



RTPI

mediation of space · making of place

Appearance at investigations or hearings

This note provides supplementary advice to the RTPI Complaints Procedures 2015

Formal investigations undertaken by the Conduct & Discipline Panel

- It is general practice that neither the complainant nor the member is asked to appear in front of the Panel.
- If, on reviewing the case, the Panel consider it necessary to clarify a particular issue prior to decision then both parties may be invited to appear and discuss the matter under clause 27 at a subsequent meeting.

Appeals determined by the Appeal Committee

- The grounds of the appeal made by the member (and information provided under clause 38c) will be provided to the complainant who can submit information in writing related to these grounds, under clause 47.
- It will be general practice that where the member asks for the right to appear at an appeal determined by hearing under clause 44 and it is agreed, or where the Appeal Committee themselves determines a hearing is required, then the complainant will be offered the same right as provided by clause 52.
- Neither party is offered the right to appear if the appeal is determined under written representations, under clause 44.

Expenses

- Other than in exceptional circumstance and at the sole discretion of the RTPI, expenses are not offered to either party during the disciplinary proceedings.

Agreed by the Director of Professional Standards & Development, October 2016

[The full RTPI Complaints Procedures are available online](#)