

## Governance Improvement Plan Update

(Appendix A)

Deliverables	ELT Owner	June Update	Sept Update	RAG
<b>Principal Outcome - Strengthening MCA officer leadership and organisation performance</b>				
Reviewed and updated officer scheme of delegation	SD	A revised constitution will be prepared for the MCA Board in July and will include an updated scheme of delegation.	Constitutional changes including changes to the Scheme of Delegation were agreed by the MCA Board in July.	
<b>Principal Outcome - Increasing agility and responsiveness</b>				
Implemented Revised Assurance Framework	CM	In progress. The Assurance Framework will be updated to reflect the governance changes agreed by the MCA Board in June.	A revised assurance process was agreed by Leaders and Chief Executives earlier this year and this has been in operation since April 2023. The revised process was incorporated into the 2023 Assurance Framework and this was approved and signed off by Government in May. As the Thematic Boards were still in operation at that time, the 2023 Assurance Framework references the role and delegation limits of the Thematic Boards in MCA decision-making. The 2024 Assurance Framework will be drafted in Autumn 2023 and this will need to reflect the changes in the governance structure and the replacement of the Thematic Boards with portfolio leads.	
<b>Principal Outcome - Changing structures and processes to facilitate deepening of relationships and collaboration</b>				
Reviewed governance decision making process and implementation of any agreed changes	MS	Following the MCA review the June MCA Board have considered and approved changes to governance arrangements that will see the authority move towards a portfolio/cabinet governance model.	MCA Board received an update on 12 <sup>th</sup> September on progress towards embedding the new MCA governance arrangements which were agreed by the Board in June 2023.	
<b>Principal Outcome - Supporting team members to thrive</b>				

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Reviewed and consolidated HR policies	GS	Competing priorities are delaying this piece of work.	Alignment and design of HR technology with key contractual People policies that will be an enabler for SYMCA's aspiration to become a 'High Performing' Organisation. Following ELB sign off, and UNISON consultation; Go-live for redesign key People policies intended for late September 2023 with Management essential workshops offered from late September onwards and PinPoint (HR system) implementation late August/early September.	
Induction for new elected members	SD	Executive Leadership Board agreed an approach to strengthening member induction. A session has been scheduled for 13 <sup>th</sup> June and all elected and independent members invited.	Member session took place and was well received. A further session was agreed for December.	
Programme of knowledge development sessions for members	SD	In development.	A schedule of briefings and workshops has been agreed for Overview and Scrutiny members.	
<b>Principal Outcome - Driving a new operating ethos and culture</b>				
Embedded Risk Management Framework	GS	Work continues to embed risk management practice. Dashboard reporting continues to evolve.	Preparation for the September Risk Management Dashboard report has seen a higher level of engagement by risk leads including requests for risk re-refresh activity, indicating that the process is becoming more embedded and delivering value.	
Cyber Essentials Plus attainment	GS	Complete. In addition, an internal audit is scheduled during July and August to further test cyber resilience.	The outcome of the internal audit is included in the Committee papers for 20 <sup>th</sup> September.	

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Reviewed Information Governance policies and training delivered	SD	All policies and procedures have been reviewed and are awaiting sign off.	Documentation is awaiting Union and HR review.	
Reviewed and updated Information Asset Registers	SD	A project timeline for this piece of work is in development, however, competing priorities are delaying this piece of work.	Following the outcome of the Cyber Security internal audit this piece of work will be rolled into the programme of activity to address internal audit recommendations,	
Corporate Document Management Process implemented	SD	Competing priorities are delaying this piece of work.	The Corporate Document Library is set up on the intranet and is partially populated, awaiting the sign off of relevant documents.	