



UK Regional Service Committee of Narcotics Anonymous

13th - 14th July 2019

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Day One

Roll Call

Position	Admin Committee
Chair	Sam I
Vice Chair	Richard
Regional Delegate	Simon
Regional Delegate Alternate	Sam K
Treasurer	
Vice Treasurer	Hayley
Resource	Reese
Vice Resource	Craig (<i>voted in today</i>)
Secretary	
Vice Secretary	Tom

Sub-committee	Representative
UK Hospitals & Institutions	Jo
UKSO	Micky

Area	RCM
Chiltern & Thames Valley	Alan
Cornwall	Tara
Dorset	Stuart
East & Central Lancashire	Ruth
East Midlands	Gino
Farsi Speaking Groups	Baz (<i>alternate</i>)
Farsi Speaking Groups	Raman
Greater Manchester	Sandy
Greater Manchester	Brian (<i>alternate</i>)
Merseyside	Joey
Norfolk and Suffolk	Mark
Norfolk and Suffolk	Emilie (<i>alternate</i>)
North East England	Mark
North East London	Goko
North East London	Stephen (<i>alternate</i>)
North West England and North Wales	Lisa
North West England and North Wales	Ellis (<i>alternate</i>)
North West London	Robert
South East London	Hardeep
South West London	Steve
Sussex	Natalie
West Midlands	Matt
West Midlands	Az (<i>alternate</i>)
Yorkshire & Humberside	Chris
Voting RCMs	18

Observers

Apologies

*UKPI chair
UKCNA29 chair
Channel Islands ASC
West Country ASC
Edinburgh & Lothians ASC*

Concept Reading

Concept 10

“Any member of a service body can petition that body for the redress of a personal grievance, without fear of reprisal.”

Bids to Host Future RSC Meetings

None.

Birmingham RSC bid has increased by £50.00, to £250.00 for the weekend. RCMs approved this.

Approval of Last RSC Meeting Minutes

Minutes from May approved.

Election of Committee Members

Fourth concept read out by SE London RCM

Positions available

Treasurer, Secretary, Vice Resource

Vice Resource: Craig from Surrey has been elected as Vice Resource

Treasurer’s Opening Report

Opening Balance	£7,636.98
Prudent Reserve	£11,020.00

Old Business

Safeguarding Link - Motion 19-10

UKSO have attended AA General Service Office in York, and obtained information about the solicitors they retain. Since UKSO representative isn't here we will wait for a full report at the next committee meeting.

Public Liability Insurance

Had a reply from insurance company. The quote is for £6524.64 per year. This includes Insurance Premium Tax and £10 fee. This covers:

Estimated 1,500 meetings per week.

Maximum of 150 people in a meeting.
6 Volunteers leading the meeting, which equates to 9,000 volunteers per week.
Annual turnover in meetings £500,000.

This will cover meetings that have more/less than 6 volunteers; this was just used as an average to obtain a quote.

Who would be the contact should something happen at a meeting or event?

RSC Inventory

See inventory action list.
In appendices

RCM Reports

Channel Islands

Questions for Region:

Would one of the South areas of the UK consider having our ASC merge with theirs:
We have dwindling service numbers and lack the experience, which we could benefit greatly from learning. Longer standing members no longer attend
We could focus our resource on sub-committee activities for H&I and PI under the guidance of a more experienced ASC and report in monthly, or however this could conceivably work
We could make our Group donations directly to this ASC for flow up to RSC – currently Groups do not want to donate to ASC as bank account access issues are STILL ongoing
Would really welcome discussing this with any willing members

Some years ago, members from Dorset visited Jersey to do some outreach. Dorset RCM to take this back to the Area. Could be easier to fold the Channel Islands area and ask the groups to be recognised at Dorset ASC.

Chiltern & Thames Valley Area

Questions for Region:

GSR expressed an interest for any subcommittee & general workshops (Sponsorship etc.) to consider coming to C&TV area. Please request information.

Any of the subcommittees can be contacted directly to request workshops in an area. Contact list available from Resource. RDs can also be contacted to request workshops.

How do we bid to get Region held in C&TV?

Resource has provided the information.

Dorset

Due to the occasional request for literature to support a meeting and we have funded a crèche worker recently some GSR s are asking where we stand around funding meetings, we know about tradition 7 and fully self-supporting....

Q. Can we have some experience off the body about funding meetings

Kent - No funds are given to meetings, but a £40 allowance is offered for new meetings to purchase a starter pack

Y&H - No funds given to meetings, special crèche worker is paid for though

NWE - Plenty of ways to try and increase contributions i.e. fund raisers, inviting outside shares. If the meeting is still struggling, then it may have to fold. While this is a shame, it's part of the natural cycle that NA meetings go through.

North East London - Can the group do an inventory?

North East England - There is a new meeting pot at the ASC which funds new meetings for 12 weeks and if the meeting isn't self-supporting by that time, the meeting will fold. This has allowed meetings to start in new places that haven't had NA before.

Q. Is the vacant UK Directors post a paid post?
No, guidelines have been provided to the ASC

East Midlands

Can an ad-hoc committee use funds given by an Area for a Unity Day for other smaller fund raising events so that a bigger event can be put on?

Since it's an ad-hoc committee, once the purpose of the committee has been fulfilled the monies are returned to the Area. Another approach would be to set up an F&E committee. When requesting funds, it's important to be clear about what the intentions are for the requested funds.

East & Central Lancashire

Questions for Region:

A member has asked, can the issue of disability equality be raised a region. For example, the cards talk about not discriminating based on religion, race etc. Can a request be made for disability to be added to the relevant card.

If an Area can create a conscience formally requesting altering a reading, there is a motion that can be created, brought to RSC for a decision, and if consensus is achieved, RDs can be put into the CAR. This will then be

Single parents with limited access to funds/babysitters risk exclusion and marginalisation in the fellowship. There are very few genuinely child friendly meetings. Can this be discussed? Could free books be extended to lone parents?

- *UKH&I pay for the basic text given to prisoners.*
- *Meetings have to tread carefully when describing themselves as child friendly due to the potential legal ramifications.*
- *The ASC could have a voluntary pot of money for buying basic texts for lone parents.*

Farsi Speaking

Q. Seeking information about chit meetings, how are these administered/managed etc.
There is information on the UKNA website. Treasurer offered to send a template of how this works at meetings.

Greater Manchester

5 groups got back to me about insurance. Some have to, some are covered.

We as a group would like our fellowship to practice the principles of inclusion i.e. gender specific literature

<https://www.na.org/?ID=bulletins-bull19>

There is a moratorium at the WSC on changes to literature which halts any changes to the first 8 chapters of the basic text.

Merseyside

Questions for Region: Member has asked RCM to bring concern to UK H&I about their integrity regarding motions and who's responsible for donations.

To be answered in UKH&I Report on Sunday.

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

There was a motion that said "after seeking legal advice" an ad-hoc committee will be formed. For those who are interested, please contact Resource.

Norfolk & Suffolk

The UK Helpline said they had our 12 Step Co-ordinator's contact details, but we would like them to check as we did a 'Secret Addict' call to them and they didn't. So, we have three questions.

1. Have they got the contact details?
2. How do they keep these details up to date?
3. How do they distribute the details to the volunteers?

There is no representative from UK Comms² available to answer these questions - to be fed back via reports. On member shared their experience: An email is sent every 6 months to 12 step volunteers to ask whether they, under GDPR, are happy to keep their details with the UK Comms² committee.

North East London

No questions.

NW London

Gratitude Week - NA's 39th birthday on 7th August

North West England & North Wales

Who will be dealing with UKNA's safeguarding policy and will it be national?

There is an ad-hoc committee being formed once legal advice has been sought.

Our ASC have said that the P.L.I has been brought to the RSC several times over numerous years are we wasting time looking at this?

We are awaiting legal advice on Public Liability Insurance.

Can members Skype into the UKPI meeting yet? and if not why? and have UKPI sourced anew venue?

UK PI to answer.

UKSO – the 26% discount from Brussels to UKSO that was mentioned last RSC, what is the mark up spent on?

UKSO to answer. The office is ran on this 25-26% mark up.

UKCNA30 – is this solely a fund-raiser for the RSC?

UKCNA to answer tomorrow

South East London

Questions for Region:

Request to RCM to have guidance from Region regarding XMS dinner matters

The money for the Christmas dinner isn't available because it's in a property that is currently inaccessible due to a family dispute.

Could another member of the ASC accompany the member to the property? Referred back to the Area.

GSR asked RCM to ask Region for T Shirts for the South East London One Day Convention 15th Sept (2nd person to ask me this).

If the Area can create t-shirts to sell at the convention please do that, alternatively ask one of the sub-committees whether they can make their merchandise available for sale.

South West London

Question: Does anyone have experience in using Contactless Payments for donations? The Friday LGBT group is exploring this idea and would like to learn from anyone else with experience.

To be discussed in New Business.

Sussex

Responses to action points from RSC: With regard PLI, seven meeting have responded to me. Three already have PLI in place and four don't. On top of this another four stated that they use the host buildings insurance. Our ASC also uses the host facility insurance. I have sent separately to resource email the full information given my one of the groups.

Questions for Region: Can clarify the feedback required in regard to the safeguarding?

Questions have already been answered.

West Country

Questions for Region:

Why does the UKSO fall short on our literature order each month? Are there any solutions to this problem as it affects every group?

To be answered by UKSO. Please contact the office manager when any issues arise with literature orders, as you would for any other vendor, rather than sending it through the directors at region. They will be able to action this immediately, saving both the ASC and RSC time.

West Midlands

Is there a conflict of interest where a person is service as GSR, and Vice Chair at ASC and the Where to Find Co-ordinator in PI.

At other areas, members can't be a GSR while service on the steering committee. Suggestion from Resource that a pool of ASC guidelines is created so that they can be accessed by all RCMs.

Action for RCMs- send copies of ASC guidelines to resource@ukna.org to facilitate this.

Yorkshire & Humberside

No questions.

Regional Delegate Report

Q. Was there another new language that the basic text was being printed in?

Latvian & Chinese.

Q. Dorset Area has the online meeting listed on their Where to Find document. Since HIGNA were not recognised as an ASC, should it be removed from the Where to Find?

HIGNA were asked to step away until guidelines regarding seating at UK Region were created. It's down to the area what they include in their Where to Find. The Fellowship is still exploring how to make the virtual meetings a part of the Fellowship.

Sub-committee Reports

UKSO

Payment received to UKSO bank account in March in excess of £500 which does not appear to relate to any invoice. No reference given to payment.

Actions for RCMs:

If this is your ASC please could you inform special worker at the office.

Further to above, when ASC make payments for literature could they please:

1. Pay exactly the amount on the invoice so that the financial records marry up.
2. Give as a reference to the payment the invoice number. This is stated on the top right-hand corner of the invoice

Several payments are made with no reference number, for amounts which do not correspond to the invoiced amounts, which makes it hard to reconcile payments, and may mean that some ASCs appear to have under / over paid. It also looks odd to an audit if the payments don't match.

As part of preparation for specification for office requirements, could we have confirmation of how much space will be required for the Farsi literature and the NA Archives, i.e. if shelved on a wall how much wall space would be needed.

Surrey ASC was experiencing the same problem but this hasn't happened for the last two orders, and working with the Office Manager has been successful.

The banner being discussed in the report will likely be available from NAWS in a format which can be printed and used in other materials.

Updated UKSO Guidelines ratified.

UKH&I

Can UKH&I guarantee that money from the sale of t-shirts fund the giving away of free basic texts to those in prison?

The sale of t-shirts fund UKH&I, part of which is funding free basic texts for prison inmates.

Is the £1000 still available for UKH&I to put on a learning day?

Yes this is still available.

London H&I - Current balance is almost £2500. How often does UKH&I communicate with London H&I?

Contact is limited.

Norfolk & Suffolk made a request that UKH&I get in touch with the Home Office regarding Norwich Prison. Is this progressing?

To be chased with FLO.

Can SWL obtain merchandise to sell at events? Is there a brief for tshirt designs?

Yes speak to UKH&I chair. Yes please submit designs via email.

Can we obtain copies of H&I handbook?

See links in report.

Surrey ASC uses Lloyds for their online banking which has a double signatory system. To speak to former Surrey RCM about this.

RSC Treasurer is now on the UKH&I bank account as a signatory. £609.12 stipend to be paid.

UKH&I are not receiving reports from many areas. This is important so that UKH&I can collate information.

Close of Business

Day Two

Roll Call

Position	Admin Committee
Chair	Sam I
Vice Chair	Richard
Regional Delegate	Simon
Regional Delegate Alternate	Sam K
Treasurer	
Vice Treasurer	Hayley
Resource	Reese
Vice Resource	Craig
Secretary	
Vice Secretary	Tom

Sub-committee	Representative
Hospitals & Institutions	Jo
UK Convention (UKCNA)	Aidan (<i>outgoing chair</i>)
UK Convention (UKCNA 3)	Dave (<i>voted in today</i>)
UKSO	Micky

Area	RCM
Chiltern & Thames Valley	Alan
Cornwall	Tara
Dorset	Stuart
East & Central Lancashire	Ruth
East Midlands	Gino
Farsi Speaking Groups	Baz (<i>alternate</i>)
Farsi Speaking Groups	Raman
Greater Manchester	Sandy
Greater Manchester	Brian (<i>alternate</i>)
Merseyside	Joey
Norfolk and Suffolk	Mark
Norfolk and Suffolk	Emily (<i>alternate</i>)
North East London	Goko
North East London	Stephen (<i>alternate</i>)
North West England and North Wales	Lisa
North West England and North Wales	Ellis (<i>alternate</i>)
North West London	Robert
South East London	Hardeep
South West London	Steve
Sussex	Natalie
West Midlands	Matt
West Midlands	Az (<i>alternate</i>)
Yorkshire & Humberside	Chris
Voting RCMs	17

Observers

Apologies

North East England ASC

Subcommittee Reports

UKComm²

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

Requesting £1000 to put on 2 learning/workshop days a year?

Could UKComm² remove the amount of days from this request, and instead use this money to put on multiple days?

£1000 has been approved for funding learning days or workshops.

Requesting approval to spend \$125 (~£99.00) to have our own UKNA apps?

Approved.

Questions from the body:

Why is the cost of a workshop £500? Are they expected to spend the full amount on the workshop?

When a specific figure is said, the service committee is encouraged to spend up to that figure.

Surrey ASC are having a fellowship fair in September to try and encourage people into service. We would like UK Comms² to do a workshop. Funds are tight at the ASC, currently discussing what costs would be incurred before committing to funding the committee to do a workshop. If possible, can Region fund this as per the request for funds above?

North West ASC would be happy to fund expenses for a workshop in the area. Thanks UK Comms² for their service at the UKCNA.

Q. How do we get involved in testing the app? Do members have to be on the committee?

Q. Can the app include other functions such as JFT readings?

UKCNA

£25.00 registration cost. West Midlands has been a big supporter of the convention for many years. Many of those attending from the West Midlands are newcomers who are not employed. Many members didn't attend because they didn't want to feel embarrassed.

Q. Final treasury report still outstanding - please can this be submitted to the RSC Vice Treasurer as soon as possible.

To chase up.

Q. Will the LGBTQ+ & young persons meeting be included next year?

Great feedback was received, looking likely that it will be included next year.

Q. How much money is being contributed after the seed fund?

£10500

Q, Some members feel that the venue for this convention is tired.

It is very difficult to find another venue that is cost effective while accommodating 1000 people, with room for a dance, an outdoor speaker, etc. . If anyone has suggestions, please contact UKCNA committee.

Q, What is the outstanding bill for?

£1.50 per person, per day, for use of their premises. £55+VAT for projector, £55+VAT for a screen

Q. NA History Panel - on next year's panel, can more actual history be included, for example how the fellowship was started, experience from those in the early meetings etc.

Perhaps we can tailor questions more specifically next time. This was a test run, and it was more about the questions being asked. We are open to suggestions on who to invite for this.

Q. Member shared her experience of poor customer service across many different aspects of the weekend. Could better prices be negotiated?

This was communicated to management of the venue. Feel confident that this will be different next year, and if we have a 3 year deal to host the convention there we will have a better footing.

Q. RCM expressed the conscience of the area that it may be time to move to new areas since it has become quite jaded while being in the same location

There currently is not an alternative location. UKCNA are open to suggestions.

Q. Can the fliers be released earlier?

Yes. This year did not have a media chair so things were more difficult. Wondering about the effectiveness of fliers.

Q. Farsi Convention would like representation at the UKCNA.

UKCNA chair opposes this because they would end up with delegates from all sorts of conventions.

Q. Suggestion that the committee do an inventory on the last five years of conventions. Could the committee search areas rather than RCMs suggesting areas?

This is a good idea. In some ways this is on going but it can be formalised. We could also have a UKCNA workshop at the convention itself to invite other members.

Q. Was any merchandise given away?

We didn't give any away, following guidance from RSC.

Q. Has UKCNA approached the West Midlands area regarding Motion 19-12?

The committee approached the chair of West Midlands ASC, but this was not fed back to the ASC despite it being in the UKCNA guidelines.

Dave has been voted in as the Chair of the UKCNA Committee.

UKPI

Concerns raised about the lack of representation from the UKPI committee.

World PI week has just passed and there was nothing done by the UKPI committee.

Suggestion that UKPI starts an inventory of the committee - to explore what the current status of the committee is before asking them to take inventory.

Vice Chair RSC will attend next PI meeting. To ask the following:

- 2 page pamphlet detailing mission and responsibilities received from UK Comms² was greatly received. Could UKPI produce a similar document?
- What's happening with UKPI finances? Detailed reports haven't been provided for the last 2 RSC meetings.
- Can the Vice Chair remind the committee of the commitment that was made to attend the RSC?
- To ask when the last inventory of the committee was taken.

RCM is requesting information about whether anything was done by the committee for PI week.

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 UKComm² 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 told 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.

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	£7636.98
Prudent Reserve	£11020.00

The treasurer thanks all ASCs, and the UKCNA30 committee for their donations over the last couple of months:

UKCNA	£14500.00
ASC Donations	£5299.06

Invoice for this RSC is outstanding.

Contributions to EDM	£1835.79
Contribution NAWS	£1835.79

Closing balance	£16527.06	
Closing balance	£16841.33	(after £314.27 of cheques clear)
Available funds	£5507.06	
Available funds	£5821.33	(after £314.27 of cheques clear)

Q. Was the prudent reserve adjusted before calculating the percentage to send to EDM and NAWS?

Prudent reserve will be adjusted next RSC to include the £1000 funds for UK Comms².

A graph has been created showing contributions from ASCs for the last 2.5 years, as requested. Please see Pre-Region documents.

Bank Accounts

Treasurer is now a signatory on the following bank accounts:

UKH&I
UKCNA

And currently has access to:

UKPI

ASC Financial Reports

RCM Financial reports were all very bare. Please could RCMs provide greater detail about the state of the Area's finances. Also, still awaiting prudent reserve information from some Areas. .

Please can all RCMs provide their ASC's bank account details so that, when necessary, expenses can be paid back to the ASC rather than the bank accounts of individual members.

Subcommittee Bank Account Audits

An audit of UKNA Subcommittees will be taking place during the following times:

July - Sep	UK Comms ²
Sep - Nov	UKPI
Nov - Jan	
Jan - Mar	UKCNA
Mar - May	UKH&I
May - Jul	

£11000 to EDM and NAWS?

Prepayment card was discussed at last RSC. The problem we have is that there is no way of paying the money across. The bank account we currently use doesn't have an option to make international payment. PayPal would incur a cost. A cheque is an option, but we don't know if NAWS have a sterling bank account to pay it into.

If this were to be done on a prepayment card that required a phone number, VisionUKSO noted that this is something they could offer moving forward.

Q. UKSO could transfer the money since it's a limited company?

Because UKSO is a limited company, they could not possibly do this due to audit.

NAWS might possibly have a UK bank account.

Is it possible to pay our NAWS contribution via Europe?

UKSO Office manager has offered to help in finding a solution for this.

Motions

Motion 19-13

To be taken back to Areas.

POI – the Public Liability Insurance RSC quote example would not cover events, it's for meetings only.

Motion 19-14

Gratitude week: Motion not passed.

New Business

Contactless Payments in NA meetings

Discussing groups having contactless payment methods for contributions in NA meetings. There are different providers with different drawbacks. The selected provider charges 1.7% per transaction. A bank account has been set up with an anonymous name i.e. Friday Meeting. The machine cost £80.00. More information will be obtained and brought to the next RSC.

Guidelines

- UK Comms² changed
- ASC level or below changed to “ASC, RSC, Subcommittee level, or similar.”
- Altered UKCNA guidelines to state that expenses to attend RSC are funded by the committee, not the RSC
- Ad-hoc committee members will be funded only if they are not going to be at RSC for another purpose i.e. RCM/Admin Committees
- Budget for learning days of up to £1000 for subcommittees to attend conventions or learning days if the ASC cannot fund this themselves.
- Removed the section stating that a motion brought by an RCM will be discussed at the time the RCM report is read out.
- Added section stating that emails sent from Resource which are important will be marked as DO NOT REPLY - PLEASE READ
- Added a section stating that each successive UKCNA committee acts as a new subcommittee in relation to these guidelines
- Appendix 6 - Add comment in time line for this link to section 2.1.

Close of Business

Appendices

Appendix 1 - Motions:

Motion: 19-13 Guidance on Pooling Public Liability Insurance – 14.07.19

The UK RSC provide the following guidance to ASCs regarding the pooling of Public Liability Insurance: Several groups and ASCs have seen a need to buy Public Liability Insurance, but this is still a minority within the UK Region.

At the moment it is not clear that purchasing this at Region level makes financial sense.

From our research, the following thresholds make sense in terms of pooling Public Liability insurance:

- o Group level insurance can cost about £100 per year
- o ASC level insurance can cost about £650 per year
- o This makes sense when 7 or more groups within an ASC require insurance
- o RSC level insurance costs about £6,500 per year
- o This makes sense when 10 or more ASCs within the UK require insurance

If a group or ASC would like a reference for existing insurance providers, the RSC can help connect them to the most recent information.

What are the specific objectives of the proposal?

To provide information and guidance to groups and ASCs regarding the pooling of Public Liability Insurance

To provide a way of justifying the pooling of insurance at ASC and RSC levels

This is about pooling the cost of insurance only –not about the need for insurance itself (with reference to Tradition 4: Each group should be autonomous except in matters affecting other groups or NA as a whole.)

Why is the motion necessary?

To clarify the current information on pooling Public Liability Insurance to ASCs.

Made/2nd

Steve C, SW London ASC

Joey, Merseyside ASC

Action if any:

Passed unanimously, this information to be taken back to ASCs

Motion 19-14 – Gratitude week – 14.07.19

To hold an NA gratitude week UK

Why is the motion necessary?

Funds are always needed

Made/2nd

NWLondon

SELondon

Not passed

Appendix 2 - 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.

Appendix 3 - Upcoming dates and location for RSC meetings

September RSC	Location	Venue details
14-15.09.19	Birmingham	Changes UK 8-9 Allcock St, Birmingham B9 4DY https://goo.gl/maps/RqZjGAGCkGnTeNP98
November RSC	Location	Venue details
9-10.11.19	Hull	Grange Park Hotel Grange Park Ln, Willerby, Hull HU10 6EA https://goo.gl/maps/9jSLYoPEkvTVk8ZR8

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.

Appendix 4

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

Appendix 5

[Action List](#)