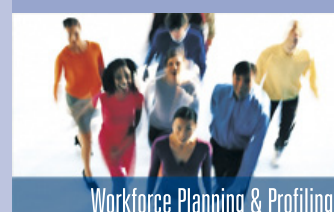


HR & OD POLICIES

HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT

Mediation Policy



Aberdeenshire
COUNCIL



www.aberdeenshire.gov.uk

1. POLICY STATEMENT

It is the view of Aberdeenshire Council that a well motivated workforce and positive work environment is essential for an effective running of the Authority's affairs and the well being of employees. Therefore every effort will be made to resolve conflicts at an early stage.

This policy outlines mediation as an informal approach to resolving conflicts. Mediation is where an impartial, trained person helps two or more people in a dispute to talk about their situation, exchange their concerns, and come up with ideas about how to move the dispute forward to an agreement. Any agreement comes from those in dispute, not from the mediator. What the process offers is a safe and confidential space for participants to find their own answers. What is discussed in the mediation is confidential, and there are ground rules to help people feel confident and safe enough to communicate their needs, feelings, and concerns.

There are no hard-and-fast rules for when you can or cannot use mediation, so please consult the [Mediation Guidance Notes](#) or contact the Mediation and Employee Relations team if you require further information regarding its use.

2. SCOPE OF POLICY

This policy applies to all employees of the Council.

3. PRINCIPLES

That Aberdeenshire Council will ensure in a dispute situation that everyone has an equal opportunity to communicate, negotiate, and work out a realistic and fair agreement.

Participation in mediation is voluntary. It cannot be enforced or insisted upon by either party to a dispute, or by the Council.

The Council may propose mediation if appropriate. However mediation does not preclude any other form of dispute resolution taking place if it is not successful.

Policy

Revision Date	Previous Revision Date	Summary of Changes
24-02-2011	-	Creation of all Documents

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