

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

25 August 2023

Further arrangements and election information: First Session of the 53rd 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 the SDS website (www.sds.asn.au). A printable form of name tag will be sent as a separate email attachment prior to Thursday 31 August.
- The opening service for this session will be held in the Cathedral at 1.30 pm Monday 11 September 2023.
- 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](#)). 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.
- Discounted parking is available at 3 car parks in the vicinity of the Synod venue (requiring prior online booking).
- 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).
- The pre-Synod briefing is to be held Tuesday 29 August 2023 at St Andrew's House from 6.30 pm and livestreamed via YouTube. See item 5 for information about how to register to attend in person or how to access the livestream.

The material in this circular supplements the material in the 1st circular of 14 July 2023.

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 11 September 2023](#)
 - [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 item 4.2)
- 1.2 Synod members will shortly receive by email a “print-it-yourself” name tag for the session (see items 1.9 to 1.11 below).

Synod Service

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

Meeting Place and dates

- 1.4 The session will meet on Monday 11, Tuesday 12, Wednesday 13, Monday 18 and Tuesday 19 September 2023 at the Wesley Theatre, 220 Pitt Street Sydney. The meeting times are as follows –

For the first day –

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

- 1.5 The doors of the Theatre will be open to Synod members from 2.15 pm on each day.
- 1.6 There will be a public gallery at the rear of the Theatre. Synod members are not to sit in the public gallery.

Daily Papers

- 1.7 The Business Paper for 11 September 2023 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.
- 1.8 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

- 1.9 Your printable form of name tag (without the plastic holder) will be sent to you by **separate** email by Wednesday 30 August 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.

- 1.10 If you have no capacity to print your name tag, please contact Nerida at nkp@sydney.anglican.asn.au **by Friday 1 September** so that suitable alternative arrangements can be made.
- 1.11 Please wear your name tag while in the Wesley Theatre.

Hearing loop and wheelchair access

- 1.12 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

- 1.13 Drinking water dispensers are located in the Wesley Theatre Foyer.
- 1.14 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.

2. Synod procedures: What you must know

Procedures generally

- 2.1 The Standing Orders are set out in the Schedule to the [Synod Standing Orders Ordinance 2019](#).
- 2.2 "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 \(larger print\)](#).
- 2.3 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.

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 Secretary of the Synod.

Motions, amendments and questions

- 2.5 Notices of motions from members received by 11 August 2023 are included in the Business Paper for 11 September 2023.
- 2.6 Notices of further motions may be given at the start of proceedings on 11, 12, and 13 September, but not on 18 and 19 September without leave of the majority of the members present.
- 2.7 Questions are usually answered the day after the question is asked. If you would like to ask a question please make sure the wording of the question complies with Standing Order 6.3. It is helpful to provide advance notice of your question as early as possible to the Secretary of the Synod 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 will be available from the Secretary Table (near the stage in the Theatre) during the session, or may be downloaded from the [SDS website](#).
- 2.9 Guidelines for the moving of motions are printed at items 2.18 to 2.19 of the 1st Circular to Synod members dated 14 July 2023.

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 After receiving the call to speak, you should give your name and parish or membership part, and commence with "Mr President".
- 2.13 However, if the President rises to speak you must sit down.

Questions about proposed ordinances and policies

- 2.14 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

- 2.15 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.
- 2.16 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.
- 2.17 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 –
- the mover of the principal motion will be advised,
 - 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
 - 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).
- 2.18 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.

3. Car parking

Parking rates and times

- 3.1 The parking arrangements for this year are similar to previous years, although there is no discounted rate for Piccadilly Carpark (underneath Wesley Theatre). To receive a discount at any of the carparks, you must pre-book a space online.
- 3.2 The following table lists the carparks 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>	\$32	\$12
Citipark 431 Kent Street <i>WILSON PARKING</i>	\$32	\$12
383 Kent Street Carpark (Extra height for taller vehicles: 2.1m) <i>WILSON PARKING</i>	\$32	\$12
Darling Park 201 Sussex Street <i>WILSON PARKING</i>	N/A	\$12

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
Queen Victoria Building <i>WILSON PARKING</i>	N/A	\$12

- 3.3 We cannot guarantee parking in any of these carparks. Overnight parking costs extra.
- 3.4 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

- 3.5 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 completed at least one hour before entering the carpark facility.
- 3.6 Go to <https://www.wilsonparking.com.au/book-a-bay>, and select "NSW".
- 3.7 Select your chosen carpark (*St Andrew's House, Citipark, or 383 Kent Street*) 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: **11.30 pm** | Promo code: **SYNOD**
- (b) If you require parking after 5.00 pm –
Entry Time: **17.00 pm** | Exit Time: **11.30 pm** | (do not enter a promo code)
- 3.8 Parking prior to 5.00 pm and using the promo code will attract the discounted flat rate of \$32. If parking after 5.00 pm, it is cheaper not to use the promo code – simply select the "Book a Bay" evening rate for that carpark and leave the promo code blank. 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.
- 3.9 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.

4. Elections for this Synod Session

Uncontested elections

- 4.1 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 21 August 2023 did not exceed the number of persons to be elected. Accordingly, there will be no ballots conducted at this session.
- 4.2 The following two documents comprise the complete Notice of Uncontested Elections for the first ordinary session of the 53rd Synod –
- (a) [Part 1](#) – In accordance with rule 4.1(a) of the Second Schedule of the *Synod Elections Ordinance 2000*, the President has declared the persons named in Part 1 of the Notice elected to their respective offices in connection with elections 2-46, with effect from 11 September 2023.
- (b) [Part 2](#) – In accordance with clause 4E(5) 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 1 (Anglican Church Property Trust) at the time provided for on the first appointed day of the session (11 September 2023), after the Synod has, by resolution, first declared those vacancies.
- 4.3 The Notice of Uncontested Elections is posted on the [SDS website](#) and will also be tabled in the Synod on Monday 11 September 2023.

5. Pre-Synod Briefing

- 5.1 The pre-Synod briefing for Synod members will be held on Tuesday 29 August 2023 from 6.30 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 on arrival (tea, coffee and biscuits).
- 5.2 The purpose of the briefing is to present to Synod members the key issues likely to be considered at Synod and to give members an opportunity to ask questions. Please note that the briefing will not be a time for speeches by members.

Attendance in person

- 5.3 To attend in person, please register by completing the form at the following link **by 5.00pm on Monday 28 August 2023** - <https://www.surveymonkey.com/r/PreSynodBriefing>. Places are limited and will be allocated on a first come, first served basis.

Livestream

- 5.4 To watch the livestream of the briefing, please go to the following link - <https://www.youtube.com/live/DRiK1g91U88?feature=shared>. This link will also be published on the [SDS website](#).
- 5.5 Members watching the livestream may ask questions of the presenters by sending an email to synodbusiness@sydney.anglican.asn.au. Questions may be moderated and will be answered as time permits.
- 5.6 The livestream will also be recorded and made available on the [SDS website](#) following the briefing.