

CODA UK National Service Committee (NSC) Meeting

Saturday 6th September 2025

AGENDA ITEMS

4c Literature

No report (no-one in service). In the absence of a Literature Secretary, the NSC Chair is currently the contact for the UK publisher. CoDA literature is available to purchase via the website as usual. The publisher's annual report to the NSC is due later this month.

The large stock order supplied early this year, some of which was for sale at the Founders' Weekend in May, resides with the Intergroup North & Regions. It is available for sale from the IN&R (but not as e-commerce, for legal reasons) and they have a scheme to supply free literature to startup meetings etc. This is undoubtedly doing great work in carrying the message to the UK fellowship in various ways.

Sales and other outgoings from this stock have not been accounted for to the NSC, and it is not clear how or when revenue from sales will be repaid.

Voting Entity Liason have indicated that the NSC and IN&R should be financially independent, since they are both now Voting Entities.

The NSC may wish to consider a simple pragmatic way forward.

4e-g Website & Meetings List – Communications – Public Information (PI) and Hospitals & Institutions (H&I)

No formal reports. Brief updates will be given on the day.

5 Treasury

No formal report. The former Treasurer, who is still administering the accounts and funds, will give a brief update on the day.

7 CoDA Service Conference

The NSC currently has one CSC Delegate and one Alternate CSC Delegate. Voting Entity Liaison has stated:

Remember that a Voting Entity can send two Delegates to Conference and one or more Alternate Delegates.

Having said that, as of now NSC has a Delegate and an ALT Delegate (who can serve as Delegate) if no one else is appointed, this way you have two voting members at Conference, but she will have to remain for the full Conference.

If NSC wants to elect another Delegate in September 6th should give NSC plenty of time to register and being vetted.

A member who was previously voted in as a CSC Delegate has recently resigned from the NSC. They are thanked for their service.

Therefore the NSC has vacancies for

- **one CSC Delegate**
- **Alternate CSC Delegates**

who would need to be voted in today.

Three motions which were approved at the NSC's additional meeting last month have been received and will be included in the CSC.

Several months ago, Voting Entity Liaison contacted the NSC Chair and Secretary pointing out that our previous voting-in of CSC Delegates (March 2025) was incorrect, because one or two members took part who were also eligible to vote at the Intergroup North & Region – it was stated that members should vote at only one Voting Entity or the other. This was supported by the CoDA Board. Various references from the Fellowship Service Manual and other resources were given but

- some members have expressed doubt whether these were definitive, and
- some members have suggested the intervention was inappropriate regarding the NSC's autonomy.

The issue has been discussed at length along with other sensitive matters surrounding it, but the NSC has not established any position on this. It has been suggested (and not only in relation to this issue) that the NSC should develop its own Bylaws, as many other Voting and Entities and committees have.

8a Proposal from CoDA UK LGBTQIA+ working group

Name: Annie W (she/her)

Committee member of: CoDA UK LGBTQIA+ working group

8a.1: Proposal for NSC consideration:

We propose that the NSC considers adopting and providing the following guidelines and announcements for groups running meetings or events with a specific focus. This is to maintain CoDA unity, principles and boundaries, and to uphold the safety of our meetings and events for all who seek recovery.

8a.2: Supporting information:

Proposed guidelines:

When running a meeting or an event with a specific focus, for example men's meetings, women's meetings, LGBTQIA+ groups etc, it's important to ensure that all those who seek recovery are made welcome, and to remember that CoDA has no opinion on outside issues. "The only requirement for membership in CoDA is a desire for healthy and loving relationships." (Tradition 3).

The CoDA programme emphasises the spiritual principles of acceptance, fairness, equality and respect for individual rights. We strive to practice these principles in all areas of the Fellowship and our lives. Thus we do not question anyone else's identity, presentation or preferred pronouns. In this way we maintain a boundary in order to create a safe, supportive, and welcoming environment.

This is in accordance with CoDA's primary purpose: to carry the message to other codependents who still suffer.

Suggested meeting or event announcement

At this meeting (or event) all people are welcomed and respected. In CoDA the emphasis is on our individual growth and on taking responsibility for our own recovery without judging others. Thus we do not question anyone else's identity, presentation or preferred pronouns. In this way we maintain a clear boundary, and we create a safe, supportive and inclusive environment for everyone.

If you think that this boundary has not been respected during the meeting or event, please ask the scriptreader or host to read this announcement again.

8a.3: Is a vote required? Yes

8a.4: Tradition 7 requirements? Only service to publish the guidelines

8b. Proposed update to Safeguarding Policy

At the March AGM several NSC members volunteered to draft an update to incorporate additional guidance on sponsorship (“CoDA sponsorship is always free”) which had recently been published by the Healthy Meetings Taskforce.

(One member also suggested stating that CoDA in the UK is an adults only fellowship to date, as probably be the safest way to protect children of the UK; others weren’t sure; this could be discussed separately.)

Proposed amendments to the Policy are in red below, nothing else is changed. The only functional change is to add a link to the “CoDA sponsorship is always free” page:

Fellowship Meeting – Safeguarding Policy *updated* Updates made (month) 2025 – by NSC – indicated with asterisks

Background

The Disclosure and Barring Service and Scottish Government have confirmed that fellowship members do not require DBS or Disclosure Scotland check for 12th Stepping or Sponsorship, as they are members of self-regulating groups. As individuals, however, fellowship members should be aware of their duty of care to others and hence follow the law and best practice on safeguarding, when acting in the fellowship’s name.

This guidance has been updated following ~~recent~~ high-profile cases in the wider charity sector which have prompted the need to review and further strengthen safeguarding standards within the Fellowship. *[remove “recent”]*

The basic principle

Everyone should recognise that all individuals, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation and identity, have a right to equal protection from all types of harm and abuse.

Who the guidance protects?

This Guidance applies to the safeguarding of all fellowship members or those who fellowship members encounter when acting in the fellowship’s name, including those under the age of 18 (minor) or any vulnerable adults who may be members of the fellowship.

Disseminating best practice

It is suggested that a copy of a version of this Guidance should be available at each meeting and copies can be obtained on request for every new (and existing) fellowship member. Also reference to the existence of a safeguarding policy could be mentioned in the script?

It is vital that all Group Secretaries understand and learn about safeguarding and protection issues within the context of the fellowship in order to ensure a safe environment for members and those who members encounter when acting in the fellowship’s name.

New members

Meetings with new members to the fellowship:

- should be conducted by two existing members and, whenever possible, by a man and a woman

- should be held in a public place and the date, time and place of any meeting should be reported in advance to the Group Secretary

Sponsors

- It is suggested that a Sponsor who has completed step 5 and is attending meetings regularly has regard for this guidance and their duty of care towards other fellowship members.
- Sponsors do not ever give advice on medication in any circumstances, even if they are trained professionals. The only person who can give advice on medication is the sponsee's own medical professional.
- Sponsors only use CoDA Approved Literature in sponsoring.
- **For more information and guidance on sponsors please see this page: [CoDA Sponsorship is always free.](#) ***

Fellowship members are not legally required to obtain a DBS Certificate in order to act as a Sponsor.

However, Sponsors are encouraged to consider their legal and moral responsibility to themselves, prospective sponsees, and the fellowship when considering whether accepting a particular sponsee is in the best interest of those involved.

Reporting safeguarding concerns

If any fellowship member believes they are being abused or knows/suspects that another fellowship member is being abused/abusing someone else, they should consider taking the following action(s), as appropriate:

Preserve any evidence.

[no wording change, but not in bold – not a heading]

Report all concerns to the:

Group Secretary and/or any Group member;

Local Authority Adult Social Care team (about a vulnerable adult); and/or

Local Authority Children's Services team (about a minor)

In an emergency, if there is immediate risk of abuse call 999.

If there is any doubt about whether a situation amounts to abuse, members of the group should ask the advice of their Local Authority Safeguarding Lead.