



<b>Freedom of Information Act Publication Scheme</b>	
<b>Protective Marking</b>	Not Protectively Marked
<b>Publication Scheme Y/N</b>	Y
<b>Title</b>	Management of MPS Intelligence policy
<b>Version</b>	Version 1
<b>Summary</b>	The aim of this policy is to set standards for Intelligence by establishing the MPS Intelligence Manual as the Standard Operating Procedures (SOPs) for Intelligence across the MPS and to identify responsibilities for policy impacting on Intelligence and Covert Policing standards and practice within the MPS.
<b>Branch / OCU</b>	Intelligence Steering Group
<b>Review date</b>	August 2009

## **Introduction**

The Intelligence, Covert Policing and Tasking Steering Group (ICPTSG), chaired by the Director of Intelligence, agree and oversee the implementation of the Metropolitan Police Service (MPS) Intelligence Strategy and the Corporate Intelligence and Covert Policing Programme. The Intelligence Standards Unit (ISU) has the responsibility for setting and maintaining Intelligence standards across the MPS in support of the MPS Intelligence Strategy.

This policy introduces the MPS Intelligence Manual as the Standard Operating Procedures (SOPs) for Intelligence functions, setting standards and giving corporate guidance as to how those standards should be achieved. The MPS Intelligence Manual is designed to assist all staff adhere to the National Intelligence Model (NIM) minimum standards, as set out in the ACPO (2005) NIM Guidance and NIM Codes of Practice (January 2005), and ensure a corporate standard for Intelligence practice across the MPS.

Following the recommendations from the Bichard Inquiry this Intelligence policy ensures that the MPS has easily accessible corporate standards to be adhered to across the MPS. This will ensure the Intelligence function is correctly administered in line with the ACPO (2006) Guidance on the Management of Police Information (MOPI).

This policy gives ownership of policies/SOPs primarily impacting on Intelligence and Covert Policing standards and practice to the Intelligence and Covert Policing Steering Group. This will ensure compliance with national and MPS requirements and ensure a corporate approach across the MPS. It also facilitates access to policies/SOPs primarily impacting on Intelligence standards and practice via the MPS Intelligence Manual and ensures all other policies/SOPs relating, in any way, to Intelligence standards and practice comply with the MPS Intelligence Manual.

## **Application**

This policy applies with immediate effect. All police officers and police staff, including the extended police family and those working voluntarily or under contract to the MPA must be aware of, and are required to comply with, all relevant MPS policy and associated procedures.

However, this policy applies in particular to officers and staff in the following roles:

- Intelligence, Covert Policing and Tasking Steering Group
- Intelligence Standards Unit
- Chairs and Members of Strategic Committees and Policy Making Forums
- Staff involved in the development or review of policy
- Intelligence Staff

NB. This list is not intended to be exhaustive.

## **Purpose**

This policy introduces the MPS Intelligence Manual as the SOPs for Intelligence practice, thereby ensuring a corporate approach to the management and use of Intelligence. The MPS Intelligence Manual establishes standards for Intelligence practice across the MPS and gives corporate guidance as to how the standards should be achieved. It provides all staff with a single reference point and contains links to all policies/SOPs primarily impacting on Intelligence standards and practice.

## **Scope**

This policy gives ownership of all policy primarily impacting on Intelligence standards and practice to the ICPTSG. It ensures a corporate approach to the introduction of all other policies/SOPs containing

any supporting procedural guidance relating to Intelligence and ensures it conforms to the standards and practice in the Intelligence Manual. It therefore avoids duplication of or discrepancies between policies/SOPs across the MPS.

## **Policy Statement**

### **MPS Intelligence Manual**

The MPS endorses the NIM Codes of Practice (January 2005) and ACPO (2005) Guidance on the NIM, which incorporates the NIM minimum standards. The MPS Intelligence Manual complies with the NIM minimum standards.

The MPS Intelligence Manual is the SOPs for Intelligence standards and practice. In line with the MPS Intelligence Strategy and legislative requirements arising from the NIM Codes of Practice, business groups are required to implement, adopt and comply with the MPS Intelligence Manual and the NIM Minimum Standards.

### **Policy Primarily Impacting on Intelligence Standards and Practice**

The ICPTSG has responsibility for the ownership, coordination, development, sanction and implementation of policies/SOPs primarily impacting on Intelligence and Covert Policing standards and practice, to ensure compliance with national and MPS requirements.

The ICPTSG will also have responsibility for the review, monitoring and compliance of these policies/SOPs in order to meet legislative requirements and comply with ACPO guidance. New sanctioned policies/SOP's and guidance primarily impacting on Intelligence standards and practice will be published within the MPS Intelligence Manual.

### **Other Policies/SOPs**

All policy committees are required to ensure that any supporting procedural guidance relating to Intelligence standards and practice within policies/SOPs, is no more than a reinforcement of that already sanctioned within the MPS Intelligence Manual.

During the review or development of policies/SOPs, it is the responsibility of the policy managers and developers to consult the ISU if any part of the policy impacts on Intelligence standards and practice. Where relevant, policies/SOPs must be linked to the appropriate section of the MPS Intelligence Manual.

To ensure compliance, the ICPTSG may, at any time, inform policy managers and developers of significant issues, developments or legislation relating to Intelligence or Covert Policing that affects their policies/SOPs. In the event of this happening, policy developers will need to consider the impact of the change required and whether this will require a review of their policy.

## **Benefits**

By ensuring the ICPTSG assumes the above responsibilities, this will ensure all policies/SOPs are compliant with legislation such as MOPI and NIM Codes of Practice and ACPO guidelines. The setting and maintenance of standards via the MPS Intelligence Manual will ensure policies/SOPs and corporate standards are clearly communicated. Compliance with the corporate standards will improve performance within the MPS and will help the delivery of the desired outcomes sought for Intelligence within the MPS Intelligence Strategy:

- Provision of well managed information, which is accessible to users;
- Better understanding of policing problems;
- Tasking of capability where the impact will be greatest;

- Improved coordination of resources and
- Improved organisational memory to support tactical and strategic decision-making

### **Responsibilities**

The Intelligence, Covert Policing and Tasking Steering Group (ICPTSG) own this policy. This policy will be reviewed, implemented and monitored for compliance by the ISU.

### **Associated Documents and Policies/SOPs**

- MPS Intelligence Strategy
- MPS Intelligence Manual (incorporating all relevant policies/SOPs)
- ACPO (2005) Guidance on NIM, NIM Codes of Practice & NIM Minimum Standards
- ACPO (2006) Guidance on MOPI (arising from the Bichard Enquiry)