



Andover Town Council

To note the work of the Policies Working Group

Item
No.
20

To: Full
Council

From: Policies Working Group

Date of Report: 11 February 2026

Background:

On 18 June 2025, Full Council resolved that a small Policies Working Group is established to carry out a strategic review of Andover Town Council policies, procedures, protocols, schemes and statements; make recommendations to the relevant Committee about streamlining documents, ensuring they are simple, straightforward, and not unduly bureaucratic; and determine priority policies for immediate review (CO78/06/25).

Advice:

On 17 September 2025, the Working Group updated the Council (C182/09/25) that as the revised website design delegated in February 2024 (C225/02/24) is yet to be confirmed, it is difficult to align policies strategically.

Nevertheless, in October, the Working Group identified anti-fraud and data protection policies for immediate review so that they meet changing legislative requirements. In January 2026, Council unanimously approved a revised Data Protection Policy and Procedure and tasked officers with updating the website and completing records of data processing activities (360/01/26). This work is underway.

The Policies Working Group is now reviewing the Anti-Fraud and Corruption Policy, together with the supporting Whistleblowing Policy.

Members are aware of separate workstreams, reporting to the Community and Events Committee, to review Council's grants policies, and these are now complete.

Furthermore, the Town Clerk is working to update staffing policies to meet legislative requirements.

Next steps:

While the website design is under review, the Working Group will continue to draft updates of key Council policies.

Financial implications:

There is no cost to the Council in re-drafting policies.

Legal implications:

Some policies are driven by legislative requirements, such as data protection. Others relate to the Council's statutory functions, governance, and behaviour.

