

Anglican Church Diocese of Sydney

St Andrew's House
Sydney Square NSW 2000
Telephone (02) 9265 1555
Website: www.sydney.anglican.asn.au

PO Box Q190
QVB Post Office NSW 1230
Fax (02) 9261 4485

22 September 2003

Circular to the Members of the 46th Synod

Re: 2nd Session of the 46th Synod

This circular contains more information for Synod members about the forthcoming session of the Synod.

The material in this circular supplements the material in the 1st circular of 5 August 2003.

Please contact either of us if you have any questions about this session of the Synod.

MARK PAYNE
Diocesan Secretary

email: map@sydney.anglican.asn.au

ROBERT WICKS
Legal Officer

email: rjw@sydney.anglican.asn.au

More on Arrangements and Procedures

Synod Mailings

1. This is the second mailing to Synod members for this session and comprises -
 - This circular
 - Business Paper for 13 October
 - Your Name Tag
 - Report of the Standing Committee

Meeting Place, Dates and Microphones

2. The Synod will meet in the Wesley Theatre, 220 Pitt Street, Sydney, on Monday 13, Tuesday 14, Wednesday 15, Monday 20 and Tuesday 21 October 2003.
3. The proposed hours of meeting for Monday 13 October are -
 - 2:30 pm to 4:45 pm
 - 4:45 pm to 5:45 pm - Synod Service in Wesley Theatre
 - 5:45 pm to 7:00 pm - *Meal Break*
 - 7:00 pm to 9:00 pm
4. The proposed hours of meeting for the other days of the session are -
 - 2:30 pm to 5:45 pm
 - 5:45 pm to 7:00 pm - *Meal Break*
 - 7:00 pm to 9:30 pm
5. 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.
6. Microphones are conveniently placed throughout the Theatre. If you are called to speak in debate move to the nearest microphone and speak into it. Don't get too close to or speak across the microphone.

Synod Service

7. A service will be held in the Wesley Theatre on Monday 13 October 2003 at 4:45 pm immediately after the Presidential Address.

Name Tags

8. Please wear your name tag to enter the Synod members' section of the meeting place.

Synod Procedures: What You Must Know

9. You should read the business rules contained in the Schedule to the Conduct of the Business of Synod Ordinance 2000. A copy of that ordinance was circulated with the first mailing. Further information is contained in the paper entitled "Synod Procedures" which can be found on the Synod's website at www.sydney.anglican.asn.au/synod/dioadmin/synodprocedure.htm. 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 on Notice
Ordinance Procedures

A copy of the paper can be obtained from the Diocesan Secretary upon request.

10. Printed material which has not been tabled in the Synod, or which has not been authorised, must not be placed on tables or handed out in the Theatre or inside the entrance to the Theatre. Copies of the material which has been tabled may be circulated at a convenient time by arrangement with the Diocesan Secretary.
11. Forms of motions, amendments and questions are available from the Secretaries' Table or the Diocesan Secretary's office on the Second Floor of St Andrew's House. Guidelines for the moving of motions are printed in items 2.12 to 2.15 of the first Circular to Synod members dated 5 August 2003.
12. Notices of further motions and notices of questions may be given at the start of proceedings on 13, 14 and 15 October, but not on 20 and 21 October without leave of the majority of the members present. Questions are usually answered the day after notice has been given. If you want to give notice of a question please read the appropriate section in the paper on "Synod Procedures" and make sure the wording of the question complies with Business Rule 6.3.
13. There is a question time on a proposed ordinance 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 one of the Secretaries) is notified in advance of any questions so that, if necessary, answers can be researched.
14. To move an amendment during a debate, you must catch the attention of the President (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 Secretaries' Table, one of the clerks will collect it from you after you have spoken.
15. You don't need to give formal notice of an amendment. But it would be appreciated if members wishing to move amendments would give details to one of the Secretaries as early as possible. If there is time, the movers will be told, the amendments will be printed for the Synod and perhaps different points of view can be reconciled without taking up valuable time of the whole Synod.

Elections

16. All elections due to be conducted at the forthcoming session are Uncontested Elections since, in each case, the number of nominations did not exceed the number of persons to be elected. The list of Uncontested Elections will be tabled in the Synod on 13 October.
17. Accordingly, there will be no ballots conducted at the session.

Meals and car parking

Meals etc

18. Drinking water dispensers are located in the Theatre Foyer. *Consumption of food and beverages in the Theatre* is not permitted.
19. There are a number of small restaurants and cafes in the vicinity of the Wesley Centre and the Sydney Town Hall where a quick cup of coffee or a meal can be obtained for a reasonable range of prices.

Car Parking

20. We have negotiated car parking rates at 2 parking stations. The procedure is the same in both car parks: take a ticket from a machine as you enter, get a voucher from the Clerks' Table in the Wesley Theatre, and hand the voucher in when you present your ticket for payment. You need a voucher for each day.

St Andrew's House

Kent Street

Full Day Rate (in before 1 pm out before midnight)	\$15
Half Day Rate (in between 1 pm and 5 pm out before midnight)	\$12
Evening Rate (in after 5 pm out before midnight)	\$8

Piccadilly Car Park

Pitt Street, underneath Wesley Centre

Full Day Rate (in before 2 pm out before 10:30 pm)	\$45
Half Day Rate (in after 2 pm out before 10:30 pm)	\$10

21. We cannot guarantee parking in either of these car parks but if they are full there are other car parks you might use (in Kent Street especially). Overnight parking costs extra.