



ARC Centre of Excellence for the Weather of the 21st Century

Governance Plan

Aim: This document outlines key positions and bodies that together form the overall Centre governance structure.

The collective purpose of these positions and bodies is to cultivate an environment for exceptional research, training and translation activities to take place. This includes developing, implementing and interpreting policies and procedures, setting direction for research activities, strategic decision making, ensuring research has a pathway to impact, implementing effective training and development and monitoring and evaluating centre performance against our strategic plan, research project plans and KPIs.

Key Leaders, governance bodies and their functions

- **Leadership team**
 - Director
 - Deputy Director - Engagement
 - Deputy Director - Partnerships
 - Associate Director Training & Leadership
 - COO
 - Engagement & Impact Senior Adviser
 - Node Leads
 - Project Leads
- **Advisory Board**
 - Provides independent, strategic feedback and advice to the leadership team of the ARC Centre of Excellence for 21st Century Weather and to connect the centre to the public and private sector to ensure our science has societal impact.
- **Centre Executive**
 - Meets weekly
 - Membership: Director, Deputy Directors, Associate Director Training and Leadership, COO, Senior Adviser Engagement and Impact
 - Collectively responsible for high-level strategic operations, implementation of centre plans and ensuring exceptional centre performance. The Centre Executive is a decision-making body based on a principle of consultative leadership and decision making. The Centre Executive consults with the Chief Investigator cohort prior to making decisions that affect centre strategy, research priorities and/or resource allocation. The Centre Executive makes decisions in the overall best interest of the centre, not favouring one institution over others.
- **Chief Investigator meetings**
 - Meets monthly
 - All Chief Investigators attend monthly 90-minute CI meetings.

- First 60 minutes is dedicated to discussion of research and/or strategic issues
 - Last 30 minutes is dedicated to operational issues
 - The Centre Executive will table any significant decisions that need to be made that affect the whole centre for CI discussion, input and broad consensus. It is expected that all parties will negotiate in good faith, putting the good of the centre at the core of decision making
 - One co-chair of the ECR committee attends CI meetings to represent the Centre's student and research associate bodies. The ECR committee co-chair may be asked to exclude themselves from parts of the meeting that contain discussions of a sensitive or confidential nature
 - Meeting agendas, minutes and inter-meeting discussions are posted on dedicated meeting topics in Cumulus
- **Centre Project Leadership**
 - The Centre's research is structured around six centre projects, each with a CI appointed as a designated leader (names below correct as at June 2024)
 - Weather System Dynamics (Marty Singh)
 - Climate Variability and Weather Systems (Claire Vincent)
 - Weather Systems in a Warmer World (Andrea Taschetto)
 - Weather Resources (Ailie Gallant)
 - High Impact Weather (Jason Evans)
 - Modelling Science (Julie Arblaster)
 - Centre project leads are responsible for:
 - Project planning and coordination, including oversight of sub-projects and integrating them into overarching project plans
 - Setting annual, mid-term and long term project plans and milestones
 - Monitoring and reporting on project progress. Project Leads are asked to table a brief cumulus post for each CI meeting with dot points under the following subheadings: research highlights, progress and impediments towards milestones; issues of note for other projects (e.g. new emerging work); personnel updates. Project leads will also be asked to work with the comms team to provide snapshots throughout the year which will inform content for the Annual Report
 - Chairing regularly recurring project meetings
 - Facilitating in-person or online project workshops
 - Actively leading and participating in online discussion on Cumulus
 - Monitoring forum posts from other centre projects that are relevant or synergistic with their own centre project
 - Project leads attend executive meetings on a quarterly basis to discuss research-related matters and to facilitate cross-project interaction
- **Node Leadership**
 - Each of the Centre's five nodes – including lead node, Monash - has a designated Node Leader (names below correct as at June 2024)
 - Monash (Shayne McGregor)
 - ANU (Nerilie Abram)
 - University of Melbourne (Jo Brown)
 - UTAS (Neil Holbrook)
 - UNSW (Steven Sherwood)
 - Node leads are responsible for liaising between the Centre and local institutional hierarchies and operational functions. They also consult with CIs at the node to determine agreed local guidelines and processes for managing budgets, recruitment, allocating scholarships and financial reporting.

- Node leads attend centre executive meetings on a quarterly basis to discuss institutional matters and to maintain cross-institutional communication
- **Portfolio Leadership**
 - The Centre's key portfolios are: engagement, operations, partnerships, and training & leadership.
 - Deputy Directors have responsibility for the delivery and performance of engagement & impact and partnership portfolios. The portfolios are co-led by the Senior Adviser Engagement and Impact with assistance from staff in their team.
 - The Associate Director Training and Leadership is responsible for the delivery and performance of the Centre's graduate training program. They are supported by the whole operations team, particularly the Centre Coordinator
 - The COO is responsible for managing the Centre's operations, finances, events, contracts, reporting and overall organisational success. They have oversight of all portfolios and are supported by a dispersed operations team.
- **ECR Committee**
 - The Early Career Researcher (ECR) Committee is comprised of research associates and graduate students from all nodes of the Centre
 - The co-chairs of the committee rotate with a nominal 12 month term. Once co-chair is selected from the Centre's PhD student cohort and the other is drawn from the research associates
 - The ECR committee consults with students and early career researchers in the Centre and acts as a conduit between those cohorts and the centre leadership.
 - This collaboration is formalised by an ECR committee co-chair attending monthly CI meetings to raise questions or issues on behalf of the committee and to provide information back to the wider ECR and student bodies
 - The committee advises on training and development needs of students and ECRs and proposes and helps organise periodic professional events such as an ECR in connection with the annual workshop

Reporting and Evaluation

The centre has various reporting obligations, both contractual and moral, given the scale of public investment.

- **Annual Report**
 - ARC Centres of Excellence are required to publish an annual report by 31 March each year. The report must present progress on research, engagement and impact, centre life, centre outputs, KPI metrics, personnel and financial tables.
 - The report is written predominantly by the operations and engagement teams, with research contributions from Project Leads, CIs and research associates
- **Milestone Reporting**
 - Each Centre Project is guided by a research plan. Those plans outline planned research activities, define sub-projects, identify links to other projects, identify links to partners and outline milestones as a means of ensuring project momentum and accomplishment. Project plans also define milestones and annual activity plans known as statements of intent
 - A high level project overview is derived from project plans and this overview is published in Cumulus

- Project leads are responsible for consulting with project participants to identify project goals, develop and review statements of intent each year, define milestones and monitor progress

- **Publications, Data and Open Access**
 - Reportable research outputs include journal publications, published data, books, book chapters and published conference proceedings (E1)
 - It is an ARC requirement that all research outputs are made openly accessible within 12 months of publication.
 - Many journals in our field remove paywalls on papers 12 months after publication (e.g. all AMS journals) or are open access by default.
 - For those with longer-term paywalls, the centre generally discourages paying open access publication fees. Instead, authors should follow local institutional procedures to upload a pre-print version of the paper to their institutional repository within 12 months of publication.
 - Research outputs should be reported in Clever at the time of acceptance. By reporting when an output is accepted, it allows time for the Centre's communications team to identify work to publicise via various centre channels
 - It's the responsibility of the first-named centre author to report the output in Clever.

- **Reporting Database**
 - The Centre has a custom-built reporting and management database "Clever"
 - Access clever via <http://tinyurl.com/21centuryweather-clever>
 - All staff, students and named investigators should report research outputs, engagement and outreach activities, Centre-funded travel professional development activities
 - Data in Clever measures our contractual obligations against our KPIs and also provides a systemic flow of information so that the engagement and impact team can prepare communications around notable achievements

APPENDIX 1: Organisational Chart (June 2024)

