

The Association for Cognitive Analytic Therapy

Annual General Meeting

22nd September 2017

Agenda and Papers

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ACAT | Contact Details

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ACAT Annual General Meeting 2017

Formal notice of the ACAT Annual General Meeting 2017 was sent out to all ACAT members in July 2017 and we are now pleased to forward to you in this booklet papers and full information for the meeting. The ACAT Annual General Meeting 2017 will be held during the International CAT Conference at 17.00 on Friday, 22 September, 2017 in the B52 Lecture Theatre, Business School South, Jubilee Campus, University of Nottingham, Wollaton Road, Nottingham NG8 1BB. Map and Directions follow or see the University of Nottingham website: www.nottingham.ac.uk/about/visitorinformation/mapsanddirections/jubileecampus.aspx

Please note: if you wish to attend only the AGM there is no need to book into the conference, please just come along.

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 this booklet. Please complete and return to the ACAT office by the closing date 12 noon on Monday, 18 September, 2017.

This booklet can also be downloaded from the ACAT website; go to 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 7th International CAT Conference (20 to 23 September, 2017). The Conference this year is entitled "New Frontiers in CAT Understanding and Practice". For more information and booking, please click within the advertising box in the top right hand margin of the Home Page on the ACAT website: www.acat.me.uk

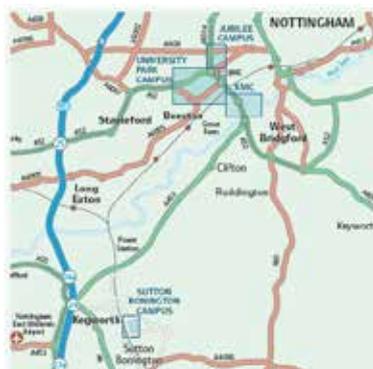
If you have any questions about the AGM then please do not hesitate to contact the ACAT Office on 01305 263511 or email: susanvanbaars@acad.me.uk

We look forward to warmly welcoming you to the 2017 AGM and 7th International CAT Conference.

Jason Hepple | Chair of ACAT

Map and Directions to Building 7/8, Jubilee Campus University of Nottingham, Wollaton Road, Nottingham NG8 1BB, UK

For full directions and live transport links please visit the University of Nottingham Visitor Information webpages: www.nottingham.ac.uk/about/visitorinformation/mapsanddirections/jubileecampus.aspx



From Nottingham

A number of public transport services run close to or through the campuses.

By bus

There are a number of bus services running from Nottingham to Jubilee Campus. Please go to webpage above to see information about bus services.

By taxi

There are taxi ranks throughout the city and immediately adjacent to the main railway and bus stations. The journey to the campus takes approximately 15 minutes.

From East Midlands Airport

From East Midlands Airport you can take the Skylink service towards the City Centre. Buses leave from outside the Airport Arrivals hall. Alight at Lace Street stop, which is close to the south entrance to University Park campus, and take the University's free hopper bus service from University Park to Jubilee Campus.

You can also walk to the taxi rank on the Airport Terminal forecourt and take a direct taxi to the University. The cost of a single/one way journey is approximately £20. Taxis are normally available 24 hours.

From the M1 Motorway

Leave the M1 motorway at Junction 25 to join the A52 to Nottingham. After five miles turn left onto the A6514, Middleton Boulevard. Turn right at the next roundabout onto the A609 Wollaton Road. The main entrance to Jubilee Campus is clearly signposted on the right.

From Nottingham Train Station

Nottingham is right in the centre of the country and is very well connected to all other major cities by the train network.

Regular services operate between Nottingham and London St Pancras (from 1 hours 45 mins), Birmingham (1 hour 15 mins), Leeds (2 hours), Manchester (2 hours), or Sheffield (1 hour). For train information, tickets and timetables visit the National Rail Enquiries website.

The Jubilee Campus is 2 miles from Nottingham train station, about a 40 min walk or a short bus ride. See "From Nottingham" above.

Using SatNav?

When driving to Jubilee Campus via satellite navigation, please use NG8 1BB as the postcode.

From Campus to Campus

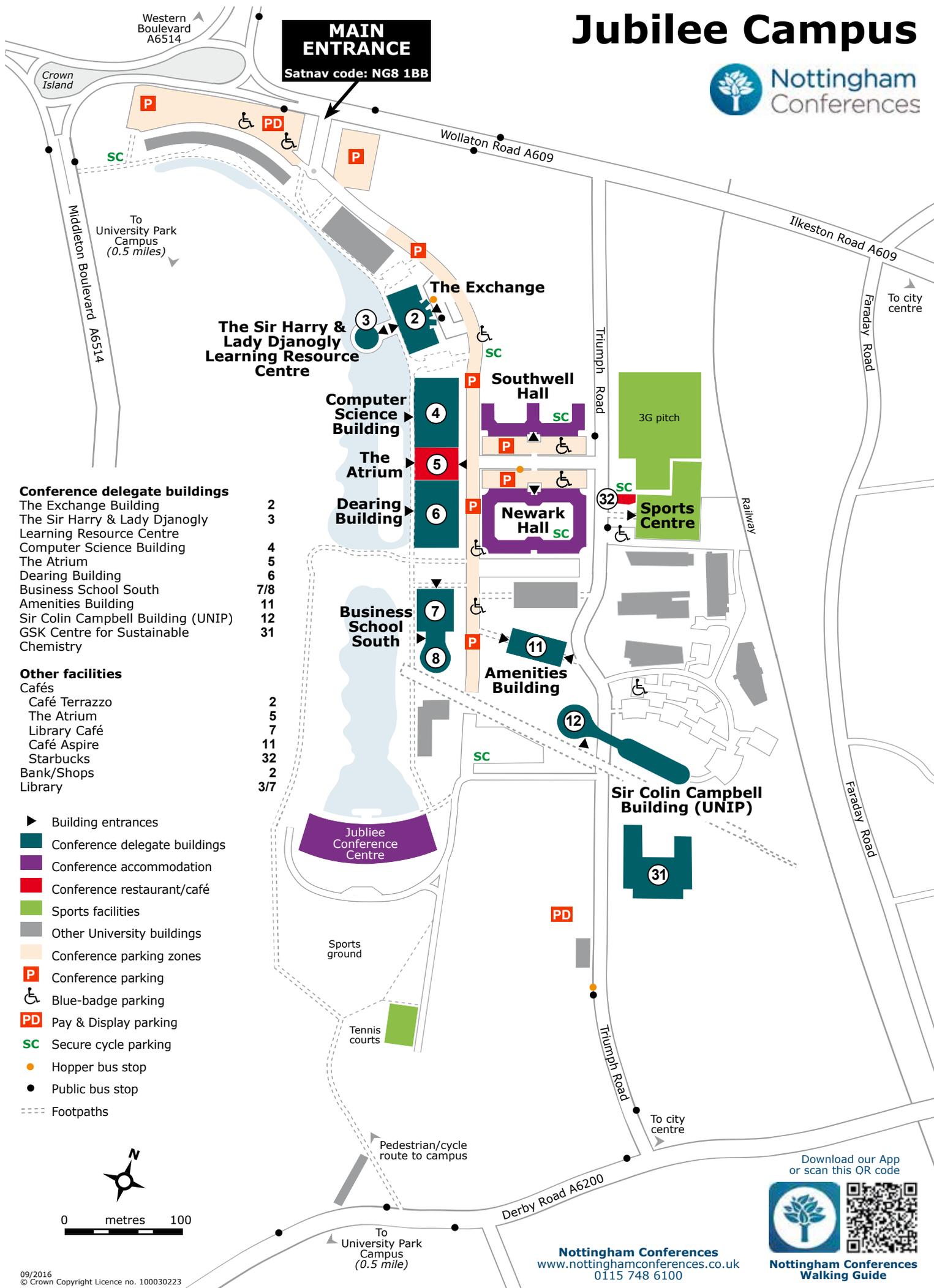
The University provides a free Hopper Bus service which runs from University Park Campus to Jubilee Campus, Sutton Bonington Campus, King's Meadow Campus and Royal Derby Hospital Centre.

Route Planning

Using the postcode of your destination, find your way here using one of these online route planners (see the University Visitor Information webpages as detailed above for live links):

AA Google Maps RAC Traveline Transport for London

Jubilee Campus



MAIN ENTRANCE
Satnav code: NG8 1BB

Conference delegate buildings

- The Exchange Building 2
- The Sir Harry & Lady Djanogly Learning Resource Centre 3
- Computer Science Building 4
- The Atrium 5
- Dearing Building 6
- Business School South 7/8
- Amenities Building 11
- Sir Colin Campbell Building (UNIP) 12
- GSK Centre for Sustainable Chemistry 31

Other facilities

- Cafés
- Café Terrazzo 2
- The Atrium 5
- Library Café 7
- Café Aspire 11
- Starbucks 32
- Bank/Shops 2
- Library 3/7

- ▶ Building entrances
- Conference delegate buildings
- Conference accommodation
- Conference restaurant/café
- Sports facilities
- Other University buildings
- Conference parking zones
- P Conference parking
- ♿ Blue-badge parking
- PD Pay & Display parking
- SC Secure cycle parking
- Hopper bus stop
- Public bus stop
- ⋯ Footpaths



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Annual General Meeting 2017 | Agenda

Friday, 22nd September, 2017 at 17.00

B52 Lecture Theatre, Business School South, Jubilee Campus,
University of Nottingham, Wollaton Road, Nottingham NG8 1BB

		Page(s)	Presented by:
1	Chair's Welcome	4	Jason Hepple
2	Apologies for Absence (Trustees and Committee Chairs)		
3	Minutes of the last AGM held on Friday, 24 June 2016	8-11	
4	Matters Arising from the Minutes		
	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.	12	Jason Hepple
	Report from the Treasurer of ACAT and Year 2015-2016 Accounts together with the Trustees' Annual Report		
6	The Treasurer's Report, the Trustees' Report and Year 2015-2016 Accounts are included in this booklet and will not be read aloud at the meeting. Comments will be welcomed. Resolutions: <ul style="list-style-type: none">• Resolution to Approve the Accounts Year Ending 31 July, 2016• Re-appointment of Sully Partnership Ltd as Auditors	13-21	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.	22-23	Anna Jellema / Liz Fawkes
	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.	24-27	Shirley Akgun / Anna Jellema
	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.	28	Jay Dudley
	Report from the Chair of the Equality and Diversity Group		
10	The Report from the Chair of the Equality and Diversity Group is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.	29	Hilary Brown
	Report from ACAT's Representative to HIPC/UKCP		
11	The Report from ACAT's Representative to HIPC/UKCP is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed	30	Sarah Cluley
	Report from Reformulation's Editors		
12	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.	31	Nicola Rogal and Louise Yorke
	Report from ACAT's representative to ICATA		
13	The Report from ACAT's representative to the International CAT Association is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.	32	Liz McCormick
	Resolution		
14	see page	33	Jason Hepple / Stephen White
15	Elections to the Board of Directors – List of Nominations	35-37	Jason Hepple
16	Any Other Business		
17	Date of the Annual General Meeting 2018		

Agenda Item 3

Minutes of 23rd ACAT Annual General Meeting

24th June 2016 at 15:50

Forum Alumni Auditorium, Stocker Road, University of Exeter

Draft Minutes to be approved at the next AGM on 22 September, 2017

Present:

Trustees and Council of Management:

Jason Hepple (Chair of ACAT and Trustee), Robert Watson (Vice-Chair of ACAT and Trustee), Stephen White (Treasurer and Trustee), Ruth Carson (Trustee), Elizabeth McCormick (Trustee), Jay Dudley (Trustee), Karen Shannon (Trustee), Marilyn Ramsden (Lay Trustee), Anna Jellema (Chair of ACAT Training Committee), Shirley Akgun (Chair of ACAT Exam Board), Penny Waheed (Projects and Liaison Officer)

Voting Members: 79 present and 8 proxy votes (quorum = 70 voting members)

Non-voting Members: 2 present

Minutes: Maria Cross

1. Chair's Welcome

The Chair of ACAT, Jason Hepple, welcomed everyone to the 23rd ACAT Annual General Meeting.

2. Apologies for Absence (Trustee and Council of Management)

Sue Yabsley (Trustee), Rosemary Parkinson (Trustee), Hilary Brown (Chair of ACAT Inequality and Diversity Group), Susan Van Baars (Administration Manager)

3. Minutes of the last AGM held on Friday, 26th June 2015

These were previously circulated in the AGM booklet and were agreed.

4. Matters Arising from the Minutes

Item 5: Agreed rewording: 'Annie Nehmad suggested creative alterations to the new ACAT logo, 'Understanding Leads to Change', and stated her reasons.'

5. Report from the Chair of ACAT

The Chair's Report had been previously circulated in the AGM booklet. Jason Hepple highlighted items within the Report and invited questions.

Thanks were offered to Dawn Bennett, Anna Jellema, Susan Van Baars, Charlotte Yorke and all involved in the recent Quinquennial Review (QQR). This was a helpful experience in which we gave a good account of ourselves. They were complimentary about ACAT and our training.

A new Inequality and Diversity Group has been established, with Hilary Brown as Chair. This links well with the QQR as we were found to be weak in this area. The name of the Group is currently under review.

Following an audit by the Copyright Licensing Agency earlier in the year, ACAT has been given a satisfactory rating overall. A few suggestions were made for changes which are being implemented. Thanks were offered to Jon Sloper (Alacrify) and Susan Van Baars.

Rhona Brown has taken on Twitter to make ACAT's social media profile more accessible. This is a pilot which is going well. Thanks to Rhona.

Agenda Item 3

Lawrence Welch felt that there needs to be the capacity to put motions directly to the AGM rather than via the mechanisms detailed in the Chair's report and listed below. The Chair explained why the recent submitted motion had not been proposed as an AGM resolution and detailed the need to bring resolutions to the AGM that are compatible with ACAT's constitution and charitable status (as detailed in the report). He stressed that ACAT is run as a representative democracy with a robust, representative committee structure. All committee meetings are minuted. He asked the AGM to support the measures detailed below as a balanced way to increase debate and dialogue without threatening ACAT's stability and charitable status, by voting to accept the Chair's report. Robert Watson suggested that we refocus our mind and energy on our relationship with the 'outside world' and getting CAT 'on the map'. This prompted the idea for a further survey to see how membership might be involved, and this was supported by the Chair and Robert.

Penny Waheed is to look into the possibility of setting up a special interest group to enable networking opportunities with IAPT.

Following the 2015/2016 consultation, support was sought for the following proposals:

- The reaffirmation that ACAT continues to welcome articles in Reformulation on issues of health provision/ the NHS/mental health/social disadvantage/access/equality/diversity and the political factors relevant to these issues, which can continue to include information about campaigning organisations.
- The establishment of a letters/opinions section in Reformulation.
- The formation of the Inequality and Diversity Committee and its discussion forum (web and as a conference pre-event).
- The recognition that ACAT, as an organisation, does need to steer a difficult course between what needs to be addressed and openly discussed by members and the limits on its political campaigning outside of its charitable objects, and that the Trustees have, necessarily and with great care, to be the final arbiters on that.
- To continue to broaden member involvement in ACAT decision making by regularly surveying members' opinion on issues like the annual conference and the future direction of Reformulation.
- To welcome members raising matters with the Board that they feel cannot be resolved by the normal decision making machinery of ACAT (ie its committee structures). Items that a member feels need to be drawn to the attention of the Board that they feel have either not been resolved by this process, or those that may require direct consultation with, or a survey of, members' opinion, or consideration by the Board for inclusion on the agenda of the next AGM should be addressed to admin@acat.me.uk. To allow for discussion at the three Board meetings a year, the approximate deadline dates for submission will be around the 20th of January, May and September. However, the actual deadline date for each meeting depends on the meetings dates which will vary. We will fully publicise the closing dates for each meeting each summer once the next year's dates are set, by a news item on the website and also by email to members. The January deadline is relevant to the AGM. This statement will also be sent out to all members via e-mail prior to each deadline to act as a reminder of this process and as an invitation to put items forward.
- To support and encourage members to use the postal and proxy voting process already embedded in ACAT's constitution.

To increase transparency, the results of the consultation and the above proposals have been made available via a link on the ACAT website.

The Chair's Report was approved with 2 voting members against and one abstention.

Agenda Item 3

6. Report from the Treasurer of ACAT and Year 2014-2015 Accounts together with the trustees' Annual Report

The Treasurer's Report, the Trustee's Report and the Year 2014-2015 had been previously circulated in the AGM booklet.

The Treasurer's Report was approved with one abstention and none against.

Resolutions:

- The Chair proposed a motion to approve the Accounts Year Ending 31st July 2015.
This was approved with one abstention and none against.
- The Chair proposed a motion to approve the re-appointment of Sully Partnership Ltd as Auditors.
This was approved with one abstention and none against.

7. Report from the Chair of the Training Committee

This report had been previously circulated in the AGM booklet.

Susie Black confirmed that there are 11 and not 13 trainees on the South Wales Practitioner course.

The Report from the Chair of the Training Committee was approved with one abstention and none against.

8. Report from the Chair of the Exam Board and Accreditation List

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

The Report from the Chair of the Exam Board was approved with one abstention and none against.

9. Report from the Chair of the Ethics Panel

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

The Report from the Chair of the Ethics Panel was approved with one abstention and none against.

10. Report from the Chair of the Inequality and Diversity Group

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

The Report from the Chair of the Inequality and Diversity Group was approved with one abstention and none against.

11. Report from the Projects and Liaison Officer

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

The Report from the Projects and Liaison Officer was approved with one abstention and none against.

12. Report from the Editors of Reformulation

This report had been previously circulated in the AGM booklet.

There were a few comments regarding difficulty reading text set against back-ground images. The Editors confirmed that this is an issue they are looking into with Jon Sloper at Alacrify.

Penny Waheed suggested that, as we are so diagram-based, it might be good to have more info-graphics.

Lawrence Welch queried the purpose of the Editorial Advisor. The Chair explained that new Editors need to be supported when they first take up the role. Jason Hepple was Editorial Advisor when Julie Lloyd and Rachel Pollard were Editors – the role has a long history. Jay Dudley further explained that the role developed following his meeting with the previous Editors and Ruth Carson. It had been agreed that, if differences arose which may conflict with the aims of ACAT, it is useful to have a further person to consult with. The Editors stated that they found this to be very helpful. Additionally, the current Advisor, Rosemary Parkinson, offers a link with the Trustees.

The time frame for making the online version of Reformulation accessible to members is to be looked into.

The Report from the Editors of Reformulation was approved with one abstention and none against.

Agenda Item 3

13. Report from ACAT's Representative to ICATA

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

- There is to be a joint conference with ACAT next year – Thursday, 21st to Sunday, 24th September 2017. A venue is currently being sought.
- An ICATA journal will shortly be available online, free to members internationally.

The Report from ACAT's Representative to the International CAT Association was approved with one abstention and none against.

14. Election to the Board of Trustees

The list of nominations was previously circulated in the AGM booklet.

Stephen White was re-elected as Treasurer and Company Secretary; there was one abstention and none against. Congratulations to Stephen.

The following Trustees were elected:

- Henrietta Batchelor
- Cheryl Delisser
- Alison Jenaway
- Sue Yabsley (previous Trustee of ACAT)

Congratulations to all.

15. Any Other Business

Appreciation was expressed for the work of the Trustees who volunteer their time to keep ACAT in good strength.

16. Date of the Annual General Meeting 2017

This has been set for Friday, 22nd September 2017, in conjunction with the joint ICATA/ACAT Conference.

The AGM closed at 17:09

Agenda Item 5

ACAT Chair Annual Report 2017 | 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 2016 – 2017

- Further developments to the ACAT Training Strategy; fully modularising the Foundation level and two year CAT Therapist trainings to allow transferability between courses
- Further work on establishing an embedded CAT Foundation level training in a range of D.Clin.Psych courses across the country
- The annual gathering of key researchers at a pre-meeting of the Annual ACAT Conference in order to pursue the ACAT Research Strategy
- Continued pilot funding for an RCT into CAT in Psychosis and funding for a CAT guided self-help in IAPT trial
- Increased use of web-based surveys to ask website users and members about their experience of ACAT with a survey on the style and content of ACAT conferences
- Successful completion of the UKCP / HIPC Quinquennial Review of ACAT with very positive comments about the quality of the training we provide and requirements to establish five-yearly re-accreditation for psychotherapist members and improve equality and diversity monitoring
- Hosting of this year's ICATA / ACAT

international conference

- Continued expansion of ACAT's social media presence via a pilot project using the expertise of Rhona Brown
- Expanding our bursary programme to enable more people to attend ACAT conference

Many, many thanks to Susan Van Baars, Maria Cross and Alison Marfell for their skill and knowledge of ACAT and for their commitment and personal support to me during my time as Chair. I am indebted to Stephen White's long service as Treasurer and Company Secretary of ACAT. Stephen has been fundamental to the smooth running of ACAT and the core team for a decade. What can I say!

My thanks also to Jon Sloper from Alacrify for his continued commitment to ACAT and the retiring Chair of the Ethics Panel, Rachel Densham, whose input has proved invaluable. Thank you Robert Watson, Vice-Chair of ACAT, and all the Trustees. Thank you Hilary Brown for chairing the Equality and Diversity Committee. Special thanks go to Anna Jellema, retiring Chair of the Training Committee and Shirley Akgun, retiring Chair of the Exam Board. Welcome to Anna now as Chair of the Exam Board and Liz Fawkes as Chair of the Training Committee with Dawn Bennett continuing as Vice-Chair of the Training Committee. Finally thanks go to Nicola Rogal and Louise Yorke for editing Reformulation to such a high standard. ACAT is so fortunate to be able to call on people with such experience and dedication in these key roles.

I will be standing down as Chair of ACAT after two terms at this year's AGM. It has been a sad final year for all of us with the death of Tony Ryle at the end of September. It was inspiring to see so many attend his memorial event in March and ACAT is very grateful for his generosity in leaving £5,000 to ACAT which we have put towards our bursary scheme. I leave you knowing that ACAT is in safe hands and look forward to continuing to contribute as Research Strategy Group lead and as trainer for the Exeter D.Clin.Psych course, the Somerset CAT Therapist training and as co-trainer for the IRRAPT residential.

I have loved my time as Chair of ACAT and feel fortunate to have had a part in taking forward Tony's great legacy supported by such a creative and dedicated CAT community both in the UK and around the world.

Jason Hepple | Chair of ACAT

Agenda Item 6

ACAT Treasurer | Annual Report | Stephen White For the Financial Year ended 31st July 2016

1. Financial Activities

The Statement of Financial activities for the year shows a surplus of £43,390 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 increased to £317,455 from the previous year's totals of £259,437 with the costs of generating voluntary income increasing to £163,176 from £118,357 in the previous year.

Income from investments remained at £25 for the year.

2. Balance Sheet

The charity's unrestricted reserves increased to £260,581 from £217,191 the previous year and the Trustees' Report provides detail of the investment policy.

3. Key Events

ACAT Ltd was able to reclaim £18,483 under the Gift Aid Scheme.

4. Conclusion and looking forward

I am pleased to report to the members that the surplus generated by the Charity's activities, after underlying costs, amounted to £24,907 during the financial year compared with £19,741 for the previous year. This surplus, added to the amount reclaimed under the Gift Aid Scheme, increased the reserves of Unrestricted Funds by £43,390.

Thanks again for the members' support and attendances at the various events and courses and for the considerable efforts of those involved in organising these, the financial state of the Charity continues to move forward in a stronger position.

In the interest of the members, the Trustees and Officers of the Charity will continue to work hard, supported by our excellent admin team, to ensure this trend continues.

Stephen White | ACAT Treasurer

Annual Accounts **Financial Statements for Year Ended 31st July 2016**

Trustees' report for the year ended 31 July 2016

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 2016. 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 twelve 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 Liason 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.

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

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.

The overarching aim is to educate and promote increased awareness and understanding of Cognitive Analytic Therapy amongst health professionals, service providers and the public.

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 665 Practitioner and Psychotherapist members, 219 Trainee Members, 17 Non Practising and 9 Retired. There are also 34 Friends of ACAT. ACAT currently provides 1 Foundation Training Course, 6 Accredited Practitioner Training Courses and 1 Psychotherapy Training Course.

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 2016 were £260,581 (2015 : £217,191).

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. It has 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 2016-2017;

- 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 ACAT continues 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 18 April 2017 and signed on their behalf by S M White | ACAT Treasurer.

Accountants' report for the year ended 31 July 2016 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 2 November 2015 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 2016 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 2016.

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: 20 April 2017

Statement of Financial Activities for the year ended 31 July 2016

	Notes	Unrestricted funds £	2016 Total £	2015 Total £
Incoming resources				
Activities for generating funds:	3	317,455	317,455	259,437
Income from investments	4	25	25	25
Total incoming resources		317,480	317,480	259,462
Less: Resources expended				
Cost of generating voluntary income	5	(163,176)	(163,176)	(118,357)
		(163,176)	(163,176)	(118,357)
Net incoming resources available for charitable application				
		154,304	154,304	141,105
Charitable expenditure				
Cost of charitable activities	6	(129,397)	(129,397)	(121,364)
Taxation		18,483	18,483	28,321
Total charitable expenditure		(110,914)	(110,914)	(93,043)
Total resources expended				
		(110,914)	(110,914)	(93,043)
Net movement in funds				
		43,390	43,390	(48,062)
Total funds brought forward				
		217,191	217,191	169,129
Total funds carried forward				
		260,581	260,581	217,191

Company number: 06063084 Balance sheet as at 31 July 2016

	Notes	£	2016 £	£	2015 £
Current assets					
Stocks		1,173		640	
Debtors	9	56,620		60,319	
Cash at bank and in hand		255,146		190,307	
		312,939		251,266	
Creditors: amounts falling due within one year	10	(52,358)		(34,075)	
Net current assets			260,581		217,191
Net assets			260,581		217,191
Funds					
Unrestricted funds			260,581		217,191
			260,581		217,191

The trustees' statements required by Sections 475(2) and (3) are shown below 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 2016

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

- that for the year ended 31 July 2016 stated above the company was entitled to the exemption conferred by Section 477 of the Companies Act 2006;
- 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 2016 and
- that we acknowledge our responsibilities for:
 - (i) ensuring that the company keeps accounting records which comply with Section 386, and
 - (ii) 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 provisions applicable to companies subject to the small companies' regime and the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the board on 18 April 2017 and signed on its behalf by

S H White Trustee

Annual Accounts Financial Statements for Year Ended 31st July 2016

Notes to the financial statements for the year ended 31 July 2016

1. Accounting policies

1.1. Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with 'Accounting and Reporting by charities: Statement of Recommended Practice (FRSSE)', the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006.

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	2016	2015
	£	£	£
Membership subscriptions	88,427	88,427	83,970
Book sales and other income	1,372	1,372	1,963
ACAT Training courses	157,038	157,038	119,136
Conference income	29,263	29,263	25,886
Introductory courses	9,915	9,915	18,995
Training Division - Fee Income	25	25	350
Workshops	31,415	31,415	9,130
Other income	-	-	7
	317,455	317,455	259,437

4. Investment income

	Unrestricted funds	2016	2015
	£	£	£
Bank interest received	25	25	25
	25	25	25

Annual Accounts Financial Statements for Year Ended 31st July 2016

Notes to the financial statements for the year ended 31 July 2016

5. Cost of Generating Funds

	Cost of generating funds £	2016 £	2015 £
Newsletter and publications	8,343	8,343	6,109
ACAT Supervisor Training	10,823	10,823	7,291
ACAT Training Courses	79,891	79,891	54,552
Conferences	21,828	21,828	15,801
Introductory courses	9,721	9,721	7,803
ACAT Training Division	15,449	15,449	6,749
Research	3,000	3,000	3,599
Workshops	11,853	11,853	8,663
Sheffield Hallam University Partnership	2,268	2,268	7,790
	163,176	163,176	118,357

6. Cost of Charitable Activities

	2016 £	2015 £
Staff costs	58,372	66,503
Staff Training	-	-
Council and committee expenses	13,573	10,761
Rent	8,946	3,132
Insurance	1,174	1,090
Printing, postage and stationery	5,508	5,836
Advertising	144	384
Telephone	1,439	1,298
Computer costs	15,943	14,055
Online library costs	4,667	1,093
Travelling	4,109	4,253
Legal and professional	138	758
Accountancy fees	4,740	3,168
Bad Debts	2,400	-
Subscriptions	1,328	2,500
Interest and charges	6,916	5,723
	129,397	121,364

7. Employees

	2016 Number	2015 Number
The average monthly numbers of employees (including the trustees) during the year were:	5	4

Employment Costs

	Charitable expenditure £	2016 £	2015 £
Wages and salaries	57,741	57,741	64,143
Social security costs	631	631	2,360
	58,372	58,372	66,503

Annual Accounts Financial Statements for Year Ended 31st July 2016

Notes to the financial statements for the year ended 31 July 2016

8. Trustees' emoluments

The trustees neither received nor waived any emoluments during the year (2015 : nil)

	2016	2015
	£	£
Out of pocket expenses were reimbursed to trustees as follows:		
Travel	4,109	4,253
	4,109	4,253

9. Debtors

	2016	2015
	£	£
Trade debtors	38,120	45,414
Other debtors	18,500	14,905
	56,620	60,319

10. Creditors: amounts falling due within one year

	2016	2015
	£	£
Trade creditors	10,548	1,359
Accruals and deferred income	41,810	32,716
	52,358	34,075

11. Analysis of net assets between funds

	Unrestricted funds	Total funds
	£	£
Fund balances at 31st July 2016 as represented by:		
Current assets	312,939	312,939
Current liabilities	(52,358)	(52,358)
	260,581	260,581

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 2016

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 S H White
R Carson
M Ramsden
J Dudley
J N Hepple
K L Shannon
E W McCormick
S A Yabsley
J D Watson
R A Parkinson (Resigned 24 June 2016)
C R Delisser (Appointed 24 June 2016)
H J Batchelor (Appointed 23 June 2016)
A Jenaway (Appointed 24 June 2016)

Secretary S H White

Company number 06063084

Charity number 1141793

Registered office 8 Unity Street
College Green
Bristol
BS1 5HH

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

Charity address PO Box 6793
Dorchester
DT1 9DL

Training Committee Annual Report 2017 | Anna Jellema - Chair to Feb 2017

As my report as Chair of the Training Committee went to press last year, we were about to embark on ACAT's Quinquennial Review (QQR) by the Humanistic and Integrative Psychotherapy College (HIPC) of the UK Council for Psychotherapy. A team of officers, trustees and trainees from ACAT met with the QQR assessment panel in May 2016, and they later paid a visit to the IRRAPT course. We were all impressed by the sensitivity and thoroughness with which our assessors conducted the review, and we were commended in their final report for our "openness, immediacy, collegiality and authenticity". We learnt late last year that we had passed the Review, although as usual there are a number of requirements ACAT needs to meet along with some recommendations; these will be addressed by Council and Trustees, the Training Committee and the Exam Board over the course of the next year.

Last year our Training Strategy was completed, so now we are moving into a new phase which I expect will last for some years, where we will be getting to grips with the practical implications of having effectively modularised our trainings, from Foundation level upwards. One of our main aims in doing so was to encourage staff who begin training in the CAT model to stay within ACAT and increase their skills by undertaking subsequent courses. A Working Group has produced a paper outlining how Foundation "graduates" can continue their training to achieve full Practitioner status. Once again we are indebted to Dawn Bennett who in her newly expanded role as Vice-Chair of the Training Committee has done so much of the spade-work in producing numerous clear and comprehensive documents for the website and for the routine business of the Training Committee.

One very important development this year has been the development of CAT Foundation trainings within three-year Clinical Psychology Doctoral courses in Exeter, Lancaster, Liverpool and Sheffield. Different models for training are emerging in response to local circumstances, including a standard course model and a portfolio route. Dawn has worked tirelessly along with the university tutors on issues such as curriculum development and course moderation, with steady progress being made. We hope that this CAT Foundation training will be taken up by other universities, to establish itself in time as the second "core model" for clinical psychologists after CBT.

These new D Clin Psy courses are also raising the demand for further accredited CAT supervisors. Dawn and other Training Committee members are in the process of considering a variety of different formats for the training of ACAT supervisors, moving towards competency- and outcome-based trainings.

Although our formal partnership has ended, Dawn has ably held the relationships with Sheffield Hallam University (SHU) tutors regarding the university validation of CAT Practitioner/Therapist trainings, so that almost all SHU trainees have been able to graduate with the PG Dip. The final Exam Board at which the remaining SHU trainees can be accredited will be held on 13 October, 2017. Our grateful thanks to Dawn also for her negotiation of a satisfactory financial arrangement between ACAT and the university which will allow these trainees to graduate.

The full and revised generic Training Handbook is now available to all members on the website and should be the first port of call for any members aiming to set up local CAT trainings. The online format means it is easily updated, which usually happens after each Training Committee meeting. Changes to previous editions are clearly listed at the start so that all members can be apprised of changes to training requirements. The website also has extra pages on CAT trainings which are publicly available to anyone who might be interested in training in CAT.

The move to more modular trainings has also led to an across-the-board review of membership fees for the different levels of training, and also of CPD procedures. Many former members have recently applied to re-join ACAT after some years away and we have wanted to encourage them by limiting fees payable for re-joining, whilst also ensuring that they are sufficiently up-to-speed with CAT practice after a gap. Our particular thanks go to Shirley Akgun, former Chair of the Exam Board (which also has responsibility for membership) and Susan van Baars for their outstanding work on developing these new policies.

In September 2016 an excellent Trainers and Supervisors overnight meeting was held in Oxford, on the theme of neuroscience and how developments in this area might be incorporated into the CAT curriculum. One of the most encouraging outcomes of the meeting was the realisation of just how much many of us already knew and of how much we can build on our knowledge by

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working together. One concrete result so far has been the formation of a CAT and the Embodied Mind SIG (Special Interest Group), and members of the Training Committee are working on a “CAT theory of trauma”, plus associated resource packs for courses, and CPD days for trainers and supervisors. Our thanks here go in particular to Yvonne Stevens, Dawn Bennett and John Bristow.

Every year brings new CAT trainings, and this year we were pleased to welcome a new Northumberland, Tyne and Wear CAT team – Steve Jefferis, Steve Clarke and Paula Barnes – who launched the sixth intake of CAT Practitioner training in Newcastle in September 2016. We also welcomed Jessie Emilion as a new member of the Training Committee. Jessie will be Course Director for the new Munro Clinic (London) CAT Skills Case Management Training Course, which we hope will start later this year. We have also said goodbye for the time being to Jurai Darongkamas from the Midlands as she takes a career break.

As ever, my grateful thanks go to our wonderful team of administrators, Susan van Baars, Maria Cross and Alison Marfell – welcome, Ali, to this great team! You all have held everything together behind the scenes, over a particularly

hard-pressed year with the extra demands of the QQR. Many thanks again to Dawn Bennett, who has proved an incredible Vice-Chair of the Training Committee – your mastery of detail has been invaluable, Dawn. I’m also particularly pleased to have been able to hand over the TC Chair role to Liz Fawkes, whose broad and deep experience both in ACAT and in her NHS Trust will help take us forward safely to strengthen current and future ACAT trainings.

Lastly, this year in the life of the Training Committee could not pass without mention of Dr Tony Ryle who died on 29 September, 2016. While it is easy to say that without a certain person, none of this would have been possible, this is never more true than in the case of Tony, the founder of CAT and the trainer of so many of us. I hope and trust we will continue to do him proud in “spreading the word” about CAT and working to make this democratic, collaborative and humane therapy as widely available via our trainings as we possibly can.

Anna Jellema | Chair of ACAT Training Committee until February 2017

Training Committee Annual Report 2017 | Liz Fawkes - Chair from June 2017

As I write this, I have just chaired my first Training Committee last Friday, 23 June, 2017, and so it is timely to say a very heartfelt thank you to Anna for all her hard work over these past years. She has overseen some key moments, as captured in her report, and we are all delighted that she has agreed to become Chair of the Exam Board so that we retain her experience and wisdom. Anna, along with Dawn, and Maria Cross, have all patiently helped me to catch up with all the various work streams the Training Committee is involved in, and I am grateful to all of them for this.

Alongside the work outlined in Anna’s report above, the Training Committee continues to undertake some key routine tasks, including: tracking the progress of all trainees in all the many centres across the country; coordinating the consistency of CAT training standards through developing consensus and updating the training handbook, and through our team of moderators led by Eva Burns Lundgren; developing CPD monitoring and audit processes (Sue Yabsley), dealing with Accreditation by Prior Learning Applications (Sally-Anne Ennis). The

Training Committee, through Jane Stephens, also deals with applications for Supervisor Training to build our community of supervisors through the bespoke ‘apprenticeship model’ supported by individual Senior Supervisors and the taught element of training provided by experienced trainers in CAT relational supervision. A piece of work has just been agreed on outlining the competencies and learning outcomes for this element of supervisor training, similar to the process undertaken when the Practitioner Trainings grew from a small number of centres, and this will be led by Dawn and Jane.

So the work continues, and I look forward to continuing to be a part of this mature, hardworking but humorous and supportive community of CAT course directors and trainers.

Liz Fawkes | Chair of ACAT Training Committee from June 2017

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ACAT Examination Board Annual Report 2017| Shirley Akgun - Chair to Feb 2017

This is my seventh year as Chair of the ACAT Exam Board and I stepped down from the role in February 2017. The ACAT Exam Board continues to meet three times a year, in the spring, summer and autumn and as always these are the only times that accreditations take place. Future dates can be seen on the ACAT Calendar which can be found in the right hand margin of the ACAT website.

As Exam Board Chair, I have continued to manage the membership of ACAT and any queries relating to membership of which there are many through the year. There has been a steady increase in the number of former ACAT members wishing to rejoin. Some of these queries are related to lapsed membership and the re-joining process and this then results in careful planning with the lapsed member about future CPD in line with ACAT's current CPD policy.

There is now a new 're-joining membership' category for those who have 'lapsed' membership, which means that for members not fully meeting membership requirements a 'rejoining' plan will be agreed. The member would become a 'Rejoining Member' until the objectives of the plan are met and full membership is approved. During this time, the 'Rejoining Member' will be listed on ACAT's Register of Members (publicly available) but within a 'Rejoining Members' section separate to the Psychotherapist / Practitioner listings. They will not be eligible for the Private Practice list during this time.

This process is in place to ensure that those returning to CAT and ACAT membership are fully up to speed with current CAT thinking, supervision and CPD so that training and practice standards are maintained. There is also now a cap on back fees for both Practitioner and Psychotherapist levels. Please refer to the website: "About ACAT / ACAT Membership" for further details.

We do recommend strongly that members maintain their continuous membership, and ask that members renew promptly in October each year as this may avoid later difficulties. ACAT currently has 707 Psychotherapist and Practitioner members and 213 Trainee members. There are also 29 Non Practising, 10 Retired and 37 Friends of ACAT.

There are currently eight CAT practitioner/therapist courses running and the newer practitioner training in South Wales is soon nearing completion. The new CAT Foundation Course within the D.Clin.Psych training in Exeter has now been running for almost a year. In addition the current IRRAPT training is just completing.

Congratulations to everyone who has been accredited through the year - a full listing of clinicians accredited through the ACAT Exam Board this year is outlined below.

The new chair of the Exam Board is Anna Jellema and I wish her all the best in her new role.

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ACAT Examination Board Annual Report 2017 | Anna Jellema - Chair from Mar 2017

Although our partnership with SHU for the university validation of our CAT Practitioner/Therapist trainings has ended, we have been able to extend the deadline for the dual ACAT/SHU accreditation until the October 2017 Exam Board, and I am very pleased to say that by then almost all of our PG Dip trainees will have been able to qualify with the dual award.

The Exam Board Chair also has responsibility for membership issues, and since our re-joining processes and fees were revised by Shirley Akgun and Susan van Baars in autumn 2016, there has been a steady increase in the number of former ACAT members wishing to rejoin. We do recommend strongly that members maintain their continuous membership, and ask that members renew promptly in October each year.

One big challenge for the year ahead will be to develop our policies and procedures for five-yearly revalidation and increased CPD hours for those ACAT Psychotherapists who are also members of the HIPC College (Humanistic

and Integrative Psychotherapy College) of the UK Council for Psychotherapy. These were requirements of the report of the HIPC Quinquennial Review last year, and over the summer we will be working on draft plans in consultation with members of the Exam Board, with a view to implementing the proposals in the autumn.

At the Training Committee meeting in February and June some new courses were also approved to run: a CAT Skills Case Management Course at the Munro Clinic, London (Course Director Jessie Emilion); a Norfolk and Suffolk NHS Foundation Trust Practitioner Training (Jane Cawdron and Conrad Barnard) building on the success of their previous Foundation Course; and a new Dorset Practitioner Training (Suzanne Lyons). We look forward to accrediting all their trainees in due course.

I am adding my congratulations to those of Shirley's to all those members who have been accredited by the Exam Board during the year; they are listed below.

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Accreditations June 2016 to June 2017

Supervisor

Samantha Sharpe	Isabelle Park	Clive Turpin
Andrea Daykin	Elaine Smith	John Mulhall
Sarah Cooper	William Bell	Hilary Priestman
Sara Casado	Angela Coshland	Lorraine Sanchez
Elisabeth Drewett	Joanne Milner	Laura Hill
John Fox	Marilyn Sher	Claire Walsh
Isabel Bell	Debbie Boomer	Susan Walsh
Carol Gregory	Kate Redman	Julie Blakeley
Janet Eddlestone		

Psychotherapist

Dawn Bagwell-Cox	William Bell	Stephen Kellett
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Practitioner (Non-SHU):

Berkshire:	Edyta Pazera	Lisa Sanders	Janet Kennedy
	Elizabeth Knight	Dorota Cronin	
CAT North:	Lynn Chapman	Aideen Grimshaw	Ian Lorentz
	Emma Lewis	Jayne Merrin	Elise Hymanson
	Gemma Cox	Suzanne Ogden	Louise Roper
	Natasha Sayer	Vanessa Tobin	Rachel Bates
	Louise Harrison	Laura Mantle	
Jersey:	Sara Johnson	Tracy Meson	Monica Mitchell
	Suzanne Taylor	Lucy Cutler	Anna Haigh
	Laura Posner	Rachel Rud	Charissa Russ
	Robert Lam		
NTW:	Eirini Vasilaki	Kristina Askew	Catherine Dinning
	Hayley Hawksby	Vanessa Waggott	Celia Wild
	Helen Balme	Sonia Wilson	
St Thomas':	Kate Gough	Melanie Davis	Louise Harriss
	Emma Walton		
APL:	Kelly Elsegood		

ACAT/SHU Dual Award Accreditations Practitioner (SHU):

CAT East:	Kate Furnish	Nyree Wood	
CAT North:	Simon Crowther	Claire Robson	Heather Sacco
	Mark Allen	Lauren Moon	Victoria Sleight
Cornwall:	Jessica Watkins		
NTW:	Diane Grant		
Oxford:	Renata Harris	Nargis Islam	Sheryllin McNeill
Scotland:	Nicola Naven		
St Thomas':	Warren Wade	Tanith Oxley	

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Accreditations June 2016 to June 2017

One Year Foundation Level Certificate:

Somerset:	Sarah Bowen	Ariadna Dobrescu	Hosam Elhamoui
	Christopher Gordon	Dawn Materacki	Wendy Mather
	Richard Shakir-Bulos	Anita Starling	Amy Thomson
CAT East NSFT:	Claire Moran	Joanna Smith	Karen Lince
	Sarah Partridge	Michelle Pell	

CAT Skills:

Six Month CAT Skills Case Management – YMCA Liverpool:

	Heather Bentley	Jackie Darlington	Judith McLaine
	Liam Munroe	Michael Reynolds	Alan White
Southampton:	Katherine Bradbury	Victoria Brown	Sarah Farman
	Emma Hodges	Peter Keohane	Claire Morrish
	Catherine Ring	Helen Sessions	Julie Smith
	Rebecca Wallace	Anita Webb	Marie Finn
	Heather Randall	Clare Roper	

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

	Chris Barry		
Cornwall:	Vicky Crowther	Alexandra Fairfull	Kerri Gigg
	Yonette Hassell	Cara Heneghan	Gabrielle Kettlewell
	Lindsay Parkin	Anthony Reilly	Ashley Simons

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ACAT Ethics Panel Annual Report 2017 | Jay Dudley - Acting Chair

Complaints and Potential Complaints

From May 2016 to June 2017, one application for re-accreditation was investigated and subsequently not pursued by the applicant and is now closed.

One member's application for accreditation is suspended pending the outcome of an investigation into their professional conduct. Once this concludes, the on-going HCPC investigation will make its report and ACAT will decide on any further actions once those investigations are completed.

Following a safeguarding concern in relation to a member, ACAT advised that the member self-disclose the matter to the NMC for consideration (which is in the spirit of the code for Nurses and Midwives). ACAT is continuing to work with the member to conclude this action.

Two new complaints were found to fall outside of ACAT's code of Ethics and Practice. A full written explanation was given to both complainants, with appropriate advice.

Other Matters

Therapeutic Executor

An important matter was raised by Midlands CAT (MCAT) in their correspondence to ACAT. It concerns the consideration of a 'Therapeutic Executor'. I am grateful to MCAT for raising this. In 'ACAT Guidance: Working in Private Practice' there is the following statement:

7. Consider having a therapeutic executor in case of illness or death.

Further scrutiny of ACAT's code of Ethics and Practice revealed no more information. Henrietta Batchelor (Acting Vice Chair of Ethics) and I believe this needs further discussion and we have written to MCAT thanking them for raising this, and informing them that this will be raised at the next Ethics Committee meeting in October 2017.

My thanks to all ACAT and lay Ethics Panel members, Maria Cross and Susan Van Baars.

On behalf of the Ethics Panel, I would like to extend particular thanks to Rachel Densham, who stepped down as Chair of the Ethics Panel in January 2017. Those who have worked with her on a number of complex complaints will miss the sure-footed combination of her sensitive therapeutic and legal mind.

Personally, since taking on the role of Acting Chair, I have been hugely grateful to Rachel for her on-going support. I am very pleased too, to have additional support from Henrietta Batchelor, new Acting Vice Chair.

It is also pleasing to report that three new volunteers from within ACAT will join the Ethics Panel in October.

Jay Dudley | Acting Chair of Ethics Panel

Agenda Item 10

ACAT Equality and Diversity Committee Annual Report 2017 | Hilary Brown – Chair

This is a brief update from the Equality and Diversity group on our work to date and indicating some future directions. Since our last Annual Report we have sought clarification about a number of issues about our place within the structure of committees within ACAT and asked the Trustees to formalize the programme of work the group undertakes on behalf of the Trustees. This was a very helpful exchange.

Membership of the core group has remained steady, at the original six people:

Hilary Brown (chair)

Anne Benson

Lawrence Welch

Julie Lloyd

Dupe Adu-White

Josephine Ahmadi

and we have been regularly joined by Rhona Brown. Ruth Carson is our link person to the Trustees and we invited a representative from the training committee but have not found anyone who wishes to attend.

Others expressed a wish to be involved at the conference last year and we hope to extend these meetings and make things more informal by conducting more of our exchanges online thereby opening up the dialogue throughout our membership. We currently communicate via conference phone calls and have funding for two face to face meetings but we hope to set up and maintain a message board shortly so that others can join in our discussions. This will also facilitate the involvement of people whose work / caring commitments clash with our timetable. Monthly phone meetings have proven to be onerous for some and we hope that an electronic dialogue might be more flexible and accessible as we go forward.

Last year we successfully completed a comprehensive reading list particularly for the training courses but also we hope to make this available on the website for all members and to update it periodically to ensure it embraces new perspectives and publications.

We also conducted a preliminary equality impact assessment on the rejoining policy, which has since been amended by the Trustees to take account of the needs of people who take time out particularly for child or elder care responsibilities - these are predominantly

women and are often on reduced or no pay during their time away from work. The non-practising membership category already in existence was proving difficult for those taking time out from practice because it was required that the period of non-practice was timed with the membership year. This has now been amended so that non-practice can begin and end flexibly with a part year membership either end if necessary. Full information is on the website: acat.me.uk/page/membership+of+acacat - see item 2.5. Alongside this, the backpayment of fees for rejoining members who have practiced whilst not a member has ended and is replaced with a capped rejoining fee. Full information: acat.me.uk/page/lapsed+acacat+membership+and+rejoining+process. We would like to thank the Trustees for revisiting these regulations.

We consulted on a monitoring form to begin the task of generating data on equality and diversity in appointments and on courses. The terminology is carefully crafted to take recent formulations of these issues into account. We urge the Trustees to adopt this version and to fund the task of aggregating and monitoring a data base to assist us in reporting on our progress in attracting and supporting trainees from diverse backgrounds through their training.

We agreed that this year's task would be to annotate/ suggest amendments to ACAT's practice guidelines in relation to therapists, supervisors and trainers. The group have voiced several concerns about the current guidelines which contain little about difference, diversity or inequality but also promote a "rule bound", as opposed to a relational ethic and we would like to see this addressed in the revised version. Also we want to include a brief note about using CAT in organisations and with specific groups for example people who may lack capacity to make their own decisions, people in forensic settings or those with recent histories of trauma or displacement. We propose to use the practice guidelines as the focus for our workshop at this year's conference and aim to structure an active consultation about areas of practice that give rise to ethical debate with open dialogue and role play to illustrate how these matters might be addressed in a therapy session. A final annotated / amended version of all three documents will be available after the conference in September.

During our regular phone calls we have talked about CAT theory and practice in relation to a range of equality

issues. Julie Lloyd and Rachel Pollard have taken this forward in the form of a book proposal which has been accepted. Chapters in the book will cover a range of theoretical and practice issues and we hope both interrogate and enrich our conceptual frameworks and extend our competencies when working with diversity and inequality in our alliances with individuals and in our consultative work with organisations. The group would like to thank Julie and Rachel for taking this work forward.

We also clarified the mechanism for appointing a successor chair for the group after a maximum tenure of three years and agreed that we would undertake an agreed programme of work after consultation with the Trustees so that we do not duplicate our efforts. Hilary Brown has given notice that she wishes to stand down at the time of the 2017 conference and has asked for someone to be appointed to take this work forward.

Hilary Brown | Chair

Agenda Item 11

ACAT's Representative to HIPC / UKCP Annual Report 2017 | Sarah Cluley – HIPC Rep

I have been attending the Humanistic and Integrative Psychotherapy College (HIPC) meetings for almost a year now to liaise between ACAT and UKCP. The meetings have this year been largely about the relationship UKCP central has with the colleges especially concerning financial matters. Some financial matters have been resolved recently. One unresolved issue is who has authority to de-register those who don't respond to re-accreditation criteria and who deals with complaints. The upcoming second shape review was felt to be an opportunity to review which roles were dealt with by the college and which we would prefer to be dealt with centrally. This is going to be discussed further in the next meeting.

Other issues ACAT members may be interested in:

- A diversity working group has been set up and if any members are interested in being involved in this please contact me.

- The final CPD document is on the UKCP website.
- In March 2017, UKCP launched a partnership with Psychologies magazine to raise the profile of UKCP, members and the profession as a whole in the media.
- UKCP would like people to upload their photographs on the Find a Therapist section of the UKCP website – if a UKCP registrant.
- UKCP is keen to have a summary of evidence regarding psychotherapies practiced by college members and is currently collating a response to the proposed NICE guidelines. If anyone is interested in formulating a response please contact me.

Sarah Cluley | HIPC Rep

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Reformulation | Annual Report 2017

Louise Yorke and Nicola Kimber Rogal - Editors

Reformulation is the ACAT magazine. Published bi-annually Reformulation provides information about the theory and practice of Cognitive Analytic Therapy (CAT), developments at ACAT and is a platform for ACAT members to be in dialogue about all aspects of CAT. As such Reformulation should meet the needs of all members of ACAT members, from trainees through to psychotherapists and Board of Trustees. Reformulation can also inform members of the public who access the publication.

Since the last report, Reformulation has continued to grow, with many high quality articles being submitted for publication and several innovations, including a 'Meet a Trustee' section. The number of articles submitted has led to Trustees agreeing to the request of editors that each of the bi-annual editions in 2017 are 'bumper' issues so that the growing number of articles submitted can be published. Editors have also noticed that submitted articles are regularly at the limit of 5,000 words. As a measure to ensure that as many articles as possible can be submitted, word limits have recently been reduced to 2,000 per article for future submissions. At the end of the year a review of number and size of editions, articles and work streams will be made between the editors and Trustees.

In December 2017 an additional edition of Reformulation will be published in memory of Tony Ryle, his life and work. Colleagues who participated in the Memorial Day on 10 March 2017 and persons who wish to contribute to the edition are invited to contact the editors.

In 2016 an 'editorial advisor' role was added to the Reformulation team at the suggestion of ACAT. The aim was for the post to be filled by an experienced member of ACAT as a link between the editors and ACAT to provide advice and guidance when solicited and to ensure that articles are written and submitted within the remit of ACAT's charitable status. Rosemary Parkinson was appointed to this role and has provided a valuable service to the Reformulation editors as a point of expert consultation. Due to a change in personal circumstances, after a year of tenure, Rosemary Parkinson has resigned from the post. Rosemary will be very much missed from this role and the editors wish to thank her for her considerable support and professional guidance. Editors look forward to hearing who will be the second editorial advisor to Reformulation and to working with them, together with Alison Marfell and Jon Sloper and the ACAT team who are vital to the production of the magazine and support dialogue around its development.

In summary, 2016-2017 has been a year of positive growth and development for the magazine Reformulation and for the editors and their work with the ACAT team and membership of ACAT.

Louise Yorke and Nicola Kimber Rogal – Editors

Agenda Item 13

ICATA Annual Report 2017

Liz McCormick and Rosemary Parkinson

Liz McCormick writes:

The two ACAT representatives on the International Cognitive Analytic Therapy Association executive for this last year have been Elizabeth McCormick and Rosemary Parkinson. The teleconference committee meetings, four times each year, as well as advice on the website have been supported by Steve Potter who stood down as Chair of ICATA in 2016. We all value very much the enormous amount of work Steve has accomplished to help establish ICATA.

Steve has also, together with Ian Kerr, supported the initiation of the International Journal of Cognitive Analytic Therapy. Copies were available at the memorial day for Tony Ryle on 10 March this year and are still available. Steve and Ian are working on a second edition.

<http://internationalcat.org/about-icata/international-journal-of-cognitive-analytic-therapy-and-relational-mental-health/>

The new Chair of ICATA is Katri Kanninen from Finland, Vice Chair is Aisling White from Ireland with Louise McCutcheon from Melbourne as Secretary.

In October 2016 the ICATA executive committee met in a beautiful country hotel on the outskirts of Barcelona. Present were members from Spain, Italy, Ireland, Australia, Finland and the UK. Sadly the two Greek representatives were unable to attend due to an air traffic controllers' strike. This meeting was very productive. It allowed us to have time to get to know each other a little more and to be together. Carlos Mirapeix and Gabrielle Stabler were magnificent hosts and also organised an evening of music and dancing for us. We had time to walk together in the countryside and to discuss CAT theory and practice in different countries and trainings. We were able to sit together and speak of our memories of Tony Ryle. Several short films were made of each country's representative speaking about CAT and, thanks to the communications subcommittee (see below) these films are available on YouTube with a welcome video from the Katri Kanninen on the ICATA home page.

The main concerns of the teleconferences this year have been the international conference and making sure that as many countries as possible are represented and that participants are encouraged to present.

Rosemary Parkinson has achieved a great deal of work in improving the website and will be greatly missed!

Rosemary Parkinson writes:

By October 2016 the website sub-committee had contacted all ICATA member countries for updated entries for the website.

At the Executive meeting in Barcelona in October 2016 the group was renamed the Communications Sub-committee with Rosemary Parkinson UK, as its chair. The other members were Louise Smith, NZ, Steve Potter, UK and more recently Helena Lonnfors, Finland.

Since October 2016 we have achieved the following:

Website:

- All country entries have been updated.
- All conference information has been updated and booking information etc removed.
- All other information has been updated.
- The website pages have been simplified in construction to enable easier editing in future.
- Photographs have been added to a gallery page and to some other pages.
- The blog has been archived and we will no longer be requesting blog entries from countries as this was not fulfilling its purpose in bringing traffic to the website.
- The home page set up has been completely changed to enable easier editing and a link to a YouTube welcome video is now the first thing a visitor will see.

YouTube

Louise Smith's son Blake kindly set up a YouTube channel for ICATA https://www.youtube.com/channel/UCGJqFljr3O9cywLqEYE_xXQ

This now has all the videos recorded in Barcelona uploaded onto it as well as three previous films made by Liz McCormick and Steve Potter.

Plans for the Future

- From September 2017 Rosemary Parkinson will be stepping down from ICATA. Responsibility for editing the website is being taken over by Helena Lonnfors and Liisa Uusitalo-Arola from Finland.
- Helena and Liisa are looking into using social media to bring visitors to the website. They hope to have a new Facebook up and trialling by the

international conference in September.

- Online Shop – making money via the website has been discussed several times over the year. Ideas included selling paper or downloadable versions of the Journal and webinars. There are a number of ways to manage this which would need to be thought through but the main difficulty is the amount of admin time maintaining an online shop would take.

- There will be an annual call for country updates sent round by Louise Smith.
- To continue to add photographs of good quality where possible to make the site more friendly.

Elizabeth Wilde McCormick and Rosemary Parkinson | ACAT Reps to ICATA

Agenda Item 14

Resolution

That an additional sub-category of trainee member – non-voting - be established to recognise the Foundation Level trainings in CAT.

Revised:

1.2.3.1 Trainee Member – CAT Therapist / Practitioner Trainee - Non-Voting
Undergoing CAT Therapist / Practitioner training or working for accreditation through Accreditation of Prior Experience and Learning

1.2.3.2 Trainee Member – Foundation Level Trainee – Non-Voting
Undergoing Foundation Level training or working for accreditation through Accreditation of Prior Experience and Learning

ACAT | Statistics

Membership Statistics at the time of publication: June 2017

Trainees	213
Practitioners	585
Psychotherapists	122
Retired	10
Friends of ACAT	37
Private Practitioner Listings	243
Private Supervisor Listings	51

Training Statistics at the time of publication: June 2017

Number of Current Practitioner Training Courses	8
Number of Trainees on Current Courses	125
Number of trainees on current IRRAPT course	20
Plus number of Practitioners and Psychotherapists in Supervisor Training	27

ACAT Event Statistics between 1 August 2014 and 31 July 2015

Number of Introductory Courses run by ACAT	4
Number of delegates on the Introductory Courses	64
Number of CPD courses run by ACAT	10
Number of delegates on these 10 ACAT courses	176
Trainers and Supervisors Event – delegates	42
Number of Supervisor Residential Courses	2
Number of delegates on the Supervisor Residential Course	39
Number of CPD courses run by local groups with booking through ACAT	2
Number of delegates on these 2 courses	37
ACAT Bespoke courses	2
Legacy of Tony Ryle Event - Delegate Numbers	181

ACAT Website Statistics at the time of publication: June 2017

Number of visitors in month	11,000 +
Number of page views in month	60,000 +
Number of countries reached by the website	187

Percentage of visitors by device:

Desktop: 64% Mobile: 26% Tablet: 10%

Agenda Item 15

ACAT | Board of Trustees Elections to the Board of Trustees

As determined by ACAT's Memorandum and Articles of Association, the maximum number of trustees on the Board is twelve, two of whom can be lay people. Trustees are included in ACAT's return to Companies House and the Charity Commission.

As required by ACAT's Memorandum and Articles of Association, a minimum of one third of Trustees stand down (with the opportunity to stand for re-election if so wished) at each AGM. ACAT currently has twelve trustees (2016-2017):

Jason Hepple – Chair	Jay Dudley
Robert Watson – Vice Chair	Alison Jenaway
Stephen White – Treasurer	Liz McCormick
Henrietta Batchelor	Marilyn Ramsden (Lay)
Ruth Carson	Karen Shannon
Cheryl Delisser	Sue Yabsley

The following three trustees are standing down and **not** standing for re-election at the 2017 AGM:

Jason Hepple – Chair of ACAT
Stephen White – Treasurer and Company Secretary
Sue Yabsley

The following five trustees are standing down and **will be** standing for re-election at the AGM

Jay Dudley
Ruth Carson
Alison Jenaway
Liz McCormick and
Robert Watson – Vice Chair

At this AGM therefore, there are eight vacancies:

Three of the vacancies are for **Trustees with office:**

- 1. Chair of ACAT**
- 2. Vice-Chair of ACAT**
- 3. Treasurer / Company Secretary**

And the remaining five vacancies are for **Trustees without office.**

Voting

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

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ACAT | Board of Trustees Elections to the Board of Trustees

Nominations

Nominations have been received from voting members of ACAT (fully paid up Practitioner, Psychotherapist and Life Members) as follows:

Nominations for Trustee with Office:

Chair of ACAT

1. Alison Jenaway

I am a consultant psychiatrist in medical psychotherapy, based in the liaison psychiatry department of Addenbrooke's Hospital in Cambridge, where I lead a small team offering CAT to patients with complex medical problems referred by the general hospital. These patients either have organic physical health problems and psychological difficulties interfering with their management, or they are presenting with medically unexplained symptoms. I also have a small private practice. I have been involved with CAT since 1990 when I was introduced to the model by Dr Donald Bermingham, with whom I was working as a psychiatric registrar in Huntingdon. As Tony Ryle said, "CAT is infectious", and I have been infected with it ever since, and have developed, and written about, the use of CAT with young people, parents and, more recently, those with physical health problems. I am also interested in using CAT and EMDR in combination for patients with complex trauma.

I have been a CAT supervisor for the past 20 years, and I continue to enjoy introducing others to CAT through my popular 2 day introductory courses in Cambridge. I have taught on several CAT practitioner courses, including Norwich, North London and Oxford and presented at CPD days on using CAT with Parents, using CAT with medically unexplained symptoms, and using CAT with EMDR.

I have presented my work at both National, and International, CAT conferences, and have presented CAT at the Faculty of Psychotherapy conference of the Royal College of Psychiatrists, and at an update for the Royal College of Physicians.

In terms of involvement with ACAT, I was the editor of Reformulation from 1997 to 1998, and from 2005 to 2010, and I also organised the National ACAT conference in 2010, 2011 and 2015. I was vice-chair of ACAT from 2009 to 2012, and I am currently a Trustee of ACAT without office, elected 2016. I have been involved with starting up two Special Interest Groups within ACAT, one for those working with young people and parents (YouthCAT), and the other for those working with patients with physical health problems (PhysCAT).

I have also been a member of the Royal College of Psychiatrist's Psychotherapy Faculty since 2016 and I am a Trustee of the Cambridge Group Therapy Centre, a small local charity which offers reduced fee group therapy to residents of Cambridge.

If elected as Chair, I hope to continue the excellent work carried out by Jason Hepple over the last 6 years to promote and consolidate the research base for CAT. I would also like to develop new ways of communicating with the members of ACAT so that they are more aware of who the Trustees are, and feel more involved in the decisions that are made. I am also keen to increase the involvement of service users in the future development of CAT and of ACAT.

When not working, I have enjoyed the experience of being a mum and spending time with my two children (decreasing now as they are nearly adults). I also love reading anything and everything, singing in a choir, painting and patchwork quilting.

Nominations for Trustee with Office:

Vice-Chair:

1. Robert Watson

I have been a Trustee for ACAT since 2011 and Vice-Chair since 2013 and have always made an active contribution to the development of ACAT during my tenure. I have extensive experience of NHS and private work: experience that I try to bring to my role. I have tried to keep a focus on how we can do things better as an organisation and be responsive to the membership: for

Agenda Item 15

ACAT | Board of Trustees Elections to the Board of Trustees

example, volunteering to help with the organisation of this year's international conference workshop program while incorporating feedback from the survey I undertook of the membership about what they wanted from this part of the conference. I would very much welcome the opportunity to continue to help with the development of ACAT and its relationship with the membership and the outside world which both need our continued attention.

Nominations for Trustee with Office:

Treasurer / Company Secretary:

None received.

Nominations for Trustees without Office (in alphabetical order):

1. Stella Compton Dickinson

I have twenty years of NHS experience in community, day treatment and secure treatment settings, as a music therapist, a CAT Practitioner, then as Head of Arts Therapies, ACAT Accredited Supervisor and Clinical Research Lead in Forensic Psychiatric Services.

I am committed to developing the CAT model in community and hospital based NHS and private clinical services. In particular towards supporting, developing and mentoring clinicians from diverse specialisms towards delivering evidence-based, culturally sensitive and compassionate CAT treatments.

I was trained in mental health research and psychotherapy at Guy's and St Thomas' Medical School, Kings College London (MSc. Mental Health Studies and CAT Practitioner), the Institute of Psychiatry, Psychology and Neuroscience (MPhil-PhD) completing doctoral studies in integrated Cognitive Analytic Music Therapy at Anglia Ruskin University, Cambridge.

I have developed and implemented a clinically based, patient choice randomised controlled research project in a high secure hospital, for which I will be forever grateful to Tony Ryle for inspiration and encouragement, legacy and values. I hope I may help to perpetuate this philosophy in future. I have published two books and have no ambition other than to continue with some private clinical practice, to be creative through music and the arts and by being free enough to be active in ACAT in whatever ways are most useful.

2. Jay Dudley

I'm standing for re-election because I believe I still have the energy and enthusiasm for CAT and the work of ACAT that lead me to stand as a Trustee in 2013. As Acting Chair of the Ethics Panel I have enjoyed getting to grips with the important ethical questions involved in the work of psychotherapy and overseen the concerns and complaints that have come into the ACAT Office since the beginning of 2017 when I undertook this responsibility.

I feel some time is needed for succession planning in respect of identifying a suitable and willing Lay Chair for the Ethics Panel and hope my continuation may help to contribute some stability to one of the core functions within ACAT.

This relates directly to some of the key qualities I believe are important and which I try to bring to my work as a Trustee: a commitment to the work and 'spirit' of ACAT which rests in many ways on the 'community of voices' that hold CAT together and make it alive and relevant; a willingness to give the personal time and effort needed to act responsibly in the best interests of ACAT and its members; and the courage to speak and act honestly to uphold what ACAT stands for.

I have experience as a Course Director and have run numerous workshops in the South West where I live and work, and at the Royal College of Psychiatrists' National Conference. As a training committee member I worked with others in representing ACAT at meetings with DClinPsych Course Directors as CAT sought to develop its training plans.

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ACAT | Board of Trustees Elections to the Board of Trustees

I work part time as an Adult Psychotherapist in a Specialist Personality Disorder Service and the rest of the week as a Professional Lead in a Psychology and Psychological Therapies Service. I am very interested in working to secure and maintain ACAT's position of strength, identity and purpose within the ever-changing and complex landscape of psychotherapy.

3. Liz McCormick

I am a founder member of ACAT and have been involved with CAT since the 1980s, practising as a psychotherapist and also supervising and teaching. I have been an ACAT Trustee for six years and the ICATA representative for four years. I should like to continue this representation both as a Trustee with founder member experience and also for our international colleagues. I am particularly interested in the interface between clinical and contemplative practice and I'm the author of Change for the Better, the CAT self-help book.

Notes

Request for a Proxy Vote at the ACAT AGM 22nd September 2017

**B52 Lecture Theatre, Business School South, Jubilee Campus, University
of Nottingham, Wollaton Rd, Nottingham NG8 1BB**

Form of Proxy

(form to be completed by the full voting ACAT member unable to attend the AGM and wishing to appoint a Proxy)

I am a full voting member of ACAT but am unable to attend the AGM on 22 September, 2017.

I wish to appoint:

.....
*(please enter name of person acting as Proxy – this must be a full voting member of ACAT who
will be present at the meeting - or alternatively nominate the Chair of the Meeting)*

who is a fully paid up: ** Psychotherapist / Practitioner / Life Member of ACAT

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 22 September, 2017
and at any adjourned date thereof.

This Proxy Voting form is to be used as follows:

(unless instructed, the proxy will vote as s/he thinks fit)

1. Reports: for voting on the reports presented to the AGM as detailed in the AGM booklet.

Please delete as appropriate in favour of or against each report:

- *in favour of / against Chair's Report
- *in favour of / against Treasurer's Report
- *in favour of / against Trustees' Annual Report
- *in favour of / against Chair of Training Committee's Report
- *in favour of / against Chair of Exam Board's Report
- *in favour of / against Chair of Ethics' Report
- *in favour of / against Chair of Equality and Diversity's Report
- *in favour of / against Report from ACAT's Representative to HIPC/UKCP
- *in favour of / against Report from Reformulation Editors
- *in favour of / against Report from ACAT's Representatives to ICATA

2. Resolutions: for voting on the resolutions detailed in the AGM booklet.

Please delete as appropriate in favour of or against each resolution:

- *in favour of / against approving the accounts year ending 31 July 2016 (Item 6)
- *in favour of / against the re-appointment of Sully Partnership Ltd as Auditors (Item 6)
- *in favour of / against that an additional sub-category of trainee member - non-voting - be established
to recognise the Foundation Level trainings in CAT

3. Election – with office: for voting in the Election of Trustees with Office to the ACAT Board.

There is one nomination for the Office of Chair of ACAT:

- *in favour of / against Alison Jenaway – for the Office of Chair of ACAT

There is one nomination for the Office of Vice-Chair of ACAT:

- *in favour of / against Robert Watson – for the Office of Vice-Chair of ACAT

There are no nominations for the Office of Treasurer / Company Secretary:

*Please delete as required.

4. Election – without office: for voting in the Election of Trustees without Office to the ACAT Board

There are five vacancies on the Board for Trustees without office. **There are three nominations.**

- Stella Compton Dickinson
- Jay Dudley
- Liz McCormick

I am:

and I am a fully paid up *Psychotherapist / Practitioner / Life Member of ACAT

of (address):

.....

Phone:

Email:

Signature:

Signed this day of, 2017

Please return form with original signature to arrive at the ACAT office by **12 noon on Monday, 18 September, 2017** to: ACAT, PO Box 6793, Dorchester, DT1 9DL

Enquiries: susanvanbaars@acat.me.uk or phone: 01305 263511

Notes:

Extract from ACAT's Subsidiary Rules governing Voting by Proxy at General Meetings:

- 2.1. All members are entitled to attend General Meetings (whether Annual General Meetings or Extraordinary General Meetings) of ACAT
- 2.2. Except for the chair of the meeting, who has a second or casting vote but only in the event of an equality of votes, every full member present or voting by proxy is entitled to one vote on every issue
- 2.2.1. A full member may vote by proxy only by notifying in writing at least 24 hours before the General Meeting to the Chair or the Secretary of ACAT, either: a) his unequivocal view on an issue notified in advance to the membership, or b) his nomination of a full member present at the meeting to vote on his behalf on each or any issue to be decided at the meeting.

detach and return