

SYNOD ADMINISTRATION ORDINANCE 1998

AN ORDINANCE to provide for the classes of persons to be summoned by the Bishop to the Synod of the Diocese of Newcastle and other matters in connection therewith.

WHEREAS Section 6 of the Schedule to the Anglican Church of Australia Constitution Act 1902 requires each diocese in New South Wales to determine by ordinance the classes of persons to be summoned to Synod AND **WHEREAS** it is desired to give effect to other administrative matters relating to Synod.

BE IT ORDAINED by the Synod as follows:

PART 1 – PRELIMINARY

Short Title

1. This Ordinance may be cited as the ***Synod Administration Ordinance 1998***.

Definitions

2. (1) In this Ordinance, unless the context or subject matter otherwise provides, the word:

Bishop	shall mean the Bishop of the Diocese, a Commissary of the Bishop or the Administrator of the diocese
Chancellor	shall mean the person holding the Bishop's appointment as Chancellor
Deputy Chancellor	shall mean such person holding the Bishop's appointment as Deputy Chancellor
Diocesan Chief Executive	shall mean the Diocesan Chief Executive appointed in accordance with the Newcastle Anglican Church Corporation Ordinance
Diocese	shall mean the Diocese of Newcastle
Licence	shall mean a document issued in accordance with the Clerical Ministry Ordinance 2009 or otherwise a licence for ministry as a deacon, priest or bishop but shall not include a permission to officiate
Parish Representative	shall mean the persons elected by any parish, provisional district or experimental pastoral area under the Administration of Parishes Ordinance 2010
School Principal	shall mean a principal of any school in the diocese incorporated under the Anglican Church of Australia Bodies Corporate Act 1938
Synod Roll	shall mean the roll kept by the Diocesan Chief Executive.

- (2) Terms used in the ***Administration of Parishes Ordinance 2010*** shall, unless the context otherwise requires, be given the same meaning where used in this Ordinance.

PART 2 – OPERATIVE PART

3. (1) The following persons shall by summons be called to the Synod
 - a. Any person in an office created in accordance with Parts 6 – 10 of the Clerical Ministry Ordinance 2009 and holding a licence from the Bishop;
 - b. Any person exercising a locum ministry for an office created in accordance with Parts 6 –

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- 10 of the Clerical Ministry Ordinance 2009 and holding a licence from the Bishop for that locum ministry;
- c. The principal of any school incorporated in the diocese under the Anglican Church of Australia Bodies Corporate Act 1938;
 - d. The Diocesan Chief Executive;
 - e. The Chancellor of the Diocese;
 - f. The Deputy Chancellor of the Diocese (if any);
 - g. The Chair of the Newcastle Anglican Church Corporation;
 - h. parish representatives to the House of Laity elected or appointed under section 3.(4)
 - i. The persons holding the offices of Chair and Chief Executive Officer of the Samaritans Foundation;
 - j. The person nominated by the Bishop annually to the Synod Roll to represent children, education or youth ministries;
 - k. The persons holding offices of Chair and Chief Executive Officer of Anglican Care;
 - l. The persons holding offices of Chair and Executive Officer of the Ministry Council;
 - m. Up to 8 persons (not more than 2 of whom shall be members of clergy) nominated by the Bishop;
 - n. The persons holding office as Chair and Chief Executive Officer of the Newcastle Anglican Schools Corporation.
- (2) The following persons shall be invited to attend and speak at any session of Synod except a Synod called for the election of the Bishop –
- a. The Head of School of Newcastle Grammar School;
 - b. The members of the Board of the Newcastle Anglican Church Corporation;
 - c. The Diocesan Auditor.
- (3) Any member of the Synod who is summoned to Synod in more than one class shall only be entitled to one vote not one vote for each class for which they are summoned.
- (4) Parish Representation
- a. Each Parish other than the Parish of Churches under the Care of the Bishop shall be entitled to 3 representatives to the House of Laity;
 - b. Each Church in the Parish of Churches under the Care of the Bishop shall be entitled to 1 representative to the House of the Laity;
 - c. The Bishop, every 3 years, or may, where it appears to him or her to be necessary or expedient to do so, issue his or her mandate for the election of lay Synod representatives to Synod;
 - d. Such mandate shall be directed to the incumbent of a parish or the priest leading ministry in a church in a Parish of Churches Under the Care of the Bishop and shall require the holding of an election of parish representatives at the next annual general meeting or at a special general meeting and at any event within the time nominated by the mandate;
 - e. A person eligible to be elected as a Synod representative if he or she is eligible to vote at an annual general meeting;
 - f. Where a parish fails, within 14 days after the time specified in a mandate, to notify the Diocesan Chief Executive of the names of the persons elected, Diocesan Council may, after such consultation as appears to it to be appropriate, appoint a person or persons who are eligible for election to be the representatives of that parish;

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- g. A casual vacancy in the Synod representatives of a parish shall be filled by a person nominated by the Parish Council or by the Bishop for a church which forms part of the Parish of Churches under the Care of the Bishop;
 - h. A Synod representative who is elected under subsection (f) shall hold office from the declaration of the poll at which he or she is elected until the declaration of the poll at the next election held pursuant to a mandate under this section unless he or she shall earlier vacate his or her office;
 - i. A Synod representative who is appointed under subsection (f) or nominated under subsection (g) shall hold office from the date of his or her appointment or nomination until the declaration of the poll at the next election held pursuant to a mandate under this section unless he or she shall earlier vacate his or her office;
 - j. A Synod representative vacates his or her office if he or she
 - i. dies
 - ii. resigns in writing addressed to the Bishop
 - iii. ceases to be eligible for election
 - iv. is removed from office or prohibited from holding office in accordance with any ordinance of the Diocese
 - v. fails without leave of absence to attend at a session of Synod and is declared by the Diocesan Council to have vacated his or her office.
4. Each person elected as a Synod representative pursuant to this Ordinance shall continue to be a member of the Synod until the Bishop issues a mandate for a new election.
 5. The Synod roll shall be kept and maintained by the Diocesan Chief Executive and shall be reviewed by the Diocesan Chief Executive on or before 31 May each year. The Diocesan Chief Executive shall certify the membership of the Synod to the Bishop seven weeks before the date fixed for the commencement of the next session of Synod and such persons on that roll at that date shall be the persons summoned by the Bishop to the next session of Synod.
 6. It is the duty of every Synod member to attend all sessions of Synod. Leave of absence shall not be granted except by the Bishop and following a request in writing for such leave.
 7. The Bishop following consultation with the Diocesan Council may direct the Diocesan Chief Executive to hold regional pre-synod meetings to assist Synod members consider the business set for the ensuing session of the Synod.
 8. Synod shall meet at such venue as approved by the Bishop with the concurrence of the Diocesan Council.
 9. The order of the Synod business shall be determined by the Bishop and the advice of the Diocesan Council and in accordance with the Standing Orders of Synod.
 10. Synod shall be for a period of three years and shall meet annually or when called by the Bishop.
 11. The Synod Roll shall be laid upon the table at each session of Synod.