

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 March 2021

Arrangements: First Ordinary and Special Sessions of the 52nd Synod

1st circular to Synod Members

Key Points

- The first ordinary session of the 52nd Synod will be held on Monday 3 May 2021 (the **ordinary session**), with the special session to elect the next Archbishop commencing on Tuesday 4 May and continuing as long as necessary in that week (the **special session**). This circular relates to both sessions.
- Synod members will be asked to 'opt-in' by 26 March 2021 to receive printed copies of selected Synod materials (see item 4.3).
- Synod Book 1 (for the ordinary session) is available online at www.sds.asn.au/synod, with further materials expected to be available from early April (see item 4.1).
- The elections associated with the first ordinary session were undertaken in October 2020, accordingly there are no elections to undertake for the session to be held on 3 May 2021.
- A pre-Synod briefing is planned for 21 April 2021, including an introduction to the processes of Synod for new members.
- 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 (under the current Public Health Order regulations) self-isolate until they receive a result clearing them. Given that Health restrictions are constantly changing, we expect to confirm special arrangements relating to COVID-19 planning closer to the time.

1. Key Dates (2021)

- **Tuesday 23 March** (5:00 pm) – Nomination closing date for Archbishop election
- **Tuesday 13 April** – Last date by which nominees for Archbishop may withdraw
- **Saturday 3 April** – Deadline for giving notices of motion for inclusion in the business paper for the first day of the ordinary session of Synod (see item 4.8)
- **Sunday 4 April** – Deadline for giving notices of motion for inclusion in the business paper for the first day of the special session of Synod (see item 4.8)
- **Wednesday 21 April** – *Pre-Synod briefing (~~7:30 pm~~) (7.00 pm)*
- **Saturday 24 April** – A list of all nominees for Archbishop election to be provided to all Synod members
- **Monday 26 April** (5:00 pm) – Notices of questions for the ordinary session due (see item 4.13)
- **Tuesday 27 April** (5:00 pm) – Notices of questions for the special session due (see item 4.13)
- **Monday 3 May** – The Opening service for the ordinary session will be held in the Cathedral at 1.00 pm and the afternoon session will commence at the Darling Harbour Theatre of the International Convention Centre (ICC) at 3.15 pm
- **Tuesday 4 May** – the special session will commence at the ICC at 4.30 pm.

2. Meeting arrangements for the ordinary session

Venue

2.1 The Synod is to meet in the Darling Harbour Theatre, International Convention Centre, Darling Harbour.

Applicable Ordinances

2.2 The [Synod Standing Orders Ordinance 2019](#) sets out the rules and processes for the conduct of the ordinary session of Synod, which are called the ‘**Standing Orders**’.

Hours of Meeting

2.3 The proposed hours of meeting and the likely sequence of events are –

Monday 3 May

1:00 pm	Service in the Cathedral
3:15-5:30 pm	Afternoon session, with Presidential Address
7:00-9:30 pm	Evening session

3. Meeting arrangements for the special session (the Election Synod)

Venue

3.1 The Synod is to meet in the Darling Harbour Theatre, International Convention Centre, Darling Harbour.

Applicable Ordinances

3.2 The [Archbishop of Sydney Election Ordinance 1982](#) (**Election Ordinance**) contains the procedures for the Election Synod. The [Synod Standing Orders Ordinance 2019](#) is also relevant, except to the extent of any inconsistency with the Election Ordinance. Copies of both ordinances can be found on SDS’s website at www.sds.asn.au.

Hours of Meeting

3.3 The proposed hours of meeting and the likely sequence of events for the Election Synod are –

Tuesday 4 May

4.30 pm - 5.30 pm)	Opening session
7.00 pm - 10.00 pm		

Wednesday 5 May

6.30 pm - 10.00 pm)	Select List (debate and vote)
)	Final List (debate and vote)

Thursday 6 May

6.30 pm - 10.00 pm)	Final Debate
)	Preferential Ballot

Friday 7 May

6.30 pm - 10.00 pm)
--------------------	---

The Synod will adjourn no later than 10.00 pm each evening.

If there is only 1 nominee on the Final List, the Final Debate and Preferential Ballot will not be required. If there are 2 or 3 nominees on the Final List then, after the Final Debate, the Synod is to adjourn until the next day to have the Preferential Ballot.

4. Preparation for the Synod sessions

Synod communications

- 4.1 There are a series of communications for this session –
- (a) [The Archbishop's Summons to Synod](#) (sent 25 January 2021).
 - (b) This circular.
 - (c) An email (due to be sent by 19 March 2021) allowing members to opt-in to receive a printed form of certain Synod materials.
 - (d) Early-April, a 'second circular' will be emailed, and will comprise further Synod materials, reports and Bills for ordinances or policies coming out of the Standing Committee, as well as further information on the pre-Synod briefing (see 4.7).
 - (e) Mid-April, printed Synod materials will be posted to Synod members who have opted-in (see item 4.3).
 - (f) By 24 April 2021, the business papers for the 3 May 2021 ordinary session and 4 May 2021 special session, along with a "self-printing" name tag for the session will be emailed to each member.
- 4.2 Since these communications will usually be sent to Synod members by email, it is important to ensure that the Registry has your current email address and other contact details. Updated email addresses and other contact details can be updated by rectors through the parish portal (www.sds.asn.au) or sent to the Registry at registry@sydney.anglican.asn.au.

Printing of Synod materials

- 4.3 This year Synod members will be offered the opportunity to opt-in to receive printed copies of certain Synod materials by post as follows –
- (a) Book 1 of the Synod materials is available at www.sds.asn.au/synod. It is anticipated that further materials for the ordinary session will be finalised for printing following the next Standing Committee meeting (on 22 March). Given the unique circumstances surrounding the forthcoming ordinary session, Standing Committee will determine which materials to make available in printed form at that meeting, and which to publish online only.
 - (b) All materials authorised for publication by the Standing Committee will be made available online by early April 2021.
 - (c) The target date to post printed materials to Synod members who have opted in is mid-April.
- 4.4 To facilitate the opportunity to opt-in to receive printed materials, a separate email will be sent to Synod members by 19 March 2021 providing opportunity for each member to indicate their preference for receiving the main Synod materials. Synod members will be asked to opt in **by 26 March 2021** to receive selected printed Synod materials.
- 4.5 Given the ongoing concern regarding the COVID-19 pandemic, materials will not be made available for collection from St Andrew's House or the Synod venue.
- 4.6 If a Synod member does not specify a preference by 26 March 2021, it will be assumed they do not require a printed form of materials.

Pre-Synod briefing

- 4.7 A pre-Synod briefing, to be held via Zoom, is planned for the evening of Wednesday **21 April 2021**. The briefing this year is primarily aimed at new Synod members, covering the processes and procedures of Synod, as well as some of the business of the ordinary session and the voting process for the special session. More information and a Zoom link will follow in a subsequent communication.

Notices of motions for the sessions

- 4.8 Notices of motions to be included on the business paper for the first day of the ordinary session are to be submitted in writing and be received by the Diocesan Secretary on behalf of the Standing Committee **by 3 April 2021**. Notices of motion to be included on the business paper for the first day of the special session are to be submitted by 4 April 2021. Unless otherwise indicated, it will be assumed that all notices of motion received are intended for the ordinary session.

- 4.9 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".
- 4.10 A member of Synod may give up to 2 notices of motion per Synod session in this manner.
- 4.11 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.
- 4.12 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

- 4.13 Questions to be tabled at the ordinary session or on the first day of the special session must be sent 7 days in advance of the session (i.e., 26 & 27 April respectively), or may be asked at the start of proceedings during the special session on 5 and 6 May 2021.
- 4.14 Questions are usually answered the day after the question is tabled or 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.
- 4.15 It is anticipated that a procedural motion will be moved to allow questions asked 7 days prior to the ordinary session (in accordance with Standing Order 6.3) to be answered by the President on the first day.
- 4.16 Forms to give notice of [motions](#), [amendments](#) and [questions](#) may be downloaded from [SDS website](#).

Reports for the Session

- 4.17 Reports and audited accounts from approximately 50 committees etc will be tabled and are available to be viewed by Synod members during the session.

Circulating material relating to the business of Synod

- 4.18 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 written request to the Diocesan Secretary by email at diocesansecretary@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

- 4.19 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.
- 4.20 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 Diocesan Registrar at least 7 days before the commencement of the session (i.e., By **26 April for the ordinary session** or **27 April for the special session**). Contact the Deputy Registrar, Mrs Catherine Rich, on 9265 1526 or at registry@sydney.anglican.asn.au if you need more information about appointing an alternate.

5. Arrangements for the consideration of business during the sessions

President of the Synod

- 5.1 The Administrator, Bishop Peter Hayward, will be the President of the ordinary and special sessions of the Synod. Under clause 4 of the [Administrator Ordinance 2002](#), if the Administrator were to be a nominee at the special session, the next most senior assistant bishop of the Diocese able and willing to preside would be the President of the special session.

Synod procedures, constituting Acts and principal ordinances

- 5.2 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.
- 5.3 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](#).
- 5.4 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/>.
- 5.5 The rules and processes guiding the election of the Archbishop are set out in clauses 10-40 of the [Election Ordinance](#). Appendix 1 of this circular includes a simplified chart of the processes involved in the election (for illustrative purposes only).
- 5.6 "A Brief Guide to Synod Rules" (updated to 2021) 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 \(larger print\)](#).
- 5.7 Further information on Synod procedures, both for the ordinary and the special session, will be provided in the second circular, due mid-April 2021.

6. Logistical arrangements for both sessions

COVID-19 restrictions and Health requirements

- 6.1 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 (under the current Public Health Order (**PHO**) regulations) self-isolate until they receive a result clearing them.
- 6.2 The Synod is a large gathering, meeting while the COVID-19 pandemic is still very much 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.
- 6.3 There will be no singing during the sessions.
- 6.4 Face masks are not required (according to current PHO requirements as at the date of writing), however members are encouraged to wear these when possible.
- 6.5 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. However, we expect that –
- members will be allocated specific doors by which to enter and exit, and specific clusters of seats in which to sit;
 - seating will be partially allocated and socially distanced;
 - any papers handed out will be handled exclusively by staff (as opposed to 'passed along the line' by Synod members),
 - members will be actively discouraged from socialising in large groups, or with other Synod members allocated to separate seating sections of the theatre.
- 6.6 Some of these requirements will affect the flow of business, and will certainly be a frustration to those desiring to fellowship with Synod friends; however, these are necessary for the protection of members and the wider community. Given that Health restrictions are constantly changing, we expect to confirm all special arrangements closer to the time.

Meals

- 6.7 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.

Public Gallery

- 6.8 There will be a public gallery during the entirety of the ordinary session.
- 6.9 There will be a public gallery during the special session only until the end of the Presidential address on the first day (4 May). From that time, the Synod will not be open to the public.
- 6.10 We expect that any members of the public who wish to attend any part of either session may need to pre-register for the sake of the ICC's COVID-Safety Plan. Given that Health restrictions are constantly changing, we expect to confirm any special arrangements closer to the time.

7. Role of the Archbishop

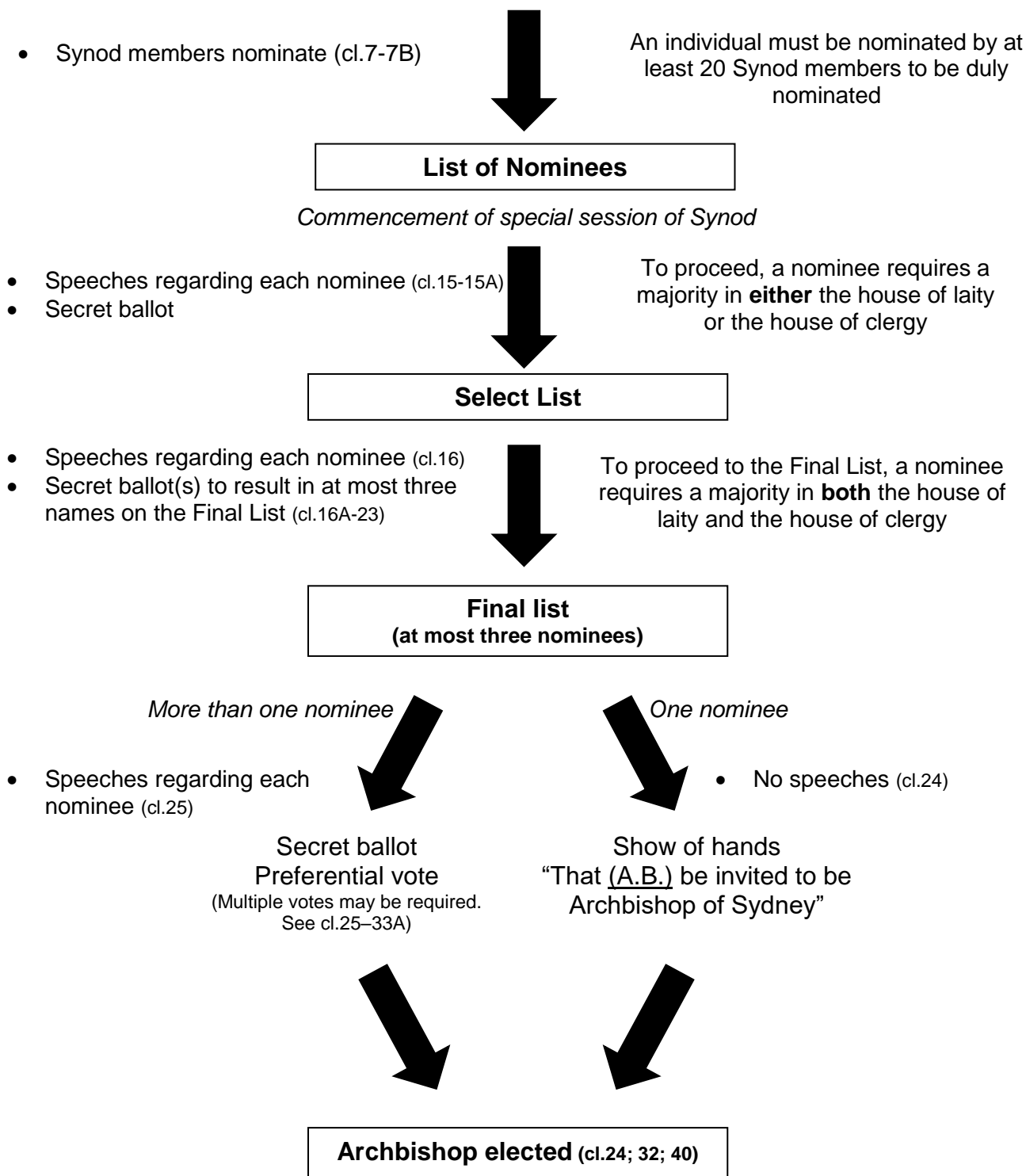
- 7.1 Attached as Appendix 2, for members' prayerful consideration, is the appendix from the *Election Ordinance*, which describes the Contemporary Role of the Archbishop of Sydney.

8. Second circular

- 8.1 Further information on matters such as Synod procedures, parking, special arrangements for COVID concerns, the pre-Synod briefing, business before the Synod, the election processes, etc will be provided in the Second Circular, expected in early April 2021.

The election process during a special session to elect an Archbishop

Representation of the voting process in the *Archbishop of Sydney Election Ordinance 1982*



The Contemporary Role of the Archbishop of Sydney

(An extract from the Archbishop of Sydney Election Ordinance 1982.)

The following paragraphs are an amended extract (originally paragraphs 44-50) from 'An Evangelical Episcopate', a report of the Sydney Diocesan Doctrine Commission, received by the Synod in October 2018.

1. The biblical principles of oversight or *episkopē*, refracted through history, have shaped the contemporary role and function of the Archbishop of Sydney. Sydney's episcopate is resolutely evangelical, in keeping with the Diocese it serves, and its archbishops have very largely been pastors and teachers, guardians and representatives of the Protestant faith, and able administrators. However, as Sydney has grown and as the structures of the Diocese and the denomination have developed, legal and institutional responsibilities have become more prominent. Nevertheless, the leadership of the Diocese of Sydney by its Archbishop, though very much personal and so influenced by the personality, gifts and special interests of each incumbent, has developed a discernible character. Our evangelical conviction demands that we ensure that the character of the archiepiscopal office, and by extension the regional bishops who assist him, faithfully reflects the biblical functions and priorities of oversight.
2. The first priority of the Archbishop of Sydney is to be a **guardian** of 'the faith that was once for all delivered to the saints' (Jude 3). This is the priority found in the New Testament and in the Anglican Ordinal. Through public proclamation and defence of the apostolic gospel, by his personal example and in all his pastoral and administrative activity, he is to do all in his power to ensure that the teaching of Scripture shapes and directs the life, ministry and mission of the Diocese. This requires the courage to speak the truth taught in Scripture when it is not popular, but equally to oppose deviation from that truth where it arises. It requires both teaching and the exercise of discipline. It requires making decisions on the basis of theological principles shaped by the biblical gospel. In this way the Archbishop of Sydney will, as Sir Marcus Loane once put it, 'share the heritage and tradition of this diocese, and will interpret it to others, and transmit it to posterity' (*Synod Presidential Address, 1966*).
3. A second priority of the Archbishop of Sydney is to **order the ministry** of the Diocese to the gospel of Christ and his mission. In many ways this is merely an extension of the first priority. Principally this involves the selection and authorisation of appropriate men and women for various ministries within the Diocese. Appointing people of godly character with theological clarity, pastoral sensitivity, and demonstrably in possession of the gifts and skills appropriate for the ministry under consideration, is a prime way the Archbishop can foster the health and gospel-mindedness of the Diocese. However, once again this must extend to dealing appropriately with those whose discharge of the responsibilities entrusted to them has been negligent in some fashion or contrary to the teaching of Scripture. Furthermore, the ordering of ministry to the gospel of Christ also involves encouraging and facilitating the reform of ministries where, for one reason or another, they no longer serve the mission of reaching the lost and building up believers.
4. A third priority is to exercise **pastoral concern and insight** as he provides advice and direction for gospel ministry in the Diocese. This has been the self-understanding of bishops throughout the twentieth century and this expression has been a regular feature in presidential addresses to election synods in the Diocese (Gunther 1909; Kirkby 1933; Barnett 2001; Forsyth 2013). This has not meant the Archbishop is expected to act as pastor to every Anglican in the Diocese, nor even to be the principal 'pastor to the pastors'. Rather, the Archbishop models pastoral care in all his interactions and so helps to encourage throughout the Diocese a commitment to thoughtful, caring relationships in which the spiritual welfare of the other person is of paramount concern.
5. A fourth priority is to **represent the Diocese**, in various national and international bodies, to the government, and generally to the community. As we have seen, this role arises from history rather than directly from the biblical text or the Ordinal. Nevertheless, it is another significant way in which the guardianship of gospel truth and mission is exercised by the Archbishop of Sydney and has been a feature of the office from its inception. This public role requires a humble confidence in the theological convictions and character of the Diocese of Sydney, since *this* is the Diocese that is being represented. In the denominational context, the Archbishop of Sydney ought to be a clear voice for an unambiguously biblical, evangelical Anglicanism, willing to stand alongside all who seek to live and serve in a way that is directed and disciplined by the word of God. In the rapidly changing context of Christian witness in this city and nation it requires a degree of mental agility and apologetic skill to handle opposition and even hostility with grace and humility and yet with the courage to present the truth of Scripture as it bears on the subject at hand.

6. A fifth priority is the **administration** of the Diocese in line with its mission. The diligent attention to administration is not to be seen as a distraction from ministry but rather serving the interests of ministry. The governance, policies and processes of the Diocese ought to facilitate its mission and a proper administration of them will direct them to this end. In a diocese with five assistant bishops, the administrative burden need not fall on the Archbishop alone, or perhaps even principally. One or more of the assistant bishops may be more able in this area and so able to shoulder much of the load. Yet faithful administration is itself a form of guardianship and the reason why bishops and the Archbishop play a key role on boards and committees of the Diocese is to ensure that all its organisations order themselves and their activities by the gospel and the commission we have received from Christ, reflecting the theological ethos and the priorities of the Diocese.

7. Ultimately, what will shape the Archbishop of Sydney more than any other single factor is his personal walk with Christ. His Christian character, his prayerfulness, his faithful obedience to the word of God, his loving care for both the lost and the redeemed, his courageous determination to proclaim the truth and to refute error, and possessing a keen sense of his accountability to the Chief Shepherd (1 Pet 5:4) are critical to the faithful and effective discharge of this responsibility. Under God's good hand, the history of this Diocese is full of bishops and archbishops who were exactly like this and whose ministry has furthered the mission of the gospel, brought blessing to God's people, and honoured the name of Christ.