The Church of Scotland
Nomination Committee

INFORMATION FOR POTENTIAL NEW MEMBERS IN 2027

NAME OF STANDING COMMITTEE/AGENCY: Assembly Business Committee	
CONVENER/CHAIR:	Rev Michael Mair
VICE-CONVENER(S):	Rev James Teasdale
SECRETARY:	Rev Alistair May, Principal Clerk

REMIT:

• To make all necessary arrangements and to order the business for the General Assembly and Commissions of Assembly.
• To have oversight of and keep under review the functions, the membership, the processes and procedures of the General Assembly.
• To act in routine matters not the business of other General Assembly Standing Committees or the Trustees in accordance with the accepted practice and procedure of the Church.
• To have oversight of the election, role and function of the Moderator.
• To be responsible to the General Assembly for the care and maintenance of the Assembly Hall and the Moderator's residence and for all arrangements in connection with the letting or other use of the Assembly Hall.
• In consultation with the Principal Clerk, to have oversight over Presbytery development and to liaise with the Assembly Trustees and other interested bodies on Presbytery reform.

SKILLS AND EXPERIENCE SOUGHT AT THIS TIME:

Knowledge of the General Assembly and its procedures; a capacity for innovative and imaginative thinking; property management or buildings experience; knowledge and experience of event management; a working knowledge of Presbytery practice and procedure.

Knowledge and experience of IT and conference management to continue with the development of the digital side of the General Assembly.

EXPECTATIONS OF MEMBERS:

Diligence in reading papers and attending meetings; time commitment of approximately 8 meetings per year with some additional demands if serving on a sub-group, and around the time of the General Assembly.

MEMBERSHIP AND ANTICIPATED VACANCIES:

Convener, Vice-Convener, 2 members of the Legal Questions Committee (Convener and another member involved more in judicial matters to be nominated by the Legal Questions Committee), a further 6 members made up of ministers and elders with experience of the General Assembly appointed by the General Assembly through the Nomination Committee, with the following members ex officio: the Moderator and the Moderator Designate, the Principal Clerk, the Depute Clerk, the Solicitor, the Procurator and the General Treasurer.

It is anticipated that there will be a vacancy for Convener to be filled with a start date of June 2027. There may also be a further member vacancy, therefore the Committee would welcome all applications.

FREQUENCY, TIMING AND VENUE OF MEETINGS:
Meetings are bi-monthly June to December, and more frequently in the run up to General Assembly. Full meetings of ABC tend to be on Tuesday mornings and last for an hour and a half. Around two meetings each year will be at the Church offices, with others being on MS Teams, online. Sub Committees meet as required, usually online.

DETAILS OF SUB-COMMITTEES/GROUPS:

- Property, with remit to give detailed attention to the Moderator's residence and to Assembly Hall matters including the letting of the Hall.
- Assembly Arrangements, with remit to discuss practical issues around the General Assembly.
- Reform and Review - reviewing how GA business is processed effectively and efficiently.

Other ad hoc sub-groups are created for different streams of work as the need arises.

FURTHER DETAILS:
ABC page on the Church website: Assembly Business Committee

Link to main GA pages on the Church website: General Assembly