

Anglican Church of Australia Diocese of Sydney

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27 September 2019

Further arrangements and election information: 3rd Session of the 51st Synod

2nd circular to Synod Members

Key Points

- Documents for the Synod session are available with this circular online on the [Synod this year](#) page of SDS's website (www.sds.asn.au). A "self-printing" name tag will be sent as a separate email attachment.
- The opening service for this session will be held in the Cathedral at **1.30 pm Monday 14 October 2019**.
- Proceedings for each day of the session will start at 3.15 pm, with doors to the Wesley Theatre opening at 2.15 pm.
- 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](#)).
- 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 (www.sds.asn.au).
- Discounted parking will be available at 7 car parks in the vicinity of the Synod venue (requiring prior online booking).
- If you intend to ask a formal question, it is helpful to provide advance notice, to allow time to prepare the answer. These may be emailed to synodbusiness@sydney.anglican.asn.au.

The material in this circular supplements the material in the 1st circular of 15 August 2019.

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 October 2019
 - Synod Book 1 (including the Standing Committee’s report to Synod and other reports)
 - Synod Book 2 (including bills for ordinances, accompanying reports and principal legislation)
 - Synod Book 3 (including the Standing Committee’s supplementary report to Synod and other reports)
 - Notice of Uncontested Elections
- 1.2 This communication also includes a “self-printing” name tag for the session which you will receive as an attachment to a separate email (see items 1.12 to 1.14 below).

Synod Service

- 1.3 An opening service for this Synod will be held in the Cathedral at 1.30 pm with the Rev Matthew Yeo preaching.

Meeting Place, Dates and Microphones

- 1.4 The Synod will meet in the Wesley Theatre, 220 Pitt Street, Sydney on Monday 14, Tuesday 15, Wednesday 16, Monday 21 and Tuesday 22 October 2019.

- 1.5 The proposed hours of meeting for each day of the session are as follows –

For the first day -

3.15 pm to 5.30 pm

5.30 pm to 7.00 pm - Meal Break

7.00 pm to 9.30 pm

For the second and subsequent days -

3.15 pm to 5.45 pm

5.45 pm to 7.00 pm - Meal Break

7.00 pm to 9.30 pm

- 1.6 The doors of the Theatre will be open to Synod members from 2.15 pm on each day.
- 1.7 There will be a public gallery at the rear of the Theatre. Synod members are not to sit in the public gallery if they want to participate in debate or vote.
- 1.8 Microphones are placed throughout the Theatre. If you are called to speak in debate, move to the nearest microphone and speak into it.

Daily Papers

- 1.9 The Business Paper for 14 October 2019 is available on [SDS's website](#).
- 1.10 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 morning. Members are encouraged, where possible, to download and use the Daily Papers from the website.

Name tags

- 1.11 Your printable form of name tag (without the plastic holder) will be sent to you by **separate** email by Wednesday 2 October 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 Wesley Theatre.

- 1.12 If you have no capacity to print your name tag, please contact Nerida at nkp@sydney.anglican.asn.au by **Wednesday 9 October 2019** so that suitable alternative arrangements can be made.
- 1.13 Please wear your name tag while in the Wesley Theatre itself.

Hearing loop and wheelchair access

- 1.14 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.

2. Synod procedures: What you must know

Procedures generally

- 2.1 The business rules are set out in the Schedule to the [Conduct of the Business of Synod Ordinance 2000](#). The business paper for day 1 contains a procedural motion which would have the effect of adopting numerous proposed changes to the business rules as a trial at this year's session. The Conduct of the Business of Synod Ordinance 2000 is provided in Synod Book 2 in a form showing the proposed changes in tracked form.
- 2.2 "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 this year](#) page of the SDS website, in [A5 Booklet format](#) and in [A4 format \(larger print\)](#).
- 2.3 Further information about Synod procedures is contained in the paper entitled [Synod Procedures](#). The paper has hints on –
- Meetings and Papers
 - Procedures, Order of Business etc
 - Rules for Tabling and Circulating Printed Material
 - Rules of Debate: Motions and Amendments
 - Questions
 - Ordinance Procedures

Distribution of material

- 2.4 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 Diocesan Secretary.

Motions, amendments and questions

- 2.5 Notices of motions from members received by 14 September 2019 are included in the Business Paper for 14 October 2019.
- 2.6 Notices of further motions may be given and questions may be asked at the start of proceedings on 14, 15 and 16 October, but not on 21 and 22 October without leave of the majority of the members present.
- 2.7 Questions are usually answered the day after the question is asked. If you want to ask a question please make sure the wording of the question complies with Business Rule 6.3. It is helpful to provide advance notice of your question as early as possible to the Synod Secretary to allow time to prepare the answer. These may be emailed to synodbusiness@sydney.anglican.asn.au.
- 2.8 Forms to give notice of [motions](#), [amendments](#) and [questions](#) are available from the Secretary Table during the session, or may be downloaded from [SDS's website](#).
- 2.9 Guidelines for the moving of motions are printed at items 2.20 to 2.22 of the 1st Circular to Synod members dated 15 August 2019.

Addressing the Synod

- 2.10 You may only address the Synod when called by the President to do so.
- 2.11 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.
- 2.12 However, if the President rises to speak you need to sit down.

Questions about proposed ordinances and policies

- 2.13 There is a question time on a proposed ordinance or policy after the motion that it be 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 Synod Secretary) is notified in advance of any questions so that, if necessary, answers can be researched or incorporated into the introductory speech.

Amendments during debate

- 2.14 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 Chairman of Committees when the Synod is in committee), state that you wish to move an amendment, read the amendment and speak to it. If you have not already handed in the text at the Synod Secretary Table, one of the clerks will collect it from you after you have spoken.
- 2.15 Formal notice is not required for an amendment. However, providing the details of your proposed amendment to the Synod Secretary as early as possible either on paper or by email to synodbusiness@sydney.anglican.asn.au 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 Amendment Sheet (or displayed on the overhead screen).
- 2.16 If the mover of a principal motion agrees to include your amendment in the motion, the mover should notify the Synod Secretary. The Synod Secretary will then print the principal motion in the business paper for the next day in a form which incorporates the amendment.

3. Meals

Meals etc

- 3.1 Drinking water dispensers are located in the Wesley Theatre Foyer.
- 3.2 There are a number of small restaurants and cafes in the vicinity of the Wesley Centre where a quick cup of coffee or a meal can be obtained for a reasonable range of prices.

4. Car parking

Parking rates and times

- 4.1 The parking arrangements for this year are similar to last year, and rely on pre-booking a space online in order to benefit from discounted pricing. Significant roadwork is underway in the CBD during Synod, so please plan your route through the city carefully.

Online booking

- 4.2 The following table lists the car parks which have provided discounted flat rates for Synod members. The evening rates provided are the standard online booking rates available to the public. The discounted flat rates are also booked online, but require a specific promotional code.

Carpark facility	Discounted flat rate (booked online with promotional code) 12.00 noon – 11.30 pm	Evening public rate (booked online) 5.00 pm – 11.30 pm
St Andrew's House 464 Kent Street <i>WILSON PARKING</i>	\$31.00	\$10
Angel Place 123 Pitt Street <i>WILSON PARKING</i>	\$31.00	\$20

Carpark facility	Discounted flat rate (booked online with promotional code) 12.00 noon – 11.30 pm	Evening public rate (booked online) 5.00 pm – 11.30 pm
Citipark 431 Kent Street <i>WILSON PARKING</i>	\$31.00	\$11
383 Kent Street Car park (Extra height for taller vehicles: 2.1m) <i>WILSON PARKING</i>	\$31.00	\$11
Darling Park 201 Sussex Street <i>WILSON PARKING</i>	\$31.00	\$11
The Domain Carpark St Mary's Rd <i>WILSON PARKING</i>	\$21.00	\$13
Piccadilly Car park 137 Castlereagh Street (Underneath Wesley Centre) <i>SECURE PARKING</i>	\$40	Hourly rates apply

4.3 We cannot guarantee parking in any of these car parks. Overnight parking costs extra.

4.4 Please note the closing time of the car park you select. St Andrew's House car park closes at midnight each night during Synod.

Evening Parking

4.5 If you are parking only for the evening session, you might also consider the Queen Victoria Building car park, being closer than most other car parks and having parking after 5.00 pm until car park close (1am) for \$12, without the need to prebook online (or \$10 if booked prior).

Parking procedure

4.6 For each carpark facility in the above table, you need to follow the specific procedure outlined below to book a spot online at the listed rates. This should be done at least one hour before entering the carpark facility.

Wilson car parks – St Andrew's House, Angel Place, Citipark, 383 Kent Street and Darling Park car parks

4.7 For the Wilson car parks listed, go to <https://www.wilsonparking.com.au/book-a-bay>, and select "NSW".

4.8 Select your chosen car park (*St Andrew's House, Angel Place, Citipark, 383 Kent Street or Darling Park*) 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: **12.00** | Exit Time: **23.30** | Promo code: **SYNOD**

(b) If you require parking after 5.00 pm –

Entry Time: **17.00** | Exit Time: **23.30** | (do not enter a promo code)

4.9 Parking prior to 5.00 pm and using the promo code will attract the discounted flat rate of \$30.50. If parking after 5.00 pm, it is cheaper to select the "Book a Bay" evening rate for that car park and leave the promo code blank. There is a one hour grace period prior to your entry time and following your exit time (pending car park operating hours) to allow for unforeseen circumstances.

4.10 Complete the payment process being careful to use a Credit Card that you will have with you while parking (your credit card is used as your pass to enter and exit the parking facility).

Piccadilly car park (under the Wesley Centre)

- 4.11 For the Piccadilly car park, go to <https://au.secure-a-spot.com>. If you are not already a registered customer with Secure Parking, you need to complete a registration process to reserve a carspace and log in.
- 4.12 To book parking at Piccadilly car park –
- (a) Search for “Piccadilly Car Park”.
 - (b) Choose a Date and select a Time of Day –
Entry Date: **e.g. 15/10/2019** | Entry After: **12.15 PM** | Exit Before: **11.45 PM**
 - (c) Select “Show me what’s available” and choose “Piccadilly Car Park” from the options on the right. This will display a rate that has not yet been discounted.
 - (d) After selecting “Piccadilly Car Park”, click on “Book Now” which will take you to a Review page (unless you have not logged in – see 4.11).
 - (e) Click on “Redeem a Promotion Code” and Enter the Promotion Code: **DSA2019** and click “Apply”. This will reduce the rate per day to \$39.00 (+ \$1.00 booking fee).
 - (f) Following the site’s instructions to complete your booking.
- 4.13 Secure Parking have provided the following number to call if you have any problems: 8912 4900.

5. Elections for this Synod Session

Uncontested elections

- 5.1 All elections to be conducted at this Synod session are Uncontested Elections since, in each case, the number of nominations as at the deadline for withdrawing nominations on 23 September 2019 did not exceed the number of persons to be elected. Accordingly there will be no ballots conducted at this session.
- 5.2 The list of Uncontested Elections is posted on [SDS's website](#) and will also be tabled in the Synod on Monday 14 October 2019.