

What happens if parties wish to consider using mediation?

1. Contact Core Mediation to discuss whether the circumstances of the case are appropriate for mediation.
2. Core Mediation will provide information on mediation and how it works. We will supply information to help you decide whether or not to proceed with mediation, including the likely costs, timescale and preparation.
3. If all parties are not yet agreed, Core Mediation will approach the other party or parties, if asked to do so, to inquire if they will agree to mediation. In some cases, it can be helpful for a neutral provider to make this initial approach.
4. If parties wish to proceed, a date and venue are chosen, fees are agreed and the Mediator (and, often, an Assistant Mediator) is selected. This is always done in consultation with all parties.
5. Core Mediation will arrange a meeting or meetings prior to the mediation day with solicitors or other representatives, or with the parties themselves, to discuss and clarify how mediation will work, who should attend and to deal with practical matters and the preparation which can usefully be carried out. Often this helps those concerned to identify and begin to refine the key issues.
6. Core Mediation will organise an exchange of information between the parties which will normally include summaries of the parties' views of the issues (it can be helpful for these to include identification of options for the way forward) and all documents which may be relevant to helping resolve the matter. These will also be provided to the Mediator and Assistant.
7. Core Mediation will draft and circulate the Agreement to Mediate which, once revised and approved, will be signed prior to or on the mediation day.
8. The Mediation takes place on the date and at the time specified in the Agreement to Mediate. This usually takes a day but sometimes it is useful to break and allow reflection overnight or for a day or two before resuming and finalising an agreement. Core Mediation will provide continuing support as parties seek to finalise arrangements.
9. The Mediator will assist the parties and their representatives to draft a Resolution Agreement, if appropriate.
10. After the mediation, Core Mediation will offer further support for the parties as they finalise arrangements or resolve any remaining issues. Core Mediation will also encourage feedback on all aspects of the mediation.

You can withdraw from mediation at any time and need not disclose anything you do not wish to disclose. You are simply undertaking negotiations in a structured setting. The availability of the impartial mediator and the key people on all sides provides an excellent opportunity to resolve the dispute.

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