

UNAPPROVED



## UK Regional Service Committee of Narcotics Anonymous

14<sup>th</sup> - 15<sup>th</sup> September 2019

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**Apologies**

*Sam K - Regional Delegate Alternate  
Kari - East Midlands RCM  
Gino - East Midlands RCM Alternate  
Dave - UKCNA Chair  
Nicky - Scotland & Edinburgh Lothians RCM*

**Opening Remarks**

NA was never under investigation regarding the circumstances of the Devon Camp out.

Reports continue to arrive late and this is causing unnecessary pressure on the Admin committee. Please can you all endeavour to get reports submitted in a timely manner.

**Tradition Eleven**

*“Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio and film.”*

**Bids to Host Future RSC Meetings**

*None.*

To hold the RSC in Manchester in January since Manchester is the default location should there be no bids submit from an Area.

**Approval of Last RSC Meeting Minutes**

Minutes from July approved.

**Election of Committee Members**

**Positions available**

Treasurer, Secretary, Vice Resource

**Treasurer’s Opening Report**

<b>Opening Balance</b>	£16,841.33
<b>Prudent Reserve</b>	£12,020.00

## **RCM Reports**

### **Cornwall**

Could we please have some guidance and other areas experience around steering committee members holding GSR positions and sub committee chairs holding GSR positions at the same area? Cornwall is a rural area with limited no's of members doing service.

*Several areas experience the same issues. It is often recognised as a conflict of interest. One area had to implement strict guidance on not holding a GSR position at the same time as being on the steering committee or on a subcommittee. Other areas who have low attendance have had to temporarily allow GSRs to serve on the ASC steering committee, but as pointed out by another RCM, this may continue to have conflict of interest. Other experience of a GSR serving as chair of a subcommittee was shared, where that individual could not vote on issues relating to H&I. The group that person represented was okay with those circumstances.*

Treasurer asked why so much money is being held above the prudent reserve.  
*There reason is not currently clear. To be brought to the next ASC meeting.*

### **Dorset**

Are there any treasury guidelines for sub committees within an ASC?  
*Each ASC is responsible for ratifying it's own guidelines for subcommittee treasury. To forward Kent ASC's guidelines onto Dorset RCM. Please also check the ASC resources folder.*

### **East & Central Lancashire**

ASC treasurer requested that RCM asks for financial assistance to attend region as we are running under prudent reserve. This was unfortunately declined because the deadline was missed.

### **Essex**

Have any Area had a situation in a Prison, where NA were asked to terminate the meeting because of security breach? Have you managed to restart the meeting?

*Suggested from Vice Chair of UKH&I that the G&I committee humbly apologises to the prison, and to attend UKH&I for guidance.*

### **Farsi Speaking**

A Farsi meeting in Nottingham is going to be closing down.  
*Experience offered around this topic.*

### **Greater Manchester**

Is it okay for a person who is not on the ASC steering committee to be a treasurer signatory?

*Several people shared experience where under certain circumstances this has happened. Vice Treasurer has offered to help the area if they need assistance with the mandates.*

Requesting a workshop on how we can effectively run our area to do an inventory and create guidelines, etc. If not, requesting RCMs share experience.

*RD has offered discuss a potential workshop.*

### **Kent**

Seeking information about contactless payments.

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*Previously contactless payments weren't available for charitable organisations, however the Big Issue has recently started accepting contactless donations. RCM for SW London has more information about contactless payments.*

*Used at Surrey Convention, proved to be popular among those in attendance. Was set up as a sole trader. To provide information.*

*Izettle is a service that is accessible for not for profit organisations.*

Gender Pronouns - Is this being discussed at other areas?

*This came up at the last Region. Since the Basic Text 5<sup>th</sup> edition was printed, all subsequent literature apart from the Basic Text is non gender specific; it doesn't contain capital 'G' in the word God, nor does the word 'him' have a capital 'H'.*

### Merseyside

1. Gavin has asked RCM to bring concern to UK H&I about their integrity regarding motions and who is responsible for donations.

*Already have an answer for this.*

2. RCM is going to ask region about safeguarding committee and how individual members can be involved in that.

*Already have an answer for this.*

3. A member as put a suggestion forward that because we have a business relationship with Hilton Metropole in Birmingham, is it possible to hold UKCNA in one of their hotels in another city? There is real concern that there has been no consultation between the groups about UKCNA plans for its future events. Another suggestion is that it goes out all groups nationally and voted on then brought back to Region.

*West Midlands RCM believes that the Hilton operates as franchises rather than a chain. There are guidelines about bidding for the UK Convention.*

4. As discussed in the wording around child friendly meetings in the previous Region, a member as asked what wording will replace this?

*Children are welcome under parental supervision.*

### Norfolk & Suffolk

We are aware that prison inmates can request a free basic text from UK H&I. Does this also apply to those in treatment centres or other institutions? Anyone can write to the UKSO and ask for a free Basic Text if they can't afford it?

*Anyone who can't access meetings can request a Basic Text from the UKSO. This service is provided by UKSO and paid for by UKH&I. - this is the be confirmed at the next RSC*

Have 33 meetings in our area, but very few GSRs attend. How can we encourage people to take service on, and encourage flow of funds?

*Experience shared - ASC Steering committee would routinely visit a meeting who hasn't attend the Area to share experience, strength and hope, and to head hunt.*

*Essex ASC has set up an outreach group to do the same as above.*

### North East London

In WHERE TO FIND - "people are going to wrong meetings"

To reflect what kind of meeting is

LGBT; MENS; AGNOSTIC; LANGUAGE ; YOUNG PEOPLE; WOMEN CRÈCHE

Please change to back format of old version

*UKSO apologises for this mix up. There were some codes missing the UKComm which meant the Where to Find was printed with wrong or missing codes.*

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### NW London

What is the UK paying currently for Public Liability Insurance?

*This information is not currently available since it requires the Public Liability Insurance information from all ASCs.*

### North West England & North Wales

How would the other former NW ASCs feel about merging the PI and H&I committees in a metro-like fashion - Merseyside, East & Central Lancashire, Greater Manchester

*Manchester have already been in talks. East & Central Lancashire will take this back to the ASC.*

We would like to join because there are currently four committees where they used to be one. We work better together.

Our ASC thinks it's a good idea to have PLI across the whole of the UK since it will save money. Only one venue has asked for it so far. Could the profits of UKCNA be used to pay for this?

*The surplus has already been spent.*

Our area felt that we pay for the PLI before contributing to Europe or World Services.

### Scotland - Edinburgh & Lothians Area

We have been asked to sign a chit for a member. Group declined due to lack of knowledge and information. Can we have some guidance on this for future reference?

*Chit information can be found on the NA Website. RD has a two page document regarding chit meetings. To forward to Resource for distribution.*

New meetings are being opened without Area being made aware. Should members come to area to discuss a new meeting before its opened?

*It would be great if a group approached the area before establishing itself, but there is no requirement to do this or even join the area.*

£200 was given for RCM to attend region in November, our closing balance is 33.70. Can region contribute to this? Or do we need to be under prudent reserve?

*As our currently policy states, an ASC can request funds from Region if the ASC is under its prudent reserve and the RSC is over its prudent reserve. Must email Vice Treasurer in advance to check if RSC was over its prudent reserve at the end of the previous RSC. The deadline for this is 6pm on the 3<sup>rd</sup> Sunday in the month between regions. See Welcome to Region document to find this Appendix 14.*

### South East London

*No questions.*

### South West London

*No questions.*

### Sussex

1. The meetings app is it new / live?

*The app is new and is currently in testing.*

2. The insurance we are seeking for meetings: events etc. ... how do we get around the question? criminal record?

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*When RSC Vice Treasurer was getting a quote, that question was not asked. It wasn't asked in NW London either. In the West Midlands, as long as they notify the insurance company of events, they will be covered in the annual quote.*

3. How many ad-hoc groups does the region support at the moment?  
*Found information at the bottom of the Pre-Region Report*

### **West Country**

### **West Midlands**

The UK Convention? The UKCNA chair hasn't attended the West Midlands ASC. Clear instruction was given at the RSC in July. Invites have been sent out on social media and via email.  
*To be discussed tomorrow.*

### **Yorkshire & Humberside**

*No questions.*

## **Regional Delegate Report**

What area does EDM cover because it's been noted that Egypt and Israel aren't in Europe. What is the criteria for being a part of it?

*EDM has guidelines about seating at the EDM. The two communities in question had nowhere else to go, so they were invited to join the EDM. Any region can join any zone they like just like a group can join any area it likes.*

Explain why and what's the purpose of the 'Present Not Voting'?

*When a motion is proposed, you can vote for, against, abstain, or present not voting. This means you withdraw your presence for voting i.e. if there were 20 voting RCMs, if one voted present not voting, this number would reduce to 19. This is being proposed so that the voice of the unseated regions in the EDM will not be diluted. The UK Region's vote will continue to carry its own vote as it's already 'seated' at the WSC.*

Will having the ECCNA in Israel mean the Iranian Fellowship won't attend?

*This is a possibility*

Why does Iran have separate lines on the NA Annual Report Statement of Profit or Loss?

*Due to the current political situation between Iran and America (where NAWS is situated) NA funds cannot be sent to America.*

Can you explain for the less experienced RCMs what CAR is?

*Conference Agenda Report. Workshop to be delivered in November.*

Should we consider submitting further applications for translated literature/merchat the same time of the year when there isn't as much going on down the NA service chain?

How do we get more key rings?

*They are on the product listed at the European Service Office. UKSO to order some.*

The body approves the RD putting a motion forward at the EDM that all 'seated regions' withdraw from the EDM tally.

RD to be reimbursed for purchasing the key rings.

## Sub-committee Reports

### **UKComm**

How to encourage people to serve on the committee i.e. as chair, treasurer and secretary?

Concerns over there being a lack of an admin committee for several months now. While this is a concern, there are over 40 people service this committee right now and no one has stepped forward to lead them. If we can't support this subcommittee, how can we carry out our primary purpose?

Positive experience shared from an RCM who has recently requested training for the phone line, and this was done within two days.

UKComm attended Surrey Area and carried out a workshop. People stepped into service as a result of that.

Should the Vice chair be attending the committee meeting while they don't have a chair?

Would it be worth exploring the possibility of having a special worker?

Why, out of the 40 people who are serving the committee, does no one want to chair the committee? Should an inventory be undertaken?

Vice Treasurer has undertaken an audit between RSC meetings and there are no issues with UKComm<sup>2</sup> has no issues with their accounts.

### **UKPI**

Response to questions from the body in the July region:

Q. expressed concerns that UKPI has not been represented at this RSC, this is the second consecutive and third in total missed in the last year

*I answered this already.*

Q. Concerns that world PI week has not been promoted/undertaken/reported in the UK.

*World PI week - we passed this info to all area PIs in UK. We promoted it on Facebook. To be honest we did not have any ideas which seemed viable. It was announced in March and PI week was in June. There wasn't much time. We are open to suggestions from anyone at RSC or anyone at Region. There will be more time for next year and we can ask NAWS for input/ideas.*

Q. How can the RSC support this committee, and communicate effectively with them in order to support their regular attendance; requested that vice chair attends next meeting.

*This is for you to consider - we are quite happy with things on our committee.*

Q.: Can the RSC please have a more in depth report in the next week so that ASCs may report more effectively to their groups?

*Attached and below is a report and a spreadsheet which still needs finishing but gives you a pretty good idea of what we are doing.*

Q. Could we please have a flier explaining what PI do and how to get involved -see exemplar from UKComm2

*We can look at producing this. We require some time to put this together.*

Q. would an inventory help at this juncture?

*up to RSC we don't think it is necessary. This has all been brought up because nobody came to the last two regions but I have explained in depth why that happened.*

Q. Can members Skype into the UKPI meeting yet? and if not why? and have UKPI sourced a new venue?

*Will be able to next time. As explained before not had a venue until recently [last 18 months] where we could Skype. Simon RD said he would organise this. Yes we had a new venue which we can use until further notice. Details are in the last two minutes [Pancras Hospital London NW1]*

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Questions from the body:

RSC Guidelines state that UKPI are required to attend 6 Regions per year. Vice Treasurer to audit UKPI's account between September - November.

*Welcome an audit on the account. Last region someone was supposed to attend but the individual was unable to attend at the last minute. Willing to step down as chair if there is someone who is able to attend 6, but currently I am only able to attend 4 per year.*

Noticed in the UKPI Guidelines it says 4, but RSC says 6.

Could UKPI use Zoom rather than Skype since RSC now has a licence for online meetings which can be used infinitely?

*Yes we are aware.*

How many people attend the subcommittee meetings?

*Average 7-10 people attending the subcommittee meetings.*

Can people volunteer to take part in UKPI events on an ad-hoc basis, even though they can't commit to the committee itself?

*If people would like to be involved in UKPI events, contact details can be passed over to a member of the committee.*

Worry that the UKPI committee exhibits indifference and self importance from the rest of the UK Fellowship. While service involving speaking to important people such as MPs is taking place, there is little communication with the fellowship. This results in people not attending the UKPI committee because people don't know about and therefore aren't excited by the service being done in UKPI.

*If the body wants UKPI to do an inventory, we will do an inventory, it isn't a problem. Disagree that UKPI is indifferent from the rest of the fellowship. Taking on board comments. To take to the committee the 5 year plan. People on the committee are dedicated to doing what we do; we are people with limited time and try to do the best with the time that we have.*

Have you considered making a video advert for use online and TV?

*This hasn't come into our committee. Not sure where we would get the funds to support a TV advert but something on YouTube may be possible. To take back to the committee.*

The website is under alteration to allow information to be more easily accessible. Is there a time frame for this?

*Liaised with the UKComm<sup>2</sup> committee about four months ago, but they couldn't give an approximate time limit. Please ask the UKComm committee.*

RCM Expressed concerns about the effectiveness of communication from UKPI to the RSC. This results in RCM being unable to share the service that UKPI is undertaking with their area.

*To take this back to the committee.*

RCM feels more should have been done for PR week.

*To take this back to the committee.*

Vice chair of UKH&I pointed out that the co-operation with UKPI has been imperative to moving closer to getting in HMP Belmarsh.

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*Close of Business*



## Apologies

*Sam K - Regional Delegate Alternate*

## Subcommittee Reports

### **UKCNA31**

Would like a motion to limit any sales of merchandise other than the convention merchandise to Sunday morning of the convention and no other merchandise to be sold at fund raisers.

What to do with merchandise left from last convention? Distribute to RCM's to use in ASC fund raising?

*31 t shirts, 17 hoodies, 1 zip-up hoodie are left, worth approximately £500 at retail value.*

Review 20% paid to West Midlands ASC

How to generate ownership of UK convention? ASCs to get involved? sponsor the event?

*RCM expressed that while this is a good idea, there will be resistance to keeping the event in Birmingham due to the treatment of the fellowship as guests.*

*West Midlands RCM expressed that many people in the Area got the deal, serve on the committee for the fellowship.*

*The idea behind areas sponsoring the event was to increase interest from other areas.*

Chair attended Birmingham ASC in May, asked whether the UKCNA31 would be held in Birmingham, felt consensus was reached.

*West Midlands RCM states that this was not voted on by GSRs.*

Chair thought that the lack of any objection to this constituted the Area agreeing to it.

The Chair feels that the guidelines aren't clear, but is happy to do what needs to be done.

Instruction was given, as per current guidelines, to attend West Midlands ASC, present the bid and get permission from the West Midlands to hold UKCNA31 in the Hilton Metropole. RCM wasn't aware of the first subcommittee meeting therefore could not tell their area of elections that would be taking place.

Does your bid have approval from the West Midlands ASC in writing?

*No.*

The committee is proposing free registration for members under 90 days clean following feedback from UKCNA30.

Resource proposes that the guidelines are reviewed with members who understand the nature of the Convention committee well so that it is presented in a clear way.

Proposal to approve the bid on the condition that written approval is received from the West Midlands ASC.

*West Midlands RCM doesn't agree with this proposal because it's exactly the same as what happened last year. The RCM feels there is no clear conscience from their area, therefore should there be a vote, they will be present not voting.*

Vice Treasurer has received the final report from UKCNA30. Some questions to be asked to the former UKCNA treasurer.

UKCNA is requesting the funds because they have expenses for running the committee meetings.

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### Bid Discussion

Merchandise income/expenditure at the convention are the same, are you only expecting to break even?

*Not sure at this time. Need to take a closer look at merchandising to see how much is being spent and how to not have any left over.*

Items missing on forecast. Vice Treasurer has compared the figures with UKCNA30. Willing to offer help and support to UKCNA31 Treasurer should she be ratified today.

What are Sundries under the income?

Raffle etc.

Nothing in the report about newcomers.

Where is venue hire on the expenditure?

Proposal that the treasurer gets ratified today, the committee is given enough money to cover expenses of their committee meetings until next region. The committee should convene to create an in-depth forecast of income and expenditure for UKCNA31, West Midlands RCM to take it the West Midlands ASC to obtain a conscience to get written permission to hold the convention there, then come back to the region in November to get the bid approved.

*Proposal approved.*

Cathy has been ratified as Treasurer of UKCNA31.

### UKSO

There are still two deposits in the UKSO bank account which were made in March, and we don't know who they were from. One is for £500 and one for £32.93. Could RCMs please check with their Area treasurer to see if they believe that they have made payment on any invoices which have not been credited to their account?

Is it cheaper to buy literature in bulk from UKSO?

*Literature is sold for the same price.*

Will there be two forecasts produced in November, one for staying in London, one for moving to Preston?

*The UKSO will spend most of 2020 in London.*

Charitable status update?

*This is still in the process.*

### UKH&I

There will be a motion made by the committee re: donations of merchandise at this Region. Committee would like to discuss looking into having online banking system; please can we get some guidance on how to make this happen?

Question from the body:

Greater Manchester H&I chair has attended UKH&I several times and put himself forward for service but the was not enough people there

*There just wasn't a enough people there at that meeting, apologies. Requested the person come back to the next committee meeting. Procedure is come to the subcommittee meeting,*

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*elections take place at the end of the meeting, the person gives their service CV, get asked questions, then leave the room while the committee takes a vote.*

*How did the committee vote on business during that meeting when there wasn't enough members available to vote someone into service?*

*Treasurer took the meeting in the absence of a chair. WhatsApp group was used to facilitate a vote about the learning day. Since voting a new committee member in requires the existing committee to hear the individual's service CV and answer questions, it was decided to postpone it.*

How do RCMs contact UKH&I?

*UKH&I email address is in the report.*

West Midlands H&I is struggling. We have a panel leader cleared for HMP Oakwood, but every time the share person is taken in, they are getting rejected. Can you offer any support?

*To discuss with RCM after Region.*

Vice Treasurer made a friendly amendment to UKH&I Report, requesting £2354.39. Stipend approved by the body.

Who has a right to vote on the committee? How many people were there to vote

*Three voting members were present. Elected representatives from areas and all elected UKH&I committee members have the right to vote.*

## **Ad-hoc Committees**

### **Vision UKSO**

Can the committee have an open virtual meeting? This would allow more people to access the meeting. This can also be recorded with the permission of those in attendance.

Q. Should the new UKSO include sale and distribution of merchandise?

*Unanimous yes.*

### **Social Media Committee**

Social Media Guidelines committee announced yesterday, so far three people have shown interest. A WhatsApp group has been created for this. A meeting will be set up after Region to look at the information sourced by our RD, with a view to building our own guidelines.

The committee have sourced several in-depth documents, as well as an old presentation from 2015 done by the EDM. The motion is asking for specific guidelines but due to the ever changing nature of social media platforms, the produced guidelines may quickly become redundant. The committee will simply and generalise guidelines using the sourced material, and present this at the next RSC.

### **Virtual Service**

Q. Can we find out what literature is being given out in the online meetings?

In the instance of the UKComm<sup>2</sup> online meetings,, we are definitely able to check what literature they are using. Online meetings run by other ASCs within our region have had guidance shared with them. Online meetings that belong to a group/ASC not currently part of the RSC are not within remit.

*The virtual service ad-hoc committee includes within its remit how we can support virtual meetings and their operations into the service structure. It wouldn't be the business of this committee to dictate to any group. The Region has in the past made suggestions to an ASC on how to support a group dealing with this.*

An "area" came to RSC to be ratified but were asked to step back whilst guidelines are created, which includes establishing the criteria of an area service committee joining the UK Region. The committee currently has two admin committee members and two RCMs.

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Dorset RCM brought up the Dorset Service Guide that contains some information about what an ASC consists of. This has been given to a member of this ad-hoc committee.

### Treasurer Report

#### Balances

Opening Balance	£16841.33
Prudent Reserve	£12020.00

Comms Committee stipend approved.

Manchester RSC in July still not received invoice. Approval to ring fence £200.

£4000 seed fund for convention ring fenced? Approved.

£20.89 interest sat in ring-fenced. Move it to the community account, or include it in EDM and NWAS donation?

*If this money had been paid on time, they would have accrued the interest, therefore they should be paid. Approved.*

Total contributions since last region: £8353.49

Closing Balance:	£12439.80
Prudent Reserve:	£12020.00

EDM + WSO contributions £64 each

Questions:

Why is the £500 not included in the bank?

*This cash has yet to be deposited into the bank, therefore it is not included in the closing balance.*

Is the £4000 ring fenced seed fund included in the closing balance?

*This is listed as an expense for this region, so it is accounted for and ready to pay once the bid has been agreed.*

Should £4000 be held back from the proceeds from the convention so that it is ready to be used for the next convention seed fund?

*Added to guidelines amendments.*

Increase per diem from £15 to £20 -

Motion carried.

Purchase of RSC mobile phone for use with services such as PayPal -

Motion carried.

Revolute Card - for transferring funds to anywhere in the world -

Motion carried.

Requesting breakdown of Rushton fund-raisers from UKCNA30

Attend UKCNA committee and get reimbursed by RSC? Approved

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**Motions**

Motion 19-17

Withdrawn. Replaced with motion 19-22.

Motion 19-22

Motion not passed

*Close of Business*

