

	Andover Town Council To note the work of the Policies Working Group		Item No.
To: Full Council	From: Policies Working Group	Date of Report: 15 October 2025	

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, the Working Group has identified policies for immediate review so that they meet changing legislative requirements and continues to review the following complex policies:

- Anti-fraud and corruption policy;
- Data protection policy;
- Privacy and cookie policy; and
- Privacy statement.

Members are aware of separate workstreams to review Council's grants policies. 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 draft updates of the priority policies set out above.

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.