

REVIEW OF RESEARCH/POLICY COLLABORATION

TOPIC GUIDE FOR SEMI-STRUCTURED INTERVIEWS WITH RESEARCHERS AT THE UNIVERSITY OF LEEDS AND OFFICERS AT LEEDS CITY COUNCIL

Participant information sheet and consent form

Participants were provided with an information sheet and verbal information on the project, given opportunity to ask questions and asked to sign a Consent Form before interviews began, as required under the ethics application and approval process.

Experience of collaboration

(Participants were asked to check/supplement information gathered for collaboration mapping.)

Please describe your role in your organisation and provide information on collaborative projects you have been involved in. Can you please flesh out your experiences of research and policy collaboration.

Can you speak first about your experiences of your most significant/recent project? And about your perceptions of such collaborations more broadly.

Project initiation

How was the collaboration initiated?

What were the main motivations for the collaboration? (Prompt: for example, were there any policy or research agendas, mutual priorities or problems that stimulated the collaboration)?

Project enablers

Were there any individuals or networks within your organisation or externally (such as professional groups or events) that facilitated the collaboration?

Were there any organisational arrangements that facilitated the collaboration?

Did you receive any specific support that was helpful in enabling the collaboration?

Any other factors that helped support the collaboration?

Benefits of collaboration generally

What is your general view on the benefits that collaborating with the council/university can bring to your organisation?

How does collaborative working align with institutional priorities?

Have any new opportunities been pursued that would not have been possible otherwise?

What sort of tangible benefits can collaboration have in terms of specific outcomes for policy/research? For example, has collaborative working directly influenced decision-making/problem-solving/fulfilment of research aims/organisational resources? If so, how?

Are there any other specific benefits for your organisation?

Any benefits it brought to your personal role or your professional development?

Lessons learned

Can you suggest any particular advice you would give to professionals embarking upon collaborative working?

Barriers

Can you think of any opportunities that might have been developed collaboratively which were not taken forward?

If so, can you explain why such opportunities were not exploited?

What sort of obstacles or barriers have you experienced through your collaboration with the university/council? (Examples and specifics.)

In what ways (if at all) do you think collaboration might be adversely affected by different organisational pressures or priorities in the two organisations?

In what ways (if at all) do organisational and professional cultures or timescales and working patterns inhibit collaboration?

In your view, are there any other practical issues or limitations that need to be addressed to enhance collaborations between the council and the university?

Risks

In your view, what (if any) are the personal or organisational risks in working collaboratively between the two institutions?

To what extent have you confronted any such risks/difficulties?

Sustaining collaborations

Was the collaboration sustained beyond the project in any way?

If so, what helped to sustain it? If not, why do you think there was no further activities?

Areas for improvement

As part of the review, we want to look at measures that might be taken to better support collaboration. We are interested in your ideas on what might help make collaboration more effective in your own organisation/the other organisation/by both organisations mutually.

Based on your experiences and insights, can you suggest broad ways in which barriers to collaboration might be addressed by the two organisations?

Can you please consider specific measures that might be taken to better support collaboration in future?

Do you think assets that both institutions have are currently being fully optimised? If not how might they be better exploited through collaborative relations?

Can you think of any specific mechanisms or resources that might be put in place to help sustain collaborative working beyond particular projects?

Future opportunities

Are there any means of facilitating genuine co-production of knowledge and co-design of collaborative research that could be explored that are not happening at present?

Are there any particular opportunities or priorities (such as topic areas) you would like to pursue in the short to medium term or longer term that would benefit from collaboration?

Are there any other points or comments you would like to add based on your experiences that have not been covered? Or any further points about improving bilateral research relations in the future?

Are there any further contacts you can suggest who might be able to contribute to this review?