

Anglican Church of Australia Diocese of Sydney

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28 August 2024

Further arrangements and election information: Second Session of the 53rd Synod

2nd circular to Synod Members

Key Points

- The second session of the 53rd Synod is scheduled to commence on Saturday 14 September 2024 at Rouse Hill Anglican College, with the remainder of the session (16-18 and 23-24 September 2024) to be held at the Wesley Theatre on Pitt Street. Each sitting day will start at 3:15 pm (doors open at 2:15 pm).
- [Synod in the Greenfields](#): on Saturday 14 September 2024, the Synod Service will commence at 11:00 am at Rouse Hill Anglican College, followed by lunch together at 12:30 pm, tours of local Greenfields sites and a Ministry expo from 1:00 pm, and the commencement of the Synod session including the Presidential Address from 3:15 pm to 4:30 pm. Registration in advance is essential (see items 3.1 – 3.14).
- Documents for the Synod session are available with this circular online on the [Synod this year](#) page of the SDS website. A printable form of name tag will be sent as a separate email attachment prior to Wednesday 4 September 2024.
- Daily Papers for each day of the session will be available for members on tables near the entrance to the Wesley Theatre (and will also be available earlier in the day [online](#)). However, the business paper for the first day of the session (provided with this circular) will not be provided to members in printed form on the first day.
- The pre-Synod briefing is to be held Thursday 5 September 2024 at St Andrew's House from 6.30 pm and livestreamed via Zoom. Registration is required to attend in person (see items 2.1 - 2.8).
- Parking is available at carparks in the vicinity of the Synod venue; a discounted rate is available if parking is booked online in advance (see items 4.7 – 4.15).
- There are no contested elections at this year's Synod session. Accordingly, no ballots will be conducted at the session. The Notice of Uncontested Elections is posted on the [Synod this year](#) page of the SDS website.

The material in this circular supplements the material in the [1st circular](#) of 17 July 2024.

1. More on arrangements

Synod communications

- 1.1 This is the second communication to Synod members for this session. It is accompanied by links to the following documents on the [Synod this year](#) page of the Sydney Diocesan Services (SDS) website (www.sds.asn.au) –
 - This (2nd) circular
 - [Business Paper for 14 and 16 September 2024](#) (combined)
 - [Synod Book 1](#) (containing the Standing Committee’s report to Synod, bills for ordinances and policies, and other reports promoted by the Standing Committee by the time of its July meeting)
 - [Synod Book 2](#) (containing supplementary reports and bills promoted by the Standing Committee at its August meeting)
 - [Synod Book 3](#) (including copies of the principal ordinances and policies proposed to be amended and other background material)
 - Notice of Uncontested Elections [Part 1](#) and [Part 2](#) (see items 6.1 - 6.3)
- 1.2 Synod members will shortly receive by email a “print-it-yourself” name tag for the session (see items 1.5 to 1.7 below).

Daily Papers

- 1.3 The Business Paper for 14 and 16 September 2024 is available on the [SDS website](#). Hard copies of this document will not be provided to members on the first day of the session as part of the Daily Papers.
- 1.4 Daily Papers for each day of the session will be available in printed form on tables situated near the entrance of the Wesley Theatre. Daily Papers will also be posted on the [SDS website](#) as soon as they are finalised each day. Members are encouraged, where possible, to download and use the Daily Papers from the website.

Name tags

- 1.5 Your printable form of name tag (without the plastic holder) will be sent to you by **separate** email by Wednesday 4 September as part of this 2nd communication. Please 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 Synod venues.
- 1.6 If you have no capacity to print your name tag, please contact Nerida at nkp@sydney.anglican.asn.au **by Tuesday 10 September** so that suitable alternative arrangements can be made.
- 1.7 Please wear your name tag while at Rouse Hill Anglican College and in the Wesley Theatre.

2. Pre-Synod Briefing

- 2.1 The pre-Synod briefing for Synod members will be held on Thursday 5 September 2024 from 6:30 pm to 9:30 pm. The briefing will be held in the Diocesan Hub, Level 2, St Andrew’s House, 464-484 Kent St Sydney. Light refreshments will be provided at 8:30 pm (tea, coffee and biscuits).
- 2.2 The purpose of the briefing is to present to Synod members the key issues likely to be considered at Synod and to give members (who are present in person) an opportunity to ask questions. Please note that the briefing will not be a time for speeches by members.
- 2.3 The topics to be covered are –
 - 6:30 pm to 7:30 pm – Bills for Ordinances: Synod Standing Orders, Synod Appropriations & Allocations and Parochial Cost Recoveries, Archbishop of Sydney Election Ordinance
 - 7:30 pm to 8:30 pm – Diocesan Governance Policy
 - 8:30 pm to 9:30 pm – Review of the central organisational structures of the Diocese
- 2.4 Members are welcome to attend for any or all of the briefing; we will keep to the above timetable to facilitate members attending for a specific area of interest.

Attendance in person

- 2.5 Attendance in person is limited and will be allocated on a first come, first served basis. To attend in person, please register by completing the form at the following link **by 5.00 pm on Tuesday 3 September** - <https://www.surveymonkey.com/r/PreSynodBriefing>.

Livestream

- 2.6 To watch the livestream of the briefing, please go to the following link - <https://us02web.zoom.us/j/88318025907?pwd=3gB3MUqXoDzipRm9HIH0CJ578Patps.1>. This link will also be published on the [SDS website](#).
- 2.7 Members watching the livestream will be muted and do not require a webcam. There will be no opportunities to ask questions online.
- 2.8 The livestream will also be recorded and made available on the [SDS website](#) following the briefing.

3. Synod in the Greenfields: Saturday 14 September 2024

- 3.1 Synod will commence on Saturday 14 September at Rouse Hill Anglican College as follows –
- 10:30 am – *Morning tea*
 - 11:00 am – Synod Service
 - 12:30 pm – *Lunch*
 - 1:00 pm – Greenfields tours and Ministry expo
 - 3:15 pm – commencement of the Session with Presidential Address

Prior to the day

- 3.2 The 2024 NSW Local Government Elections will be held on 14 September; the same day as Synod in the Greenfields. Synod members are encouraged to vote early at a pre-poll centre if possible.
- 3.3 Registration for the Synod in the Greenfields lunch and activities is \$25 per person and is essential for catering and tour purposes. To register, visit <https://greenfields.sydney>.
- 3.4 Synod members may also wish to extend an invitation to others from their parish to register to attend the Synod in the Greenfields event, such as wardens or parish council members.

Transport

- 3.5 Parking is available on site at Rouse Hill Anglican College. Please use gate 5 (entry from Worcester Road), or gate 3 (for Synod members who have lower mobility; entry from Worcester Road), or park on Worcester Road or surrounds. Look for volunteers in green shirts at the gates to guide you. A parking map may be found on the [SDS website](#).
- 3.6 You may wish to carpool with others from your church or local area.
- 3.7 To travel by public transport, take the Metro to Tallawong station. The College is a flat 10 to 15-minute walk from the station. A shuttle bus expressly for Synod members will also operate from the Implexa Avenue side of the Metro station to Rouse Hill Anglican College from 10:00 am to 10:45 am. Look for volunteers in green shirts to guide you. The shuttle bus will run a return service from 4:30 pm to 5:15 pm, departing from the same area as the buses for the Greenfields tours.

Meals etc

- 3.8 Morning tea will be available for Synod members at Rouse Hill Anglican College from 10:30 am.
- 3.9 Lunch will be provided on the Saturday for those who have [registered](#). Any dietary requirements may be advised through the registration process.
- 3.10 We encourage you to bring a bottle of water.

Synod Service

- 3.11 An opening service for this Synod will be held at Rouse Hill Anglican College at 11:00 am with the Rev Graeme Howells preaching.
- 3.12 The service will include administration of the Lord's Supper. Individually packed cups and wafers will be distributed upon entry to the venue.

3.13 Members who require accessible seating at Rouse Hill are encouraged to make themselves known to synodbusiness@sydney.anglican.asn.au in advance to discuss options.

Synod Session

3.14 The Synod session will commence at 3:15 pm at Rouse Hill Anglican College. There will be a public gallery at the rear of the venue. Synod members are not to sit in the public gallery.

4. Synod session at the Wesley Theatre (from Monday 16 September 2024)

4.1 The session will continue on Monday 16, Tuesday 17, Wednesday 18, Monday 23 and Tuesday 24 September 2024 at the Wesley Theatre, 220 Pitt Street Sydney. The meeting times are as follows –

For the first Monday –

3:15 pm to 5:30 pm – afternoon session

5:30 pm to 7:00 pm – Meal Break

7:00 pm to 9:30 pm – evening session

For the subsequent days –

3:15 pm to 5:45 pm – afternoon session

5:45 pm to 7:00 pm – Meal Break

7:00 pm to 9:30 pm – evening session

4.2 The doors of the Theatre will be open to Synod members from 2:15 pm on each day.

4.3 There will be a public gallery at the rear of the Theatre. Synod members are not to sit in the public gallery.

Hearing loop and wheelchair access

4.4 If you wish to utilise the hearing loop in the Wesley Theatre or require wheelchair access, you should contact the Conference Centre Reception inside the Pitt Street entrance of the Synod venue for assistance.

Meals etc

4.5 Drinking water dispensers are located in the Wesley Theatre Foyer.

4.6 There are a number of small restaurants and cafes in the vicinity of the Wesley Centre from which you can purchase coffee or a meal at a reasonable price.

Car parking rates and times

4.7 The parking arrangements for this year are similar to previous years, although there is no discounted rate for Piccadilly Carpark (underneath Wesley Theatre). To obtain the stated price at any of the carparks, you must pre-book a space online.

4.8 The following table lists the carparks which may be suitable for Synod members. The rates provided are the standard online booking rates available to the public, correct at the time of writing.

Carpark facility	Daily public rate (booked online) 12:30 pm – 11:00 pm	Evening public rate (booked online) 5:00 pm – 11:00 pm
St Andrew's House 464 Kent Street <i>WILSON PARKING</i>	\$24	\$11
Citipark 431 Kent Street <i>WILSON PARKING</i>	\$26	\$13
383 Kent Street Carpark (Extra height for taller vehicles: 2.1m) <i>WILSON PARKING</i>	\$30	\$14

Carpark facility	Daily public rate (booked online) 12:30 pm – 11:00 pm	Evening public rate (booked online) 5:00 pm – 11:00 pm
Queen Victoria Building <i>WILSON PARKING</i>	\$35	\$12

- 4.9 Pre-booking a space does not guarantee parking in any of these carpark. Overnight parking costs extra.
- 4.10 Please note the closing time of the carpark you select. St Andrew’s House carpark closes at midnight each night during Synod.

Carpark booking procedure

- 4.11 For each carpark facility in the above table, please follow the procedure outlined below to book a spot online at the listed rates. This should be completed at least one hour before entering the carpark facility.
- 4.12 Go to <https://www.wilsonparking.com.au/book-a-bay>, and select “NSW”.
- 4.13 Select your chosen carpark and your entry (and exit) date, and the following recommended times to allow the greatest flexibility –
- (a) If you require parking prior to 5:00 pm –
Entry Time: **12:30 pm** | Exit Time: **11:00 pm**
- (b) If you require parking after 5:00 pm –
Entry Time: **5:00 pm** | Exit Time: **11:00 pm**
- 4.14 There is a one hour grace period prior to your entry time and following your exit time (pending carpark operating hours) to allow for unforeseen circumstances. Check the terms and conditions when booking.
- 4.15 Complete the payment process being careful to use a payment method that you will have with you while parking (your credit card, or Apple/Android pay device, is used as your 'pass' to enter and exit the parking facility). Please note that an Apple/Android pay device number is not the same as your physical Credit Card number.

5. Synod procedures: What you must know

Procedures generally

- 5.1 The Standing Orders are set out in the Schedule to the [Synod Standing Orders Ordinance 2019](#).
- 5.2 “A Brief Guide to Synod Rules” provides a summary of the key rules in the Standing Orders, and is intended to be used as an easy guide to Synod procedures. The Guide is available on the [Synod this year](#) page of the SDS website, in [A5 Booklet format](#) and in [A4 format \(larger print\)](#).
- 5.3 A video briefing is [available online](#), aimed at introducing new Synod members to the procedures of the Synod (recorded at the pre-Synod briefing in 2023).
- 5.4 Further information about Synod procedures is contained on the SDS website at [Synod Procedures](#). This page has information regarding Synod procedures, order of business, rules for tabling and circulating printed material, rules of debate, and information on motions and amendments, questions and ordinance procedures.
- 5.5 Forms to give notice of motions, amendments and questions will be available from the Secretary Table (near the stage in the Theatre) during the session, or may be downloaded from the [SDS website](#) (see also items 5.11-5.17 and 5.19-5.21 below).

Distribution of material

- 5.6 Printed material must not be placed on seats or tables or handed out in the Synod venue or inside the entrance to the Synod venue. Copies of material which has been tabled in the Synod, or which has been authorised, may be made available to members in the foyer of the Wesley Theatre by arrangement with the Secretary of the Synod.

Addressing the Synod

- 5.7 You may only address the Synod when called by the President to do so.

- 5.8 If you wish to be called by the President to address the Synod, you must stand in your place or, if directed by the President, near a microphone. The President may then call you to address the Synod.
- 5.9 After receiving the call to speak, you should give your name and parish or membership part, and commence with "Mr President".
- 5.10 However, if the President rises to speak you must sit down.

Notices of motions for the Session

- 5.11 Notices of motions from members received by 14 August 2024 are included in the Business Paper for 14 and 16 September 2024.
- 5.12 Notices of further motions may be given at the start of proceedings on 16, 17, and 18 September, but not on 23 and 24 September without leave of the majority of the members present.
- 5.13 It is proposed at this session of the Synod to amend the *Synod Standing Orders Ordinance 2019*, to, among other things, change how notice may be given of a motion. Please refer to paragraphs 28-30 of the Explanatory Statement to the Synod Standing Orders Ordinance 2019 Amendment Ordinance 2024 (Synod Book 1, page 310).
- 5.14 A procedural motion will be moved on the first day of the session to invite Synod to adopt the amended Standing Orders for the entire session. If passed, you need only make a brief statement about the subject of your motion when giving notice of it. A copy of the Standing Orders, marked to show changes proposed at this session, is available on the [SDS website](#) for your convenience.
- 5.15 Guidelines for the moving of motions are printed at items 2.16 to 2.17 of the [1st Circular](#) to Synod members dated 17 July 2024.

Questions

- 5.16 Under Rule 6.3 of the Standing Orders, questions to be tabled on the first day of the session must be submitted 7 to 14 days prior to the first day of the session (i.e., **Saturday 31 August – Saturday 7 September**). Questions are to be sent to synodbusiness@sydney.anglican.asn.au within this time window and clearly indicated to be a Question to be addressed by the President.
- 5.17 Guidelines for the asking of questions are printed at items 2.19 to 2.22 of the [1st Circular](#) to Synod members dated 17 July 2024.

Questions about proposed ordinances and policies

- 5.18 There is a time for questions on a proposed ordinance or policy after the motion that it be approved formally, or approved in principle, has been moved and seconded. Questions may be asked without notice at this time, but speeches and statements are not allowed. It is in the interests of the whole Synod if the mover of a proposed ordinance or policy (or the Secretary of the Synod) is notified in advance of any questions so that, if necessary, answers can be researched or incorporated into the introductory speech.

Amendments during debate

- 5.19 To move an amendment during a debate, you must stand in your place (or near a microphone if directed by the President) and if called by the President (or the Chair of Committee when the Synod is in committee), state that you wish to move an amendment, read the amendment and speak to it.
- 5.20 Amendments must be in writing and a copy handed to the President. To do this, please provide a hard copy of your amendment to the Secretary Table (near the stage in the Theatre) or send it via email to synodbusiness@sydney.anglican.asn.au.
- 5.21 Providing the details of your proposed amendment to the Secretary of the Synod as early as possible has several benefits. If there is sufficient time –
 - (a) the mover of the principal motion will be advised,
 - (b) different points of view can be discussed with the mover of the principal motion and perhaps reconciled without taking up valuable time of the whole Synod, and
 - (c) the amendments can be included in the Daily Papers for any day of the session if received by 10.30am on that day (or displayed on the overhead screen).
- 5.22 If the mover of a principal motion agrees to include your amendment in the motion, the mover should notify the Secretary of the Synod. The Secretary of the Synod will then print the principal motion in the business paper for the next day in a form which incorporates the amendment.

6. Elections for this Synod Session

Uncontested elections

- 6.1 All elections to be conducted at this Synod session are uncontested as, in each case, the number of nominations as at the deadline for withdrawing nominations on 24 August 2024 did not exceed the number of persons to be elected. Accordingly, there will be no ballots conducted at this session.
- 6.2 The following two documents comprise the complete Notice of Uncontested Elections for the second ordinary session of the 53rd Synod –
 - (a) [Part 1](#) – In accordance with rule 4.1(b) of the Second Schedule of the *Synod Elections Ordinance 2000*, the President is expected to declare the persons named in Part 1 of the Notice elected to their respective offices in connection with elections 1-2 and 4-26 on 3 September 2024 with effect from 14 September 2024.
 - (b) [Part 2](#) – In accordance with clause 5(1) of the *Anglican Church Property Trust Diocese of Sydney Ordinance 1965*, the President will declare the persons named in Part 2 of the Notice elected to their office in connection with election 3 (Anglican Church Property Trust) at the time provided for on the first appointed day of the session (16 September 2024), after the Synod has, by resolution, first declared those vacancies.
- 6.3 The Notice of Uncontested Elections is posted on the [SDS website](#) and will also be tabled in the Synod on Monday 16 September 2024.