|  |  |  |
| --- | --- | --- |
|  | **TITLE B**  **OF ORGANISED BODIES** IN THE CHURCH |  |
|  | **CANON I** **OF THE GENERAL SYNOD / TE HĪNOTA WHĀNUI** |  |
| 1. | **Membership of the General Synod / te Hīnota Whānui** |  |
|  | The General Synod / te Hīnota Whānui shall consist of the following persons. | *1992* |
|  | * 1. **Representatives of the Dioceses in New Zealand** |  |
|  | 1.1.1 In accordance with clause 5 of the Fundamental Provisions and Part C clause 3 of the Constitution / te Pouhere each diocese in New Zealand shall be represented in the General Synod / te Hīnota Whānui in each of the orders of bishops, clergy and laity. | *Representatives of three orders* |
|  | 1.1.2 The representatives of each order shall be elected by their respective orders in each diocese in such manner as that diocese may determine. | *Manner of election* |
|  | 1.1.3 Every bishop exercising full-time constant and active episcopal ministry or jurisdiction in each diocese shall be entitled to attend and to speak and vote in the General Synod / te Hīnota Whānui. | *Attendance of bishops* |
|  | * + 1. Each Diocese may elect clerical and lay representatives as follows:  1. For each Smaller Diocese two clerical representatives and three lay representatives 2. For each Larger Diocese three clerical representatives and four lay representatives.   The Schedule to this Canon shall set out which dioceses consider themselves to be Smaller Dioceses and which dioceses consider themselves to be Larger Dioceses interms of this Clause.  One of the representatives from each Diocese shall where possible be a youth representative, as defined by that Tikanga. | *Number of representatives 2002*  *2018* |

|  |  |
| --- | --- |
|  | 1.1.5 Any bishop who has resigned or otherwise ceased to exercise full-time constant and active episcopal ministry or jurisdiction in accordance with the provisions of Title A Canon I shall cease to be a member of the General Synod / te HĪnota Whānui. Any such bishop shall be entitled to attend and speak at any session of the General Synod / te Hīnota Whānui but without any right to vote. |
|  | 1.1.6 Every ordained minister who is licensed to any ministry, or to any ecclesiastical office in any diocese in New Zealand shall be qualified to be elected as a clerical representative, whether residing in the diocese or not. |
|  | 1.1.7 Every member of the laity, having been baptised and being registered in any local ministry and mission unit or recognized worshipping community in any diocese, shall be qualified to be elected as a lay representative in any diocese. | *2004* |
|  | 1.1.8 At some time in the month of February in each alternate year, dating from the year of our Lord 1981, the Primate / te Pīhopa Mātāmua shall issue to the bishop of each diocese in New Zealand a writ for the election of the clerical and lay representatives for each diocese. |
|  | * + 1. The bishop shall report to the General Secretary the names of the clerical and lay representatives so elected or appointed, and the said representatives shall come into office upon the first day of January following, and shall hold office for two years, save for any representative filling a casual vacancy. |
|  | 1.1.10 Pending determination and adoption of procedures and regulations by any diocese, the following provisions shall govern the election of any representatives to the General Synod / te Hīnota Whānui by any diocese in New Zealand: |
|  | (a) The clerical and lay representatives shall be elected by the clerical and lay members of the diocesan synod; the clerical members electing the clerical representatives, and the lay members electing the lay representatives; each acting as an electoral body, and not as a synod. | *Election by houses* |
|  | (b) The election shall be held at the time of the next ensuing annual session of each diocesan synod after the issue of a writ for election. | *Time of election* |
|  | 1. Any clerical or lay member of the diocesan synod desiring to nominate any person of the order of that member for election to the General Synod / te HĪnota Whānui, shall send to the Bishop of the Diocese a nomination in writing of that person. Every nomination shall be signed by the nominator, and shall contain a declaration by that nominator that the person nominated is willing to act. | *Nomination to be in writing* |

|  |  |  |
| --- | --- | --- |
|  | 1. Each diocesan synod shall make all regulations with regard to the details of nomination and election. The procedure for nomination and election in each diocesan synod shall be governed by regulations made by that diocesan synod. Each diocese may provide in its regulations for the election / appointment of an alternate clerical representative and an alternate lay representative each of whom shall be entitled to attend any meeting of the General Synod / te Hīnota Whānui in the place of a clerical or lay member as the case may be who is prevented from attending such meeting. | *Synod to make regulations*  *Provision for alternate 2004* |
|  | | (e) If from any cause the required number of representatives of either order be not elected, the appropriate order of the standing committee of the diocese shall fill up the vacancy or vacancies thus left. | *Filling of vacancies when not elected* |
|  | | (f) The Bishop of each Diocese shall give not less than 14 days written notice to all members of the diocesan synod of the approaching election. | *Written notice of election* |
|  | | (g) Any clerical or lay representative may, by writing addressed to the Bishop of the Diocese for which that representative may have been elected, resign; and upon the receipt of such resignation by the said bishop, the seat of such representative shall become vacant. | *Provision for resignation* |
|  | | (h) When the seat of any clerical or lay representative shall become vacant by death, resignation, or the declaration of any tribunal acting under the authority of the General Synod / te Hīnota Whānui, the clerical or lay members, as the case may be, of the standing committee of the diocese in which such vacancy shall occur shall appoint a new representative to fill up the vacancy: | *Filling of vacancies during the period* |
|  | **Provided that** in case the seat of any representative shall become vacant before the expiration of the period for which that representative shall have been elected, the person who shall be appointed to fill such vacancy shall hold office until the first day of January preceding the next biennial session of the General Synod / te Hīnota Whānui. |  |
|  | * 1. **Representatives of Te Pīhopatanga o Aotearoa** |  |
|  | * + 1. In accordance with clause 5 of the Fundamental Provisions and Part C clause 4 of the Constitution / te Pouhere, Te Pīhopatanga o Aotearoa shall be represented in the General Synod / te Hīnota Whānui in each of the orders of bishops, clergy and laity. | *Representatives of three orders* |

|  |  |  |
| --- | --- | --- |
|  | 1.2.2 The representatives of each order shall be elected by their respective orders in Te Pīhopatanga in such manner as Te Pīhopatanga may determine. Te Runanganui o Te Pīhopatanga may provide for each Hui Amorangi to provide for the election / appointment of an alternate clerical representative and an alternate lay representative each of whom shall be entitled to attend any meeting of the General Synod / te Hīnota Whānui in the place of a clerical or lay member as the case may be who is prevented from attending such meeting. | *Manner of election*  *Provision for alternate 2004* |
|  | 1.2.3 Te Pīhopa o Aotearoa shall in the calendar year preceding each ordinary session of the General Synod / te Hīnota Whānui advise the Primate / te Pīhopa Mātāmua of the number of members of each order who shall represent Te Pīhopatanga o Aotearoa at the next ensuing session of the General Synod / te Hīnota Whānui. One of the representatives from each Amorangi shall where possible be a youth representative, as defined by that Tikanga. | *Numbers to be advised*  *2018* |
|  | * + 1. The Administrator or Secretary of Te Pīhopatanga o Aotearoa shall as soon as practicable, and if possible, at least two calendar months before the date fixed for the commencement of a session of the General Synod / te Hīnota Whānui, notify the General Secretary in writing of the names and addresses of the members of each order who are proposed to represent Te Pīhopatanga o Aotearoa at that forthcoming session of the General Synod / te Hīnota Whānui. | *Names to be advised* |
|  | * 1. **Representatives of the Diocese of Polynesia** |  |
|  | 1.3.1 In accordance with clause 5 of the Fundamental Provisions and Part C clause 5 of the Constitution / te Pouhere the Diocese of Polynesia shall be entitled to be represented in the General Synod / te Hīnota Whānui in each of the orders of bishops, clergy and laity. | *Representatives of three orders* |
|  | * + 1. The representatives of each order shall be elected by their respective orders in the Diocese of Polynesia in such a manner as the Diocese shall determine. The Diocese may provide for the appointment of an alternate clerical representative and an alternate lay representative each of whom shall be entitled to attend any meeting of the General Synod / te Hīnota Whānui in the place of a clerical or lay member as the case may be who is prevented from attending such meeting. | Manner of election  *Provision for alternate 2004* |
|  | 1.3.3 The Bishop in Polynesia shall in the calendar year preceding each ordinary session of the General Synod / te Hīnota Whānui advise the Primate / te Pīhopa Mātāmua of the number of members of each order who shall represent that Diocese at the next ensuing session of the General Synod / te Hīnota Whānui. One of the representatives from the Diocese shall where possible be a youth representative, as defined by that Tikanga. | *Numbers to be advised*  *2018* |

|  |  |  |
| --- | --- | --- |
|  | * + 1. The Secretary of the Diocese of Polynesia shall, as soon as practicable, and if possible, at least two calendar months before the date fixed for the commencement of a session of the General Synod / te Hīnota Whānui, notify the General Secretary in writing of the names and addresses of the members of each order who shall represent that Diocese at that next ensuing session of the General Synod / te Hīnota Whānui. | *Names to be advised* |
|  | * 1. **Of Representation Generally** |  |
|  | * + 1. Any representative elected for two or more of any of the dioceses in New Zealand and / or Te Pīhopatanga o Aotearoa and / or the Diocese of Polynesia shall be required to choose without delay for which of the dioceses or Te Pīhopatanga that representative will serve, and to make known that choice in writing without delay to Te Pīhopa o Aotearoa or to the Bishop of the Diocese for which that representative may have been elected; and that representative shall further be required to resign as representative of the diocese or Te Pīhopatanga o Aotearoa for which that representative declines to serve by giving written notice to the Bishop of that Diocese, or to Te Pīhopa. | *Dual representation disallowed* |
|  | 1.4.2 If any representative in any order shall resign from the General Synod / te Hīnota Whānui or shall die or become ineligible or be removed by reason of any declaration by a tribunal established by the General Synod / te Hīnota Whānui, notice of the vacancy shall forthwith be given to the General Secretary. | *Notice of any vacancy to be given* |
|  | * + 1. The name(s) and address(es) of any new representative(s) of any order to fill any vacancy in the General Synod / te Hīnota Whānui shall be notified to the General Secretary as soon as possible following the filling of the vacancy. | *Notification of replacement(s)* |
|  | * + 1. Every representative in the General Synod / te Hīnota Whānui shall have been baptised, and be of the age of 16 years and upwards, and shall be duly qualified and registered to participate in any diocese in New Zealand, or Te Pīhopatanga o Aotearoa, or the Diocese of Polynesia, and shall make a declaration of adherence and submission in the manner and form set forth in the Constitution / te Pouhere. | *Qualification of representatives, and declaration required* |
| 2. | **Meetings of the General Synod / te Hīnota Whānui** |  |
|  | 2.1 There shall be a meeting of the General Synod / te Hīnota Whānui in every alternate year dating from the year of our Lord 1966, at such time and place as shall from time to time be prescribed in that behalf by the said General Synod / te Hīnota Whānui: | *Meeting in alternative years* |
|  | **Provided that** special meetings of the General Synod / te Hīnota Whānui may be convened at any time or place, if duly called. | *Special meeting* |

|  |  |  |
| --- | --- | --- |
|  | 2.2 The members of the Synod shall be called together to any meeting by the Primate / te Pīhopa Mātāmua under hand and seal. | *Members called by Primate* |
|  | * 1. The General Secretary shall with the Primate's call forward to each member any notices of motion already handed in and as far as possible an indication of such subjects as are proposed to be brought before the Synod. | *Notification of subject matter* |
|  | 2.4 The Primate / te Pīhopa Mātāmua, or in the absence or inability of the Primate the Acting Primate / te Pīhopa Aporei, shall at any time, on the receipt of a requisition to that effect signed by any three bishops, ten clergy, and thirteen members of the laity, being members of the General Synod / te Hīnota Whānui, convene a special meeting of the General Synod / te Hīnota Whānui, to meet within sixty days of the receipt of such requisition, at such time and place as may to the Primate or Acting Primate seem most convenient, provided that the nature of the business for which the Synod is called shall be stated in such requisition, and that no other business shall be considered. | *Requisition for a special meeting* |
|  | 2.5 The quorum for the General Synod / te Hīnota Whānui, shall be one quarter of the total membership of the Synod / te Hīnota, provided that in such number each order and each Tikanga shall be represented. If the senior bishop of any Tikanga, or some person duly appointed by that bishop, shall have notified the Primate / te Pīhopa Mātāmua of the inability of all the members of that Tikanga to be present it shall be competent for the Synod / te Hīnota to proceed to its business subject always to the subsequent confirmation of its decisions by a majority of the members of that Tikanga. | *Quorum* |
| 3. | The Standing Committee of the General Synod / te Hīnota Whānui |  |
|  | * 1. For the purposes and with the powers hereinafter defined, a board shall be constituted to be called the "Standing Committee of the General Synod / te Hīnota Whānui "; such Standing Committee shall serve from the close of one biennial session of the General Synod / te Hīnota Whānui to the opening of the next. All the provisions of Title F Canon VIII, concerning the qualifications of members of certain Committees and Trust Boards, apply to members of the Standing Committee. | *Term of Standing Committee*  *2006* |
|  | * 1. The Standing Committee of the General Synod / te Hīnota Whānui shall consist of:   The Primate / te Pīhopa Mātāmua and the two Co-Presiding Bishops / nga Pīhopa Aporei;  The Senior Bishop appointed by any of the three partners of this Church if that Bishop is not the Primate / te Pīhopa Mātāmua or one of the Co-Presiding Bishops / nga Pīhopa Aporei; | *Composition 1992, 1994, 2000, 2006* |

|  |  |  |
| --- | --- | --- |
|  | Three members of the General Synod / te Hīnota Whānui nominated by the representatives of the Diocese of Polynesia, including at least one ordained minister and one lay person; |  |
|  | Five members of the General Synod / te Hīnota Whānui nominated by the representatives of Te Pīhopatanga o Aotearoa, including at least one ordained minister and at least one lay person; |  |
|  | Seven members of the General Synod / te Hīnota Whānui nominated by the representatives of the dioceses in New Zealand, including at least two ordained ministers and at least two lay persons. |  |
|  | If possible three members of the General Synod / te Hīnota Whānui who shall be one youth representative from each Tikanga, as defined by that Tikanga and nominated by that Tikanga, whether clergy or lay. | *2018* |
|  | 3.3.1 If a member of the Standing Committee is unable to be present for a particular meeting an alternate may be appointed for that meeting by the member concerned in consultation with the Senior Bishop of the Tikanga the member represents and bearing in mind the requirements of Clause 3.4 of this Canon. | *Appointment of an alternate 1994, 1996* |
|  | 3.3.2 If the seat of any member of the Standing Committee shall become vacant by death or resignation the vacancy shall be filled by the Standing Committee. | *Filling of vacancy* |
|  | 3.4 The presence of six members including at least one from each Tikanga, and including at least one bishop, one ordained minister and one lay person, shall constitute a quorum for the Standing Committee. | *Quorum 1992, 1994* |
|  | 3.5 The Primate / te Pīhopa Mātāmua shall convene all meetings of the Standing Committee. | The Primate / te Pīhopa Mātāmua to convene |
|  | The Primate shall preside at meetings of the Standing Committee provided that should the Primate so desire, the Standing Committee may elect one or more of its members to chair the meeting(s) until the next biennial session of the General Synod / te Hīnota Whānui or for such shorter period(s) and from time to time as the Standing Committee shall decide. | *Presiding* |
|  | 3.6 The Standing Committee shall meet for business at such time and place as the Primate / te Pīhopa Mātāmua shall deem necessary, provided that the Standing Committee shall meet not less than twice each year. | *Frequency of meetings* |
|  | * 1. It shall be the duty of the Primate / te Pīhopa Mātāmua forthwith to convene a special meeting of the Standing Committee on receipt of a requisition to that effect signed by not less than six of the members, or of a requisition signed by a majority of the members from one Tikanga. Such requisition shall state the business for which the meeting is to be called. | *Requisition for special meeting. 1992, 1994* |

|  |  |  |
| --- | --- | --- |
|  | 3.8 Two weeks notice, at the least, shall be given of such special meeting, and such notice shall contain a statement of the special business for which the meeting is convened. Any member desiring to bring up other business for consideration at such meeting must give notice of the same to the Primate/ te Pīhopa Mātāmua, and also to all other members of the committee, at least one week before the date of the meeting. Notice shall be in writing, and shall be deemed to have been given if posted at least one week before the date of meeting. | *Notice of and business for special meeting* |
|  | * 1. Every act of the Standing Committee shall be assented to by the members present in person at a duly constituted meeting in the manner prescribed by the Standing Orders of the General Synod / te Hīnota Whānui as necessarily adapted. | *Decision-making* |
|  | 3.10 The Standing Committee shall examine and report upon the accounts of the General Synod / te Hīnota Whānui for the preceding biennial period, the Finance Bill and other financial matters. | *Financial matters* |
|  | * 1. The Standing Committee shall have power to initiate regulations for assent pursuant to Part C clause 11 of the Constitution / te Pouhere, to receive reports from commissions, boards and other bodies set up by the General Synod, to institute such inquiries as it may think necessary, and in particular, to ascertain the opinion of the synods or of the Standing Committees of the several dioceses in New Zealand and of Te Runanga or Te Runanga Whāiti o Te Pīhopatanga o Aotearoa or of any Hui Amorangi or Amorangi Whāiti or of the Synod or Standing Committee of the Diocese of Polynesia on any matter which it may propose to them. | *Powers of committee* |
|  | 3.12 The Standing Committee shall have power to act on behalf of the General Synod / te Hīnota Whānui in such matters not otherwise provided for, as may seem to demand prompt and united action. | *Power to act* |
|  | * 1. The Standing Committee shall facilitate communication with and between the three partners of this Church. | *Communication,2000* |
|  | 3.14 The Standing Committee shall discharge such other duties and exercise such other powers as the General Synod / te Hīnota Whānui may from time to time prescribe. | *Other duties as prescribed* |
|  | 3.15 It shall be the duty of the Standing Committee to appoint a member of the General Synod / te Hīnota Whānui to introduce in the Synod any matter which the Committee wishes to bring before the Synod. | *Taking matters to General Synod* |
|  | 3.16 Minutes of the proceedings of the Standing Committee shall be entered in a book kept for that purpose, and shall be printed after each meeting. | *Minutes* |
|  | 3.17 The Minutes so printed shall be sent to each member of the General Synod / te Hīnota Whānui. | *Circulation of Minutes* |
|  | 3.18 Standing Committee shall table at each ordinary session of the General Synod / te Hīnota Whānui copies of all reports and accounts required to be made to it in accordance with the Canons of this Church. | *Table all Reports and Accounts*  *2004* |

|  |  |  |
| --- | --- | --- |
| 4. | **Appropriation of Moneys by the General Synod / te Hīnota Whānui** |  |
|  | * 1. All appropriations of money by the General Synod / te Hīnota Whānui shall be made by statute. | *Appropriations of money* |
|  | * 1. It shall be the duty of the Standing Committee of the General Synod / te Hīnota Whānui (as herein constituted) to ensure the introduction of a bill into each ordinary session of the General Synod / te Hīnota Whānui for the purpose of making allocations or appropriations of the income of the General Church Trust and allocations or appropriations from the funds contributed to the General Synod / te Hīnota Whānui by the several dioceses in New Zealand, Te Pīhopatanga o Aotearoa, and the Diocese of Polynesia. | *Responsibility for finance bill* |
|  | * 1. The General Synod / te Hīnota Whānui shall seek to ensure adequate and appropriate financial provision is made for meeting the expenses of the General Synod / te Hīnota Whānui and its Standing Committee, assistance for the office of the Primate / Te Pīhopa Mātāmua, and for the office of the General Secretary, including salaries, stipends, pension contributions and other allowances. | *Financial provisions required* |
|  | * 1. To assist and advise the General Synod / te Hīnota Whānui and its Standing Committee there shall be constituted and established by the Standing Committee a committee to be known as the Distribution Advisory Committee comprised of two representatives of each Tikanga, which Advisory Committee shall consider and advise upon allocations and appropriations having regard to the principles of partnership and the covenant relationship expressed in the Constitution / te Pouhere and the need for fair and equitable sharing and allocation of financial resources in this Church. | *Distribution Advisory Committee* |
|  | 4.5 The Distribution Advisory Committee may report from time to time as it sees fit to the General Synod / te Hīnota Whānui, and to the Standing Committee. | *Committee to report* |
| 5. | **General Secretary and Officers of the General Synod / te Hīnota Whānui** |  |
|  | * 1. There shall be a General Secretary of this Church, who shall also act as Treasurer of the General Synod / te Hīnota Whānui. | *General Secretary and Treasurer* |
|  | * 1. The General Secretary shall be appointed by and be responsible to the Standing Committee of the General Synod / te Hīnota Whānui. The General Secretary shall hold all deeds documents and other records of the General Synod / te Hīnota Whānui. | *Appointment* |
|  | * 1. The General Synod / te Hīnota Whānui and the Standing Committee may authorise such other officers as they may from time to time resolve, provided that no appointments shall be made unless and until any necessary financial provision has been authorised and made. | *Authorisation of other officers* |

|  |  |  |
| --- | --- | --- |
|  | * 1. The salary or stipend, allowances and other terms of any appointment shall be determined by the Standing Committee. | *Remuneration* |
|  | * 1. The duties of the General Secretary shall be:  1. To provide secretarial and administrative services to the General Synod / te Hīnota Whānui, and to its Standing Committee. The General Secretary shall attend all meetings of the General Synod / te Hīnota Whānui and of the Standing Committee, and shall be responsible for all preparatory matters in connection with such meetings, and at the end of each such meeting shall take charge of all reports and documents pertaining to that meeting. | *Secretarial services for Synod and Standing Committee* |
|  | 1. To provide secretarial and administrative services to such other bodies serving the common life of this Church as may be determined from time to time by the Standing Committee. | *Secretarial services for common life bodies* |
|  | 1. To assist in the processes of consultation, understanding, communication and partnership between each Tikanga in all areas of the common life of this Church, pursuant to the provisions of clause 2 of Parts D, E, and F of the Constitution / te Pouhere of this Church. | *Liaison between Tikanga* |
|  | 1. To maintain administrative and communication links with the member churches of the Anglican Communion, the Anglican Communion Office, and the Anglican Consultative Council. | *Anglican Communion links* |
|  | 1. To support and maintain administrative links with the various ecumenical bodies both national and international, with which this Church or any Tikanga of this Church has membership. | *Ecumenical links* |
|  | 1. To have the custody of all deeds, documents and other records, the property of the General Synod, except those which are in the custody of the Primate / te Pīhopa Mātāmua or of any board of trustees duly appointed. | *Custody of materials* |
|  | 1. To perform such other duties as may from time to time be prescribed by the Standing Committee. | *Other duties as prescribed* |
|  | 1. To present to the General Synod / te Hīnota Whānui a statement of receipts and expenditure duly audited, and a report thereon, and to provide printed copies of such statement and report for the use of the members of Synod. | *Audited accounts* |
|  | 1. To prepare a schedule of the accounts to be presented to the General Synod / te Hīnota Whānui. | *Schedule of accounts* |

|  |  |  |
| --- | --- | --- |
|  | j. To receive from the trustees of the General Church Trust and from such other organisations or bodies as may from time to time contribute to the funds of the General Synod / te Hīnota Whānui the various contributions of those bodies and to disburse the same in accordance with the directions of the General Synod / te Hīnota Whānui. | *Receipt and distribution of funds* |
|  | * 1. The duties of any other officers shall be as determined from time to time by the Standing Committee. | *Duties of other officers* |
|  | * 1. The General Secretary shall have a seat in the General Synod / te Hīnota Whānui with the right to speak, but without the right to vote unless otherwise so entitled. | *Seat in General Synod* |
| 6. | **Interpretation** |  |
|  | The words "clergy" and "ordained minister" wherever used in this canon shall not include a bishop. |  |
|  | **SCHEDULE**   1. Smaller Dioceses entitled to elect two clerical and three lay representatives:   Dunedin  Nelson  Waiapu  Waikato and Taranaki   1. Larger Dioceses entitled to elect three clerical and four lay representatives;   Auckland  Christchurch  Wellington | *2002*  *2010* |