

**MAGISTRATES COURT OF WESTERN AUSTRALIA
CIVIL JURISDICTION
FACT SHEET 15**

MEDIATION

*This fact sheet is intended to help people prepare themselves for mediation.
You should contact the registry named in the claim or notice if you have any
further questions.*

What is mediation?	<p>Mediation is a meeting between the parties and a mediator appointed by the Court or a mediator agreed to by the parties.</p> <p>The Court may, whether or not the parties agree, order that a person, who is a relevant expert, mediate the case or any issue arising out of it.</p> <p>This order can be made at a status conference or pre-trial conference.</p>
Applying for mediation	<p>Each party must ensure that a mediation conference has been arranged.</p> <p>The mediator will notify the parties in writing of a date, time and place for mediation. You may also be given instructions relating to preparing for mediation.</p>
Who attends mediation?	<p>Unless the mediator otherwise approved, parties must attend a mediation conference in person.</p>
Cost of mediation	<p>The costs of a mediator who is not a Registrar is to be paid by the parties in equal shares unless the Court orders or the parties agree, otherwise</p>
What happens if the case does not settle at mediation?	<p>The claimant must, within 14 days after the mediation conference, lodge a Form 34 - Notice of Outcome of the Mediation with the Court.</p> <p>This form is available on the Magistrates Court website: www.magistratescourt.wa.gov.au.</p> <p>If the case does not settle at the mediation conference, a Registrar must list the case for:</p> <ul style="list-style-type: none">➤ a further status conference, if the case is a general procedure claim; or

Confidentiality

- a further pre-trial conference, if the case is a **minor case claim** and notify the parties in writing.

The mediation is conducted “without prejudice” and is confidential. Matters discussed at mediation, or any admissions made, cannot be used outside the conference.

Any offers or admissions made at mediation will not be communicated to the Magistrate, if the case goes to trial.

This is a guide only. The content is subject to change. If you are unsure about any of the information in this fact sheet, contact your nearest registry or seek legal advice.