

Anglican Church of Australia Diocese of Sydney

St Andrew's House
Sydney Square NSW 2000
Telephone (02) 9265 1555

PO Box Q190
QVB Post Office NSW 1230
Website: www.sds.asn.au

9 July 2021

Arrangements and election information: Second Ordinary Session of the 52nd Synod

1st circular to Synod Members

Key Points

- Synod is planned to be held Monday 6, Tuesday 7 and Wednesday 8 September 2021; commencing with a Cathedral service on 6 September at 1:00 pm. Sessions will start at 3:15pm each sitting day (see item 2.1).
- Initial Synod materials will be available from end-July, with final materials available from mid-August (see items 2.2 and 2.3)
- Synod members may 'opt-in' by 31 July 2021 to receive printed copies of selected Synod materials (see item 2.5 and 2.6)
- The Synod has requested members who cannot attend to consider, where possible, appointing alternates or, as a last resort, resigning their membership to enable those who can attend to be appointed or elected (see item 2.28 and 2.29)
- There is no pre-Synod briefing currently planned for this session of Synod

1. Key Dates (2021)

- **Monday 26 July (5:00 pm)** – Deadline to make nominations in Synod elections (see item 4.8)
- **Monday 26 July** – Initial Synod materials published on the SDS website (see item 2.2(a))
- **Saturday 31 July** – Deadline to opt-in to receive printed main Synod materials by post (see item 2.6)
- **Monday 2 August** (or earlier) – Provisional notices of contested and uncontested elections posted online (www.sds.asn.au) (see item 5.15)
- **Friday 6 August** – Deadline for giving notices of motion for inclusion in the business paper for the first day of Synod (see item 2.15)
- **Monday 16 August** – Target date for release of remaining Synod materials, Notice of Contested Elections, Name tags and the Business Paper for day 1 (see item 2.9(c))
- **Monday 16 August (5:00 pm)** – Deadline for précises for nominees in a provisionally contested election, or withdrawing a nomination (see items 5.17-5.19). Following this date, the Notice of Contested Election and Notice of Uncontested Election will be made available, and online ballots for any contested elections will be held (see item 5.20-21).
- **Monday 30 August** – Deadline for informing the Registry of the appointment of an alternate (see item 2.29)
- **Monday 6 September** – The Opening service for this session will be held in the Cathedral at **1:00 pm** and the afternoon session will commence at 3:15 pm

2. Preparation for the Synod session

Meeting Places and Dates

2.1 The days of meeting are Monday 6, Tuesday 7 and Wednesday 8 September 2021 at the Darling Harbour Theatre, International Convention Centre, Darling Harbour. An opening service of Holy Communion will be held in the Cathedral at 1.00 pm, with the Rt Rev Jay Behan, Bishop of the Church of Confessing Anglicans Aotearoa / New Zealand, preaching. The proposed meeting times are as follows –

For the first day -

3:15 pm to 5:30 pm

5:30 pm to 7:00 pm - *Meal Break*

7:00 pm to 9:30 pm

For the second and third days -

3:15 pm to 5:45 pm

5:45 pm to 7:00 pm - *Meal Break*

7:00 pm to 9:30 pm

Printing of Synod materials

2.2 Initial Synod materials are to be published online by 26 July 2021, these being –

- (a) Synod Book 1: any reports available following the July Standing Committee meeting that do not have substantive recommendations.
- (b) Synod Book 2 (provisional): Containing any reports (with substantive recommendations) approved by the Standing Committee by the time of its July Standing Committee meeting. (To be replaced in August.)

2.3 Final Synod materials are to be published online in mid-August, including –

- (a) Synod Book 2 (final): Containing the reports from the provisional Book 2, and any further reports with substantive recommendations approved at the August Standing Committee meeting. To be printed and posted for those who opt in, as well as being available online.
- (b) Synod Book 3: Containing any further reports approved at the August meeting, which do not contain substantive recommendations

2.4 Accordingly all materials authorised for publication by the Standing Committee will be made available by mid-August 2021.

2.5 Synod members have the opportunity to opt-in to receive printed copies of Synod Book 2 (final) by post.

2.6 To facilitate the opportunity to opt-in to receive Synod Book 2 by post, a separate email will be sent to Synod members by 16 July 2021 providing opportunity for each member to opt in. Synod members will be asked to opt in **by 31 July 2021**. Members who opt to receive a printed copy of the main Synod materials by post should receive these by end-August, reflecting the anticipated time required to print, pack and post.

2.7 Given the ongoing concern regarding the COVID-19 pandemic, materials will not be made available for collection from St Andrew's House, and may not be available at the Synod venue.

2.8 If a Synod member does not opt in by 31 July 2021, it will be assumed they do not require a printed form of materials.

Synod communications

2.9 There will be a series of communications for this session –

- (a) The Archbishop's Summons to Synod, this circular and the "Schedule of Elections required" together form the first communication. This will be followed shortly after with an email allowing members to opt-in to receive a printed form of the main Synod materials by post (see item 2.6).
- (b) On or around 28 July, provisional notices will be circulated of contested and uncontested elections.
- (c) On or around 16 August, a 2nd circular will be emailed, advising the availability of all Synod materials on the Sydney Diocesan Services (SDS) website (www.sds.asn.au/synod), including –

- Notice of Contested Elections
- Business Paper for 6 September 2021
- A “self-printing” name tag for the session (see item 2.10).

(d) On or around 20 August, the final notices of contested and uncontested elections will be circulated, with online ballots for any contested elections occurring over the following weeks.

2.10 Since these communications will be sent to Synod members by email, it is important to ensure that your email address is current. If you have a login to the SDS website (Rectors, Wardens, and others), you may access your profile and amend your contact preferences by signing in to the SDS website and clicking on your username (at the top-right of the screen). Failing this, contact details may be updated liaising with the Registry at registry@sydney.anglican.asn.au.

Pre-Synod briefing

2.11 There is no pre-Synod briefing currently planned for the forthcoming session.

Name tags

2.12 Arrangements for name tags will involve a printable form of name tag (without the plastic holder) being sent to you on or around 16 August. You will be asked to print (in black and white) the sheet on which your name tag appears, cut your tag out of the sheet and bring it to the session. Plastic name tag holders will be available at the Darling Harbour Theatre.

2.13 If you have no capacity to print your name tag (in black and white), please contact Nerida Paul at nkp@sydney.anglican.asn.au **by Thursday 2 September** so that suitable alternative arrangements can be made.

Membership of the Synod

2.14 A list of members will be tabled in the Synod on 6 September 2021.

Notices of motions for the Session

2.15 Notices of motions to be included on the business paper for the first day of the session are to be in writing and be received **by 6 August 2021**.

2.16 Notices should be emailed to the Diocesan Secretary at synodbusiness@sydney.anglican.asn.au with the subject field stating “Notice of motion” or posted to the Diocesan Secretary at “PO Box Q190, QVB Post Office, SYDNEY NSW 1230” and endorsed “Notice of motion”.

2.17 A member of Synod may give up to 2 notices of motions in this manner.

2.18 A notice of a motion should be brief and to the point, it should not contain argument, it should not have a long preamble or be written as a speech, and it should not contain material which is unbecoming or defamatory.

2.19 If in doubt about the form of a motion, try to find a precedent from the resolutions of the previous session (see [historical resolutions on SDS's website](#)) or ask the Diocesan Secretary or someone else who has experience of the business of Synod. These things need thoughtful preparation, so do not leave it until the last minute.

Questions

2.20 Questions to be tabled on the first day of the session must be sent 7 days in advance of the session (i.e., 30 August) to synodbusiness@sydney.anglican.asn.au and clearly indicated to be a Question to be addressed by the President.

2.21 Questions asked in advance of the session will be tabled on day 1, and answered on day 2. There are further opportunities to ask questions on days 2 and 3 of the session.

2.22 Questions are usually answered the day after the question is tabled or asked. The President will speak to each question unless you opt to receive a written response only. In these cases the President may still speak to your question. Answers to all questions are provided in writing in the foyer of the theatre once the President has read the answer to the Synod.

2.23 If you want to ask a question please make sure the wording of the question complies with [Standing Order](#) 6.3.

2.24 It is always helpful to provide advance notice of your question as early as possible to the Synod Secretary to allow time to prepare the answer, by emailing synodbusiness@sydney.anglican.asn.au.

2.25 Forms to give notice of [motions](#), [amendments](#) and [questions](#) may be downloaded from [SDS website](#).

Reports for the Session

- 2.26 Reports and audited accounts from approximately 50 organisations and committees etc will be tabled at the Session, on the stage behind the President; and are available to be viewed by Synod members during breaks in the session.

Circulating material relating to the business of Synod

- 2.27 A member of Synod who wishes to circulate material that relates to the business of Synod may purchase a set of Synod members' mailing labels by making written request to the Diocesan Secretary by email at diocesansecretary@sydney.anglican.asn.au or by mail at PO Box Q190, QVB Post Office NSW 1230. The Diocesan Secretary, in consultation with the President of the Synod will decline to provide mailing labels if he is not satisfied that the material relates to the business of Synod.

Attendance at Synod / Appointment of an Alternate

- 2.28 At its 2014 session, the Synod spent some time considering ways to increase the attendance and participation of members at Synod. As a consequence, the Synod –
- (a) requested members who are likely to be unable to attend and participate in any part of the next Synod session to take early action to investigate and pursue options and arrangements that will enable them to attend and participate in the whole of the session, and
 - (b) requested members who, after exhausting such avenues, are still unable to attend and participate in any part of the session to consider, in the case of parochial ministers and parochial representatives, appointing an alternate for the session or, in the case of elected or appointed members, resigning their membership to enable the election or appointment of those who can.
- 2.29 Please note that if you are a parochial minister or a parochial representative and you think it would be appropriate for an alternate to be appointed in your place for this session, the relevant notice of the appointment needs to be received by the Diocesan Registrar at least 7 days before the commencement of the session (i.e., By **30 August**). Contact the Deputy Registrar, Mrs Catherine Rich, on 9265 1526 or at registry@sydney.anglican.asn.au if you need more information about appointing an alternate.

3. Arrangements for the consideration of business during the sessions

President of the Synod

- 3.1 Archbishop Kanishka Raffel is the President of the Synod.

Synod procedures, constituting Acts and principal ordinances

- 3.2 Useful information about the Synod can be accessed on SDS's website at www.sds.asn.au/synod. This includes, for example, the rules by which members may table reports and circulate printed material.
- 3.3 The Acts of Parliament by which the Anglican Church is constituted in New South Wales and the latest version of the principal ordinances of the Synod can be accessed on SDS's website under [Acts, Ordinances & Regulations](#).
- 3.4 The [Synod Standing Orders Ordinance 2019](#) (the **rules**) set out the processes and rules of debate and business in the Synod.
- 3.5 By resolution 19/07, the Synod requested that the "Synod Survival Guide, 5th Edition" prepared by Dr Robert Tong AM be provided to newly elected members. Dr Tong's booklet is available from the Diocesan Secretary on request or can be downloaded from <http://acl.asn.au/guide/>.
- 3.6 "[A Brief Guide to Synod Rules](#)" provides a summary of the key business rules, and is intended to be used as an easy guide to Synod procedures. The Guide is available on the [Synod page](#) of the SDS website, in [A5 Booklet format](#) and in [A4 format \(larger print\)](#).
- 3.7 You can read a [summary of the proceedings](#) of past sessions on SDS's website.

4. Logistical arrangements for both sessions

COVID-19 restrictions and Health requirements

- 4.1 Anyone displaying any symptoms of COVID-19, or having recently travelled to any hotspot, or who for any reason is required to self-isolate, should not attend Synod. Any person who has undergone a COVID-19 test must self-isolate until they receive a result clearing them.

- 4.2 The Synod is a large gathering, meeting while the COVID-19 pandemic is still a concern shaping the freedoms of everyone in our community. We will only meet if able to do so lawfully, in accordance with the relevant Public Health Orders.
- 4.3 Given the continuously changing nature of restrictions, we do not expect to finalise our processes for meeting in a COVID-safe manner until closer to the date. However, we expect that –
- (a) any papers handed out will be handled exclusively by staff (as opposed to ‘passed along the line’ by Synod members),
 - (b) members will be discouraged from socialising in large groups and seating will be socially distanced.
- 4.4 Some of these requirements will affect the flow of business, and will certainly be a frustration to those desiring to fellowship with Synod friends; however, these are necessary for the protection of members and the wider community. Given that Health restrictions are constantly changing, we expect to confirm all special arrangements closer to the time.

Meals

- 4.5 There are numerous restaurants and cafes surrounding the ICC within easy walking distance, notably in Harbourside shopping centre, the Darling Quarter, Darling Square, Chinatown, the cafes and restaurants along Cockle Bay Wharf and Darling Park. To prevent the closest of these being overrun with Synod members, please consider walking slightly further afield to allow those with mobility issues easier access to meals nearby.
- 4.6 Members are allowed to consume food and drink in the theatre.

Public Gallery

- 4.7 There will be a public gallery during the entirety of the session.
- 4.8 Given that Health restrictions are constantly changing, we expect to confirm any special arrangements closer to the time.

Further information

- 4.9 Further information on matters such as Synod procedures, parking, special arrangements for COVID concerns, business before the Synod, the election processes, etc will be provided in further communications as we approach the commencement of the session.

5. Notice of elections for this Synod Session

Elections to be conducted

- 5.1 The elections for offices to be conducted during the second session of the 52nd Synod in September this year are set out in the Schedule of Elections Required (see separate Schedule).
- 5.2 In the Schedule of Elections –
- (a) the relevant organisations are listed in alphabetical order,
 - (b) the names of retiring members are shown with their attendances at meetings during the year to 30 June 2021, and the year in which the person was first elected to the office, and
 - (c) beside the name of a retiring member we identify whether or not there is good reason to believe the member is willing to be nominated for re-election by marking “Y” or “N”.

Statement of qualifications, skills, experience and adequacy of gender balance

- 5.3 As part of the Election Return process, the chair, secretary or other responsible officer of each board, council or committee which has a position to be filled by a Synod election was invited to submit a statement as to –
- (a) the qualifications, skills and experience sought in any person elected, and
 - (b) the adequacy of the gender balance on the board, council or committee.
- 5.4 The statements submitted are set out at item 6.

Disqualifying circumstances

- 5.5 Under rule 3.2(3A), a member may not knowingly nominate for election a person who is –
- (a) an insolvent under administration,

- (b) of unsound mind or a person whose person or estate is liable to be dealt with in any way under the laws relating to mental health or is otherwise incapable of acting,
 - (c) disqualified from managing a corporation within the meaning of the *Corporations Act 2001*,
 - (d) disqualified from being a responsible entity of a registered entity by the Commissioner of the Australian Charities and Not-for-profits Commission,
 - (e) convicted of an offence punishable by imprisonment for 12 months or more, or
 - (f) subject to a recommendation from a Tribunal or the Adjudicator under the *Ministry Standards Ordinance 2017* (or from a comparable Tribunal or body in another diocese or church) that he or she be prohibited from holding the office or should be removed from the office.
- 5.6 While members are not required to make active enquiries as to whether any of the above disqualifying circumstances apply to potential nominees, if a member knows that any of these circumstances apply to a person, that person must not be nominated for election.
- 5.7 Under rule 7.1(2A), if the Diocesan Secretary receives notice that a person subject to a disqualifying circumstance has been nominated for election and is subsequently elected, the person's office will be treated as vacant upon the later of the date of the election and the date such notice is received.

Invitation to make Nominations

- 5.8 Members are invited to make nominations of persons for each of the elections to be conducted. The closing time for the making of nominations is **5:00 pm on Monday 26 July 2021**.
- 5.9 In making a nomination, members should consider any applicable Statement of qualifications, skills, experience and gender balance set out at item 5. Members should also ensure they do not nominate a person they know is subject to one of the disqualifying circumstances referred to at item 4.5 above.
- 5.10 Under rule 3.2(2) of the Schedule to the *Synod Elections Ordinance 2000*, a nomination is –
- (a) to be in writing, and
 - (b) to specify the office for which the nomination is being made, and
 - (c) to specify the name of, and a postal and email address for, the nominee, and
 - (d) to specify the details of the qualification held by the nominee, where a particular qualification is required for election to the office, and
 - (e) to be signed by 2 members of the Synod, other than the nominee, as nominators, and
 - (f) to contain a certification from at least one of the nominators that the nominee has consented to the nomination, and

Note: it is sufficient grounds for one of the nominators to certify that a retiring person has consented to the nomination if, in the Schedule of Elections Required, the willingness of the person to be nominated is indicated with a 'Y' next to his or her name.
 - (g) if the nominee is a lay person, to contain a certification from at least one of the nominators that the nominee has consented to his or her name, contact details and any other personal information that is reasonably necessary for the proper administration of the Synod and the Diocese being collected, used and disclosed by the Registrar for these purposes, and

Note: the proper administration of the Diocese includes any act or practice which is performed pursuant to or under an ordinance or resolution of the Synod or the Standing Committee, or reasonably necessary to give effect to an ordinance or resolution of the Synod or the Standing Committee, or a discharge of the duties or exercise of the powers and authorities of the Archbishop however arising, and the proper administration of Synod includes any act or practice which is undertaken by the Diocesan Secretary in the course of administering the Synod.
 - (h) if the nomination is for an office on a board or council which is a body corporate, to contain a certification from at least one of the nominators that the nominee is willing to sign the statement of personal faith set out in Appendix 3 to the *Governance Policy for Diocesan Organisations*, and, if elected, will do so before attending any meeting of the board or council held after the election, and

Note: a copy of the [Governance Policy for Diocesan Organisations](#), can be found on SDS's website at www.sds.asn.au under Synod then Policies of the Synod.
 - (i) to contain an email address for acknowledgement of the nomination.
- 5.11 A nomination which does not comply with rule 3.2(2) is invalid except that –
- (a) an error in the specified postal or email address for the nominee does not of itself invalidate a nomination, and

- (b) the failure to provide a postal or email address for the nominee does not of itself invalidate a nomination if the Registrar already holds a postal or email address, as applicable, for the nominee.
- 5.12 A nomination form is contained in item 7 although any document which complies with rule 3.2(2) is in order.
- 5.13 Nominations are to be delivered by post to “The Secretary of Synod, PO Box Q190, QVB Post Office, SYDNEY, NSW 1230” and endorsed “Nominations” or as a scanned email attachment to synodelections@sydney.anglican.asn.au with the subject field of the email stating “Nominations”.
- 5.14 We must receive nominations (by post or email) no later than **5:00 pm on Monday 26 July 2021**.

Provisional Notices of Contested and Uncontested Elections

- 5.15 Under rule 3.2A(1), a Provisional Notice of Contested Elections will be posted on the SDS website by **Monday 2 August 2021**. This notice –
 - (a) advises when the number of persons nominated for an election exceeds the number of persons to be elected, and
 - (b) specifies the name and nominators for each nominee and, if applicable, the year in which the nominee was first elected to the office, and
 - (c) invites the submission of a précis setting out the relevant qualifications, skills, experience and Christian ministry involvement of each nominee for the election.
- 5.16 Under rule 3.2A(2), a Provisional Notice of Uncontested Elections will also be posted on the SDS website by **Monday 2 August 2021**. This notice –
 - (a) advises when the number of persons nominated for election to an office does not exceed the number of persons nominated, and
 - (b) specifies the names of the persons nominated.

Invitation to submit précis for provisionally contested elections

- 5.17 A précis of a nominee in a provisionally contested election may be delivered to the Synod Secretary no later than **5:00 pm on Monday 16 August 2021** to the postal or email address referred to at item 5.13 above.
- 5.18 Under rule 3.3(1) a précis of a nominee is –
 - (a) to be not more than 35 words in length, and
 - (b) to be signed by the nominee.

Withdrawal of Nomination

- 5.19 Under rule 3.4, a nominee may withdraw from an election if written notice signed by the nominee and delivered to the postal or email address referred to at item 4.13 above is received by the Synod Secretary no later than **5:00 pm on Monday 16 August 2021**.

Notices of Contested and Uncontested Elections

- 5.20 Under rule 4.1, a Notice of Uncontested Elections will be posted on the SDS website as soon as practicable following the Precis Closing Day (**Monday 16 August 2021**). This notice –
 - (a) advises when the number of persons nominated for election to an office does not exceed the number of persons nominated, and
 - (b) specifies the names of the persons nominated.
- 5.21 Any contested elections will be undertaken in the weeks following 16 August 2021 in accordance with the rules for the conduct of elections using online ballots, set out in the second schedule of the [Synod Election Ordinance 2000](#).

6. Statement of qualifications, skills, experience and gender balance

(proposed by the chair, secretary or other responsible officer of a board, council or committee which has a position to be filled by a Synod election)

ANGLICAN CHURCH PROPERTY TRUST DIOCESE OF SYDNEY

91% male Board membership. There is room to improve gender balance with vacancies. Members with legal skills are likely to retire over the next medium term. So a female lawyer would enhance board skills and experience.

ANGLICAN COMMUNITY SERVICES (ANGLICARE)

Mature, collaborative Christians: (1) Rector familiar with Anglicare's services; (2) Experience in finance, investment, and risk management, and knowledge of aged care and/or community services, (3) both with governance experience. At least one woman to improve gender balance.

ANGLICAN NATIONAL SUPERANNUATION BOARD

A board member must have the ability to use their contacts, business knowledge and communication skills to promote the growth of Anglican Super. There are at least 8-12 meetings a year with occasional mid-meeting work.

ARDEN ANGLICAN SCHOOL COUNCIL

Our gender balance is adequate. Skills desired are in the fields of engineering or architecture or finance or accounting or education or ICT.

CAMPBELLTOWN ANGLICAN SCHOOLS COUNCIL

Seeking finance, accounting, or risk management professionals experienced in or who have a passion for Anglican education, serving the growing population of western Sydney. We desire to increase the percentage of women on Council.

EVANGELISM AND NEW CHURCHES

Understanding of church governance, diocesan ethos, a heart for evangelism and innovative thinking. Gender balance – at least one elected member to be female.

THE COUNCIL OF THE ILLAWARRA GRAMMAR SCHOOL,

TIGS is blessed with a Council offering diverse skills and gifts representing a broad cross section of the School community and beyond. There is a gender imbalance on Council which is being addressed.

MOORE THEOLOGICAL COLLEGE COUNCIL

Corporate, academic or student recruitment and placement experience appropriate for the Governing Board of a Theological College required to comply with the Higher Education Standards Framework 2015. Gender balance is under active consideration.

ST ANDREW'S HOUSE CORPORATION

Members should be committed Christians with an interest in property. There is currently only one woman so additional females would be valuable. The Board seeks members with significant understanding and experience of the diocesan context.

ST CATHERINE'S SCHOOL, WAVERLEY, THE COUNCIL OF

Demonstrated Christian commitment, character and leadership. Skills and experience: theology, governance, finance and accounting, planning, risk management, education, law. There are currently five women and six men on the council.

SYDNEY ANGLICAN LOANS BOARD

Candidates with lending, property, financial, legal or parish management skills are desirable. There is currently one lay and one Archbishop appointed vacancy. Female and male applicants are welcome.

TARA ANGLICAN SCHOOLS FOR GIRLS, COUNCIL OF

Under 35 years old, non-Caucasian descent. Experience as a senior educator or leader in a school. Alternatively in engineering, fundraising or philanthropy. Female. Old girl or past parent of the school.

TRINITY GRAMMAR SCHOOL, THE COUNCIL OF

Council seeks persons with skills contributing towards sound governance and fulfilment of its mission with knowledge of the School and appropriate experience in School affairs. Gender balance is kept under regular review and addressed appropriately.

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7. Nomination Form for 2021 Synod Elections

Election No.
(from Schedule)

Nominations close at 5:00 pm on Monday 26 July 2021

Note: A failure to complete the details and certification required by this form will render the nomination invalid.

We nominate (full name of nominee)

Postal address (of nominee)

Residential suburb

Email address (of nominee)

Qualification (if required for the election)

For (name of Committee, Board, Council, etc)

First Nominator's

Signature Parish *

Print Name

Second Nominator's

Signature Parish *

Print Name Date

* If not a parish representative, specify the Part of the Synod Membership Ordinance 1995 under which the proposer or the seconder is a member of the Synod.

Email address for acknowledgment of nomination

Certificate

I certify that –

- (a)(insert name of nominee) consents to the nomination[†], and
- (b) if the nomination is for an office on a board or council which is a body corporate, the nominee is willing to sign the statement of personal faith set out in Appendix 3 to the Governance Policy for Diocesan Organisations passed by the Synod on 20 October 2014, as amended from time to time, and, if elected, will do so before attending any meeting of the board or council held after the election.^{††}
- (c) if the nominee is lay person, the nominee has consented to their name, contact details and any other personal information that is reasonably necessary for the proper administration of the Synod and the Diocese being collected, used and disclosed by the Registrar for these purposes. ^{†††}

First or Second Nominator's Signature

[†] It is sufficient grounds for one of the nominators to certify that a retiring person has consented to the nomination if, in the Schedule of Elections Required, the willingness of the person to be nominated is indicated with a 'Y' next to his or her name.

^{††} A copy of the Governance Policy for Diocesan Organisations can be found at www.sds.asn.au under Synod then Policies of the Synod.

^{†††} The proper administration of the Diocese includes any act or practice which is performed pursuant to or under an ordinance or resolution of the Synod or the Standing Committee, or is reasonably necessary to give effect to an ordinance or resolution of the Synod or the Standing Committee, or a discharge of the duties or exercise of the powers and authorities of the Archbishop however arising, and the proper administration of Synod includes any act or practice which is undertaken by the Diocesan Secretary or the Secretary of the Synod in the course of administering the Synod.

Acknowledgment of Nomination

(for office use only)

The Nomination of

Email address

For (Name of Committee, Board, Council, etc.)has been received. Election No.....

For and on behalf of the Secretary of Synod

..... Date