

## Annexe B: Proposed action plan for all recommendations

Theme	Para number in Appx 5	Detail of recommendation	Lead body and comments	Potential action plan and timing
Transparency and consistency	1	I <b>strongly</b> recommend a factors-based approach to deciding sanctions recommendations be adopted	SPPAC	Requires further consideration by SPPAC
Transparency and consistency	2	I further recommend that in the absence of clear precedents, a series of “scenario” based examples be developed	SPPAC	Requires further consideration by SPPAC
Transparency and consistency	3	I <b>strongly</b> recommend the approach to recording and explaining reasons for recommendation decisions be reviewed.	SPPAC	Requires further consideration by SPPAC
Transparency and consistency	4	I <b>strongly</b> recommend the structured approach the SPPAC currently take to sanctioning be codified and turned into a published (proportionate) process guide	SPPAC, but potential overlap in publication with SPCB	If endorsed by SPPAC and SPCB, preparatory work could begin before the end of Session 6, with action once Session 7 Committees are established.
Transparency and consistency	5	I recommend consideration be given as to whether SPPAC could also direct specific remedial or reparation/ restitution actions be taken by the MSP, such as refresher training.	SPPAC	Requires further consideration by SPPAC

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Transparency and consistency	6	I <b>strongly</b> recommend SPPAC publish a summary of sanctions previously applied.	SPPAC, but potential overlap in publication with SPCB	If endorsed by SPPAC and SPCB, this could be actioned before end Session 6, with potential publication as a SPICe fact sheet.
Transparency and consistency	7	I recommend production of a short “Complaints Guide” to support information on Parliament’s <a href="#">website</a> on where to send a complaint.	Joint between SPPAC and SPCB	If endorsed by SPPAC and SPCB, this could be actioned by officials before end Session 6.
Transparency and consistency	8	I <b>strongly</b> recommend consideration be given to articulating and where lacking, introducing clear review/ appeal routes for findings of breaches of the Code (and other rules) and, in particular, recommended sanctions	SPPAC	Requires further consideration by SPPAC. To note potential SPCB interest if resource implications.
Awareness, training and induction	9	I recommend an induction programme is developed (details at para 9, appx 2)	SPCB	Recommend this is passed to Election Programme Team to include in induction programme and potentially wider Session 7 CPD.

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Awareness, training and induction	10	I further recommend that specific training is developed for new SPPAC members which incorporates the aims of sanctions, the Committee process and any factors-based approach developed, and confidentiality	SPPAC	If endorsed by SPPAC this could be included in committee-specific induction for Session 7, subject to wider consideration.
Support and advice	11	I recommend thought be given to ensuring a consistent message (ideally at induction) about where to seek technical advice and guidance about sanctions (and complaints)	SPCB	Recommend this is passed to Election Programme Team to include in induction programme.
Support and advice	12	I <b>strongly</b> recommend that Parliament continues to make it clear that the pastoral support mechanisms that are available to staff, are available to MSPs, generally in any guidance produced in response to other recommendations, at induction, and specifically at the point a complaint is received and notified to the MSP (recognising this will require liaison with the ESC).	SPCB	Recommend this is passed to officials in People Services who lead on the MSP support service and the election team regarding induction, and with the ESC for consideration.
Support and advice	13	I also recommend Parliament explores with MSPs opportunities for mentoring or peer support networks (with past and current) colleagues.	SPCB	The Former Members' Association will be involved in supporting non-returned Members

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				after the election. SPCB is invited to provide feedback on how this recommendation could be actioned.
Confidentiality	14	I recommend that advice and awareness training be given to SPPAC members (particularly new members)	SPPAC	Requires further consideration by SPPAC
Confidentiality	15	I <b>strongly</b> recommend that the confidentiality requirements for ongoing investigations is reviewed to ensure both consistency and to better support all involved.	SPPAC	Requires further consideration by SPPAC
Political context	16	I reinforce the recommendations above about having transparency of process and clarity of reasons for decisions and training for new members of SPPAC.	See above	As above
Political context	17	I recommend that Parliament reflect on my comments above and form a view about whether the SPPAC membership should change or introduce external scrutiny in some way.	SPPAC,	Requires further consideration by SPPAC – although directed at the Parliament, any changes would be on the recommendation of the SPPAC. To note potential SPCB interest if resource implications.

