



WAGAIT SHIRE COUNCIL
FINANCE COMMITTEE MEETING
MINUTES
COUNCIL CHAMBERS

LOT 62, 142 WAGAIT TOWER ROAD
6:30PM MONDAY 8 DECEMBER 2025

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1. OPENING OF MEETING

1.1. ADDRESS BY CHAIR AND PRESIDENT

The President:

1. Declares the meeting open at 6:33pm and welcomes all in attendance to the Finance Committee.
2. Makes an acknowledgment of country.
3. Advises that the meeting will be audio taped for minute taking purposes only as authorised by the Chief Executive Officer.

1.2. ATTENDANCE

ELECTED MEMBERS

Councillor	President Neil White (Chair)
Councillor	Deputy President Sarah Manning
Councillor	Tom Dyer

STAFF PRESENT

Chief Executive Officer	Virginya Boon
Finance Consultant	Matt Pettit

PUBLIC PRESENT

Lorna Manning
Alan Amezdroz
Carolyn Murphy

VISITORS PRESENT

Nil

1.3. ELECTRONIC MEETING ATTENDANCE

Nil

1.4. APOLOGIES

Nil

2. DECLARATION OF INTERESTS

PURPOSE

This report is to ask the Councillors if they:

1. Have read the agenda papers; and
2. Wish to declare any conflicts of interest regarding any item in the agenda for this Finance Committee meeting.

No declarations of interest were nominated for this meeting.

3. CONFIRMATION OF MINUTES OF PREVIOUS FINANCE COMMITTEE MEETING

PURPOSE

Minutes of the previous meeting of Council are to be submitted to Council for confirmation to approve them as a true and accurate record of the meeting.

RESOLUTION No: FCM2025 / 005

That the Finance Committee confirms the Minutes of the meeting held on Monday 20 October 2025 are a true and accurate record of that meeting, subject to amendments.

Moved: President N White
Seconded: Deputy President S Manning
Vote: AIF

4. TERMS OF REFERENCE

Action: For Recommendation

Author: CEO

PURPOSE

This report is to determine and approve a Terms of Reference for the Finance Committee.

RESOLUTION No: FCM2025 / 006

That the Finance Committee recommends that Council adopt the draft Terms of Reference for the Finance Committee Meetings with the following amendments:

- i. Move document to new template**
- ii. Change LG Act 2020 to 2019**
- iii. Remove the word independent from section 4 Membership and Vacancies.**

Moved: Cr T Dyer

Seconded: President N White

Vote: AIF

5. FINANCE REPORT

Action: For Recommendation

Author: CEO

PURPOSE

To inform and update the Finance Committee of the status of the council's financials functions as at 30 November 2025.

RESOLUTION No: FCM2025 / 007

That the Finance Committee:

- a) notes the Chief Executive Officer certifies to the best of their knowledge, information, and belief that the internal controls implemented by Council are appropriate, and that Council's financial report best reflects the financial affairs of Council;**
- b) receives and notes the monthly financial report to 30 November 2025; and**
- c) recommends that Council accepts the finance report to 30 November 2025.**

Moved: Cr T Dyer

Seconded: President N White

Vote: AIF

6. CLOSE OF MEETING

The date of the next meeting is scheduled for 16 February 2026.

The Chair declared the meeting closed at 6:53pm.