

**CODA UK National Service Committee (NSC) Meeting**  
**Saturday 6<sup>th</sup> September 2025**

**1-5pm**

**AGENDA**

**Zoom Meeting (see email/website for sign in details)**

The meeting will follow the established format of 30 second shares from each member before a vote is taken, if one is required.

There may not be enough time in the meeting to go through written reports in detail, so **we ask all members to come prepared, having read the reports and agenda items in advance**. We will then have time for questions, sharing and reflection during each item.

All CoDA members are invited to attend NSC meetings and the AGM, but only NSC Committee members and Group Service Reps (GSRs) can vote.

Please note, the minute taker will record votes and actions, which we will review at the end of the meeting. Any references to individuals are on a first name basis only. If you do not wish to be mentioned by name in the minutes, please make this clear to the minute taker.

**NSC Committee Members:** Andy, Chair & Bank Signatory; Rochelle, CoDA Service Conference (CSC) Delegate & Bank Signatory, Website team & Bank Signatory; Kate, Comms, Website & Public Information/Hospitals & Institutions (PI & H&I) & Alternate CSC Delegate; Gillian, Bank Signatory; Don, General NSC Member.

<b><u>Agenda item</u></b>	<b>Start</b>	<b>Finish</b>
<b>1 Welcome</b> , moment's silence, 12 Traditions, 12 Service Concepts and Sharing Guidelines. Reminder of 30 second time out with serenity prayer if anyone requests.  <b>Appointment of a spiritual timekeeper</b> <b>Appointment of a volunteer to take notes 15 mins</b>	<b>13.00</b>	<b>13.15</b>
<b>2. Introductions and Feelings check in</b> (individual only, i.e. not service/subcommittee/group reports). Please be as brief as possible – service positions and “three words only” for feelings check-in.  If any GSRs have brought AOB, please let us know now and this can be added for item 9 near the end of the meeting.  <b>Establish members eligible to vote 15 mins</b>	<b>13.15</b>	<b>13.30</b>
<b>3. Last NSC minutes 15 mins see attached June 2025 (regular) &amp; July 2025 (additional)</b> These were approved at the end of each meeting. Are there any questions?  <b>Carried forward from previous meetings and not yet complete due to the capacity of members giving service. Would you like to help? Please come along and offer your time to support the completion of these items:</b>	<b>13.30</b>	<b>13.45</b>

<p><i>Aug 2023 NSC, updated Jun 2025 NSC:</i> Proposal to provide new face-to-face meetings with a literature pack and/or other support. Please contact <a href="mailto:chair@codauk.org">chair@codauk.org</a> if your group would like to support with some work on this.</p> <p><i>Mar 2025 Safeguarding Policy</i> to be updated: Julia, Sam, Andy &amp; Bryony collaborated: <b>see agenda item 8b below.</b></p> <p><i>Mar 2025 GDPR</i> on mailing list/s, tied in with newsletter mailing programme. Meeting to be arranged: Tim, Andy &amp; Bryony.</p> <p><i>Jul 2025</i> Suggestion that NSC members share about their roles in future newsletters (some done, ongoing).</p> <p><i>Jul 2025</i> Suggestion of a possible joint meeting between NSC and IN&amp;R to discuss the relationship and any issues which might affect the fellowship as a result of two Voting Entities being set up in the UK.</p>		
<p><b>4. Subcommittees &amp; service areas:</b> reports &amp; updates from members in service  30 second timed shares following verbal summary of reports</p>		
<p><b>4a. Sponsorship Committee 5 mins</b></p> <p>No-one in NSC service, but some members are active – any updates?</p>	13.45	13.50
<p><b>4b. Member Networks/CoDA Outreach Groups</b> <i>no-one in service</i></p>		
<p><b>4c. Literature 20 mins</b></p> <p>No-one in service. <i>See attached.</i></p> <p>Concerns were explored in June and July regarding the large stock order funded by the NSC, now held and used by IN&amp;R, and flow of revenue from sales.</p>	13.50	14.10
<p><b>4d. Public Liability Insurance (PLI)</b> <i>Rochelle covering but no-one in full service – any updates could be mentioned during Treasury slot</i></p>		
<p><b>4e &amp; Website &amp; Meetings list 5 mins</b></p>	14.10	14.15
<p><b>4f Communications 10 mins</b></p>	14.15	14.25
<p><b>4g. Public Information (PI) and Hospitals &amp; Institutions (H&amp;I) 5 mins</b></p>	14.25	14.30
<p><b>4h. CoDA North &amp; Regions 10 mins</b></p> <p>No report received. Any updates?</p>	14.30	14.40
<p><b>4i. London &amp; South East Region</b> <i>not currently running</i></p>		
<p><b>5. Treasury 15 mins</b></p>	14.40	14.55
<p><b>15-minute break</b> (may be moved if earlier timings change)</p>	14.55	15.10
<p><b>6. Service positions vacant 20 mins</b></p> <p>Discussion if needed; votes</p>	15.10	15.30

<p><b>Key positions vacant:</b></p> <ul style="list-style-type: none"> <li>• Treasurer</li> <li>• Secretary</li> <li>• Literature Secretary</li> <li>• Vice Chair</li> <li>• Second CSC Delegate &amp; Alternate Delegate(s) (<i>see item 7 below</i>)</li> <li>• Public Liability Insurance Rep (previously combined with treasury)</li> <li>• Sponsorship Rep/s</li> <li>• Meetings List Coordinator/s</li> <li>• General NSC Members</li> <li>• Bank Signatories</li> </ul> <p>Also informal service roles, to join teams working on communications, public information/hospitals &amp; institutions, meetings list, sponsorship.</p> <p><b>All available positions, including shared ones:</b>  <a href="https://codauk.org/nsc-service-positions/">https://codauk.org/nsc-service-positions/</a></p> <p>Shadowing roles before choosing to take them on is welcomed, and sponsorship into new roles is available.</p> <p>Nominations for service positions can only be accepted if the member is present in the meeting.</p>		
<p><b>7. CoDA Service Conference (CSC) 20 mins</b></p> <p><i>See attached</i></p> <p>Registration of the NSC’s Delegate and Alternate Delegate are confirmed. Voting Entity Liaison have indicated that we do have time to vote in additional Delegates at today’s meeting.</p> <p>Three motions approved by the NSC have been received by the CSC.</p> <p>Scheduling a meeting for the UK fellowship to discuss CSC motions is included at 10 below, but could equally be done here.</p> <p>If time: continue discussion of Board’s and Voting Entity Liaison’s communications regarding NSC voting, and associated matters – and potentially the need for the NSC to develop its own Byelaws, etc.</p>	15.30	15.50
<p><b>8. Agenda items see attached 30 second timed shares</b></p>		
<p><b>8a Proposal from CoDA UK LGBTQIA+ working group regarding guidance for meetings &amp; events with a specific focus 20 mins</b></p> <p><i>See attached</i></p>	15.50	16.10
<p><b>8b Proposed update to Safeguarding Policy 15 mins</b></p> <p>From March 2025 NSC – incorporating link to the webpage “CoDA Sponsorship is always free – a few words on sponsorship”</p> <p><i>See attached</i></p>	16.10	16.25

<b>9. Any Other Business (AOB) 20 mins</b>	<b>16.25</b>	<b>16.45</b>
<b>10. Future NSC meetings, 2025 5 mins</b> Date of remaining NSC meeting 2025: 6 December NSC – fixed <b>To schedule:</b> <ul style="list-style-type: none"> <li>• <b>CSC prep meeting for UK fellowship to consider motions</b> (last possible date is Saturday 4<sup>th</sup> October)</li> <li>• <b>First 2025 NSC inventory meeting</b></li> </ul>	<b>16.45</b>	<b>16.50</b>
<b>11. Agree actions onscreen so minutes can be circulated straight away 8 mins</b>	<b>16.50</b>	<b>16.58</b>
<b>12. Close – Promises and long form Serenity Prayer 2 mins</b>	<b>16.58</b>	<b>17.00</b>
<b>Date of next meeting:</b> Saturday 2 November 1-5pm		
<b>Future Business:</b> December NSC: schedule regular meetings for 2026		

<b>Ask It Basket Session</b>  This is a chance to ask anything you wish about CoDA UK and service. During this session, questions can be put to members for our group's Higher Power to answer in the form of our experience, strength and hope. As one NSC trusted servant said: often the best way to ask a question in CoDA is simply to state it as an issue. But please feel free to ask anything.	<b>17.00</b>	<b>17.30</b>
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