

The Conciliator



Conciliators manage the meetings.

They facilitate the meeting so that parties can communicate with each other effectively.

Conciliators do not make judgements or arbitrate. They will not tell parties whether the law has been breached, or put forward solutions.

Conciliators know the DDA. They will flag up the DDA and make sure that both parties are paying attention to what the law says.

Conciliators will make sure that both parties have the space and time to speak freely and be listened to (according to the ground rules for the meeting). Where a real or perceived power imbalance exists between parties, Conciliators work to ensure that this has no negative impact.

Conciliators are responsible for writing up the conciliation outcome form. The wording is agreed by both parties.

Conciliators contact parties briefly before the meeting takes place. This is not to discuss the case in depth. They will have been fully briefed by the Conciliation Coordinator. This call is just to talk about any concerns that the parties might have about the meeting.