

MEMORANDUM OF UNDERSTANDING

between

THE SCOTTISH INSTITUTE FOR POLICING RESEARCH (SIPR)

and

ASSOCIATION OF CHIEF POLICE OFFICERS IN SCOTLAND (ACPOS)

September 2007

Introduction

1. This Memorandum of Understanding addresses the relationship between SIPR and ACPOS in the context of their joint desire to work together in a spirit of cooperation and collaboration in order to make significant contributions to the evidence base for policing policy and practice in Scotland, and develop Scotland's national and international reputation for policing research.
2. SIPR is a collaborative venture involving investment by 12 participating universities¹ and receives additional funding from ACPOS and the Scottish Funding Council (SFC) via its Strategic Research Development Grant². It has been established with the aims of:
 - undertaking high quality, independent research of relevance to policing in Scotland;
 - facilitating the effective use of research findings by the police so that research contributes to evidence-based contributions to the development of policing policy and practice;
 - enhancing national and international recognition for policing research carried out in Scotland.
3. The overall aim of the Memorandum of Understanding is to facilitate co-operative working between the police service and SIPR. It is expected that this will encourage the enhanced contribution of academic knowledge, experience and expertise, as brought together through SIPR, to policy, procedure and practice within the police service.

Nature of the Memorandum of Understanding between SIPR and ACPOS

4. The Scottish police service contribution to the funding of SIPR provides for a range of short to longer term benefits for both parties. These are:-
 - a) The development and conduct of a high quality research programme which will engage with the interests and priorities of the police service and which will be articulated through police involvement in SIPR's Executive Committee and the three research networks (Police-Community Relations, Evidence & Investigation, and Police Organization). The improved evidence base, including enhanced awareness of international and comparative perspectives, will contribute to policing policy and practice in Scotland.

¹ The consortium of Higher Education Institutions involved in SIPR are: the Universities of Aberdeen, Abertay, Dundee, Edinburgh, Glasgow Paisley, St Andrews, Stirling, Strathclyde, and Glasgow Caledonian University, Robert Gordon University and Napier University.

² The relationship between the 12 participating HEIs is covered by a separate Collaboration Agreement.

- b) More broadly, the partners seek the development and enhancement of the capacity of the Scottish higher education sector to undertake high quality, relevant research on policing. This will be achieved through the immediate recruitment to Scottish HEIs of new, permanent academic staff with expertise in policing; post-doctoral researchers linked to the three research networks, and the longer-term development of early career researchers initially through a programme of doctoral scholarships.

Research-based Knowledge Transfer (KT) Activities

5. SIPR will seek, via the active dissemination of evidence and expertise, to:
 - contribute to evidence-based policy development and practice;
 - inform decision-makers on the evidence base on topics of current and future policy interest;
 - contribute to the development and enhancement of research capacity within the Scottish police service via opportunities for the secondment of police staff to SIPR;
6. The Research and KT activities of SIPR in collaboration with the Scottish police service may include the following:
 - a) conduct of research on topics agreed in consultation with the police service via the Post-Doctoral Research Assistant and PhD studentship programmes;
 - b) organisation of a Policing Research Seminar series and Annual Lecture programme;
 - c) participation in a range of ad hoc policy and research meetings;
 - d) production of short reviews/briefing papers of research evidence on substantive policy topics;
 - e) preparation and delivery of oral presentations on substantive topics;
7. Delivery of KT activities will involve Institute members across all participating HEIs. In addition those staff directly supported by SIPR (the Director, three Associate Directors, the seven new lecturers, and the three PDRA appointments) will have an additional responsibility to offer consultancy-style advice to the police service on topics where they have relevant expertise.

Conditions for the partners to the Memorandum of Understanding

For SIPR

8. Proposals for research seeking support from, or the facilitation of access by, SIPR will be subject to a process of peer review to ensure they meet appropriate standards of rigour and validity;
9. Researchers whose work is supported or facilitated by SIPR have a responsibility to ensure that such research is carried out in accordance with the ethical codes of conduct of the relevant academic discipline and meet established academic conventions in terms of research rigour and validity;
10. Researchers with responsibility for research staff (including PhD students and PDRAs) whose work is either supported or facilitated by SIPR must ensure that such staff are appropriately managed and supervised;
11. It is the responsibility of researchers to ensure that appropriate research governance arrangements are in place for any research supported or facilitated by SIPR so that issues relating to intellectual property rights, confidentiality, anonymity and related matters are addressed at the outset of any research project;
12. The progress of research supported or facilitated by SIPR will be monitored by SIPR to ensure that its conduct and the delivery of outputs are of an appropriate standard;
13. Products of research and KT activities supported or facilitated by SIPR may be used for legitimate academic purposes. ACPOS will expect at least 7 days advance notice from SIPR prior to the publication or public announcement of research and analysis it conducts.

For ACPOS

14. ACPOS will endeavour to keep SIPR up to date about research or policy matters relevant to SIPR's research activities through SIPR's Executive Committee.
15. ACPOS will provide assistance with obtaining access to data, people and relevant organisations in relation to SIPR's research and KT activities.

16. ACPOS will facilitate the process whereby the results of research are taken into the police service and will have a responsibility for ensuring that the 'absorptive capacity' of the police service is such that sufficient opportunities exist for feeding research findings into discussion about policing policy and practice;
17. SIPR will expect reasonable advance notice from ACPOS of any reference to SIPR unpublished output prior to publication or any public announcements.

Arrangements for managing the Memorandum of Understanding

18. Responsibility for the management of this agreement will lie with the senior ACPOS representative on SIPR's Executive Committee and the Director of SIPR who will meet every six months to review performance on the Memorandum of Understanding and will provide regular reports to SIPR's Executive Committee.
19. ACPOS and SIPR will agree measurable objectives, in terms of expertise, time and outputs, in relation to the provision of knowledge transfer activities. Performance under this agreement, including the quality of SIPR activities and the effectiveness of Scottish police service engagement in the KT activities, will be monitored on an ongoing basis and reviewed every 6 months. A formal report, detailing the nature and quantity of KT activity provided, will be produced by SIPR annually.
20. It is recognised that SIPR will not be able to respond to all requests for professional advice. The availability of resources for engaging in collaboration activities will be reviewed as part of the broader regular performance review and may be subject to change with mutual agreement.
21. Should conflicts arise between ACPOS and SIPR in relation to the activities covered by this Memorandum of Understanding attempts to resolve these will, in the first instance, be the responsibility of the Executive Committee. If this should be unsuccessful, advice will be sought from the Advisory Committee but the authority for the resolution of any conflict will lie with the Board of Governance.

Review

22. The terms and conditions of the Memorandum of Understanding will be reviewed six monthly over the first two years and on an annual basis thereafter and may be varied with the agreement of ACPOS and SIPR. All changes require to be endorsed by SIPR's Executive Committee.

23. This Memorandum will run for four years from 12 September 2007.

Signed:

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**Mr Colin Mckerracher
President
Association of Chief Police Officers
In Scotland**

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**Professor Nicholas Fyfe
Director
Scottish Institute for Policing Research**

Date:

Date: