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ARCHBISHOP ELECTION SYNOD 2025

# NEWSLETTER 1

15 APRIL 2025



## Administrator's Notice of Meeting

Attached to this newsletter is the notice of an Election Synod meeting from the Administrator, the Right Reverend Genieve Blackwell, in accordance with Section 26(6) of the *Archbishop Election Act 2022* of the Election Synod.

## Dates, Times & Location

The Election Synod will be held in person at St Paul's Cathedral, Melbourne.

### Friday 23 May 2025

Eucharist Service to start at 6:30pm  
Meeting to commence at 8:00pm, finishing no later than 10:30pm

### Saturday 24 May 2025

Arrive at 9:00 am for a 9:30am start, finishing no later than 5:30pm

### Additional dates if necessary

*Mon 26 and/or Tues 27 May 2025*  
7:00pm start, finishing no later than 10:30pm

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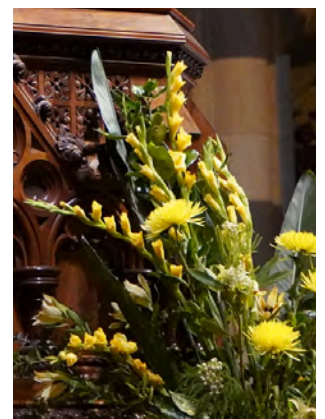
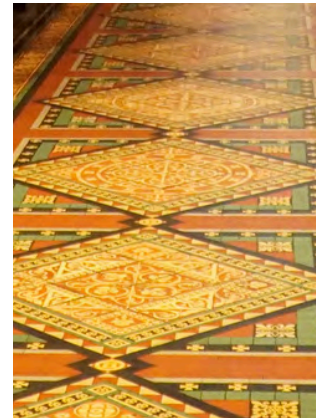
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 [synod@melbourneanglican.org.au](mailto:synod@melbourneanglican.org.au)

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## Key Deadline

**Tuesday 20 May 2025 @ 5:00pm**

Closing date and time for submission of

- Notices of apology and attendance of alternate lay representatives
- Applications for online attendance due to medical condition or disability



## **Election Synod Member Lists**

The list of the clergy and lay members of the Election Synod have been published to the ADOM Portal. The eligibility criteria may be found in section 2 of the *Archbishop Election Act 2022*.

## **Registration & Name Lanyards**

You must register your attendance upon arrival at the Cathedral each day by signing the attendance register.

You will be given a name lanyard which must be worn at all times throughout the Election Synod. These name lanyards will also be used as voting bats for motions, if required.

Please allow sufficient time to register prior to each meeting day.

## **Apologies & Alternates**

Clergy and ex officio lay members should provide apologies to the Administrator by emailing [synod@melbourneanglican.org.au](mailto:synod@melbourneanglican.org.au).

Parish lay representative members should provide apologies in writing directly to the clergy person in charge of their parish.

When the clerk in charge of the parish has definite knowledge that a lay member will be absent from the Election Synod, they must certify in writing to that lay representative, the Administrator ([synod@melbourneanglican.org.au](mailto:synod@melbourneanglican.org.au)) and the alternate lay representative that:

## **Disability Support Services**

Please advise Pauline Caruana (Head of Synod Arrangements and Registry Services) as soon as possible if you require support to attend the Election Synod. This includes requests for disability parking.

## **Online Attendance for People with Disabilities and Medical Conditions**

Election Synod members with disabilities/medical conditions that prevent them from attending the Election Synod in person must complete an application form to attend online by no later than 20 May 2025.

This application form must be accompanied by a medical certificate and signed statement by the applicant and their designated carer/support person, if applicable.

Once completed, please email to [synod@melbourneanglican.org.au](mailto:synod@melbourneanglican.org.au)

[Application Form](#)

1. The lay representative will be absent and,
2. The alternate lay representative is on the electoral roll of the parish/congregation and will be the replacement representative for the entire election Synod.

Notifications regarding alternates are to be received to [synod@melbourneanglican.org.au](mailto:synod@melbourneanglican.org.au) by no later than **5.00pm on Tuesday, 20 May 2025**.



[synod@melbourneanglican.org.au](mailto:synod@melbourneanglican.org.au)



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## Observers, Visitors & Media

Observers, visitors and media are not permitted as the Election Synod is closed to the public, will not be livestreamed, and may only be attended by:

- Election Synod members
- Members and the Secretary of the Board of Nominators who are not election Synod members
- Such assistants as the Registrar of the Diocese thinks necessary for the proper conduct of the meeting.

## Reference Documents

The *Archbishop Election Act 2022* and the *Standing Orders* are the key reference documents. These are available via the links on the [Synod legislation webpage](#).

You will also find at the end of this newsletter [a flowchart](#) prepared by the Board of Nominators which represents the election process. Its been helpfully created to aid understanding of the relevant legislation but should not be considered a substitute for the legal text.

The Registrar provided an overview of the Archbishop election process in June 2024 and a recording of this presentation is available [here](#) and the transcript [here](#).

The Board of Nominators have communicated several times with Election Synod members and you may review these communications on their [website](#).

## Balloting Arrangements

### Electronic Voting

For the first time in the Diocese's history, balloting for the Election Synod will be conducted electronically using the online system *OpaVote*. Some members will recall that this is the system that was successfully used to vote for members of the various boards in 2023.

Please watch this [video](#) to see how it will work.

To vote, you will need to bring along your own fully charged device that can connect to the internet and from which you can access the email account that you have registered with the Diocese (the one to which you received this newsletter). If possible, please also bring backup power supplies but we will also have charging stations available.

We will shortly be sending you a survey to ensure that we have your correct email address and to check that you have access to a suitable device. We will have a limited number of devices available at the election Synod for those who don't have a device or in case of malfunction.

*Balloting Arrangements continued...*

## Distribution of Materials

It is anticipated that confidential information about the candidates from the Board of Nominators will be distributed to members at least one week prior to the Election Synod.

Members are reminded of [Standing Order 3](#) in relation to the distribution and display of materials to members.

Requests to distribute materials should be emailed to the Synod team as far in advance as possible to allow time for approval to be sought from the Synod Business Committee.

## Testing, practice and support

On Monday, 12 May 2025, there will be a series of short technical briefings held on Teams at 10.30am, 1.00pm and 5.30pm (see invitation links to the right) to run through the process particularly for those who feel they may need some extra technology support and practice. Members will be able to ask questions in the briefing.

To complement other testing, in the week prior to the election Synod, it is requested that all members vote in **at least one** of the practice ballots that will be held.

You will receive voting links by email at the times listed (see below). You will have 15 minutes to vote. We will contact any member that does not vote to provide support.

At the election Synod itself a practice ballot will be held.

*Balloting Arrangements cont.*

Members will be issued with paper ballot forms upon registration so that if either an individual cannot vote electronically or if the entire electronic balloting system does not work (for example, in the unlikely event that Opavote was to go offline), balloting will proceed manually.

Further details can be found in the [Election Synod 2025 - Electronic Elections and Voting on Motions Protocol](#).

### Tech Briefing Links - Monday 12 May

[10:30 am Briefing](#)

[1:00 pm Briefing](#)

[5:00 pm Briefing](#)

### Practice Ballot Dates & Times

**Tue 13 May @ 1:00 pm**

**Wed 14 May @ 5:30 pm**

**Thur 15 May @ 10:00 am**

## Questions

Please email enquiries to the Synod Arrangements team [synod@melbourneanglican.org.au](mailto:synod@melbourneanglican.org.au).

## FAQ

A bank of answers to frequently asked questions has been created on the Election Synod page of the [ADOM Portal](#). We will be adding to this as new questions are received.

## Transport & Parking

There is limited access to the Cathedral by car and no onsite parking (except for pre-booked disability parking) so if you do drive, the closest public carparks are at Flinders Gate and Federation Square.

The Cathedral is diagonally opposite Flinders Street Station for easy access by public transport. Tram routes 1, 3/3a, 5, 6, 16, 64, 67, 70, 72, 75 and the free City Circle tram stop out the front of the Cathedral.

## Refreshments & Saturday Lunch

At evening sittings, basic tea, coffee and biscuits will be provided and on Saturday, barista-made tea, coffee and hot chocolate will be available at no charge with light refreshments available at a small charge.

An hour will be provided for lunch on Saturday. To save time, it is recommended that you bring a packed lunch which may be eaten in the Cathedral or the Barbara Darling room. Please place any coffee cups and rubbish in the bins provided.

## Parish Lay Representative Vacancies

Vacancies cannot be filled now in the lead up to the Election Synod.

After the new Archbishop is elected, there will be a mandate issued for a General Election for new lay representatives for the 55<sup>th</sup> Synod.

## Important Links



**Contact Email** [synod@melbourneanglican.org.au](mailto:synod@melbourneanglican.org.au)

**Board of Nominators Website** [www.boardofnominators.org.au](http://www.boardofnominators.org.au)

**Synod Legislation** [www.melbourneanglican.org.au/governance-synod/synod-legislation/](http://www.melbourneanglican.org.au/governance-synod/synod-legislation/)

**ADOM Portal** [www.adomportal.au](http://www.adomportal.au)

**Standing Orders** [www.melbourneanglican.org.au/wp-content/uploads/2024/01/Standing-Orders\\_Melbourne-Diocesan-Synod-12-October-2023.pdf](http://www.melbourneanglican.org.au/wp-content/uploads/2024/01/Standing-Orders_Melbourne-Diocesan-Synod-12-October-2023.pdf)

**Application Form** For online attendance for people with disabilities and medical conditions  
<https://www.melbourneanglican.org.au/wp-content/uploads/2025/03/Application-Form-Confidentiality-Agreement-for-Online-Participation.docx>

**Archbishop Election Process**

Flowchart: [www.boardofnominators.org/election-process](http://www.boardofnominators.org/election-process)

Recording: [www.vimeo.com/1071276123/daabba915d](https://www.vimeo.com/1071276123/daabba915d)

Transcript: [www.melbourneanglican.org.au/wp-content/uploads/2025/04/Archbishop-election-process-speech-1-June-2024-Final.pdf](http://www.melbourneanglican.org.au/wp-content/uploads/2025/04/Archbishop-election-process-speech-1-June-2024-Final.pdf)

**Balloting Video** [www.vimeo.com/1072023268](https://www.vimeo.com/1072023268)

**Technical Briefings** All meetings held via Microsoft Teams. You do not need to log in. You can join using the applicable meeting ID and passcode.

**Monday May 12** [www.microsoft.com/en-au/microsoft-teams/join-a-meeting](https://www.microsoft.com/en-au/microsoft-teams/join-a-meeting)

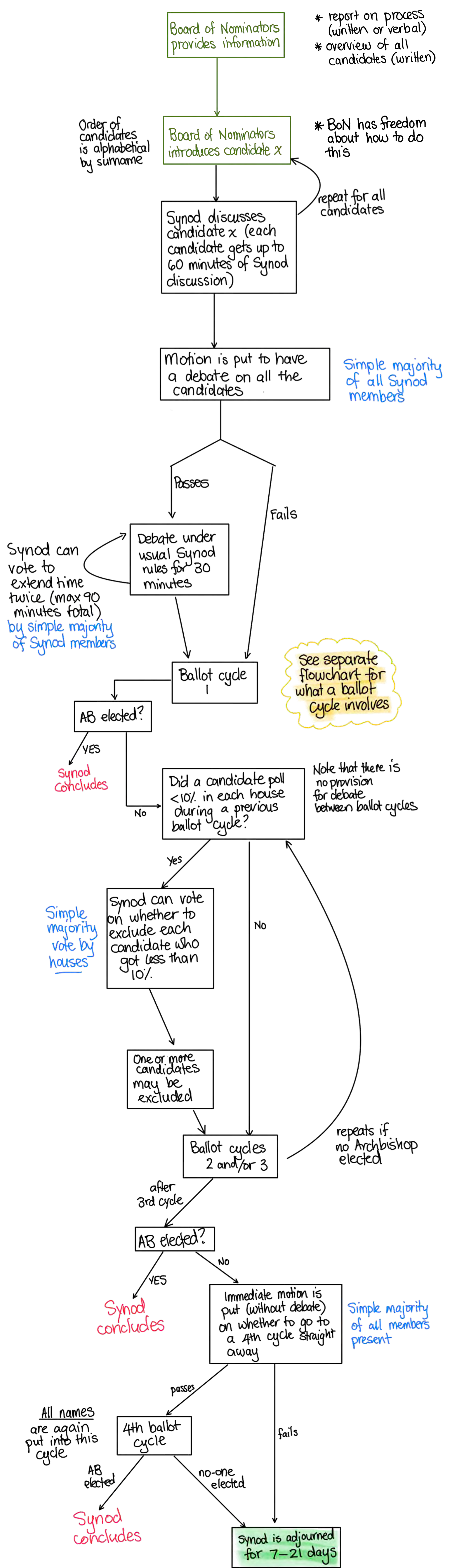
**Meeting 1 - 10:30 am**  
 Meeting ID: 479 673 765 709  
 Passcode: RF6m4mi6

**Meeting 2 - 1:00 pm**  
 Meeting ID: 478 423 047 718  
 Passcode: YV9vw9uV

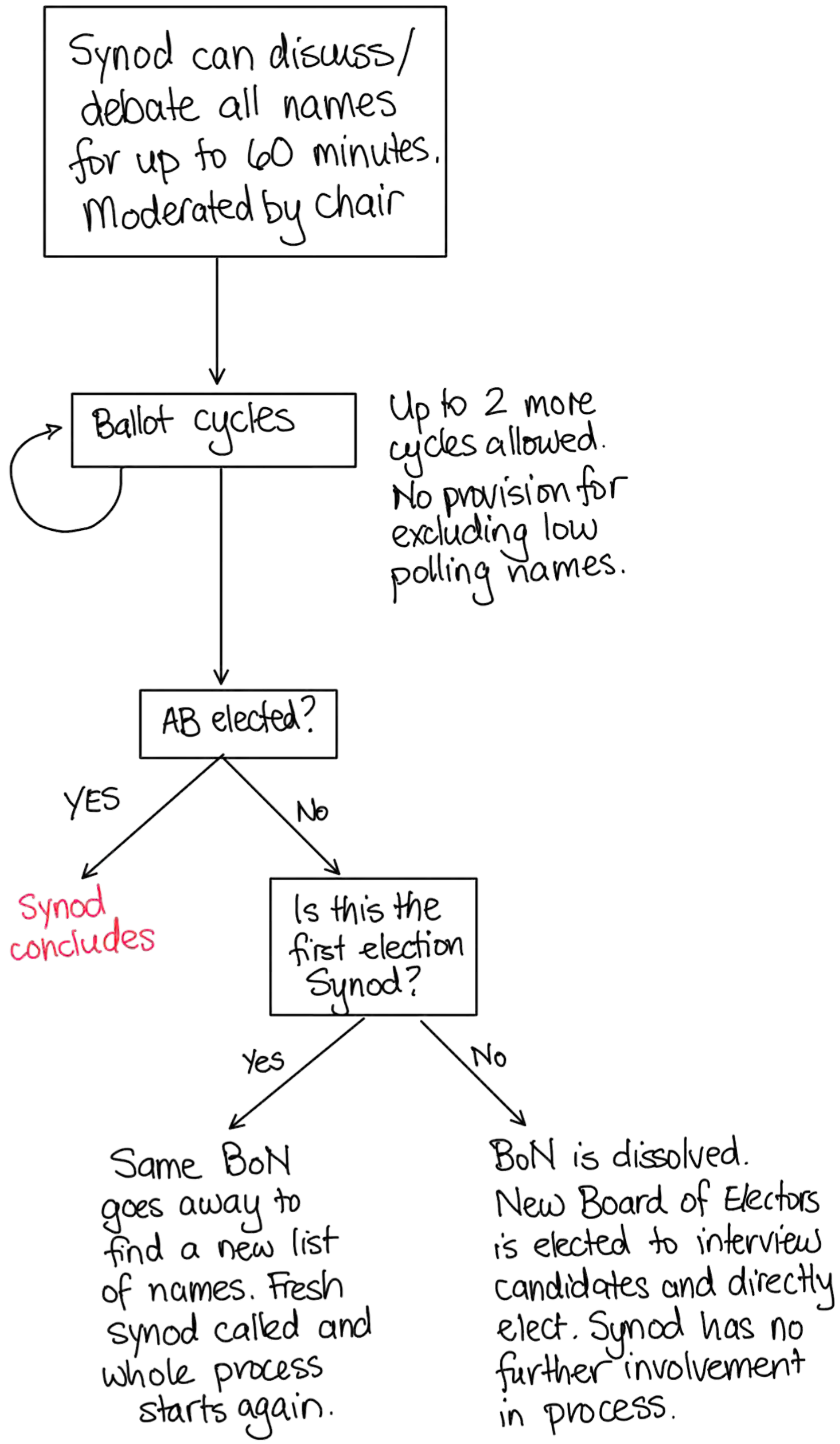
**Meeting 3 - 5:00 pm**  
 Meeting ID: 411 178 445 088  
 Passcode: VQ2nK3i6

**Please contact the Synod Arrangements team if you have any trouble accessing the resources above.**

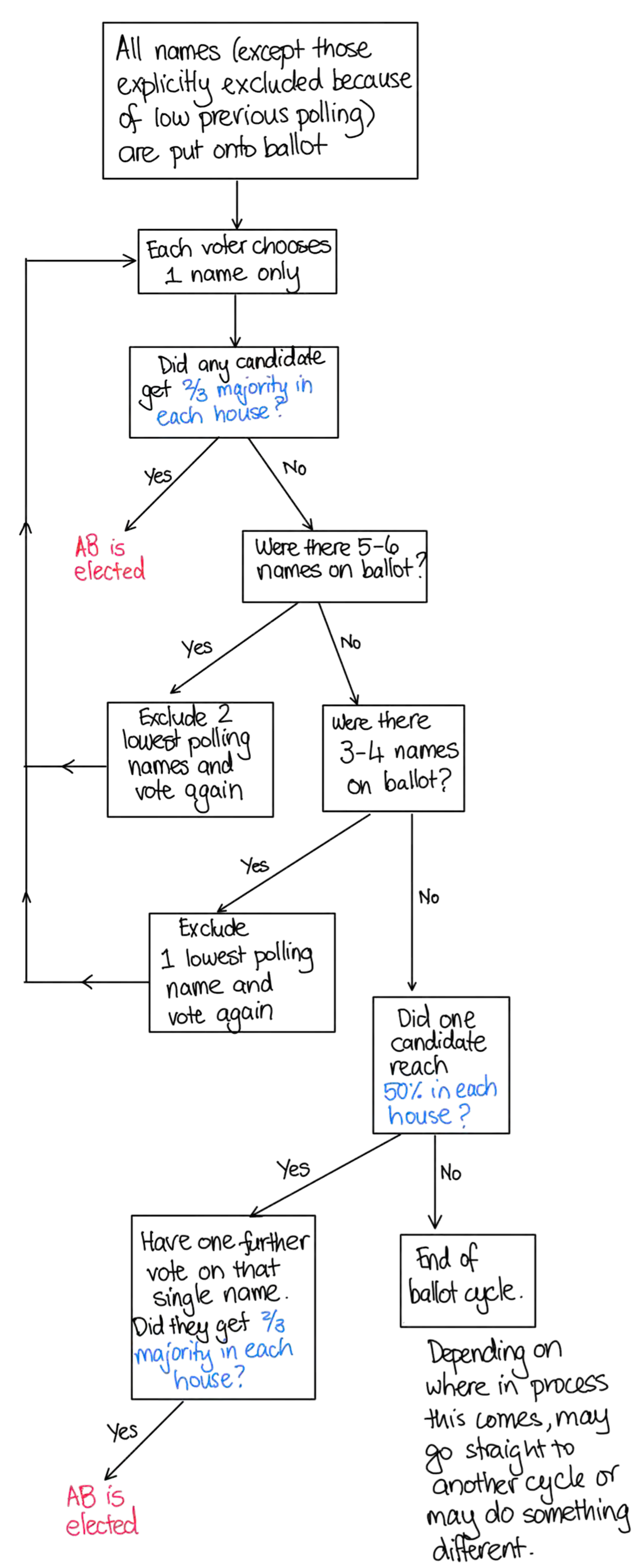
# Election Synod



# Synod resumes after 7-21 day adjournment



# Ballot Cycle



## NOTES

- ① During balloting cycles, chair must go to each new vote with no more than 10 minutes delay
- ② Counts must be communicated to the whole Synod as soon as they are known
- ③ Synod members can request a delay in voting of up to 45 minutes. They must move a motion (prorogued for in Clause 36(3) of AB Election Act) which must be passed by 2/3rds majority of all Synod members present
- ④ There is no provision for debate or discussion during balloting cycles or between cycles except at the start of a new day after an adjourned Synod is reconvened.