

## 1 PURPOSE

The purpose of this policy is to ensure proper treatment and review of confidential information after consideration of confidential business at a Council meeting.

## 2 SCOPE

To promote transparency and public confidence, Council will cease the application of confidentiality to information when it is no longer necessary or appropriate.

This policy applies to information that was considered during or resulted from confidential business at a Council meeting from the end of the Local Government Act transitional period on 1 July 2022. This includes (but not limited to) the agenda, business papers, resolutions and minutes.

Confidential information is to be considered separately for the purposes of assessing whether or not the information is to remain confidential (for example, immediately releasing a resolution that is no longer confidential with related business papers remaining confidential for a specified period of time).

## 3 POLICY STATEMENT

### 3.1 MATTERS TO REMAIN CONFIDENTIAL INDEFINITELY

Any information that falls under the prescribed categories in regulation 51 of the *Local Government (General) Regulations 2021* must remain confidential until the reason for confidentiality no longer applies.

### 3.2 CONSIDERATION OF CONFIDENTIAL BUSINESS

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.

If 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 (see clause 3.4).

If 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 (see clause 3.3).

Confidential Information and Business Policy 0032.100.E.R		Page 1 of 2
Version: 1	Decision Number: ORD 287/22	Adoption Date: 14 June 2022
Responsible Officer: Chief Executive Officer		Next Review Date: 16 June 2022



### 3.3 CONFIDENTIALITY REVIEW LIST

Council will maintain a list confidential information and review that list once every 6 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.

### 3.4 PUBLIC RELEASE OF INFORMATION

When information is no longer confidential, it will be released on the City of Darwin website.

## 4 DEFINITIONS

Council Meeting refers to any meetings of Council, or Council committees constituted under the Local Government Act.

## 5 LEGISLATIVE REFERENCES

- *Local Government Act 2019* (NT)
- *Local Government (General) Regulations 2021* (NT)

## 6 PROCEDURES / RELATED DOCUMENTS

Nil

## 7 RESPONSIBILITY / APPLICATION

The Chief Executive Officer is accountable for the overall establishment and periodic review of this policy.

This Policy is subject to review every two (2) years, or as deemed appropriate, thereafter.

Confidential Information and Business Policy 0032.100.E.R		Page 2 of 2
Version: 1	Decision Number: ORD 287/22	Adoption Date: 14 June 2022
Responsible Officer: Chief Executive Officer		Next Review Date: 16 June 2022

