



Name	GOV18 Confidential items
Policy Type	Council
Responsible Officer	Chief Executive Officer
Approval Date	15/07/2025
Review Date	14/07/2029

## 1. Purpose

To ensure proper treatment and review of confidential information after consideration of confidential business at a council meeting.

## 2. Scope

This policy applies to information that was considered during or resulted from confidential business at a council meeting, including the agenda, business papers, resolutions, and minutes.

## 3. Definitions

For the purposes of this Policy, the following definitions apply:

Confidential	Information not privy to the public
Confidential Information	Information prescribed as confidential under the <i>Local Government (General) Regulations 2021</i>

## 4. Policy Statement

### 4.1. Principles

- 4.1.1. To promote transparency and accountability, Council will only consider matters in confidence that fall under the prescribed categories of the *Local Government (General) Regulations 2021* and retain this information until the reason no longer applies.
- 4.1.2. Confidential information may be considered separately for the purpose of assessing whether or not the information is to remain confidential. For example, releasing a resolution that is no longer confidential with remaining business papers remaining confidential for a specified period of time.

### 4.2. Consideration of confidential business

- 4.2.1. After the conclusion of the consideration of an item of confidential business, Council will decide whether confidential information is:
  - a) the type of confidential information that should no longer be confidential after a specified period of time; or
  - b) the type of confidential information that should be subject to periodic review to determine if it should no longer be confidential.

4.2.2. Where Council resolves a specified period of time for the information to remain confidential, that information is to be publicly released after the expiry of that period of time.

4.2.3. Where Council resolves that confidential information should be subject to periodic review to determine if it should no longer be confidential, that information will be added to the confidentiality review list.

#### 4.3. Confidentiality review list

4.3.1. Council will maintain a list of confidential information and review that list once every six months to determine whether any matters are to no longer be confidential after a specified period or are to remain confidential for review at a subsequent date.

#### 4.4. Public release of information

4.4.1. Council decisions that are no longer confidential will be released on the Council's website.

### 5. Associated Documents

Resolution Register

### 6. References and Legislation

*Northern Territory Local Government Act 2019*

*Local Government (General) Regulations 2021*

### 7. Review History

Date Reviewed	Description of changes (Inc Decision No. if applicable)
21/04/2021	New policy as per Local Government Act
15/07/2025	Section 4.2 is directly from the prescribed regulations, removed to ensure consistency with regulations. 4.1 and 4.4 (previously 4.5) Amended in accordance with how Council manage confidential information.