

Under Regulation 234 of the *Local Government (General) Regulation 2005*, the Minister for Territories, Local Government and Major Projects (the Minister) is responsible for convening the first meeting of a council in a newly constituted area. Regulation 234 states:

**234 Minister to convene meetings in certain cases**

- (1) Whenever an area is constituted or reconstituted, the Minister is required:
  - (a) to convene the first meeting of the council of the area, and
  - (b) to nominate the business to be transacted at the meeting, and
  - (c) to give the councillors notice of the meeting.
- (2) If there is no quorum at that meeting, the Minister may convene meetings in the same manner until a quorum is present.
- (3) The council must transact the business nominated by the Minister for a meeting convened under this clause.

The Minister has asked me to fulfil this role and accordingly, I formally give notice, pursuant to the NSW Local Government Act 1993 (s367), that an **Extraordinary Council Meeting** will be held in the Norfolk Island Regional Council Chambers on **Wednesday 6 July 2016** commencing at **5.00pm**. I welcome you to this, the first meeting of the Norfolk Island Regional Council, and provide the following the agenda of business items for the meeting, which have been developed in conjunction with the General Manager:

**BUSINESS AGENDA**

1. Welcome and Apologies
2. Introduction by General Manager
3. (ITEM GM1/16) Determination of method of election for election of Mayor and Deputy Mayor by Councillors
4. (ITEM GM2/16) Election of Mayor for term July 2016 to September 2017
5. (ITEM GM3/16) Election of Deputy Mayor for term July 2016 to September 2017
6. (ITEM GM4/16) Ordinary Meeting days and times
7. (ITEM GM5/16) Order of Business Agenda
8. (ITEM GM6/16) Code of Conduct

**The Hon Gary Hardgrave**  
**Administrator – Australian Territory of Norfolk Island**