



DIOCESAN SYNOD BY-ELECTIONS 2024 CITATION TO ELECTORS

1 THE ELECTIONS

By-elections of Members of the House of Clergy and the House of Laity to the Diocesan Synod will take place on Wednesday 18 December 2024. The full timetable is set out below. The Election procedure is set out in the Diocesan Constitution, (paragraphs 35 and 36) and the Church Representation Rules.

The Presiding Officer is the Diocesan Registrar, Mr. Aiden Hargreaves-Smith. The Diocesan Electoral Registration Officer (DERO) is the Diocesan Secretary, Mr Andrew Caspari.

Any queries relating to these elections should be sent, in the first instance, to europeregistry@wslaw.co.uk and election@europe.anglican.org

2 MEMBERS OF THE HOUSE OF CLERGY

For the election of members of the House of Clergy, **the qualified electors are all licensed clergy who are members of an Archdeaconry or Deanery Synod, but not co-opted members, as at 6.00 a.m. on Monday 28 October 2024.** Any clergy holding the Bishop's Licence may be nominated. Clergy holding a Bishop's Permission to Officiate are not eligible to stand or to nominate. Candidates must be proposed and seconded by qualified electors in their respective archdeaconry or deanery.

3 MEMBERS OF THE HOUSE OF LAITY

For the election of members of the House of Laity, **the qualified electors are those lay people elected by the chaplaincies to their respective Archdeaconry or Deanery Synod (i.e. not ex officio or co-opted members), as at 6.00 a.m. on Monday 28 October 2024.**

4 QUALIFICATION FOR ELECTION NOMINATION FOR THE HOUSE OF LAITY

All lay persons who meet the following criteria may be candidates:

- (i) actual communicants (as defined in the Church Representation Rules Part 8 <https://www.churchofengland.org/about/leadership-and-governance/legal-services/church-representation-rules/part-8>);
 - (ii) aged eighteen years and upwards;
 - (iii) on the Electoral Roll of any chaplaincy in the relevant archdeaconry or deanery.
- Candidates must be proposed and seconded by qualified electors in their own respective archdeaconry or deanery.

5 NOMINATION FORMS

Attached with this notice is a nomination form for candidates. Where additional nomination forms are needed, photocopies may be made and used. They can also be obtained from the Diocesan Office. Please email election@europe.anglican.org

Nomination forms can be **emailed** to election@europe.anglican.org and will be accepted if received by 9.00 a.m. GMT on Tuesday 26 November 2024 (the closing date for nominations). Nomination forms posted or hand delivered must be returned to the Presiding Officer, The Diocese in Europe, 14 Tufton Street, London, SW1P 3QZ arriving not later than 9.00 a.m. GMT on Tuesday 26 November 2024 (the closing date for nominations). **Forms attached to an email must be either a legible photo (jpeg or similar format) or a scan of a hand signed document.** Faxed nomination forms will be accepted but the Diocesan Constitution requires that the original **must** also be sent by post to arrive within three days of the closing date for nominations.

A candidate's name will not appear on the voting paper unless the original nomination paper has been received by the Presiding Officer within three days of the closing date for nominations.

It is the responsibility of candidates and proposers and seconders to satisfy themselves that they are qualified to stand for election or nominate/second a candidate. Any queries should be raised well before the deadline for nominations.

Candidates, proposers and seconders may return their signed, completed forms separately. If they proceed in this way, each form must include **all** the information required about the candidate and the proposer or seconder.

A candidate need only complete, sign and date one Declaration of consent to serve, which may be on the form of the proposer or seconder, or returned separately as indicated above.

6 NUMBERS TO BE ELECTED

Archdeaconry/deanery	House of Clergy	House of Laity
France	1	5
Gibraltar	-	2
Italy and Malta	1	-

7 ELECTION STATEMENTS

A nominated candidate may submit an election statement for circulation with the voting papers. A statement must not exceed 100 words and should be a factual statement of the candidate's professional qualifications, present office and any relevant past experience. This will be sent out with the voting papers to electors and published on the Diocesan website. An election statement should be typewritten on one page of A4 and within the 100 word limit. Election statements may be sent by email to election@europe.anglican.org and should be included with the completed nomination form submitted by the candidate. An election statement must be submitted by the closing date and time for nominations: any statement received after the deadline will not be circulated to electors.

8 METHOD OF ELECTION

The election will be by single transferable vote.

9 TIMETABLE 2024

- 1 **Monday 28 October 2024** - Notice of election and Nomination forms sent to all qualified electors. Notification that nominations are valid, or not, is sent to candidates without delay following receipt of nominations
- 2 **Tuesday 26 November 2024 by 9.00 a.m. GMT** - Closing date for nominations
- 3 **Monday 2 December 2024** - Issue of voting papers, where an election is required (The number of valid nominations exceeds the number of members to be elected)
- 4 **Tuesday 17 December 2024 by noon GMT** - Closing date for return of voting papers
- 5 **Wednesday 18 December 2024** - The Count
- 6 **Thursday 19 December 2024** - Results will be published
- 7 **Thursday 19 December 2024** - Effective date of holding office

Please note that the rules require that this timetable must be strictly observed: late returns cannot be allowed for any reason. If you change your address or email address over the next three months, please ensure that you make this very clear to the Diocesan Electoral Registration Officer at the Diocesan Office immediately by email to election@europe.anglican.org

Times given are all Greenwich Mean Time.

Aiden Hargreaves-Smith
Diocesan Registrar and Presiding Officer
28 October 2024