

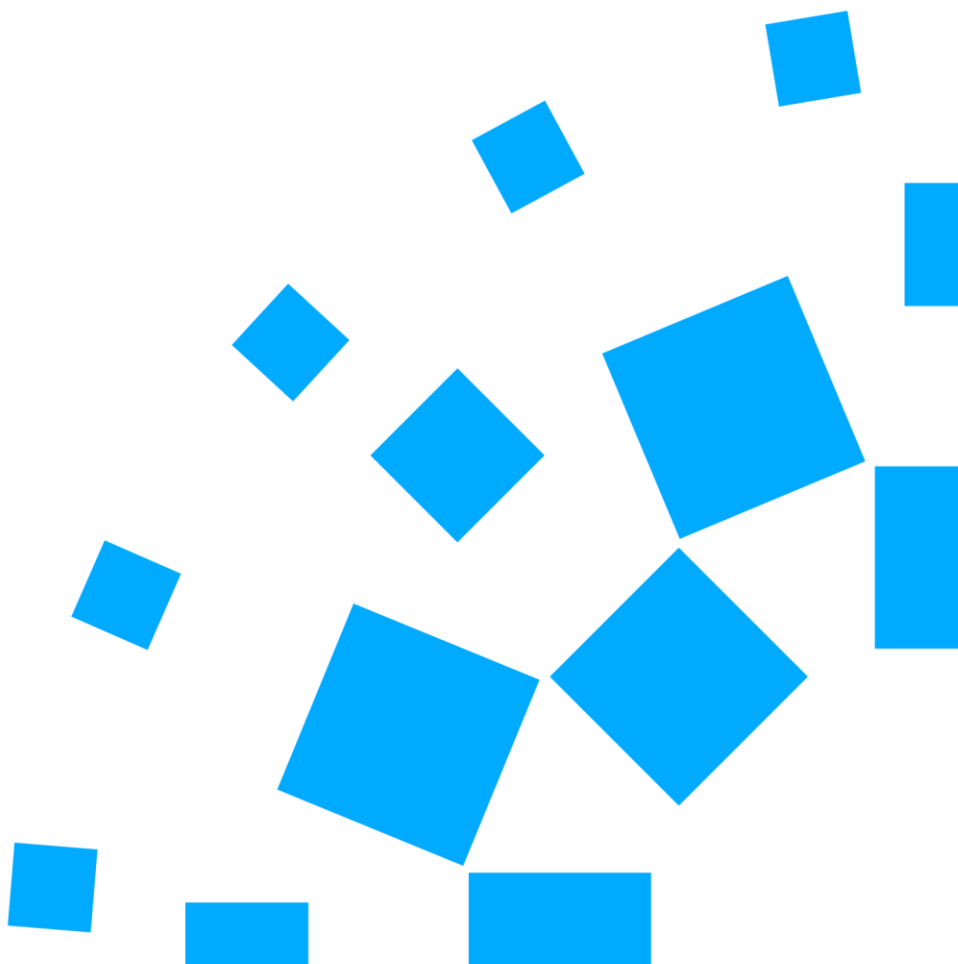
Product Licence Schedule

Intelligence Professionalisation Programme (IPP) Curriculum

Ref. no.: PL-E-103

Version: 5.1

Date: September 2023



Product Licence Schedule: Intelligence Professionalisation Programme (IPP) Curriculum

1. Introduction

- 1.1 This product licence schedule forms part of the College of Policing's (the 'Licensor's') consolidated licence. It articulates the terms and conditions which relate specifically to this Product but **must** be read in conjunction with the consolidated licence. A copy of the consolidated licence can be found at: <https://www.college.police.uk/career-learning/licensed-products>.
- 1.2 A list of all the Licensor's licensed products (and licence fees for organisations who are not a Home Office Police Force) as well as Product Licence Schedules for each Product is published [online](#) (excluding any police sensitive products). Licensees are also able to search whether their organisation has a consolidated licence and which products they are licensed to use/deliver at: <https://www.college.police.uk/career-learning/licensed-products>.
- 1.3 The College's work is organised into four portfolios and its people are organised into professional communities and business units (enabling services). Responsibility for this Product (the 'Intelligence Professionalisation Programme (IPP) Curriculum') sits within the Engagement and Implementation professional community.
- 1.4 For enquires regarding this Product please contact Jenny Spencer, Policing Standards Manager for Serious Organised Crime and Intelligence, College of Policing. Email: Jenny.Spencer@college.police.uk.
- 1.5 For enquiries about licensing please contact the Copyright and Licensing team at: Copyright&Licensing@college.police.uk

2. Background

- 2.1 The IPP Curriculum provides for the learning and development needs of a wide range of intelligence functions, right across all IPP organisations, in order to provide consistency in intelligence standards and service in the protection of the public and the tackling of criminal activity.
- 2.2 It provides Learners with a knowledge of the collection, management, analysis and use of intelligence. It also details (according to the individual's function) the use of analytical techniques and business models (such the National Intelligence Model (NIM) and the National Briefing Model), the coordination of the analytical function, the management of risk and delivery of the intelligence strategy. It will provide all Learners with an understanding of not only their own function, but also of all those working within

intelligence. It also provides a method of assessing and standardising best practice and competence within the field across multi-agencies.

2.3 The Product consists of:

- 2.3.1 IPP learning curriculum
- 2.3.2 A set of nine assessment criteria.
- 2.3.3 A programme specification.
- 2.3.4 Assessment strategy
- 2.3.5 IPP mapping spreadsheet
- 2.3.6 Guidelines for assessment operational competence
- 2.3.7 Intelligence Foundation Certificate programme specification
- 2.3.8 Intelligence Foundation Certificate assessment criteria

2.4 Additional post-IPP completion module:

- 2.4.1 ANPR (Automatic Number Plate Recognition) Endorsement – this is only applicable to Licensees who are ANPR approved organisations as listed under Appendix A.
- 2.4.2 ANPR Endorsement resources (full details are listed at Appendix B)
 - IPP ANPR Endorsement Curriculum Map
 - IPP ANPR Programme Specification
 - IPP ANPR Endorsement Assessment Criteria

2.5 The Licensor also produces a suite of optional learning resources to support the delivery of the IPP Curriculum which is licensed separately under product licence 'PL-E-102B – IPP Curriculum Learning Resources'.

3. Licensed Purpose

- 3.1 Subject to the licence terms, this licence enables the Licensee to use the Licensor's Product to develop, deliver and assess Learners who identify themselves against at least one of the Licensor's nine core intelligence professional role profiles within the Permitted Audience.

4. Licensed Resources (as updated from time to time)

- 4.1 The full list of Product licensed resources is available at Appendix B.

5. Access to Licensed Resources

- 5.1 The licensed resources can be accessed on College Learn (the Licensor's online learning management system) provided by the Digital, Data & Technology (DDaT) team.

- 5.2 Alternatively, where the Licensee is not a Home Office Police Force and does not have corporate access to College Learn, the Licensee, where appropriate, can request access to the resources via a Client Domain at an additional charge.

6. Government Security Classifications (GSC)

- 6.1 The licensed resources in this Product are classified as OFFICIAL under the Government Security Classifications and are to be handled accordingly.

7. Proprietary Information and Security

- 7.1 The licensed resources in this Product are designated as Confidential Information and must be treated as confidential and safeguarded accordingly (consolidated licence clause 5 refers). For the avoidance of doubt, this includes but is not limited to the uploading of tactics or curriculum materials to corporate or personal websites, social media, or other social platforms, or making available at events or open days.

8. Product enquiries and requests for disclosure under the Freedom of Information Act (FOIA) and Criminal Procedures and Investigations Act (CPIA)

- 8.1 All enquiries relating to this Product must be referred to the Licensor promptly.
- 8.2 Licensees who are subject to requests for disclosure under FOIA or CPIA are required to consult the Licensor before disclosing any of the Licensor's Products which are either classified as OFFICIAL-SENSITIVE or above under the GSC or contain police tactics and must use all reasonable endeavours to secure exemptions from disclosure.

9. Licence Term

- 9.1 The licence term for this Product ends on 31 March 2024.

10. Licence Fees

- 10.1 There is no licence fee for Home Office Police Forces (which include Counter Terrorism (CT) Units and Regional Organised Crime Units (ROCU)), or organisations listed at section 10.2 below, to use this Product.
- 10.2 The following organisations have contributed to the foundation and instigation of the IPP programme. In recognition of this and their ongoing support in maintaining this, they are not required to pay licence fees for this Product:
- Border Force
 - HM Prison and Probation Service (formerly NOMS)

- HM Revenue and Customs
- Immigration Enforcement
- National Crime Agency
- National Probation Service
- Police Scotland
- Police Service of Northern Ireland (PSNI)

10.3 An annual licence fee of £3,155 applies from 1 April 2023 to 31 March 2024, to Licensees who are not Home Office Police Forces and who are not listed at section 10.2 above.

10.4 Any support required by the Licensee to use/deliver this Product will be charged at a daily rate to be agreed by both parties.

11. Use in Licensee's Own Products

11.1 The Licensee is permitted to use or incorporate this Product, in whole or in part, in their own product(s) provided their product is only used for the original Licensed Purpose and Permitted Audience, and contains the following attribution: 'Contains © College of Policing Ltd - reproduced under licence'.

12. Use of Licensor's Logo

12.1 The Licensee may use the College of Policing logo in association with their use of this Product in accordance with the Licensor's brand identity manual.

12.2 Permission to use the logo is not transferable to other parties and the logo shall not be used in a manner which might imply that the Licensee's product(s) are endorsed by the Licensor as meeting any standard. Example of acceptable wording is, 'Courses are delivered in accordance with the College of Policing's licensed learning standards and materials'.

12.3 Use of the logo must not reduce or diminish the reputation, image and prestige of the Licensor.

12.4 Permission to use the logo may be withdrawn at the Licensor's absolute discretion and with immediate effect when written notice is served by post, email or in person.

13. Permitted Audience

13.1 Where the Licensee is a Home Office Police Force, the Product may be used to provide training to its Internal Staff and also to other Home Office Police Forces personnel including Specials, PCSOs and Police Support Volunteers.

- 13.2 Where the Licensee is not a Home Office Police Force, the Product shall only be used to provide training to its Internal Staff on a non-commercial basis, except as expressly authorised under the Licence.
- 13.3 Licensees must obtain prior written approval from the Licensor to extend the Permitted Audience, whether on a commercial or non-commercial basis by submitting a [Permission Request Form](#).

14. Commercial Use

- 14.1 Where the Licensee is a Home Office Police Force, the Licensee is permitted to cross-charge other Home Office Police Forces up to Full Cost for the delivery of services utilising the Product to the Permitted Audience.
- 14.2 Where the Licensee is not a Home Office Police Force, the Product shall only be used to provide training to its Internal Staff on a non-commercial basis.
- 14.3 Except as permitted above this Product shall not be used to generate income without the Licensor's prior written permission.

15. Sharing/Outsourcing

- 15.1 Except as permitted in this Licence this Product shall not be shared with third parties without the Licensor's prior written permission.

16. Adapting/Modifying

- 16.1 No amendments or modifications can be made to this Product without prior written permission from the Licensor.

17. Product Improvements

- 17.1 Where the Licensee identifies any product improvements, including areas where the licensed resources are out-of-date or incorrect, these should be told to and shared with the Licensor (see section 1.4 for contact details).

18. Supplementary Materials

- 18.1 Any additional materials created or used by the Licensee to supplement the Product cannot be validated or endorsed by the Licensor.

19. Permission Requests

- 19.1 Licensees shall request permission to use this Product outside these licence terms by submitting a [Permission Request Form](#) to the Copyright and Licensing team at: Copyright&Licensing@college.police.uk, at least 14 days before contract and/or commencement.

20. Territory

- 20.1 Where the Licensee is a Home Office Police Force, this Product shall only be used within England and Wales. For the avoidance of doubt, this excludes the States of Guernsey, Jersey and the Isle of Man.
- 20.2 Where the Licensee is not a Home Office Police Force, this Product shall only be used within the Licensee's Official Business Premises.

21. Trainer Standards

- 21.1 Licensees delivering this Product shall ensure all their trainers meet the Police Sector Standards for Training of Trainers. The standards can be found on the Licensor's [Training Essentials Programme \(TEP\) webpage](#), under the 'Additional documents' title in the Key Details table.

22. Police Service Quality Management System (PSQMS)

- 22.1 The PSQMS is the Licensor's online software application used to manage quality assurance in line with the national policing curriculum. Where the Licensee is required to undertake a self-assessment to demonstrate to the Licensor that it meets the required standards set by the Licensor, the Licensor hereby grants the Licensee a licence to access and use the PSQMS solely for this purpose.
- 22.2 Guidance materials to support the use of the PSQMS and Terms of Use can be obtained from: PSQMS.Enquiries@college.police.uk.
- 22.3 The PSQMS is hosted on the secure police CJX system via: <https://psqms.college.police.uk>.

23. Delivery Standards and Assurance

- 23.1 The learning standards for the Product are defined in the national policing curriculum (NPC). The national policing curriculum is supported by a wide range of management and trainer resources, including where appropriate programme specifications and trainer

guides. Licensees shall ensure they are using the latest versions of these documents. These are accessible from College Learn: <https://www.learn.college.police.uk>.

- 23.2 Licensees shall monitor their use or delivery of the Product in line with the requirements of the Police Service Quality Assurance (PSQA) Scheme, and shall ensure they meet the requirements and can demonstrate their compliance of the IPP quality assurance assessment strategy.
- 23.3 A copy of the Police Service Quality Assurance (PSQA) Scheme handbook is accessible from College Learn: <https://www.learn.college.police.uk>. A copy of the IPP quality assurance assessment strategy is held on College Learn and by all the IPP agencies. A copy can also be requested through contactus@college.police.uk.
- 23.4 Responsibility for the quality assurance of this Product rests with the IPP Board (currently chaired by ACC Julie Fielding, the lead for NPCC Intelligence Standards and Professionalisation). Where the IPP Board or the Licensors requires the Licensee to participate in IPP quality audits as stipulated in the IPP quality assurance assessment strategy, the Licensee shall co-operate in the auditing exercise and undertakes to ensure that its staff comply with its obligations under this clause.
- 23.5 Use or delivery of the Product shall be in accordance with the relevant programme handbook or programme specification. For the avoidance of doubt, this licence shall take precedence over the handbook and any supplementary guidance documents.
- 23.6 In accordance with consolidated licence clause 4.1.9 the Licensors has access at all reasonable times to oversee the Licensee's use of the Product to ensure compliance of the current delivery standards and licence terms.
- 23.7 Licensees shall provide the Licensors with any licence related management information (including but not limited to the number of courses delivered and/or number of Learners/users of the Product) that the Licensors determines is appropriate for the purpose of monitoring activity under the licence, as required under the product licence or on request.
- 23.8 Licensees shall provide the Licensors with any licence related management information (including but not limited to the number of courses delivered and/or number of Learners/users of the Product) that the Licensors determines is appropriate for the purpose of monitoring activity under the licence, as required under the product licence or on request.

24. Special Conditions

24.1 Eligibility

This Product is suitable for delivery to Learners who identify themselves against at least one of the Licensor's nine core intelligence professional role profiles, with the exception of the Intelligence Foundation Certificate which is applicable to anybody working within intelligence who with the necessary training and experience, can meet the foundation certificate assessment criteria.

Appendix A – ANPR approved organisations

These are organisations that have been granted access to ANPR by the NPCC Policing Lead for ANPR, as published in the National ANPR Standards for Policing and Law Enforcement [document](#) (version 2.2, dated November 2021).

- Avon and Somerset Constabulary
- Bedfordshire Police
- Border Force
- British Transport Police
- Cambridgeshire Constabulary
- Cheshire Constabulary
- City of London Police
- Civil Nuclear Constabulary
- Cleveland Police
- Cumbria Constabulary
- Department for Work and Pensions (DWP)
- Derbyshire Constabulary
- Devon and Cornwall Constabulary
- Dorset Police
- Driver and Vehicle Licensing Agency (DVLA)
- Driver and Vehicle Standards Agency (DVSA)
- Durham Constabulary
- Dyfed-Powys Police
- Environment Agency
- Essex Police
- Food Standards Agency
- Food Standards Scotland
- Gangmasters and Labour Abuse Authority
- Gloucestershire Constabulary

- Greater Manchester Police
- Gwent Police
- Hampshire Constabulary
- Hertfordshire Constabulary
- H M Revenue & Customs (HMRC)
- Humberside Police
- Immigration Enforcement
- Intelligence Services
- Kent Police
- Lancashire Constabulary
- Leicestershire Constabulary
- Lincolnshire Police
- Medicines and Healthcare Products Regulatory Agency (MHRA)
- Merseyside Police
- Metropolitan Police Service
- Ministry of Defence Police
- National Crime Agency (NCA)
- NAFN Data and Intelligence Services facilitating Local Authority Trading Standards investigations
- National Vehicle Crime Intelligence Service (NaVCIS)
- Norfolk Constabulary
- North Wales Police
- North Yorkshire Police
- Northamptonshire Police
- Northumbria Police
- Nottinghamshire Police
- Police Service of Scotland
- Police Service of Northern Ireland (PSNI)

- Royal Air Force Police
- Royal Military Police
- Royal Navy Police
- South Wales Police
- South Yorkshire Police
- Staffordshire Police
- Suffolk Constabulary
- Surrey Police
- Sussex Police
- Thames Valley Police
- Thurrock National Investigation Service
- Warwickshire Police
- West Mercia Constabulary
- West Midlands Police
- West Yorkshire Police
- Wiltshire Police

Appendix B – Product licensed resources

Resource title (including date & version number)	College Learn (CL) course code	Hyperlink to resource	Format (Excel/ E-learning & mins/PDF/ PPT/Word/ Video)	Government Security Classification (Official/Officia l-Sensitive)	Audience on CL (All/Trainer Group/ Named individuals)	Resource owner and source (Open/ Restricted)
IPP Assessment Criteria - Director of Intelligence 07 Mar 2022 Version 2.0	IPP_A_013_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/35357	PDF	Official	All	Jenny Spencer (Open)
IPP Assessment Criteria - Head of Intelligence Analysis 07 Mar 2022 Version 2.0	IPP_A_014_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/35358	PDF	Official	All	Jenny Spencer (Open)
IPP Assessment Criteria - Intelligence Analyst 07 Mar 2022 Version 2.0	IPP_A_015_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/35359	PDF	Official	All	Jenny Spencer (Open)
IPP Assessment Criteria - Intelligence Manager 07 Mar 2022 Version 2.0	IPP_A_016_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/35360	PDF	Official	All	Jenny Spencer (Open)
IPP Assessment Criteria - Intelligence Officer 07 Mar 2022 Version 2.0	IPP_A_017_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/35361	PDF	Official	All	Jenny Spencer (Open)

IPP Assessment Criteria - Intelligence Researcher 07 Mar 2022 Version 2.0	IPP_A_018_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/35362	PDF	Official	All	Jenny Spencer (Open)
IPP Assessment Criteria - Intelligence Support Officer 07 Mar 2022 Version 2.0	IPP_A_019_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/35363	PDF	Official	All	Jenny Spencer (Open)
IPP Assessment Criteria - Senior Intelligence Analyst 07 Mar 2022 Version 2.0	IPP_A_020_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/35364	PDF	Official	All	Jenny Spencer (Open)
IPP Assessment Criteria - Intelligence Unit Supervisor 22 Feb 2022 Version 2.0	IPP_A_021_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/35365	PDF	Official	All	Jenny Spencer (Open)
IPP National Policing Curriculum 8 Mar 2023 Version 4.0	PEQF_IPP_NPC_001_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/37963	PDF	Official	All	Jenny Spencer (Open)
IPP Mapping Spreadsheet 8 Mar 2023 Version 4.0	PEQF_IPP_NPC_002_XLS	https://www.learn.college.pnn.police.uk/CL/Home/SearchResults	Excel	Official	All	Jenny Spencer (Open)
IPP Guidelines for Assessment of Operational Competence 16 Mar 2023 Version 1.3	PEQF_IPP_GOC_001_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/37966	PDF	Official	All	Jenny Spencer (Open)

IPP Programme Specification 13 Aug 2020 Version 1.0	PEQF_IPP_PS_001_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/37965	PDF	Official	All	Jenny Spencer (Open)
Intelligence Foundation Certificate Programme Specification July 2021 Version 1.0	IPP_INTELL_FOUNDCERT_PS_001_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/43035	PDF	Official	All	Jenny Spencer (Open)
IPP Intelligence Foundation Certificate Assessment Criteria 29 Jul 2021 Version 1.0	INTELL_FOUNDCERT_AS_S_001_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/43034	PDF	Official	All	Jenny Spencer (Open)
IPP ANPR Endorsement Curriculum Map 22 Feb 2022 Version 1.0	ANPR_NPC_001_EXCEL	https://www.learn.college.pnn.police.uk/CL/Content/Summary/44329	Excel	Official	All	Jenny Spencer (Open)
IPP ANPR Programme Specification 22 Feb 2022 Version 1.0	ANPR_PS_001_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/44330	PDF	Official	All	Jenny Spencer (Open)
IPP ANPR Endorsement Assessment Criteria 07 Mar 2022 Version 1.0	ANPR_A_001_PDF	https://www.learn.college.pnn.police.uk/CL/Content/Summary/44328	PDF	Official	All	Jenny Spencer (Open)