



The Association for Cognitive Analytic Therapy  
Annual General Meeting

26th June 2015

Agenda and Papers



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## ACAT | Contact Details

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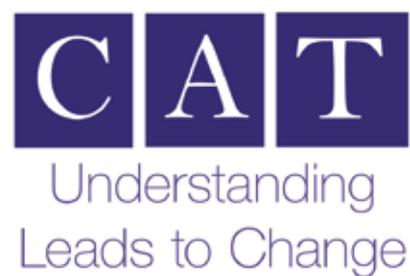
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# ACAT Annual General Meeting 2015

Formal notice of the ACAT AGM 2015 was sent out to all ACAT members in April 2015 and we are now pleased to forward in this booklet papers and full information for the meeting.

The ACAT Annual General Meeting 2015 will be held during the Annual ACAT Conference at **16.00 on Friday, 26th June, 2015** in the Lecture Theatre, Lower Ground Floor at Birkbeck College, Malet Street, London WC1E 7HX.

Please note if you wish to attend only the AGM there is no need to book in, please just come along. If you would also like to attend the conference then booking details can be found further down this page.

The AGM is an important meeting with updates on the work undertaken over the previous year by various ACAT committees with opportunities for discussion and for you to put questions to the Executive and Trustees. It is also the time when new trustees are elected to the ACAT Board. If you are unable to attend but wish to vote on the resolutions detailed in this booklet, on the reports and on the nominations for Trustees, then a Voting by Proxy form can be found at the back of the booklet. Please complete and return to the ACAT office by **12 noon on Friday, 19th June, 2015**.

The Trustees will again be available during the lunch break on the day of the AGM on an informal basis for members to discuss any issues or concerns they may have. Please do come and find us if there are any issues you wish to raise (details will be given on the day).

This booklet can also be downloaded from the ACAT website; go to [www.acat.me.uk](http://www.acat.me.uk) and click on ACAT Events and then on the AGM link. There will also be copies available for delegates at the AGM.

We do hope you are able to join us at the AGM and also at the 22nd Annual ACAT Conference (26th to 27th June, 2015). The Conference this year is entitled "**Keeping CAT Fit: Working with Embodiment in CAT Practice and New Integrations for CAT**". For more information and booking go to the link in the top right hand margin of the Home Page on the ACAT website: [www.acat.me.uk](http://www.acat.me.uk)

If you have any questions about the AGM then please do not hesitate to contact the ACAT Office on 0844 800 9496 or email: [admin@acad.me.uk](mailto:admin@acad.me.uk).

We look forward to warmly welcoming you to the 2015 AGM and 22nd Annual ACAT Conference.

Jason Hepple | Chair of ACAT

# AGM 2015

## Map and Directions to Birkbeck College, London

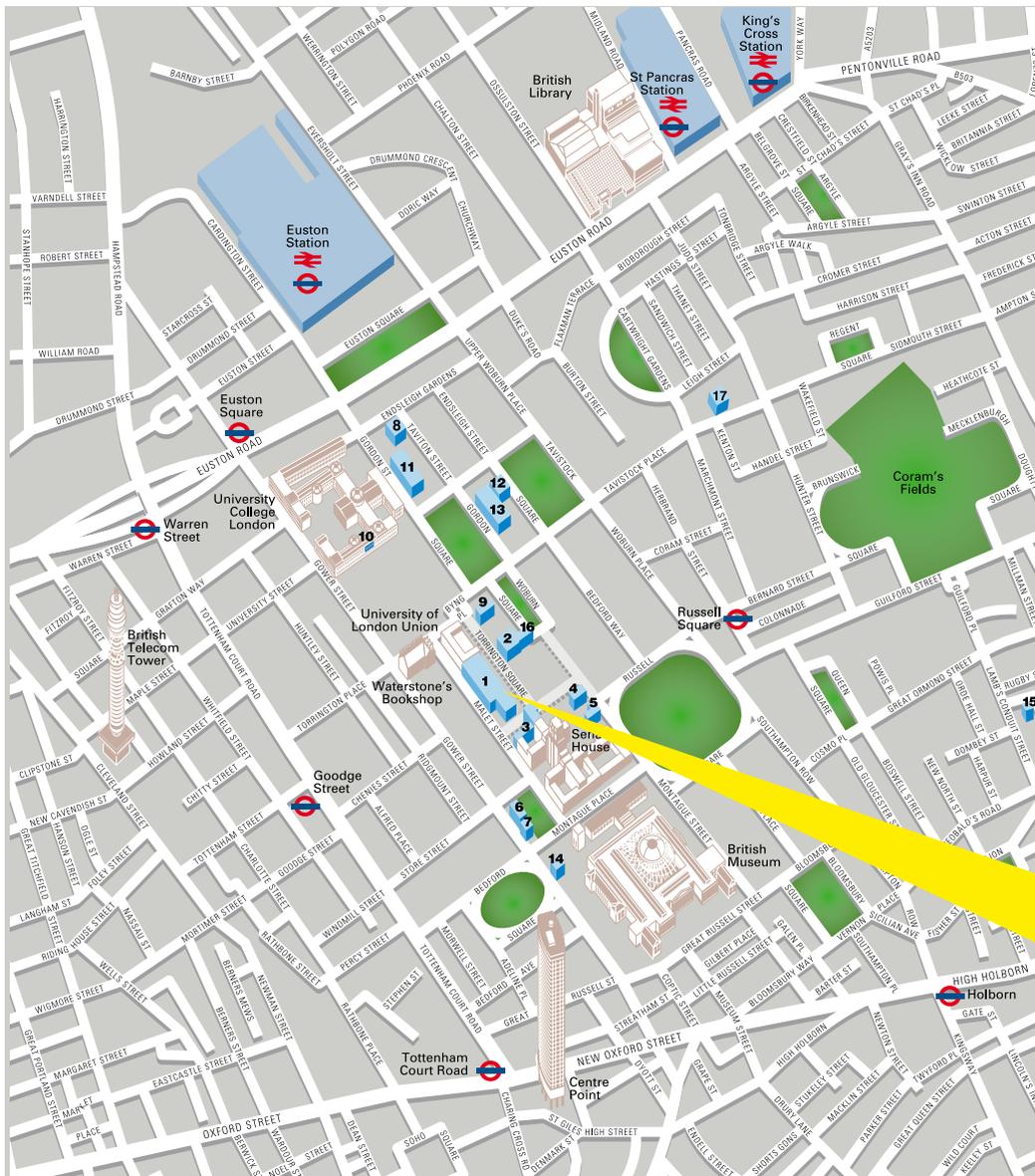
**Address:** Birkbeck College (Building 1 on the map, entrance through Torrington Square), Malet St, London, WC1E 7HX

**Directions:** To plan your journey to Birkbeck using public transport, please see the Transport for London Journey Planner

**By tube:** Nearest tube stations are Russell Square, Goodge Street, Warren Street, Tottenham Court Road and Euston

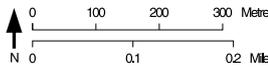
**By bus:** Bus routes pass down nearby Gower Street, Tottenham Court Road or go via Russell Square.

Please see the Birkbeck College website for further travel information: <http://www.bbk.ac.uk/maps>



**Building 1  
Birkbeck  
College**

- |  |   |  |   |
|--|---|--|---|
| <ul style="list-style-type: none"> <li> Birkbeck buildings</li> <li> Stations (rail/tube)</li> <li> Stations (tube)</li> <li> Major landmarks and other buildings of interest</li> </ul> | <ul style="list-style-type: none"> <li>1 Birkbeck main building, Torrington Square</li> <li>2 Clore Management Centre</li> <li>3 Senate House (North Block)</li> <li>4 25-26 Russell Square</li> <li>5 30 Russell Square</li> <li>6 10-16 Gower Street</li> <li>7 4 Gower Street</li> </ul> | <ul style="list-style-type: none"> <li>8 Evening Nursery</li> <li>9 32 Torrington Square</li> <li>10 South Wing UCL (access via Gower Street)</li> <li>11 Gordon House</li> <li>12 32 Tavistock Square</li> <li>13 39-47 Gordon Square</li> <li>14 7 Bedford Square</li> </ul> | <ul style="list-style-type: none"> <li>15 Knowledge Lab, 23-29 Emerald Street</li> <li>16 The Wolfson Institute for Brain Development and Function in the Henry Wellcome Building</li> <li>17 Egmont House</li> </ul> |
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# AGM 2015 | Agenda

Friday, 26th June, 2015 at 16.00

Lecture Theatre, Lower Basement, Birkbeck College, Malet Street, London WC1E 7HX

		Page(s)	Presented by:
1	Chair's Welcome		Jason Hepple
2	Apologies for Absence (Trustees and Committee Chairs)		
3	Minutes of the last AGM held on Friday, 11 July, 2014	6-7	
4	Matters Arising		
	Report from the Chair of ACAT		
5	The Chair's Report is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.	8	Jason Hepple
	Reports from the Treasurer of ACAT and Year 2013-2014 Accounts together with the Trustees' Annual Report and Accountants' Annual Report are included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.		
6	Resolutions: <ul style="list-style-type: none"><li>• Resolution to Approve the Accounts Year Ending 31 July, 2014</li><li>• Re-appointment of Sully Partnership Ltd as Auditors</li></ul>	9-17	Stephen White
	Report from the Chair of the Training Committee		
7	The Chair of the Training Committee's Report is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.	18	Anna Jellema
	Report from the Chair of the Exam Board and Accreditation List		
8	The Chair of the Exam Board's Report is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.	19-20	Shirley Akgun
	Report from the Chair of the Ethics Panel		
9	The Report from the Chair of the Ethics Panel is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.	21	Rachel Densham
	Report from the Projects and Liaison Officer		
10	The Report from the Projects and Liaison Officer is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed	22	Penny Waheed
	Report from Reformulation's Editors		
11	The Report from the Editors of Reformulation is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.	23	Julie Lloyd   Rachel Pollard
	Report from ACAT's representatives to ICATA		
12	The Report from ACAT's representatives to the International CAT Association is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed	23	Steve Potter   Liz McCormick
	Resolution 1: with reference to the Company's Articles of Association (revised 23 March 2013) item 3 Classes of Membership and also the Subsidiary Rules' Membership Section (revised January 2008) item 1.2.1 and 1.2.2 Psychotherapist and Practitioner members be re-defined with titles: CAT Psychotherapist and CAT Therapist (or Practitioner) following acceptance of practitioners and psychotherapists as psychological therapists with the CfWI		
13	Resolution 2: with reference to the Company's Articles of Association (revised 23 March 2013) item 3 Classes of Membership and also the Subsidiary Rules' Membership Section (revised January 2008) item 1.2.4 Friend of ACAT membership be ended and replaced with a new non member category of Friend (1.2.8).  Resolution 3: with reference to the Company's Articles of Association (revised 23 March 2013) item 3 Classes of Membership and also the Subsidiary Rules' Membership Section (revised January 2008) item 1.2.5 Life Member eligibility conditions be revised to include those practising and retired.	24	Jason Hepple
14	Elections to the Board of Directors– List of Nominations	26-27	Jason Hepple
15	Any Other Business		
16	Date of the Annual General Meeting 2016		

## Minutes of 21st ACAT AGM 2014

Friday, 11th July 2014, at 15.45

Capstone Theatre, Hope University Creative Campus, Liverpool L6

**Present:**

**Trustees and Council of Management:**

Jason Hepple (Chair of ACAT and Trustee), Robert Watson (Vice Chair of ACAT and Trustee), Ruth Carson (Trustee), Vicki Richer (Trustee), Liz McCormick (Trustee), Virginia West (Trustee), Jay Dudley (Trustee), Rosemary Parkinson (Trustee), Anna Jellema (Chair of Training Committee), Shirley Akgun (Chair of Exam Board), Susan Van Baars (Administration Manager)

**Voting members:** There were 62 voting members present and 1 proxy vote (quorum: 63 voting members)

**Non voting members:** There were 10 non-voting members present

**Minutes:** Susan Van Baars

### 1. Chair's Welcome

The Chair of ACAT, Jason Hepple, welcomed everyone to the 21st Annual General Meeting of ACAT.

### 2. Trustee and Council of Management Apologies:

Stephen White (Treasurer and Trustee), Norma Maple (Trustee), Sue Yabsley (Trustee), Peter Owen (Trustee), Rachel Densham (Ethics Chair)

### 3. Minutes of the Previous AGM held on Friday, 22nd March 2013:

The minutes of 22 March 2013 were agreed.

### 4. Matters Arising

There were no matters arising.

### 5. Chair of ACAT's Report

The Chair's Report had previously been circulated in the AGM booklet.

The report was unanimously approved by all voting members present.

### 6. Treasurer's Report

The Treasurer's Report and Accounts for the year ended 31 July 2013 had been circulated in the AGM booklet. There were no questions.

#### 6a. Resolution to Approve Accounts Year Ending 31st July 2013

The Chair proposed a motion to approve the accounts for the year ending 31st July 2013.

This was approved by all the voting members present.

#### 6b. Resolution to Approve the Re-appointment of Auditors

The Chair proposed a motion to approve the re-appointment of the auditors, Sully Partnership Ltd.

This was approved by all the voting members present.

### 7. Chair of the Training Committee's Report

This report had previously been circulated in the AGM booklet. There were no questions.

The report was unanimously approved by all voting members present.

### 8. Chair of the Exam Board's Report

This report had previously been circulated in the AGM booklet. There were no questions.

The report was unanimously approved by all voting members present.

#### 9. Report from the Chair of the Ethics Panel

This report had been circulated in the AGM Booklet. There were no questions.  
The report was unanimously approved by all voting members.

#### 10. Report from Reformulation's Editors

This report had been circulated in the AGM Booklet. There were no questions.  
The report was unanimously approved by all voting members.

#### 11. Report from ACAT's Delegates to ICATA

This report had been circulated in the AGM booklet. The next international conference dates were confirmed as 30/9 to 2/10/15 in Greece.  
The report was unanimously approved by all voting members present.

#### 12a. Resolution 1:

That the revised and renamed Concerns and Complaints Procedure be adopted together with its four appendices (Ethics Panel Remit, Flowchart, Mediation Guidance and Referral Form)

#### 12b. Resolution 2:

That the revised Code of Ethics and Code of Ethics for Training and Supervision be adopted.

Richard Hillsdon asked if the changes and discussions within the BMA, Nursing Council and other professional bodies implemented since the publication of the Francis Inquiry Review into patient safety and quality had been taken into account when revising the Codes of Ethics and Concerns and Complaints Procedure. Jason confirmed they had and ACAT had sought external expertise and advice when revising. It was confirmed that UKCP would handle any complaint relating to psychotherapist members who were also members of UKCP.

Mark Evans raised a query asking how HCPC ties in with our process. Jason confirmed that ACAT has a statutory duty to forward on the outcomes of any upheld complaints to HCPC if that person is a member of HCPC. This would be over and above ACAT's investigation and progression of the complaints process. HCPC would then make its own decision about whether to progress in its own right.

If a therapist was a member of another professional body, Robert Watson highlighted that it was important the person making the complaint was aware (in the early stages) that the process may go through another professional body in addition to or instead of, ACAT. Jason advised that the new procedure appointed a Concerns and Complaints Officer for each complaint who would discuss with the client at the very beginning of the process what was entailed.

**Resolution 1: was unanimously approved by all voting members present.**

**Resolution 2: was unanimously approved by all voting members present.**

#### 13. Elections to the Board of Trustees without Office

As required by our Memorandum and Articles of Association one third of our Trustees have to stand down at each AGM.

Virginia West and Norma Maple were retiring from the Board and not seeking re-election. Jason Hepple and Liz McCormick were standing down but seeking re-election. Those standing down took seats in the audience.

A list of proposed nominations for the board of Trustees of ACAT had been previously circulated. Members voted as follows.

Trustee without Office:

~ Liz McCormick

Trustee with Office:

~ Jason Hepple – Chair

**Both were re-elected unanimously by all voting members present and took their places on the stage.**

#### 14. Any Other Business

UKCP Motion: Robert Watson requested that ACAT's support be shown on the website for the UKCP statement on Conversion therapy – previously agreed by ACAT and website to be updated.

ICATA: Donald Bermingham informed the AGM that headway was being made in Palestine with an Intro to CAT and possible further training. If developments continue, ICATA is considering a mini conference there in February 2016.

#### 15. Date of Next AGM

The date of the next AGM will be decided in conjunction with the next Conference.

Meeting closed at 16.30

## Chair of ACAT | Report 2015 | Jason Hepple

The focus of the Board of Trustees this year has again been to deliver the organisation's strategic plans to ensure that ACAT continues to deliver its charitable objects.

These are:

- Educating health professionals and promoting proper standards and good practice in Cognitive Analytic Therapy
- Increasing awareness and understanding of Cognitive Analytic Therapy amongst health professionals, service providers and the public.

The Board of Trustees has established the following standing items for its meetings held three times a year in order to provide strategic direction and reliable corporate governance:

- ACAT's Annual Strategic Plan
- ACAT's Risk Register
- ACAT's Marketing Strategy
- ACAT's User/Public involvement Strategy
- ACAT's Research Strategy

### Achievements in 2014 – 2015

- The continued development of the website
  - ~ The Council of Management has funded the fixed-term appointment of an additional website designer in collaboration with the ACAT website design company (Alacrify), to attend to the backlog of maintenance and issues that have been reported by members. We hope this will soon improve website functionality.
- The continuance of the 'Talking about CAT' campaign and the pursuance of the ACAT marketing strategy
- Completion of market research on the 'CAT' brand logo and the launch of the: 'CAT – understanding leads to change' logo that is now available to members to use.
  - ~ Initial dialogue with private insurers around recognition of CAT.
  - ~ Further collaboration with national IAPT-SMI personality disorder leads around the construction of learning outcomes to match the CAT competencies already accepted.
  - ~ The piloting of the one year foundation course in CAT practice targeted on IAPT High Intensity therapists over two sites (Somerset and Norwich).
- The annual gathering of key researchers at a pre-meeting of the annual ACAT conference in order to pursue the ACAT Research Strategy
  - ~ Pilot funding for an RCT into CAT in psychosis.
  - ~ Completion of Dr Mark Evans's pilot RCT into CAT in bipolar disorder.
  - ~ Plans to bench-mark data from CAT in traditional IAPT services against national IAPT data (in collaboration with Sheffield University).
- Presentation of Dr Evans's RCT and the retrospective 'CAT at 30' talk at the Royal College of Psychiatrists Annual Congress in Birmingham in June 2015

- Development of the user/public involvement strategy
  - ~ Delivery of joint training days with the National Association of People Abused in Childhood (NAPAC).
  - ~ Launch of a web survey to ask non-members for feedback on the public website.
- Appointment of Penny Waheed as the Projects and Liaison Officer
- Successful migration of the ACAT supervisors' register onto the UKCP register of supervisors
- Establishment of the ACAT Equality and Diversity Group with Professor Hilary Brown as the inaugural chair

The Board of Trustees and Council of Management has decided to set up the Equality and Diversity Group in order to subject ACAT's policies, procedures and clinical and ethical guidance to the bright light of modern equality and diversity best practice. We are particularly keen to consider issues around race, age, gender, sexuality, disability, intellectual disability and spiritual beliefs. In addition, there have been calls for ACAT to make more of a stand in relation to the political direction of public services and the effect of political policy on social deprivation and access to care.

As a charity, ACAT is bound to limit its political campaigning to issues directly related to its agreed charitable objects. These appear at the beginning of this report and are those negotiated with the Charity Commission when ACAT was accepted as a charity. They are, as you can see, very focused on CAT and maintaining the quality of CAT that is delivered under the ACAT umbrella. The Board of Trustees and Council of Management has decided that the newly established Equality and Diversity Group is the appropriate place to consider any issues around the effects of social deprivation and access to CAT and will be including this issue, alongside the more familiar range of equality and diversity topics, into the terms of reference of the new group.

My thanks this year to the Board of Trustees and the Council of Management for their continued support, particularly Vicki Richer and Peter Owen who are standing down as trustees at the AGM. Both have been very active in pursuing our marketing strategy and Peter has been our first lay trustee, which has brought new perspectives to the Board that have proved very valuable. Thanks also to Caroline Dower, Alison Jenaway and Maria Cross for organising this year's conference and constructing such an interesting and original programme. Continued thanks to Sue Van Baars for her tremendous skill and knowledge of ACAT, and for her personal support. Welcome to Penny Waheed who started on Projects as Liaison Officer last summer.

Thank you also to Julie Lloyd and Rachel Pollard who stood down from the role of co-editors of Reformulation this spring. Their dedication to the role has greatly improved the quality of Reformulation. Thank you both. Finally, my thanks to the new Chair of the Ethics Panel, Rachel Densham, whose input has already proved invaluable, and to Robert Watson, Vice-Chair of ACAT, Anna Jellema, Chair of the Training Committee, Shirley Akgun, Chair of the Exam Board and Dawn Bennett, Vice-Chair of the Training Committee. The work of these people in ACAT's core roles is truly indispensable.

Jason Hepple | Chair of ACAT

# Treasurer's Report to AGM 2015 | Stephen White

For the Financial Year ended 31st July 2014

## 1. Financial Activities

The Statement of Financial activities for the year shows a deficit of £581 between the incoming resources and the costs and charitable expenditure associated with generating the income.

The detailed results, shown in the following pages, reveal that activities for raising funds during the year decreased to £234,340 from the previous year's totals of £274,447 with the costs of generating voluntary income reducing from £170,211 in the previous year to £153,591.

Income from investments decreased to £2,069 from £3,165 in the previous year.

## 2. Balance Sheet

The charity's unrestricted reserves amounted to £169,129 and the Trustee's Report provides detail of the investment policy.

## 3. Key Events

ACAT Ltd was once again able to reclaim £14,000 (apportioned) under the Gift Aid scheme.

## 4. Conclusion And Looking Forward

Once again I must bring to the members' attention that, for the third successive financial year, the core activities for generating funds (note 3 to the financial statements) were insufficient to cover the combined costs of generating the funds and charitable activities (notes 5 and 6 of the financial statements).

Following last year's recommendations, the membership subscriptions were raised from October 2014, which will hopefully help reduce the funding deficit, but I must also report to members that additional expenditure is expected to be incurred during the next two years on office relocation costs, computer system upgrading, as well as additional employees' salary costs. Members' support and attendances at proposed additional courses and events during the years ahead would help considerably in avoiding the erosion of the charity's reserves.

**Stephen White | Treasurer**

# Annual Accounts Financial Statements for Year Ended 31st July 2014

## Trustees' report for the year ended 31 July 2014

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements for the year ended 31 July 2014. The trustees have adopted the provisions of the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in 2005 in preparing the annual report and financial statements of the charity.

The charity is a charitable company limited by guarantee and was set up 23rd January 2007. It is governed by a memorandum and articles of association.

The trustees confirm that they have considered the Charity Commission's guidance on public benefit.

### Charitable objects

### Structure, governance and management

The charity is governed by its Memorandum and Articles of Association.

The ACAT Board of Trustees has ten trustees currently.

The Board meets three times a year and sets the strategic direction and policy of the charity.

Operational management rests with the Council of Management which, in addition to meeting with the Board of Trustees three times a year, holds an additional four meetings a year by teleconference. The Chair of ACAT is responsible for the operational management of the organisation and is supported by a vice-chair and treasurer who are also trustees. The chair of ACAT manages and supports the ACAT administration manager, administrators and the Project and Liaison Officer.

Trustees attend an annual Trustees away day for the purposes of induction, continuing professional development and strategic planning. From 2011-2012 personal development plans for trustees are discussed at additional meetings for trustees preceding the Board meetings which are held three times a year. Risks to the charity delivering its objects are registered in a risk register that is reviewed at each Board meeting and actions to mitigate risk monitored.

### Related parties

In so far as it is complimentary to the charity's objects, the charity is guided by both local and regional policy. As many of ACAT's members deliver CAT therapy in public sector settings in the UK, national bodies such as NICE and statutory regulators such as the HCPC, NMC and GMC have a bearing on ACAT policy and direction. ACAT is also an Organisational Member of the UKCP and is seeking to become a member organisation of the assured voluntary register being established by the PSA.

ACAT works closely with Sheffield Hallam University who have accredited ACAT training courses.

ACAT is a national member of the international Cognitive Analytic Therapy Association (ICATA).

Association for Cognitive Analytic Therapy Limited

### Objectives and activities

In order to ensure our work delivers our aims the Board of Trustees sets out and monitors ACAT's Annual Strategic Plan. The strategic aims for each year reflect the charity's aims and objectives and are monitored as a standing item at the Board of Trustees. In 2013-2014 ACAT progressed a detailed Marketing Strategy, a Research Strategy and a User/Public Involvement Strategy.

The overarching aim is to educate and promote increased awareness and understanding of Cognitive Analytic Therapy amongst health professionals, service providers and the public. Significant events in 2013-2014 include the further progression of the 'Talking About CAT' Campaign and further additions to the series of downloadable factsheets and presentations on the nature of CAT. The Concerns and Complaints procedure was completely revised and updated and agreed at the AGM.

### Achievements and performance:

#### How our activities deliver public benefit

Who used and benefitted from our services?

CAT is available to thousands of people with mental health problems in many NHS Trusts and privately. By setting standards for ethical practice (including a complaints procedure available to those receiving CAT Therapy), regulating training in CAT (in partnership with Sheffield Hallam University until January 2016) and monitoring standards of supervision and continuing professional development, ACAT ensures that clients receive high quality therapies delivered by appropriately trained and updated ACAT members and trainees. ACAT currently has 630 Practitioner and Psychotherapist members, 239 trainee members, 67 friend members, 24 non practising members, 6 retired members and is currently providing eleven accredited trainings across the UK.

The Board of Trustees has established a User/Public Involvement strategy from 2012-2013. The focus goes beyond the maintenance of standards in the practice of CAT to clients receiving therapy by seeking to promote CAT's relational and humanistic understanding of distress and conflict by looking to collaborate with other charitable ventures that target vulnerable, socially excluded or disadvantaged groups. It also aims to establish a User/Carer Focus Group to provide Consultation on ACAT strategy and policies.

ACAT also seeks to broaden the experience base of the Board of Trustees with the aim that it more closely reflects the make up of UK society. The strategy also sets out plans to sponsor both CAT therapies and CAT training for those who may otherwise be excluded from these opportunities.

### Financial review

Total reserves held at the year ended 31 July 2014 were £169,129 (2013 : £169,710).

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. It has

# Annual Accounts Financial Statements for Year Ended 31st July 2014

Trustees' report for the year ended 31 July 2014 cont.

established a policy whereby a prudent amount of the unrestricted funds should be invested in short term deposits as

available reserves to meet the working capital requirements of the charity, enabling both current activities and future plans for growth to continue in the event of any significant drop in funding.

## Plans for future periods

The Board of Trustees has set the following priorities for 2014-2015.

- The further operationalisation of ACAT's user/public involvement strategy
- The continuing delivery of ACAT's Marketing Strategy
- The further development of the Research Strategy
- Recruitment and Appointment of Board of Trustees. As part of the user-public involvement strategy for 2012-2013

ACAT aims to broaden the diversity of trustees to ensure the appointment process at future AGMs is competitive and open to people who are not ACAT members.

## Investment policy and performance

£25,000 invested in Liquidity Manager Account (30 day notice) with current yield of 0.60% gross.

## Risk management

In 2011-2012 the Board of Trustees established a Risk Register and Risk Matrix in order to prioritise the major risks facing ACAT in the pursuance of its charitable objectives. The Risk Register is a standing item at meetings of the Board of Trustees and details controls and actions taken to mitigate risk.

This report was approved by the trustees on and signed on its behalf by

**S H White**

Accountants' report for the year 31 July 2014 to the trustees on the unaudited accounts of Association for Cognitive Analytic Therapy

We have compiled, without carrying out an audit, the accounts of the charitable company which comprise the statement of financial activities, the balance sheet and the related notes from the accounting records and information and explanations you have given to us. We have done this in accordance with the engagement letter dated 1 May 2012 in order to assist you to fulfil your duties under the Companies Act 2006. We have not been instructed to carry out an audit and therefore do not express any opinion on the accounts.

You have acknowledged on the balance sheet for the year ended 31 July 2014 your duty to ensure that the company has kept proper accounting records and to prepare accounts that give a true and fair view under the Companies Act 2006. You consider that the charitable company is exempt from the statutory requirement for an audit for the year ended 31 July 2014.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England and Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of accounts.

This report is solely made to the charity's trustees in accordance with the terms of our engagement and it is not intended for use by other third parties.

**Sully Partnership Limited**  
**Chartered Accountants**  
**8 Unity Street**  
**College Green**  
**Bristol**  
**BS1 5HH**

**Date:**

# Annual Accounts Financial Statements for Year Ended 31st July 2014

		Unrestricted funds	2014 Total	2013 Total
	Notes	£	£	£
<b>Incoming resources</b>				
Activities for generating funds:	3	234,340	234,340	274,447
Income from investments	4	2,069	2,069	3,165
<b>Total incoming resources</b>		<b>236,409</b>	<b>236,409</b>	<b>277,612</b>
<b>Less: Resources expended</b>				
Cost of generating voluntary income	5	(153,591)	(153,591)	(170,211)
		(153,591)	(153,591)	(170,211)
<b>Net incoming resources available for charitable application</b>		<b>82,818</b>	<b>82,818</b>	<b>107,401</b>
<b>Charitable expenditure</b>				
Cost of charitable activities	6	(97,399)	(97,399)	(111,817)
Taxation		14,000	14,000	14,846
<b>Total charitable expenditure</b>		<b>(83,399)</b>	<b>(83,399)</b>	<b>(96,971)</b>
<b>Total resources expended</b>		<b>(83,399)</b>	<b>(83,399)</b>	<b>(96,971)</b>
<b>Net movement in funds</b>		<b>(581)</b>	<b>(581)</b>	<b>10,430</b>
Total funds brought forward		169,710	169,710	159,280
<b>Total funds carried forward</b>		<b>169,129</b>	<b>169,129</b>	<b>169,710</b>

# Annual Accounts Financial Statements for Year Ended 31st July 2014

Company number: 06063084

Balance sheet as at 31 July 2014

	Notes	£	2014 £	2013 £
<b>Current assets</b>				
Stocks		678	875	
Debtors	9	26,891	16,409	
Cash at bank and in hand		177,769	184,215	
		205,338	201,499	
Creditors: amounts falling due within one year	10	(36,209)	(31,789)	
<b>Net current assets</b>			<b>169,129</b>	<b>169,710</b>
<b>Net assets</b>			<b>169,129</b>	<b>169,710</b>
<b>Funds</b>				
Unrestricted funds			169,129	169,710
			<b>169,129</b>	<b>169,710</b>

The trustees' statements required by Sections 475(2) and (3) are shown on the following page which forms part of this Balance Sheet.

Trustees' statements required by Sections 475(2) and (3) for the year ended 31 July 2014

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year end 31 July 2014 stated above the company was entitled to the exemption conferred by Section 477 of the Companies Act 2006 ;

(b) that no notice has been deposited at the registered office of the company pursuant to Section 476 requesting that an audit be conducted for the year ended 31 July 2014 and

(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps accounting records which comply with Section 386, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of Sections 393 and which otherwise comply with the provisions of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective April 2008) relating to small entities.

The financial statements were approved by the Board on and signed on its behalf by

**S H White**

Trustee

# Annual Accounts Financial Statements for Year Ended 31st July 2014

## Notes to the financial statements for the year ended 31 July 2014

### 1. Accounting policies

#### 1.1. Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and applicable accounting standards. The recommendations in 'Accounting and Reporting by Charities: Statement of Recommended Practice (SORP)' published in 2005 have been applied.

#### 1.2. Incoming resources

Income from investments is included in the year in which it is receivable.

#### 1.3. Resources expended

Resources expended, including irrecoverable VAT, are recognised in the year in which they are incurred.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

### 2. Stock

Stock is valued at the lower of cost and net realisable value.

### 3. Activities for generating funds

	Unrestricted funds	2014	2013
	£	£	£
Membership subscriptions	77,690	77,690	84,234
Book sales and other income	1,528	1,528	3,933
ACAT Training courses	92,440	92,440	106,689
Conference income	28,615	28,615	41,246
Introductory courses	19,820	19,820	19,415
Training Division - Fee Income	585	585	135
Workshops	13,595	13,595	18,795
Other income	67	67	-
	234,340	234,340	274,447

### 4. Investment income

	Unrestricted funds	2014	2013
	£	£	£
Bank interest received	2,069	2,069	3,165
	2,069	2,069	3,165

# Annual Accounts Financial Statements for Year Ended 31st July 2014

## 5. Cost of Generating Funds

	Cost of generating funds	2014	2013
	£	£	£
Newsletter and publications	9,699	9,699	11,371
ACAT Supervisor Training	8,588	8,588	6,681
ACAT Training Courses	70,299	70,299	66,483
Conferences	26,873	26,873	38,584
Introductory courses	9,717	9,717	11,239
ACAT Training Division	3,071	3,071	-
Research	671	671	355
Workshops	10,615	10,615	15,626
Sheffield Hallam University Partnership	14,058	14,058	19,872
	<b>153,591</b>	<b>153,591</b>	<b>170,211</b>

## 6. Cost of Charitable Activities

	2014	2013
	£	£
Staff costs	53,739	56,370
Staff Training	160	-
Council and committee expenses	11,016	11,828
Rent	4,609	4,035
Insurance	1,083	1,074
Printing, postage and stationery	3,480	3,624
Advertising	-	771
Telephone	1,339	1,379
Computer costs	7,576	7,220
Online library costs	929	8,009
Travelling	3,024	3,164
Legal and professional	178	240
Accountancy fees	1,512	2,313
Subscriptions	5,508	1,617
Interest and charges	6,276	6,276
	<b>97,399</b>	<b>111,817</b>

## 7. Employees

	2014	2013
	Number	Number
The average monthly numbers of employees (including the trustees) during the year were:	14	15

### Employments costs

	Charitable expenditure Unrestricted	2014	2013
	£	£	£
Wages and salaries	51,130	51,130	52,738
Social security costs	2,609	2,609	3,632
	<b>53,739</b>	<b>53,739</b>	<b>56,370</b>

# Annual Accounts Financial Statements for Year Ended 31st July 2014

## 8. Trustees' emoluments

The trustees neither received nor waived any emoluments during the year (2013 : nil)

	2014	2013
	£	£
Out of pocket expenses were reimbursed to trustees as follows:		
Travel	3,024	3,164
	<u>3,024</u>	<u>3,164</u>

## 9. Debtors

	2014	2013
	£	£
Trade debtors	12,891	16,409
Other debtors	14,000	-
	<u>26,891</u>	<u>16,409</u>

## 10. Creditors: amounts falling due within one year

	2014	2013
	£	£
Trade creditors	6,223	1,168
Accruals and deferred income	29,986	30,621
	<u>36,209</u>	<u>31,789</u>

## 11. Analysis of net assets between funds

	Unrestricted funds	Total funds
	£	£
Fund balances at 31st July 2014 as represented by:		
Current assets	205,338	205,338
Current liabilities	(36,209)	(36,209)
	<u>169,129</u>	<u>169,129</u>

## 12. Controlling interest

The company has no ultimate controlling party.

## 13. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

## 14. Company limited by guarantee

The liability of the directors is limited. Every director promises, if the Company is dissolved while he or she is a director or within twelve months after he or she ceases to be a director, to contribute such sum (not exceeding £10) as may be demanded of him or her towards payment of the debts and liabilities of the Company incurred before he or she ceased to be a director, and of the costs, charges and expenses of winding up, and the adjustments of the rights of the contributors among themselves.

# Annual Accounts Financial Statements for Year Ended 31st July 2014

## Legal and administrative information

### Status

The company is a registered charity and a limited company and does not have a share capital.

Trustees and Directors	R Carson J Dudley J N Hepple N A Maple (Resigned 11 July 2014) E W McCormick P J Owen R A Parkinson V J Richer J D Watson V West (Resigned 11 July 2014) S H White S A Yabsley
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Secretary	S H White
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Company number	06063084
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Charity number	1141793
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Registered office	8 Unity Street College Green Bristol BS1 5HH
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Accountants	Sully Partnership Limited 8 Unity Street College Green Bristol BS1 5HH
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Charity address	PO Box 6793 Dorchester DT1 9DL
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## Chair of Training Committee's Report | Anna Jellema

This has been a year of consolidation for the Training Committee as we have continued to develop ACAT's training strategy, which was launched in September 2013. Dawn Bennett (now Vice-Chair of the Training Committee) has had the considerable task of pulling together our discussions at TC plus all the submitted comments from other ACAT Members to inform the strategy, which we expect to be complete by this summer. We have been paying particular attention to how new Skills trainees who want to develop a "career" in CAT can be helped to make smoother transitions between ACAT courses, so we are thinking of establishing new one-year Foundation courses in CAT.

This Foundation Course development was prompted by our involvement in IAPT (Improving Access to Psychological Therapies). Since late 2014 our first one-year IAPT Foundation course has been running in Somerset Partnership NHS Foundation Trust under the leadership of Jason Hepple, with 12 high-calibre trainees. This is a "top-up" course in CAT which has been designed for existing high-level IAPT therapists. Recently we have approved similar courses to run in Norfolk and Suffolk Trust, and in the West Midlands. We aim to develop a further one-year course which would then allow IAPT workers to qualify as CAT Practitioners. We are also delighted that ACAT has been asked to contribute to the development of courses and competencies for IAPT SMI staff (Severe Mental Illness – PD) by their Expert Reference Group led by Professors Tony Roth and Stephen Pilling, with Jason and Dawn currently leading on this.

There has been further progress in getting CAT acknowledged nationally. A motion is due to be presented to this AGM to allow CAT Practitioners to be also known as "CAT Therapists"; this is in line with the decision by the Centre for Workforce Intelligence to recognise CAT Practitioners as being eligible for employment as Psychological Therapists in the NHS. Over the last year a number of university Doctoral trainings in Clinical Psychology have also expressed interest in making CAT the second main therapeutic model taught on their courses, following recent guidance from the British Psychological Society. Discussions are now in progress to look at how a Foundation course and qualification in CAT could be embedded into these Doctoral programmes. We hope that these developments will put CAT more prominently "on the map" in the UK.

Our academic partnership with Sheffield Hallam University (SHU) is winding down and the final Exam Board for validation of the ACAT Practitioner Training by the SHU PGDip will be held in February 2016, after which only trainees with extenuating circumstances will be eligible for the SHU award. Our thanks again are due to Dawn (in her University liaison role) for her efforts in helping to maintain dialogue with the university and seeking to obtain the best outcomes for our trainees. Susan Mitzman has taken over from Hilary Brown as the SHU External Examiner and along with Dawn she has been very capably addressing issues of academic standards with the University. We hope that access to M.Sc. programmes for PGDip trained Practitioners will become more readily available via the development of a network of CAT-trained university staff who are able to offer academic supervision. We have also been considering whether it may be helpful to establish an ACAT External Examiner post once the partnership has ended, to complement the work of the External Moderators.

The Training Committee has decided not to pursue further university validation for Practitioner training at this time, but we are retaining the eight-module academic structure for these courses. We are working towards standardising core course paperwork to reduce the administrative load on course directors, whilst retaining our characteristic flexibility in the curriculum and teaching methods to ensure we continue to draw on the creativity of trainers in teaching the integrative CAT model. Along with the Moderators, Dawn is revising other training documents and procedures for use by courses across the board, e.g. marking schemes, and how best to help trainees in difficulty on a course.

A further development this year has been that the first local Supervisor Training residential course has now been approved to run in Brighton, in a similar way to the provision of Practitioner Trainings. We have also now reached agreement with UKCP/HIPC as to how our accredited Supervisors will be recognised by them. CAT Psychotherapist Supervisors who are UKCP members are now on the UKCP Directory of Approved Supervisors, while Supervisors who are CAT Practitioners (non-UKCP) have been listed on the HIPC Supervisor Register. Many thanks Jason for your invaluable help and persistence in securing this positive outcome for ACAT supervisors! Another big challenge ahead will be our Quinquennial Review by UKCP which is due to begin in May 2016. In addition to our involvement with UKCP as a registering body, our application for accreditation with the Professional Standards Authority (PSA) is being prepared by Penny Waheed, the new ACAT Projects and Liaison Officer. Penny now attends the Training Committee, and has identified some conflicts of interest as a result of the PSA process; the role of CPD Auditor can no longer be held by the Chairs of the TC and Exam Board, so we will be seeking a new auditor.

Currently we have 7 Practitioner courses running as year 1 or 2 (one of which is the final SHU PGDip course) with a total of 128 trainees. The next cohort of the IRRAPT (Psychotherapy) training is commencing as I write with 20 trainees. We have over 16 Practitioners and Psychotherapists in training as CAT Supervisors and we are always looking to encourage experienced therapists to apply to train, as CAT supervisors as accredited supervision is key to the development of CAT and to its "quality control".

It is really encouraging to have a new generation of course directors and proposals coming to TC, and that so much thought is being given to succession planning as experienced CAT trainers retire. We strongly encourage potential course directors to attend the TC well before submitting a proposal, as Training Committee members are an invaluable source of support and guidance (and documents – we are trying to avoid reinventing the wheel!). This year we have welcomed Robert Marx (who will be succeeding Jane Blunden as Course Director for the Sussex course), and also Conrad Barnard and Jane Cawdron who are the new Course Directors for the CAT East IAPT training. We are also very pleased that the former Oxford Course Director Alison Macdonald will be restarting the North London Practitioner training in the autumn along with the previous CD, Shirley Akgun. This year also saw the start of a new Practitioner Training in Jersey with joint course directors Steve Potter and Tracy Wade. From this report it will be apparent to you all how busy the work of the TC is – what you see at the meetings is just the tip of the iceberg! - and none of this work would be possible without the steadfast support of Susan Van Baars and Maria Cross in the ACAT Office – our heartfelt thanks to you both.

It is always sad to have to say goodbye to friends and colleagues. Jackie Baker has retired as CAT East Course Director, and we will really miss her friendly and wise presence. We also send our good wishes to Eva Burns-Lundgren in her recovery from ill-health. Finally we have been so very sad to lose our colleague, Norma Maple. Norma died in August 2014 after a short illness, which came as such a shock to many of us. Norma was well-known to many of us as a founder member of ACAT, a Trustee, and as a trainer and supervisor at both Practitioner and Psychotherapy levels. She also co-ordinated the Moderators' group until she became unwell last year. Philippa Gardner has written a beautiful tribute to Norma which you can read in Reformulation issue 43 (Winter 2014/15). She leaves a massive hole indeed, and we miss her very much.

Anna Jellema | Chair of the Training Committee

## Chair of Exam Board's Report | Shirley Akgun

This is my fifth year as Chair of the ACAT Exam Board and the partnership with Sheffield Hallam University (SHU) is on its final leg of winding down. All new CAT trainings will now be accredited by ACAT only. The Exam Board now meets three times a year, in the Spring, Summer, and the Autumn and these are the only times that accreditations take place.

As Exam Board Chair I continue to be responsible for membership and queries relating to membership of which there are many through the year, many of which are related to lapsed membership by clinicians. Re-joining then results in careful planning about future CPD that adheres to the current ACAT CPD policy, so please pay close attention to your membership renewal in October each year.

Some CAT training centres have closed and others have started or are starting up. There are new and varied training proposals put forward to the Training Committee. There are currently 128 clinicians in seven year one or two practitioner trainings. In the last year, twenty four clinicians have been accredited as Supervisors and five accredited as Psychotherapists. There were also fifteen people who completed the CAT Skills training and fifty five (SHU) and two (non SHU) accredited as CAT Practitioners.

I am pleased to offer congratulations to everyone and a full listing can be found after this report. Finally ACAT membership consisting of Psychotherapists, Supervisors, Practitioners, Trainee Practitioners, Retired and Friends currently stands 942.

Shirley Akgun | Chair of Exam Board

## ACAT Examination Board Accreditations May 2014 to May 2015

### Accredited as Supervisors

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<i>Allyson Lawrence</i>	<i>Kumari Abeydeera</i>	<i>Robert Watson</i>
<i>Angela White</i>	<i>Laura Brummer</i>	<i>Robyn Vesey</i>
<i>Dawn Echlin</i>	<i>Louise Harrison</i>	<i>Roy McGregor</i>
<i>Deborah Tee</i>	<i>Lucy Beth Howe</i>	<i>Susie Black</i>
<i>Ella Knight</i>	<i>Maryanne Steele</i>	<i>Susie McNally</i>
<i>Janet McCarthy</i>	<i>Pamela Clare</i>	<i>Vicki Richer</i>
<i>Jeanette McLoughlin</i>	<i>Paula Barnes</i>	
<i>Jonna Siitarinen</i>	<i>Rachel Akande</i>	
<i>Kenneth Dobson</i>	<i>Rajshree Weston</i>	

### Accredited as CAT Psychotherapists (IRRAPT)

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<i>Dawn Bennett</i>	<i>Josephine F Discepolo Ahmadi</i>	<i>William Wallace</i>
<i>Ella Knight</i>	<i>Suzanne Lyons</i>	

Accredited as Practitioners (all PGDip unless denoted non-SHU)

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Berkshire:	<i>Alison Salvadori</i>	<i>Jax Beatty</i>	<i>Maureen Munetsi</i>
	<i>Jaco Ritzema (Ritz) de Ridder</i>	<i>Louise Hillier</i>	<i>Vicky Bostock</i>
Brighton:	<i>Dahlia Maslin</i>	<i>Karen Nicholls</i>	<i>Penny Leroux</i>
	<i>Jessica Eccles</i>	<i>Kimberlee Bass</i>	<i>Sara Casado</i>
Cornwall	<i>Alicia Ray</i>	<i>David Davies</i>	<i>Mike Elford</i>
	<i>Claire Nicholas</i>	<i>Isabel Bell</i>	<i>Sarah Sandles</i>
	<i>Timothy Keen</i>		
East:	<i>Jamie Durrance</i>	<i>Julia Claxton</i>	<i>Melanie White</i>
North:	<i>Alison Thorpe Needham</i>	<i>Claire Louise Pollitt</i>	<i>Mandy Wildman</i>
	<i>Beryl Pearson</i>	<i>Elizabeth Carthy (non-SHU)</i>	<i>Matthew Kemsley</i>
	<i>Bethan Davies</i>	<i>Glenn Scott</i>	<i>Ranil Tan</i>
	<i>Catharine Kay</i>	<i>Helen Gibson</i>	<i>Sarah Richards</i>
North London:	<i>Shao Hung Lipscombe</i>	<i>Shomsi Khanom</i>	
NTW:	<i>David J Reay</i>	<i>Louise Rutter</i>	<i>Yvonne Doherty (non-SHU)</i>
	<i>Judith Loftus</i>	<i>Pamela Jameson</i>	
Oxford:	<i>Lynne Jones</i>	<i>Robert Derek Cornish</i>	<i>Toby Etterley</i>
	<i>Rachael Carrick</i>		
Somerset:	<i>Elizabeth Haycock</i>	<i>Louise Yorke</i>	<i>Sarah-Jayne Huish</i>
St Thomas':	<i>Felicity Whittlam</i>	<i>Joanna Kate Roberts</i>	<i>Sarah Leggett</i>
West Midlands:	<i>Carrie Ambrose</i>	<i>Jane Graham</i>	<i>Kierron Worley</i>
	<i>Hana Hussein</i>	<i>Kathryn Pover</i>	<i>Marilyn Adele Sher</i>

CAT Skills Certificates

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CAT Scotland:	<i>Ursula Bauer</i>	<i>Alistair Brown</i>	<i>Bill Gilroy</i>
Lincolnshire:	<i>Philippa East</i>	<i>Zuzana Willetts</i>	

Working with Complex Clients in Adult Mental Health or Forensic Settings:

<i>Frances Rose</i>	<i>Kirstie Thompson</i>	<i>Patricia Gaete</i>
<i>Gina Fearn</i>	<i>Laurel Morgan</i>	<i>Rachel Worthington</i>
<i>Karen Seal</i>	<i>Melany Ball</i>	<i>Sandra Renga</i>
		<i>Zandra Bamford</i>

## ACAT Ethics Panel Annual Report 2015 | Rachel Densham

### Complaints and Potential Complaints

From May 2014 to April 2015, ACAT received three new enquiries relating to possible complaints. This is in the context of 643 paid up practitioner and psychotherapist members, together with 227 trainee practitioners.

One enquiry was referred to mediation under the terms of the new Concerns and Complaints Procedure. While the mediation was unsuccessful, at the date of publication of this Report, the complaint had not been formalised.

A second enquiry is still under consideration by the complainant and has not yet fallen into the category of a formal complaint.

The final enquiry was resolved informally between the parties involved.

### Other Matters

One potential complaint was raised against a therapist in the context of their employment by a third party and the complainant was therefore advised to pursue the matter with the relevant employer.

During this year new members have joined the Panel: Jay Dudley, Vicki Richer and Ruth Carson as ACAT members, and Marilyn Ramsden as a lay member. We are very grateful for their time and commitment.

Thanks are given to all ACAT and lay members of the Ethics Panel, particularly to those who have given a great deal of time and thought to the mediation that took place during the course of the year. My thanks also go to Susan Van Baars who has been a great support and source of knowledge about ACAT during my first year as Chair of the Ethics Panel.

**Rachel Densham | Chair of ACAT Ethics Panel**

## Project and Liaison Officer's Report | Penny Waheed

### Communications, Marketing and Website

**Newsletter:** I have started to create these regularly again, with the first going out in November 2014 with the second, at the time of writing, due to come out early Summer. Please email me with any news you would like included, the following newsletter will be coming out in September 2015.

**Social media:** As a result of a successful Social Media Proposal, ACAT will have its own Twitter account and feed, Facebook page and hopefully some YouTube clips. We'll keep you posted!

**CAT Library:** I have updated the library with the addition of 28 new papers.

### Professional Standards Authority, Policies and Guidelines

Professional Standards Authority accreditation: I am continuing Maddy Jevon's, the previous Liaison Officer, work on this and co-ordinating with other Council members to complete the application. As part of this we have created a 'Survey Monkey' on the ACAT website to investigate how users of ACAT view the information and resources available.

In liaison with the Council of Management, I have produced 'Private Practice Guidelines', 'Record Keeping' and updated the 'Safeguarding' documents for the CAT Tools section of the website.

I have also looked into the publication of the results of Complaints and Concerns Procedures hearings where sanctions have been made.

A 'Conflict of Interests' policy has also been drafted and the aim is to include it into every committee meeting.

### CPD Programme

I have re-instigated this and so far we have had the 5th June 2015 with Rene Bosman on 'Working with Trauma and Dissociation'. Robert Watson is leading a workshop on private practice; Steve Potter has agreed to do a workshop in November. Plus a couple of other workshops – details to be announced!

### Collaboration with 3rd Sector Organisations

We have provided training for NAPAC (National Association for People Abused in Childhood) volunteers on 14th May in London (led by Alison Macdonald) and one on 11th May in Manchester (led by Sarah Littlejohn). I am also looking into linking to other organisations that provide therapy to hopefully provide CAT therapy for their clients.

Thanks to everyone who has helped and supported me on what has been an enjoyable, if very steep, learning curve!

**Penny Waheed | Projects and Liaison Officer**

## Report from Reformulation's Editors | Julie Lloyd and Rachel Pollard

Reformulation, which is paid for directly out of members' subscriptions, aims to offer voices for members, with a mix of articles – theoretical/academic, research, case studies and opinions or viewpoints – as well as book reviews, letters, entertainment (such as the crossword) and an opportunity to exchange information and find out what is happening. The continued use of peer reviewers has had a very positive effect encouraging a higher standard of submissions, widening how those submissions are viewed and bringing in expertise for specialist subjects. Alongside improvements in presentation, one result is that Reformulation has increased its desirability and we now have more submissions than space. Alternating issues with a special focus with general editions has also encouraged a more in-depth exploration of important topics for CAT therapists, both with regard to wider societal issues and specific challenges that clinicians encounter through our clients and service users as well as in our own lives.

True dialogue feels noisy, but not deafening, lively, but not overwhelming or controlling, with multiple voices in debate, sometimes controversial in nature; rarely dull or predictable. Reformulation can be one of ACAT's dialogic voices including 'climbing on soap boxes'. Whilst neither the Editors nor the Board of Trustees would publish material that is illegal or contrary to ACAT's ethos, there has been disagreement between them about freedom of expression, specifically whether the journal can publish articles expressing points of view and suggestions by some members that the Board disagrees with. The editors gave 6 months' notice whilst seeking resolution which at the time of this annual report remains work in progress. The Board also did not support the plan described in the 2014 booklet (page 23 Item 10) for an on-line subscription version that would permit access via academic and clinical search engines. We believe that this is important in furthering one of ACAT's charitable objects which is the education of other mental health professionals (and also students and trainees) about CAT.

**Julie Lloyd and Rachel Pollard | Editors of Reformulation**

## International CAT Association's (ICATA) Report | ACAT Delegates: Steve Potter and Elizabeth Wilde McCormick

This is the sixth annual report on the work of the International Cognitive Analytic Therapy Association (ICATA). As ACAT's delegates we are pleased to report on work this year so far.

We met as an executive board in October 2014 which was hosted by the Italian CAT association and the CAT group in Ferrara led by Professor Luigi Grassi. We had two and a half days of very useful meetings in which we focused in particular on supervision and on a strategy for training and development of CAT internationally. People attended the meeting from Italy, Spain, the UK, Greece, Finland and Ireland. We discussed and supported a proposal to develop an International CAT Journal. We agreed to host the sixth international CAT conference in Patras, Greece in September 2015. The executive has continued to meet quarterly by telephone conference and its time so far has been taken up with planning the conference.

At the Annual Executive meeting the following officers were elected: Chairperson: Steve Potter; Vice-Chair Person: Louise McCutcheon; Secretary: Katri Kanninen; Treasurer: Inigo Tolosa.

We have had the very recent and sad news of the sudden and unexpected death of Inigo Tolosa who though based in the UK was very active in developing CAT in his home country of Spain. He will be much missed by ICATA colleagues, having been involved from the beginning and will be particularly missed by Spanish colleagues. We send our deepest condolences to his family and plan to share our appreciation and fond memories of him at the Patras conference.

**Steve Potter and Elizabeth Wilde McCormick | ACAT Representatives to ICATA**

## ACAT Resolutions | Jason Hepple

**Resolution 1:** with reference to the Company's Articles of Association (revised 23 March 2013) item 3 Classes of Membership and also the Subsidiary Rules' Membership Section (revised January 2008) item 1.2.1 and 1.2.2 Psychotherapist and Practitioner members be re-defined with titles: CAT Psychotherapist and CAT Therapist (or Practitioner) following acceptance of practitioners and psychotherapists as psychological therapists with the CfWI.

**Resolution 2:** with reference to the Company's Articles of Association (revised 23 March 2013) item 3 Classes of Membership and also the Subsidiary Rules' Membership Section (revised January 2008) item 1.2.4 Friend of ACAT membership be ended and replaced with a new non member category of Friend (1.2.8).

**Resolution 3:** with reference to the Company's Articles of Association (revised 23 March 2013) item 3 Classes of Membership and also the Subsidiary Rules' Membership Section (revised January 2008) item 1.2.5 Life Member eligibility conditions be revised to include those practising and retired.

The three Resolutions above to amend the Membership section of ACAT's Subsidiary Rules to the ACAT Memorandum and Articles of Association as follows:

Section 1.2.1 and 1.2.2

Section 1.2.4

Section 1.2.5

Section 1.2.8 additional to replace 1.2.4

Changes in *italics*

Subsidiary Rules to the ACAT Constitution:

November 2006 || Revised January 2008

### 1. MEMBERSHIP

1.2. In accordance with Article 3 there shall be the following classes of member:

1.2.1 Full Member (*CAT* Psychotherapist) – Voting

1.2.2 Full Member (*CAT Therapist* / Practitioner) – Voting

1.2.4 ~~Friend (formerly Associate) – Non-Voting. Interested in the aims and objectives of ACAT but not training in or qualified in CAT~~

1.2.5 Life Member - Voting

This category of membership would be awarded by ACAT at the discretion of the Trustees to people who have given a lot to the organisation. It will be conferred as a mark of recognition and will not be an automatic progression.

*1.2.8 In addition to membership, ACAT offers a non membership category: Friend of ACAT. This is open to those interested in the aims and objectives of ACAT but not trained in or qualified in CAT. It is required by ACAT that any person applying to be a Friend of ACAT is obliged to disclose if they have been disciplined or struck off by any professional or regulatory body or have any suspensions or restrictions in place. ACAT also reserves the right to withhold or withdraw Friend of ACAT status at any time at its sole discretion. Any such decision is final.*

# ACAT | Statistics

## Membership Statistics at the time of publication: May 2015

Trainees	227
Practitioners	492
Psychotherapists	128
Retired	5
Friends of ACAT	57
Private Practitioner Listings	212
Private Supervisor Listings (new list)	26

## Training Statistics at the time of publication: May 2015

Number of Current Practitioner Training Courses:	7
Number of Trainees on Current Courses:	128
Number of trainees on current IRRAPT course	20
Plus number of Practitioners and Psychotherapists in Supervisor Training	16

## ACAT Event Statistics between 1 August 2013 and 31 July 2014

Number of Introductory Courses run by ACAT	3
Number of CPD courses run by ACAT	3
Number of delegates on these 6 ACAT courses	130
Number of Supervisor Residential Courses	2
Number of delegates on the Supervisor Residential Course	36
Number of CPD courses run by local groups with booking through ACAT	4
Number of delegates on these 3 courses	85
Number of delegates attending Conference 2014	120

## ACAT Website Statistics at the time of publication for year to 31st July 2014

Number of visitors in month:	6,000 +
Number of page views in month:	35,333 +
Number of countries reached by the website:	175
Percentage of visitors by device:	Desktop: 74% Mobile: 15% Tablet: 11%

## Elections to the Board of Directors | Jason Hepple

As required by ACAT's Memorandum and Articles of Association one third of Trustees stand down (with the opportunity to stand for re-election if so wished) at each AGM. ACAT currently has ten trustees and the following are standing down on this occasion: Vicki Richer, Peter Owen and Ruth Carson. Ruth Carson is standing for re-election, but Vicki and Peter are retiring from the Board. Vicki has been a Trustee since 2008 and Peter, ACAT's first lay trustee two years. We would like to thank them both for the service and commitment they have given to the organisation through the years – over the last year they have been key in developing the new CAT logo "Understanding Leads to Change" which members can now use to promote CAT. They will be greatly missed on the Board of Trustees.

### Trustees 2014-2015:

Jason Hepple – Chair	Liz McCormick
Robert Watson – Vice Chair	Peter Owen
Stephen White – Treasurer	Rosemary Parkinson
Ruth Carson	Vicki Richer
Jay Dudley	Sue Yabsley

The maximum number of trustees on the Board is twelve, two of whom can be lay people. There are therefore currently five vacancies on the Board. Trustees are included in ACAT's return to Companies House and the Charity Commission.

Full voting members (Practitioner, Psychotherapist and Life Members) present at the AGM plus those who have submitted proxy votes will vote during the AGM and elect up to five trustees.

## Nominations

Nominations have been received from voting members of ACAT (fully paid up Practitioner, Psychotherapist and Life Members) for the following people:

### Ruth Carson

For the last three years I have been a trustee and would like to stand again.

I currently head a busy NHS outpatient eating disorders service and have secured contract with neighbouring trusts. I have a special interest in working with both eating disorders and with weight management and Bariatric care. Within all of these areas I have used CAT in both individual sessions and within group sessions. I currently run closed, fixed session CAT groups and also an open long term group. I have experience of management and within this use a system CAT approach. I have recently co authored an article discussing how CAT may be used within the management structures and the changing NHS.

I have facilitated CAT supervision groups for colleagues and for those on the Catalyse practitioner training courses.

Within my role as a Trustee, I have helped by offering my time to facilitate a work place review (looking at the roles of office manager and liaison officer with ACAT). I have also been actively involved in recruiting an ambassador for ACAT, a post I am proud to say has now been filled by Rosie Cooper MP.

I have helped to organise two ACAT national conferences: in Manchester (2012) and in Liverpool (2014) both of which were lively, well supported events. I have also contributed to national conferences, presenting either plenary presentation, workshops or chairing workshops. I have also presented at ICATA's International conference in Poland.

I am currently enrolled on the IRRAPT course and am committed to furthering my own knowledge and experience of CAT and also to sharing this where possible with a wider audience in my capacity as a trustee for ACAT. I value this organisation and everything it stands for.

## Nominations cont.

### Marilyn Ramsden

Pharmacist now retired – previous posts held include chief pharmacist in Devon, Director of Devon and Cornwall cardiac network, pharmacist for two psychiatric hospitals.

### Karen Shannon

I am honoured to be nominated for the role of trustee of ACAT. I very much believe in the care and guidance CAT offers clients, staff and organisations. As a Clinical Psychologist, ACAT accredited practitioner, supervisor and trainer who is in independent practice, I have many years' experience working in the NHS in a range of secure services as a clinician and with some experience of service development.

I have a passionate and long standing commitment to working with 'hard to help' complex clients with mental health problems, personality disturbance and offending behaviour. I enjoy using CAT in its broadest application; as a therapy, framework for consultation, care planning, systemic risk management, self supervision and for providing a relational understanding to criminal and family courts regarding the distress and risk that individuals pose to themselves and others.

My clinical interests are also using CAT to enhance staff skill and confidence in the development of relational approaches in the care and management of individuals with 'complex' presentations. I am the co-founder and co-director of the national forensic and complex cases CAT skills course, which has run annually since 2009, providing training for a variety of professional groups.

I continue to provide in-house CAT skills / CPD training and staff supervision in a variety of forensic, private, NHS organisations across the UK. Recently I have been introducing CAT concepts to collaboratively enhance workers in their usual role (case management) with third sector/charitable organisations who are required to work, with insufficient professional training or skills, with clients with multiple and complex needs ie poor physical health, homelessness, substance misuse issues, mental ill-health and offending histories. CAT training has been very well received and valued in the management and care for these clients with chronic and enduring problems.

I have published in the area of CAT and risk assessment/management; women non-offending partners; male aggression/violence and bipolar disorder and continue to write to raise awareness about CAT for a range of professions, in particular where CAT may not have been considered in their practice or applied to a presenting problem.

My small practice is based in Liverpool city centre where I enjoy providing supervision and CAT therapy for a broad range of clients; from those who are privately fee paying, to those referred by social services who have personality disturbance and complex problems.

Outside of CAT I continue to try to effect change for marginalised groups; I am a research fellow at Chester University working collaboratively with colleagues to help safeguard children from sexual abuse.

I am an invited trainer on the Catalyse 2 year practitioner training course based in Manchester and clinical psychology courses. I very much value working collaboratively with CAT colleagues to deliver training, conference presentations, writing and co-organising the ACAT Conference for 2014.

I hope to bring these experiences and my enthusiasm for CAT to join the ACAT group of trustees to work collaboratively and with the potential to think co-creatively to secure the future needs for ACAT in a time of opportunity. To aim to maximise CAT's accessibility and potential impact for those who would benefit from CAT as a therapy and to inform the thinking and practice of others.

# Request for a Proxy Vote at the AGM July 2015

## ACAT ANNUAL GENERAL MEETING

Friday, 26th June, 2015 in the Lecture Theatre, Lower Ground Floor, Birkbeck College, Malet Street, London WC1E 7HX

### Form of Proxy

I am unable to attend the AGM on 26th June, 2015 and I am a voting member of ACAT.

I, ..... being a fully paid up  
Psychotherapist / Practitioner / Life Member of the above company, hereby appoint

.....  
.....  
.....

of (address) .....

Email and phone: .....

or failing her/him, the Chair of the Meeting, as my proxy to vote for me on my behalf at the Annual General Meeting of the Company to be held on 26th June, 2015 and at any adjourned date thereof.

This form to be used

\*in favour of / against Resolution 1 so described in the agenda of the AGM and

\*in favour of / against Resolution 2 so described in the agenda of the AGM and

\*in favour of / against Resolution 3 so described in the agenda of the AGM and

also to be used in the voting for the election of trustees with or without office to the ACAT Board and on the reports presented.

Unless otherwise instructed, the proxy will vote as s/he thinks fit.

\* please delete as appropriate

Signed this ..... day of ....., 2015

Signature: .....

My Name: .....

Address: .....

.....  
.....

Phone: .....

Email: .....

### Notes:

A member of the company who is entitled to attend and vote at the meeting is entitled to appoint a proxy to attend, speak and vote instead of him. A proxy need not also be a member.

**Please return by 5pm on Friday, 19 June, 2015 to:**

ACAT, PO Box 6793, Dorchester, DT1 9DL

Alternatively scan and email to [admin@acat.me.uk](mailto:admin@acat.me.uk)

Enquiries: [admin@acat.me.uk](mailto:admin@acat.me.uk) or phone: 0844 800 9496

