



ADELAIDE HILLS COUNCIL

INSTRUMENT OF DELEGATION

INSTRUMENT OF DELEGATION UNDER THE DISABILITY  
INCLUSION ACT 2018

15 SEPTEMBER 2023

**Positions**

<b>Abbreviation</b>	<b>Position</b>
Chief Executive Officer (95)	Chief Executive Officer (95)
Community and Social Planning Officer (465)	Community and Social Planning Officer (465)
Director Community Capacity (350)	Director Community Capacity (350)
Elected Body	Elected Body
Manager Community Development (187)	Manager Community Development (187)

## Instrument of Delegation under the Disability Inclusion Act 2018

<b>Disability Inclusion Act 2018</b>				
<b>Provision</b>	<b>Power and Functions Delegated</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>	<b>Capacity of Council</b>
section 16(2)	Prepare a disability access and inclusion plan	Elected Body	NIL	State authority
section 16(4)(b)	Consult with people with disability and person or bodies representing the interests of people with disability and other persons or bodies in preparing a disability access and inclusion plan	Chief Executive Officer (95), Director Community Capacity (350), Manager Community Development (187), Community and Social Planning Officer (465)	NIL	
16(4)(c)	Call for submissions from members of the public	Chief Executive Officer (95), Director Community Capacity (350), Manager Community Development (187), Community and Social Planning Officer (465)	NIL	

<b>Disability Inclusion Act 2018</b>				
<b>Provision</b>	<b>Power and Functions Delegated</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>	<b>Capacity of Council</b>
section 16(5)	Seek the approval of the Minister to prepare a single disability access and inclusion plan for the council and one or more other councils	Elected Body	NIL	council
section 16(6)	Vary a disability access and inclusion plan	Chief Executive Officer (95)	Only variations in accordance with section 11(2) of the Disability Inclusion Regulations 2019 are delegated to CEO, all other variations to be approved by Council.	State authority
section 16(7)	Publish a disability access and inclusion plan, and any variation to a plan, on a website	Chief Executive Officer (95), Director Community Capacity (350), Manager Community Development (187), Community and Social Planning Officer (465)	NIL	

<b>Disability Inclusion Act 2018</b>				
<b>Provision</b>	<b>Power and Functions Delegated</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>	<b>Capacity of Council</b>
section 17(1)	Report annually to the Chief Executive Officer on the operation of the disability access and inclusion plan	Chief Executive Officer (95), Director Community Capacity (350), Manager Community Development (187), Community and Social Planning Officer (465)	<p>Report to CEO of the administrative unit of the Public Service that is responsible for assisting a Minister in the administration of this Act.</p> <p>Final report to be provided to Council Members for information.</p>	State authority
section 18(1)	Review the disability access and inclusion plan at least once in every 4 year period and prepare a report of the review	Elected Body	NIL	State authority
section 18(2)	Provide a copy of the report prepared under section 18(1) of the Disability Inclusion Act to the Minister	Chief Executive Officer (95), Director Community Capacity (350), Manager Community Development (187)	NIL	State authority

<b>Disability Inclusion Act 2018</b>				
<b>Provision</b>	<b>Power and Functions Delegated</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>	<b>Capacity of Council</b>
section 23Q(1)	Provide to the Senior Authorising Officer such information relating to a specified person that the Senior Authorising Officer reasonably requires	Chief Executive Officer (95), Director Community Capacity (350), Manager Community Development (187), Community and Social Planning Officer (465)	Nil	State authority
section 23Q(2)	Provide the information to the Senior Authorising Officer in the manner and within the period specified in the notice	Chief Executive Officer (95), Director Community Capacity (350), Manager Community Development (187), Community and Social Planning Officer (465)	Nil	State authority
section 23Q(3)	Participate in consultation with the Senior Authorising Officer regarding a refusal or failure to comply with a notice	Chief Executive Officer (95), Director Community Capacity (350), Manager Community Development (187), Community and	Nil	State authority

<b>Disability Inclusion Act 2018</b>				
<b>Provision</b>	<b>Power and Functions Delegated</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>	<b>Capacity of Council</b>
		Social Planning Officer (465)		
section 26(1)	Prepare and provide a report to the Chief Executive Officer of the administrative unit of the public service that is responsible for assisting a Minister in the administration of this Act	Chief Executive Officer (95), Director Community Capacity (350), Manager Community Development (187), Community and Social Planning Officer (465)	NIL	State authority
section 26(2)	Prepare and provide a report to the Chief Executive Officer of the administrative unit of the public service that is responsible for assisting a Minister in the administration of this Act	Chief Executive Officer (95), Director Community Capacity (350), Manager Community Development (187), Community and Social Planning Officer (465)	A copy of the report to be provided to Council Members for information.	State authority

<b>Disability Inclusion Act 2018</b>				
<b>Provision</b>	<b>Power and Functions Delegated</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>	<b>Capacity of Council</b>
section 27(2)	Provide information or documents prescribed by section 27 of the Disability Inclusion Act to another person or body	Chief Executive Officer (95), Director Community Capacity (350), Manager Community Development (187), Community and Social Planning Officer (465)	NIL	State authority