Anglican Church of Australia Diocese of Sydney

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13 August 2013

Circular to the Members of the 49th Synod

Re: 3rd Session of the 49th Synod

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Robert Wicks, the Diocesan Secretary, is pleased to answer any questions about this session of the Synod.

Please bring this with you for use at Synod.

This circular has information that members of Synod need to know. Paragraphs 2.12 (notices of motions for the session), 3.3 (closing time for nominations) and 3.8 (closing time for delivering a précis for a nominee in an election) refer to deadlines to be observed.

Administrator's summons to Synod

Summons to the 3rd Session of the 49th Synod

Under the Article 1(2) of the Schedule to the Anglican Church of Australia Constitutions Act 1902, I call you to the Synod to be held in the Wesley Theatre, 220 Pitt Street, Sydney commencing at 2.00 pm on Monday 14 October 2013.

The opening service on the first day of Synod will be led by the Rev Dane Courtney, with the Rev John Gray preaching. Bible studies on the subsequent days of Synod will be given by Mr Gray.

Bishop Robert Forsyth

Robert Tout

Administrator of the Diocese of Sydney

Summons 1

2. Arrangements and likely business

Meeting Places and Dates

2.1 The days of meeting are Monday 14, Tuesday 15 and Wednesday 16 October 2013 at the Wesley Theatre, 220 Pitt Street Sydney. The proposed meeting times are as follows –

For the first day –

2.00 pm to 5.30 pm

5.30 pm to 7.00 pm - Meal Break

7.00 pm to 10.00 pm

For the second and third days –
2.00 pm to 5.45 pm
5.45 pm to 7.00 pm - Meal Break
7.00 pm to 10.00 pm

Synod mailings and other communications

- 2.2 There will be 2 mailings for this session -
 - (a) This mailing is the 1st mailing.
 - (b) A 2nd mailing will be sent on or about 25 September 2013 and will contain the Synod Book (including the Standing Committee's report to Synod and other reports and bills), the Notice of Contested Elections and the Business Paper for 14 October 2013. However this year the material included in the Synod Book will also be made available in electronic form on the website of the Sydney Diocesan Secretariat ("SDS"), www.sds.asn.au, by early September 2013.
- 2.3 From time to time less formal communications are sent to Synod members. These communications are greatly assisted if members ensure that the Registry has your current email address and other contact details. Updated email addresses and other contact details can be sent to the Registry at registry@sydney.anglican.asn.au. Alternatively, members can update their contact details directly on the Registry's secure website under the Maintain Personal Information option. If you have not already done so, you can request access to the Registry's secure website by sending your name, date of birth and current email address to registry@sydney.anglican.asn.au.

Declarations by lay members - certificates of election

- 2.4 Before taking part in debate or voting on any matter at the 49th Synod all lay members are to sign a declaration that they are communicant members of the Anglican Church of Australia and not members of any other church.
- 2.5 Lay representatives of parochial units must give notice of their election to the Registrar in accordance with clause 17 of the Synod Membership Ordinance 1995 before the declaration is made. Alternates for parochial representatives must give notice of their appointment to the Registrar in accordance with clause 22A(2) of that Ordinance before the declaration is made. Forms to be completed by Alternates can be downloaded from the Registry's website www.sydneyanglicanregistry.com.au/index.php/p2/synod.
- 2.6 Members may make the declaration at the reception desk at St Andrew's House during office hours, or in the Wesley Theatre during the session. Lay representatives of parochial units are reminded to produce their Election Notification form when signing the declaration. This form can be downloaded from the Registry's website www.sydneyanglicanregistry.com.au/index.php/p2/synod. However, you do not have to make another declaration if you signed the declaration at the 1st or 2nd sessions of the 49th Synod in 2011 and 2012 or the Election Synod.

Synod procedures, constituting Acts and principal ordinances

- 2.7 Useful information about the Synod can be accessed on SDS's website at <u>www.sds.asn.au</u> under For Synod & Standing Committee. This includes, for example, the rules by which members may table reports and circulate printed material in relation to elections or other matters relating to the business of Synod.
- 2.8 You can read a summary of the proceedings of the 2012 Synod session on SDS's website at www.sds.asn.au under For Synod & Standing Committee then Synod in Past Years.

- 2.9 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 at www.sds.asn.au under For Synod & Standing Committee then Acts & Ordinances.
- 2.10 By resolution 19/07, the Synod requested that the "Synod Survival Guide, 4th Edition" prepared by Dr Robert Tong 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/index.html.

Membership of the Synod

2.11 A list of members will be tabled in the Synod on 14 October 2013.

Notices of motions for the Session

2.12 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 the Standing Committee (address letters to the Diocesan Secretary) by 14 September 2013. A member of Synod may give up to 2 notices of motions in this manner.

Guidelines for the moving of motions

- 2.13 Part 4 of the business rules (being the rules set out in the Schedule to the Conduct of the Business of Synod Ordinance 2000) contain the general rules of debate in the Synod. The various stages for the consideration of ordinances and rules are described on SDS's website at www.sds.asn.au under For Synod & Standing Committee then Administration Synod Procedures. Most business is transacted through motions and amendments.
- 2.14 The subject matter of a motion must relate to the order and good government of the Church within this Diocese, or the declaration of views on matters affecting the Anglican Church of Australia or affecting the spiritual, moral or social welfare of this Church, otherwise it may be out of order.
- 2.15 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.
- 2.16 If in doubt about the form of a motion, try to find a precedent from the resolutions of the previous session (see SDS's website at www.sds.asn.au under For Synod & Standing Committee then Synod in Past Years) 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.

Reports and Ordinances for the Session

- 2.17 Reports and audited accounts from approximately 60 committees etc will be tabled and are available to be viewed by Synod members during the session.
- 2.18 Information about proposed ordinances will be provided in the 2nd mailing to be sent on or about 25 September 2013. This information will also be available online at www.sds.asn.au by early September 2013.

3. Notice of elections for this Synod Session

Elections to be conducted

- 3.1 The elections for offices to be conducted before or during the 3rd session of the 49th Synod in October this year are set out in the Schedule of Elections Required (see item 4).
- 3.2 In the Schedule of Elections Required
 - (a) the relevant organisations are listed in alphabetical order, and the names of retiring members are shown with their attendances at meetings during the year to 30 June 2013, and
 - (b) an asterisk (*) beside the name of a retiring member means that there is good reason to believe the member is willing to be nominated.

Invitation to make Nominations

- 3.3 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 2 September 2013*.
- 3.4 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, address and occupation of 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
 - (i) the nominee has consented to the nomination (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 an asterisk (*) next to his or her name), and
 - (ii) if the nomination is for an office on a school council, the nominee, if elected, is willing to sign the Statement of personal faith and support for the Christian ethos of the organisation set out in Part A of the Appendix to the Diocesan Policy Statement on Education and will do so before attending any meeting of the council (a copy of the Statement of personal faith, as amended, can be found on SDS's website at www.sds.asn.au under For Synod & Standing Committee then Reports & Resources), and
 - (g) to contain an address for acknowledgement of the nomination.
- 3.5 A nomination which does not comply with rule 3.2(2) is invalid except that an error in the specified address or occupation of the nominee does not of itself invalidate a nomination.
- 3.6 A nomination form is contained in item 5 although any document which complies with rule 3.2(2) is in order.
- 3.7 Nominations are to be delivered to "The Secretaries of Synod, PO Box Q190, QVB Post Office, SYDNEY, NSW 1230" and endorsed "Nominations", by the time referred to in paragraph 3.3.

Invitation to submit precises

- 3.8 A précis of a nominee in an election may be delivered to the Secretaries **no later than 5.00 pm on Monday 2 September 2013**.
- 3.9 Under rule 3.3(1) of the Schedule to the Synod Elections Ordinance 2000 a précis of a nominee is
 - (a) to be not more than 35 words in length, and
 - (b) to be signed by the nominee.
- 3.10 A form of précis is contained in item 6 although any document which complies with rule 3.3(1) is in order.

Time for ballots

3.11 Ballots will take place on the first and second days of the Synod session, Monday 14 and Tuesday 15 October, at the Synod meeting place.

4. Schedule of elections required

				Attendances at Meetings Year to 30 June 2013		
			Maximum Possible			
1.		STANDING COMMITTEE (Standing Committee Ordinance 1897)				
	*	1 member of the clergy to be elected for 1 year The Rev Gary Koo (ex The Rev Dr Mark D Thompson ex-officio member since 12 May 2013)	1	1	0	
2.		ST ANDREW'S CATHEDRAL CHAPTER (Cathedral Ordinance 1969)				
		1 clerical canon to be elected for 4 years by the clerical members of the Synod Vacancy (ex Bishop Peter Hayward resigned 3 May 2011)				
		1 clerical canon to be elected for 3 years by the clerical members of the Synod Vacancy (ex Canon John Woodhouse resigned 1 February 2013)				
	*	1 lay canon to be elected for 4 years by the lay members of the Synod Mr David Mahaffey (ex His Honour Acting Judge Peter Johns resigned 3 July 2012)	11	8	3	
3.		ANGLICAN AID (The Archbishop of Sydney's Anglican Aid Ordinance 2011)				
	*	2 persons to be elected for 3 years Mr Ross Hall	8	7	0	
		Vacancy (ex Dr James Langridge resigned 28 May 2013)	O .	,	Ü	
4.		ANGLICAN CHURCH PROPERTY TRUST DIOCESE OF SYDNEY (Anglican Church Property Trust Diocese of Sydney Ordinance 1965)				
	*	2 lay persons to be elected for 6 years Mr Richard J Neal	12	12	0	
	*	Mrs Melinda West	12	10	1	
5.		ANGLICAN EDUCATION COMMISSION (Anglican Education Commission Ordinance 2006)				
		2 persons to be elected for 3 years	4	2	2	
	*	Dr Trevor H Cairney Mr Ian J Wing	4 4	2 3	2 0	
6.		SYDNEY ANGLICAN HOME MISSION SOCIETY COUNCIL (ANGLICARE) (Sydney Anglican Home Mission Society Ordinance 1981)				
	*	1 member of the clergy to be elected for 3 years The Rev Ramon Robinson	10	9	1	
		2 persons to be elected for 3 years				
	*	Miss Naomi Bradshaw Mrs Gillian Davidson	10 2	9 1	0	
7.		ANGLICAN RETIREMENT VILLAGES DIOCESE OF SYDNEY (Anglican Retirement Villages Diocese of Sydney Constitution Ordinance 1961)				
		2 person to be elected for 3 years	0	0	0	
	*	Mr Allan Fife Mrs Laura Elder (ex David E Lind resigned 1 May 2013)	8 0	8 0	0	
8.		COUNCIL OF ANGLICAN YOUTH AND EDUCATION DIOCESE OF SYDNEY (YOUTHWORKS) (Anglican Youth and Education Diocese of Sydney Ordinance 1919)				
		1 member of the clergy to be elected for 3 years				
	*	The Rev Stuart Crawshaw (ex The Rev Timothy D Bowden resigned 12 November 2010)	8	5	0	

				ances at M to 30 June Attended	2013
		1 lay person to be elected for 3 years Mr Ronald Webb	8	7	1
9.		ARDEN ANGLICAN SCHOOL COUNCIL (Arden Anglican School Council Ordinance 1962)			
	*	2 clergymen to be elected for 3 years The Rev Geoffrey N Collison The Rev Roger W Green	10 10	9 7	1 3
		1 clergyman to be elected for 2 years Vacancy (not filled at Synod 2012)			
	*	2 persons to be elected for 3 years Mr Alan Harper Dr Mike Swanton (ex Mr Richard C Neale resigned 31 December 2012)	10 2	6 1	4 1
10.		THE COUNCIL OF BARKER COLLEGE (The Barker College Ordinance 1978)			
	*	2 members of the clergy to be elected for 3 years The Rev Michael J Crichton The Rev Christopher Pears (ex The Rev Dr Roger H Chilton resigned 31 December 2012)	9	7 0	1
	*	1 lay person to be elected for 3 years Mr Ian C Miller	9	8	1
11.		MINISTRY TRAINING AND DEVELOPMENT COUNCIL (Ministry Training and Development Council Ordinance 1989)			
	*	1 clergyman, being an incumbent of an ecclesiastical unit, to be elected for 3 years The Rev Craig J Schafer	9	8	1
	*	1 lay person to be elected for 3 years Mr Stephen Hodgkinson	9	9	0
12.		DIOCESAN REPRESENTATIVES ON COUNCIL OF CHURCHES IN NSW (Constitution of the Council)			
		6 persons to be elected for 1 year Vacancy (not filled at Synod 2012) Vacancy (ex The Rev Roger S Fitzhardinge resigned 9 July 2013) Vacancy (ex Mr Rohan McHugh resigned 2 August 2013)			
13.		DEPARTMENT OF EVANGELISM AND NEW CHURCHES BOARD (Department of Evangelism and New Churches Ordinance 2010)			
	*	1 member of the clergy to be elected for 3 years The Rev Joseph Wiltshire (ex The Rev Sarie M King resigned 26 March 2012) 1 lay person to be elected for 3 years Vacancy (ex Mr Allan R Dowthwaite resigned 22 May 2013)	4	1	1
14.		DIOCESAN REPRESENTATIVES ON GENERAL SYNOD (General Synod Representation Ordinance 1986)			
	*	3 members of the clergy to be elected for 1 year The Rev Alison M Napier (ex The Rev Sarie M King resigned 4 March 2013) Vacancy (ex Archdeacon Narelle Jarrett resigned 3 July 2013) Vacancy (ex The Rt Rev Dr Glenn N Davies ex-officio member from 23 August 2013)	0	0	0

				ances at M to 30 June		
			Maximum Possible		Leave of Absence	
	*	1 lay person to be elected for 1 year Ms Nicola Warwick-Mayo (ex Ms Simone J Sietsma resigned 7/2/2013)	0	0	0	
5.		THE COUNCIL OF THE ILLAWARRA GRAMMAR SCHOOL (The Illawarra Grammar School Ordinance 1958)				
	*	1 clergyman to be elected for 4 years The Rev Martin J Bragger	7	3	4	
	*	2 lay persons to be elected for 4 years Dr Stewart Birt Mr Roger B Summerill	5 7	4 7	1 0	
		1 lay person to be elected for 2 years Vacancy (ex Ms Naomi Spencer resigned 21 January 2013)	·	·	·	
6.		MACARTHUR ANGLICAN SCHOOL COUNCIL (Macarthur Anglican School Ordinance 1982)				
	*	2 persons to be elected for 3 years Dr Allan K Beavis OAM Dr Edward Bryant (ex Mr Geoff Kyngdon resigned 26 February 2013)	8 1	7 1	0	
7.		THE MISSION TO SEAFARERS, SYDNEY PORT COMMITTEE (Synod Resolution 10/63)				
		1 person to be elected for 1 year Vacancy (ex The Rev Andrew E C Nixon resigned 15 May 2013)				
18.		MOORE THEOLOGICAL COLLEGE COUNCIL (Moore Theological College Ordinance 2009)				
		1 member of the clergy to be elected for 3 years Vacancy (ex The Rt Rev Dr Glenn Davies <i>ex-officio</i> member from 23 August 2013)				
	*	1 lay person to be elected for 3 years Mr Tony Clemens	7	6	0	
9.		PARISH RELATIONSHIPS ORDINANCE PANELS (Parish Relationships Ordinance 2001)				
	*	Panel 4 persons to be elected for 1 year Canon Andrew Grant Vacancy (not filled at Synod 2012)	0	0	0	
	*	<u>Appeal Group</u> 2 members of the clergy, who are or have been incumbents, to be elected for 1 year Canon Andrew Grant Vacancy (not filled at Synod 2012)	0	0	0	
		Licensing Review Group 4 members of the clergy, including at least 2 in presbyter's orders, to be elected for 1 year Vacancy (not filled at Synod 2012) Vacancy (not filled at Synod 2012) Vacancy (not filled at Synod 2012)				
	*	Vacancy (not filled at Synod 2012) 3 persons to be elected for 1 year Mrs Jennifer Everist Mr Andrew McLachlan	0	0	0	

				Attendances at M Year to 30 June Maximum	
			Possible	Attended	Leave of Absence
20.		COUNCIL OF ST CATHERINE'S SCHOOL, WAVERLEY (St Catherine's School Waverley Ordinance 1922)			
	*	1 member of the clergy to be elected for 3 years The Rev Danielle E Treweek	7	7	0
	*	2 lay persons to be elected for 3 years Mrs Margaret Forsyth Mr Graham Morrison	7 7	5 4	2 2
21.		SYDNEY CHURCH OF ENGLAND FINANCE AND LOANS BOARD (Sydney Church of England Finance and Loans Board Ordinance 1957)			
	*	1 member of the clergy to be elected for 3 years The Rev Antony G E Barraclough	10	10	0
		1 member of the clergy to be elected for 1 year Vacancy (ex The Rev David Ould resigned 5 June 2013)			
		2 lay persons to be elected for 3 years			
	*	Mr Stephen P Guthrie Mr Bruce H Robinson	10 10	7 9	0
22.		SYDNEY ANGLICAN SCHOOLS CORPORATION (Sydney Anglican Schools Corporation Ordinance 1947)			
		8 persons to be elected for 3 years			
	*	Mr Gregory A Catto	2	2	0
	*	Mr John W Hibberd Mr Adrian B Jackson	2 2	2 2	0 0
	*	Mr David J Minty	2	2	Ö
	*	Mr Stephen G Poucher	2	0	0
	*	Mr Scott R J Sloan Mr Rick Stevens	2 2	1 1	0 0
	*	Mr John Ward	2	Ö	Ő
		1 person to be elected for 2 years Vacancy (ex The Rev Michael J Williamson resigned 8 November 2012)			
23.		SYDNEY CHURCH OF ENGLAND GRAMMAR SCHOOL COUNCIL (SHORE) (The Sydney Church of England Grammar School Constitution Consolidation and Amendment Ordinance 1923)			
	*	1 licensed clergyman to be elected for 6 years The Rev Michael H Paget (ex The Rev Stuart G E Smith resigned March 2013)	2	1	1
24.		BOARD OF SYDNEY DIOCESAN SUPERANNUATION FUND (Sydney Diocesan Superannuation Fund Ordinance 1961)			
		2 persons, as director representing employers, to be elected for 4 years Mr James Flavin (ex Mr Paul Larby resigned 12 December 2012) Vacancy (ex Mr Mark Robinson resigned January 2013)			
25.		SYNOD POOL (Parish Disputes Ordinance 1999)			
	*	4 lay persons to be elected by the lay members of Synod for 2 years	^	0	0
	*	Mrs Jennifer M Everist Mr Andrew J McLachlan	0 0	0 0	0 0
	*	Ms Karen Ray Vacancy (not filled at Synod 2012)	0	Ö	0

			Attendances at Meetir Year to 30 June 201		2013
			Maximum Possible	Attended	Leave of Absence
26.		COUNCIL OF TARA ANGLICAN SCHOOL FOR GIRLS (Tara Anglican Girls' School Ordinance 1956)			
	*	3 persons to be elected for 3 years The Rev Adrian S Russell	0	E	0
	*	Mrs Catherine Yeomans (ex The Rev Alan J M Lukabyo resigned December 2012) Mr David H Braga	8 1 8	5 0 7	0
27.		TERTIARY EDUCATION MINISTRY OVERSIGHT COMMITTEE (Synod Resolution 35/09)			
		9 persons to be elected for 3 years	_		•
	*	Professor Christopher R Bellenger The Rev Patrick C Benn	4 4	4 1	0 0
	*	The Rev Richard J Blight	4	4	0
	*	Ms Leela Cejnar (ex Miss Tracey A Gowing resigned 2 May 2013)	0	0	0
	*	The Rev Robert J Copland	4	3	0
	*	Dr Sara M Denize The Rev Stephen T Gooch	4 4	4 2	0 0
	*	Canon Mark H Williamson	4	2	0
		Vacancy (ex The Rev Peter D Hughes resigned January 2013)			
28.		COUNCIL OF TRINITY GRAMMAR SCHOOL (Trinity Grammar School Constitution Ordinance 1928)			
		2 clergymen to be elected for 3 years			
	*	The Rev Andrew Katay	7	5	0
	*	The Rev John W Wise	7	6	0
		2 lay persons to be elected for 3 years			
	*	Mr Matthew R Bradfield	7	7	0
	*	Mr Martin J Cook	7	5	0
29.		WILLIAM BRANWHITE CLARKE COLLEGE COUNCIL (The William Branwhite Clarke College Ordinance 1987)			
		1 member of the clergy to be elected for 3 years Vacancy (ex The Rev Ross A Hathway resigned 28 February 2013)			
		1 lay person to be elected for 3 years			
	*	Mrs Cathy Knudson	8	8	0

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Nominations close at 5.00 pm on Monday 2 September 2013

Note: A failure to complete the details and certification	ation required by this form will render the no	mination invalid.
We nominate		
Address		
Occupation		
Qualification (if required for the election)		
For		
(Name of Committee, Bo	pard, 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 Syndis a member of the Synod.	ood Membership Ordinance 1995 under which the pro	poser or the seconder
Name and address for acknowledgment		
	Certificate	
I certify that –		
(a)(inser	rt name of nominee) consents to the nomination	[†] , and
(b) if the nomination is for an office on a school count and support for the Christian ethos of the organ Statement on Education passed by the Synod or before attending any meeting of the council ††.	inisation set out in Part A of the Appendix to t	he Diocesan Policy
First or Second Nominator's Signature		
 It is sufficient grounds for one of the nominators to certify of Elections Required, the willingness of the person to be A copy of the Statement of personal faith, as amended, then Reports & Resources. 	e nominated is indicated with an asterisk (*) next to his	or her name.
Acknowled	dgment of Nomination (for office use only)
The Nomination of		
Address		
, 144, 555		
For		
(Name of Committee, Boa		
has been received.	Election No.	
For and on behalf of the Secretaries of Synod		
The state of the s	Date	
		•

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6. Précis of nominee in a Synod election

Surname: First name(s):						
1.	2.	3.	4.	5.		
6.	7.	8.	9.	10.		
11.	12.	13.	14.	15.		
16.	17.	18.	19.	20.		
21.	22.	23.	24.	25.		
26.	27.	28.	29.	30.		
31.	32.	33.	34.	35.		

Signature of Nominee:	Date:
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Note:

- 1. This form is to be completed and signed by the Nominee and returned to "The Secretaries of Synod, PO Box Q190, QVB Post Office, SYDNEY, NSW 1230" by 5.00 pm on *Monday* 2 September 2013.
- 2. Please use block letters and print inside the boxes (one word *only* in each box).

Précis Form 13