National PID Strategy & Roadmap Stakeholder Action Groups

Terms of Reference

Background

In February 2024 the Australian Research Data Commons (ARDC) released the Australian National Persistent Identifier (PID) Strategy (https://doi.org/10.5281/zenodo.10656276). The Strategy is the culmination of an open, consultative process run throughout 2023.

Stakeholder Action Groups will run from July to December 2024 to enable the National PID Strategy and contribute to the National Collaborative Roadmap. The Groups will facilitate discussion and alignment in implementing PIDs among stakeholders with similar interests and produce shared outputs.

The first set of Stakeholder Action Groups will be:

1. Funders
2. Institutions
3. NCRIS facilities

This model will be evaluated in December 2024. Further Stakeholder Action Groups will be identified and constituted as needs arise.

Purpose

The Stakeholder Action Groups will:

1. Advise on strategies for gaining the engagement and commitment of the stakeholder community in the implementation of the National PID Strategy and Roadmap

2. Provide advice and input into the development, implementation and review of Roadmap Action Plans and associated materials including tools. These include but are not limited to:

   ○ Providing and collecting relevant use cases and case studies

   ○ Co-designing a Capability Maturity Model for the stakeholder group

- Identifying what supporting tools, materials or best practise guides are needed to support stakeholders; helping to develop these where appropriate

- Creating a collective Action Plan for the stakeholder community

- Identifying potential joint projects

- Facilitating the development and addition of individual stakeholder Action Plans to the Roadmap

- Assisting in gathering baseline statistics from which to measure progress

Outputs

Key outputs developed by and for the stakeholder group include:

1. Capability Maturity Model tailored for the Stakeholder Group, underpinned by case studies and use cases
2. Collective Stakeholder Action Plan contributed to National PIDs Roadmap
3. Guidance for implementation including a set of recommendations
4. Identification of potential collaborative projects to advance the action plan
5. Contribution to the gathering of baseline statistics to measure success

Members

Membership of the Stakeholder Actions Groups will be via self nomination in response to an open call issued by ARDC prior to commencement of the Groups. ARDC will seek to ensure each Stakeholder Action Group has broad representation from the sector and balance organisational representation in each Group. Additional members may be added by the Group Chair, at their discretion, to augment the expertise and knowledge of the group. ARDC reserves the right to decline a membership nomination.

Roles and responsibilities

The members of the Stakeholder Action Groups will commit to:

- Provide advice and input into the development, implementation and review of Roadmap Action Plans and associated materials including tools

- Act as advocates for the National PID Strategy and Roadmap

- Attend all scheduled meetings where possible

- Treat sensitive information shared in the meetings in confidence, i.e. to not disclose the information in a way that it can be attributed to a person or organisation

- Act in accordance with the ARDC Code of Conduct

Membership terms

The membership term will be 6 months from July to December 2024.

A member may withdraw from the Stakeholder Action Group during this time. ARDC will then decide whether a replacement member will be sought.

ARDC reserves the right to remove someone from the group if they do not act in accordance with the ARDC Code of Conduct.

Meetings

There will be approximately 6 virtual meetings at 1.5 hours each running from July to December. Additional meetings or sub working groups may be established at the discretion of the Chair.

Meetings will be convened and chaired by a representative of the ARDC.

The ARDC will prepare meeting agendas, provide minutes and supporting papers.