

NOMINATION GUIDANCE

This is the first stage in the process, and if the number of candidates exceeds the number of seats available, an election will be necessary.

You will have received your nomination form via email, and you will need to enter your own details (please check your eligibility at the bottom of the form), then save the form.

You will now need to obtain two proposers who are members of your Deanery Synod and the same House as you - Laity for Laity or Clergy for Clergy. Unfortunately if this is not completed correctly then your nomination will be classed as invalid, so this is a very important step.

Once you have completed your details you can forward your nomination form to your two proposers, who will then complete their respective details and return the completed form to you, you can then send it to the Presiding Officer for your Deanery, who will have provided his/her contact details.

If you do not have the facility to either print the document or sign it, or to add an electronic signature, typing your name in the signature space shows clear intent as agreed by General Synod under current circumstances. It will, however, be necessary that the full e-mail chain of the candidate asking for the two proposers to endorse the nomination form must be sent to the Presiding Officer.

If the Presiding Officer is content that the candidate is eligible, that the two proposers have clearly endorsed the candidate, the nomination paper will be accepted and validated.

If the Presiding Officer is not content with any of the steps taken above, then as soon as possible after reaching that decision, the candidate will be informed of such, and if enough time remains prior to the deadline, then he/she will have the opportunity to rectify the nomination form.

If you would prefer to receive a paper copy of the nomination form, please let the Presiding Officer know, he/she will post a copy to you but please note that this method will still require two proposers in accordance with the Church Representation Rules.

The Presiding Officer will send out at the same time a copy of the Notice of Election and a nomination form to each qualified elector in both the House of Clergy and the House of Laity.

As soon as a Presiding Officer receives a nomination form, it must be checked to confirm that:

- The candidate has been nominated by two qualified electors, each of whom is a member of the same House, clergy for clergy and laity for laity, of the Deanery Synod to which the candidate belongs;
- It must contain a statement signed by the candidate that he/she is willing to serve if elected;
- and, if the candidate so wishes, setting out in no more than 100 words, a factual statement for circulation with the voting papers (if an election is required) of his/her professional qualifications, present office and relevant past experience.

If the Presiding Officer rules that a nomination is not valid, the Presiding Officer must give reasons for that ruling, informing the candidate of such at the earliest opportunity.

The Presiding Officer must, within 7 days of receiving a request from a validly nominated candidate, supply free of charge to that candidate one copy of the name and address of every qualified elector.

Any nominations received after the closing date will be considered invalid.

MRS SALLY A GILSON
Elections Secretary
25 March 2021

CHURCH REPRESENTATION RULES

Part 4

Rule 39 - Qualified Electors

- (1) A person is a qualified elector in an election of members of a Diocesan Synod if the person's name and address is, as at 6.00am on the day on which nomination papers for the election are issued under Rule 40 -
 - (a) In the case of an election by the House of Clergy of a Deanery Synod in the Diocese, recorded in the register of clerical electors; or
 - (b) in the case of an election by the House of Laity of a Deanery Synod in the Diocese, recorded in the register of lay electors.

Rule 40 - Nomination

- (1) A candidate for election to the House of Clergy of a Diocesan Synod must be nominated by two qualified electors, each of whom is a member of the House of Clergy of the Deanery Synod to which the candidate belongs.
- (2) A candidate for election to the House of Laity of a Diocesan Synod must be nominated by two qualified electors, each of whom is a member of the House of Laity of the Deanery Synod to which the candidate belongs.
- (3) The Presiding Officer for the election must ensure that each qualified elector is given a notice of election and a nomination form; and the manner in which the forms are to be given is:
 - (a) If the elector has notified the DERO that he or she wishes to use email for that purpose, by email to the address notified;
 - (b) otherwise, by post to the address recorded for that elector in the register of clerical or lay electors or in person.

Please note - if an email address has been provided on the register of electors, we are able to use it for legitimate business

- (4) A nomination form must be accompanied by a statement signed by the candidate -
 - (a) That he or she is willing to serve if elected; and
 - (b) if the candidate so wishes, setting out in no more than 100 words a factual statement for circulation with the voting papers (if an election is required) of his or her professional qualifications, present office and relevant past experience.

- (5) A nomination form and the accompanying statement under paragraph (4) above are to be given to the Presiding Officer; and the manner in which they are to be given is (subject to Rule 42(7)) -
- (a) If the elector has notified the DERO that he or she wishes to use email for that purpose, by email from the address notified, with the nomination form and accompanying statement each being in the form of a scanned copy of the original or such other electronic form as the Presiding Officer may authorise; or
 - (b) otherwise, by post or in person.
- (6) The Presiding Officer must, in accordance with the timetable fixed by the Bishop under Rule 35(2)(a), determine the period within which nomination forms and the accompanying statements are to be lodged with him or her, and the period so determined must be at least 21 days, subject to that timetable.
- (7) Where a nomination form or accompanying statement is sent by email, the Presiding Officer may require the elector to provide the original before the end of three days after the end of the period determined under paragraph (6) above.
- (8) The Presiding Officer must -
- (a) Scrutinise each nomination form as soon as it is lodged; and
 - (b) without delay, inform the candidate whether the nomination is valid.
- (9) If the Presiding Officer rules that a nomination is not valid, he or she must give reasons for that ruling.
- (10) A person is not included as a candidate for an election to a Diocesan Synod if the Presiding Officer has not received a valid nomination for that person -
- (a) By the end of the period determined under paragraph (6), except in so far as there is a requirement under paragraph (7) to be complied with; and
 - (b) in so far as there is such a requirement, by the end of the three days referred to in that paragraph.
- (11) The Presiding Officer must, within seven days of receiving a request from a validly nominated candidate, supply free of charge to that candidate one copy of the name and address of every qualified elector.