ability to evolve, align and standardise data related policy and process to improve the quality, availability and management of data.
- Senior leadership of strategic technology capability, investment and planning, and proficiency in establishing technology and/or security frameworks for a large organisation.

Desirable

- Senior leadership experience in the Policing, law enforcement or national security community.
- Substantial insight in the digital and data strategies of the UK intelligence and national security community and Policing.
- Leadership of analytical or research functions and sponsorship of professional practice, ideally in intelligence or investigative functions.
- Leadership experience in commissioning scientific and academic research, ideally in a national security, policing or Defence function.
- Understanding of (and ideally previous involvement in) of compliance and assurance in a law enforcement and/or national security environment.

Additional Details

Internal - MPS candidates – this position will be offered as a permanent appointment to CTPHQ.

Seconded – Candidates from other forces/government departments – this position will be offered on secondment for a period of 2 years (with potential to extend to a maximum of 5). You must seek advice from your Police Force or Home Organisation on their policy on secondments before submitting any application.

External - Candidates from outside of policing/government departments – this position will

be offered as a permanent contract. As CTPHQ is an organisation hosted by MPS, your contract will be with MPS, and you will be posted to CTPHQ.

Contacts

We will respect the privacy of any initial approach or expression of interest in this role, whether formal or informal. If you have any queries on any aspect of the role, please contact the [Director General's Office](#).

For information on the application process please contact [CTP HR Recruitment Mailbox](#).

For further information on CT Policing please visit www.counterterrorism.police.uk.

Terms and Conditions

Salary and Allowances

External/Seconded candidates

The role will attract a salary in the range of **£103,000 - £129,500** depending on the strength of job related skills and knowledge

Internal MPS Candidates

Starting salary for the role would be set at either:

- If you are in a pay band below BB2b: 10% higher than the value of current substantive total package (i.e. including any service related pay and location allowance), as long as this did not take it above the BB2b target rate of **£129,746**

Or

- The value of current substantive total package (subject to RemCo approval), if it is already above the BB2b target rate of **£129,746**

Please be aware that location allowance and service related payments do not operate at the BB levels and would therefore be consolidated into starting salary.

Travel and Accommodation (seconded applicants only)

Successful candidates may also be entitled to reasonable excess travel fares, this would be subject to prior consultation. There is no residential accommodation provided as part of the secondment offer.

Other Benefits (permanent applicants only)

You will also receive substantial annual leave, Civil Service Pension arrangements, interest free season ticket loans, membership of Met sports and social clubs, flexible working conditions and much more.

When you start as a member of Police Staff, you'll have a choice of joining one of the Civil Service Pension schemes i.e.:

- The Alpha pension scheme is a CARE (Career Average Revalued Earnings) pension scheme which offers a guaranteed pension with an optional lump sum, based on the earnings you receive during your career. Both you and the MPS will make contributions to the scheme and you will receive tax relief on the contributions you make.
- The Partnership pension scheme is a defined contribution stakeholder pension scheme and the MPS will make contributions based on your age. You do not have to make any payments to have a partnership pension account as your employer will make contributions anyway. These contributions would be in addition to the age related contributions previously mentioned. Contributions are invested for you by the nominated provider and you can use the resulting pot to fund your retirement. You will receive tax relief on any contributions you make.

If you already have a pension it may be possible to transfer it into the Civil Service pension arrangements.

You will automatically be entered into Alpha on appointment unless we receive your pension choices form, stating you wish to join Partnership at or before our start date. You also have a right to opt out of joining a pension scheme and in doing so you may wish to take advice on the implications of this action including the lack of life cover which would form part of pension scheme membership.

As a member of our team, you will also have access to Met Benefits - an external website, offering Met employees (staff and officers) guaranteed savings at major high street stores and retail outlets nationwide. These benefits are obtained and co-ordinated by Human Resources. You can save money on everything from food, clothes, furniture, electrical and DIY products to hotels, restaurants, cinemas and theatre tickets.

All staff are eligible to join the Metropolitan Police Athletic Association (MPAA) and the Metropolitan Police Sports and Social Association (known as the 'Comets') and enjoy taking part in sporting and social events. The Met has four well-equipped Sports clubs at Bushey, Chigwell, Hayes and Imber Court - available to all staff as well as family and friends.

Vetting

This post requires access to the most sensitive intelligence material on a daily basis. Applicants must be prepared to undergo and maintain Developed Vetting (DV). By mutual agreement the successful applicant may be able to start duties initially with National Security Vetting (NSV) Security Clearance (enhanced) (SC(e)) whilst continuing to undergo Developed Vetting (DV) in post. It will be a condition of permanent employment that the successful applicant achieves DV level clearance.

Additionally, this material is of particular sensitivity to the UK and its distribution must be restricted to UK nationals. In approved circumstances dual nationals (of which one element is British) may also be granted access. However, in the event that potential conflicts of interest cannot be managed the post holder will not be able to see the intelligence material and will not be able to perform their duties. For the purpose of safeguarding national security and in line with Cabinet Office Policy, supported by Section 82(2) to (4) of the Police Reform Act (2002), applicants who do not hold or acquire Developed Vetting (DV) clearance and meet the nationality requirements cannot be offered the post.

Confidentiality Agreement

Applicants should also be aware of the need to sign a confidentiality agreement on taking up the post.

Business Interests

There is a requirement to declare any business interest or secondary employment and/or the business interest of their spouse, civil partner or relative who lives with them. This is to ensure the business interest or secondary employment is compatible with the nature of the national counter terrorism role that they will be performing.

Our Employee Commitments

Counter Terrorism Policing aims to create an inclusive and welcoming atmosphere and culture and an environment where all our people feel a strong sense of belonging and are able to reach their full potential. Where any group or individual can be and feel respected, supported and valued to fully participate and contribute to our mission of “Working to keep people safe from Terrorism”.

Inclusion, diversity and equality is at the front and centre of our approach to make the composition of Counter Terrorism Policing more representative of the communities we serve. As Counter Terrorism is rooted in Local Policing, to tackle today’s complex policing challenges, applications from across all communities are therefore essential and encouraged. Counter Terrorism Policing as a network is committed to ensuring that disabled people and those with long-term health conditions have the opportunities to fulfil their potential and realise their aspirations’.

Counter Terrorism Policing is committed to creating an inclusive working environment. We welcome and encourage applications from candidates who are seeking flexible working arrangements, and including part time working or job share. In addition, this role has been reviewed following learning from work during the Covid pandemic and may be done in an agile manner. In the first instance, please contact the vacancy holder to discuss how such arrangements could be accommodated (where applicable).

MPS is a Disability Confident Employer. We are committed to offering interviews to candidates who request consideration under the Disability Confident Scheme and who meet the minimum requirements for the role, as outlined in the person specification. If you would like to apply under the Disability Confident Scheme, please indicate this in response to the corresponding questions in the Additional Information Form. You should also indicate in the Additional Information Form if you require any adjustments for taking part in the interview process.

How to Apply

Application

To apply for this post, please submit;

1. A CV setting out your career history, with key responsibilities and achievements.
2. A Statement of Suitability (no longer than two pages) explaining how you consider your personal skills, qualities and experience provide evidence of your suitability for the role

This should be sent to [CTP HR Recruitment Mailbox](#) by **23:55pm** on **Sunday 24th September 2023**.

Additional Forms

Please also complete and return the diversity monitoring and additional information forms alongside this information pack.

The information on the diversity monitoring form will be treated as confidential and will not form part of your application. The information provided in this form is used for statistical purposes only.

The additional information asks for detailed information (i.e. address history) which enables you to conduct an initial eligibility sift; this also includes information regarding reasonable adjustments/disability confident employer.

Assessment

Your application will be assessed against the essential and desirable criteria detailed within this information pack. Applicants who meet this criteria will be asked to attend an interview panel in order to have a more in-depth discussion of your previous experience and professional competence. The selection process will include a presentation followed by a panel interview.

Timeline

Initial sifts are provisionally scheduled for W/C Monday 25th September 2023.

- Interviews will take place in **October 2023**, please provide dates to avoid for **October** within your application.