

## **Agenda item 9a**

### **GSR/Rep/Committee member:**

Bryony (Meetings list secretary and temporary NSC Secretary)

### **Item for discussion and agree any next steps**

At the May meeting, I volunteered to update the document called *NSC Members' Guidelines* which was created in 2009 and updated in 2012, with specific focus on the section which describes the function of the NSC and how it runs, in order to bring it up to date. I have also looked at which parts of the rest of the document are still relevant and have shared the full edit with the NSC. For today's meeting, we're looking at the section on the NSC as this provides guidance to the wider fellowship about the role of the NSC and how service is carried out.

### **1 NSC**

#### ***What is the National Service Committee (NSC)?***

*The NSC are the trusted servants of CoDA UK, meeting quarterly to discuss issues raised by the groups and matters affecting CoDA as a whole. One of their meetings is the Annual General Meeting (AGM). Groups and regions are free to raise issues with the NSC and to send along a Group Service Representative (GSR). All members of CoDA UK are welcome at NSC meetings but only the elected committee and GSRs are able to vote on any issues. Details of when the meetings are held appear on the Events page of the CoDA UK website, with the agenda for the meeting appearing at least a week in advance. CoDA UK pays travel expenses for the NSC members; other members have their expenses paid by their groups. Any member is welcome to volunteer for relevant posts at any time during the year. NSC members keep in touch with each other by email and WhatsApp during the year for any service queries and matters which arise between meetings, and additional NSC meetings are sometimes arranged when there is a lot of business to discuss.*

#### ***What is its remit?***

*The NSC acts on concerns brought by the membership which are raised through local group consciences, at regional level and which are brought to the NSC by email or at the AGM. If a group has a Group Service Representative (GSR), it is their role to bring issues raised at Group Conscience to the wider fellowship i.e. Region or NSC (depending on which is available in their area).*

*The NSC works as a committee, so operates on a group input/approval process much the same as a Group Conscience. This means that all members are welcome and invited to contribute and put forward suggestions on all areas of service. Members are able to propose and spearhead certain areas of service that are important to them if supported by the NSC group. Sub-committees are also sometimes formed to deal with larger pieces of service.*

#### ***What are the service positions on the NSC?***

*A list of suggested service positions at this level is on the CoDA UK website but the list is flexible, members serving the needs of the fellowship in whatever way they can. For the full list see: <https://codauk.org/nsc-service-positions/>*

#### ***What are the membership/recovery requirements for service in the various roles?***

*It is suggested that NSC members should have at least one year's recovery (unless specified otherwise) and a good working knowledge of the 12 Steps and Traditions.*

#### ***How do members join the committee?***

*They are voted in at the AGM; or may attend one of the quarterly meetings during the year; or may be sent to the NSC as a representative of their region. The format for nominations is that members put themselves forward for a role, with a nominator and seconder, then say a little about their service background, length of time in recovery and why they want the role, and answer any questions, then a vote is taken (the member usually leaves the room during the vote). Members wishing to serve must be in attendance at the meeting where they are proposed; votes on new members do not take place in the absence of the member being nominated.*

**How long do they do service in any particular position?**

*The length of time for each service position is listed on the website but generally all posts are for one year, unless specified otherwise. Members can elect to serve a longer term if they wish.*

**What guidance is there to help members with the NSC's work?**

*The Twelve Service Concepts are read at each meeting and describe how members can serve together: <https://coda.org/meeting-materials/twelve-service-concepts/>*

*The Fellowship Service Manual is here: <https://coda.org/service-info/fellowship-services-manual-fsm/php> and provides guidance to members in service in all parts of the fellowship. There is some useful info directly relating to the NSC's work on p 12 in Part 1 and p7 in Part 3.*

**How often and where do the committee meet?**

*The committee meet quarterly, with the AGM as one of their quarterly meetings. Location is decided by the membership of the NSC as the most convenient place for all members to get to; since spring 2020, meetings have been held on Zoom. Meetings are publicised on the website, in the CoDA Noticeboard WhatsApp and by email to the CoDA UK mailing list, and via the regional mailing lists. All members are welcome at NSC meetings, not just GSRs, NSC members or Regional reps. Between meetings, communication is usually by email or WhatsApp and members are asked to check these channels regularly.*

**Leaving the committee**

*Please do let the committee know if at any time you decide to step down from doing service or if you are going to be away or need to take a break from service. It was decided that if a member has not been in email contact or has not attended 3 consecutive NSC meetings and has not sent any apologies, then this member will be contacted and if no response is given they are automatically removed from the NSC email group mailing list and the NSC WhatsApp group.*

**Agenda item 9c**

**GSR/Rep/Committee member:**

Rochelle (Treasurer NSC)

**Exact proposal for NSC consideration (2 sentences ideally):**

Support groups to 3 months or 13 weeks, by way of a donation, not a loan. Announce in all WhatsApp groups and to GSRs by email that 3 months/13 weeks of rent for Face to Face meetings is to be made available.

**Is a vote required (If N is selected, this item is just for discussion to share the Experience, Strength and Hope of the NSC): Y/N**

Yes

**Agenda item 9d**

**GSR/Rep/Committee member:**

Rochelle (Treasurer NSC)

**Exact proposal for NSC consideration (2 sentences ideally):**

The Public Liability Insurance (PLI) to cover all groups or else no groups. The NSC does not enter into a legal contract between itself and the group whose payment doesn't result in being added by the underwriters, therefore why is the NSC not providing cover across the board, whether payment is forthcoming or not?

**Is a vote required (If N is selected, this item is just for discussion to share the Experience, Strength and Hope of the NSC): Y/N**

Yes

**Agenda item 9e**

**GSR/Rep/Committee member:**

Hilary (GSR of Sponsorship Workshop)

**Exact proposal for NSC consideration (2 sentences ideally):**

A group conscience was held on 30<sup>th</sup> July in response to an email received from a member on a serious matter of safeguarding in CoDA, details in the background section below.

(a) Vote required on whether to email the Minutes of 30<sup>th</sup> July and Announcement of the 10<sup>th</sup> Sept 2022 GC to GSRs, at the request of the Sponsorship Committee:

Minutes of Emergency Group Conscience of Sponsorship Workshop held 4pm 30<sup>th</sup> July 2022

<https://docs.google.com/document/d/1TdsiwBdDg2TnaQYKVH4ycVa1OD5E54OrRKeQRyZGE5c/edit?usp=sharing>

Announcement posted in WhatsApp Groups of 10<sup>th</sup> Sept GC meeting:

[https://docs.google.com/document/d/1-hUokBvZMVaUH9XevUBakafJOcEFAWvzigQ\\_XJB1mg/edit?usp=sharing](https://docs.google.com/document/d/1-hUokBvZMVaUH9XevUBakafJOcEFAWvzigQ_XJB1mg/edit?usp=sharing)

(b) Request for a possible temporary service position to coordinate updates to safety document posted on the website:

Description:

Find Group Conscience of NSC and Sponsorship Workshop and in response write a new safety statement for CoDA UK website, including reporting steps and references to Group Conscience processes.

Requirements:

- completed the 12 Steps and 12 Traditions
- member of NSC
- member of Sponsorship Workshop

**Supporting background information to be circulated prior to the meeting:**

This email received by the Sponsorship Committee 25<sup>th</sup> July 2022:

\*Content warning mention of suicide\*

*A friend recently died by suicide and at her funeral someone close to her said that she had joined coda and her sponsor advised her to stop taking her prescribed medication. As a member I know that advice is strongly discouraged in coda, and advice like is clearly potentially harmful.*

*I've read the coda uk safeguarding document and I want to contact the group where this sponsor is based to report this information to the secretary in line with these guidelines.*

*If anyone reading this has any experience of safeguarding in coda I would be grateful to hear about it.*

Sponsorship Workshop Committee has met 30<sup>th</sup> July 2022. Agenda:

- email in response to the report
- ejection of members of WhatsApp group who are known to promote other fellowships
- changes to WhatsApp group welcome document

Links to current relevant documents (links allow you to comment on the document):

Response Email to L:

<https://docs.google.com/document/d/1ikO5C9tfKBg3JbpcUjQCKkJ0fZzsrBTCIBY21-ntH0k/edit?usp=sharing>

Announcement posted in WhatsApp Groups of 10th Sept GC meeting:

[https://docs.google.com/document/d/1-hUokBvZMVaUH9XevUBakafJOcEFAWvzigQ\\_XJB1mg/edit?usp=sharing](https://docs.google.com/document/d/1-hUokBvZMVaUH9XevUBakafJOcEFAWvzigQ_XJB1mg/edit?usp=sharing)

CoDA UK web page on sponsorship: <https://codauk.org/giving-service/sponsorship/>

CoDA UK Safeguarding Document: <https://codauk.org/wp-content/uploads/2020/06/Fellowship-meeting-Safeguarding-Policy-Aug-2019.docx>

Found on: <https://codauk.org/giving-service/about-coda/>

Proposed draft update to CoDA UK Safeguarding Document (to make it relevant to WhatsApp Groups):

[https://docs.google.com/document/d/1rXVyk5CluVNDMWpatnds6FeA4vL62\\_v5M0NurO1h2U4/edit?usp=sharing](https://docs.google.com/document/d/1rXVyk5CluVNDMWpatnds6FeA4vL62_v5M0NurO1h2U4/edit?usp=sharing)

Sponsor Sponsee Welcome Document (posted in the WhatsApp Group):

<https://docs.google.com/document/d/1e8HhyRXz7q1PvvpkwEdLo894h2ci27MTKjXMPSs9xQ/edit?usp=sharing>