



Job description			
Job title	Senior Intelligence Officer (Public Health)		
Grade	L		
Directorate	Resources		
Service/team	Policy & Performance		
Accountable to	Intelligence and Insight Manager		
Responsible for	n/a		
JE Reference		Date Reviewed	March 2026

Purpose of the Job

The post holder will be a key member of the Council's Policy and Performance service, leading on the acquisition, use, interpretation, and presentation of quantitative and qualitative public health information to provide health intelligence support to support the development of strategies, to inform service commissioning, reduce health inequalities and improve the health and wellbeing of Knowsley residents.

The post is part of the Intelligence and Insight Team within the council that analyses and interprets complex and sensitive information from a wide range of local and national sources to inform policy, strategy, performance management and commissioning decisions within the Council, the CCG, and Knowsley Better Together partnership.

Duties and Responsibilities

This is not a comprehensive list of all the tasks, which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.

1. To provide a focus for the provision, understanding and use of epidemiological information and intelligence within public health, and wider health and wellbeing system.
2. To manage specialist public health information sources: gather data sets and manage systems for collection from a variety of sources which are in many different formats. Develop and maintain a range of public health databases and datasets to support the public health team and clinical commissioning group e.g., mortality, births, hospital admissions,



- ensuring data is held securely and that systems are in place to respond quickly to information requests.
3. Applying specialist analytical, statistical and epidemiological methods to potentially highly complex data from a variety of sources to inform local policies, strategies and commissioning decisions.
 4. Contribute towards the development of the Joint Strategic Needs Assessment; and make contributions to the health equity audit, health impact assessment, research and evaluation projects and the public health annual report.
 5. To take responsibility for the development and implementation of key analytical and research techniques / methodologies that allows the to make appropriate commissioning, priority setting and resource decisions that overall contributes to delivering priority objectives.
 6. To ensure that intelligence is presented in the appropriate format for the target audience, ensuring confidentiality and information governance guidelines are adhered to.
 7. Provide intelligence to support commissioning, capacity planning and demand management strategies and programmes across the local authority.
 8. Regularly use audit mechanisms on data sets to ensure that data quality remains high thus reducing the chance of inaccuracies in reporting.
 9. Manage health related performance frameworks in order to monitor progress against service objectives and population outcomes (e.g. health protection forum). In doing so, producing regular performance reports for elected members and management groups.
 10. To provide a specialist analysis and statistical service using statistical software packages such as Excel, Power BI and SPSS as well as advice in statistical theory and method.
 11. To provide GIS analysis to colleagues, analysing and interpreting a range of information on a spatial basis in support of local policies and strategies. To provide advice and guidance on results of GIS analysis.
 12. Manage the production of short, medium and long term trend analysis and contextual issues relating to council objectives and priorities.
 13. To provide advice and support in relation to projects being undertaken as part of the main health programme areas including informing the development of the short / long term strategies, plans and policies and achievement of national and local targets.
 14. Work collaboratively with other public health information analysts across the region in order to share knowledge and addressing specialist information needs, avoiding unnecessary duplication of work. Attend internal and external meetings to provide public health epidemiology advice as required acting as a specialist public health intelligence link.
 15. To provide local interpretation of new national and regional policies and programmes in relation to public health intelligence.



Knowsley Better Together – Staff Qualities



Health and Safety

- To use equipment as instructed and trained.
- To inform management of any health and safety issues which could place individuals at risk.

Data Protection and Information Security

- Implement and act in accordance with the Information Security Acceptable Use Policy, Data Protection Policy and GDPR.
- Protect the Council's information assets from unauthorised access, disclosure, modification, destruction or interference.
- Report actual or potential security incidents.