



**2021 OSFO ASSEMBLY (AGM)
SEPTEMBER 18, 2021
10.00 am – 12.00 PM (AEST) VIA
ZOOM VIDEO CONFERENCE**

Join Zoom Meeting

<https://us02web.zoom.us/j/85053680575?pwd=VGFnSUcySG9yeXAzSk9YVVI2dTlxZz09>

Meeting ID: 850 5368 0575

Passcode: 540408

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- 2020 Pacific Sport Partnership Report
- 2020 Pacific Games Sports Committee Report
- 2020 OSFO Athlete Representative Report
- OSFO Administration and Committee report
- OSFO Operational Plans update
- Zoom video Conference attendees

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2021 OSFO President's Official Welcome and Opening Remarks OSFO AGM – Zoom Conference

Welcome to the 2021 Assembly, another virtual gathering of our OSFO membership, which we certainly did not imagine would be the case more than eighteen months on from the outbreak of the global pandemic. We are pleased we have been able to remain connected with our members during this time and our program for this meeting includes a keynote address from World Athletics President, Lord Sebastian Coe.

2021 has once again 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 again this year, but it is pleasing to note that some of our member countries are now returning to limited competition.

This year we have witnessed the successful Olympic Games in Tokyo, a wonderful testament to the tireless efforts of our sports to provide support, training and qualification events to ensure our athletes were well prepared. Whilst it was a very different Games without spectators in the stands and strict covid measures in place, the level of competition was outstanding. Although I personally did not attend these Games, the broadcast was highly professional, and I saw more competition than I have ever seen at an Olympic Games in my previous official roles with the IOC. I am delighted that some of our Tokyo athletes will also be joining the meeting to share their experiences at the Games.

The OSFO Executive has continued to meet virtually during this year and have kept our members updated through the OSFO Newsletter, which has been an important step in improving communication to our members, we are continuing to raise the profile of our group in the region.

I look forward to welcoming you to our virtual meeting.

Kevan Gosper AO OLY
President OSFO

Zoom Video Conferencing Guidelines

We know many of you have become very familiar with video conferencing in 2021, 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



2021 OSFO Annual Assembly
September 18, 2021 10.00am – 12.00pm
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 – President World Athletics - Lord Sebastian Coe
5. Official Opening OSFO Annual General Meeting – Kevan Gosper
 - Election for President and one Executive member
 - 2021 OSFO Merit Award announcements
 - President's report
 - Oceania Australia Foundation update – Helen McMurray
6. PGC presentation – Andrew Minogue on behalf of PGC President Vidhya Lakhan
7. Review of previous minutes – Chet Gray
 - OSFO Financial report –2020
 - Secretary General report
8. Major Project Report – Edwina Ricci
 - Athlete Well Being and Resilience Program – Hope Leaders program
9. OSEP Sport Education Commission Report - Sainimili, Gill Gemming, Regan Kama
10. Team Up – Pacific Sports – Ben Howard and Andrew Lepani
11. Athletes Commission presentation 'The Athletes Panel' - Ryan Pini
12. OSFO Strategic Plan 2017-2021 – Helen Smith
13. General Business



2020 President's Report

2020 was a challenging year globally and for our sports as their athletes prepared to compete at an Olympic Games it was unprecedented. With the pandemic impacting our daily lives, the Executive prepared and distributed a "Covid Statement" to all members advising guidelines for conducting their activities in a covid environment as well as offering support.

The Executive unanimously agreed that with the uncertainties as a result of the global pandemic membership fees for 2020 would be waived with requests for renewal of membership sent out early in 2021.

After much uncertainty the Tokyo 2020 Olympic Games were postponed until July 2021 and during 2020 our sports have endeavoured to provide competitive opportunities for their athletes and arrange qualification events. This has not been easy and the OSFO Executive meetings provided a forum to raise concerns and keep our members informed regarding opportunities for their athletes.

The OSFO Executive met regularly during 2020 and from May for the balance of the year these meetings were conducted via zoom, a format that has allowed us to meet in a covid safe way and as we've all become more familiar with its use, many benefits of this program have been identified.

The 2020 OSFO AGM originally scheduled to be held as part of the ONOC Meetings in Guam, was held on 17 September, 2020, the inaugural virtual meeting of our members and we were delighted with the number of attendees at this event.

During this year we have continued to achieve the objectives of our Strategic Plan and in particular the communications area has benefitted from the ongoing appointment of Laura as the Administration and Communications Officer. Laura has ensured regular updates are provided to our members on all social media platforms and with her valuable assistance informative newsletters are prepared and distributed every quarter.

To ensure OSFO met its governance requirements during 2020 several documents were prepared including a Committee Charter, Confidentiality Agreement and Declaration of Interest, with all documents signed off by the Executive.

The cycle of the current Strategic Plan is almost complete and consideration was given to running a workshop as part of the AGM, however it was agreed that it would be best to conduct this workshop when we could once again meet face to face.

The Executive agreed that the pandemic highlighted the importance of ensuring a preventative approach to tackling well being noting it requires a 'whole of sport' approach. An initial first step was a workshop for the members of the Executive, which was conducted over three weeks in July, and feedback from these sessions supported building well being across our Oceania sports as a priority issue.

This led to the introduction of the HOPE Leader program which was developed to provide a nominated individual within each sport the tools to implement well being practice for the purpose of raising well being and resilience in their sports, together with additional information on using the Pos Edge journal.

The results of the membership survey, which gathered data over a six month period, were reviewed and the following list of priorities for the next twelve months for OSFO was developed and subsequently ratified at our AGM :

- Finalise Positive Edge Program and facilitate "Hope Leader Job Description
- Continue to work with ONOC, PCG and Comm Games (S4) to develop a truly regional Games
- Regular webinars on various topics
- Better explain the role and value of OSFO for sport in the Pacific
- Develop a basic set of governance standards and templates for members to use
- Investigate further athlete scholarship opportunities in the Pacific



This year we were delighted to announce the following OSFO Merit Award winners for 2020 for service to OSFO beyond an individual sport :

Dr Robin Mitchell, ONOC President, Hockey, Athletics
Helen Brownlee AO, Oceania Canoeing
Bob Claxton, Oceania Hockey
Michael Brown, Oceania Table Tennis

The OSFO Executive was also pleased to approve and welcome the following new members during 2020:

FISU Oceania,
FITEQ – Teqball Oceania
Asia Pacific Snooker and Billiards
Asia Pacific Rugby League
Oceania Bowls

I take this opportunity to thank the Executive for their ongoing contribution and also acknowledge the constructive collaboration we enjoy with our ONOC, PGC and Comm Games partners. Although 2020 was a very different year due to the global pandemic, despite the challenges we have been fortunate in Oceania as we continued to work together in the interests of sport in our region.

Kevan Gosper AO OLY
OSFO President



2020 OSFO Annual Assembly September 17: 1.00 – 3.00pm Minutes

1. Zoom Conference Guidelines

The meeting commenced with Chet Gray providing an outline on how this virtual meeting would be run. Attendees were advised to submit their attendance to the chat room as well as any questions they may have, which would be advised to the Chair at intervals throughout the meeting for response.

At this time, the President also welcomed all those who had joined us at this first virtual OSFO Annual Meeting.

2. Roll Call

Attendees: Kevan Gosper – OSFO Chairman, Chet Gray – OSFO Secretary General, Helen Smith – OSFO Executive Member & Oceania Fencing, Ryan Pini - OSFO Athlete Representative, Milton Bradley - OSFO Executive Member & Oceania Shooting, Glen Stanaway - Oceania Sailing Federation, Brooke Kneebush - OSFO Executive Member & Oceania Gymnastics Union, Donna Spethman - FISU Oceania, Amanda Jenkins - FIBA Oceania, Regan Kama - Oceania Athletics Association, Tom O'Shaughnessy – Oceania Athletes Association, Alison Fairweather - Oceania Athletics Association, Andrew Minogue - Pacific Games Council, Laurent Cassier - WBSC Oceania, Chris Wallace - Bowls Oceania, Edwina Ricci - OSFO Executive Member, Barry Griffiths - ITTF-Oceania, Rob Gomm - International Cricket Council East-Asia Pacific, Martin V Burrows Jr. - Oceania Sport Information Centre, Gill Gemming - Oceania Hockey Federation, Bruce Cook - Oceania Rugby & World Rugby, Jeremy Edwards - Asia Pacific Rugby League Confederation, Cheyanne Girvan - Australian Sports Partnerships Program, Matthew Dunn - Oceania Swimming Association, Colby Au - World Taekwondo Oceania, Laura Macintosh - OSFO Comms/Admin Coordinator, Joanna Lester, Asia Pacific Rugby League Confederation, Bob Claxton - Oceania Hockey Federation, Yvonne Mullins – OSFO Executive Member & Oceania Athletics Association, Gary Purcell - International Tennis Federation, Andrew Lepani - Australian Sports Partnerships Program, Julie Carrel – Badminton Oceania, Nadia Bleaken - Badminton Oceania, Matthew Curtain - International Federation of Teqball (FITEQ), Anthony Ho – International Table Tennis Federation (ITTF) Oceania, Jessica Macakill - ITTF Oceania, Gareth Holmes - Asia Pacific Rugby League Confederation, Suzie Lepani – Oceania Gymnastics Union, Richard Breen - Oceania Tennis Federation, Ben Howard - Pacific Sports Partnerships Program, Inoke Bainimarama - ONOC

Communications Officer (Meeting Observer), Sainimili Saukuru - OSEP, Bill Ker – Federation of International Touch, Rhonda Togipau - Federation of International Touch, Dave Schmude - FISU Oceania, Dr Robin Mitchell – ONOC President, Ricardo Blas - ONOC Secretary General, Mike Kohn - ONOC Assistant Secretary General, Kitty Chiller - Oceania Gymnastics Union, Makiroa Mitchell John - Oceania Handball, Terry Sasser - Oceania Volleyball, Graham Fredericks - Oceania Cycling.

Apologies: Mr Vidhya Lakhan - Pacific Games Council, Mr Russell Morris - Oceania Water Skiing and Wakeboarding, Mr Neven Barbour - Oceania Squash, John Kotsifas - World Taekwondo Oceania, Carol Kawaljenko - Oceania Squash, Ms Wainikiti Bogidrau - Oceania Netball, Mr Cyrille Maingy - Oceania Tennis, Rex Capil - WBSC Oceania, Patsy Vercoe - Oceania Archery.

3. Acknowledge the Loss of Regional Sports Members

The President mentioned the passing of each of the following individuals, noting their contribution to sport in our region and asked the attendees to pause for a few moments of quiet reflection.

Dennis Miller – ONOC Executive Director & President of Oceania Swimming
Heather Robson MNZM – Oceania Badminton
Sir Toke Talagi - Niue Rugby Union President
Joe Rika and Walesi Soqoiwasa – Cricket Fiji

4. Keynote Speaker: Dr Robin Mitchell

Kevan Gosper introduced Dr Mitchell who is one of the most distinguished members of the Olympic movement from the Oceania region, noting it was a great pleasure to formally welcome him to address the OSFO Annual General Meeting.

Dr Mitchell was delighted to be invited to the OSFO AGM as a keynote speaker, and congratulated the OSFO Executive on the changes that have been implemented under President Gosper, apologising that OSFO was yet to receive their 2019 financial commitment from ONOC.

Dr Mitchell advised that new headquarters for the ONOC Fiji office, located adjacent to Albert Park had been purchased. Renovations have been completed and staff moved in at the end of March. There are 11 staff and one consultant in Suva, plus the Secretary General and one staff member located in Guam.

The ONOC Executive Board is scheduled to meet virtually on September 25 and there is currently a vacancy on the Board as Mel Donald has retired from PNGOC. At this meeting it is planned to formally agree to a virtual meeting of the 2020 ONOC Assembly at the end of November. The 2021 Assembly is scheduled for Fiji with New Zealand as host for 2022.

Dr Mitchell reminded attendees that ONOC staff were available to work with all sports and their contact details remain the same.

President Gosper thanked Dr Mitchell for his contribution to the Assembly, which was highly informative and noted we are truly blessed to have him in the various roles as he keeps us all informed on Olympic matters at global, regional and local level. Thank you for joining us and for all you continue to do.

5. Official Opening of the 2020 OSFO Annual General Meeting

The President noted that he had already officially opened the meeting and moved straight to the next agenda item.

OSFO Merit Award Announcements

Merit Awards were presented to the following people:

- **Dr Robin Mitchell** – for his contribution to the development of sport in the Oceania region, in particular to Hockey and Athletics.
- **Helen Brownlee** – for advancing women in sport, and her contribution to education in the Oceania region.
- **Bob Claxton** – for his outstanding contribution to Oceania Hockey.
- **Michael Brown** – for his outstanding contribution to the OSFO Executive as well as his own sport of table tennis.

Ratification of OSFO Executive Member Appointment – Milton Bradley

With the departure of Christian Holtz, Milton Bradley took up the vacant position on the Executive Committee and his appointment needs to be ratified.

That the OSFO Executive appointment be ratified:

Moved: Kevan Gosper, OSFO President

Seconded: Kitty Chiller, Oceania Gymnastics Union President

Motion carried.

President's Report

The President outlined the Executive's focus on communication over these past six months noting that although it had been a challenging year we have done very well meeting online.

Whilst we had felt that momentum had been lost since the rollout of the Positive Edge Journal 2015, it is pleasing that this year we have constructively focused on this initiative and the uptake of the plan to introduce the 'train the trainer' program in our sports has been welcomed with a number of them submitting nominations for the HOPE Leaders program. There will be more discussion on this in a separate agenda item.

Kevan also mentioned it was particularly important that our sports federations encourage their athletes who have international and national aspirations to continue to focus on their training as we navigate the path to the 2020 Olympic Games in Tokyo, now rescheduled for 2021.

Moved to accept Report: Yvonne Mullins, OSFO Executive Member & Oceania Athletics Association

Secunder: Amanda Jenkins, FIBA Oceania

Motion carried.

Link to report: https://www.osfoceania.org/wp-content/uploads/2020/11/ONOC-2019-Annual-Report_OSFO-Section_010920_LOWRES.pdf

Oceania Australia Foundation Update

Helen McMurray advised the meeting that with impending border closures earlier this year as a result of COVID-19, the Foundation's focus had been to immediately return our athletes on scholarship in the United States to their home countries. For the balance of the year some of them are completing online classes from home, while others are waiting until they return to campus, hopefully in January 2021.

The Foundation now has a new office located in Collins Street, Melbourne and as soon as lockdown restrictions in Melbourne are lifted, they will move in.

6. Pacific Games Council Presentation

Andrew Minogue - Building Relationships with OSFO

- Delighted to address the OSFO AGM since 2009
- OSFO regularly presents to PGC AGA
- OSFO has seat on the PGC Sports Committee and is a valued dialogue partner in developing a vibrant Pacific Games Sport program for athletes

Link to presentation: <https://www.osfoceania.org/wp-content/uploads/2020/11/OSFO-presentation-Zoom-17092020.pdf>

7. Review of Previous Minutes

Motion to approve the Minutes from the OSFO AGM held in Nadi in 2019:

Moved: Helen Smith, Oceania Fencing

Seconded: Graham Fredericks, Oceania Cycling

Motion carried.

The Financial Report was tabled, and it was noted that these figures will be improved with the injection of funds for the 2019 year from the ONOC Solidarity Grant.

That the Financial Report be approved:

Moved: Terry Sasser, Oceania Volleyball

Seconded: Graham Fredericks, Oceania Cycling

Motion carried.

Link to presentation: https://www.osfoceania.org/wp-content/uploads/2020/11/2020-OSFO-ProgramManual-Zoomconf-17_09_20-V1.pdf

The Secretary General Report was tabled and Chet mentioned that the highlights are the addition of four new sports and the reintroduction of three sports with memberships that had lapsed due to changes in staff and/or contact details.

There are 25 member sports attending the meeting today, with a total of 53 people online. Our links with the Pacific Games Council (PGC) are getting stronger as we now have three OSFO Executive members on the PGC, and this year we have already surpassed last year's Executive meetings with six already conducted.

That the Secretary General's Report be approved:

Moved: William Kerr, Federation of International Touch

Seconded: Laurent Cassier, WBSC Oceania

Motion carried.

Link to presentation: https://www.osfoceania.org/wp-content/uploads/2020/11/2020-OSFO-ProgramManual-Zoomconf-17_09_20-V1.pdf

8. Major Project Report

Edwina Ricci commenced her presentation noting that there was a real need in the current climate to build wellbeing, and the 'train the trainer' program was a timely initiative. This program is not just for athletes and requires a whole of sport approach.

Link to presentation: <https://www.osfoceania.org/wp-content/uploads/2020/11/OSFO-AGM-Presentation-Hope.pdf>

9. Pacific Sports Partnership

Ben Howard thanked OSFO for the opportunity to present on:

- Pacific Sports Partnerships (PSP)
- Australian Sports Partnerships Program (ASPP)
- eOSEP: Building Better Management
- Sport for Sustainable Development: Designing Effective Policies and Programs
- Oceania Safe Sport Webinar

10. OSEP Report

Due to technical difficulties Gill was unable to present her report, but fortunately Sainimili was able to provide supporting commentary to the PowerPoint presentation.

Link to presentation: <https://www.osfoceania.org/wp-content/uploads/2020/11/OSFO-AGM-Sept-2020-OSEP.pdf>

11. OSFO Members Survey Feedback

Yvonne Mullins spoke about the six priorities the OSFO Executive agreed to focus on for the coming twelve months.

Link to presentation: https://www.osfoceania.org/wp-content/uploads/2020/11/2020-OSFO-Member-Survey-results-working-group_august-2020.pdf

12. OSFO Strategic Plan 2017-2021

Helen Smith advised that as we were unable to meet face-to-face this year, the OSFO Executive has decided to extend the current Strategic Plan until 2021, when we meet in Fiji at the ONOC Annual General Assembly. Helen also highlighted the progress against the KPIs, noting that most of the objectives have now been achieved, or are close to being achieved. This is a great outcome, which is a direct result of the employment of Laura Macintosh as Administration and Communications Officer.

Link to Strategic Plan: https://www.osfoceania.org/wp-content/uploads/2020/11/OSFO-Operational-Plan-2017-to-2021_V1.1.pdf

13. General Business

2020 OSFO Financial Report

ORGANISATION OF SPORTS FEDERATIONS OF OCEANIA

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2020**

**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 2020**

	Note	2020 \$	2019 \$
INCOME			
Membership		-	8,255
ONOC Funding		45,970	-
		<u>45,970</u>	<u>8,255</u>
EXPENDITURE			
Administration support		10,830	11,140
Communications		10,019	4,296
Website costs		-	6,754
Licences and Permits		58	56
Software expenses		403	-
Workshop		-	953
Dues and Subscriptions		591	-
Printing		-	-
ONOC Assembly		-	-
		<u>21,901</u>	<u>23,199</u>
RETAINED SURPLUS/(DEFICIT) AT THE END OF THE FINANCIAL YEAR		<u>24,069</u>	<u>(14,944)</u>

The accompanying notes form part of these financial statements.

ORGANISATION OF SPORTS FEDERATIONS OF OCEANIA
STATEMENT OF FINACIAL POSITION
AS AT 31 DECEMBER 2020

	Note	2020 \$	2019 \$
CURRENT ASSETS			
Cash at Bank	2	49,141	25,072
		<u>49,141</u>	<u>25,072</u>
TOTAL ASSETS		<u>49,141</u>	<u>25,072</u>
TOTAL LIABILITIES		<u>-</u>	<u>-</u>
NET ASSETS		<u>49,141</u>	<u>25,072</u>
EQUITY			
Retained Surplus	3	25,072	40,016
Current Year Surplus/(Deficit)	3	24,069	(14,944)
TOTAL EQUITY	3	<u>49,141</u>	<u>25,072</u>

The accompanying notes form part of these financial statements.

**ORGANISATION OF SPORTS FEDERATIONS OF OCEANIA NOTES TO
THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020 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 (QLD). The committee has determined that the association is not a reporting entity.

The financial statements have been prepared on accrual basis and are based on historical costs unless otherwise stated in the notes. 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 include 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.

**ORGANISATION OF SPORTS FEDERATIONS OF OCEANIA NOTES TO
THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

		2020	2019
2	CASH		
	Commonwealth Bank	49,141	25,072
		49,141	25,072
3	RETAINED SURPLUS		
	Retained surplus at the beginning of the financial year	25,072	40,016
	Net surplus/ (deficit) for the year	24,069	(14,944)
	Retained surplus at the end of the financial year	49,141	25,072

**ORGANISATION OF SPORTS FEDERATIONS OF OCEANIA
STATEMENT BY MEMBERS OF THE COMMITTEE**

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 2020 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

Dated this 7th day of May 2021

JTP**JTP ASSURANCE**

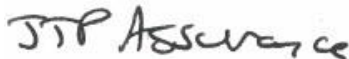
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**Organisation of Sports Federations of
Oceania**

**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 2020 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 assets and liabilities.



JTP ASSURANCE
Chartered Accountants



SAM CLARINGBOLD
Partner

Signed at Melbourne this 10th day of May 2021



OSFO Secretary General Report

Highlights of this past year were the HOPE Leaders training session conducted by Edwina Ricci and for the first time OSFO conducted its AGM by video conferencing.

Regular updating of the OSFO Operational plan 2017 – 2021 continued and we extended the plan into 2021 due to the COVID -19 pandemic which was agreed to by the OSFO Executive. We once again achieved some significant 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 2020. The OSFO Executive met seven times through video conferencing throughout 2020

OSFO MEMBERSHIP

In 2020 our total membership included 28 regional sports federations and organisations. The following International/ regional sports confederation have registered with OSFO over the past twelve months: FIBA Oceania, WBSC Oceania, Oceania Athletics Association, Oceania Badminton, Oceania Archery, Oceania Volleyball, Oceania Fencing, Oceania Hockey Federation, Oceania Cricket, Oceania Squash, Oceania Swimming Association, Oceania Tennis Federation, Oceania Taekwondo, Asia Pacific Rugby League , Oceania World Rugby, Oceania Shooting, Oceania Table Tennis, Oceania Sailing, Oceania Cycling, Oceania Water Skiing, Oceania Touch, Oceania Handball and Oceania Gymnastic, Oceania Teqball, Oceania Bowls, FISU Oceania, Oceania Netball and Asia/Pacific Snooker and Billiards.

FINANCIAL ACCOUNTS

A financial statement of the OSFO accounts for 2020 has been completed and sent to all OSFO Executive members for their review and approval. Further information will be reported to members at the OSFO Assembly later this year.

As of December 31st, 2020 the OSFO account balance was retained surplus of \$25,072 plus net surplus of \$24,069 equals \$ total equity \$ \$49,141. Our bank balance as of December 31st 2020 was \$49,141.

It is worth noting that the OSFO Executive waived the OSFO Membership fees for 2020 due to COVID which was estimated as an \$8000 reduction with income for 2020 however we received an administration grant from ONOC of \$45,970.

OSFO EXECUTIVE COMMITTEE

In 2020 the OSFO Executive committee conducted seven video teleconferences to review and discuss mainly the OSFO Strategic and Ops plans, financial aspects of the organisation, the impact of COVID -19 with athletes and sporting competition, the appointment of the Administration and Communication coordinator and preparation for the first virtual OSFO AGM. We have continued 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 OSFO's operational objectives. For example, the Executive members have been involved in Organisational Capacity & Support with identifying other revenue sources for the purpose of improving our financial sustainability. The President has negotiated 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 by video conferencing and strategic and operational plans. In Governance & Leadership we have prepared annual reports (including audited financial reports) for 2020 Annual Meeting & ONOC Report, we have continued to deliver our quarterly OSFO newsletter and updated our website and social media content and interaction with our members.

The Executive committee has been involved with ONOC regional activities, OSEP and PGC in identifying areas where OSFO could be more involved as a service provider.

This year we created the HOPE Leaders program which was delivered by Edwina Ricci as a pilot to provide education and training in the area of athlete wellbeing and engagement. Over twenty-five individuals from many different Oceania sports were involved in four, two hour training sessions in November this year. This was a huge success.

ANNUAL REPORT

OSFO was again invited to combine with ONOC to produce one annual report publication which includes a section for OSFO Executive and its member's annual regional sports activity reports for 2020.

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 (PGC)

Yvonne Mullins has continued to represent OSFO on the Pacific 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 ONOC 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 produced quarterly newsletter's with input from our members which made up most of the content to engage more often with our members and partners. Our social media platform allows us the opportunity to communicate more frequently and with our new OSFO website we are able to provide administration and governance support to our members.

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

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

Chet Gray
OSFO Secretary General



Major Projects Report 2020

Hope Leaders

Sport HOPE leaders – agents for sustainable positive change

The last twelve months have brought us many challenges and we continue to feel the impacts of the grief and loss for many of our athletes. Our challenge now is knowing how to respond, how to come out stronger with the necessary infrastructure in place to empower our athletes, coaches, administrators and supporters with the necessary knowledge and skills to build their wellbeing now and into the future. OSFO has for many years been championing the need for health and wellbeing capacity building in our sports and this year launched our Wellbeing Basics course that was run with the OSFO executive. In November a pilot was run with 6 sports and was supported by Michelle McQuaid and Danielle Jacobs, internationally recognised experts and founders of The Wellbeing Lab. The feedback was very encouraging with all sports indicating their desire to implement our whole of sport HOPE leader initiative to create sustainable positive change.

HOPE Leaders will share responsibility for whole sport, wellbeing implementation and undertake high quality training to build their knowledge, skills and capabilities. Armed with this experience, HOPE leaders will then recruit a team to lead their organisations through a positive change process in their unique contexts, and out into the community.

One of the ways HOPE leaders create positive change is through the inspiring use of Wellbeing Literacy. Wellbeing Literacy is a common language for a community to explore and nurture wellbeing; it enables all members of that community to build wellbeing skills, capabilities and processes and establishes a positive culture through the collective use of conversations and intentional actions which promote, build and enable flourishing.

Our pathway to establishing Wellbeing Literacy more broadly within our sporting communities is a viral one – our lighthouse model. Our HOPE Leaders champion the learning, living and then leading of the spread of the essential principles of Wellbeing Literacy. The goal for the HOPE leader is to develop a personal practice in building wellbeing capabilities for themselves and then inspire others to do the same. (Wellbeing Agency).

They seek to sow the seeds of potential in others, this is how they measure their IMPACT.

The model of IMPACT provides the “ways of **BEing**” for our HOPE leaders. It is a framework to support the implementation process within their unique sporting context. IMPACT has been chosen because the concepts within it create the agency (passion, power and purpose) required for a HOPE leader to “live” their work and transform others, in the hope of growing a team of people to support improving wellbeing, engagement and adaptability for all members of a community.

The **IMPACT** acronym has two purposes:

- It reminds us how important it is to know our “IMPACT” – it keeps us looking out for the positive change happening around us. Noticing and Recording.
- Helps to guide the development of the knowledge, skills, processes and behaviours for creating transformation in themselves and others

IMPACT

Be Inspiring (share stories of success) - inspiring others through story

Be a Mentor (autonomous supportive coaching) - a process to help build capacity in self and others – strengths-based approach

Be Purposeful – (work is driven by passion and purpose) - have a clear “why” in mind for every program, project or process undertaken – it helps to define impact and how it might be measured.

Work with Agency – (a self-determined approach) Learning, Living and Leading the building of wellbeing literacy in self and seeding this potential in others

Be Collaborative - (other people matter) – Together we achieve more

Be Trustworthy– (consistent) – be consistent over time.



The Lighthouse is a symbol of HOPE and it is one we use to promote our HOPE Leaders

- **Direction** – towards optimal wellbeing
- **Light** – energising our sports and community
- **Safety** – wellbeing and engagement

The HOPE Leader role will continue to develop as they are invited to participate in a Community of Practice. Here they will share their stories of success, the challenges they need to overcome, but most importantly they get to participate in generalised reciprocity. This is where they are encouraged to seek help and get the opportunity to help and support other HOPE Leaders. This cross pollination enables the big potential of collective efficacy to be realised, as we have learnt from our experience that, as Aristotle famously said, “the whole is greater than the sum of the parts.”

Edwina Ricci
OSFO Major Projects

COMMISSION MEMBERS 2020:

James Tobin (Chairman)	ONOC Executive Board
Jeremy Dorovolomo	Training Provider
Gill Gemming	OSFO
Manaini Rokovunisei	Pacific Islands Forum Secretariat
Regan Kama	OSFO
Laura Mangham	NOC
Makarita Lenoa	NOC
Andrew Lepani	NOC
Helen Brownlee	ONOC Women in Sport
Anolyn Lulu	ONOC Athletes Commission

ONOC's, Oceania Sport Education Programme (OSEP) is an innovative Pacific-led sport education programme that has transformed and complemented capacity and capability development within the sports sector in the Pacific region. It was created to address a gap within the sport education space as identified in the key findings of the Pacific Sporting Needs Assessment conducted in 2004 by the Australian Sports Commission (ASC), and subsequently constructed through the collaborative efforts of the Australian Sports Commission the Oceania National Olympic Committee (ONOC) and the Organisation of Sports Federations of Oceania (OSFO).

The establishment of OSEP as the first regional sports education programme offered a cost effective solution to build the capacity of Pacific based coaches, administrators and trainers utilising a regional approach of collaboration. It is currently delivered across 15 Pacific island countries which are: American Samoa, Cook Islands, Fiji, Federated States of Micronesia, Guam, Kiribati, Marshall Islands, Nauru, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu.

An independent evaluation in 2020 stated that it stands without equal as the only community-based sport education programme of its kind within the International Olympic Committee (IOC) Continental regions. This is a significant achievement on a global scale.

External Evaluation – the education programme conducted its first ever external evaluation in 2020 It was necessary to take stock of its impact; assess relevance and to identify areas that needed strengthening or redesign. The external evaluation report and OSEP strategy was presented and approved at the 40th ONOC General Assembly in December 2020.

The findings were grouped into five key thematic areas:

1. Governance and Management
2. Programme Efficiency and Effectiveness
3. Impact of sports participation and performance
4. Visibility and Ownership
5. Value for Money

From August to October 2020, the Consortium of Pasifika Compass and Apex Global Sport Group were re-engaged to conduct a Planning2Practice [P2P] series of online workshops with a working group of stakeholders. A total of 4 sessions were held. Stakeholders represented 10 NOCs of ASA, FSM, FIJI, COK, GUM, KIR, MHL, PNG, SAM and TGA; 3 Government, 1 OSFO, 1 AC, 1 Training provider and ONOC Education.

The Consortium produced an OSEP strategic framework with 3 functional areas and a total of 15 goals and 60 programmes, activities and events. These will be customised to suit each of

our NOC in the consultation process in 2021 to develop a 4 year Plan of Action for each member country.



MOU Signing – On Wednesday 24 March 2021, a partnership agreement was signed between the Oceania National Olympic Committees (ONOC) and the Pacific Community (SPC) to strengthen career pathways, technical expertise and administrations skills across the region. This Memorandum of Understanding commits ONOC’s Oceania Sport Education Programme (OSEP) courses to be accredited on the Pacific Qualifications Framework (PQF) and registered on the Pacific Register of Qualification and Standards (PRQS) through the Pacific Community’s Education Quality Assessment Programme (EQAP).

The Commission acknowledges the tremendous work put in by OSEP regional and national staff and all the licensed OSEP trainers across the Pacific.

Gill Gemming - OSFO Representative
Regan Kama – OSFO Representative



Pacific Games Sports Committee Report

The Pacific Games Council Sports Committee met via Zoom on the 8th of March 2020. Following are resolutions put forward by the Sports Committee to the PGC.

The SPR agreed to invite Australia and New Zealand to the next Pacific Games (and Pacific Mini Games where applicable) in nine sports: Archery, Athletics, Beach Volleyball, Karate, Rugby 7s, Sailing, Table Tennis (Para), Taekwondo and Weightlifting and left open the possibility of invitations in the following sports, where an update is hereby provided:

- * Baseball - the WBSC Oceania remains in discussion with its Australian and New Zealand members to seek interest in being invited to the CNMI 2022 Pacific Mini Games.
- * Boxing - the Oceania Boxing Confederation remains "in favour of Australian and New Zealand boxers participating in the Pacific Games with the goal of the Pacific Games Boxing Championships becoming a Continental Qualification Event for future Olympic Games". This will need to remain under negotiation so that excessive costs are not imposed on the Games Organising Committee, especially international technical officials.
- * Indoor Volleyball - OZVA are still considering this matter as part of its review of the playing schedule (and possible quotas) as noted above.

CNMI2022 Sports Program Update

Last October, the Council officially endorsed the postponement of the next Pacific Mini Games in the Commonwealth of Northern Mariana Islands (CNMI) to 17-25 June 2022 due to COVID-19. The Games Organising Committee (GOC) has formed and has commenced regular meetings and are currently in the market for a CEO. No new venues are needed to host the Games, although grants from the US government will be utilised to repair some of the facilities damaged by the Typhoon, in particular the Baseball venue's fencing and sections of the Athletics track.

Solomon Islands 2023

The Solomon Islands 2023 sports program was locked in at the time of its successful bid in 2016, however given the popularity of Football as its "national sport", the hosts have since requested the addition of both Futsal and Beach Football to the 2023 Pacific Games program. The Indonesian Government have commenced building a Futsal Centre to be completed by the end of 2021, although it will have a multi-purpose function to enable other sports (notably Indoor Volleyball and combat sports) to be played there during the Games.

Preparations for the 2023 Pacific Games remain on track with the National Hosting Authority overseeing the infrastructure program. The bulk of the venues will be built by China, whose plans include the Stadium, Swimming pool, Tennis, Hockey, Multi-purpose Hall and a second Stadium.

Despite COVID-19 delays, the conceptual design phase has been completed and the project is now out to tender. Oceania Federations have been consulted as part of the concept design phase. Construction is due to start in May, with completion scheduled for June 2023. Donors are being sought to build a new water complex to house Sailing, Va'a/Kayak, Open Water Swimming and Triathlon, although if none are forthcoming existing sites will be used.

The Games Organising Committee (GOC) has formed and has commenced regular meetings and are planning for the Games to be held from 16-29 July 2023.

Yvonne Mullins – OSFO Representative

OSFO Athletes Representative Report

This last year has been difficult for all, for us all involved through sports we see our largest ever event be postponed and hopes and dreams shattered, regional and local sporting events cancelled. Well-being for everyone becomes paramount, ensuring that we can thrive in the face of adversity. The OSFO Athlete Well-being program is crucial for all of our athletes and entourage. As we fight to gain wellbeing, sport and physical activity is what brings us together, giving us the mental and physical strength to move forward.

The IOC Olympic Agenda 2020+5 provides a roadmap for the IOC's strategic direction through to 2025, reinforcing the Athletes Right and Responsibilities and further strengthening the athletes at the heart of the Olympic Movement. I continue to advocate for the athletes through our region within ONOC Athletes Commission, the Pacific Games Council and through OSFO, ensuring the athletes voice is heard at all levels of sporting governance.

As we move through to another year, I encourage the regional sports to reach out for information regarding the Athlete Rights and Responsibilities Declaration and for sports wanting to include a voice for their athletes on their regional body.

Ryan Pini – OSFO Athletes Representative

OSFO Administration and Communication Report

Laura Macintosh continued in the role of OSFO Communications and Administration coordinator throughout 2020 which - given the COVID-19 pandemic which brought most physical activities to a halt - played an important role in bringing the OSFO community together to share ideas about how member organisations to handling the complexities related to the global pandemic.

Whilst no new communications initiatives were introduced in 2020 due to the abovementioned circumstances, the following activities were undertaken:

- Continuous and regular updates of OSFO social media channels (Facebook and Twitter) focusing on how sports around the region and the world were 'pivoting' as a result of COVID-19.
- Completed the first full year of circulation of the quarterly OSFO newsletter, with great uptake in terms of content submitted by members for each edition.
- Regular updating of OSFO website, with member stories from across the region, as well as key information for members regarding the COVID-19 pandemic.
- Regular communication with OSFO membership base (outside of content collection) sharing necessary information from both within OSFO, fellow member organisations and other key stakeholders.
- Assistance with the staging of the 2020 OSFO Annual General Assembly, which was held via Zoom.
- Collation of results from the 2020 OSFO Member Survey, which were presented at the 2020 virtual 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. ACHIEVED IN PROGRESS

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

Presented by: Helen Smith

2021 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
Julie	Carrel	Badminton Oceania
Geraldine	Brown	Badminton Oceania
Bill	Ker	Federation of International Touch
Rhonda	Togipau	Federation of International Touch
Amanda	Jenkins	FIBA Oceania
Donna	Spethman	FISU Oceania
Lilla	Horvath	FITEQ
Matthew	Curtain	FITEQ
Andrew	Lepani	Team Up
Ben	Howard	Team Up
Graeme	Ireland	ITTF- Oceania
Barry	Griffiths	ITTF-Oceania
Ryan	Wiegand	ITTF-Oceania
Regan	Kama	Oceania Athletics Association/ OSEP
Jan	Swinhoe	Athletics Australia
Graham	Fredericks	Oceania Cycling Confederation
Kitty	Chiller	Oceania Gymnastics Union
Talemo	Waga	Oceania World Rugby
Daniel	Belcher	Oceania Sailing Federation
Andrew	Minogue	Pacific Games Council
Kristie	Middleton	Oceania Gymnastic Union
Tony	Mitchell	Oceania Cycling Federation
Toby	Cohen	ICC EAP
Peter	Stewart	Pacific Games Council
Clint	Flood	Pacific Games Council
Tony	Phillip	Oceania Sailing
Laura	Macintosh	OSFO Comms / Admin
Peter	Bromley	Athletics Australia
Danielle	Woodward	Oceania Canoe Association
Gary	Purcell	International Tennis Federation
Dr. Robin	Mitchell	ONOC President
Mr Rick	Blas	ONOC SG, Oceania Handball
Rex	Capil	WBSC Oceania
Bob	Claxton	Oceania Hockey Federation
Gill	Gemming	Oceania Hockey Federation/ OSEP

Apologies

Russell Morris - Oceania Water Skiing and Wakeboarding, Neven Barbour - Oceania Squash, John Kotsifas - Oceania Taekwondo Union, Carol Kawaljenko - Oceania Squash, Bruce Osborne - Oceania Tennis, Stuart Lee - Oceania Taekwondo, Wainikiti Bogidrau - Oceania Netball, Cyrille Maingy - Oceania Tennis, Michael Kassis - Oceania Karate, Nancy Miyake - Oceania Swimming, Laurent Cassier – WBSC Oceania , Makiroa Mitchell John Oceania Handball, ,Patsy Vercoe World Archery Oceania, Colby Au World Taekwondo Oceania, Gareth Holmes Asia Pacific Rugby League, Jeremy Edwards Asia Pacific Rugby League, Rob Gomm ICC EAP, , Terry Sasser Oceania Volleyball, Sainimili Saukuru OSEP, David Blanka FITEQ, Adam Szabados FITEQ, Bruce Cook Oceania World Rugby, Martin Burrows OSIC

