

Early Life Nutrition Coalition

Terms of Reference

1. Objective

Utilising existing and emerging health and scientific evidence, advocate the importance of Early Life Nutrition during the First 1,000 Days of Life to a broad group of stakeholders (including new and future parents, healthcare professionals and government) and drive awareness that supports empowerment and behavioural change, specifically through a greater understanding of:

1. The basics of human development, the role of genetics, epigenetics and the environment, as well as nutrition at various stages of life;
2. The role of good nutrition and healthy weight management (maternal and paternal) before and during pregnancy as a preventative health measure;
3. The benefits to the mother and child of breastfeeding for as long as possible; and
4. The importance of role-modelling for good eating behaviour and habits during early life.

2. Establishment

The Coalition was established at a meeting in Melbourne, Australia on 6 July 2016, and will be ongoing until determined otherwise by the group.

3. Membership

Founding members of The Early Life Nutrition Coalition are:

- Australian Diabetes Educators Association
- Australian Diabetes Society
- The Children's Nutrition Research Centre, University of Queensland
- Danone Nutricia
- Developmental Origins of Health and Disease Society
- Dietitians Association of Australia
- Future Health Leaders
- Healthy Start Workforce Project
- The Liggins Institute
- Menzies Institute for Medical Research
- Murdoch Children's Research Institute
- Pharmaceutical Society of Australia
- United Way Australia
- University of Auckland

The group may invite other relevant groups and organisations to join the Early Life Nutrition Coalition membership.

All members are encouraged to voluntarily disclose, on a transparent interests register, any areas of conflict, perceived or otherwise.

4. Roles and Responsibilities

The Early Life Nutrition Coalition aims to:

- Harness the credibility, experience and influence of a range of stakeholders with a direct link to Early Life Nutrition
- Focus on raising awareness of the importance of Early Life Nutrition during the First 1,000 Day period in an aligned way
- Reinforce key recommendations contained in medical guidelines, including the importance of breastfeeding for as long as reasonably possible

- Foster collaboration among its members, with a focus on advocating good Early Life Nutrition practices
- Identify and utilise existing and emerging key Early Life Nutrition research, evidence and advice to promote the principles of Early Life Nutrition
- Maintain at all times the focus of the Coalition on the agreed scope, outcomes and benefits, specifically the advocacy of good Early Life Nutrition practices
- Monitor and manage the factors outside the Coalition's control that are critical to its success
- Review on an annual basis the progress and impact of the Coalition as an advocate for good Early Life Nutrition practices

The membership of the Early Life Nutrition Coalition will commit to:

- Attend in person, or by proxy, all scheduled Early Life Nutrition Coalition meetings
- Wholeheartedly champion the Coalition within and outside of work areas
- Share relevant communications and information across all Early Life Nutrition Coalition members
- Make timely decisions within agreed time frames and take action so as not to hold up the ongoing project
- Notify members of the Early Life Nutrition Coalition, as soon as practical, if any matter arises which may be deemed to affect the development of the Coalition and its objective
- Where appropriate, agree to share the work with pre-existing networks and channels

Members of the Early Life Nutrition Coalition will expect:

- That members declare any potential conflict of interest that may or may be perceived to affect their contribution to the Coalition
- That each member will be provided with complete, accurate and meaningful information in a timely manner
- To be given reasonable time to make key decisions
- To be alerted to potential risks and issues that could impact the project, as they arise

- Open and honest discussion, without resorting to any misleading assertions
- Ongoing 'health checks' to verify the overall status and 'health' of the Coalition

Members of the Early Life Nutrition Coalition will not:

- Use the Coalition to promote a commercial agenda, specific products or brands
- Use the Coalition to advocate change through the use of negative messaging or by inciting fear or shame among new parents

5. Meetings

- All meetings will be chaired by Professor Peter SW Davies
- A meeting quorum will be five members of the Coalition
- Decisions will be made by consensus (i.e. members are satisfied with the decision even though it may not be their first choice)
- Meeting agendas and minutes will be provided by Ethical Strategies. This includes:
 - Preparing agendas and supporting papers; and
 - Preparing meeting notes and information
- Meetings will be held quarterly for a day at Committee approved locations
- If required, subgroup meetings will be arranged outside of these times at a time convenient to subgroup members

6. External Communication

Coalition members are encouraged to communicate the work of the Coalition, its achievements and messages as part of their current role/s.

Coalition members will only be quoted or speak on behalf of the Coalition where it is a Coalition initiative / initiated activity or as otherwise agreed by the Coalition membership.

Non-coalition initiative / initiated activity should be attributed to the individual and / or their organisation, and not to the Coalition.

7. Information and Resources (including confidential materials)

- Early Life Nutrition Coalition members will share information and resources at their discretion, however information shared at Coalition meetings should be considered Commercial-in-Confidence
- With permission, materials relevant to the Coalition and its stated objectives will be made available as an open source for access by Coalition members

8. Amendment, Modification or Variation

The Terms of Reference may be amended, varied or modified in writing after consultation and consensus by Early Life Nutrition Coalition members

As a minimum, annually, the Terms of Reference will be reviewed by a minimum of five Coalition members with a view to relevance and suitability

Ends#