

2023 Councillor Resolution Report		25 October 2023		Date Completed
Minute	Resolution	Activity	Status	
85.4.2020	Moved: Cr V Grace/Seconded: Cr S Blyth That Council defers any action on the issue of <b>waste management strategy</b> , until it discusses the matter further in a workshop, and there has been appropriate community and other stakeholder consultation and feedback on the matter. CARRIED UNANIMOUSLY (7-0)	20.05.20 Council had a preliminary discussion on the matter at the 19 May Council Workshop. 17.06.20 Further discussions held at 9 June Council Workshop. 21.07.20 Preliminary plan for consultation developed at 21 July Council Workshop. 19.08.20 Preliminary survey undertaken at August Lions Market. 17.09.20 Preliminary report complete from initial community waste survey. A follow up survey is being released to build upon results. 09.12.20 Community consultation undertaken at the Councillor "Engaging Our Community" sessions at Emita, Lady Barron and Whitemark. A Waste Focus Group was held. Feedback received from consultation was incorporated into a Draft Waste Management Strategy which was released for public comment on 30 November, open until 6 January 2021. 08.02.21 Community comments collated and presented to Council at the 2 February Workshop and discussion on changes to the draft. Council Officers to prepare draft 2 of the strategy for consideration at the March Council Meeting. 02.03.21 Workshop held on financial models relative to Waste Strategy. 15.04.21 Waste meeting held per minutes and further iteration of Waste Strategy to be updated May, 2021. 05.07.21 Meeting focussed on Waste Strategy scheduled for mid July. 03.08.21 Workshop, Councillors updated re potential delay to aspects of the Waste Strategy per the requirements of a recently communicated EPA Environmental Effects Study. 10.11.21 Waste Strategy and Communications plan to be presented to workshop of 16.11.21. 09.12.21 Draft Waste Strategy and Communications plans presented to Councillors at workshop of 30.11.21. 08.03.22 Workshop update to be presented at 15th March Council Workshop. 03.05.2022 Waste presentation to Councillors at Item two by Jacci Smith, Chris Wilson and Warren Groves. 07.06.22 Earthworks at site including leachate plumbing continuing through April to June. 13.07.22 concrete slab of waste shed laid. 09.08.22 The earthworks connected to the concrete slab and retaining walls will be commenced by the end of the month. 15.09.22 Field drain installed and further earthworks completed. Overall works delayed by weather and resources. 11.10.22 Earthworks continue to be delayed by resources and weather/soil moisture levels. 15.11.22 Whilst weather conditions continue to prevent earth works, the team is concentrating on a consolidated approach with the Islander Way Circular Economy project and a joint funding submission to the Office of the Coordinator General on 18.11.22. 16.03.23 Council visited by Waste and Resource Recovery Board members 6-7/3/23 with positive interactions, suggestions and further opportunities discussed freely. 15.05.23 Waste Management Supervisor commenced duties today. 20.06.23 Waste Management Strategy Draft near completion, being finalised by new waste management supervisor and expected to be presented to a July workshop 17.08.23 Waste Strategy presented to the workshop on 26.07.23 06/09/23 Strategy to be extended to 2028, Sabrina to redraft - proposed to present revised document to workshop 8/11/23 for Council meeting 28 Nov 23 then out for community feedback. 27/9/23 Waste update provided to Councillors at workshop	In progress	
155.8.2020	Moved: Deputy Mayor D Williams Seconded: Cr R Summers That Council investigates the potential development or sale of the site known as the <b>"Whitemark tennis courts"</b> . CARRIED (6-1)	17.09.20 Investigation shows that there is no impediment to selling this site. Council must decide whether to pursue development or sale. Sale of land must comply with s 177 of the Local Government Act 1993. 09.12.20 Council continues deliberations. 14.01.21 Options paper for the site has been prepared and discussed with Council. 02.03.21 A draft EOI advertisement has been prepared for consideration of councillors. 15.04.21 The Expressions of Interest advertisement will be published in the quarter 4 April to June 2021. 11.05.21 Advertising of EOI will be in The Examiner on 12th May (Wednesday) and 15th May (Saturday). 05.07.21 EOI closed June and two EOI's received. Results to be discussed with Councillors during 20 July workshop. 03.08.21 Workshop - Councillors updated re further discussions with the preferred applicant. 12.10.21 Matter listed for further discussion re development of contract of sale at Workshop on 19/11/21. 09.12.21 Draft contract and agreement presented to Council at Workshop of 30.11.21. GM and Dev Services Co-ordinator to present to and discuss with favoured applicant in meeting of week commencing 13.12.21. 06.01.2022 A meeting with the entity that provided the most acceptable EOI has failed to come to fruition. It is hoped that this will occur in the new year. 08.03.22 Meeting held with the entity on 04.03.22. 09.05.22 The entity has sent documentation to their Solicitor for review and will update Council as soon as Legal advice provided. 07.06.22 ongoing discussions with the entity reveal that they are still waiting on advice from their solicitors, still wanting to progress with the project, whilst appreciating Council angst in relation to the delay. 06.07.22 Email sent the entity re Councillor concerns about delays to this project. Email response from the entity that "will discuss next week and get back to you." 9.8.22 The entity has confirmed that they will not be going forward with the purchase. 15.09.22 Appointment with Communities Tas on Island on 21.09.22 to discuss their involvement and assistance to the entity to fund the project. 11.10.22 Awaiting response from interested parties. 15.11.22 Whilst still awaiting a response from State, a previous interested party has confirmed their withdrawal from the project. 17.01.23 Supported Affordable Accommodation Tasmania (SSATAS) submitted an EOI for the site and presented to council at the December workshop. Council will discuss the proposal further in the new year. 15.02.2023 A Housing Working Group was formed at the January Council Meeting to progress development. The Group's first meeting will be held on 17 February 2023. The Whitemark tennis courts will be part of its agenda. 15.03.23 Housing Working Group met 17.2.2023 and again on 27.03.23 and the report is part of the monthly Council Meeting Agenda. 15.05.23 This resolution continues to be progressed via the HWG. 21.06.23 An agenda item in progression of HWG discussions relating to the Whitemark Tennis Court block is being submitted for consideration at the June Council meeting. 19.07.23 Refer 204.06.2023 for further updates. 27/9/23 EOI discussed at workshop 18.10.23 Agenda Item to Council for consideration of a further EOI to Council meeting of 25/10/23.	In progress	

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Minute	Resolution	Activity	Status	Date Completed
172.09.2021	Moved: Cr V GraceSeconded: Cr A Burke That Council a)Authorises the General Manager, Warren Groves to sign the <b>Flinders Island Vet Facility</b> grant deed under Common Seal for the purpose of constructing and equipping a new veterinarian facility, b)Approves the investigation and use of appropriate Council land to site the facility and; c)Approves the receipt of the veterinary facility onto Council's asset register upon completion.	01.10.21 Initial meeting of Project committee - recommendation to undergo a risk assessment process to determine the most appropriate location for the proposed Vet facility per (b). 09.12.21 This project progresses well with detailed designs expected from Project Architects in the new year. 06.01.22 The Grant has been signed and a substantial amount of the funding has been received. Work is well underway with the successful architectural design team who aim to have a Development Application to Council in late January 2022. 08.03.22 DA expected to be submitted by week ending 18.03.22. 07.04.22 DA submitted and in process - advertising for DA and Community Consultation to commence together in second week of April. 09.05.22 Awaiting outcome of discretionary advertising period. 27.06.22 Tender pack for construction of facility advertised. 9.8.22 Two tenders were received and council is currently negotiating with the successful tenderer. Council negotiating with grant provider re the allocation of more funds to complete the project. Project currently on hold until these negotiations have been concluded. 11.10.22 Due to rising building costs, the funding is no longer sufficient to cover the entire project. Currently seeking direction from State Government on how it wishes to progress the project. 15.11.22 Council has submitted a request for further assistance to the State Government Committee charged with assessing State Government funded project cost over-runs. 16.03.23 Project Manager continues to follow up with Funding Committee without meaningful update to date. 15.05.23 Discussion with RDA Tas 11.05.23. Just released and upcoming Federal funding may assist with the progression of this project. 14.06.23 Considering funding application - Growing Regions to secure additional funding for this project. 17.08.23 Federal funding EOI for Veterinary Facility submitted 01.08.2023. 20.09.23 Awaiting release of grant application process, expected within the next month. 18.10.23 Still awaiting release of grant application process.	a) Completed b) & c) In progress	
175.09.2021	Moved: Cr V GraceSeconded: Cr S Blyth That Council: a)Makes an application to the <b>Bushfire Recovery Grants Program</b> ; b)Authorises General Manager, Warren Groves to sign the Bushfire Recovery grant deed under Common Seal; c)Incorporates the required project and financial allocations into the 2021/2022 Council Budget; and d)Approves the receipt of the resulting infrastructure onto Council's asset register upon completion.	07.10.21 Grant application submitted. Awaiting outcome. 05.01.22 Still awaiting outcome of grant application. 15.02.22 Advised of successful grant application 11.05.2022 Grant deed signed and submitted. First stage funding of \$600,000 received by Council. This stage consists of purchasing the portable site office. Consultation has been conducted with the Emita and Lady Barron Hall committees and TasFire. 13.07.22 Portable site shed purchased and en route from NSW. 9.8.22 The shed is on route from Launceston and initial concept plans for Emita Hall have been received. 15.09.22 Portable site shed arrived on Island. Preliminary designs for both Holloway Park and Emita received. 11.10.22 Designs for Holloway Park and Emita under consideration. 15.11.22 The project manager has been in discussions with TasFire re formalising their contribution to the proposed fire sheds aspect of this project 16.03.23 Draft MOU with TasFire complete. Costings being sourced for TasFire Sheds. 21.06.23 Notified during the June FMAC meeting that the TFS Chief has resigned. Still working with regional TFS Officer Rick MAHNKEN regarding what effect this, if any, will have on the co-funding aspect of this project (Emita and Holloway Park Fire Sheds). 20.09.23 Officers still working with TasFire re finer agreement details such as ownership of sheds, amount of co-funding.	a) Completed b) Completed c) Completed d) Not started	
222.11.2021	Moved: Cr P Rhodes Seconded: Deputy Mayor D Williams That Council a)applies for support from the Tasmanian Arts Council to undertake the <b>restoration and photography</b> of the three <b>paintings by John S Parish</b> ; b)agrees to the public display of the conserved paintings; and c)provides digital copies in a manner to be determined. CARRIED UNANIMOUSLY (6-0)	09.12.21 no funding currently available from Arts Tasmania – Grant Round will reopen June 2022. Paintings in the Collection have been photographed by Council staff and more information is being gathered to support future grant opportunities. 05.01.22 Exploration of Arts funding grant and commenced application to undertake the restoration and photography of the three paintings by John S Parish. 16.03.2023 Community Services Coordinator has emailed the conservator and asked when the paintings can be supplied so Council can organise a return on the works. 08.03.22 Funding application to be submitted by week ending 18.03.22. Funding application submitted 20.04.22. Awaiting a response re same. 06.06.22 Grant received and painting to be packaged for transport to conservator. 9.8.22 Conservator has received paintings. Treatment yet to be scheduled. 5.12.22 Cr Peter Rhodes attempted to contact the conservator to receive an update on progress. The conservator was unavailable. 16.03.23 Conservator contacted and advises that paintings are ready for transport NB an extra cost of \$520 has been levied for UV glass to prevent fading. This is not included within the grant. 09.05.23 Paintings delivered to Council Office. 2023.05.24 Add to workshop agenda to resolve where to hang - Added to workshop agenda 9 Aug 2023. 21.06.23 Awaiting scheduled August workshop discussion results to progress this matter. 23/08/23: take to workshop to finalise hanging place -re scheduled for 25/10/23 workshop 18.10.23 Workshop to discuss hanging place for paintings scheduled for 25/10/23.	In Progress	

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31.02.2023	Moved: Mayor Rachel Summers Seconded: Cr Carol Cox That the following work be undertaken at the <b>Whitemark boat ramp</b> , funded by the grant received from the State Government: •Extension of additional fenders to 300mm of the seabed; •Extra two fenders and one ladder on the end of the jetty; •Access ladder on the boat ramp side of the jetty and handrail included; •White rubber strips on all the fenders; •An appropriate life saving device; and •Rubbers on all of the jetty, with fittings to be stainless steel. CARRIED UNANIMOUSLY (7-0)	15.03.23 The life saving device, cabinet and post have been ordered and are expected to arrive within two weeks, Mick Sherriff's previous quote for the additional fenders and extension of fender still stands, with the addition of 10% to cover price increases and Mick Sherriff will provide a quote for the additional ladder and white rubber strips in the near future. 16.03.2023 The life saving device is expected to arrive this week. Infrastructure Manager is waiting for Mick to supply a quote for the extra work that was not included in his original quote and expects to issue a purchase order as soon as the revised quote is received. 19.04.23 Quote received, deed arranged and signed and invoice sent to MAST for payment of quote amount to Council during April. 05.05.23 GM gave Chris authorisation to proceed with quoted works with Mick Sherriff. Purchase order submitted and provided to Mick. 16.10.23 Mick Sherriff has commenced putting on the fenders and pier columns extensions to Whitemark boat ramp jetty.	In Progress	
83.03.2023	Moved: Cr C Cox Seconded: Cr P Rhodes That Council defers consideration of the <b>Visits - Cape Barren Island Policy</b> until Cape Barren Island Aboriginal Association has been asked for input. CARRIED UNANIMOUSLY (7-0)	Mayor Summers emailed Denise Gardner on 04.04.2023 requesting consultation with Cape Barren Island Aboriginal Association Incorporated regarding the Visits - Cape Barren Island Policy. 15.05.2023 Policy to be presented to Councillors for re-approval at the Ordinary Council Meeting 24th May 2023. 24.05.23 Deferred until after visit to Cape Barren Island 6 Jun 23 and meetings with CBI, FIAAI & ALCT. 06.06.2023 Visit to Cape Barren Island by Mayor, Deputy Mayor & GM - Denise was off island attending Sorry business. 19.07.23 Mayor will contact Dennis Gardner again for her input. See 151.05.2023 also 23.08.23 Asked C Cox to assist with contact 27/9/23 R Summers has tried almost every day to make contact, C Cox has also tried unsuccessfully.	In Progress	
97.04.2023	Moved: Cr C Cox Seconded: Cr K Stockton That Council instruct the General Manager to carry on with design work for Option 2 (annexure 4.1.2) to extend the <b>Rock Wall</b> . That Council continues to actively pursue further funding to enable extension of the Rock Wall and additional marina infrastructure. CARRIED UNANIMOUSLY (5-0)	19.04.23 Final draft of deed submitted to CDG in morning of 18.04.23. Aim is to sign deed by C.O.B. 21.04.23. 24.04.23 Deed signed and sent to the Project Assessment, Regional Programs Branch, Regional Development and Local Government Division for counter signing. 27.04.2023 Final co signed Deed received. 15.05.23 Met with Chief Executive Officer and Executive General Manager of TasPorts on 02.05.23 re \$900,000 election funding commitment resulting in a positive discussion with further mutual opportunities to be examined. Batchelor presented to Council Workshop re Project progress and ECI Stage Two on 10.05.23. Agenda Item to be considered at 24 May 2023 Council Meeting. 06.06.2023 Ongoing productive discussions and correspondence with TasPort regarding potential further funding for the FIMASH. 21.06.23 Contract being developed between Batchelors and Council in progression of ECI stage 2. 17.08.23 Media release announcing the provision of up to \$900,000.00 extra funding to the project by TasPorts released on 04.08.23. On Island meeting with TasPorts CEO and Group Exec re progressing \$900,000.00 contribution scheduled for 18.08.23. 23.8.23 GM met with TasPorts last Friday, will work through with GM and TasPorts financial representative on appropriate facilities. 21/9/23 BCG on island considering rock options 18.10.23 Awaiting draft agreement from TasPorts and DA process continuing with required specialised reports in process.	In Progress	
142.03.2023	Moved: Mayor Rachel Summers Seconded: Cr K Stockton That Council works with relevant stakeholders, including our current childcare provider; Thrive Group, to: a)investigate options for the provision of reliable early <b>childhood education and childcare services</b> (including before and after school care and school holiday care); and b)advocate to both State and Federal governments for appropriate support and funding. CARRIED UNANIMOUSLY (7-0)	21.06.23 Council has participated in a number of meetings with Island and Tasmania mainland based stakeholders in furtherance of this project over the past few months. The Thrive Group is currently in the process of applying for federal funding to construct a purpose-built facility on Island. 20.09.23 Cr. Summers continues contact with Principal of FDHS regarding this matter. 2023.09.21 Flinders Island has been selected as a trial site for the Early Learning for 3 year old program to be started in early 2024. Whilst this should help alleviate concerns around the waiting list, there are still staffing issues that are being attended to by Thrive. Thrive have submitted an application to the Growing Regions Fund to construct a fit for purpose facility on school grounds. 27/9/23 DOE not happy to hand over land now project is in writing. M Fergusson proposed he could help but DOE have said no. Talks around DOE building re trial of 3YO's at school. Thrive will provide the 10% required for the EOI/Grant if successful	In Progress	
151.05.2023	Moved: Deputy Mayor V Grace Seconded: Cr P Rhodes That for Agenda Item 20.4 <b>Visits to Cape Barren Island Policy</b> be deferred to the 28th June 2023 Council Ordinary Meeting to allow consultation with the Cape Barren Island Aboriginal Association Incorporated and community during a visit by the Mayor Rachel Summers, Deputy Mayor Vanessa Grace and General Manager Warren Groves on the 6th of June 2023. CARRIED UNANIMOUSLY (7-0)	Refer 83.03.2023.	In Progress	

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152.05.2023	Moved: Cr A BurkeSeconded: Cr P Rhodes That Council defers item 20.5 <b>Information Management Procedure</b> until the General Manager has further information regarding the new Information Technology systems being implemented and the Procedure has been further workshopped at another Council Workshop. CARRIED UNANIMOUSLY (7-0)	<b>21.06.23</b> Following IT Management Meeting workshop in May, awaiting a detailed prioritised progression plan from Community Development. <b>17.08.23</b> IT plan presented to workshop of 12.07.23. <b>18.10.23</b> IT Procedure in process.	In Progress	
182.06.2023	Moved: Mayor R Summers Seconded: Cr P Rhodes That Council allocates <b>\$30,000 in the Budget 2023/2024</b> for works to be undertaken specifically to benefit <b>Cape Barren Island</b> residents. Appropriate works to be defined in collaboration with Cape Barren Island Community. CARRIED UNANIMOUSLY (6-0)	<b>19.07.23</b> Mayor Summers continues to contact Denise Gardner to arrange a meeting time.	In Progress	
204.06.2023	Moved: Cr K StocktonSeconded: Cr G Blenkhorn That Council allows for the <b>Housing Working Group</b> to continue to <b>build a cost model</b> for the development of the Whitemark Tennis Court site to provide for the housing needs associated with the community's ageing population and/or skilled worker accommodation. And That Council adopts the information as provided in this agenda item as the monthly report of the Housing Working Group. CARRIED UNANIMOUSLY (6-0)	<b>19.07.23</b> Item will be discussed at the next Housing Working Group meeting in August 2023. <b>17.08.23</b> Housing working group meeting not held thus far due to focus on the end of financial year reporting and legislative requirements. <b>27/9/23</b> Workshop discussion on EOI option to run in parallel to Housing Group actions. Agenda Item re EOI to submitted for consideration to Council meeting of 25/10/23.	Not started	
249.08.2023	Moved: Cr C Cox Seconded Cr A Burke That Council takes the <b>Code for Tenders and Contracts - August 2023</b> to a workshop prior to further consideration. CARRIED UNANIMOUSLY (5-0) For: Deputy Mayor Vanessa Grace, Cr Aaron Burke, Cr Carol Cox, Cr Peter Rhodes, and Cr Ken Stockton.	<b>13/9/23</b> Workshopped and presented for adoption at Sept 27 Council meeting <b>27/9/23</b> Adopted by Council with Security (Retention/Bank Guarantee) inclusion, amended document uploaded to website	Complete	
252.08.2023	Moved: Cr P Rhodes Seconded: Cr K Stockton Council approves the advertising of an <b>Expression of Interest (EOI) for Oregon Beams</b> salvaged from the Lady Barron Fish Factory for projects beneficial to the local community per the following guidelines: • That the Oregon beams remain on the Island and be used for community purposes; • The proposed community use will be taken into account including proposals; • Timber is expected to be free-of-charge if for community use; and • Whilst the original intention was that the beams would not be for commercial gain, if an applicant elects to submit a financial expression of interest for all or part of the timber it will be considered. CARRIED UNANIMOUSLY (5-0) For: Deputy Mayor Vanessa Grace, Cr Aaron Burke, Cr Carol Cox, Cr Peter Rhodes, and Cr Ken Stockton.	<b>25/8/23</b> Task emailed to Development Coordinator <b>18/9/23</b> Yet to commence due to change of staffing. <b>29/9/23</b> Advertised in Island News <b>16/10/23</b> EOI Closes 20/10/23	In Progress	
256.09.2023	<b>Procurement of Roller</b> Moved: D/Mayor Vanessa GraceSeconded: Cr Carol Cox That Council defers this decision until Council does more research including cost benefit analysis between hire versus purchase on a model that fits Councils requirements. CARRIED UNANIMOUSLY (4-0) Mayor Rachel Summers, D/Mayor Vanessa Grace, Cr Carol Cox, Cr Peter Rhodes	<b>18/9/23</b> Special Council meeting - deferred decision until further consideration/research was undertaken	In Progress	

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263.09.2023	Moved: Cr Carol Cox Seconded: Cr Ken Stockton That Council rescind motion 141.05.2015 and support amending Council's internal planning process to prevent the publishing of any personal details within representations received regarding discretionary planning applications and, if required, <b>update the personal information protection policy to reflect this change.</b> CARRIED (5-2) For: Mayor Rachel Summers, Deputy Mayor Vanessa Grace, Cr Aaron Burke, Cr Carol Cox, and Cr Ken Stockton. Against: Cr Garry Blenkhorn, Cr Peter Rhodes	29/9/23 Staff advised of rescinded motion	In Progress	
265.09.2023	Moved: Cr Rachel Summers Seconded: Cr Ken Stockton That Council approves <b>Megan Tulloch</b> and <b>William Broadbridge</b> joining the Whitemark Community <b>Gym Special Committee</b> as Community Members. CARRIED UNANIMOUSLY (7-0) For: Mayor Rachel Summers, Deputy Mayor Vanessa Grace, Cr Garry Blenkhorn, Cr Aaron Burke, Cr Carol Cox, Cr Peter Rhodes and Cr Ken Stockton.	28/9/23 Letters drafted & sent to Mayor for review 2/10/23 Letters emailed to new members	Complete	2/10/23
266.09.2023	Moved: Cr Rachel Summers Seconded: Cr Aaron Burke That Council: a) <b>Authorises</b> the Acting Infrastructure Manager to arrange with local contractors to inspect the <b>Palana ramp</b> and get advice and costing regarding works as outlined in the inspection report, b) That due to the urgent nature of the repairs, providing the quotes are <b>less than \$10,000</b> , quotes are presented to council for action, c) <b>Gets two quotes to extend the Whitemark jetty by 6 metres</b> , and d) <b>Approves the concept plans for the Whitemark boat ramp</b> for further development so quotes can be sought, noting that there is to be no rock border and to have a timber edge the same as the other side. CARRIED UNANIMOUSLY (7-0) For: Mayor Rachel Summers, Deputy Mayor Vanessa Grace, Cr Garry Blenkhorn, Cr Aaron Burke, Cr Carol Cox, Cr Peter Rhodes and Cr Ken Stockton.	27/09/23 Quote to repair Palana Boat ramp \$7400excl GST 05/10/23 Grant funding from Bait fileting stations maycover \$36K costs to date, variation to grant has been sought. B – Contractor notified and will commence works this month (October), I will advise once works have commenced. Other, C – Mick Sherriff will provide a quote for the 6m extension, I will forward through once received, hopefully this week. D – Engineering Plus have accepted and commenced drawings to allow quotes to be called for, EP has been requested for a ballpark figure on costings, Other •Flinders Council has placed more gravel and graded the Emita Boat ramp entrance.	In Progress	
270.09.2023	Moved: Cr Carol Cox Seconded: Cr Garry Blenkhorn That Council adopts the Travel and Accommodation Policy and allows the policy to lay on the table for 28 days for public comment and that the <b>travel and accommodation procedure</b> be brought <b>back to council after further information has been sought.</b> CARRIED UNANIMOUSLY (7-0) For: Mayor Rachel Summers, Deputy Mayor Vanessa Grace, Cr Garry Blenkhorn, Cr Aaron Burke, Cr Carol Cox, Cr Peter Rhodes and Cr Ken Stockton.	29/9/23 GM emailed information to Councillors regarding expanse claims Versus automatic regular payments 4/10/23 Clarification sought from Insurance broker regarding Private use of vehicle (elected members):	In Progress	