

IX ORDAINED LOCAL MINISTRY ACT (ACT IX 2011) (AS AMENDED BY ACTS XII 2012, XIII 2014, VIII 2015, XI 2016, II AND VIII 2017 AND XII 2018)

Edinburgh, 26 May 2011, Session VI

The General Assembly enact and ordain as follows:

1. Definitions

In this Act the following definitions apply:

- (a) “The Council” is the General Assembly’s Ministries Council responsible for recruitment, selection and training for the ministries of the Church.
- (b) “The Committee” is the body to which the Council may from time to time delegate authority to determine matters relating to assessment and selection, and to university courses and practical training requirements in preparation for ministries.
- (c) “The Assessment Conference” is the body of trained Assessors to which the Committee delegates authority to assess the calling and fitness of applicants for Ordained Local Ministry, and to accept as prospective candidates those deemed appropriate.
- (d) *This definition was repealed by Act XIII 2014.*
- (e) “Applicants” are persons who are seeking to be recognised as candidates for the Ordained Local Ministry.
- (f) “Prospective Candidates” are persons who have been accepted by the Committee and who are awaiting the outcome of their application to Presbytery for nomination.
- (g) “Candidates” are persons who have been both accepted by the Committee and nominated by their Presbytery. The term “Candidate” may not be used of or by any person who has yet to be, or who has failed to be, nominated by Presbytery.
- (h) “Presbytery of the bounds” is the Presbytery containing the larger or largest part of the area of the Ordained Local Minister’s responsibilities.

2. General

- (1) An Ordained Local Minister is a person who has been ordained for life to a Ministry of Word and Sacrament exercisable on a non-stipendiary and normally a part-time basis, supporting the Ordained National Ministry of the Church.
- (2) Except insofar as qualified by the terms of this Act, an Ordained Local Minister is hereby declared to be a Minister of the Church of Scotland. An appointment to a designated appointment is to an office of the Church of Scotland.
- (3) No person by virtue of his or her status as an Ordained Local Minister shall be eligible for induction to a Charge.

3. Entrance Qualifications

- (1) Applicants must be persons:
 - (i) who are possessed of such professional, vocational or educational experience as shall be acceptable to the Committee, and
 - (ii) who have demonstrated the potential to cope with and benefit from the academic course involved in training for the Ordained Local Ministry.
- (2) Proficiency in spoken and written English will be required.
- (3) No person who has not been accepted as a candidate for Ordained National Ministry (including Auxiliary Ministry) or the Readership on three occasions may apply to be considered for Ordained Local Ministry.

4. Vocation Information Day and Initial Screening Interview

- (1) A person wishing to apply for the Ordained Local Ministry of the Church of Scotland shall attend a Vocation Information Day followed by an Initial Screening Interview arranged by the Council.
- (2) A person deemed ready to proceed after that interview shall be entitled to apply in terms of section 6 to be recognised as a Candidate for the Ordained Local Ministry. Any person who makes such an application shall be known as an applicant.
- (3) A person who is not deemed ready to proceed after that interview must wait a period of between one and three years, as notified to that person by the Committee in writing, before they may again attend an Initial Screening Interview. If at a second Initial Screening Interview a person is again deemed not ready to proceed, they must wait a further period of between one and three years, as notified to that person by the Committee in writing, and may then attend a third Initial Screening Interview. If such person is still deemed not ready to proceed at the third Initial Screening Interview, then they shall not be entitled to attend any further Initial Screening Interview and their application for the Ordained Local Ministry of the Church of Scotland shall not proceed any further.
- (4) The outcome of each Initial Screening Interview shall be final and not subject to any form of review or appeal.

5. Age, Time and Membership Limits

- (1) The Committee may not consider an application from any person who has not attained the age of eighteen years by the date on which the Committee receives the application schedule. No upper age limit shall apply to application for acceptance for training. Applicants may, at the discretion of the Committee, be required to undergo a medical examination to demonstrate their fitness to undertake training for ministry.
- (2) The acceptance of a person as a Prospective Candidate will be reviewed if that person's prescribed course of training has not been begun within three years of that acceptance.
- (3) The Committee may not normally consider an application from any person who is not yet a member of the Church of Scotland, or who has not been a member for a minimum of three years.

6. Submission of Application Form

- (1) The Council will, on request, issue to each applicant who has fulfilled the requirements as set out in sub-section 4(2) the relevant application form, which shall be completed by the applicant and sent to the Committee by the date determined and supplied by the Council.
- (2) The Council will inform Presbyteries of applicants within their bounds, the appropriate Presbytery being determined according to section 9(2) of this Act.

7. Period of discernment and Local Review

- (1) Following the Council's receipt of their application, the applicant will enter a period of discernment with a Local Mentor. During the period of discernment, the applicant and the Local Mentor shall explore together the nature of the applicant's call and gifting. The period of discernment shall last for six months. The Local Mentor will be chosen by the Committee and shall undertake such training as may from time to time be specified by the Committee. The Local Mentor shall be responsible for supervising the period of discernment according to the guidelines and standards established by the Committee, and shall produce assessment materials as required using such *Indicators for Assessment* document as may be from time to time in use by the Council. During the period

- of discernment the applicant shall also meet regularly with a representative (or representatives) of Presbytery.
- (2) At the end of the period of discernment the applicant shall proceed to a Local Review. The Local Review will be undertaken by a group consisting of up to two assessors appointed by the Council, the Local Mentor and up to two representatives appointed by the Presbytery.
 - (3) In addition, before the end of a period of discernment, the Presbytery or the Council may require that an early Local Review takes place. Such a Review shall be undertaken by the same group as specified in section 7(2) but may only reach a decision in terms of section 7(4) (ii), (iii) or (iv). Sections 7(5) and 7(6) shall still apply.
 - (4) Subject to the provisions of section 7(3), arising out of the Local Review, one of the following written decisions shall be reported by the Review to the Committee:
 - (i) That the applicant is ready to proceed to National Assessment in terms of section 8;
 - (ii) That the applicant should undergo a further period of discernment of such length as may be determined by the Local Review before a decision to proceed to National Assessment can be made;
 - (iii) That the applicant is not yet ready to proceed to National Assessment in terms of section 8;
 - (iv) That the applicant is not suitable to proceed to National Assessment in terms of section 8.
 - (5) Applicants in respect of whom a decision is made in terms of paragraph 7(3)(iii) may apply, in each case from one year after the decision of the previous Local Review, to undertake up to two further periods of discernment.
 - (6) An applicant shall have the right to request a Committee Review by the Committee in relation to a decision made in terms of paragraph 7(3)(iv). Any such Review will be subject to the provisions of paragraph 8(6) below. Notification of the intention to request a Committee Review shall be made to the Council within 28 days of the decision being intimated. The applicant shall be entitled to appear in person and the Chair of the Local Review Panel shall also appear to present the case for the Local Review Panel decision. The applicant may be accompanied by a companion, who shall not be entitled to speak. The decision of the Committee shall be intimated to the applicant within three working days of the Committee Review. If the applicant is dissatisfied with the outcome of the Committee Review, he or she may appeal to the Ministries Appeal Panel in terms of Act VI 2007. The appellant must make intimation of intention to appeal within 21 days to the Secretary of the Council.
 - (7)
 - (i) All materials received by the Committee from the Local Review in terms of sub-section (3) above shall be made available to those making consideration in terms of sub-section 8(1).
 - (ii) No individual shall serve as an assessor for the same applicant more than once.

8. **National Assessment**

- (1) The Committee shall make suitable arrangements for the careful consideration of the applicant's character and beliefs, vocation, motivation and general suitability, shall be responsible for accepting or not accepting the applicant as a prospective candidate for the ministry and shall inform the Presbytery of this decision. The Committee may delegate to the Assessment Conference powers to reach decisions on its behalf. Notwithstanding its responsibilities in terms of sub-section 7(2) above, the Presbytery shall be entitled to submit to the Committee written comments on the applicant's character and beliefs, vocation, motivation and general suitability. The Conference shall report its decision to the

Committee which shall pass the names of prospective candidates to the Presbytery for nomination as candidates in training for the Ordained Local Ministry.

- (2) All applicants who are accepted as candidates shall receive, as part of their training and development, feedback from the Committee on their assessment. Applicants who have not been accepted as prospective candidates shall be offered the opportunity to receive, through the Committee, feedback outlining the reasons for their non-acceptance.
- (3) An applicant who has not been accepted as a prospective candidate may re-apply to be considered on up to two further occasions, provided that at least one year elapses between each application. An applicant who has been considered by the Committee on three occasions without being accepted as a prospective candidate may submit a fourth application only with the prior approval of the Committee.
- (4) An applicant who has not been accepted by an Assessment Conference of the Council shall have the right to request a Committee Review by the Committee subject to the provisions of sub-section 8(5).

No person who was part of the decision-making process of the Assessment Conference shall be part of the review process. Notification of the intention to request a Committee Review shall be made to the Council within 28 days of the intimation of the decision. At the Committee Review the applicant is entitled to appear in person and to address the Committee. He or she may be accompanied by a companion, who shall not be entitled to speak. A representative shall also appear to present the case for the decision reached in terms of sub-section 7(1). All parties will be in possession of the reports from the Local Review Panel and the Assessment Conference. If the applicant is dissatisfied with the outcome of the Committee Review, he or she may appeal to the Ministries Appeal Panel in terms of sub-section 8(6).
- (5) An applicant intending to appeal to the Ministries Appeal Panel against a Committee Review in terms of sub-section 8(4) above may do so subject to sub-section 8(6), and shall intimate such intention within 21 days to the Secretary of the Council.
- (6) A Committee Review in terms of sub-section 7(5) or 8(4), or an appeal in terms of sub-section 7(6) or 8(5), can only be brought on one or more of the following grounds:
 - (i) that in the course of the Local Review Panel or Assessment Conference there were irregularities in the process;
 - (ii) that the final decision was influenced by incorrect material fact; or
 - (iii) that the Local Review Panel or Assessment Conference acted contrary to the principles of natural justice.

For the avoidance of doubt, it shall be competent for the purposes of this Act to appeal against a decision made in the name of the Council, and the relevant provisions of Act VI 2007 anent the Ministries Appeal Panel shall apply.

9. **Nomination by Presbytery**

- (1) A prospective candidate seeking nomination by the appropriate Presbytery as a candidate for the Ordained Local Ministry of the Church of Scotland shall apply in writing to that Presbytery as soon as, but not before, the Council indicates acceptance as a prospective candidate for the Ordained Local Ministry.
- (2) Application for nomination shall normally be made to the Presbytery within whose bounds is situated the congregation of which the prospective candidate is a communicant member, or with reference to section 5(3), in exceptional

circumstances where the person is not yet a member of the Church of Scotland, to the Presbytery in which the applicant is resident.

- (3) If satisfied with the prospective candidate's character, beliefs, vocation, motivation and general suitability, the Presbytery shall then nominate him or her as a candidate for the Ordained Local Ministry and shall give notice of such nomination to the Council forthwith.
- (4) A prospective candidate who has been refused nomination by the Presbytery has the normal right of appeal to the Commission of Assembly in terms of Act VI 1997 as amended. The prospective candidate may in any event submit a re-application for nomination on up to two further occasions, provided that at least one year elapses between each application.
- (5) After nomination by his or her Presbytery, a prospective candidate's name shall be included in a list of prospective candidates for the Ordained Local Ministry maintained by the Council, and shall remain on the said list during the period of his or her training.

10. **Content of Academic Course**

The Candidate's course of study shall always include:

- (1) the interpretation and use of Holy Scripture, both Old and New Testaments;
- (2) the development and growth of the Christian Church including special reference to the Church of Scotland;
- (3) the principal doctrines of the Christian faith, their interpretation, their defence and their application, in particular, the history and theology of the Sacraments;
- (4) the principles of Christian ethics;
- (5) the practice of ministry with attention being given to such topics as may be specified from time to time by the Council; and
- (6) such other academic and practical topics as may from time to time be considered as part of the Candidate Conference programme provided by the Council.

11. **Nature and Duration of Academic Course**

- (1) Study will normally be undertaken on a part-time basis. A Candidate for the Ordained Local Ministry will be required to undergo the course of training as prescribed by the Committee.
- (2) Each Candidate shall be required to attend such periods of residential or day training as the Committee may from time to time deem appropriate.
- (3) The course of training shall extend over a period to be determined from time to time by the Council.
- (4) The content of the said academic course and its duration may be varied at the discretion of the Committee, but only where a Candidate has already attained a qualification in theology deemed appropriate by the Committee in the context of the academic course prescribed for the Ordained Local Ministry.

12. **Placements**

- (1) As part of the Church requirements, three periods of placement work shall be undertaken by the candidate, and must be completed to the satisfaction of the Committee which shall determine the length and content of each placement. The placements shall normally include two during the academic course which shall be part-time and shall last not less than twenty-five weeks and one part-time probationary placement of twelve months normally commencing on the first day of October following satisfactory completion of academic requirements; the Committee shall have power in exceptional circumstances to vary this arrangement. During the probationary placement the candidate may be permitted to engage in some academic study.

- (2) The supervisor of each placement will be chosen by the Committee and shall undertake training as specified by the Committee. The supervisor shall be responsible for supervising the placement according to the guidelines and standards established by the Committee, and shall produce assessment materials as required.
- (3) The assessment materials shall be assessed by the Committee. It shall be competent for the Committee to refuse to sustain a placement.
- (4) The Committee shall obtain from the candidate evidence that he or she has satisfactorily completed the prescribed course of study, whereupon the candidate will be permitted to commence the final placement.

13. Supervision during Course

Throughout the course of training a candidate must remain under the oversight and pastoral supervision of a Presbytery, initially the Presbytery which nominated him or her, and shall inform the Presbytery of any change of address.

14. (1) Where a candidate's permanent place of residence changes following nomination so that the oversight and pastoral supervision of the nominating Presbytery is no longer possible, the candidate shall, within two months of changing residence, apply in writing to the nominating Presbytery, to be transferred to the supervision of the Presbytery within whose bounds he or she now resides. On granting such application the Presbytery shall forward an Extract Minute to that effect to the candidate, to the Presbytery within whose bounds the candidate now resides, and to the Committee.
- (2) Prior to each official meeting with the candidates under its supervision the Presbytery shall initiate consideration of the circumstances of any candidate who has thus changed his or her permanent place of residence but who has not made formal application to transfer. The Presbytery shall thereafter raise with the candidate concerned the question of which Presbytery might most appropriately be responsible for the continuing supervision, and shall have power to effect a transfer to that Presbytery within whose bounds the candidate now has permanent residence. When such a transfer is effected an Extract Minute to that effect shall be sent forthwith to the candidate, to the Presbytery within whose bounds he or she now resides, and to the Committee.

15. Initial Course Meeting

- (1) At the outset of the candidate's course an Initial Course meeting will be held, attended by the candidate, a representative of the Presbytery, a representative of the Ministries Council and whichever member of the staff of the Ministries Council has been allocated responsibility for the care of the candidate (which staff member may, for this purpose only, act also as the representative of the Council).
- (2) At the Initial Course meeting the candidate and those representing the Presbytery and the Council shall subscribe an *Expectations and Responsibilities* document and agree academic, practical and personal goals for the candidate in his or her first year in training. At the beginning of each placement a *Learning Covenant* will be agreed by the Supervisor and candidate on placement.
- (3) Other tasks of the Initial Course meeting, and its structure and procedure, shall be as determined from time to time by the Council.

16. Annual Review

- (1) An Annual Review meeting shall be held at the end of each academic year in which training has been undertaken, whether or not the candidate has undertaken academic study during that year, and shall be carried out in terms of this section except during the final, probationary placement when the provisions of section 17 shall apply. The functions of each meeting shall be to review progress, to affirm or revoke the candidate's status, and to set goals for the coming year.
- (2) In attendance will be the candidate, up to two representatives from each of the Presbytery and the Council, with the appropriate staff member present in an administrative capacity only. The meeting will be convened by one of the representatives of the Presbytery. The candidate may be accompanied by a companion, who may be the supervising minister of the candidate's most recent placement; the companion shall not be entitled to speak. No-one may act as a representative of the Presbytery or of the Council who has not received appropriate training as shall be determined and provided by the Council. For the avoidance of doubt, the representative(s) appointed by Presbytery shall be appointed with powers to make decisions on behalf of Presbytery.
- (3) At the Annual Review meeting the candidate's progress shall be reviewed, with reference to (a) the *Expectations and Responsibilities* and *Learning Covenant* documents and (b) the draft report prepared in terms of sub-section (4).
- (4) The staff member shall receive written reports from the candidate, the supervising minister (if any) and the College (if academic study has been undertaken during the year); and shall use them, along with such *Indicators for Assessment* document as may be from time to time in use by the Council and the *Expectations and Responsibilities* document, to prepare a draft report for consideration at the Annual Review meeting. The separate reports and the draft report shall be circulated to all those attending the Annual Review meeting, and at the meeting the report shall be revised and agreed, and thereafter distributed by the Council to the Presbytery representatives and the candidate. If the candidate dissents from the report or any part thereof, his or her dissent and the reasons for it shall be recorded in the report, but shall not alter the status of the report for the purposes of this Act.
- (5) The final report may contain one of the following conclusions:
 - (a) that progress is entirely satisfactory; or
 - (b) that pieces of work require to be completed, or areas of work require to be improved, within a period of time specified in the report; or
 - (c) that an extension of training requires to be arranged by the Council and a further, final Annual Review conducted (this option may be exercised only once in any academic year); or
 - (d) that the candidature should be terminated.
- (6) The candidate may appeal within twenty-one days against a decision in terms of paragraphs (5)(c) or (5)(d) on one or more of the following grounds: (a) that in the course of the Annual Review there were irregularities in the process, (b) that the final decision was influenced by incorrect material fact, or (c) that the Annual Review acted contrary to the principles of natural justice.
- (7) Other tasks of the Annual Review meeting shall be as determined from time to time by the Council.

17. Final Placement and Sustaining the Course

The review process during the final probationary placement shall be as follows:

- (1) After six months, an informal review of the placement shall take place, conducted by a member of the Presbytery, the Committee and the appropriate staff member, and any concerns shall be addressed either informally or by recourse to the procedures set out in section 18.
- (2) A Review shall be held in the twelfth month. This notwithstanding, a Review with full powers may be held at any time at the discretion of the Training Task Group. The Review shall follow the procedure described in section 16; and in addition to the conclusion reached in terms of sub-section 16(5), it shall be decided whether the final placement can be sustained and whether the candidate is fit to be ordained in due course: the Presbytery representative shall be appointed in such a way as to have powers to indicate the final approval of the Presbytery at this stage.
- (3) Where such approval has been given, the Committee shall satisfy itself that the requirements of sections 10, 11 and 12 have been fulfilled, including all academic requirements. Provided all such requirements are satisfied, the Council shall have the power to issue an Exit Certificate upon completion of the probationary placement, at which point the candidate shall become a Graduate Candidate and shall then remain under the supervision of the Presbytery within whose bounds the final placement was undertaken, pending ordination to an appointment.
- (4) The Presbytery shall in each calendar year assess in terms of the criteria set out in section 9(3) above, the general suitability of each Graduate Candidate and, if satisfied, shall issue a Graduate Candidate's Certificate confirming continuing approval, and shall advise the Ministries Council by 31 December. Candidates will have a right of appeal in the event of the Presbytery declining to issue a Certificate.
- (5) A Presbytery must obtain a current Graduate Candidate's Certificate for any Graduate Candidate whose call or appointment is to be sustained by that Presbytery after 31 December of the year in which his or her Exit Certificate was awarded.

18. **Complaints Procedure**

The provisions of this section shall apply

- (a) where any party to an *Expectations and Responsibilities* document claims that another party is in breach thereof; or
- (b) where the Presbytery or the Council claim that a candidate has failed to fulfil his/her obligations under the agreed *Learning Covenant*; or
- (c) where a material complaint is made to the Council or Presbytery about the candidate's conduct during training.

Any such claim or complaint shall be intimated by lodging with the Leader of the Training Task Group a written statement providing specific details thereof. The Leader of the Training Task Group shall intimate the statement to all parties to the document or covenant, and the statement shall be retained by the Council for a period of one year.

19. (1) As soon as is reasonably practicable after receipt of the statement referred to in section 18, one of the Council's staff shall meet with all relevant parties and seek to resolve such claim or complaint to the satisfaction of all concerned.

- (2) In the event that such resolution is not possible, any party to the document or covenant may request a formal meeting of all parties in order to determine what is required to effect resolution.
 - (3) Such a formal meeting shall be attended by up to two representatives of each of the parties to the document or covenant, and shall be called by the Council and shall be convened by a staff member of the Council, who will notify all parties in writing of the conclusions of the meeting. Such notification shall provide details of the consequences that will ensue in the event of failure by any parties to adhere to the conclusions of the meeting.
 - (4) The provisions of this section 19 shall not apply where the Committee makes a resolution in terms of section 20(2) below.
- 20.
- (1) In the event that no agreement is reached between parties at such a formal meeting as to the facts, or no agreed resolution is reached; or in the event that any party fails to adhere to the agreed conclusions, the Convener of the Committee shall convene a Hearing of all relevant parties.
 - (2) Furthermore, the Committee shall have power to resolve that it will not be possible to reach a resolution under a section 19 process, in which case the Convener of the Committee shall convene a Hearing of all relevant parties without recourse to the procedure set out in section 19.
 - (3) The Hearing shall be held as soon as is reasonably practicable. At such a Hearing the candidate shall be present and may be accompanied by a companion who shall not be entitled to speak. The panel for the Hearing, in addition to the Convener, shall comprise two representatives of Presbytery and two representatives of the Council, none of whom shall have had prior personal involvement with the claim or complaint giving rise to the Hearing. The two representatives appointed by Presbytery shall be appointed with powers to make decisions on behalf of Presbytery. A Council staff member shall attend as an adviser.
 - (4) In the event that the claim giving rise to the Hearing relates to a breach by the Committee, or that the failure is by the Committee, the Hearing shall be convened by the Convener of the Council and not as in sub-section (1) hereof.
 - (5) At the Hearing all parties thereto shall be entitled to present evidence, to question witnesses and to make a concluding statement. At the conclusion of the Hearing, or as soon as may be practicable thereafter, the panel shall issue its decision and advise all parties. Such a decision shall be final and binding on all parties, subject only to appeal to the Ministries Appeal Panel in terms of Act VI 2007 on the following grounds: (a) an error in Church law; (b) breach of the principles of natural justice or material irregularity of process; (c) decision influenced by incorrect material fact; and (d) the severity of any sanction imposed. The intention to appeal shall be intimated to the Council within 21 days of the panel's decision.
21. **Ordination and Notification**
- (1) A Presbytery may not ordain any Candidate into a designated Ordained Local Ministry appointment until it has received an Exit Certificate from the Committee.
 - (2) Presbyteries shall be responsible for sending to the Council and to the Editor of the Year Book extract Minutes certifying the ordination of Ordained Local Ministers. Similar notification must be sent for each new designated appointment undertaken by an Ordained Local Minister.

- (3) After ordination the Committee shall cease to be responsible for the supervision of the Candidate concerned.

22. Appointments and Reviews

- (1) An Ordained Local Minister may serve in one or more Presbyteries of the Church of Scotland, undertaking such designated appointments as the Presbyteries may from time to time determine. If the appointment is to a particular charge or charges, the approval of the Kirk Session(s) will also be sought.
- (2) The conditions regulating each designated appointment shall be defined in writing by the Presbytery of the bounds in consultation with the Ordained Local Minister and all interested parties (including any relevant Kirk Sessions).
- (3) The Presbytery of the bounds shall be entitled at any time to carry out a review of any designated appointment, and in the light of such review to
 - (i) suspend or terminate the appointment;
 - (ii) renew the appointment;
 - (iii) vary the conditions regulating the appointment.
- (4) When an Ordained Local Minister ceases to serve in a designated appointment he or she shall become subject to section 19 of the Registration of Ministries Act (Act II 2017).

23. Relationship with Courts of the Church

- (1) An Ordained Local Minister shall be associated with the Kirk Session of any Parish or Parishes within which he or she is to operate. He or she shall be entitled to membership of Presbytery. Where an Ordained Local Minister serves in more than one Presbytery, he or she shall have membership of the Presbytery of the bounds. Where there is an equal division of responsibilities between designated appointments, the Ordained Local Minister shall choose the Presbytery of which he or she is a member, but shall be subject to both or all Presbyteries.
- (2) When an Ordained Local Minister moves from one Presbytery to another he or she shall be subject to the terms of section 26 of the Registration of Ministries Act (Act II 2017).

24. In-Service Training

While in active service, Ordained Local Ministers shall engage in regular in-service training. For those who have completed the basic course of academic training in theology, this will normally mean continuing part-time study towards diploma or degree standard. The individual course of study will be determined by the Presbytery in consultation with the Council. If an individual has achieved degree standard in theology, an individual learning plan will be negotiated to ensure an ongoing commitment to continuing ministerial development. This will be approved annually by the appropriate Committee of Presbytery, who shall liaise with the Council on availability of courses and appropriate funding.

25. Remuneration

- (1) Ordained Local Ministry is a non-stipendiary form of ministry and no remuneration shall be offered which is directly related to the appointment as an Ordained Local Minister.
- (2) An Ordained Local Minister shall be entitled to a regular Pulpit Supply Fee when conducting worship other than in his or her regular appointment.
- (3) Remuneration for any other appointment, for example as a *Locum* or in chaplaincy which the Presbytery has approved in addition to the designated appointment, shall be at the normal rates set by the Church from time to time.

- (4) Reasonable expenses incurred wholly and necessarily in the course duties shall be reimbursed at the rates printed annually in the report of the Council to the General Assembly.
- (5) The Ministries Council shall offer to every Ordained Local Minister in a designated appointment an annual resource grant at an amount to be fixed annually by the Council and reported to the General Assembly. The grant will be available for the purchase of resources (eg. books; computer hardware or software; periodicals) to be used in the fulfilment of ministerial duties. The grant shall be awarded on the production of receipts. The Council shall be entitled to seek contributions towards such grants from the Presbytery or Presbyteries designating the Ordained Local Minister's appointment.

26. Transfer to the Ordained National Ministry

- (1) In a situation where an Ordained Local Minister (which for the purposes of this section only shall include a candidate in training for Ordained Local Ministry) desires to transfer to the Ordained National Ministry, the following procedure shall apply:
 - (a) The Ordained Local Minister shall inform the Council of his or her wish to transfer, and at the same time shall inform the Presbytery of the bounds;
 - (b) Having established eligibility, the Council shall arrange for the Ordained Local Minister to undergo an Assessment Panel in the form of an interview with a psychologist and an interview with two national assessors;
 - (c) At the interviews attention shall be paid to the Ordained Local Minister's reasons for his or her wish to transfer, his or her gifts of leadership shall be assessed and his or her understanding of ministry shall be examined;
 - (d) If the person is accepted by the Assessment Panel as a prospective candidate for the Ordained National Ministry then that person will thereafter follow the appropriate procedure under Act X 2004, including, though not restricted to, the requirement for nomination by Presbytery as a candidate for the Ordained National Ministry in terms of sections 7 to 11 of that Act and such requirements for education and training as may be determined by the Council, having regard to all the circumstances in each particular case;
 - (e) If the person is not accepted by the Assessment Panel as a prospective candidate for the Ordained National Ministry then that person may apply again to transfer to Ordained National Ministry, up to three times in total, but that number shall be reduced by any previous applications made at any time for Ordained National Ministry or for transfer to Ordained National Ministry. A fourth application shall be possible only with the prior approval of the Committee.
 - (f) If the person is not at any time accepted by the Assessment Panel as a prospective candidate for the Ordained National Ministry then such decision shall not affect the person's status as an Ordained Local Minister or as a candidate in training for the Ordained Local Ministry, as the case may be.
 - (g) A decision of the Assessment Panel not to accept a person as a prospective candidate for the Ordained National Ministry shall be final and binding on the applicant, subject only to appeal to the Ministries Appeal Panel in terms of Act VI 2007 on the following grounds: (a) an error in Church law; (b) breach of the principles of natural justice or material irregularity of process; and (c) decision influenced by incorrect material fact. The intention to appeal shall be intimated by the applicant to the Council within 21 days of the Assessment Panel's decision.

- (2) The following age limits shall apply to Ordained Local Ministers or candidates in training for Ordained Local Ministry who seek to transfer to the Ordained National Ministry:
- (a) In respect of an Ordained Local Minister, an application to transfer cannot be received from any such person who in all normal circumstances could not complete the prescribed course before 31 December in the year of their 60th birthday.
 - (b) In respect of a candidate in training for the Ordained Local Ministry, an application to transfer cannot be received from any such person who in all normal circumstances could not complete the prescribed course before 31 December in the year of their 55th birthday.
 - (c) The acceptance of any person following an application to transfer will not automatically be continued if the prescribed course has not been commenced within three years of acceptance.
 - (d) Nothing in this Act entitles a person who has applied for Ordained Local Ministry to seek to transfer to the Ordained National Ministry at any time prior to being accepted as a candidate for the Ordained Local Ministry in terms of this Act.
- 27. Transfer from Auxiliary Ministry to Ordained Local Ministry**
- (1) From the date on which this Act comes into force, no new applications for Auxiliary Ministry will be received by the Council.
 - (2) Auxiliary Ministers currently serving may make application to the Ministries Council for transfer to Ordained Local Ministry without the need for further assessment or training.
 - (3) Candidates currently in training for the Auxiliary Ministry shall transfer immediately to Ordained Local Ministry training.
- 28. Transfer from Auxiliary Ministry to Ordained National Ministry**
- In a situation where an Auxiliary Minister desires to transfer to the Ordained National Ministry, the provisions of section 26(1) of this Act shall apply, as if the words “Auxiliary Minister” were substituted throughout for the words “Ordained Local Minister”.
- 29. Transfer from Readership to Ordained Local Ministry**
- (1) Where a Reader wishes to transfer to Ordained Local Ministry, he or she shall apply in the first instance to the Council. The application will thereafter be dealt with in accordance with the provisions of sections 7 – 9 (inclusive) of this Act save that the period of discernment required in terms of section 7(1) hereof shall be of three months. In addition the Assessment Conference shall determine and prescribe what academic and practical training each applicant, depending on his or her experience, shall require to undertake, always provided that there shall be a requirement to complete successfully in addition a module in sacramental theology. The term “Reader” in this section 29(1) shall be construed to include a Reader in service, a Reader in training and a retired Reader.
 - (2) *This section was deleted by Act XII 2018.*
- 30. Repeal**
- Sections 3 – 14 of Act XIII 2003 are hereby repealed.