Introduction

1. The Eleventh Meeting of the Conference of the Parties to the Waigani Convention was held on 3 September 2021. The meeting was held virtually.

2. The 13 Parties to the Convention are Australia, Cook Islands, Federated States of Micronesia, Fiji, Kiribati, New Zealand, Niue, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu.

3. Present at the Meeting were representatives from Australia, Federated States of Micronesia, Fiji, New Zealand, Papua New Guinea, Samoa, Solomon Islands, Tonga and Tuvalu.

Agenda Item 1: Opening of the Meeting

4. A welcome was made from Tuvalu, the outgoing Chair of the Tenth Meeting of the Conference of the Parties to the Waigani Convention. The Meeting commenced with a prayer from the Secretariat.

5. The Deputy Director General expressed gratitude to Samoan, host country of the Waigani Convention Secretariat, and also called for partners to continue working together in support. The Deputy Director General further commended all Parties for their work, noting these are challenging times with the global pandemic.

Agenda Item 2: Organisation of the Meeting

The Meeting:

- **Elected** Australia as Chairperson, xx Federated States of Micronesia Vice Chairperson.

Agenda Item 3: Adoption of the Agenda

The Meeting:

- **discussed** the Provisional Agenda and make any amendments, where necessary; and
- **adopted** the Provisional Agenda attached as WP 3.1.
Agenda item 4: Presentation of Reports by the Secretariat of work undertaken since the Tenth Meeting of the Conference of the Parties

The Meeting:
- noted the work undertaken since the Tenth Meeting of the Conference of the Parties;
- endorsed and approved the STAC-8 Report (WP 4.1) and the SCPRC-7 Report (WP 4.2); and

Agenda item 5.1: National Reporting

The Meeting:
- tabled any Reports completed for 2019-2020;
- shared with the Secretariat their experience on any instances of illegal traffic since September 2019; and
- transmitted to the Secretariat their completed forms on the transmission of information for 2020 and for previous years, as soon as possible and in electronic form, using the reporting forms adopted by the Conference of the Parties at its second meeting.

Agenda item 5.2: Competent Authorities and Focal Points

The Meeting:
- was invited to review the list and, if there are changes, inform the Secretariat in accordance with the agreed mode; and
- was invited to adopt the updated list of Competent Authorities and Focal Points to the Waigani Convention.

Agenda item 6.1: Review of Waigani Convention

The Meeting:
- endorsed the recommendations of the review report; and
- agreed to initiate intersessional work by STAC, facilitated by the Secretariat, to:
  o implement those recommendations that can be progressed on a “no regrets” basis
  o undertake further analysis for recommendations with major strategic implications, including whether to enhance Waigani Convention implementation, or suspend the Waigani Convention
  o prepare an action plan to deliver on the final recommendations, to be presented at the next STAC meeting, in February 2023

Agenda Item 6.2: Basel Convention Plastic Waste Amendments

The Meeting:
- noted the Basel Convention Plastic Waste Amendments of 2019 (refer WP 6.2/Att.1);
- discussed the recommendation of the Eighth Meeting of the STAC concerning the Basel Convention Plastic Waste Amendment; and
• **Agreed** for Australia to lead with New Zealand, Papua New Guinea, and Samoa, work with the Secretariat and the STAC to include the Basel Convention Plastic Waste Amendments [and explore approaches to adopt other amendments to Basel Convention Annexes as they occur.]

**Agenda item 7: Financial Statements for 2019-2020**

The Meeting:
• **adopted** the relevant parts of the audited Financial Statements for 2019 and 2020.

**Agenda item 8: Consideration and adoption of the Business Plan for the Pacific Regional Centre (PRC)**

The Meeting:
• **considered** and **approved** the draft Business Plan as recommended by the SCPRC-7 meeting.

**Agenda item 8.1: Members Contribution**

The Meeting:
• Noted the Members contribution made to date; and
• Encouraged parties to pay outstanding contributions.

**Agenda item 9: Other business Date and Venue of the next Meeting**

6. No other business tabled from the Meeting

7. The Secretariat requested a meeting with Tuvalu on challenges raised with exportation of used oil to Fiji. Tuvalu sought assistance with its growing stockpile of used oil for which the Secretariat clarified there are options to explore and would like to discuss this in a meeting with Tuvalu.

8. The next meeting will be hosted in Samoa in 2023 after the Noumea Convention and prior to the SPREP Meeting.

**Agenda item 10: Adoption of the Meeting Outcomes and closure of the Meeting**

9. The Meeting Outcomes Report was adopted by the Meeting.

10. The Meeting ended at xxx