

ACAT's Board of Trustees: Role Description

Agreed May 2015

ACAT is governed by its Trustees. They have overall responsibility for the development of ACAT and for setting the general direction of the organisation. Their roles are separate from the members of the Council of Management and are concerned with standing back from the daily activities and thinking about whether ACAT has the vision and strategy in place to make it likely to be able to fulfil the objects of ACAT as set out in the constitution:

- 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 is ultimately accountable under the law for everything that ACAT does.

Trustees are included in ACAT's return to Companies House and the Charity Commission.

The major duties of a Trustee can be summarised as follows:

- to keep a strategic watch on the overall development and position of ACAT ensuring ACAT's policies, direction, and commitment of resources are in line with its 'Objects'
- to contribute to formulation of strategy
- organisation and appointment of non-elected members to the Council of Management
- overseeing and holding to account the work of the Council of Management
- to safeguard the company's assets on behalf of the members
- to ensure that the company complies with the Statutory Requirements as described in the Companies Acts
- receive reports of the work of the various committees and officers of the association and take responsibility to comment or raise issues as appropriate
- trustees should normally be members of the association who are familiar with its history, ambitions, limitations and purposes

Trustees also have certain duties and responsibilities as summarised below:

- duty to comply with the governing document
- duty of care
- duty to comply with the law
- duty to protect the charity's property
- duty to act in the interests of beneficiaries and avoid conflicts of interest
- duty to act collectively
- duty not to financially benefit unless authorised

Trustees are elected by full members of ACAT at the AGM. There is no maximum term - one-third stands down each year but can stand for re-election if they wish.

ACAT has a maximum of twelve trustees at any one time; the majority are full members of ACAT, some of whom have played key parts in the past, others who are interested in taking an overview of ACAT. Within this twelve, there may be up to two lay members (non-member trustees). These may be people who represent the patients' voice or that of the NHS or the third sector.

Trustees meet three times a year in London (with Council of Management), coinciding with meetings of the Training Committee and Exam Board, and also have an annual away day to think strategically about ACAT.