



ADELAIDE HILLS COUNCIL

INSTRUMENT OF DELEGATION

INSTRUMENT OF DELEGATION UNDER THE FINES
ENFORCEMENT AND DEBT RECOVERY ACT 2017

15 SEPTEMBER 2023

Positions

Abbreviation	Position
Chief Executive Officer (95)	Chief Executive Officer (95)
Director Corporate Services (41)	Director Corporate Services (41)
Finance Officer (346)	Finance Officer (346)
Finance Officer - Accounts Receivables & Treasury (399)	Finance Officer - Accounts Receivables & Treasury (399)
Manager Financial Services (214)	Manager Financial Services (214)
Senior Rates Officer (45)	Senior Rates Officer (45)
Team Leader Financial Accounting (482)	Team Leader Financial Accounting (482)

Instrument of Delegation under the Fines Enforcement and Debt Recovery Act 2017

Fines Enforcement and Debt Recovery Act 2017				
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations	Capacity of Council
section 9(2)	Pay prescribed fee to Chief Recovery officer for a determination under section 9	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer - Accounts Receivables & Treasury (399), Manager Financial Services (214), Senior Rates Officer (45), Finance Officer (346), Team Leader Financial Accounting (482)	NIL	issuing authority
section 20(4)	Receive notice of an arrangement between the Chief Recovery Officer and an alleged offender	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer - Accounts Receivables & Treasury (399), Manager Financial Services (214), Senior Rates Officer (45), Finance Officer (346), Team Leader Financial Accounting (482)	NIL	issuing authority
section 20(18)	Receive notice from the Chief Recovery Officer of the termination or an arrangement with an alleged offender	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer - Accounts Receivables & Treasury (399), Manager Financial Services (214), Senior	NIL	issuing authority

Fines Enforcement and Debt Recovery Act 2017				
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations	Capacity of Council
		Rates Officer (45), Finance Officer (346), Team Leader Financial Accounting (482)		
section 20(19)(c)	Receive notice from the Chief Recovery Officer of the reinstatement of an arrangement with an alleged offender	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer - Accounts Receivables & Treasury (399), Manager Financial Services (214), Senior Rates Officer (45), Finance Officer (346), Team Leader Financial Accounting (482)	NIL	issuing authority
section 22(1)	Provide to the Chief Recovery Officer prescribed particulars to enable enforcement of an expiation notice against an alleged offender	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer - Accounts Receivables & Treasury (399), Manager Financial Services (214), Senior Rates Officer (45), Finance Officer (346), Team Leader Financial Accounting (482)	NIL	issuing authority
section 22(2)	Pay prescribed fee to Chief Recovery Officer for enforcement of an expiation notice	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer - Accounts Receivables & Treasury (399), Manager Financial Services (214), Senior	NIL	issuing authority

Fines Enforcement and Debt Recovery Act 2017				
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations	Capacity of Council
		Rates Officer (45), Finance Officer (346), Team Leader Financial Accounting (482)		
section 22(16)	Receive notice from the Chief Recovery Officer of an enforcement determination	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer - Accounts Receivables & Treasury (399), Manager Financial Services (214), Senior Rates Officer (45), Finance Officer (346), Team Leader Financial Accounting (482)	NIL	issuing authority
section 23(3)	Participate in proceedings reviewing an enforcement determination of the Chief Recovery Officer	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer - Accounts Receivables & Treasury (399), Manager Financial Services (214), Senior Rates Officer (45), Finance Officer (346), Team Leader Financial Accounting (482)	NIL	issuing authority