I. RULES FOR THE CONDUCT OF ALL BUSINESS COMING BEFORE THE GENERAL SYNOD OF THE ANGLICAN CHURCH OF AUSTRALIA TO BE KNOWN AS STANDING ORDERS

Meeting of Synod

1. The hour of meeting shall be 10.00 a.m. unless otherwise ordered.

Adjournment - if no Quorum

2. If at the expiration of half an hour from the time fixed for meeting there be not a quorum as prescribed by section 21 of the Constitution, the President shall adjourn the Synod to the next day of sitting; and if, at the expiration of half an hour from the time fixed for meeting upon that day, there be not a quorum, the President may either adjourn the Synod to the next day of sitting, or may in his discretion adjourn it sine die.

Prayers

3. The Synod shall be opened each day with prayers by the President.

Secretaries

4. There shall be one Clerical and one Lay Secretary for the Synod, who shall be elected immediately after the Address of the President shall have been delivered, on motion without notice, on the first day of each session of the Synod, and shall hold office until the election of their successors.[1]

Duties of Secretaries

5. The secretaries shall prepare the business paper for each day of the session of the Synod, take minutes of the proceedings, and prepare and publish the report thereof. They shall also have charge of the record of all rules and regulations and canons passed by the Synod, and of all other documents appertaining to the business of the Synod, which shall be deposited for safe custody in the Registry of the Primate.

Representatives elected for two or more seats

6. Whenever any person has been elected as a representative for two or more dioceses, and has not previously made his choice, he shall, on taking his seat, and before taking part in any of the proceedings of the Synod, choose for which of such dioceses he will retain his seat, and the President shall declare the other seat or seats to be vacant.

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1 Amended by Rule XXIII (Rule 2, 1973).

Order of business for the first day of each session of the Synod

7. (a) After prayers, and before proceeding to the business of the day, (1) the roll of bishops, (2) the roll of clerical representatives summoned to the Synod, and (3) the roll of lay representatives summoned to the Synod shall be called.

(b) The President shall deliver his address.

(c) Motions for the election of:

(1) A Clerical and Lay Secretary.

(2)[2] A Chair and one or more Deputy Chairs of Committees.

(3) A Committee of Elections and Qualifications.

(4) A Committee to arrange the Order of Business.

(d) The President shall lay upon the table:

(1) A list of special bills which he has declared to be canons under Sec. 28(3)(iii) of the Constitution since the last session of Synod and the dates on which they respectively came into force.

(2) A list of special bills which have not been assented to by every diocesan synod together with the reports and recommendations received from such synods.

(2A)[3] A list of bills which have come into force under Section 28A of the Constitution since the last Session of Synod.

(3) A list of canons which he has declared to be in force following upon a reference of any question to the Appellate Tribunal under Sec. 29 of the Constitution and the dates on which they respectively came into force.

(4) A list of canons in respect of which the Appellate Tribunal has found inconsistency or breach of Sec. 28(1) after reference thereto under Sec. 29 of the Constitution together with the relevant reports of the Appellate Tribunal thereon.

(5) A list of canons duly passed by Synod together with the date appointed by him upon which the said canons came into force under Sec. 30 of the Constitution.

(6) Notifications and advices from dioceses under Sec. 30(c) of the Constitution.

(7)[4] A report prepared by the Secretaries of Synod of all proposals received from members under Standing Order 42A (a). This report as amended during the course of Synod is called the "**amendment sheet**".

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2 Amended by Rule 1, 2007.

3 Inserted by Rule 8, 2010 which came into effect on 1 July 2014, when Canon 12, 2010 came into effect.

4 Added by Rule 1, 2004.

(dd)[5] Consideration of any report of the provisional Committee pursuant to Standing Order 11A(1)(b).

(e) Petitions.

(f) Notices of Questions.

(g) Notices of Motions.

(h) Election of a Chairman and other officers of (i) the House of Clergy and (ii) the House of Laity.

(i) Reports, accounts, and motions connected therewith.

(j) Motions by request of (i) the Standing Committee; (ii) the House of Bishops; (iii)[6] a diocesan synod or diocesan council.

(k) Notices of motion for the recommittal of provisional canons under sec. 28(3)(iii) of the Constitution.

(l) Motions which shall have been received by the Standing Committee from members of the Synod at least one month before the session of Synod.

Notices before 7 p.m.

8. Notices of questions and of motions given by any member in writing before 7 p.m. on the first day of each session shall, after that hour, be deemed sufficient within the meaning of the 37th Standing Order in lieu of notice given on a previous day.

Order of business for the second and succeeding days of each session of the Synod

9. (a) After prayers, the minutes of the previous meeting shall be read and confirmed.

(b) Questions.

(c) Petitions.

(d) Notices of questions.

(e) Notices of motions, including any notice of motion for a declaration under Sec. 30 proviso (b) of the Constitution.

(f) Reports.

(g) Orders of the Day.

(h) Motions according to order arranged by the committee appointed by Synod for that purpose.

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5 Added by Rule 2, 1995.
6 Added by Rule 1, 2010.

Orders of the Day and Formal Motions

10. (a) [7] Subject to paragraph (b), except on the first day of session:

(1) at the morning and afternoon sittings, orders of the day and motions in respect of legislation take precedence over general business; and

(2) at the evening sitting, general business takes precedence over legislation;

unless Synod otherwise orders, and in all other respects orders of the day take precedence over other matters.

(b) [8] Before the orders of the day or motions are proceeded with the President at each sitting shall call the motions on the business paper and any motion may be taken as a formal motion, unless someone other than the mover calls "Object", at the discretion of the President, state their name and state that they intend in relation to the motion to oppose it, to seek to amend it, or to seek further information in relation to it, or unless the President determines that the motion should not be taken formally. If a motion is to be taken formally, the mover may address the meeting for no longer than 3 minutes (with no extension) in relation to the motion, after which the motion shall be put forthwith without debate.

Committee of Elections and Qualifications

11. (a) The Committee of Elections and Qualifications shall inquire into and report upon all questions which shall be referred to them by the Synod respecting the validity of any election or return of any member, and also respecting the qualification or disqualification of any person who has been returned as a member of the Synod; and the Committee may sit if they think fit while the Synod is sitting.

(b) The Committee when inquiring into the matters referred to them, may receive the best evidence they can procure or which is laid before them, whether it be such as would be admitted in cases at law or not and they may reject any evidence tendered to them which they may see fit to reject.

(c) The Committee shall report the result of their inquiries to the Synod, and shall report whether they find that the election or return of the member whose case has been referred to them is valid, or whether he is qualified as the case may be; whereupon it shall be competent to move forthwith, without notice, or on any subsequent day, pursuant to notice, that the report be adopted.

(d) Upon the motion for the adoption of the report it shall be competent to substitute for it by way of amendment such resolution in respect to the matter referred to the Committee as to the Synod shall seem proper; provided that such resolution shall state distinctly that the election or return of the member is or is not valid, or that he is qualified or disqualified to be such member as the case may be: and if by such resolution or by the adoption of the report, it be determined by the Synod that the member has not been properly elected or returned or that he is not qualified to be a member, he shall not thenceforth sit (unless re-elected) as a member of Synod, and his seat shall be declared vacant, but if the contrary be determined he may forthwith take his seat.

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7 Replaced by Rule 2, 1992.

8 Amended by Rule 1, 2017.

(e) No member of the Committee of Elections and Qualifications whose case has been directed to be referred to such Committee, and is still undecided, shall sit thereon until his case shall have been finally dealt with by the Synod.

Committee to arrange the order of business

11A.[9] (1) Standing Committee of Synod shall, before each session of Synod, appoint a provisional Committee, comprising the Primate and such other persons as Standing Committee deems fit:

(a) to arrange the order of business of the Synod for the first day of the Session, and for any subsequent day before the appointment of the committee referred to in Standing Order 7(c)(4), with a view to achieving the aims set out in Standing Order 11A(3); and

(b) to cause to be proposed to Synod any report pursuant to Order 11A(3)(aa) and such motions relating to the order of business for a day specified in paragraph (a) as, in its opinion, are desirable to achieve the said aims.

(2)[10] The Committee to arrange the order of business referred to in Standing Order 7(c)(4) shall arrange the order of business of the Synod for each day after its appointment with a view to achieving the aims set out in Standing Order 11A(3) and shall comprise the President, the Chairman of Committees, the Deputy Chairs of Committees, the Clerical Secretary, the Lay Secretary, the General Secretary and such other members, not exceeding 3, as the Synod, by resolution, appoints.

(3) The aims of the Committee are:

(a) to arrange the order of business of the Synod in such a way, subject to the Standing Orders and to any orders of the Synod, as will, in its opinion, best facilitate Synod's dealing with the business before it from day to day; and

(aa)[11] to seek to ensure that the Commissions of the Synod are afforded special opportunity to present issues of substance to the Synod and to report to the Synod on appropriate means of achieving this; and

(b) to cause to be proposed to Synod such motions relating to the order of business as, in its opinion, are desirable to achieve the foregoing aims.

Select Committees

12. Every select committee shall consist of not less than five nor more than twenty-one members and the notice of motion appointing such Committee shall state the number of members it is proposed should serve on such Committee and contain the names of the members proposed to serve thereon. It shall be in the power of any member of the Synod to propose the name or names of any other member or members to serve on such

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9 Added by Rule 2, 1992; amended by Rule No. 2, 1995.
10 Amended by Rule 1, 2007.
11 Added by Rule 2, 1995.

Committee. If the nominations are not in excess of the number of persons required to be elected the President shall declare the persons nominated to be duly elected, but whenever they are in such excess all the names proposed shall form a select list out of which such Committee shall be elected by ballot, such ballot shall be taken on the next day of sitting between the hours of 4.30 p.m. and 9 p.m. or on such other day and at such other time as Synod may appoint.

13. Whenever such a ballot is taken, the persons who shall be reported by the scrutineers appointed by the President to have the largest number of votes shall be declared by the President to be duly elected. Any voting paper containing more names than the number of vacancies to be filled shall be informal. Provided that if two or more shall have received an equal number of votes, rendering the issue of the election doubtful, the President shall thereupon give a casting vote.

14. Notice of motion may be given for adding to or substituting members of any select committee which may have been appointed, and such notice shall specify the names of such members. Notice of motion may also be given for discharging a select committee.

15. In select committees, three shall form a quorum.

16. Every select committee shall before proceeding to business elect a chairman, who shall prepare and sign the report of the Committee. The chairman shall have a deliberative vote only.

17. It shall be the duty of a member naming a select committee or proposing to add or substitute members thereon, to obtain previously the assent of the members whom he proposes to serve on such Committee.

18. Select Committees, unless specially appointed to report to the Synod then sitting, shall have power to sit during the recess and report to the Synod in the following session or to the Standing Committee between sessions.

19. Motions for appointment of Select Committees who are to report at the same session of Synod, shall become Orders of the Day, and take precedence of all other business.

20. The mover of the motion for the appointment of a select committee, if a member thereof, shall fix the time for the first meeting of the Committee; if the mover be not a member the President shall fix the time.

Petitions

21. Petitions may be in writing or in typescript and must conclude with the prayer of the petitioners, and be duly signed.

22. Petitions shall not be received which, in the opinion of the President, are disrespectful or couched in offensive language, or which have been altered by erasure or interlineation.

23. A Member presenting a petition must make himself acquainted with its contents, and affix his name at the beginning thereof, and shall state from whom it comes, its material allegations and its prayer, and may require that it be read by one of the Secretaries, and the only question which shall be entertained by the Synod on its presentation shall be "**That the petition be received**."

Questions

24. (a) After the time for presenting petitions, questions may be put, upon notice, to the President relating to any motion or matter connected with the business of the Synod or any committee, board or commission of the synod or any committee, board or commission established by or under a canon or resolution of Synod.

(b) In putting any such question no statement of fact shall be made without leave of Synod and no argument or opinion shall be offered and no inference or imputation shall be made.

(c) A reply to a question shall be in writing and shall be recorded in the proceedings of Synod.

25. Every member shall stand while speaking and address the President.

26. The President may take part in debate without leaving the chair, and may vote on any question.

27. When the President rises in his place all other members shall be seated, and continue sitting until he resumes his seat.

28. All questions of order shall be decided by the President, and such decisions shall be final unless altered by a vote of the Synod forthwith. Any member may speak to a point of order.

29. The President shall confine each speaker to the subject matter of debate, and it shall not be in order for a member to interrupt a speaker except through the President. This Standing Order shall be applied to motions of adjournment.

30. (a) The President shall call to order any member who in his opinion is digressing from the subject matter of the question under discussion, or who shall make personal reflections on, or impute improper motives to, any member.

(b) If any member shall persist in such irrelevant remarks, or shall, in the judgment of the President, be guilty of disorderly conduct, the President may call upon him to make apology, whereupon if he refuse, he shall withdraw, and the Synod shall take his conduct into consideration and may suspend or otherwise deal with him as the Synod thinks fit.

31. (a) At any time during the debate any member may without notice and without debate ask "**Whether in the opinion of the President the question should now be put?**" whereupon, or of his own act, the President may inform the Synod that in his opinion the question has been sufficiently discussed.

(b) If after such expression of opinion by the President a motion be made "**That the question be now put**" the question on such motion shall then be put without further debate and if such motion be carried the President shall forthwith put the original question to the vote.

Provided that, whenever it is decided that any question shall be put the mover of the original motion shall have a right of reply.

32. At any time during debate two members of any House may hand to the President (or Chairman if the Synod be in Committee) a written request that it be ascertained whether or not their House desires an opportunity to consider the matter in debate separately. The President or chairman as the case may be shall as soon as may be convenient call upon one of the signatories to move that the matter be considered separately by his House upon which motion only members of the House concerned shall vote. If the motion be carried the President or chairman shall thereupon adjourn the debate until after the chairman of the House concerned shall have notified him that it has concluded its separate consideration or until a time fixed by the President which shall in his opinion be sufficient to provide an opportunity for separate consideration by the House concerned whichever shall first occur and thereupon the House concerned shall fix a time and place for its separate meeting. If the motion be rejected the debate shall continue.

Adjournment of debate

33. When an adjournment of a debate shall take place, it may be resolved that at the next sitting the debate thus adjourned shall take precedence of all or any of the motions and orders of the day.

Speaking to motions[12]

34.[13] (a) On a motion that a bill be approved in principle or that a bill be passed, the mover may speak for not more than fifteen minutes in support of the motion, and the seconder may speak for not more than ten minutes and any other member speaking to the motion and the mover speaking in reply may speak for not more than five minutes.

(b) On any other motion—

(i) the mover may speak for not more than 10 minutes in support of a motion, and the seconder may speak for not more than 7 minutes and any other member speaking to the motion and the mover speaking in reply may speak for not more than 4 minutes; and

(ii) the mover has a right of reply, after which the question must be put forthwith.

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12 Title amended by Rule 1, 2022.

13 New rule substituted by Rule 2, 2010; amended by Rule 1, 2022.

(c) On any motion referred to in paragraphs (a) or (b)—

(i) subject to paragraph (d), and except in Committee of the whole Synod, a member may not speak more than once to the motion, except in explanation; and

(ii) for the purposes of sub-paragraph (i), a member who moves or seconds an amendment is to be taken to be speaking to the motion.

(d) On an amendment to a motion—

(i) the mover of the amendment may speak for not more than 5 minutes in support of the amendment, and the seconder of the amendment and any other member speaking to the amendment may speak for not more than 4 minutes; and

(ii) for the purposes of paragraph (c)(ii), a member other than the mover or seconder speaking to the amendment is not to be taken to be speaking to the original motion.

(e) Paragraph (b) does not apply to the member representing a point of view different from that of the mover of a motion to which Standing Order 37B applies (a group discussion motion). In such case, that member may speak for not more than 10 minutes.

(f) Other than as provided for in paragraphs (a) and (b), the mover of a motion does not have a right of reply.

Motion or amendment not seconded

35. Except in Committee no motion or amendment unless seconded shall be further discussed, nor shall any entry thereof be made in the minutes.

Motions - formally seconding

36. Any member formally seconding a motion shall not be thereby considered as having spoken to the question.

Motions - pursuant to Notice

37. Save as specially provided for in Standing Order No. 8, no member shall bring any subject under consideration of the Synod or ask any question except in pursuance of a notice given in writing on a previous day.

Motions involving expenditure

37A.[14] A notice of motion that will, if passed, result in expenditure from the funds available to the General Synod shall not be included on the order of business for a day in a session unless it sets out, or is accompanied by a paper setting out:

(a) the proposed source of funding; and

(b) an itemised statement of expected income and expenditure that will result from the passing of the motion, being, if the expenditure will continue for more than one year, the expected income and expenditure per year.

Motions requiring group discussion

37B.[15](a)[16] Synod may by resolution declare that a motion (not being a motion for a Bill for a Canon or that such Bill be passed) requires group discussion.

(b)[17] When such a motion has been moved and spoken to by the mover and formally seconded, then:

(i) one member representing a point of view different from that of the mover, shall be invited by the President to speak;

(ii) the President shall ask if any member or members wish to ask the mover or other previous speaker any question or questions to assist members to elucidate the purpose and intended effect of the motion, and any member may then ask any such question or questions which may immediately be answered by the mover or other previous speaker;

(iii) further questions may be asked and answered until the President announces the time for questions has finished;

(iv) the Synod shall resolve itself into discussion groups until the President announces that the debate shall proceed.

Motions - without Notice

38. A motion, however, may be made or a question may be asked without previous notice by leave of the majority of the members then present.

Motions - Lapsed

39. Motions shall be taken in the order in which they stand, and if not then made, unless postponed by leave of the Synod, shall be considered as having lapsed.

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14 Added by Rule 5, 1992.
15 Added by Rule 1, 2004.
16 Amended by Rule 3, 2010.
17 Amended by Rule 3, 2010.

Motions - put by the President

40. When a motion has been made and seconded, a question thereupon shall be proposed by the President, and at any time before the close of the debate any member may move an amendment.

Amendments

41.[18] No amendment (except of a grammatical or editorial nature) shall be put from the chair unless it be seconded and a copy thereof shall have been handed to the President and the Secretaries of Synod (unless the procedure set out in Standing Order 42A is followed).

42.[19] (a) An amendment may be proposed by omitting certain words, omitting certain words in order to insert or add other words, or by inserting or adding words.

(b) The President shall put the question "**That the amendment be agreed to**", or such other question or questions as in his opinion will most conveniently determine whether the Synod agrees to the amendment.

(c) An amendment may be proposed to a proposed amendment as if such proposed amendment were an original question.

(d) An amendment proposed shall be disposed of before another amendment to the original question can be moved.

(e) When amendments have been made, the main question shall be put as amended.

42A.[20](a) A member proposing an amendment should notify the General Secretary in writing (which may be by facsimile or email) prior to 9am on the fifth business day prior to the commencement of the session of Synod.

(aa)[21] A member may not propose an amendment between the time specified in paragraph 42A(a) and the commencement of the session of Synod.

(b) A member proposing an amendment after the commencement of the Synod must provide it in writing in duplicate and deliver it to a secretary of the Synod.

(c) Any proposed amendment (other than one given under paragraph 42A(a)) received by the secretaries prior to 7.30pm on the first or any subsequent day of sitting must be incorporated in the amendment sheet to be circulated on the next day of sitting.

(d) After considering a proposed amendment and conferring with the proposer, the mover of the relevant motion must, as soon as practicable, notify the secretaries whether the amendment is acceptable to the mover or whether it is not, and whether in the mover's opinion any consequential redrafting is required. Where appropriate, a fresh text should be made available to the secretaries together with an electronic copy of that text.

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18 New wording substituted by Rule 1, 2004.
19 Replaced by Rule 2, 1995.
20 Section added by Rule 1, 2004 and amended by Rule 2, 2014.
21 Section added by Rule 2, 2014.

(e) After conferring with the mover, a member proposing an amendment who decides not to proceed with that amendment must, as soon as practicable, notify the secretaries of Synod of that fact.

(f) The secretaries must, in respect of any notification under this Standing Order received by them prior to 7.30pm on the first or any subsequent day of sitting, notate the amendment sheet to be circulated on the next day of sitting in respect of any proposed amendment with the words "**accepted by the mover**", "**withdrawn**", "**to be replaced by ….**", or otherwise as appropriate to inform members of Synod of the status of any proposed amendment.

(g) If the mover of a motion accepts any proposed amendment the mover may, with the leave of Synod, move the motion in that amended form incorporating any consequential amendments.

(h) The provisions of this Standing Order are subject to an over-riding discretion in the President or the Chairman to put to the Synod or the Committee any other procedure which will best work for the efficient dispatch of the business of the Synod.

(i) Nothing in this Standing Order 42A limits the operation of Standing Order 40.

Previous question

43. When it is desired to avoid or postpone a decision on any question, it shall be competent for any member to move the previous question.

When the previous question is moved it shall not stop debate which shall continue, but no amendment may be moved until the previous question has been disposed of by the Synod.

The previous question shall be put by the President - "**That the motion be not put**."

The previous question shall not be moved in Committee.

Question may be superseded

44. A Question may be superseded -

(1) By the adjournment of the Synod on the motion of a member "**That the Synod do now adjourn.**"

(2) By the previous question, viz., "**That the motion be not put,**" being proposed and affirmed.

Motions - how resolved

45.[22] (a) Questions shall be resolved by the majority of the voices "Aye" or "No", or by a show of hands, or by electronic voting; but on demand being made by five members a division shall take place.

(b) Unless a vote by Houses is requested in accordance with section 15 of the Constitution, or a Division as requested under Standing Order 54, a question shall be resolved by, the mechanism of Standing Order 45(a), and the President shall state which side has the majority.

Vote by Houses

46. (a) A vote by Houses may be required on demand by not less than five members of the House of Bishops or by ten members of the House of Clergy or by ten members of the House of Laity.

(b)[23] In the event of a vote by Houses being required all questions shall be put by the President or Chairman or presiding member first to the House of Laity and then to the House of Clergy and finally to the House of Bishops and no question shall be deemed to be resolved in the affirmative by Synod unless it be so resolved by a vote of the majority of those present in each of the three houses by the mechanism of Standing Order 45(a).

(c) Any two members of the House of Bishops or any ten members of the House of Clergy or the House of Laity may demand a ballot in their house. Such ballot shall be conducted in that house in accordance with the requirements of Standing Order 46A.[24]

46A.[25](a) A question shall be decided by ballot if -

(i) the President so determines; or

(ii) a majority of the Synod voting as a whole on a motion "That the question be deci**ded by ballot**" so decides.

(b) A motion referred to in paragraph (a)(ii) may be moved without notice at any time prior to the question being put.

(c) A ballot shall be conducted in the following manner:

(i) A single piece of paper of one colour for members of the House of Laity, of a different colour for members of the House of Clergy and of a different colour for members of the House of Bishops shall be handed to each member

[22] Section 45 replaced by Rule 3, 2017.
[23] Amended by Rule 3, 2017.
[24] Amended by Rule 2, 1995.
[25] Added by Rule 2, 1995.

of the Synod present by such person or persons or in such manner as the President shall direct;

(ii) No member who has received a ballot paper may leave the Synod until directed by the President;

(iii) When the President is satisfied that all ballot papers have been distributed, he shall direct that no member may enter the Synod until allowed by the President;

(iv) A member voting in favour of the motion shall write "Yes" on the paper and a member voting against the motion shall write "No" on the paper. A paper which contains neither "Yes" nor "No" shall be treated as informal and shall not be counted for or against;

(v) All ballot papers distributed shall be returned in such manner as the President shall direct, and when satisfied that all papers have been returned the President may direct that members may enter or leave the Synod;

(vi) The President shall appoint tellers who shall forthwith count the votes, if necessary in houses, for and against and any informal votes, and one of the tellers shall inform the President of the result which shall be announced by the President.

Motions - withdrawal of

47. Any motion may be withdrawn by the mover unless ten members object.

Motions previously dealt with, etc.

48. No subject which shall have been under the consideration of the Synod and disposed of, shall be again brought forward during the session.

49. No question shall be entertained which in the opinion of the President is substantially the same as one which has been resolved during the same session.

Count out

50. If at any time during the progress of business, on any member moving that the Synod be counted, there be not a quorum, the President shall adjourn the Synod until the next time of sitting.

51. A debate interrupted by such counting out shall at the next time of sitting be resumed at the point where it was interrupted.

Adjournment of Synod, or debate

52. A Motion for adjournment of either the Synod, or the debate, may be made at any time; provided that no member shall be interrupted thereby while speaking.

Motions - members to conclude with

53. When no question is before the Synod, no member shall be at liberty to speak unless he intends to conclude by making a motion; and any member desiring to submit a motion of which notice has not been given, shall, when called upon by the President, forthwith state what motion he intends to make.

Divisions

54. When a division is demanded whether Synod be voting together or by Houses, the President or the Chairman if the Synod be in Committee shall put the question, and, after the lapse of two minutes, shall direct the members then present to divide, the "Ayes" to the right, the "Noes" to the left of the chair, and shall appoint two tellers from each side, and shall declare the number of votes on each side from a count of the members voting to be given him by the tellers. The President or Chairman shall declare the question carried or lost as the case may be. Where the Synod is voting together a majority will carry the question unless a special majority is required by the Constitution.

55. Members may leave or enter the Synod during the two minutes which elapse before the division, but after the President commences to direct the members to divide, no member shall leave or enter the Synod until the division is concluded; and after the appointment of tellers no member, except the tellers, shall change his place from one side of the chair to the other.

Standing Orders - Suspension of

56. Any Standing Order of the Synod may at any time be suspended on motion with notice. Any Standing Order may also be suspended on motion without notice, unless ten members object.

Committee of the whole – Quorum

57. In Committee of the whole Synod, the same number of members shall form a quorum as in the Synod itself.

58. If, during the progress of business in Committee, notice be taken that there is not a quorum, the Chairman shall leave the chair and report the same.

59. A Motion made in Committee need not be seconded.

Adjournment of Committee

60. A Motion of adjournment of Committee shall be "That the Chairman leave the chair, report progress, and ask leave to sit again." On such motion being carried the Chairman shall report to the Synod and ask leave accordingly.

Standing Orders to apply in Committee

61.[26] The Standing Orders shall, so far as applicable, be observed in Committee, and the Chairman shall have the same authority as the President.

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[26] Amended by Rule 1, 2004.

Absence of Chairman of Committees

62.[27] In the case of absence of the Chair, or by arrangement between the Chair and a Deputy Chair, a Deputy Chair shall act. In the case of the absence, inability or unwillingness to act of all the Deputy Chairs, a member whom the Committee shall appoint shall act.

Bills to make Canons

63.[28] (1) In this Standing Order, unless the contrary intention appears:

"**Bill**" means a bill for a canon and, in relation to a canon, means the bill for that canon;

"**Group Discussion Bill**" means a bill which has been declared by the Synod under Standing Order 37B to require group discussion;[29]

"**Clause**", in relation to a bill, includes a Schedule to the bill;

"**Committee**" means the Committee of the whole Synod.

(2) A canon of the Synod shall be made, subject to this Order, by:

(a) the Synod agreeing to a motion that the bill be approved in principle;

(b) the committee then considering the bill in detail and agreeing to it either with or without amendment; and

(c) the Synod agreeing to a motion that the bill do now pass.

(3) A motion that a bill be approved in principle shall not be included in the agenda:

(a) unless the provisions of paragraph 27(1)(i) of the Constitution as to notice have been complied with or Synod has, in accordance with that paragraph, declared the bill to be a matter of urgency; and

(b) if Standing Order 37A applies to the motion, unless the financial information required by that Standing Order has been provided.

(4) At the time of moving a motion that a bill be approved in principle the mover may seek the leave of the Synod to introduce the bill with amendments to the bill as circulated to each diocese. If such leave is given the bill as so introduced shall be the bill to be debated.

(4A)[30] At the time of moving a motion that a bill be approved in principle the mover may seek the leave of the Synod also to move forthwith one or more other motions that another bill or other bills be approved in principle.

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27 Replaced by Rule 1, 2004; replaced by Rule No. 1, 2007.
28 Replaced by Rule 2, 1992; replaced by Rule No. 1, 1995.
29 Definition added by Rule 1, 2004.
30 Added by Rule 1, 2026.

(5)[31] When a motion that a bill (other than a Group Discussion Bill) be approved in principle has been moved and spoken to by the mover and seconded, the President shall ask if any member or members wish to ask the mover or seconder any question or questions to assist members to elucidate the purpose and intended effect of the bill, and any member may then ask any such question which may thereupon be answered by the mover or seconder. Further such questions may be asked and answered until the President announces that the debate shall proceed.

(5A)[32] When a motion that a Group Discussion Bill be approved in principle has been moved and spoken to by the mover and formally seconded, then:

(a) one member representing a point of view different from that of the mover shall be invited by the President to speak;

(b) the President shall ask if any member or members wish to ask the mover or other previous speaker any question or questions to assist members to elucidate the purpose and intended effect of the bill, and any member may then ask any such question or questions which may immediately be answered by the mover or other previous speaker;

(c) further questions may be asked and answered until the President announces that the time for questions has finished;

(d) The Synod shall resolve itself into discussion groups until the President announces that the debate shall proceed.

(6)[33] A person who has asked or answered a question during the period referred to in paragraph (5) or paragraph (5A) shall not, for the purpose of the ensuing debate, be deemed to have spoken on the motion by virtue only of having asked or answered such question.

(7)[34] After the President shall have announced that the debate shall proceed, the general principle of the bill shall be debated. Where leave has been given under subrule (4A), the general principle of all the bills or any of the bills the subject of a motion that a bill be approved in principle may be debated.

(7A)[35] Where the general principle of more than one bill has been debated in the same debate, the President must put separately in respect of each bill the question whether the bill be approved in principle, but that question must be put in relation to each of those bills before the next stages commence in relation to any of them.

(8) If the motion that the bill be approved in principle be decided in the negative the bill shall lapse.

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31 Amended by Rule 1, 2004.
32 Section added by Rule 1, 2004.
33 Amended by Rule 1, 2004.
34 Amended by Rule 1, 2026.
35 Added by Rule 1, 2026.

(9)[36] When the Synod has agreed to a motion that a bill be approved in principle, but subject to subrule (7A), the President shall ask if any member wishes to debate the bill in Committee.

(10) If any member shall answer "**Yes**" then the Synod shall, without motion being moved, forthwith be deemed to have resolved itself into Committee to consider the bill in detail, unless the Synod resolves that consideration of the bill by the Committee be an order of the day for another time.

(11) If no member shall answer "**Yes**", the motion that the bill do now pass may be moved forthwith without notice or may be made an order of the day for another time.

(12) If a bill is considered in Committee, the Chairman may allow the bill to be considered:

(a) as a whole;

(b) clause by clause;

(c) by groups of clauses or by groups of clauses and single clauses; or

(d) in a manner which, in his opinion, the Chairman considers will best facilitate consideration of the amendments of the bill that are to be proposed.

(13) In Committee if the bill is not taken as a whole:

(a) the title and preamble (if any) are postponed until after the clauses have been agreed to; and

(b) the question shall be put by the Chairman in respect of each clause or each group of clauses, as the case requires, that it be agreed to; and

(c) when the clauses have all been agreed to either with or without amendment, the question shall be put, first in respect of the preamble (if any) then in respect of the title, that it be agreed to.

(14) Upon the Committee completing its consideration of a bill:

(a) the Synod shall be deemed to be reconvened and the Chairman shall report to the President the bill as agreed by the Committee;

(b) the President shall, without a motion being moved, put to the Synod the question "that the report be agreed to': which question shall be open to amendment that the bill, or a specified clause, be recommitted to the Committee to consider an amendment.

(15) When the question that the report of the Chairman be agreed to has been put to and passed by Synod, the motion that the bill do now pass may be moved forthwith without notice or made an order of the day for another time.

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[36] Amended by Rule 1, 2026.

(16)[37] When a bill has been considered in Committee, a motion that the bill do now pass shall not be moved unless and until the Chairman has, by certificate endorsed on a copy of the bill, certified that the copy is a true copy of the bill as agreed to by the Committee, unless the President determines otherwise. The President may only determine otherwise if there have been no amendments to the bill, or if all amendments in committee are of a grammatical or editorial nature.

(17) A motion that a bill do now pass shall be open to amendment that the bill, or a specified clause, be recommitted to the Committee to consider an amendment.

(18) If a bill, or a clause of a bill, is recommitted to the Committee:

(a) the Synod shall, without a motion being moved, forthwith be deemed to have resolved itself into Committee to consider the proposed amendment;

(b) the procedure in Committee shall, as nearly as practicable, be the same as the procedure following the passing of the motion that the bill be approved in principle except that the Committee shall consider only amendments relating to the purpose of its recommittal; and

(c) the procedure following completion of the consideration of the bill in Committee shall, as nearly as practicable, be the same as that following completion of consideration of the bill in Committee in the first instance.

(19) If the motion that the bill do now pass is agreed to, then:

(a) if the bill was not considered in Committee, the bill as introduced shall be a Canon duly passed; and

(b) if the bill was considered in Committee the bill as certified by the Chairman shall be a Canon duly passed.

Thereupon, or at some later time, the President may appoint when the canon shall come into force in accordance with the requirements of section 30 of the Constitution.

(20) The clerical secretary and the lay secretary shall certify on a copy of the canon that it is a copy of the canon as passed and the date of its passing.

(21) A motion making the consideration of a bill an order of the day may be moved without notice.

(22) A motion that a bill be approved in principle may be moved by the member of Synod who gave the notice or, by leave of Synod, any other member.

(23) Amendments of a grammatical or editorial nature, or to alter the numbering of sections, subsections and paragraphs or subparagraphs or cross-references in consequence of an amendment made to a bill, may be made, and clerical or typographical errors may be corrected in any part of a bill by the Chairman of Committees or, in the case of a bill which has not been considered in Committee, by the clerical secretary and the lay secretary without any motion being agreed to.

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37 Amended by Rule 1, 2001; amended by Rule 1, 2004.

63A.& 63B.[38] [deleted]

Special Bills

64.[39] (1) A bill that is a special bill under subsection 28(1) of the Constitution, or is to be dealt with as a special bill under subsection 28(2) of the Constitution, shall be considered as provided in Standing Order 63 subject to the qualifications set out in subsection 28(c) of the Constitution and in this Standing Order.

(2) A motion that a bill need not proceed as a special bill may be moved without notice and shall be put immediately before or after the motion that the bill do now pass is moved.

(3) A petition under subsection 28(2) of the Constitution in respect of a bill must be presented to the President before the motion that the bill do now pass is moved and the President shall put the motion that the bill be treated as a special bill immediately before the motion that the bill do now pass is moved.

(4) Where the reports and recommendations received from diocesan synods in respect of a provisional canon have been presented to the Synod:

(a) copies of the provisional canon shall be circulated to members;

(b) any member may give notice of a motion that the provisional canon be approved in principle; and

(c) the provisions of Standing Order 63 (other than Standing Order 63(3)) and the preceding provisions of this Standing Order apply as if the provisional canon were a bill for a canon.

Alterations of the Constitution

65.[40] (1) A bill for a canon to alter the Constitution shall be made, subject to this Order, by

(a) the Synod agreeing to a motion that the bill be approved in principle;

(b) the Committee considering the bill in detail and agreeing to it either with or without amendment;

(c) the Synod agreeing to a motion that the bill do now pass; and

(d) the relevant conditions of section 67 of the Constitution being complied with in respect of the bill.

(2) The provisions of Standing Orders 63(1) and (3) to (23), inclusive, apply to a bill for a canon to alter the Constitution in like manner as they apply to a bill for any other canon.

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38 63A and 63B deleted by Rule 1, 1995.

39 Replaced by Rule 1, 1995.

40 Previous Standing Order 65 renumbered 67 and new Standing Order 65 made by Rule 1, 1995.

(3) If section 67 requires a bill for a canon to amend the constitution to be passed by a majority of dioceses, assents being determined by the votes of the representatives of the dioceses:

(a) the votes on a relevant motion shall be cast in writing indicating whether members vote for or against the motion or abstain from voting;

(b) the votes shall be counted by scrutineers appointed by the President;

(c) the scrutineers shall inform the President of the results of the voting; and

(d) upon a vote being taken, further consideration of the bill stands adjourned, without motion being moved, until called on by the President as soon as practicable after he has been informed of the result of the vote.

Rules

66.[41] (1) A rule shall be made by resolution.

(2) The proposed rule shall be circulated to each diocese at least two months before the first day of the session of Synod at which the resolution is to be presented provided that the Standing Committee may allow a shorter period of notice and provided further that Synod by an affirmative vote of three-fourths of the members present may declare any resolution to be a matter of urgency and permit it to be included in the agenda without further notice.

(3)[42] The provisions of Standing Order 63 (other than Standing Orders 63(3), and (19) apply to a proposed rule as if any reference therein to a bill were a reference to a proposed rule.

(4) If the motion that the proposed rule do now pass is agreed to, then

(a) if the proposed rule was not considered in Committee, the proposed rule as introduced shall be a rule duly passed; and

(b) if the proposed rule was considered in Committee, the proposed rule as certified by the Chairman shall be a rule duly passed.

Parliamentary Practice

67.[43] In all cases not herein provided for, resort shall be had to the rules, forms and practice of the House of Representatives of the Parliament of the Commonwealth of Australia, so far as they can be applied.

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41 Added by Rule 1, 1995.
42 Amended by Rule 3, 2014.
43 Previously numbered 65 - renumbered by Rule 1, 1995.