



**2020 OSFO ASSEMBLY (AGM)
SEPTEMBER 17, 2020,
1.00 – 3.00 PM (AEST) VIA
ZOOM VIDEO CONFERENCE**

Join Zoom Meeting

<https://us02web.zoom.us/j/86895739913?pwd=amY4d0wzRmJlbGtGSIE1V0Fmbm9EZz09>

Meeting ID: 868 9573 9913

Passcode: 717972



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- 2019 Pacific Sport Partnership Report
- 2019 Pacific Games Sports Committee Report
- 2019 OSFO Athlete Representative Report
- OSFO Administration and Committee report
- OSFO Operational Plans update
- Zoom video Conference attendees

AGM via Zoom video conferencing: Join Zoom Meeting

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2020 OSFO President's Official Welcome and Opening Remarks OSFO AGM – Zoom Conference

Welcome to our 2020 Assembly, the inaugural virtual gathering of our members due to the global impact of covid-19. We are delighted that our program for this meeting will include valuable input and insight from ONOC President, Robin Mitchell as well as our Oceania partners Pacific Games Council and Pacific Sports Partnerships.

2020 has been a year of challenges for all sports as we work to implement new strategies in each of our Oceania countries so that our athletes can return safely to the field of play. Many of our regional and international sports events have been postponed or cancelled this year, but it is pleasing to note that some of our member countries are now returning to limited competition.

In my letter to you last month (dated August 19) I advised that the OSFO Executive was reflecting on the steps we had taken since launching the Positive Edge Journal and our view that with the challenges as a result of coronavirus, it was timely to encourage our sports to build on the work commenced in 2015. We are delighted with the response so far from our member sports to participate in the "train the trainer" program and encourage all of our sports to join us in this initiative to build well being and resilience across our Oceania communities.

The OSFO Executive has continued to meet virtually during this year and with the launch of the OSFO Newsletter earlier this year, an important step in improving communication to our members, we are continuing to raise the profile of our group in the region. The results of our member survey have been received and reviewed, with more updated information to be provided to this meeting, and recognising the financial difficulties that this year has placed on our members, the membership fees for 2020 have been waived.

I look forward to welcoming you to our meeting on September 17.

Kevan Gosper AO OLY
President OSFO



Zoom Video Conferencing Guidelines

We know many of you have become very familiar with video conferencing in 2020, but please see below for a few tips to ensure our Annual General Assembly can run as smoothly as possible and be enjoyed by all.

- Make sure your microphone/audio is on mute when you're not speaking.
- One delegate to speak on behalf of the organisation
- When speaking please turn on your camera as well as your microphone
- For improved wifi connectivity, you might need to turn off your video during the conference unless speaking. However where possible, please leave your video on for the entirety of the conference.
- There will be someone in the chat room to receive any of your questions, which addressed by the President at the first available interval.
- After each main agenda item there will be the opportunity pass a motion. To do this please either raise your hand or use the thumbs up reaction icon (found under 'reactions' on the bottom right of the screen).
- Please wait until the speaker has finished before speaking, if you speak at the same time – this will cut off their audio.
- Please ensure your presentations and questions are brief and to the point
- Please comply with the facilitator



2020 OSFO Annual Assembly
September 17, 2020 1.00 – 3.00pm
Via Zoom Conference
Agenda

1. Zoom Conference guidelines – Chet
2. Roll Call – Chet
3. Acknowledge individuals who have passed away in the region involved with sport.
4. Opening – Keynote Speaker – Dr. Robin Mitchell
5. Official Opening OSFO Annual General Meeting – Kevan Gosper
 - 2020 OSFO Merit Award announcements
 - Ratification of OSFO Executive member appointment – Milton Bradley
 - President's report
 - Oceania Australia Foundation update – Helen McMurray
6. PGC presentation – Andrew Minogue on behalf of Vidhya Lakhan – PGC President
7. Review of previous minutes – Chet Gray
 - OSFO Financial report – 2019
 - Secretary General report
8. Major Project Report – Edwina Ricci
 - Athlete Well Being and Resilience Program – Hope Leaders program
9. PSP – Pacific Sports Partnership – Ben Howard
10. OSEP Sport Education Commission Report – Sainimili, Gill Gemming, Regan Kama
11. OSFO members' survey feedback – Yvonne - priorities
12. OSFO Strategic Plan 2017-2021 – Helen Smith
13. General Business



2019 President's Report

At last year's Assembly, the members took the decision to increase the membership of the Executive by voting for Constitutional change. The appointments of Ryan Pini, as Athlete's Representative and Christian Holtz to replace Michael Brown, who had relocated to Asia for a new role with the ITTF, were ratified, each with a term of four years.

Elections were also held for the position of Secretary General and I was pleased that the motion for Chet Gray to continue in his role was unanimous and recognised his ongoing valuable commitment to OSFO. Elections for the remaining three positions were held with Yvonne Mullens, Helen Smith and Brooke Kneebush the successful candidates for four year terms.

Subsequent to the 2019 Annual Assembly in Nadi, Christian Holtz resigned from OSFO to pursue a new position in Germany and Milton Bradley was appointed. With the resignation of Christian, Regan Karma, Oceania Athletics, will take up his position on the OSEP Education Commission with Gill Gemming.

The focus of Executive Meetings over this last year has been on the benefits gained with OSFO Membership, acknowledging that Oceania is the only region that brings our NOCs and Sports Federations together at regional meetings. The following list of benefits was agreed :

- Co-ordination and co-operation on sports federation programs throughout the Oceania region
- Advocacy with one voice on behalf of and representing sport
- Collaboration at formulating strategic plans within the region
- Promotion of sport activities in the region with the development of the OSFO website
- Promotion of mentoring of athletes, administrators and coaches
- More active promotion of the Positive Edge Journal
- Joint effort in additional funding for Oceania Sports Federations, in collaboration with ASOIF
- Collaboration with Pacific Games Council

The Executive believes OSFO has much to offer its members and I am pleased to report that significant work has been undertaken to achieve the objectives of the OSFO Strategic Plan, in particular improving communications. With the appointment of Laura Macintosh as the Administration & Communications Co-ordinator, by the close of 2019 the new website was live, as well as social media, and the first issue of a regular newsletter distributed to all our members. This initiative has been a real highlight for Olympic sport in our region.

I was delighted to announce the OSFO Merit Award, which recognises service to OSFO beyond an individual sport, to Geraldine Brown (Oceania Badminton) and Bob Steffy (Oceania Baseball / Softball). Both individuals have made significant contributions to sport in the region and we congratulate them on receiving this prestigious award.

We were deeply saddened by the loss of Dennis during 2019. He was actively involved in setting up OSFO more than 10 years ago and well understood the benefits of the sports and NOCs working together in the region for the



the roll out and look forward to increased promotion and expansion of this initiative during 2020.

In an endeavour to stimulate a broader understanding of the value of OSFO's work, we took the opportunity at the successful Pacific Games in Samoa last July to have Yvonne Mullens and Ryan Pini host a function and address the Pacific Games Council on these benefits. During the Games, Ryan also provided support for athlete well being as an engagement officer.

In closing I would like to thank all members of the OSFO Executive for their continuous efforts in the interests of sport in our region. I also acknowledge the collaborative and constructive working relationships we have with ONOC and PGC, which benefits all sports in Oceania.

Kevan Gosper AO OSF
OSFO President



2019 OSFO Annual Assembly

March 15, 2019 9.00am-1.00pm

Draft Minutes

Meeting started at 9.02 with Chet Gray (Secretary General) taking care of the “housekeeping” and welcoming guests.

1. Roll Call

Attendees: Kevan Gosper OSFO Chairman, Chet Gray OSFO Secretary-General & Oceania Baseball & Softball, Helen Smith OSFO Executive member & Oceania Fencing, Talem Waqa, Rugby Union, Christian Holtz Oceania Table Tennis, Nadia Bleaken Oceania Badminton, Laurent Cassier, Oceania Baseball Andrew Minogue PGC Executive Director, Vidhya Lakhan PGC President, Ben Howard, GHD Graham Fredricks, Oceania Cycling, John Kotsifas, Oceania Taekwondo, Sainimili Savkuru, ONOC OSEP, Helen Brownlee Oceania Canoe, Brooke Kneebush Oceania Gymnastics, Denis Mowbray Gymnastics, Dennis Miller ONOC, Makiroa Mitchell-John Oceania Handball, Cyrille Mainguy Oceania Tennis, Ryan Pini PGC, Inoke Niubalavu, Oceania Baseball, Tas Baitieri Oceania Rugby League, Rex Capil Oceania Softball, Milton Bradley Oceania Shooting, Kitty Chiller Oceania Gymnastics, Hugh Graham and Terry Sasser Oceania Volleyball, Antonio Aquino Oceania Wrestling, Robert Turner World Archery, Kumon Tarawa Oceania Badminton, Debbie Masauvakalo Oceania Volleyball, Zena Iese – Oceania Gymnastics, Todel Kitto Oceania Hockey, Dinesh Parmeshwar Oceania Squash, Karo Lelai FIBA Oceania,

Sports: Hockey, Gymnastics, World Rugby, Table Tennis, Tennis, Badminton, Squash, Fencing, Taekwondo, Rugby League, Archery, Baseball, Softball, Shooting, Handball, Cycling, Volleyball, Canoeing, Basketball, Judo and Wrestling.

Apologies: Helen McMurray OSFO, Edwina Ricci OSFO co-opted Executive member, Gill Gemming Oceania Hockey, Yvonne Mullins OSFO Executive member & Oceania Athletics, Maree Burnett, Oceania Canoeing, John Tierney Oceania Sailing, Amanda Jenkins FIBA Oceania, Julie Carrel Oceania Badminton, Russell Morris Oceania Waterskiing & Wakeboarding, Nancy Miyake Oceania Swimming Neven Barbour Oceania Squash, Bob Claxton Oceania Hockey, Lara Collins, Vaa, Bill Kerr Oceania Touch, Mel Donald Oceania Shooting, Nicholas Sullivan Oceania Shooting Federation, Coby Au, Oceania Taekwondo, Jane Livesey, Oceania Cricket, Martin Doulton, FISU Oceania, Carol Kawaljenko Oceania Squash, Burton Shipley FIBA Oceania, Bob Steffy Oceania Baseball & Softball, Pam Elgar Oceania Hockey, Tracey Gaundry Oceania Cycling, Wainikiti Bogidrau Oceania Netball, Michael Kassis Oceania Karate, Geoff Gardner Oceania Athletics, Patsy Vercoe Oceania Archery, Patsy Vercoe World Archery, David Crocker FIBA Oceania, Stuart Lee Oceania Taekwondo, Len Olender Sport World,

Observers: Marius Vizer Jr. International Teqball, **Viktor Huszár** Int Teqball, Matthew Curtain Int. Teqball

2. Official Opening OSFO Annual Assembly – Kevan Gosper

- a. Ratification of OSFO Executive member appointments
- b. President’s report
- c. Oceania Australia Foundation update

2.1 The President, Kevan Gosper, declared the meeting open at 9.09 after the morning prayer. Chet explained

That the OSFO Executive appointments be ratified.

Moved: L. Cassier Oceania Baseball

Seconded: G. Fredricks Oceania Cycling

Motion carried.

Kevan decided to deal with agenda item #4 next as it relates to the previous item of business.

Constitutional amendments to clause 8.1 (c) – Ratification of the increased number of Executive Committee members and addition of an athlete representative.

That in Clause 8.1 (c) of the OSFO Constitution, the number of Executive Committee members be increased from 3 ordinary members to 4 ordinary Executive Committee members and 8.1 (d) was added to include on the Executive an Athlete representative. Clause 8.7 Athlete Representatives Committee shall be appointed as follows:

The Athlete Representatives shall be appointed during an election year by eligible players (which eligibility shall be determined by the OSFO pursuant to standards which shall have been established by the Executive Committee) in accordance with such election process and procedure determined by the OSFO and which is approved by the Executive Committee. The voting for Athlete Representatives is to be conducted by and within the OSFO membership. The term of an Athlete Representative Committee shall be four (4) years was also added.

Moved: R. Capil Oceania Softball

Seconded: K. Chiller Oceania Gymnastics

Motion carried.

2.2 Kevan recognised Helen Brownlee and Kitty Chiller for recently being awarded the Order of Australia.

Kevan explained to the members that a constructive meeting took place with representatives of the Pacific Games Council, OSFO, ONOC and the Commonwealth Games Federation in Brisbane earlier in 2019. The purpose of the meeting was to look at ways for the organisations to give each other more support, to discuss qualification to world, Commonwealth and Olympic events through the Pacific Games, the need for more financial resources and how to better support the athletes, technical officials and administrators in our Oceania sports.

Andrew Minogue (PGC) explained that Volleyball used the 2017 Pacific Mini Games as a qualification event to the 2018 Commonwealth Games and it worked very well. The aim is to maximize our limited resources in Oceania by not duplicating efforts. Both Andrew Minogue & Vidya Lakhan (PGC President) are keen to convene another similar meeting in Samoa during the Pacific Games. They also mentioned that a number of sports are using the 2019 Pacific Games as qualifying events & that working together will assist with the gradual process of including Australian & New Zealand competitors into the Pacific Games.

After meeting with ASOIF members in Tokyo, Kevan further urged the regional sport federations to write to their IFs requesting more financial support with the knowledge that the IFs are receiving increased funding from the IOC.

Kevan also explained that although progress has been made to reach the objectives of the OSFO strategic plan, communication is not flowing to the members and between the members adequately. OSFO should be giving more information to the members and stakeholders to better inform them of opportunities in the region. Kevan also mentioned that OSFO has been lagging with the implementation of the Positive Edge Journal. OSFO has invested a lot of money into the development of this resource and OSFO needs to drive this forward.

Taekwondo suggested the creation of an OSFO WhatsApp group or Facebook group for further communication with and among the members. Of particular interest could be how OSFO represents the members internationally with each IF to increase funding/support.

2.3 Oceania Australia Foundation update

The report has been included in the ONOC report. Helen McMurray has been ill and is unable to be present.

3. OSFO Elections – Secretary General and two Executive Committee members

The office of the Secretary General has become vacant but no nominations have been received. Kevan asked the members to ratify that Chet Gray continue in his role as Secretary General. The motion was supported unanimously.

Due to the agreed change to the Constitution, there are now 3 Executive Committee positions available and 4 nominations to fill these positions:

- The positions of Helen Smith Oceania Fencing and Yvonne Mullins Oceania Athletics are up for election and they've nominated to fill their positions.

Chet and 2 scrutineers counted the votes and confirmed that Helen Smith, Yvonne Mullins and Brooke Kneebush were elected as Executive Committee members.

Kevan thanked Milton for his nomination.

That the results of the elections be ratified.

Moved: H. Brownlee Oceania Canoeing

Seconded: K. Chiller Oceania Gymnastics

Motion carried unanimously.

That the ballots be destroyed:

Moved: G. Fredricks Oceania Cycling

Seconded: T. Waqa Oceania Rugby.

Motion carried.

4. Review of previous minutes – Chet Gray

- OSFO Financial report –2018
- Secretary General report

Kevan tabled the minutes and left them on the table until the end of the meeting.

Chet presented the financial report to the members. Chet explained that thanks to Kevan's initiative, ONOC has continued to provide a grant to OSFO which is the main source of income.

The financials were tabled. Chet pointed out that OSFO needs to move its website from Sporting Pulse to the new Olympic Channel platform. Kevan advised that OSFO should follow ONOC's lead in this regard.

Chet pointed out the website & Facebook page need to be updated. The extra finances generated by the increase in membership fees will be used to contract a person to improve OSFO's online presence & its communications. Thus, it will be used to benefit the members.

Kevan pointed out the importance of ensuring ongoing funding for OSFO.

That the Financial Report be approved:

Moved: J. Saul Oceania Wrestling

Second: M. Bradley Oceania Shooting.

Motion carried.

Kevan pointed out that ONOC has given OSFO a grant because it believes it gets value for money.

OSFO was established 12 years ago as a result of an initiative from ONOC & it has matured extraordinarily well.

Talemo commented that OSFO should encourage its members to partner with OSEP to show its support and increase its influence at ONOC.

Chet presented the Secretary General report and thanked everyone for their contribution to the annual report. Furthermore, Chet encouraged the sports to reach out to him and the OSFO executive to update them on changes in governance and key reports.

That the Secretary General's Report be accepted.

Moved: L. Cassier Oceania Baseball

Seconded: G. Fredricks Oceania Cycling

Motion carried.

5. Major Project Report – Edwina Ricci

- Athlete Resilience Positive Edge Journal program

Edwina Ricci is not present. Kevan elaborated once again that the momentum has been lost. The detailed report can be found on page 20 of the ONOC Report.

6. OSFO Strategic Plan 2016-2020 – Helen Smith

Helen explained that during the year, the executive met twice to review progress against the KPIs. The operational plan includes a measure of success column and Helen concluded that while most items were achieved, a lack of capacity means that items which are not achieved, will remain so for now. However, with an increase in the Executive Committee & the intention to contract someone to work on communication & OSFO's online presence, it is her hope that more progress will be made in the coming year.

Regional Sport Federations to partner with OSEP. OSEP is a facilitation toll that fits the region, especially in the areas of administration, governance & coaching.

Christian will reach out to Milli to find out about the grants that Regional Sport Federations used to receive & ask ONOC whether there is funding to assist sports to engage with OSEP.

An update on progress with eOSEP was provided by Jubilee. A trial involving Oceania Hockey & Swimming is being held between July & September.

OSFO members expressed a lot of interest in eOSEP being made available to all Oceania sports federations. For the time being, Regional Federations will not have access due to cost. National Federations will have to request access through their NOCs. It was suggested that OSFO could take the lead in requesting information about costs from OSEP. There might also be interest from IFs.

8. PGC presentation – Andrew Minogue on behalf of Vidhya Lakhan

Andrew presented an overview of the PGC and its role in Oceania. Andrew emphasised PGC's wish to continue to work closely with OSFO and its members to reduce inefficiencies, stating that the PGC does not want to host the Pacific Games a month out from a continental qualification event. PGC is working with OSFO on an events calendar & is trying to encourage sports to use PGC events as points events or qualification events.

American Samoa and Palau are bidding for the 2025 Mini Games. In 2020, the AGA will be in Saipan and the PGC will review its sports program for the Games.

Andrew commented that Australia & New Zealand will be competing in Samoa 2019 in 8 sports, with Archery, Athletics, Swimming, Taekwondo and Weightlifting using the games as a pathway for Tokyo 2020 while Basketball and Rugby 7s are using it as a World Championships pathway.

Two sports (Athletics & Table Tennis) will have a parasport component in Samoa 2019. The PGC is looking to increase the number of sports in 2023.

Furthermore, next year the PGC will be electing its board while 2027 bids will be announced this year during the 2019 games in Samoa Andrew encouraged all the OSFO members to lobby the potential hosts to include their sports in the program.

Every four years, PGC does a major review of its sports program. Currently the OSFO representative on the PGC Sports Committee is Yvonne Mullins (OSFO Executive Member & Oceania Athletics).

9. OSFO members' survey feedback

Chet asked members to complete the survey which is available in hard-copy during the meeting.

10. 2019 Merit Award

Geraldine Brown from Badminton Oceania has been recognized for OSFO's Merit Award.
Bob Steffi from Baseball Oceania has also been recognized.

11. General Business

11.1 Ben Howard from GHD was invited to present on the Pacific Sport Partnership (PSP).

Ben provided an overview and background of PSP and a quick preview of the future of the program. The Australian Government has made a 10-year commitment to fund sport-for-development in the Indo-Pacific region, with 6 Pacific countries and 4 Asian countries being included in the initial 4-year phase. The Pacific countries are Fiji, Nauru, PNG, Samoa, Tonga and Vanuatu.

The new program will start from October 2019 through to 2022 and this period is confirmed regardless of the outcome of the upcoming election in Australia as PSP has bi-partisan support, as reflected in the new Sports Diplomacy document.

Ben also informed the members of 2 online tools: the Massive Open Online Course and eOSEP Better Management which is an online governance and management training management tool.

11.2 Helen Brownlee was invited to present on Women and Sport Commission of Oceania.

Helen provided an update of the commission's mission of building and strengthening the capacity of women and girls in sport. In 2018, Women and Sport of Oceania had 3 sub-regional workshops that were self-funded with at

Ryan Pini was invited to join Helen to provide an athlete's perspective on the risks faced by women and girls in sport in Oceania. Ryan explained that he put forward a recommendation to the Pacific Games Council that a Safeguarding Officer should be in place in Samoa. Ryan provided an example of how the Safeguarding Officer will have an impact on the accommodation and hospitality services provided during the games.

11.3 Teqball was invited to present an introduction to FITEQ, the International Federation of Teqball. With 18 federations already in place and 95 federations in progress, FITEQ is registered in Lausanne with a Teqball group, a private corporation based out of Hungary. Teqball presented a video of their world championships with events in singles and doubles. The Asian Olympic Council recognized Teqball as an official sport of their Continental Beach Championships.

FITEQ will announce a national federation program whereby they will donate a table to each NOC at ONOC and they hope to develop the membership in the Oceania region & become a member of OSFO.

11.4 Finally – OSFO approved and adopted the minutes from the previous meeting at 12.22 pm and Kevan subsequently closed the meeting.

2019 OSFO Financial Report
Aus Dollar Account

ORGANISATION OF SPORTS FEDERATIONS OF OCEANIA

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2019**

ORGANISATION OF SPORTS FEDERATIONS OF OCEANIA

INDEX TO FINANCIAL STATEMENTS

1	Statement of Income and Expenditure
2	Statement of Financial Position
3 – 4	Notes to Financial Statements
5	Statement By Members of the Committee
6	Independent Certification Report

ORGANISATION OF SPORTS FEDERATIONS OF OCEANIA

STATEMENT OF INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2019

	Note	2019 \$	2018 \$
<hr/>			
INCOME			
Membership		8,255	10,986
ONOC Funding		-	42,862
		<hr/>	<hr/>
		8,255	53,848
EXPENDITURE			
Administration support		11,140	10,660
Communications		4,296	-
Website costs		6,754	-
Licences and Permits		56	-
Workshop		953	4,777
Printing		-	889
ONOC Assembly		-	279
		<hr/>	<hr/>
		23,199	16,605
RETAINED SURPLUS/(DEFICIT) AT THE END OF THE FINANCIAL YEAR		(14,944)	37,243

ORGANISATION OF SPORTS FEDERATIONS OF OCEANIA

**STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2019**

	Note	2019	2018
		\$	\$
<hr/>			
CURRENT ASSETS			
Cash at Bank	2	25,072	40,016
		<u>25,072</u>	<u>40,016</u>
TOTAL ASSETS		<u>25,072</u>	<u>40,016</u>
TOTAL LIABILITIES		<u>-</u>	<u>-</u>
NET ASSETS		<u>25,072</u>	<u>40,016</u>
EQUITY			
Retained Surplus	3	40,016	2,773
Current Year Surplus/(Deficit)	3	<u>(14,944)</u>	<u>37,243</u>
TOTAL EQUITY	3	<u>25,072</u>	<u>40,016</u>

**ORGANISATION OF SPORTS FEDERATIONS OF
OCEANIA NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019**

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Preparation

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act 1981. The committee has determined that the association is not a reporting entity.

The financial statements have been prepared on a cash basis whereby items are recognised as money is paid or received, as recorded in the records of the association. The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements.

(a) Income Tax

No provision for income tax has been raised as the association is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

(b) Cash and Cash Equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with banks, and other short term highly liquid investments with original maturities of three months or less.

(c) Revenue

Revenue is measured at fair value of the consideration received or receivable after taking in to account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present value when recognising revenue.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt. If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied.

(d) Accounts Payable and Other Payables

Accounts payable and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

(e) Going Concern

The directors have considered the going concern status of the entity as a result of the \$14,944 deficit generated during the year. The full impact of the COVID19 virus is still uncertain however it is likely the annual assembly will occur virtually in the current year which the directors believe will result in significant cost savings for the entity. The directors also expect an additional international funding grant for \$30,000 will be received in the 2020 year to support the operations of the entity. Therefore, the directors believe there are sufficient cash reserves to continue operating for the 12 months following the signing of the accounts.

**ORGANISATION OF SPORTS FEDERATIONS OF
OCEANIA NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019**

		2019	2018
<hr/>			
2	CASH		
	Commonwealth Bank	25,072	40,016
		<u>25,072</u>	<u>40,016</u>
3	RETAINED SURPLUS		
	Retained surplus at the beginning of the financial year	40,016	2,773
	Net surplus/ (deficit) for the year	<u>(14,944)</u>	<u>37,243</u>
	Retained surplus at the end of the financial year	<u>25,072</u>	<u>40,016</u>

The committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with accounting policies outlined in note 1 to the financial statements.

In the opinion of the committee the financial report;

1. Presents a true and fair view of the financial position of Organisation of Sports Federations of Oceania as at 31 December 2019 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Organisation of Sports Federations of Oceania will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

Chet Gray – OSFO Secretary General



Dated this 4th day of May 2020

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Organisation of Sports Federations of Oceania

**CERTIFICATION OF FINANCIAL STATEMENTS
OF THE**

Organisation of Sports Federations of Oceania

In my opinion, the attached financial statements for the year ended 31 December 2019 for the Organisation of Sports Federations of Oceania are based on properly maintained financial records as required by the *Associations Incorporation Act 1981*. The association's financial records show that the association has bookkeeping processes in place to adequately record the association's income and expenditure and dealings with its assets and liabilities.


JTP ASSURANCE


SAM CLARINGBOLD



OSFO Secretary General Report

Highlights of this past year were the causal appointment of Laura Macintosh as the Administration and Communicate Coordinator, new OSFO website, first OSFO newsletter was distributed, the appointment of Milton Bradley to the OSFO executive and Regan Kama appointment to the OSEP Education Commission.

This

Regular updating of the OSFO Operational plan 2017 – 2020 continued we achieved some key initiatives within the communication and members engagement areas.

Our collaboration and relationship with GHD, the Pacific Sports Partnerships (PSP) program in the Oceania Region, ONOC and Pacific Games Council continued to develop and grow in 2018. The OSFO Executive met in June in Samoa follow by our OSFO AGM.

OSFO MEMBERSHIP

In 2019 our total membership was at 26 financial sports. The following International/ regional sports confederation have registered with OSFO over the past twelve months: FIBA Oceania, Baseball Confederation of Oceania, Oceania Athletics Association, Oceania Badminton, Oceania Archery, Oceania Canoe Federation, Oceania Volleyball, Oceania Fencing, Oceania Hockey Federation, Oceania Cricket, Oceania Judo Union, Softball Confederation of Oceania, Oceania Squash, Oceania Swimming Association, Oceania Tennis Federation, Oceania Taekwondo, Oceania Rugby League , Oceania Rugby Union, Oceania Shooting, Oceania Table Tennis, Oceania Sailing, Oceania Cycling, Oceania Water Skiing, Oceania Touch, Oceania Handball and Oceania Gymnastic.

FINANICAL ACCOUNTS

A financial statement of the OSFO accounts for 2019 has been completed and sent to all OSFO Executive members for their review. Further information will be reported to members at the OSFO Assembly later this year.

As of December 31st, 2019 the OSFO account balance was retained earnings of \$ 40,016 plus net income (\$ - 14,944), total equity \$ 25,072. Our bank balance as of December 31st 2019 was \$25,072

It is worth noting that the 26 financial members in 2019 generated income of (\$ 8255) which was slight down from the previous year. The income generated from the increase of the OSFO membership fees in 2019 has been used directly to support the Administration and Communication Coordinator's position the past six months.

OSFO membership fees invoices were issued in February this year for payment in April.

OSFO EXECUTIVE COMMITTEE

In 2019 the OSFO Executive committee conducted 4 teleconferences and two face to face meeting to review and discuss mainly the OSFO Strategic and Ops plans documents, appointment of an Administration and Communication support person , removal of the positive coaching platform, funding and outcomes for the OSFO Assembly in Fiji. From finalizing the OSFO Assembly program to regularly reviewing and updating the work each of the Executive committee members. We have now start to include a summary of each Executive teleconference meeting on our website for our members review and information.

Over the course of the past year the Executive members have reviewed and actioned many items related to achieving our operational objectives. For example, the Executive members have been involved in Organisational Capacity & Support with identifying other revenue sources for the purpose improving our financial sustainability. The President has started negotiating with ONOC this year to secure continuing administration support funding. Within the Advocacy area we continued to promote the valuable role of OSFO on behalf of members by strengthening relationships and partnerships in Oceania. With Stakeholder engagement we have continued to communicate with members regarding various matters, such as the annual meeting in Fiji and strategic and

OSFO could be involved as a service provider.

This year there was a vacancy on the OSFO Executive created by Christian Holtz moving into a new role in Germany. The Executive committee confirmed the appointment for Milton Bradley as the newest Executive member and created a new role of Athlete representative to be included as part of the Executive committee. Ryan Pini was appointed as the first Athlete Representative to the OSFO Executive Committee. Ryan's appointment was ratified at the OSFO Assembly in Fiji with Milton's appointment to be ratified at the next Assembly.

ANNUAL REPORT

OSFO has again been invited to combine with ONOC to produce one annual report publication which includes a section for OSFO and its member's annual regional sports activity reports for 2019.

This joint opportunity with our annual publications enables us to demonstrate the collaboration and engagement between OSFO and ONOC as well as providing economic benefits of producing one publication. We are grateful to ONOC for this opportunity.

PACIFIC GAMES COUNCIL

Yvonne Mullins has continued to represent OSFO on the Games Council's Sport Committee.

Through Yvonne's role on the PGC Sport committee and OSFO's direct engagement with PGC we have continued to foster and develop our partnership with the Pacific Games council this past year.

We now have two other OSFO Executive members on the PGC Sports Council with Ryan Pini as the Athletes representative and Milton Bradley

GENERAL ADMINISTRATION

Gill Gemming and Regan Kama both continue to represent OSFO and its members on the OSEP Education Commission with assisting with curriculum development and engagement of OSEP educational materials.

Your understanding, patience and cooperation are appreciated while we continue to grow and develop as an organization and administration.

We have started to develop regular OSFO communication through the OSFO newsletter and our social media platform. Our OSFO website has been updated and redeveloped to cater for our membership

We will continue to update the directory and keep providing information through the communication network amongst the Oceania sports.

I would like to thank Kevan, Edwina, Yvonne, Brooke, Ryan, Milton, Helen Smith, Helen McMurray and OSFO members for their ongoing support.

Chet Gray
OSFO Secretary General



Major Projects Report 2019

Collective IMPACT- together we can inspire positive change

It is ten years since OSFO had its initial conversation about the importance of mental health in supporting our athletes, coaches and administrators to be the best version of themselves. It was 2010 in Nadi, Fiji at our annual conference that we discussed mental health with the IOC Medical Commission, and suggested sport take responsibility and provide support for its members. As many high profile athletes, coaches and administrators were headline news for “not so popular” reasons; we could see that there was a need to mindfully respond by exploring the root causes of this at a systemic level, rather than band aid the symptoms with a traditional reactionary rescue response.

Ten years on, OSFO has developed a universal preventative approach to mental wellbeing and resilience and is ready to co-design the implementation with its member sports. This approach was a response to the global need for combatting rising levels of depression and anxiety and the need for prevention rather than cure. OSFO in partnership with the Oceania Foundation created the Positive Edge Journal – a book of intentional practice for building a wellbeing toolkit and mental fitness. The journal enables the learning of a common wellbeing language and the development of skills and processes to not only support members in hard times, but to help build a life with meaning and purpose, an inner desire to have a positive impact. We cannot predict the journey each of our members will face, but we know life is going to throw down challenges. The Positive Edge Journal creates inner resources that empower solutions for wellbeing and build a buffer against adversity.

Whilst getting the journal into the hands of athletes was our goal, we have realised that for this to happen, a whole of sport commitment to implementation needs to be developed. Sport needs to understand the science, that performance and wellbeing are positively correlated, and resource it accordingly. There are many examples of successful sporting teams embracing the principles of Positive Psychology to improve their outcomes on the field. What all of them have in common is the reduced reliance on skill development, and an increased focus on wellbeing skills. One of these skills is improving social cohesion which can be achieved via ‘high quality connections’. The AFL’s Richmond Football Club, on its journey to the 2017 Premiership used the 3 H routine where each player in turn spoke of a Hero, Hardship and Highlight they had faced in their life. This process got players listening to the stories behind their teammates success, it gave the opportunity for players to show empathy and compassion, but most importantly it built trust via high quality connection that enabled them to create a collective efficacy strong enough to win the premiership.

More and more elite athletes and teams are inspiring with stories of transformation. We need to embrace and study what is working well and work out how we can get more of it. Aristotle is famously quoted as saying “the whole is greater than the sum of the parts”. Collectively as sports if we work together to create positive change, we could collectively IMPACT the whole system. To be successful we need to value wellbeing by measuring it and then appropriately resource building it. We need to decide on a common goal and work together to achieve it.

OSFO encourages sport to think about how they are supporting their athlete’s wellbeing and looks forward to developing a ‘whole of sport’ solution to implementation which has common elements, but allows for the unique context of each sport. There needs to be a commitment to LEARNING, LIVING and LEADING a whole sport approach and this begins with building capacity in our people.

PACIFIC SPORTS PARTNERSHIPS

(1) Background

Note: This report applies to the programming and financial year 1 July 2018 to 30 June 2019. Reporting information from our partners for July to December 2019 was not available at the time of publication.

Pacific Sports Partnerships

Pacific Sports Partnerships (PSP) is Australia's flagship sport for development program in the Pacific, funded by the Australian Government. PSP is delivered in partnership with Australian national sporting organisations (NSOs) and regional sporting organisations (RSOs) to deliver targeted sport for development activities. NSOs and RSOs support national sport federations across the Pacific to deliver PSP activities, which address regional and country-specific development and public diplomacy objectives. PSP is aimed at strengthening the capacity of Pacific sport federations to plan and conduct sport-based activities while achieving positive social development outcomes in Pacific communities. To enhance sustainability and ownership, PSP also encourages supplementary and/or private funding opportunities and corporate social responsibility programs.

The PSP program aims to achieve:

- Increased levels of regular participation of Pacific islanders, including people with disability, in quality sport activities
- Improved health-related behaviours of Pacific islanders, which impact on non-communicable disease (NCD) risk factors, focusing on increasing levels of physical activity
- Improved attitudes towards and increased inclusion of people with disability in Pacific communities

During the July 2018 to June 2019 period pertaining to this report, a total of 16 different sporting organisations across nine countries were involved in PSP until the end of PSP Phase II in September 2018, reducing to 13 sporting organisations across six countries during the current transition phase from October 2018 to June 2020 (see table for details).

Australian Sports Partnerships Program

Following an independent evaluation of Australia's sport for development investments in the Pacific and Asia in 2017, the Australian Government established a combined regional Indo-Pacific sport for development program, the Australian Sports Partnerships Program (ASPP). This investment will be funded at AUD \$6 million per annum and implemented for up to 10 years, with an initial period of four years and two possible extensions of three years. A transition phase from PSP to ASPP was established from 1 October 2018 and will finish on 30 June 2020. ASPP will commence on 1 July 2020. Following a competitive process, the Australian Government engaged GHD as the managing contractor for ASPP from September 2018 to August 2022. GHD had also been the managing contractor for PSP since August 2015. Prior to that, the program was managed by the Australian Sports Commission (ASC), now Sport Australia, since its inception in 2009.

The ASPP design is aligned to one of the four strategic priorities of the Australian Government's *Sports Diplomacy 2030* strategy - strengthening communities in the Indo-Pacific and beyond.

ASPP will focus on achieving development outcomes through:

- Creating leadership pathways and increasing participation of women and girls in sport
- Harnessing the power of sport to promote gender equality, disability inclusion, social cohesion and healthy lifestyles
- Supporting institutional policies, practices and systems to help build safe, fair and accessible sport
- Supporting global efforts to increase awareness of the contribution of sport to the United Nations' sustainable development goals (SDGs)

Applications for ASPP were sought from national, regional and local organisations, NGOs and a wide range of development, media and sport organisations. ASPP staff held information sessions and application readiness workshops in the six Pacific ASPP countries (Fiji, Nauru, Papua New Guinea, Samoa, Tonga and Vanuatu) plus Australia from November to December 2019. Applications for ASPP closed in early March 2020.

(2) Partners

PSP PROGRAMMING

Note: Sports and countries listed in black are currently involved in the program until June 2020. Sports and countries listed in green were involved until September 2018.

	Vanuatu	AFL Vanuatu
ATHLETICS (Oceania Athletics Association)	Fiji Nauru	Athletics Fiji Nauru Athletics
BADMINTON (Badminton Oceania Confederation)	PNG Tonga	Badminton PNG Tonga National Badminton Association
BASKETBALL (FIBA Oceania)	Fiji Kiribati PNG Samoa Solomon Islands	Basketball Fiji Kiribati Basketball Federation Basketball Federation of PNG Samoa Basketball Association Solomon Islands Basketball Federation
CRICKET (Cricket Australia and International Cricket Council)	Fiji PNG Samoa Vanuatu	Cricket Fiji Cricket PNG Samoa International Cricket Association Vanuatu Cricket Association
FOOTBALL (Football Federation Australia and Oceania Football Confederation)	Cook Islands Fiji PNG Samoa Solomon Islands Tonga Vanuatu	Cook Islands Football Association Fiji Football Association PNG Football Association Football Federation Samoa Solomon Islands Football Federation Tonga Football Federation Vanuatu Football Federation
GYMNASTICS (Gymnastics Australia and Oceania Gymnastics Union)	Fiji PNG Samoa	Gymnastics Federation of Fiji PNG Gymnastics Federation Samoa Gymnastics Federation
HOCKEY (Hockey Australia and Oceania Hockey Federation)	Solomon Islands Tonga Vanuatu	Solomon Islands Hockey Association Tonga Hockey Federation Vanuatu Hockey Federation
NETBALL (Netball Australia)	PNG Samoa Tonga	PNG Netball Association Samoa Netball Association Tonga Netball Association
RUGBY LEAGUE (Australian Rugby League Commission, NRL)	Fiji PNG* Samoa Tonga	NRL in Fiji NRL in PNG* NRL in Samoa NRL in Tonga *NRL are funded by a different funding mechanism in PNG to conduct sport for development work
RUGBY UNION (Rugby Australia and Oceania Rugby)	Fiji Samoa Solomon Islands	Fiji Rugby Samoa Rugby Union Solomon Islands Rugby Football Union
PARALYMPIC (Australian Paralympic Committee and Oceania Paralympic Committee)	Fiji	Oceania Paralympic Committee
SWIMMING (Swimming Australia and Oceania Swimming Association)	Fiji PNG Vanuatu	Fiji Swimming Association PNG Swimming Association Vanuatu Aquatics Federation
TABLE TENNIS (International Table Tennis Federation – Oceania)	Fiji Kiribati Solomon Islands Tonga Vanuatu	Fiji Table Tennis Association Kiribati Table Tennis Association Solomon Islands Table Tennis Association Tonga Table Tennis Federation Vanuatu Table Tennis Association
TENNIS (Tennis Australia)	Fiji Vanuatu	Tennis Fiji Vanuatu Tennis
VOLLEYBALL (Volleyball Australia)	Vanuatu	Vanuatu Volleyball Federation

(3) Outcomes and Impact

Highlighted outcomes and impact across all activities included:

OUTCOMES

Participation

Between 1 July 2018 and 30 June 2019 it was reported that more than 490,000 people participated in all supported sports across the program in participating countries over the 12-month period. The ratio of males to

Although the program has a strong emphasis on gender equality and participation of women and girls, the overall percentage of female participants has only slightly increased over the course of the program. A key reason for this is that primary school children make up a large cohort of participants in the program and, in primary school settings, the ratio of male and female participants is determined by class composition and cannot be influenced by proactive strategies to encourage greater female participation. However, this creates opportunities for other positive outcomes, such as placing a significant emphasis on reinforcing gender equality messages and healthy activity from a primary school age. It is also notable that boys participating in these programs are changing their attitudes towards girls in a positive way.

Disability

There has been a declining trend in participation of people with disability although the numbers are relatively small. Some sports reported significant increases with a greater focus on including people with disabilities. Others reported that more training is required and special equipment is needed in order to be more effective. However, those that did participate reported benefits to health and wellbeing.

Partnerships

During this reporting period there has been a strong focus on establishing partnerships across all programs to support sport and health promotion. Some of these partnerships are based on mature relationships while others commenced during this period. Sports are aware that long-term sustainability and an ongoing commitment to achieving development outcomes will require partnership approaches.

Media

PSP has continued to place a strong emphasis on media and communications to support public diplomacy. There were 1,349 media/social media articles produced across all sports during this period, which reached over 3 million people with over 174,000 'likes' registered and 238,217 video views counted.

Governance

Sports organisations are realising the importance of good governance and many have reported positive changes from the board level down.

IMPACT

The benefits to participants from sports programs are wide-ranging and documented in each of the sport partners' individual reports. An analysis of stories of change from each of the sports over this period has revealed some important findings that go beyond delivering health outcomes:

Belonging

- Most participants reported that they became involved through relatives or friends. Having someone introduce them to the sport organisation helps them fit in. Once they are involved they value the new friendships and teamwork. Reporting indicated that females feel more included with changes in female empowerment and participation.

Female leadership pathways

- Women and girls getting involved in sport are embracing opportunities to take on leadership roles.

Impact on behavioural change

- Many participants reported significant changes in lifestyle as a result of sport. They mentioned: increasingly giving up on bad behaviour; valuing their family more and becoming more disciplined; confidence and self-esteem; talking and listening more; being a role model; and learning respect.

- Primary school children discussed the changes in classroom dynamics as a result of the sports program and teaching respect. Boys stopped being bullies, stopped swearing and stopped smoking in the toilets. Children learned to set and respect boundaries. The boys in the class became better behaved and more respectful towards the girls. Girls felt safer in the school environment.

- Teachers and students reported that discipline, learning, time management, behaviours and level of engagement had improved.

Coaching pathways

- Some senior students have taken on coaching, firstly as volunteers and then as paid positions. This has significantly helped them and their family. One student said it had helped him understand and communicate with children as a sports coach. He is now studying to be a teacher.

Role modelling

- Other students have seen participation in sport as an opportunity to become a role model for younger students. They want to be able to teach others in school and the community the things that they have learned. Sport creates a sense of pride in them.

(4) Milestone and Best Practice Achievements

Public diplomacy, soft power, awareness-raising, and media initiatives continue to develop. All sports have been actively involved in public diplomacy and communications. There has been good media coverage across all programs.

Partnerships are achieving development, capacity, and good governance. All programs have reported positive development outcomes during this period. They continue to develop local capacity and build organisational structures that promote good governance and the involvement of women leaders. Although the total number of participants has decreased during this phase, the quality of development outcomes reported has notably improved. Sports organisations are realising the importance of good governance with greater leadership diversity.



OSEP SPORT EDUCATION COMMISSION REPORT 2019

COMMISSION MEMBERS 2019:	James Tobin (Chairman)	ONOC Executive Board
	Jeremy Dorovolomo	Training Provider
	Gill Gemming	OSFO
	Laura Mangham	NOC
	Makarita Lenoa	NOC
	Helen Brownlee	ONOC Women in Sport
	Andrew Lepani	ONOC Athletes Commission
	Anolyn Lulu	ONOC Athletes Commission
	Sainimili Saukuru	OSEP Coordinator,
	Varanisese Karisitiana	Secretariat

RESIGNATIONS:

Filipe Jitoko (PIFS) and Christian Holtz (OSEP) resigned their roles and both were recognised for their contributions to the OSEP programmes.

COMMUNICATION:

The 2019 face-to-face meeting was held on October 23rd in Nadi, Fiji.

The agenda of the meeting covered:

1. Discussion and evaluate the focus areas for 2019
2. Discussion and confirmation of the OSEP 2020 plans and budget
3. Process to engage an independent evaluation team for the OSEP programme delivery

2019 PROGRESS and HIGHLIGHTS:

Outcomes:

- Oceania Sport involved – there has been an increase in involvement – Badminton, Gymnastics, Hockey, Rugby, Swimming and Volleyball. All these sports have formal arrangements signed with OSEP.
- OSEP programmes and resources are increasing yearly
 - Organisational Development 3 courses (MISO, eOSEP, ASMC)
 - Community Development (SIC, CC & CO)
 - Entourage (DC, Community Strength and Conditioning, Dev S & C, Nat Team Manager)
 - OSEP Trainer (Presenter, Assessor, National Educator, National Master Educators, Regional Master Educator Consultants/Mentors)
- Course Delivery 2019 – OSEP did not hit 2019 targets. However, there are encouraging signs for 2020
 - There are now Education Commissions set up in 3 NOCs – FIJ, PLW, PNG
 - 8 NOCs with OSEP staff – COK, FIJ, FSM, KIR, MHL, PLW, PNG, TUV
 - 12 NOCs submitted Annual Training Calendars
 - More Educators in place - 2013-19 569 trained with Fiji 108 and PNG 107.
 - Entourage Courses were highly sort after in 2019. 3x Community S&C, 2x Development S&C, 4x Development Coach and 6x Team Manager

MAJOR EVALUATION 2019-20 (Nov 2019 – April 2020)

- OSEP is about change
- OSEP is about making a difference
- OSEP is about challenging the status quo
- OSEP is about raising the bar.

A sub committee was set up to manage this process with Terms of Reference and to oversee the appointment of the independent specialist evaluators.

The purpose of the evaluation is to assess the performance of the program to date and to make recommendations for the next phase. The evaluation will provide an overview of progress since 2008 with a particular focus on the last 4 years of the program in terms of processes and achievement of intended outcomes. The evaluation will document and describe the overall progress and inform the next submission for funding.

Findings will be ready by April to be presented to the ONOC Executive.

The Commission acknowledges the tremendous work put in by OSEP Coordinator Sainimili Talatoka and Administrator Varanisese Karisitiana.

Gill Gemming - OSFO Representative

Pacific Games Sports Committee Report

The Pacific Games Council Sports Committee met in Apia last July during the 2019 Pacific Games and again on the Gold Coast in November. The Sports Committee, chaired by Marcus Stephen, spent 2 days in November discussing the Pacific Games in Samoa and the recommendations from those Games leading into the Pacific Mini Games in Saipan, Northern Mariana Islands 2021 and the Pacific Games in the Solomon Islands in 2023.

The full recommendations from the Sports Committee will be conveyed to all stakeholders after the PGC Executive Board's has considered all the recommendations at its April 2020 meeting in Guam during the ONOC General Assembly. However, some of the Sports Committee's recommendations have already been endorsed by the Executive Board and conveyed to the Council membership as they affect the current bid process for the 2027 Pacific Games, including:

- The likely growth in the program of invitations to Australia and New Zealand, which was 8 sports at Samoa 2019 and set to go higher for the Solomon Islands 2023 Games now that both countries are Associate members
- No change to Article 23.1 of the Constitution's maximum size of the Games at 24 sports given the concerns over the continued growth in the size of the Games with Samoa 2019 reaching 5,000 athletes and officials for the first time
- Amendment to Article 23.1 of the Constitution to promote Archery to the compulsory sports list, joining the existing 16 compulsory sports which are all recommended to be retained
- No new sports added to Article 23.2 of the Constitution (optional sports list)
- Amendment to Article 23.2 of the Constitution to consider Baseball (Men) and Softball (Women) as one sport, including the option of offering a new mixed gender Baseball 5s event
- Amendment to Article 23.2 of the Constitution to only permit a maximum of four (4) optional team sports
- Amendment to Protocol 1.5 to allow a bidding PGA to nominate a maximum of 10 optional sports from which the final optional sports program (maximum of seven, up to four of which can be team sports) must be confirmed no later than two years after securing the rights to host the Games

Yvonne Mullins – OSFO Representative

OSFO Athletes Representative Report

The adoption of the Athletes Representative within OSFO is a great initiative to bring the voice of the Athletes to the Federations, ensuring the important link between Athletes and the Governing of our Sports.

I would like to congratulate the Oceania Federations who have also taken the initiative to setup Athlete Representatives or Athlete Commissions to their executive. I aim to advocate further for other Oceania Federations to take the same approach. The greater link between Athletes and our Federations, I believe will create crucial links and communication between representatives and also enable greater access to educate Athletes on the many courses and programs available.

There has been a large movement in the Adoption of the Athletes Rights and Responsibilities Declaration from the IOC in the past year, this includes the Athletes Safeguarding toolkit which I very much encourage Federations to adopt. There is also an encouraging push for the development of a Mental Health Toolkit, OSFO is well aligned in this area with the Positive Edge Journal, this is a very sensitive but essential movement for our athletes.

I look forward to working with all our members to ensure information is passed through to athletes and creating better links between our sports and our athletes.

Ryan Pini – OSFO Athletes Representative

OSFO Administration and Communication Report

In mid-2019, OSFO brought Laura Macintosh on board as an independent contractor, in the role of Administration and Communications Coordinator. The purpose behind this move was to invest some of OSFO's members' fees back into delivering the objections in the operational plan that directly relate to communications.

In 2019, the following stakeholder engagement strategic objectives were achieved:

- Development of a regular e-newsletter to be distributed to all OSFO members. This includes the development of the template, the development of the distribution schedule, and the process that will be followed in order to collate all content to be included.
- Regular updates of OSFO website have been made easier, with the development of a new site hosted by a new company and on a new platform. With the future of OSFO's contract with Sports TG unknown but quite a significant amount of work needed to be done to get the current website up to date, it was decided it would be more time-effective (and hence, more cost-effective) to upgrade to a new website now. BSO Digital were brought on board to design, build and host the new site, at an affordable fee for a high-quality service. The OSFO website now runs off a WordPress content management system (CMS), which is widely known for basic and easy-to-use CMS, aiming to make the new OSFO website more sustainable in the long term.

Other key communications activities undertaken in 2019 were:

- More regular and planned posting on OSFO's Facebook page, merely to try and build our presence and awareness online. For particular messages this is also a great way of ensuring crucial information reaches our members at key times.
- Creation of an OSFO Twitter account. This was done for two reasons:
 1. With Twitter being largely an 'industry' social networking platform, having this account helps to raise OSFO's profile within the sporting community online, both locally (i.e. within the Oceania region) and internationally.
 2. We have also inserted a Twitter widget onto the home page of the new OSFO website, so that this acts as an extra news feed where information and stories are constantly being updated.

Other strategic objectives and initiatives being developed and considered for 2020 and beyond include:

- Regular (i.e. at a minimum on a monthly basis) communication with our OSFO member sports, to find out what is going on in their organisation and what content they might want publicised through OSFO's communication channels, both to promote their own sport, as well as to provide other member sports with examples of best practice.
- Profiling / highlighting certain member stories of successful development in the Oceania region.
- More member-centric content to be shared across digital platforms (as opposed to just news stories).
- 2020 Member Survey, with results to be published before Annual General Assembly.

Laura Macintosh – OSFO Admin and Comms

OSFO Operational Plan 2017 to 2021

KPI 1: Governance & Leadership

KPI	OBJECTIVE	STRATEGY	TIMEFRAME	RESPONSIBILITY	MEASURE OF SUCCESS
1.1	Develop & report against Operational Plan	Develop Operational Plan Prepare report against Operational Plan	OSFO Annual Assembly	Secretary General	Plan developed & progress reported to Annual Assembly. ACHIEVED YES
1.2	Report against budget & prepare accounts for audit	Prepare annual budget. Prepare accounts for audit. Report against budget in accounts.	OSFO Annual Assembly	Secretary General	Budget established. Audited accounts & performance against budget presented to Annual Assembly. ACHIEVED YES
1.3	Prepare Annual Report	Prepare report on OSFO activities. Seek sport reports from members.	ONOC Annual Assembly	Executive	Annual Report prepared & included in ONOC Annual Report. ACHIEVED YES
1.4	Identify & adapt relevant policies & procedures -Financial -Child Safe -Member requirements (eg criteria, constitution, incorporated association, proof of identity) -Media -Volunteers -Operating procedures	Identify relevant policies & procedures. Adapt policies & procedures to suit OSFO's needs. Develop set of good governance policies & procedures templates for Member Sports.	OSFO Annual Assembly 2018	Executive	OSFO Policies & Procedures drafted & presented for ratification to Annual Assembly. Set of good governance policies & procedures templates made available for Member Sports. ACHIEVED IN PROGRESS
1.5	Review policies & procedures	Review policies & procedures & prepare proposed amendments, if necessary. Prepare proposal for relevant Annual Assembly.	OSFO Annual Assembly	Executive	OSFO Policies & Procedures reviewed & any changes proposed to members at Annual Assembly. ACHIEVED IN PROGRESS
1.6	Apply policies & procedures appropriately	Check relevant policies & procedures before finalising decisions.	Ongoing	Executive	Policies & procedures are applied as appropriate. ACHIEVED IN PROGRESS
1.7	Represent OSFO on relevant Oceania organisations	Maintain or seek representation on relevant bodies. Report on OSFO activities or proposals to relevant meetings.	Ongoing	Executive	OSFO represented actively on PGC, ONOC, OSEP, Oceania University Sport & other relevant bodies. ACHIEVED YES
1.8	Publish relevant OSFO documents on website	Identify relevant documents. Create page for OSFO documents on website. Upload documents to website.	March 31st, 2018	Secretary General	Constitution, Annual Reports, Policies & Procedures etc published & discoverable on website. ACHIEVED YES
1.9	Develop clear roles & responsibilities for Executive & staff	Identify gaps. Establish strong leadership (train executive or co-opt skills).	??	Executive	Roles & responsibilities published on website. Executive trained as required or others co-opted.

KPI 2: Advocacy

KPI	OBJECTIVE	STRATEGY	TIMEFRAME	RESPONSIBILITY	MEASURE OF SUCCESS
2.1	Organise OSFO Trade Fair in conjunction with ONOC General Assembly	Liaise with ONOC personnel to agree on date, times & venue. Promote the opportunity to members, stakeholders & NOCs. Provide advice & support, if necessary, to member sports.	ONOC & OSFO Annual Assemblies & associated meetings	Secretary General or Admin Officer	Trade Fair is held & well-attended by Sports & NOCs & other stakeholders. Measure by: how many attend, who attends, is there anyone new? ACHIEVED YES
2.2	Engage with relevant external organisations & government agencies	Complete stakeholder analysis. Communicate with relevant organisations & agencies (such as Gov't/DFAT) about OSFO's role & activities. Actively participate in relevant meetings & events e.g. reports & presentations. Identify opportunities for member sports to engage with these bodies (eg PSP & similar) & possible sponsors. Advocate for RSFs to access Olympic Solidarity funds (eg ONOC Development Grant). Identify collective bargaining opportunities for members. Support submission process for Pacific Sport Compass. Continue working with ONOC & PGC to develop a truly Regional Games. Assist in lobbying local governments to include sport, facilities & equipment in budgets. Work with ONOC on this message.	Ongoing	Executive & member sports	OSFO represented on PGC, ONOC, OSEP, Oceania University Sport, CGF & other relevant bodies, attends relevant meetings & engages in regular communications with these bodies. Opportunities for members are identified & communicated. Submission process for Pacific Sport Compass supported under Regional Policy Priorities. The role & value of OSFO is well understood amongst sport organisations in Oceania. ACHIEVED IN PROGRESS
2.3	Support appropriate inclusive education, health & well-being programs in Oceania	Seek information about programs – carry out environmental scan Engage with program organisers/ coordinators. Promote opportunities to members. Be conduit to RSOs of programs/ resources available. Seek additional opportunities that may enhance existing programs. Work with ONOC/OSEP to assist NOCs improve governance. Advocate for continuation & expansion of PSP & similar. Promote importance of sport to health & well-being agencies.	Ongoing	Executive & member sports	OSFO & its members are involved with relevant programs e.g. Play True Play Safe, Be a Leader, Oceania RADO, Voices of the Athletes, OSEP, Dual Career, Athlete Career Program etc. ACHIEVED YES
2.4	Foster & strengthen partnerships on behalf of member sports to key Oceania sports-related organisations	Survey members to identify interest in building relationships. Where appropriate, assist sports to meet with organisations & personnel. Assist with promotional campaign to attract participants & new member federations.	Ongoing	Executive & member sports	Possible partnerships are identified, formed & fostered between sports & relevant organisations e.g. ONOC, OSEP, DFAT, CGF etc. Collaboration takes place amongst sports for mutual benefit. Promotional campaign is carried out on regular basis. ACHIEVED IN PROGRESS

KPI 3: Stakeholder Engagement

KPI	OBJECTIVE	STRATEGY	TIMEFRAME	RESPONSIBILITY	MEASURE OF SUCCESS
3.1	Provide regular email newsletter to OSFO members & stakeholders	Develop newsletter template (1 page, Mail Chimp). Seek input (articles, copy) from members & stakeholders. Compile newsletter to publish & circulate. Appoint admin officer to assist with communications.	Template by 31 Dec 2017. Newsletter monthly (bi-monthly?)	Secretary General	Quarterly` newsletter emailed to members, stakeholders & relevant organisations (eg ONOC, PGC, PSP, Uni Sport, IOC). Compile email, newsletter metrics. Admin officer identified & appointed. ACHIEVED YES
3.2	Regularly update OSFO website with newsletters & other information of interest	Seek input from members, stakeholders & key sport organisations. Prepare copy & upload to website Share good news stories via social media & other digital channels. Share strategies regarding recovery from COVID-19.	Ongoing	Executive member responsible for Communication	Newsletters uploaded to website. News, calendar items, articles of interest published on website. ACHIEVED YES
3.3	Develop a stakeholder engagement plan	Brainstorm plan with Executive. Present draft to members at Annual Assembly. Finalise Plan & circulate to members. Develop Regional Conference around 'Healthy Sport' as part of OSFO AGM or separately. Meet regularly with members using electronic means.	30 June 2018	Executive	Stakeholder engagement plan completed & implemented on ongoing basis. ACHIEVED YES
3.4	Survey members regarding their needs & provide guidance as required	Develop survey. Circulate survey 2 months before next AGM. Compile results. Include key points in Operational Plan.	Annual Assembly	Executive	Survey/questionnaire developed; circulated & results compiled. Key points included into Operational Plan. ACHIEVED YES
3.5	Develop & maintain an annual calendar of member activities	Develop template for website calendar. Collect information re events from members, stakeholders & key sport organisations. Compile & publish calendar monthly.	Ongoing	Secretary General	Online calendar compiled & updated monthly, including Oceania events, Regional events, Oceania Courses, development activities. ACHIEVED YES
3.6	Promote use of PosEdge athlete resilience journal to sports, NOCs & other relevant organisations	Promote holistic approach to athlete development & training, linking sport to valuable life lessons off the field. Promote the PosEdge journal on website. Promote the PosEdge journal in newsletter. Provide workshops during events & meetings. Develop & promote HOPE Leaders program.	Ongoing	Executive & member sports	PosEdge journal is used by sports, NOCs & other relevant organisations. HOPE Leaders program is launched & implemented, with strong take-up by member sports. ACHIEVED IN PROGRESS

KPI 4: Organisational Capacity & Sustainability

KPI	OBJECTIVE	STRATEGY	TIMEFRAME	RESPONSIBILITY	MEASURE OF SUCCESS
4.1	Secure revenue for annual operations	Collect annual membership fees (\$400) Review annually, add CPI annually. Seek grant from IOC. Brainstorm ideas for raising revenue. Seek to make term of ONOC/IOC grant 4 years. Apply for PSP funding. Investigate co-share funding (eg FISU Oceania Development Manager, Oceania Foundation). Establish Intern Program (Pacific Islands and/or AUS/NZL).	Annual Assembly	Executive	Fees reviewed & adjusted annually. Revenue secured annually. ACHIEVED YES
4.2	Formalise Memoranda of Understanding with key partners	Identify & negotiate with potential partners. Draft appropriate MoUs. Finalise & sign MoUs.	30 June 2018	Executive	MoUs signed with appropriate partners (eg ONOC/IOC, Sport Matters - Pacific Compass, FISU Oceania, OSEP, PGC). ACHIEVED IN PROGRESS
4.3	Engage professional staff to achieve objectives of Strategic & Operational Plans	Review budget. Draft Position Description/s. Appoint officer/s.	30 June 2018	Executive	Staff engaged for agreed term. Register for ABN, ensure ATO compliance) ACHIEVED YES – STAFF ENGAGED ABN/ATO IMPLICATIONS UNDER REVIEW

2020 OSFO Assembly Details

Attendees

First name	Surname	Organisation
Kevan	Gosper	OSFO President
Chet	Gray	OSFO SG/ WBSC Oceania
Edwina	Ricci	OSFO co-opt Executive member
Ryan	Pini	OSFO Athlete Rep
Yvonne	Mullins	OSFO Ex./ Oceania Athletics Association
Helen	Smith	OSFO Ex./ Oceania Fencing Confederation
Brooke	Kneebush	OSFO Ex./ Oceania Gymnastics Union
Milt	Bradley	OSFO Ex./ Oceania Shooting Federation
Helen	McMurray	Oceania Foundation Executive Director
Gareth	Holmes	Asia Pacific Rugby League
Jeremy	Edwards	Asia Pacific Rugby League
Julie	Carrel	Badminton Oceania
Nadia	Bleaken	Badminton Oceania
Bill	Ker	Federation of International Touch
Rhonda	Togipau	Federation of International Touch
Amanda	Jenkins	FIBA Oceania
David	Schmude	FISU Oceania
Donna	Spethman	FISU Oceania
Daniel	Kozseqi	FITEQ
Marius	Vizer	FITEQ
Matthew	Curtain	FITEQ
David	Blanka	FITEQ
Adam	Szabados	FITEQ
Andrew	Lepani	GHD
Ben	Howard	GHD
Rob	Gomm	ICC EAP
Gary	Purcell	International Tennis Federation
Anthony	Ho	ITTF-Oceania
Barry	Griffiths	ITTF-Oceania
Jessica	MacAskil	ITTF-Oceania
Regan	Kama	Oceania Athletics Association/ OSEP
Cherry	Harvey	Oceania Athletics Association
Graham	Fredericks	Oceania Cycling Confederation
Suzie	Lepani	Oceania Gymnastics Union
Bob	Claxton	Oceania Hockey Federation
Gill	Gemming	Oceania Hockey Federation/ OSEP
Talemo	Waga	Oceania World Rugby
Bruce	Cook	Oceania World Rugby
Daniel	Belcher	Oceania Sailing Federation
Len	Olender	Oceania Sports Alliance
Matt	Dunn	Oceania Swimming
Terry	Sasser	Oceania Volleyball
Michael	Kohn	ONOC
Inoke	Barniarama	ONOC
Sainimili	Saukuru	OSEP

Patsy	Vercoe	World Archery Oceania
Colby	Au	World Taekwondo Oceania
Lyndon	Parnell	Oceania Billiards and Snooker Federation
Dr. Robin	Mitchell	ONOC President
Mr Rick	Blas	ONOC SG, Oceania Handball
Makiroa	Mitchell John	Oceania Handball
Michael	Brown	Guest
Ed	Shuttleworth	ICC EAP
Chris	Wallace	Bowls Oceania
Darryl	Clout	Bowls Oceania
Sue	Natoli	Oceania Canoeing

Apologies

Mr Vidhya Lakhan Pacific Games Council

Mr Russell Morris - Oceania Water Skiing and Wakeboarding

Mr. Neven Barbour - Oceania Squash

John Kotsifas - Oceania Taekwondo Union

Carol Kawaljenko - Oceania Squash

Mr Bruce Osborne - Oceania Tennis

Mr Stuart Lee - Oceania Taekwondo,

Ms Wainikiti Bogidrau - Oceania Netball

Mr Cyrille Maingy - Oceania Tennis

Mr Ethan Lake - Oceania Wrestling

Mr Michael Kassis - Oceania Karate

Ms Nancy Miyake - Oceania Swimming

Ms Lara Collins - International Va'a

Mr. Hugh Graham - Oceania Volleyball

