



Terms of Reference

Name: The group shall be referred to as the Falls Prevention Alliance Australia (the Alliance).

Vision: A future where all Australians receive timely, effective support to prevent falls and fewer older Australians experience preventable falls.

Mission: Bring together organisations and individuals to drive collective action, advocate for policy and systems changes, and promote evidence-based fall prevention interventions.

Objectives:

The Alliance will seek to influence national and state policy and systems changes through:

1. **A national falls prevention action plan** – advocating for the development, implementation and evaluation of a national falls prevention strategy and action plan.
2. **Increasing awareness of the impact of falls and how to prevent falls** – coordinating educational and media activities to raise awareness of the impact of falls on individuals, families, communities and the economy, and how to prevent falls.
3. **Promotion of research and evidence-based approaches to falls prevention** - disseminating and supporting the implementation of best practice and evidence-based interventions to policymakers, practitioners and consumers across health, community and aged care settings.
4. **Promotion of collective action amongst members** - fostering a coordinated, cross-sectorial approach to falls prevention through consistent messaging, resource sharing, and collective action among members.

Membership and Eligibility:

The Falls Prevention Alliance Australia is an informal alliance of like-minded individuals and organisations.

- Members contribute their expertise and support to ensure our collective voice is heard by governments, stakeholders and the broader community.
- Member organisation logos will be displayed on the website to demonstrate Alliance membership and support.

Becoming a member:

- Individuals and organisations can express interest via email to info@fallspreventionalliance.org.au
- Acceptance is based on either (a) recommendation by an existing member organisation or two individual members, or (b) a written statement of alignment with the Alliance's mission.

- Members organisations and individuals will be reviewed and approved by the Steering Committee.
- Members can withdraw in writing at any time.
- Currently, there is no fee associated with membership; however, donation-based funding options may be explored in the future.

Member responsibilities:

1. Actively engage in Alliance meetings and working groups where possible.
2. Share expertise, resources and insights to strengthen collective action.
3. Support and contribute to joint initiatives and advocacy campaigns.
4. Leverage professional networks to enhance the efforts of the Alliance.
5. Declare any conflicts of interest:
 - Conflicts must be declared as they arise.
 - Members will, on advice from the Chair(s), abstain from consensus decisions where a conflict exists.
 - Members may be asked to withdraw from discussions where a conflict exists.

Meetings:

- Quarterly online meetings (four times per calendar year).
- Additional meetings may be scheduled as required.
- Members are encouraged to progress activities and advocate outside of formal meetings.

Funding:

- The Alliance is not politically aligned and currently receives no corporate or individual donations.
- Activities are sustained through in-kind contributions from members.
- Future funding models will be explored to ensure sustainability while upholding independence and transparency.

Governance:

Steering Committee

- Provides strategic direction and oversight of Alliance activities.
- Meets at least bi-monthly.
- Consists of representatives from key stakeholder organisations, researchers, healthcare professionals and community advocates. At least one member must be a community member/ consumer representative.
- Appointments are for a two-year term, with opportunities for renewal.
- Responsible for reviewing progress, approving initiatives, ensuring alignment with alliance goals and overseeing working groups.

Chair/s

- One or two Co-Chairs appointed by consensus of the Alliance for a two-year term, with opportunities for renewal.
- Outgoing chair(s) to provide support through a six-month handover and mentorship.
- Chair Responsibilities:
 - Set meeting agenda and chair meetings.

- Serve as the public spokesperson for the Alliance.
- Support Steering Committee and Working Group efforts.
- Ensure activities align with the Alliance's mission and objectives.
- Delegate responsibilities to Working Groups and subcommittees as required.

Working Groups

- The alliance may establish Working Groups to help deliver the objectives above:
 - **Policy & Advocacy:** Driving national policy and system changes, including advocating for the development, implementation and evaluation of a national falls prevention strategy and action plan.
 - **Public Awareness & Engagement:** coordinating, educational and media activities to raise awareness of the impact of falls on individuals, families, communities and the economy, and how to prevent falls.
 - **Promotion of research and evidence-based approaches to falls prevention:** disseminating and supporting the implementation of best practice and evidence-based falls prevention interventions to policymakers, practitioners, and consumers across health, community and aged care settings.
 - **Promotion of Alliance sustainability and collective action amongst members:** exploring funding to ensure long-term sustainability of the Alliance, and fostering a coordinated, cross-sectorial approach to falls prevention through consistent messaging, resource sharing and collective action among members.
- Each Working Group will have an appointed lead responsible for reporting to the Steering Committee.
- Annual objectives and deliverables will be established and reviewed by the Steering Committee.

Review of Terms of Reference:

- These Terms of Reference will be reviewed annually for the first two years, and biennially thereafter, to ensure they remain fit for purpose and responsive to the evolving needs of the Alliance.