



Crown  
Prosecution  
Service

# SCS1 Senior Responsible Owner – Charging Evolution Programme

Reference: SSUC0085

Closing Date: (12:00 pm) Midday on Monday 26 January 2026



# Welcome

Thank you for your interest in this role at the Crown Prosecution Service.

The Crown Prosecution Service sits at the heart of the criminal justice system, working with partners to help keep the public safe. We prosecute criminal cases that have been investigated by the police and other investigative organisations in England and Wales. Our duty is to make sure that the right person is prosecuted for the right offence, and to bring offenders to justice wherever possible. These offences include all types of serious crime including murder, rape, burglary, terrorism, domestic abuse and multi-million-pound fraud cases. We also work across borders to tackle cybercrime, human trafficking, and drugs smuggling, and use our powers to confiscate the proceeds of crime at home and abroad.

As Director of Public Prosecutions, I have identified the following priority areas for the Crown Prosecution Service during my tenure:

- Reducing delays in the criminal justice system
- Improving outcomes in rape, serious sexual offences and domestic abuse cases
- Improving the experiences of victims in the criminal justice system
- Improving the quality of Crown Prosecution Service casework
- Driving continuous improvement, enhanced collaboration, and increased capability

By joining the Crown Prosecution Service in this senior role, you will help me deliver these priorities and contribute to the Government's Safer Streets Mission. This is an opportunity to make a positive difference to the communities we serve and to wider society.

I look forward to working with you as part of my senior team.



Stephen Parkinson  
Director of Public  
Prosecutions

## Tristan Bradshaw Director of Transformation and Change

The Crown Prosecution Service (CPS) is embarking on an ambitious and comprehensive transformation Programme aimed at enhancing the charging process in collaboration with law enforcement agencies. This initiative is designed to position the Service favorably for forthcoming changes prompted by current reviews, external scrutiny, and government initiatives.

The Senior Responsible Owner (SRO) for the Charging Evolution Programme will report to the Director of Transformation and Change and will play a pivotal role in guiding this crucial initiative. Established in the summer of 2025, the programme encompasses several pilot projects that are already in progress, along with additional work strands currently in development. The SRO will ensure that the Programme is fully aligned with the CPS 2030 strategy and annual business plans.

This role requires adept management of complex stakeholder relationships, involving key criminal justice partners and internal stakeholders, and the capability to oversee a broad spectrum of deliverables. The SRO will lead the delivery of the Charging Evolution Programme, ensuring its integration with wider CPS strategies and changes. They will work closely with the Operational Change Unit within the Transformation and Change Directorate, adhering to project delivery standards and professional norms established by the Civil Service to achieve excellence in Programme and project management.

The ideal candidate will possess a high degree of political acumen and sound judgment, coupled with a thorough understanding of relevant operational and policy areas related to charging activities. They will foster a culture of excellence within the programme, engaging senior legal and business managers in the development, evaluation, decision-making, and implementation of programme deliverables.

The SRO will also be responsible for cultivating and leading effective collaborative relationships with both internal and external stakeholders and key partners. They must be persuasive and capable of exerting influence with senior stakeholders within the CPS and other significant parties.



# The Crown Prosecution Service

## About the Crown Prosecution Service

The Crown Prosecution Service prosecutes criminal cases that have been investigated by the police and other investigative organisations in England and Wales, making operational decisions fairly and objectively by following our Code for Crown Prosecutors, and independently of the police and government. If a case meets our legal test we charge the suspect, present the evidence and ask a court to find the defendant guilty.

You can find out more about our role on our website: [cps.gov.uk/about-cps](https://cps.gov.uk/about-cps)



# The Crown Prosecution Service

## **The organisation**

Over 7,000 people work for the Crown Prosecution Service, across England and Wales in a variety of roles. Almost half the employees are lawyers, who are responsible for deciding whether to prosecute cases, and represent the Crown in many hearings in the courts. The rest work to assist prosecutors preparing cases for court, or in other professions including operational delivery, finance, human resources, communications, policy, and digital and technology services. The Board agrees the strategic direction and priorities for the Crown Prosecution Service and provides a forum for constructive challenge on proposals and the implementation of decisions by the Director of Public Prosecutions and the executive team. It plays a key role in ensuring that the organisation is equipped to provide a professional, efficient and high-quality service.

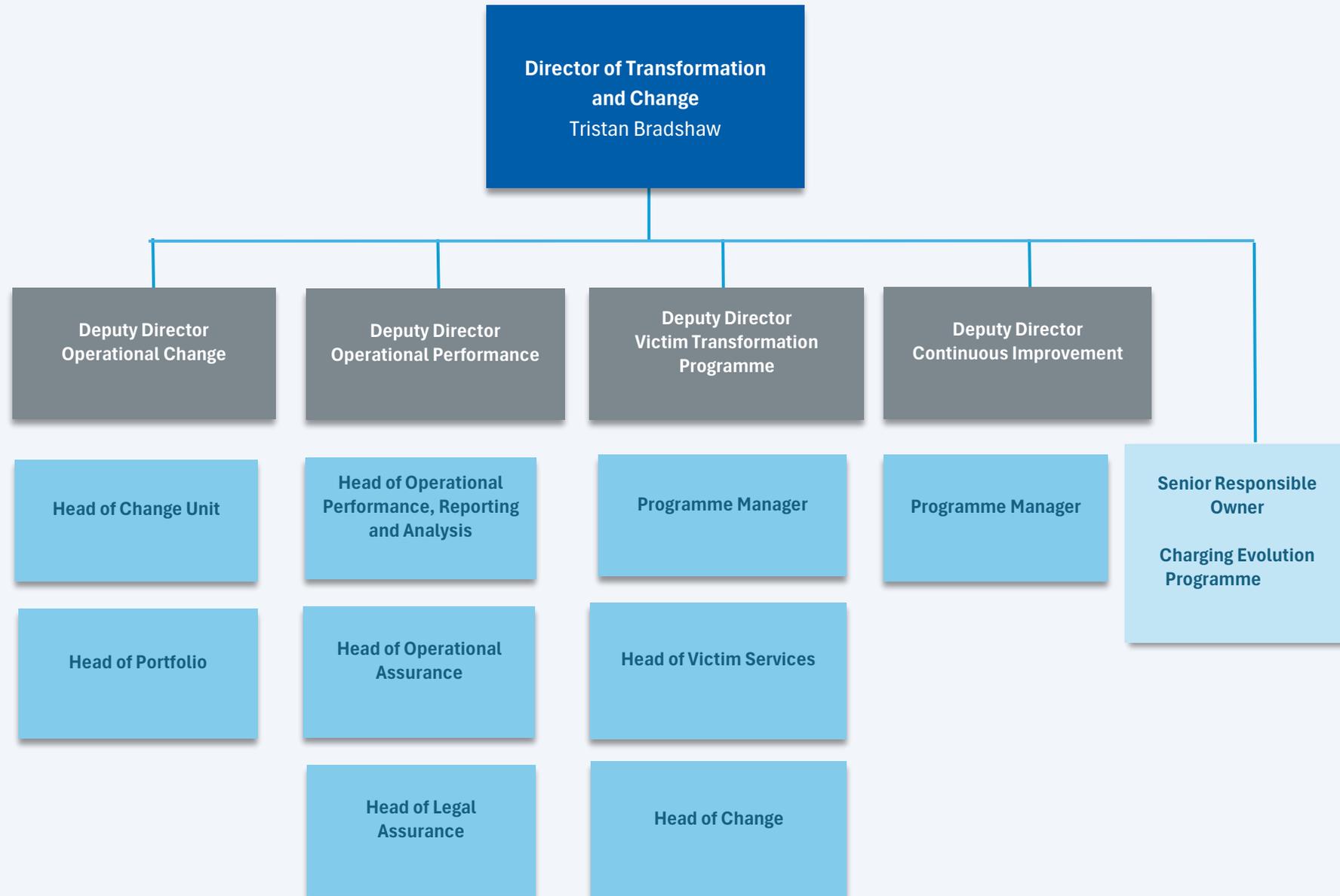
## **Context**

The Crown Prosecution Service faces many challenges, most of which require joint working across the criminal justice system to address. This includes continued operational improvement and tackling court backlogs, developing an improved service for victims and reducing victim 'attrition', maintaining performance on Rape and Serious Sexual Offences (RASSO) cases, improving quality of casework, financial pressures from increased prosecution costs and advocate fees and wider economic challenges on headcount, recruitment and retention of skilled staff across the Crown Prosecution Service professions (but particularly those with legal skills) as well as managing an aging workforce, and replacing a case management system that is more than 20 years old.

## **Great place to work**

The Crown Prosecution Service is passionate about ensuring that we're a top performing organisation and a great place to work. Our culture of inclusion is underpinned by our staff networks and inclusion allies, alongside our mental health first aiders programme and wellbeing sessions. We commit to offering our employees the experience where they can: undertake impactful, purposeful work that makes a difference to the local communities; learn and grow with access to the right opportunities and resources; and feel valued, trusted and included.

TCD  
Senior Team  
(Exec Group and  
SLT level)



[OFFICIAL SENSITIVE]

# Senior Responsible Owner – Charging Evolution Programme

## Role purpose

The CPS has an ambitious and wide-ranging transformation programme underway, dedicated to further improving the way charging is undertaken with policing and successfully positioning the Service for further changes arising from current Reviews, external scrutiny and Government initiatives. Reporting to the Director of Transformation and Change, the Senior Responsible Owner (SRO) will deliver the Charging Evolution Programme and provide strong and visionary leadership across all its various component parts.

Established in the summer of 2025, the Charging Evolution Programme has several pilot projects ‘in-flight’ already, along with other work strands that are currently in development stages. This role will lead the programme, ensuring it is aligned with CPS 2030 and year-on-year CPS Annual Business Plans. The work involves complex stakeholder management with key criminal justice partners and internal stakeholders and the ability to lead and manage a wide-ranging set of deliverables.

The Charging Evolution Programme SRO will be the principal advisor to the Director General, Legal Delivery who is the Executive Sponsor for this work and Lead Director of Legal Services with responsibility for Charging. The SRO will ensure that the programme is delivered to time, cost and quality against programme plans and will be accountable for setting the programme priorities and ensuring all deliverables are successfully achieved.

The SRO will lead and embed sustainable programme management capability within the programme working with the Operational Change Unit within the Transformation and Change Directorate in accordance with Project Delivery standards and Profession as set by the wider Civil Service to deliver programme and project management excellence.

## Key responsibilities include

- The postholder will be responsible for leading the delivery of the Charging Evolution Programme for the CPS, ensuring it is part of a coherent and integrated approach with wider CPS strategies and change;
- Developing the Full Business Case for future years of the Programme;
- Development and oversight of appropriate governance arrangements;
- Successful coordination of complex, and on occasion ambiguous, stakeholder management considerations;
- Identification and delivery of critical Programme milestones;
- Coordination of evaluation and benefits management activities;
- Establishment and operation of tight budgetary controls;
- Leading end-to-end Programme lifecycle activity in accordance with Programme and Project Management standards and Project Delivery Profession expectations.



Adobe Acrobat  
Document

# Senior Responsible Owner – Charging Evolution Programme

## Person specification

### Use of artificial intelligence

Artificial intelligence can be a useful tool to support your application, however, all examples and statements provided must be truthful, factually accurate and taken directly from your own experience. Where plagiarism has been identified (presenting the ideas and experiences of others, or generated by artificial intelligence, as your own) applications may be withdrawn and internal candidates may be subject to disciplinary action. Please see our candidate guidance for more information on appropriate and inappropriate use.

Candidates must be able to clearly demonstrate evidence of the following **essential criteria** that will be used to assess your application:

### Essential criteria

- Knowledge of programme governance, tools, processes, systems and relevant controls and assurances, including agile methodologies.
- Demonstrable expertise and a track record of achievement in customer-led service design within complex, multi stakeholder environments. Evidences the ability to embed KPI's, behaviours and best practice across an organisation; with financial and commercial acumen to support investment decisions.
- Evidence of transformation leadership at a comparable scale as well as the ability to build a compelling and engaging narrative that supports and enables positive change.
- High degree of political acumen and judgment and a good understanding of how relevant policy areas impact customer experience within public sector organisations.
- Highly developed interpersonal and influencing skills. Evidences the ability to build effective relationships with a wide range of internal and external stakeholders at senior levels and to maintain these during times of pressure.

# Senior Responsible Owner – Charging Evolution Programme

## **Job title**

**Senior Responsible Owner – Charging Evolution Programme**

## **Location**

This position can be based in any CPS area, regular travel to these locations, particularly London, will be required. ([About CPS](#) | [The Crown Prosecution Service](#)).

## **Salary**

SCS1 pay band range up to circa £90,000. Civil Servants will be appointed in line with the Civil Service pay rules. For level transfers, salary will remain the same.

## **Pension**

Civil Service pension arrangements will apply. Full details can be found on the Civil Service Pensions website at: [www.civilservicepensionscheme.org.uk](http://www.civilservicepensionscheme.org.uk)

## **Annual leave**

A minimum of 25 days of paid annual leave, increasing by 1 day per year of service, up to a maximum of 30. In addition, you will be entitled to all public holidays and to one privilege day.

## **Contract type**

This role is being offered on a full-time 2 year fixed contract. Job share applications will be considered, and requests for flexible working patterns will also be considered, subject to business needs.

# Senior Responsible Owner – Charging Evolution Programme

## Checks

The appointment will be subject to satisfactory completion of checks on health, security and other matters.

If successful you must hold, or be willing to obtain, security clearance to SC level before taking up post.

More information about the vetting process can be found at the following link: [United Kingdom Security Vetting - GOV.UK](#)

## Restrictions

During the period of appointment there will be certain restrictions on political activities [Civil Service management code - GOV.UK \(www.gov.uk\)](#).

## Business appointments

Candidates should also note that on completion of the appointment, the post holder will be subject to the Government's business appointments rules, with the possibility of restrictions on future employment imposed.

Further information about the rules and restrictions likely to be imposed can be found at the address below: [www.gov.uk/government/organisations/advisory-committee-on-business-appointments](http://www.gov.uk/government/organisations/advisory-committee-on-business-appointments)

Should candidates wish to discuss the Rules in advance of making an application please contact: [SCS.RelationshipsTeam@cps.gov.uk](mailto:SCS.RelationshipsTeam@cps.gov.uk) in the first instance.

## Conflicts of interest

To ensure the integrity of the judgements and decisions they make every day, all Civil Servants must make sure that no conflict arises - or could be perceived to arise - between their public duties and their private interests. This is a requirement of our Civil Service Code and is designed to protect both individual Civil Servants and their employing departments.

If you believe you (or any family member) have any interests that might be relevant (or perceived as relevant) to your ability to undertake this role, please email: [SCS.RelationshipsTeam@cps.gov.uk](mailto:SCS.RelationshipsTeam@cps.gov.uk) early in the process. Such interests may be financial or may be related to the relationships you have with specific individuals, organisations or employers.

Please note that all shortlisted candidates will be required to complete a Conflict-of-Interest Declaration form. If you are unsuccessful, all submitted documents will be securely disposed of.

# How to apply

## Application

**Veredus** is collating applications on behalf of the CPS for this appointment. Candidates should apply for this role at [Opportunities | Veredus](#) quoting reference **996**

When ready to apply, please apply no later than **(12:00 pm) Midday on Monday 26 January 2026**

Please include a day-time, evening and mobile telephone contact number, and your preferred email address for correspondence in your application, which will be used with discretion.

### Your submission should include:

- A statement of suitability (maximum 1,250 words), outlining how your personal skills, qualities, and experience demonstrate your suitability for the role. Please include relevant examples to demonstrate how you meet the essential criteria outlined in the person specification.
- Your current CV of no more than two A4 sized pages with your educational and professional qualifications and full employment history, explaining any gaps in your employment history, giving details where applicable, of budgets and numbers of people managed, highlighting relevant achievements in recent posts.
- Details of your current remuneration package.
- A conflict-of-interest form. If you are unsuccessful, the documentation will be securely disposed of.
- The names of at least two referees who may be contacted at short-list stage (before the final interview), describing in what capacity and over what period of time they have known you. Please note, referees will not be contacted without your consent.

Failure to submit all documents will mean the panel only has limited information on which to assess your application against the criteria in the person specification.

On application via the Veredus website you should receive an “on-screen” acknowledgement. If you do not receive this, please contact Veredus at [centralgovernment@veredus.co.uk](mailto:centralgovernment@veredus.co.uk).

# How to apply

## Application

As part of the application process, we would be very grateful if you could complete a diversity monitoring form. If you do not wish to provide a declaration on any of the particular characteristics, you will have the option to select 'prefer not to say'. This information will be treated in the strictest confidence and will not be provided to the selection panel; it will help us monitor our progress towards the Civil Service becoming a more inclusive employer.

**Disability Confident Scheme:** Applicants with a disability who meet the minimum selection criteria in the job specification are guaranteed an interview. Selection will be on merit. If you wish to claim a guaranteed interview under the Disability Confident Scheme, you should complete the relevant section of the online application. It is not necessary to state the nature of your disability.

**Making the Civil Service a great place to work for veterans:** For more information, please click on the link [Making the Civil Service a Great Place to Work for Veterans - GOV.UK \(www.gov.uk\)](https://www.gov.uk/making-the-civil-service-a-great-place-to-work-for-veterans).

**Due diligence:** Please note that references and open-source due diligence checks may be undertaken for all shortlisted candidates. Candidates should expect this to include searches of previous public statements and social media, blogs or any other publicly available information. If shortlisted, you will be asked to complete a candidate information form.

# The process

## **Shortlist**

The panel will select a shortlist of candidates whose applications best demonstrate suitability for the role by considering the evidence provided against the essential criteria set out in the person specification.

## **Interview**

There will be a presentation at interview, full details of the process will be made available to shortlisted candidates

## **Final interview panel**

### **Chair**

The panel interview, chaired by Tristan Bradshaw, on **Tuesday 3 March 2026** this will take place in person in Petty France, London.

Full details of the panel will be provided to shortlisted candidates.

## **Accompanying panel**

- **Simon Jeal – Deputy Director of Change**
- **Baljit Ubhey – Director of Policy**

## **Due diligence**

Please note that due diligence will be carried out on shortlisted candidates. Candidates should expect this to include searches of previous public statements and social media, blogs or any other publicly available information.

Prior to interview, you will be asked to provide details of two professional referees together with a brief statement of the capacity and over what period of time they have known you.

## Expected timeline

We always try and offer as much flexibility as we can, but unfortunately it will not be possible to offer alternative dates for assessments or interviews. You are therefore asked to note the below timetable, exercising flexibility through the recruitment and selection process to meet the dates given. Please note that these dates may be subject to change.

The anticipated timetable is as follows:

Assessment	Location	Date
Advert Closes	N/A	(12:00 pm) Midday on Monday 26 January 2026
Shortlisting	N/A	Thursday 5 February 2026
Final Interview	In person (London)	Tuesday 3 March 2026

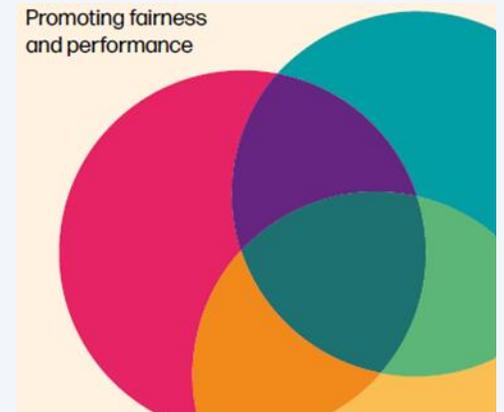
# Equality, diversity and inclusion



**Equality, diversity and inclusion is at that heart of how we work at the CPS, both as an employer and as a prosecution service.**

We are committed to supporting the principle that everybody should have the same opportunities for employment, development and progression. This should be based on their ability, competence and suitability for the role.

This means that no applicant should receive less favourable treatment on grounds of their ethnicity, gender, sexual orientation, age, marital status, disability, religion, transgender status, family or domestic responsibilities, or working patterns. Also, nobody should be disadvantaged by any specific conditions or requirements, unless it can be justified that these could affect their ability to undertake the role.



# Employee benefits

## Employee benefits

Whatever your role, we take your career and development seriously and want to enable you to build a really successful career with the Department and wider Civil Service.

It is crucial that our employees have the right skills to develop their careers and meet the challenges ahead, and you'll benefit from regular performance and development reviews to ensure this development is ongoing. As a Civil Service employee, you'll be entitled to a large range of benefits.

### Equality, diversity and inclusion

The Civil Service values and supports all its employees.

The CPS is committed to valuing and supporting its employees. Our strong and proactive staff networks, special leave provisions, and our commitment to making reasonable adjustments where required, ensure that individual needs are considered/met. Through our various talent programmes, we empower colleagues from all backgrounds to realise their full potential and progress in their careers. SCS members of staff also have the opportunity to become Diversity Champions, actively advancing and supporting diversity and inclusion throughout the organisation.

### Season ticket and bicycle loan

Interest-free loans allowing you to spread the cost of an annual travel season ticket or a new bicycle.

### Generous annual leave and bank holiday allowance

A minimum of 25 days of paid annual leave, increasing by 1 day a year of service, up to a maximum of 30. In addition, you will be entitled to all public holidays and to one privilege day to mark the King's Birthday.

## Pension

Your pension is a valuable part of your total reward package.

A competitive contributory pension scheme that you can enter as soon as you join where we will make a significant contribution to the cost of your pension; where your contributions come out of your salary before any tax is taken; and where your pension will continue to provide valuable benefits for you and your family if you are too ill to continue to work or die before you retire. Visit [Civil Service Pension Scheme](#) for more details.

## Staff wellbeing

### Flexible working

Generous **paid maternity and paternity leave**: which is notably more than the statutory minimum offered by many other employers.

**Onsite facilities**: Opportunity to use onsite facilities including fitness centres and staff canteens (where applicable).

### Sick pay

Occupational sick pay.

## FAQs

### FAQs

**1. Can I apply if I am not currently a Civil Servant?**

Yes.

**2. Will the role involve travel?**

Yes. Travel will be a requirement of this role.

**3. Can I claim back any expenses incurred during the recruitment process?**

No. Unfortunately we will not be able to reimburse you, except in exceptional circumstances and only when agreed in advance.

**4. Are all CPS posts reserved for UK Nationals?**

Certain posts, notably those concerned with security and intelligence might be reserved for British citizens, but this will not normally prevent access to a wide range of developmental opportunities within the Civil Service.

**5. What nationality do I need to hold in order to apply?**

To be eligible for employment to this role you must be a national from the following countries:

The United Kingdom

The Republic of Ireland

The Commonwealth\*

A European Economic Area (EEA) Member State

Switzerland

Turkey

Certain family members of EEA, Switzerland and Turkish nationals are also eligible to apply regardless of their nationality.

(\*Commonwealth citizens not yet in the UK, who have no right of abode in the UK and who do not have leave to enter the UK are ineligible to apply.)

For further information on whether you are eligible to apply, please visit [Gov.uk](http://Gov.uk).

**The role of the Senior Responsible Owner – Charging Evolution Programme is non-reserved post.**

## FAQs

### **6. Is security clearance required?**

Yes. If successful you must hold, or be willing to obtain, security clearance to SC level before taking up post. More information about the vetting process can be found at the following link:

[United Kingdom Security Vetting: Applicant - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/uk-security-clearance)

### **7. What reasonable adjustments can be made if I have a disability?**

We are committed to making reasonable adjustments in order to support disabled job applicants and ensure that you are not disadvantaged in the recruitment and assessment process. Reasonable adjustments could include; allowing extra time during selection tests; ensuring that information is provided in an accessible format or; by providing training.

### **8. What is the role of the Civil Service Commission in relation to recruitment into the Civil Service?**

The Civil Service Commission has two primary functions:

To provide assurance that selection for appointment to the Civil Service is on merit on the basis of fair and open competition as outlined in the [Civil Service Commission's Recruitment Principles](#).

For the most senior posts in the Civil Service, the Commission discharges its responsibilities directly by overseeing the recruitment process and by a Commissioner chairing the selection panel to hear and determine appeals made by civil servants under the Civil Service Code which sets out the Civil Service values – Honesty, Integrity Impartiality and Objectivity – and forms part of the relationship between civil servants and their employer.

### **10. What do I do if I want to make a complaint?**

The law requires that selection for appointment to the Civil Service is on merit, on the basis of fair and open competition as outlined in the Civil Service.

If you feel your application has not been treated in accordance with the Recruitment Principles, and you wish to make a complaint, then please email [SCSRelationshipsTeam@cps.gov.uk](mailto:SCSRelationshipsTeam@cps.gov.uk) in the first instance. If you are not satisfied with the response received from the Department, you can contact the Civil Service Commission.

### **11. What should I do if I think that I have a conflict of interest?**

If you believe that you may have a conflict of interest, please contact [SCS.RelationshipsTeam@cps.gov.uk](mailto:SCS.RelationshipsTeam@cps.gov.uk) before submitting your application.

## Other matters

### **Disability Confident Scheme for Disabled Persons**

The Civil Service embraces diversity and promotes equal opportunities. As such, we run a Disability Confident Scheme (DCS) for candidates with disabilities who meet the minimum selection criteria. You should indicate this on your application form if you would like to be considered under this scheme.

### **Equal Opportunities**

The CPS values equality and diversity in employment. We are committed to being an organisation in which fairness and equality of opportunity is central to the approach in business and working relationships and where the organisational culture reflects and supports these values. In the CPS you have the right to a working environment free from discrimination, harassment, bullying and victimisation regardless of race, ethnic or national origin, age, religion, sex, gender identity, marital status, disability, sexual orientation, working hours, trade union membership or trade union activity.

### **Civil Service Commission's Recruitment Principles**

Selection for appointment to the Civil Service is on merit, on the basis of fair and open competition, as outlined in the Civil Service Commission's Recruitment Principles. The Civil Service Commission has two primary functions:

- Providing assurance that selection for appointment to the Civil Service is on merit on the basis of fair and open competition.
- Hearing and determining appeals made by Civil Servants under the Civil Service Code which sets out the Civil Service values – Honesty, Integrity, Impartiality and Objectivity.

More detailed information can be found at the Civil Service Commission website.

<http://civilservicecommission.independent.gov.uk/>.

### **Civil Service Inclusion**

The Civil Service is committed to attract, retain and invest in talent wherever it is found. To learn more please see the [Civil Service People Plan 2024-2027 - GOV.UK \(www.gov.uk\)](http://www.gov.uk) and the [Civil Service Diversity and Inclusion Strategy: 2022 to 2025 - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

### **Reserve Lists**

A reserve list may be held for up to 12 months, which the Civil Service may use to fill future suitably similar vacancies across government for candidate who are considered appointable following interview.

# Contact us

If you have any general queries or technical problems, please email:

[SCS.RelationshipsTeam@cps.gov.uk](mailto:SCS.RelationshipsTeam@cps.gov.uk)

