

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

16 December 2021

Arrangements and election information: Second ordinary session of the 52nd Synod

1st circular to Synod Members

Key Points

- Synod is planned to commence at 3:15 pm on Saturday 26 February 2021 at Oran Park High School, with a Synod service at 1:30 pm and “Synod in the Greenfields” events held prior (see www.greenfields.sydney).
- Synod will continue Monday 28 February, Tuesday 1 and Wednesday 2 March 2022; with sessions to start at 3:15pm each sitting day (see item 2.1).
- Elections associated with the second ordinary session were able to proceed as planned in 2021, so there will not be any elections undertaken during the session planned to commence 26 February.
- Synod Book 1 is available now online at www.sds.asn.au. Additional materials will be made available as individual reports as they become ready; with Synod Book 2, including all reports approved by the Standing Committee for the Synod, by mid-February 2022. (see items 2.2 and 2.3)
- 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 items 2.26 to 2.28)
- There is no pre-Synod briefing planned for this session of Synod.

1. Key Dates (2022)

- **Wednesday 26 January** – Deadline for giving notices of motion for inclusion in the business paper for the first day of Synod (see item 2.13)
- **Monday 14 February** – Target date for release of remaining Synod materials, Name tags and the Business Paper for day 1 (see item 2.7(c))
- **Saturday 19 February** – Deadline for informing the Registry of the appointment of an alternate (see item 2.27)
- **Saturday 26 February** – [Synod in the Greenfields](#) tours to commence at **9:30am**. The Opening service will commence at **1:30 pm** and the afternoon session, focusing upon the Presidential Address, will commence at **3:15 pm** – both will be held at Oran Park High School
- **Monday 28 February – Wednesday 2 March** – The session will resume at the International Convention Centre, Darling Harbour, with each days' sessions commencing at **3:15 pm**

2. Preparation for the Synod session

Meeting Places and Dates

- 2.1 The days of meeting are Saturday 26 February 2022 at Oran Park High School and Monday 28 February, Tuesday 1 and Wednesday 2 March 2022 at the Darling Harbour Theatre, International Convention Centre, Darling Harbour. An opening service of Holy Communion will be held at Oran Park High School at 1.30 pm. The proposed meeting times are as follows –

For the first day –

- 9:30 am to 1:30 pm – [Synod in the Greenfields](#) tours
- 1:30 pm – Opening Service
- 3:15 pm to 4:30 pm – Synod session

For the second, third and fourth days –

- 3:15 pm to 5:45 pm
- 5:45 pm to 7:00 pm – *Meal Break*
- 7:00 pm to 9:30 pm

Order of business for the session

- 2.2 The intention for the first day of the session (Saturday 26 February at 3:15 pm) is to focus upon the Presidential Address, perhaps followed by motions related to the classification of parishes.
- 2.3 It is anticipated that the Synod Secretary will move a procedural motion at the commencement of proceedings to schedule all other business, including giving notices of motions, questions, petitions etc, to be dealt with in accordance with the Standing Orders as if Monday 28 February were the first day of the session, Tuesday were the second, and Wednesday were the third.

Printing of Synod materials

- 2.4 Synod materials are to be published online, these being –
- (a) Synod Book 1 ([available now](#)): consisting of all reports available following the November 2021 Standing Committee meeting. Synod members who opted-in to receive a printed copy by post should receive these by end-December.
 - (b) Individual reports (preliminary view): reports approved for printing at the December 2021 meeting of the Standing Committee will be released progressively and available online only.
 - (c) Synod Book 2: Consisting of all reports approved by the Standing Committee at its December 2021 and February 2022 meetings (available online only, by 14 February 2022).
- 2.5 Accordingly all materials authorised for publication by the Standing Committee will be made available by mid-February 2022.
- 2.6 Printed copies of Synod Book 1 will be available for members who opted to pick up a printed copy –
- (a) from level 2 St Andrew's House from Thursday 6 January 2022, or
 - (b) from Oran Park High School on 26 February 2022, or
 - (c) from the International Convention Centre from Monday 28 February 2022.

Synod communications

- 2.7 There will be a series of communications for this session –
- (a) The Archbishop's Summons to Synod and this circular form the initial communication for the postponed session.
 - (b) Email notices will be circulated as further reports and materials become available over the Christmas and January period.
 - (c) On or around 14 February 2022, an email notice regarding the Business Paper and Synod Book 2 will be circulated.
- 2.8 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). If you do not have access to the secure section of the SDS website, you may request initial contact detail updates by emailing registryforms@sydney.anglican.asn.au.

Pre-Synod briefing

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

Name tags

2.10 Arrangements for name tags will involve a printable form of name tag (without the plastic holder) being sent to you by 14 February 2022. 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 Oran Park High School and the International Convention Centre.

2.11 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 Tuesday 22 February** so that suitable alternative arrangements can be made.

Membership of the Synod

2.12 A list of members will be tabled in the Synod on 26 February 2022.

Notices of motions for the Session

2.13 Notices of motions to be included on the business paper are to be in writing and received **by 26 January 2022**.

2.14 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".

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

2.16 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.

2.17 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

2.18 Questions to be tabled on the first day of the session must be sent 7 days in advance of the session (i.e., 19 February 2022) to synodbusiness@sydney.anglican.asn.au and clearly labelled as a Question to be addressed by the President (as opposed to an informal question addressed to the Synod Secretary), and indicate if you opt to receive a written response only (see 2.20 below).

2.19 Questions asked in advance of the session will be tabled initially on Saturday 26 February 2022 as required by the Synod Business Rules, and subject to the passing of the Synod Secretary's procedural motion regarding the scheduling of business (see 2.3), will be answered on Tuesday 1 March 2022.

2.20 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.

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

2.22 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.

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

Reports for the Session

2.24 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

2.25 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 a written request to the Diocesan Secretary by email

at synodbusiness@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

- 2.26 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.
- 2.27 Members of Synod elected in 2020 remain as members of the Synod until 2022. However, some parishes may have vacancies among their Synod representatives. Vacancies must be filled by a General Meeting of the parish. Given the timing of the forthcoming session, a Special General Meeting held in January or early February will likely be required in order to fill any vacancies.
- 2.28 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 Registrar at least 7 days before the commencement of the session (i.e., by **19 February 2022**). The [Synod Representatives](#) page on the SDS website contains information on the process to appoint an alternate. Contact the Deputy Registrar, Mrs Catherine Rich, on 9265 1526 or at registryforms@sydney.anglican.asn.au if you need information beyond the provided on the [Synod Representatives](#) page.

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 negative result.

- 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.

Meals

- 4.4 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.
- 4.5 Synod staff have undertaken to contact nearby restaurants to ensure they are aware of and prepared for the Synod meal break.
- 4.6 Members are allowed to consume food and drink in the theatre.

Public Gallery

- 4.7 There is expected to be a public gallery during the entirety of the session; however space at Oran Park High School is limited. Department of Education guidelines affecting capacity limits in its schools in 2022 have not yet been published and may impact further upon the availability of space for the Public Gallery.

Further information

- 4.8 Further information on matters such as Synod procedures, parking, special arrangements for COVID-19 concerns, business before the Synod etc will be provided in further communications as we approach the commencement of the session.

5. Elections associated with this Synod Session

- 5.1 The elections for offices on diocesan boards, councils and corporations associated with the second ordinary session of the 52nd Synod were able to proceed as planned in 2021. There will not be any elections undertaken during the session planned to commence 26 February 2022.