

## MEMORANDUM

**Date:** 9 May 2018  
**To:** **Electoral College Members**  
**From:** **Jeremy Johnson, Chancellor**

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### ELECTORAL COLLEGE - STANDING ORDERS

#### Introduction

1. Accompanying this memo is a draft of Standing Orders (SOs) for the Electoral College which have been reviewed and approved by the Arrangements Committee and have also been the subject to comment from Standing Committee.
2. The purpose of this memo is to outline the framework of the SOs to assist members of the Electoral College in understanding them.
3. The adoption of these SOs will be one of the first matters dealt with by the Electoral College when it meets. If any member has any concerns, questions or amendments to the SOs please e-mail me first.
4. In drafting these, regard was had to the SOs used by Auckland and Dunedin for their recent electoral colleges.

#### Framework of the SOs

5. The SOs are designed to facilitate the work of the Electoral College and to set out ground rules. They do this by:
  - a. setting out the membership of the College, who may attend and how disputes as to membership are resolved;
  - b. requirements for candidates;
  - c. when and where the College sits and the quorum needed;
  - d. what process will be followed before the College (which is deemed to be approved by the College) in particular:
    - i. approving the work of the Arrangements Committee;
    - ii. providing for the circulation of information to members prior to the College;
  - e. creating a set of rules for procedural motions;
  - f. creating a framework for:
    - i. the introduction of Initial Candidates (those proposed before the College);
    - ii. debate, prayer and voting on those candidates;
    - iii. the automatic elimination and voluntary withdrawal, of candidates;

- iv. balloting;
  - v. the introduction of candidates on the day;
  - vi. steps to be taken when a nomination occurs; and
  - vii. adjournment of the College if no outcome is reached;
- g. the maintenance of confidentiality of the deliberations of the College.
6. In terms of the detail of the SOs it is best to look at it part by part.
7. Part 1 sets out:
- a. the purpose of the College;
  - b. that the SOs apply subject to Title A Canon I;
  - c. that the President, after consultation with the Chancellor, will determine issues of interpretation of the SOs and any matter not dealt with in the SOs;
  - d. the definitions used – of particular note are:
    - i. members of the College are those who vote at the Diocesan Synod; and
    - ii. the definition of candidate means lay people can be candidates as well – that is consistent with Title A Canon I which only requires ordination as a priest prior to ordination – not election - as a bishop.
8. Part 2 sets out:
- a. the role of the Commissary to act as President;
  - b. those may attend the College but not vote;
  - c. that issues of membership get determined by the Commissary after taking advice from the Chancellor;
  - d. that candidates who are Members may not attend the College;
  - e. that the quorum is the President and ½ each of the Clerical and Lay Members; and
  - f. that the President determines sitting times and places but the College itself may resolve to adjourn.
9. Part 3 provides:
- a. for the creation of an Arrangements Committee which will:
    - i. set the date for candidates to be proposed and seconded
    - ii. decide what information is circulated about the candidates;
    - iii. arrange for a video interview of each candidate as well as obtaining police checks and 'safe to receive' letters;
    - iv. placing information about the candidates on the Diocesan website accessible through a secure portal for Members of the College;
  - b. no person on the Arrangements Committee may propose or second a candidate or be a candidate;
  - c. for information to be circulated six weeks prior to the College.

10. Part 4 sets out the process for Procedural Motions – such as the amendments of the SOs. This is similar to the usual Synodical process except that no division or ballot may be called.
11. Part 5 is crucial as it sets out the process for debate and balloting. SO34 sets out the proposed sequence. In essence what happens is:
  - a. there is an introduction of the Initial Candidates;
  - b. there is then a conference followed by prayer and two ballots;
  - c. after two ballots low polling candidates (this has been initially set at less than 10% of the vote in each house but will be revised once the number of candidates is known) are eliminated and candidates may be withdrawn;
  - d. there is then a further conference followed by two more ballots;
  - e. after the fifth ballot then:
    - i. Further Candidates may be introduced if 67% of the College agrees at which point the process is repeated; or
    - ii. the College may adjourn to a future date.
12. This Part also sets out:
  - a. proposers have seven minutes;
  - b. seconders have five minutes
  - c. a seven minute interview of each candidate is selected;
  - d. members may only speak once during any conference and for only three minutes;
  - e. the houses may deliberate separately if they wish; and
  - f. the rules for ballots – of note the scrutineers cannot propose or second candidates or be candidates.
13. Part 6 then sets out the process for nomination. Nomination occurs when:
  - a. a candidate gets a majority in both houses; or
  - b. where there is only one candidate a majority in both houses votes to confirm the nomination.
14. There is then a process to be followed on nomination (such as destruction of the ballot papers and closing of the College). If the candidate nominated was introduced as a Further Candidate then the Primates are not informed of the nomination until satisfactory 'safe to receive' and police checks are obtained.
15. Part 7 sets out the process for adjourning and reconvening the College in the event there is an inconclusive result. This can only be done by a procedural motion so a majority in both houses must agree.
16. Part 8 deals with miscellaneous matters the most important of which is the obligation of confidence relating to the deliberations of the College.