

Instructions For Attending The 2021 In-Person Synod

Introduction

As previously advised, an in-person Synod will be held on Saturday 20th November 2021 at St Christophers church Avonhead.

In order to comply with the Government COVID - 19 regulation to limit gatherings to no more than 100 people per venue, Synod members will be allocated to one of two venue areas at St Christophers. The venue areas will be the Church and the Hall. Neither area will have more than 100 people plus staff.

You will be advised prior to 20th November as to which venue area you have been allocated.

You will already be aware that there will be two Synod services held in the Transitional Cathedral on Friday 19th November at 6:00pm and 7:30pm and you will have indicated which of these services you will be attending.

Car Parking

There will be limited on site carparking. Parks will be marked with “C” for Church, “H” for Hall, and “R” for reserved. Synod members allocated to attend Synod in the Church should park in the area closest to the parish office in the parks marked “C”. Synod members allocated to attend Synod in the Hall should park in the area closest to Avonhead Road in the parks marked “H”.

If there are no parks available you will be required to park on Avonhead Road or the adjacent streets.

Entering the Venues

Access to the venues will be by two separate entrances from 8:30am. Entrance to the Church will be by the main entrance closest to the parish office.

Entrance to the Hall will be by the veranda closest to Avonhead Road and the door leading to the chapel. Do not enter through the doors that lead directly to the Hall.

Registration

On entering the venue area you will be required to scan the QR code, and sanitise your hands. Wearing of masks is encouraged. If you are not able to scan the QR code then your attendance will be registered on the registration sheet.

Everyone attending will sign the registration sheet as part of the normal Synod protocol.

At the registration desk you will pick up a small bag that will contain snacks for your morning and afternoon tea, and a label for you to write your name on and wear on your clothing.

Synod Procedures

Synod members must be seated by 9:00am.

There will be a video and audio link between the Church and the Hall.

Staff will be available in the Church and the Hall to assist with the administration.

There will also be scrutineers in the Church and the Hall to assist with voting on Bills, Motions, and elections.

Nominations for elections will close at 9:00am. Nomination forms must be given to staff in the Hall or in the Church and to the Diocesan Manager. Copies of the nomination forms will be displayed in both the Church and the Hall.

Speaking to Bills and Motions. Synod members wishing to speak to Bills or Motions may do so from either the Church or the Hall. Those wishing to speak in the Church must come to the lectern in the usual way. Those wishing to speak in the Hall must come to the microphone and camera in the Hall.

The Synod President (Bishop Peter) will be able to see on a monitor those who wish to speak in the Hall and will call upon them in turn with those wishing to speak in the Church.

Voting on Bills and Motions. When called upon to vote on a Bill or Motion the President will decide on the result of a voice vote in the Church. The scrutineers in the Hall will advise the President of the result in the Hall by using the microphone in the Hall. The President will then declare the final result.

If there is a call for a hand vote, the scrutineers in both the Church and the Hall will conduct the count and report the count to the President.

Breaks

Synod members are to provide their own lunches.

At morning, lunch and afternoon breaks, tea and coffee will be available. Synod members in the Church will be served in the lobby and those in the Hall from the kitchen.

During breaks Synod members are not to mix with those in the other venue areas.

Leaving the Site

At the end of Synod, Synod members are not to mix and are to leave the venues promptly as the venues will have to be cleaned.

Synod members parked in the car park **must not exit** by the Avonhead Road entrance but by the exit on Coniston Avenue.