



**Regional Service Committee Meeting – Minutes
Manchester - January 12-13, 2019**

Saturday 12th Jan 2019

Open Meeting	
	Moments Silence & Serenity Prayer
Roll Call	<p>Admin Committee: Chair – Sam I; Vice Chair – Richard (elected Saturday); RD – Simon; RDA – Sam K; Resource – Reese; Vice Treasurer – Hayley (elected Saturday)</p> <p>Subcommittees: UKCNA – Aidan – Chair (Vice Chair – David and Treasurer – Jason ratified Sunday); UKSO – Directors Andy and Lucy; UKPI Chair – Massimo; UKH&I Chair – Joe; UKW&H Chair – Andrew</p> <p>RCMs: GMASC – Sandy; Sussex -Nat, Devon – Lyn; Dorset – Stuart; Y&H – Martina; Surrey – Craig; CIASC - Rachel; HIGASC – Steve(R); E&CLASC – Ruth; SELASC – Faik and Hardeep; The Shires ASC – Brian; NWLASC – Robert; MASC – Joey; NEEASC – Mark (R); NWE&NWASC – Lisa and Ellis; EMASC – Gino; WMASC – Matt and Az; SWASC -Peter; FarsiASC – Rahman and Baz; N&SASC – Mark; S-E&LASC – Katharine and Nicki; EssexASC -Paul (R); WCASC -Jade</p> <p>Visitors: 10 visitors attended across the two days</p>
Voting RCMS	23
	Chair’s opening remarks
Tradition	<p>Tradition 9 from Guiding Principles Read by Sussex RCM</p> <p>Reading of “In Service” & Discussions</p>
Elections	<p>Admin Committee Elections RDA read the fourth concept</p> <p>Vice chair – single candidate, self-nomination Richard gave his service CV Role requirements read out Elected to position</p> <p>Vice treasurer – single candidate -self nomination Hayley gave her service CV Role requirements read out Elected to position</p>
Positions still vacant:	Treasurer, Secretary, Vice Secretary, Vice Resource
Minutes	Approval of Last RSC meeting minutes – unanimous
Treasurer’s opening balance:	<p>£15 912.49 Prudent reserve stands at £11,020.00</p>
Bids	<p>Bids to Host future RSC meetings:</p> <p>NEW&NWASC bid to host region in Preston in May 2019 Cotton court business centre. £432.00 for venue for two days; £48.00 for refreshments Total £480.00</p>



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	<p>There is a special link for hotel room rate which may be requested from region; rate will be published when finalised. Twin room per night, with breakfast, £70ish There will be a meeting on the Friday evening. Bid was successful.</p>						
OLD business							
Guidelines	<p>Guideline ratifications will happen within the subcommittee reports</p>						
UKW&H	<p>UK Website and Helpline Report: Really need help with the twelve-step list – please action at area, email: ukna.org/12 Helpline are fielding numerous calls for meetings that have not let the website know whether they are running over Christmas. Guidance from some RCMs is that they have sought approval from their GSRs to centrally update website; a single website/communications liaison has been successful at some ASCs. This information can be requested at October ASC and then be collated in November ASC meeting. The Website and Helpline committee will need a chair shortly, please let your ASCs know. UKW&H guidelines Share review – ratified WhatsApp - ratified Distance Sponsorship- a request has been made to identify the purpose of this service position/part of the Website & Helpline committee within the guidelines (intent); it has been suggested that the remit of this service initiative is to support members in the UK. Anything further reaching should be part of the EDM or the WSC. It has then been posited that we have a duty to support English speaking addicts who need a sponsor wherever they may be. Amended guidelines returned to RCMs - ratified</p>						
Motion 18-18	sustainable practice in production of NA items						
	18-18	Sustainable practice in NAWS produced merchandise	11.11.18	Clean time keyrings to be made from recycled and non-toxic plastic		NELASC	May be an increase in cost of keyrings Resources cost associated with potentially sourcing a new supplier
	<p>RD explained the mechanism for this would be that if it were agreed through consensus at RSC, it would form a motion that UKNA would be put forward at the next WSC. It could also be put forward at the EDM to form an EDM motion for the RSC The motion needs to have the intent included and the second recorded. It is also important to ascertain if they are already made from recycled plastic. The body are asking NELondon ASC to clarify these points before returning it in old business at the next RSC meeting.</p>						



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Workshop	<p>RSC Inventory Workshop – small groups worked together to respond to questions regarding the practice and efficiency of the body. Responses were returned to group and inventory ad hoc committee will collate these and prepare an action list for consideration at the next RSC. Once the recommendations have been considered, those that are approved for action will be allocated a timeline and responsible parties.</p>
<p>RCM reports- responses and questions – Please check the post region report for RCM reports in full.</p>	
GMASC	<p>Greater Manchester ASC – no questions for Region.</p>
Sussex	<p>Sussex ASC - no questions for Region.</p>
Devon	<p>Devon Summary for presentation at Region: Responses to action points from RSC: None as only new into role. Questions for Region: Do any Areas have experience of holding Home Group Learning days? The aim being to support members with learning more about the roles and responsibilities involved in running healthy groups which are focused on their primary purpose. This is something that has been requested by Devon members. RD: the NAWS and EDM websites there are numerous resources to support this. If you have any resources, you are welcome to add them</p>
Dorset	<p>Dorset Summary for presentation at Region: Responses to action points from RSC: No responses Questions for Region: Dorset area donated £2000 to Region in November 2018 This was a mistake by our treasurer and he never took in to account a bill we owed UK SO of £668.42 We are asking Region if we can be given back £668.42 from the £2000 as this was an error and we are struggling financially and below our prudent reserve.</p>
Y&HASC	<p>Yorkshire & Humberside ASC Summary for presentation at Region: PI: Learning day in Accrington November not publicised locally. Still some literature missing of orders known to be associated with difficulty of supply. Disquiet that the price rise occurred when funds were available to offset rises!!! - question to UKSO Responses to action points from RSC. None Questions for Region: 1. Production of Literature as audio book form. Update and request WS to produce those not available on line and in disc form.</p>



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	<p>Email sent from Resource re FIPT and the fact that this is on NAWS radar to organise this.</p> <ol style="list-style-type: none">2. Areas experience of Area Inventories?3. Literature price rise reasons. See UKSO report4. Newcomer time and process for providing telephone numbers? Clean time requirement? <p>Do other areas have experience of ensuring that newcomers get the phone numbers of clean and experienced members.</p> <p>NWENWASC – gives the numbers of those who are a year or clean in a book.</p> <p>Essex ASC - some groups are using a messaging service app that does not disclose phone numbers</p>
CIASC	<p>Channel Islands Summary for presentation at Region:</p> <p>Responses to action points from RSC:</p> <p>None</p> <p>Questions for Region:</p> <p>For UKH&I – new Governor at HMP La Moye – our newly-formed sub-committee would be grateful for contact and guidance and know how on approaching HMPO/Governor to take NA to prison</p> <p>Are prison officers present in meetings from people’s experience who do this service work?</p>
Surrey	<p>Surrey needs some guidance on safeguarding policies</p> <p>Website have a standard response – we perhaps need to put a statement together to support ASCs/groups with this.</p> <p>We adhere to the safeguarding policy of the venue, if not possible, we change the venue.</p> <p>We are not legally required to have a policy as we are an informal group of people who meet regularly to help each other stay clean.</p>
HIGNA	<p>Highlands and Islands group - summary for presentation at Region:</p> <p>This is a significant moment in the history and growth of Narcotics Anonymous as we take our seat at Region today as the first group of Online meetings anywhere in the world and in the true spirit of the unity of Tradition 1 be made welcome as an Area. We of the Highlands and Islands Online group of meetings wish to thank you for welcoming us with open arms and look forward to the future as we continue to grow, can carry our members conscience and hopefully become a valued member and asset to the UKNA Region.</p> <p>Responses to action points from RSC:</p> <p>At this time and as a new Area with no time to discuss them fully we have no group conscience to issues previously raised at Region.</p> <p>Questions for Region: A severely disabled member is wishing to start an online LGBT meeting and is asking for support from the LGBT recovery community to do that so please can we ask that RCM’s take that back to their Areas and ask anyone who may be willing to help with setting up and doing service to such a meeting to please contact us at meetings@higna.org.uk</p> <p>If we are to register as an area with NAWS; could we perhaps have some guidance as to how to do this?</p> <p>RD gave guidance as to how to do this online.</p>



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E&CLASC	East & Central Lancashire ASC - no questions for Region.
SELASC	South East London ASC – is supporting the organisation of a four London ASCs service learning day in May
The SHIRES	<p>The Shires summary for presentation at Region:</p> <p>Responses to action points from RSC:</p> <p>Questions for Region:</p> <p>Two Questions:</p> <p>1: Does the region have insurance that new groups can use or is it up to the ASC or group Individually? NWENWASC: This has been raised previously and was discovered to be not feasible. RD: Many groups have asked to have this insurance added to their rent. Many ASCs hold insurance either for full ASC and events, or for individual venues. Kent: have had better luck with event insurance companies WCASC and WMASC: it is the conscience of their area to hold public liability insurance to cover all meetings and events in this area.</p> <p>2: we are starting an ASC level H&I Sub Committee but are unsure how to proceed correctly H&I – get a H&I handbook, attend the UKH&I subcommittee meeting to get some help.</p>
NWLASC	North West London ASC - No questions for region
MASC	<p>Merseyside ASC Summary for presentation at Region:</p> <p>Responses to action points from RSC:</p> <p>none</p> <p>Questions for Region:</p> <p>How can area encourage members to get involved with service at this level and remain focused on their own recovery? ED and west Lothians – Vice chair went to all meetings to speak about the importance of service in recovery Devon – to maintain recovery and to grow attendance, we visit all meetings every two months, and through sponsorship chains NEEASC – changed the language around when people want to be a GSR – making sure we are being positive about ASC in public Visitor – have some food and fellowship an hour before the ASC, and do GSR workshops Farsi ASC – we need to be cautious that we do not push to fill gaps and ensure that we do not place pressure on individual recovering addicts. WMASC – we have an active F&E committee that put on attractive events; they have a ‘who to find’ like 12 traditions and 12 concepts list – an extension of a 12 step list. We encourage people to attend and</p>



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	<p>ensure we are behaving with integrity and respect as this is attractive. We create service positions for new ASC members to keep them invested.</p>
NEEASC	<p>North East England ASC summary for presentation at Region:</p> <p>Responses to action points from RSC:</p> <p>Questions for Region:</p> <p>Questions for Area as follows:</p> <p>The ASC is looking for guidance on policy set-up (template of an existing one preferably)</p> <p>Resource will send any templates archived</p> <p>Guidance on Convention Committees</p> <p>Guidance on setting a prudent reserve</p>
NWE&NWASC	<p>North West England and North Wales ASC summary for presentation at Region:</p> <p>Responses to action points from RSC:</p> <p>Questions for Region:</p> <p>Q. our H and I committee have been set a form from bank requesting tax numbers and info that we may need help filling in. Have any other areas had this or similar letters? Is it best to just ask the bank for help?</p>
EMASC	<p>East Midlands ASC summary for presentation at Region:</p> <p>Responses to action points from RSC:</p> <p>Questions for Region:</p> <p>Proposal to invite members to hold an ASC Learning day, as well as carry out an inventory of how we are operating. To seek confirmation from West Midlands about their availability. - To try and get contact details to arrange.</p> <p>WMASC is holding an area assembly at the end of March and invited EMASC to attend.</p> <p>We are having problems with the email address used by our area. Some members do not receive emails at all, the secretary has tried to resolve this by checking the junk or spam folder and checking that there are no automatic rules set up for the emails from emasc@ukna.org. This is an ongoing problem that is affecting several GSR's and other members. We have received an email from region and have replied, still waiting for another response?</p> <p>UKW&H – will liaise with committee to ascertain issues, has asked that anyone having trouble with email addresses get in touch with them directly. Has asked RCMs to let ASCs know that UKNA W&H can provide email addresses for ASCs, ASC subcommittees and service positions at ASC level</p> <p>Our treasure has requested is there some sort of acknowledging action when we send money to region? Only as we have sent money up in the past, we have never received an acknowledgment or receipt. What's the process of this?</p>



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	<p>Treasurer will liaise directly with ASC.</p> <p>RCMs please request that ASC treasurers refer to the ASC by name in the payment reference to avoid unallocated payments.</p> <p>Email treasurer.rsc@ukna.org if you have any queries</p> <p>Treasurer normally thanks the RSC on the floor but will consider how to contact ASCs who make payments but do not attend RSC.</p>
WMASC	<p>West Midlands ASC summary for presentation at Region:</p> <p>Responses to action points from RSC:</p> <ol style="list-style-type: none">1. WMASC are currently fully compliant and are functioning within GDPR policies & guidelines GDPR ad hoc committee point person asked if these could be shared with them.2. Nothing was brought to the WMASC by GSR's regarding UKSO office options <p>Questions for Region:</p>
SWASC	<p>South Wales ASC Responses to action points from RSC:</p> <p>Question for Region:</p> <p>Welsh White Keyrings have been requested but are unlikely to be provided due to low production amounts. Would it be ok to print such keyrings with a 3d printer and bring them to UKNA to be verified legitimate? All profits above production costs would be given to UKNA or in the case that UKSO should have to provide them. Could we supply them to UKSO at cost?</p> <p>RD – policy is to allow any ASC or region to produce merchandise as long as it complies to FIPT. Please contact NAWs directly to arrange this. It may not be appropriate to sell these. RD is happy to facilitate this contact.</p>
FARASC	
N&SASC	<p>Norfolk and Suffolk ASC summary for presentation at Region:</p> <p>Responses to action points from RSC:</p> <p>We thought the UKSO Vision point 2, 'new location, with meeting space for UK Subcommittees, etc. was best option for our UKSO.</p> <p>We have annotated a couple of the draft guidelines, especially the distance sponsorship which has some grammatical errors.</p> <p>We think Keyrings should be made from recycled and non-toxic plastic.</p> <p>Questions for Region:</p> <p>What is the clean time requirement for prison sponsors? 2 years</p>
S-E&LASC	<p>Scotland – Edinburgh and Lothians summary for presentation at Region:</p>



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	<p>Our Treasurer has contacted UK Treasurer for support but at the time of our ASC (afternoon of Sunday 6th) had not heard back.</p> <p>Please re email now that there is a treasurer in post.</p> <p>Convention is a month from now, asking for support and attendance.</p> <p>This would really make a difference to the Scottish fellowship</p> <p>Responses to action points from RSC:</p> <p>none</p> <p>Questions for Region:</p> <p>Please can you share experience on how to deal with members (whose primary fellowship is not NA) being asked to do main shares in meetings? This is now happening in NA meetings in Edinburgh and Lothians and we would like support on how best to manage it.</p> <p>NEEASC - it is the responsibility of the chair to ensure that any members who are invited to share are carrying the NA message of recovery</p>
Essex	<p>Essex summary for presentation at Region:</p> <p>Responses to action points from RSC</p> <p>none</p> <p>Questions for Region:</p> <ol style="list-style-type: none"> 1. Have chit cards worked in other areas with probation? Answer: PPO teams may be able to help with this. Answer: chit system, there are concerns with evidence and enforcement and NA cannot be involved in this. Informal contact may be more helpful. Be cautious. Dorset have long experience with this. 2. We are currently setting up a pay pal account for our convention. Pay pal said that if we could give information about our non-profit status that they would give a discount. Is this information available. Suggested that they liaise with UKCNA for experience. 3. Motion: “ That the UKSO board of directors provide a full report of the scope, the pros and cons of charitable status And present to the fellowship as a whole before any decision making about charitable status takes place.” <p>Intent To Give the fellowship clear understanding and implications of this important issue.</p> <p>Given the information shared in the UKSO report and in the visionUKSO report, Essex chose to not present this motion.</p>
Sunday 13th Jan 019	



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Open	Meeting
	Moments Silence & Serenity Prayer
Roll Call	Voting RCMS: 22
Support for EDM and World service positions	<p>Discussion as to the process this body uses in order to endorse/support candidates for service positions at EDM/WSC.</p> <p>There is nothing specific in the guidelines</p> <p>Questions as to how an individual member may request space on the agenda</p> <p>The guidelines state that any proposed additions to the agenda must be sent to resources in for consideration by the admin committee – this should happen in advance of the pre region report deadline so that due notice may be given to RCMs to consider any supporting information.</p>
	Concept 10 report and discussions
	<p>Ad hoc committee gave their report and recommendations</p> <p>It was raised that this body is not the source of the grievance and therefore is not able to provide redress.</p> <p>However, the recommendations of the committee were accepted by the party that brought the concept 10.</p> <p>The recommendations were accepted by the RSC and will be actioned.</p> <p>The concept 10 ad hoc committee will action getting the apology, which will be read out by the point person.</p>
Subcommittee reports	
UKCNA	<p>UK Convention (UKCNA 30) 4-7th July 2019</p> <p>UKCNA caused unintended harm to an ASC by arranging a fundraising event in the Shires ASC without getting the backing of the ASC or respecting the financial impact of having an event held in the Area fundraising for a committee other than that Area.</p> <p>UKCNA committee is proposing that the appropriate process for this, respecting the ASCs and offering 20% as designated in motion 17-18 be added to the guidelines.</p> <p>UKCNA is in a good place in terms of fundraising to put on an excellent convention.</p> <p>Treasurer was ratified according to the RSC guidelines</p> <p>Vice Chair was ratified according to the RSC guidelines</p>
UKPI	<p>Public Information:</p> <p>Y&HASC – details of northern learning day please</p> <p>Re survey – there is a leaflet that shows the results of the survey.</p> <p>It is hoped that they will run the survey for longer from April to July and thus gather more info.</p>
UKH&I	<p>Hospitals & Institutions</p> <p>Questions regarding report:</p> <p>Prison list – please update with H&I as required – Link</p> <p>Mutual aid in prisons - Link</p> <p>Mutual aid, prison security and pre-appointment vetting documentation – Link</p> <p>Committee is asking if UKSO can apply to become an approved vendor to facilitate getting literature behind the walls.</p> <p>UKSO: happy to follow this up and liaise with PI</p> <p>Re DBS checks; basic DBS Checks are easy to get; however, an enhanced DBS check cannot be demanded by organisations without due process.</p>



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RD: regarding becoming an approved vendor, this could be co-ordinated with PI as they are in constant contact with home office, they have been instrumental in arranging the mutual aid guidance.

ScotEd&Loth – is it acceptable to promote prison sponsorship on Facebook?

A: H&I and Prison sponsorship have closed facebook pages that people may be directed to.

Suggested amendments to guidelines:

NEE&NWASC: needs to include information on misappropriation of funds

A: happy to copy documentation over to ensure clarity.

Nothing included about receipted expenses

A: will be added

Can the process by which a member of committee be removed be rolled out to include all members?

FLO – request that it be clear that local ASCs are asked to sell t-shirts at events and conventions as opposed to paying expenses for a member of UKNA committee to go.

This is not prudent use of NA funds as the money raised is wasted on expenses, it would be cheaper to just buy the basic texts.

A: it would serve no purpose to spend more money than is raised attending an event.

It has been highlighted that the direction of communication must come from ASCs, not from H&I offering to attend.

Can the budget for learning days be adjusted down?

A: of course, the committee will attempt to get the most value for money at each event.

W&H – why is the committee setting up gmail rather than UKNA accounts? Why does the report show 10 t-shirts given away at events?

A: set up for convenience, W&H asked that they send request to email.ukna.org to arrange an account.

T-shirts were given to newcomers at conventions. If body would like to instruct committee, please do so.

SELASC: can we have a link for the mutual aid document? Yes – will be added

HIGNASC: offered support with virtual meetings for subcommittees, experience and platform.

A: thank you for support, H&I will explore this

WMASC: when attending an event, is the H&I desk for merchandising or information?

NEEASC: please include guidance as to prudent claims for events; does their need to be a separate merchandising position.

UKPI: suggestions re UKH&I meeting list – can each RCM please check this list and update. UKPI communicate regularly with professionals and organisations in the field. This comprehensive list adds to the professional presentation of UKPI and UKH&I which supports our efforts in reaching into prisons, hospitals, treatment centres etc.

UKPI is suggesting that there may be more that could be added to the website that is accessible to prison and institution staff that introduces the concept of what we do and how we reach the still suffering addict.

Treasurer: offered support for UKH&I treasurer

Farsi ASC: would like work with UKH&I to develop the ASCs H&I activities

Chair is happy to take all these amendments back and work on them prior to next region. The guidelines need to be as transparent and comprehensive as possible to ensure continuity of service.

Regarding the regular audit; can the findings be shared with the subcommittee before being brought to region.



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	<p>Guidelines have not yet been ratified; any amendments please email to resource@ukna.org so that the committee may action and then updated guidelines may be brought for ratification at the next RSC meeting.</p>
visionUKSO	<p>vision UKSO ad hoc</p> <p>Following the feedback from the November 2018 RSC these are now the four options we are working with as a committee.</p> <ol style="list-style-type: none"> 1. UKSO moves to a new location providing the same services as it does now. 2. UKSO moves to a new location, with meeting space for UK subcommittees, Region and Archiving 3. Close the UKSO and use the European Service Office in Brussels. 4. UKSO to remain in its current location. <p>AA General Service Office in York On the 18th December we visited the AA General Service Office in York Attending were: Craig SK, Tracey J, Vivek C, Lisa N and Mickey C. Attached from our visit is:</p> <ul style="list-style-type: none"> • The Q&A from our visit • The AA GB General Report 2017 <p>We had a very thought-provoking exchange and our takeaways were:</p> <ul style="list-style-type: none"> • UKSO funding. Can we use a different funding model so that our cost savings remain sustainable long term? The AA GSO's funding breakdown is as follows: 38 % from the sale of Literature, 54 % from Contributions from Conference and 8% from other sources (please see attached AA Report) <p>The AA Big Book is £8 incl p&p and has remained at this price for 10 years.</p> <ul style="list-style-type: none"> • We should be seeking Charitable status. Main reason is a 43% reduction is in VAT but also because of the kudos that comes with being a charity. You are not seen as a profit-making enterprise. As a charity you are held to much higher standards and have to be fully transparent. • We need a 5 to 10-year plan to help UKSO move forward in incremental steps rather than one giant leap. <p>Location</p> <p>Due to lack of feedback from the Areas we are taking a proactive approach and are currently costing out the following locations: Greater London, Birmingham, Manchester, Preston, Wakefield & Coventry We are mindful that we need to start moving this process forward so that we are in a position to give this body an informed set of choices in January 2020, however we are still open to suggestions from Areas should they be forth coming. We would also like to request costs from the subcommittees for the rental of their venues per annum: UK H&I, UK PI, RSC, Website / Helpline, UKCNA and Archiving services</p> <p>Deadline</p> <p>Deadline for Region to decide will be January 2020. This is to give UKSO enough time to implement contracts / recruitment etc before they must give notice in June 2020. Questions - committee were asked several questions regarding timelines, financing, redundancies, literature pricing, funding models etc. The committee has included these in their lines of inquiry and will incorporate into final recommendations.</p>
UKSO	UKSO



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Price of literature: Price is subject to exchange rate fluctuations as can only be purchased from NAWS European Service Office so as the pound has weakened against the Euro the cost of literature has gone up. It would be a criminal offence for the directors to allow the company to operate at a loss and so prices had to be increased to cover the increased costs.

It was the conscience of the body that the £13.5k business rates rebate received by the UKSO in 2017 be allocated as determined by the directors, who decided to set this aside to cover the costs of moving the office should that eventuate, so that money was not used to subsidise prices.

Regarding Charitable status:

UKSO Ltd – parts of the articles of association, which were how the business was set up, define the UKSO as a charity (it has charitable objectives). As such, the legal framework makes the office operate as if it were a charity (e.g. it is run 'not for profit', the directors cannot draw income from the charity). A charity is legally obliged to submit to the authority of the charities commission and the jurisdiction of the High Court. UKSO contacted the charities commissioner who has stated that UKSO must apply for charitable status so that the charities commission can ascertain whether the UKSO is in fact a charity. UKSO directors have made it clear that UKSO adheres to traditions and is fully self-supporting. Commission has advised that in the past that may have caused a problem, but the rules have changed. If the commission designates the UKSO as a charity that does not have to accept outside donations, there are multiple advantages to be had, including a likely reduction in corporation tax, VAT on fuel and rent, charitable discounts etc. If it is designated not a charity - nothing will change.

This will contribute to getting the UKSO on a firm legal footing that will support accountability to the fellowship, to external bodies and will result in a strong service office that can genuinely serve the fellowship. This will also contribute to a professional image when approaching NAWS and external bodies, this increased respect will mean we can be taken seriously and have more of an impact.

Other fellowships use the money that comes from literature to be directly applied to the fellowship. UKSO cannot do that at this time. If office is set up and mandated by region, they would have a stronger case to approach NAWS to print own literature. Consequently, being able to offer literature at a lesser cost, and thus supporting the fellowship further.

In short - it is a legal requirement that the UKSO apply to the charities commission to be considered for charitable status.

The Charities Commission decision as to this status will be binding and is not something that can be influenced either by the directors or the fellowship.

Should it be decided that the UKSO does have charitable status, it's operations would be affected in numerous positive ways.



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The law has changed regarding businesses with charitable status and should the UKSO be designated as such, it would not be obliged to accept outside contributions, in keeping with tradition 7.

Should it be decided that the UKSO does not have charitable status, it will continue to conduct business as it does currently.

Questions:

Expense policy – issue that has raised the most concern is the mileage calculation guidance. This figure was taken from HMRC – this was done as UKSO is a business. Region’s policy states that the exact cost of fuel only will be refunded.

Question to body: what mileage allowance does the Region want UKSO to use?

RD: it must be stressed that UKNA is not and will not be a charity -this is referring to the UKSO only

N&SASC: does the office currently pay corporation tax as this was listed as a benefit of charitable status? In 2017 the business did make a profit, but surplus’ may not be distributed. Therefore, the business did pay approx. £4K Corporation tax.

UKPI: supports value of UKNA being associated with UKSO if it has charitable status as this will support our image.

HIGNASC: if Brexit will have too onerous an impact on pricing would it be possible to switch back to purchasing from NAWS directly. A: purchasing from US does not necessarily put us in a better position, committee has taken legal advice on this.

As a point of information: The Admin committee members and the subcommittees sign up to the RSC misappropriation policy; the proposed UKSO expense policy is slightly different to this. To meet auditing requirements the business needs to have all exact expenses receipted. They are suggesting that RSC current policy is not accurate enough for legal purposes. Is the body willing to approve a variance for UKSO, or do the RSC guidelines need to be improved?

A: the UKSO is asking for some decision on this and will use a fuel calculation until such time as region guidelines can be updated.

GDPR ad hoc	GDPR ad hoc committee				
	Still continuing to work – please get in touch with email@ukna.org if you are interested.				
Guidelines	RSC Guidelines Updates for consideration:				
	Motion 05-19				
	Motion Number	Motion	Intent	Made/2nd	Action if any:
	05-19 RSC operation 13.01.19	That the RSC alter the process by which the RSC guidelines may be amended. That instead of a motion for each amendment, that the requests for amendments to these guidelines may be raised throughout the RSC meeting, and will be summarised at the close of business. These proposed amendments will be sent out with the action list and pre-region report for consideration. They will be addressed in old business and	To simplify the process by which the guidelines may evolve in order to reflect the way in which the RSC does business.	Y&HASC Dorset ASC	Passed unanimously



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	actioned using CBDM. Any changes will come into effect at the following region.													
<p>To be considered before the next RSC:</p> <p>Section 1.2 – remove words independent examiner as this has legal implications Clarify scope of examination of accounts; check frequency is suitable. Does there need to be a timetable for this?</p> <p>Section 2.2 – repeat relevant sections from 1.2 RSC finances in 2.2 subcommittee section for ease of reading/accessing information</p> <p>Appendix 10 – update motion form to reflect CBDM – see proposed form</p> <p>Appendix 6 – update UKCNA bid to reflect policy 17-18 and to include all UKCNA events</p> <p>Appendix 14 – update travel and subsistence policy to ensure it is also suitable for use by UKSO directors when claiming for expenses related to travel by personal vehicle. Ease of use/forms of calculation to be considered.</p>														
Regional Delegates report														
<p>Area assembly, links to surveys, offer to visit areas included in full report. Questions in preparation for EDM The EDM uses Community dialogue as a way of sharing experience amongst the communities who attend. Does this body have any questions it would like to ask the other communities at the EDM?</p> <p>Summer EDM & European Conference and Convention of Narcotics Anonymous - ECCNA35: Platzspitz Park, Zurich, Switzerland 19th-21st July 2019. www.eccna.eu Moving forward Regional Assembly moving forward, Ad hoc committee to be formed Jan 2019? Do the body need to formalise this through a specific Motion? – this was not addressed Facts & figures in previous RD report (Sept/Nov 2018)</p>														
New Business														
Policy Log	Motion 15-18 RSC operations – not heard – move to next RSC													
	Motion 01-19 – amends – not heard – move to next RSC													
	Motion 02-19													
	<table border="1"> <thead> <tr> <th>Motion Number</th> <th>Motion</th> <th>Made/2nd</th> <th>Resource implications</th> <th>Action if any:</th> </tr> </thead> <tbody> <tr> <td>02-19 UKH&I merchandise 13.01.19</td> <td>That UKH&I arrange for local ASC contacts to sell merchandise at events, as opposed to sending UKH&I representatives. That UK H&I do not, under any circumstances, give away merchandise. Why is the motion necessary? To give clear communication of the conscience of the Regional body.</td> <td>NWE&NWASC NEEASC</td> <td></td> <td>Passed unanimously</td> </tr> </tbody> </table>	Motion Number	Motion	Made/2nd	Resource implications	Action if any:	02-19 UKH&I merchandise 13.01.19	That UKH&I arrange for local ASC contacts to sell merchandise at events, as opposed to sending UKH&I representatives. That UK H&I do not, under any circumstances, give away merchandise. Why is the motion necessary? To give clear communication of the conscience of the Regional body.	NWE&NWASC NEEASC		Passed unanimously			
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		Giving away merchandise contradicts our concept 11. Intent: To avoid any further confusion re finances. To enable the committee to keep clear, accurate and transparent records.			
Motion 04-19 – RD to attend Edinburgh and West Lothians ASC to support workshops – passed					
	Motion	Intent	Made/2nd	Resource implications	Action if any:
	Edinburgh and Lothians request that the RD visit our convention in February for the purpose of workshoping experience at Regional, European and world service levels.	To share experience and carry the message through service to Edinburgh and Lothian ASC; to make the lower levels of service attractive to members from Scotland, and to encourage the other areas of Scotland to engage with Region	ED&Lothians ASC The Shires ASC	£273.00	Passed unanimously
Newsletter – arising from inventory process, SELASC proposed that we put this into a motion and address it at next RSC; seconded by SWASC – will go into new business - motion form needed by resource					
03-19 Social Media guidelines					
	Motion	Intent	Made/2nd	Resource implications	Action if any:
	To create RSC guidelines for social media use by UKNA subcommittees. To define the purpose and use, and designate information only pages, with all posts to be moderated. Why is the motion necessary? To ensure members cannot post anything on social media without being approved first	To avoid disunity	WMASC NEW&NWASC		Passed unanimously
NAWS are currently working on guidelines; moderation ensures that each post is checked before going live Social media our guiding principles, Passed unanimously – to be actioned at next region					
Treasurer's report & Closing Balance					
Donations: £6,943.64 (excludes money received at RSC but not yet banked or cleared) Donations £8,707.64 (includes money received at RSC but not yet banked or cleared) Expenses: £8,149.81					



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Donation to EDM and WSO: £754.26 each (£1,508.52 in total)
Closing balance: £13,197.80 (excludes money received at RSC but not yet banked or cleared)
Closing balance: £14,961.80 (includes money received at RSC but not yet banked or cleared)

Bank details for EFT of contributions to RSC

Thank you to all Areas and meetings that can contribute to their UK Region and are doing so. Every amount is significant.

All funds transfers may be made direct to NA UK RSC, either online or in any Barclays Bank branch.

Account name: NA UK RSC

Sort code: 20-95-61

Account Number: 63074064

Please indicate ASC name in the payment reference and email treasurer.rsc@ukna.org so that payment may be reconciled and acknowledged.

Upcoming dates and location for RSC meetings

March RSC	Location	Venue details
9-10.03.19	St Helier, Jersey	Best Western Royal Hotel David Pl, St Helier, Jersey, JE2 4TD https://goo.gl/maps/SeEp2Hebgfm
May RSC	Location	Venue details
11-12.05.19	Preston	Cotton Court Business Centre Church Street Preston PR13BY https://goo.gl/maps/bL6dkjtCtH52

The RSC meeting travels around the UKNA fellowship region. Any ASC that wishes to bid to host region can do so by using the [linked template](#), and sending a representative to the RSC meeting four months in advance of the meeting they propose to host.



Narcotics Anonymous
United Kingdom

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[Link for Post region report and all supporting documentation](#)

Approved