

The Association for Cognitive Analytic Therapy
Annual General Meeting

Friday, 25th September 2020

Agenda and Papers

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ACAT Annual General Meeting 2020

Welcome from the Chair of ACAT

Formal notice of the AGM was sent out to all members in July 2020. We are now pleased to present this booklet of reports and information for the meeting.

The meeting will be a virtual one this year, due to the Covid 19 pandemic, and will take place on Friday 25th September 2020 at 11.30am. It will be followed by an afternoon of talks, but you are welcome to attend the AGM only.

The AGM is an important meeting with updates on the work undertaken over the previous year by various ACAT committees. It provides an opportunity for discussion, and for you to put questions to the Executive and the Board of Trustees. It is also the time when new Trustees are elected to the Board. A secure, online voting service for voting during the AGM will be provided by UK Engage. If you are unable to attend, but would like to vote on the resolutions detailed in this booklet, on the reports and on the nominations for Officers and Trustees, a *Voting by Proxy* form can be found on the website: [AGM](#). Please complete and return the signed form to reach ACAT by noon on Wednesday, 23rd September 2020.

We do hope that you are able to join us at this most unusual AGM and for the talks in the afternoon, which will be around the theme of supporting staff and clients through these unprecedented times. I am only sorry not to be able to connect with you all in person on my final meeting as Chair of ACAT.

If you have any questions about the AGM, please contact Maria Cross maria.cross@acat.me.uk

Alison Jenaway | Chair of ACAT

ACAT | Contact Details

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BS1 6HL

Company No: 06063084
Registered Charity No: 1141793

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Attending the Meeting

Details of the remote meeting will be circulated to the membership by ACAT. An invitation to vote at the AGM will be sent by UK Engage via email to full voting members of ACAT ahead of the meeting.

ACAT Annual General Meeting 2020 | Agenda

Virtual AGM

	Page(s)	Presented by:
1	Chair's Welcome	Alison Jenaway
2	Apologies for Absence	
3	Minutes of the last AGM held on 13th September 2019	5-7
4	Matters Arising from the Minutes	
5	Report from the Chair of ACAT <i>The report is included in this booklet and will be read aloud at the meeting. Comments will be welcomed.</i>	8-9 Alison Jenaway
6	Financial Report and Year 2018-2019 Accounts, together with the Trustees' Annual Report <i>The reports and accounts are included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.</i>	10-21 Honorary Treasurer
7	Report from the Vice Chair of the Training Committee <i>The report is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.</i>	22-24 Dawn Bennett
8	Report from the Chair of the Exam Board and Accreditation List <i>The report is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.</i>	25-29 Anna Jellema and Yvonne Stevens
9	Report from the Chair and Vice-chair of the Ethics Committee <i>The report is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.</i>	30-31 Rae Musk and Henrietta Batchelor
10	Report from the Chair of the Equality and Diversity Committee <i>The report is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.</i>	32 Dupe Adu-White
11	Report from ACAT's Representative to HIPC/UKCP <i>The report is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.</i>	33 Josephine Ahmadi
12	Report from Reformulation's Editors <i>The report is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.</i>	34 Rob Lam and Nick Barnes
13	Report from ACAT's Representative to ICATA <i>The report is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.</i>	35 Rabhya Dewshi
14	Report on Data Protection Compliance <i>The report is included in this booklet and will not be read aloud at the meeting. Comments will be welcomed.</i>	36 Mark Burnett
15	Resolution <i>To increase the number of Lay Trustees from two to four</i>	37 Alison Jenaway
16	Elections to the Board of Trustees – List of Nominations	38-39 Alison Jenaway
19	Date of the Annual General Meeting 2021 – to be announced	

Agenda Item 3

Minutes of ACAT Annual General Meeting 2019

Friday, 13th September 2019
One Birdcage Walk, Westminster, London SW1H 9JJ

Present:
Trustees and Council of Management: Alison Jenaway (Chair of ACAT); Robert Watson (Vice-Chair of ACAT); Cheryl Delisser (Honorary Treasurer); Henrietta Batchelor; Stella Compton Dickinson; Angela Coshland; Rabhya Dewshi; Liz McCormick
Voting members: including the above named, 80 voting members. Four proxy votes had been received.

Minutes: Maria Cross

1.

Chair's Welcome
The Chair of ACAT, Alison Jenaway, welcomed everyone to the ACAT Annual General Meeting.
2.

Apologies for Absence
Apologies had been received from Karen Shannon (Trustee).
3.

Minutes of the last AGM held on Friday, 6th July 2018
The Minutes, included in the AGM booklet and previously circulated, were agreed with no amendments.
4.

Matters Arising from the Minutes
There were no matters arising.
5.

Report from the Chair of ACAT
Presented by Alison Jenaway.
Alison read out the Chair's Annual Report, included in the AGM booklet and previously circulated.
Equality and Diversity – Alison encouraged members to respond to the Equality and Diversity survey currently on the ACAT website.
Public Engagement Initiative – the creation of the blog had been led by Rhona Brown. This was described as a “testing ground” for information. Contributions to the blog would be welcomed.
Research Conference 2019 – this went well although attendance was low. The conference offered an opportunity for those involved in research to connect.
Tony Ryle Bursary for Training – the purpose of the bursary was to encourage those from more diverse backgrounds to apply for training. It was being piloted with IRRAPT trainees.
Alison offered thanks to “everyone who is part of the hive that is ACAT”.
All were in favour of the report.
6.

Report from the Treasurer of ACAT and Year 2016-2017 Accounts together with the Trustees' Annual Report
Prepared by Stephen White, Company Secretary, and Cheryl Delisser, Honorary Treasurer.
The Treasurer's Report and accounts, included in the AGM booklet, had been previously circulated and were not read out.
Alison reported that the loss of £5000 was less than that in the previous year. ACAT still had a “cushion” of money in reserve. It was good to acknowledge that the ‘trade debt’ (amount outstanding at the close of the financial year) had come down. Thanks were offered to Louise Barter, ACAT Finance Administrator, for “keeping on top of things”. A member asked for the amount that the website was costing ACAT. It was not possible to quote a figure at that time as costs were divided into different areas and would need to be separated. This query was to be taken to Trustees for further discussion.
All were in favour of the report and accounts.
7.

Report from the Chair of the Training Committee
Prepared by Liz Fawkes, Chair of Training Committee.
The report, included in the AGM booklet, had been previously circulated and was not read out.
There were no questions.
All were in favour of the report.

8.

Report from the Chair of the Exam Board and Accreditation List

Prepared by Anna Jellema, Chair of Exam Board.

The report, included in the AGM booklet, had been previously circulated and was not read out. Anna would be stepping down at the February 2020 Exam Board. Thanks were offered to Anna.

There were no questions.

All were in favour of the report.
9.

Report from the Acting Chair of the Ethics Panel

Prepared by Rachel Musk, Chair of Ethics.

The report, included in the AGM booklet, had been previously circulated and was not read out. Alison considered Rachel to be a “great asset” to the Ethics Committee. Rachel has a background in NHS management and HR, and works closely with Henrietta Batchelor, Vice-Chair of Ethics.

There were no questions.

All were in favour of the report.
10.

Report from the Chair of the Equality and Diversity Committee

Prepared by Dupe Adu-White, Chair of Equality and Diversity.

The report, included in the AGM booklet, had been previously circulated and was not read out. Alison reported that Dupe had been doing a “sterling job” keeping the committee informed via Zoom conferences. There was one correction to the report: the one-day Equality and Diversity Conference would take place at the Abbey Centre, Westminster on 20th November 2019, and not October as published.

A show of hands indicated support for a CPD workshop to be presented by Dr Lucy Johnstone, key note speaker at this year’s conference: The Power Threat Meaning Framework: An alternative non-medical conceptualisation of distress and unusual experiences. There were no questions.

All were in favour of the report.
11.

Report from ACAT’s Representative to HIPC/UKCP

The role of Representative to HIPC/UKCP was vacant. No report had been prepared.
12.

Report from Reformulation’s Editors

Prepared by Louise Yorke and Nicola Kimber-Rogal, Reformulation Editors.

The report, included in the AGM booklet, had been previously circulated and was not read out. Alison offered thanks to Louise and Nicola who were standing down as Editors. Rob Lam and Nick Barnes would be taking up the roles and were welcomed.

There were no questions.

All were in favour of the report.
13.

Report from ACAT’s representative to ICATA

Prepared by Alison Jenaway.

The report, included in the AGM booklet, had been previously circulated and was not read out.

There were no questions.

All were in favour of the report.
14.

Resolution

That the ACAT motto – ‘Understanding Leads to Change’ – be retained.

The above resolution was put forward by Alison Jenaway following a number of members being against the use of the motto.

A survey had been posted on the ACAT website asking for members’ responses to a number of issues, including their thoughts on the use of the motto, and most appeared happy with it. A discussion followed in which the opinion was expressed that if there was to be a motto at all it should be “process-based” and not “outcome-based”; something that was “true and specific”. Alison invited an informal vote: 3 were in favour of retaining the motto; 77 were against.

It was agreed that the motto would be removed and no longer used.

15.

Elections to the Board of Directors

The following Trustees were standing down and not standing for re-election:

Cheryl Delisser

Marilyn Ramsden (Lay Trustee) – stood down 15th February 2019

Thanks were offered to Cheryl and Marilyn.

The following Trustees were standing down and standing for re-election:

Henrietta Batchelor

All were in favour of Henrietta being re-elected, and congratulations were offered.

No nominations had been received for the role of Trustee with Office – Treasurer/Company Secretary

The following nominations had been received for the role of Trustee without Office:

Ruth Carson

Louise Harrison

Martin Payne (Lay Trustee)

All were in favour of Ruth, Louise, and Martin being elected.

They were welcomed to the Board and congratulations were offered.
16.

Any Other Business

Alison announced her decision to step down as Chair of ACAT at the next AGM in 2020.
17.

Date of the Annual General Meeting 2020

Friday, 10th July 2020, within the ACAT National Conference, Newcastle

The AGM closed at 4pm

Agenda Item 5

Chair of ACAT Annual Report 2020 | Alison Jenaway

This marks the end of my third year as Chair of ACAT, and I was just getting ready to step down and hand over the baton to the next potential Chair when the pandemic hit us all. For many of our members, this has led to a change in role, being pulled out of their familiar work and into the frontline of the crisis. For the rest of us, it has involved a steep learning curve in terms of doing therapy, supervision and teaching online. It is incredible to see how flexible humans can be and how creatively we find ways to get our needs met, whatever the situation. I like to think that Tony Ryle would be proud of us, having heard about the way he developed CAT so creatively from the start – trying to give people what they needed and could make use of, rather than sticking rigidly to what we as therapists are comfortable with providing.

I continue to be very grateful to the time and energy that the Trustees give to ACAT and I have continued to be well supported by the members of the Board of Trustees and the general membership too. I am particularly grateful to my Vice-Chair Robert Watson, who has continued to monitor the issue of GDPR and the need for us to be sure that our data protection is up to date and also documented, with our external Data Protection Officer Mark Burnett.

If you are interested in becoming a Trustee, or a future Chair or Vice-Chair of ACAT, do get in touch with me through the ACAT Office.

We have had to think about finances again this year, because of the Covid-19 situation. Fortunately, we made a small profit last year and this has given us a buffer financially. We have worked out that the losses from not being able to hold the conference and our usual in person CPD events, should be offset by savings on the regular meetings which have a significant cost in terms of room hire and travel expenses. The Trustees did not want to increase membership fees, as we are pleased that membership continues to grow. However, we are considering whether we need to revisit the fee structure as it now seems unfair that CAT psychotherapists pay so much more for their membership than CAT therapists/practitioners. All are now able to work in private practice and so there seems little reason why the psychotherapists pay more. One option going forward would be for a standard membership fee without inclusion on the private practice list, with another rate for those who do wish to be included in the list. Members' comments would be welcome on this suggestion.

I am also grateful to the hard work of the ACAT administration team of Maria Cross, Ali Marfell, and Louise Barter, and to Jon Sloper for his work on the ACAT website and Reformulation. The new editors of Reformulation, Rob Lam and Nick Barnes have done a splendid job and brought some fresh energy to the production team. We are planning our first online only edition in response to the pandemic. Thanks are also due to Rae Wallin (Lay chair of Ethics) and Henrietta Batchelor (Vice-Chair of Ethics) who have worked tirelessly through the year on various complex problems of ethics and complaints, their combined wisdom is truly impressive.

Stephen White has continued to support ACAT in his role as Company Secretary and as the financial expertise behind the scenes. We continue to look for a replacement treasurer, so if you know of anyone who might be interested do get in touch.

The Board continues to be in favour of employing a Chief Operating Officer for ACAT to take on some of the tasks of the Chair and Vice-Chair, as the organisation grows but, again, this has been paused while we assess our response to the pandemic.

ACAT continues to focus on delivering its charitable objectives, which 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 general public.

Agenda Item 5

Achievements in 2019-2020

- Ongoing work to provide a modular approach to training, allowing for the new embedded CAT foundation level trainings in DClinPsych courses. Those completing the foundation year will have the option to join a CAT practitioner training to complete their second year and become fully trained CAT practitioners.
- The completion of a draft public engagement website with blogs about various aspects of CAT and personal stories from experts by experience. The website was designed by Rhona Brown, following on from two public engagement events, one in Manchester and one in London. These events were held to bring together service users and carers with experience of CAT, and members of ACAT who are interested in public engagement. This work is ongoing and will lead to changes in the main website in time, so if you are interested in getting involved then do contact myself or Rhona via the ACAT office.
- Removal of the ACAT motto “understanding leads to Change”, following a vote at last year's AGM.
- Development of two charitable funds, one to support Research into CAT, particularly randomised, controlled trials which are vital in terms of keeping an evidence base for CAT in the future. The other fund is the Tony Ryle Bursary Fund to encourage diversity in our trainings and future membership. The first Bursary application round for the IRRAPT course has been completed and a bursary awarded.
- A survey into the Equality and Diversity of our membership which is ongoing, some results of which I will include here but clearly the results need careful attention. So far 243 people have completed the survey, with 100 of those indicating that they have a position of responsibility within ACAT (such as supervisor, trainer or Trustee). It is difficult to say much about the reported percentages of protected characteristics as our membership is around 1000 now so this is clearly a small, possibly biased sample and I wonder if those from minority groups and those with protected characteristics were more likely to take part in the survey? Just to give a flavour of the respondents, 85% were over 40 years of age, 82% were female, 17% male and 1% non-binary with one person identifying as transgender. 12% reported having a disability. In terms of sexuality, 79% described themselves as heterosexual, 6.2% as lesbian or gay, 4.6% as bisexual, 3.3% as other and 6.2% preferring not to say. 17.5% of respondents had experience of migration. In reporting of ethnicity, 89% described themselves as White, 2.5% as Asian, 1.6% as Black, 5.3% as Mixed race and 1.6% as other (this compares with UK figures from 2011 of 86% White, 7.5% Asian, 3.3% Black, 2.2% Mixed race and 1% other). Our hope was that those who have had problematic experiences within ACAT would be more likely to take part in the survey and in answer to questions about discrimination, 17 (7%) said that they had personally experienced discrimination within ACAT and 16 (6.7%) had observed discrimination of others, either client groups or therapists. Personal experiences were a mixture of experiences of racism, ageism, sexism and classism from supervisors or trainers. Heteronormative assumptions being made and “difference” not being discussed or embraced. Also, despite our best efforts in the ACAT office, there is a feeling that accessibility for those with disabilities is still not being thought about enough at conferences, CPD events and on the website. Observed discrimination was reported as labelling and seeming dismissal of clients with diagnoses of Personality Disorder or Learning Disability. As well as a perception that psychologists and doctors found it easier to access training and were more likely to get into positions of responsibility in ACAT. With a sense that those in charge were most likely to be white and middle class. Lastly, a feeling that therapists were wary of disclosing their own mental health difficulties. There were also lots of useful suggestions for how ACAT could improve in terms of Equality and Diversity.

If you have not filled in the survey yet then please do go ahead and do so as we need a much bigger sample in order to get as full a picture as possible.

Finally, my thanks go out to all of you who contribute your time, energy and expertise to ACAT in so many different ways. You are too numerous to mention but you are all helping to make up the creative organisation that is ACAT.

Alison Jenaway | Chair of ACAT

Annual Accounts Financial Statements for Year Ended 31st July 2019

Financial Report | Cheryl Delisser (Honorary Trustee Treasurer to 13th September 2019)

1 Financial Activities

The Statement of Financial Activities for the year shows a surplus of £23,151 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 amounted to £264,250 compared to £311,523 the previous year with costs of generating voluntary income falling to £130,023 from £199,288 the previous year.

2 Balance Sheet

The charity's unrestricted reserves increased to £253,434 from £230,283 the previous year and the Trustees' Report provides detail of the investment policy.

3 Key Events

ACAT Ltd was able to reclaim £20,076 under the Gift Aid Scheme..

4 Conclusion and looking forward

I am pleased to report that the Charity's activities, after underlying costs, gave rise to a surplus of £3,075 compared with a deficit of £22,773 for the previous year.

This surplus, adjusted for the amount received under the Gift Aid Scheme increased the Reserves of Unrestricted Funds by £23,151.

Thanks again for the members' support and attendances at the various ACAT events and courses and for those organising these. I am pleased to report that this year the Charity made a surplus of £24,521 from these activities compared with £3,091 the previous year. More detailed analysis can be found in notes 3 and 5 of the accounts.

In the interest of the members, the Trustees and Officers of the Charity will continue to make all efforts, supported by our excellent admin team, to continue to achieve a financial surplus in the coming year.

Cheryl Delisser | ACAT Honorary Trustee Treasurer (to September 2019)

Annual Accounts Financial Statements for Year Ended 31st July 2019

Trustees' report for the year ended 31st July 2019

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 July 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Objectives and Activities

Objectives and aims

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.

Public benefit and achievements

The trustees confirm that they have considered the Charity Commission's guidance on 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 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 750 Practitioner and Psychotherapist members, 219 Trainee Members, 24 Non Practising and 5 Retired. There are also 38 Friends of ACAT. ACAT currently provides 1 Foundation Training Course, 8 Accredited Practitioner Training Courses, 1 Psychotherapy Training Course and 1 skills course and 6 DClinPsych embedded Foundation Courses.

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

Financial Position

Total reserves held at the year ended 31 July 2019 were £253,434 (2018 : £230,283).

Reserves policy

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.The formal reserves policy is reviewed by the Trustees annually and to date the accumulated reserves of £253,434 have been retained to ensure that the charity is well placed to cope with any unforeseen financial demands.

Annual Accounts

Financial Statements for Year Ended 31st July 2019

Financial Review

Structure, Governance and Management

Governing document

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

Recruitment and appointment of new trustees

New trustees are recruited, as necessary, such that their particular skill sets complement the requirements of the charity.

Organisational structure

The ACAT Board of Trustees has ten trustees currently. The Board meets three times a year and sets the strategic direction and policy of the charity.

Decision making

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

Induction and training of new and continuing trustees

Trustees attend an annual Trustees away day for the purposes of induction, continuing professional development and strategic planning. Personal development plans for trustees are discussed at additional meetings for trustees preceding the board meetings which are held three times a year.

Risk management

The Board of Trustees have 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.

Reference and Administrative Details

Registered Company Number

06063084 (England and Wales)

Registered Charity Number

1141793

Registered Office

PO Box 6793
Dorchester
DT1 9DL

Annual Accounts

Financial Statements for Year Ended 31st July 2019

Reference and Administrative Details

Trustees

R Carson
M Ramsden
K L Shannon
E W McCormick
R J D Watson
C R Delisser
H J Batchelor
A Jenaway
S J C Dickinson
A Coshland
R Dewshi
M R Payne
L Harrison
S H White

(appointed 13.9.19)
(resigned 1.6.19)

(resigned 1.10.19)

(appointed 13.9.19)
(appointed 13.9.19)

Company Secretary

Company Number

06063084

Charity Number

1141793

Independent Examiner

Geoffrey Speirs FCA
ICAEW
Haines Watts
Chartered Accountants
Bath House
6-8 Bath Street
Bristol
BS1 6HL

Bankers

National Westminster Bank plc
Lambeth North Branch
91 Westminster Bridge Road
London
SE1 7HW

This report has been prepared in accordance with the special provisions of Part 15 of Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 30th March 2020 and signed on its behalf by:

A Jenaway - Trustee

Annual Accounts Financial Statements for Year Ended 31st July 2019

Independent Examiner’s report for the year ended 31st July 2019 to the Trustees on the unaudited accounts of the Association for Cognitive Analytic Therapy

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2019.

Responsibilities and basis of report

As the charity’s trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (‘the 2006 Act’).

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity’s accounts as carried out under section 145 of the Charities Act 2011 (‘the 2011 Act’). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner’s statement

Since your charity’s gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Geoffrey Speirs FCA
ICAEW
Haines Watts
Chartered Accountants
Bath House
6-8 Bath Street
Bristol
BS1 6HL

Annual Accounts Financial Statements for Year Ended 31st July 2019

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
For the year ended 31 July 2019

		2019 Unrestricted Fund £	2018 Total Funds £
	Notes		
Income and Endowments from			
Donations and legacies	2	129,782	119,012
Charitable activities			
CAT activities	3	154,544	209,955
Total		284,326	328,967
Expenditure on			
Charitable Activities			
CAT activities	4	261,175	334,296
Net income / (expenditure)		23,151	(5,329)
Reconciliation of funds			
Total funds brought forward		230,283	253,612
Total funds carried forward		253,434	230,283

Company number: 06063084
Balance sheet as at 31 July 2019

	Notes	2019 Unrestricted Fund £	2018 Total Funds £
Current assets			
Stocks	10	1,165	1,165
Debtors	11	25,575	20,259
Cash in hand		288,138	276,841
		314,878	298,265
Creditors: amounts falling due within one year	12	(61,444)	(67,982)
Net current assets		253,434	230,283
Total assets less current liabilities		253,434	230,283
Net Assets		253,434	230,283
Funds	13		
Unrestricted funds		253,434	230,283
Total Funds		253,434	230,283

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act

2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on 30th March 2020 and were signed on its behalf by:

A Jenaway - Trustee

Notes to the financial statements
for the year ended 31 July 2019

1. Accounting policies

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The company is a private company limited by guarantee, incorporated in England and Wales.

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts the trustees have considered whether in applying the accounting policies required by FRS102 and the Charities SORP (FRS 102) a restatement of comparative figures was needed. No restatements were required, other than for presentation purposes.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from membership subscriptions, training and other courses, workshops, conferences, book sales and other income is accounted for in the period to which it relates.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value. The liquid funds of bank balances are shown at their realisable values.

Debtors

Debtors comprise trade debtors and recoverable gift aid.

Creditors

Creditors comprise trade creditors, accruals and deferred income.

2.

Donations and Legacies	2019	2018
	£	£
Donations	2,471	230
Gift Aid	20,076	17,444
Membership Subscriptions	107,235	101,248
	129,782	119,012

3.

Income from Charitable Activities	2019	2018
	£	£
ACAT training and other courses	91,371	94,203
Conference Income	-	81,074
Workshops	62,967	32,279
Book sales and other income	206	2,399
	154,544	209,955

4.

Charitable Activities Cost	Direct Costs (see note 5)	Grant of Funding Activities	Support Costs (see note 6)	Totals
	£	£	£	£
CAT Activities	130,023	392	130,760	261,175

5. Direct Costs of Charitable Activities

	2019	2018
	£	£
Newsletter and publications	6,198	9,194
ACAT Supervisor Training	8,473	9,082
ACAT Training Courses	69,398	52,497
Conferences	-	84,701
Introductory courses	4,692	3,933
ACAT Training Division	19,405	21,873
Workshops	21,857	18,008
	130,023	199,288

6. Support Costs

	Management	Governance Costs	Totals
	£	£	£
CAT Activities	116,504	14,256	130,760

Support costs, included in the above, are as follows:

	2019	2018
	CAT Activities	Total Activities
	£	£
Salaries	533,119	58,715
Social security	749	1,441
Pensions	812	523
Sundries	-	312
Consultancy and other Staff Costs	6,004	2,257
Council and committee expenses	8,897	6,903
Rent, rates, service charges and utilities	7,708	7,836
Insurance	1,117	1,177
Printing, postage and stationery	3,523	5,001
Marketing	4,770	7,836
Telephone	1,403	1,417
Computer costs	15,020	9,633
Travelling	4,884	4,933
Legal and professional	178	178
Subscriptions	1,767	2,212
Interest and Charges	6,553	7,467
	116,504	118,480

Governance Costs		
	2019	<i>2018</i>
	CAT Activities	<i>Total Activities</i>
	£	<i>£</i>
Examiners' Remuneration	2,940	<i>2,664</i>
Consultancy	10,740	<i>-</i>
Accountancy and Legal Fees	576	<i>-</i>
	14,256	<i>2,664</i>
7. Net Income / (Expenditure)		
Net income/(expenditure) is stated after charging/(crediting):	2019	<i>2018</i>
	£	<i>£</i>
Other non-audit services	2,940	<i>2,664</i>
8. Trustee Remuneration and Benefits		
There were no trustees' remuneration or other benefits for the year ended 31 July 2019 nor for the year ended 31 July 2018.		
Trustees' expenses		
A total of 8 trustees (2018 - 11) were reimbursed during the year for travelling expenses totalling £2,612 (2018 - £3,107).		
9. Staff Costs	2019	<i>2018</i>
	£	<i>£</i>
Wages and salaries	53,119	<i>58,715</i>
Social security costs	749	<i>1,414</i>
Other pension costs	812	<i>523</i>
	54,680	<i>60,652</i>
The average monthly number of employees during the year was as follows:		
	2019	<i>2018</i>
Administration staff	3	<i>3</i>
No employees received emoluments in excess of £60,000.		
10. Stocks	2019	<i>2018</i>
	£	<i>£</i>
Other non-audit services	1,165	<i>1,165</i>
11. Debtors: Amounts falling due within one year	2019	<i>2018</i>
	£	<i>£</i>
Trade debtors	4,183	<i>2,815</i>
Other debtors - gift aid	20,022	<i>17,444</i>
Prepayments	1,370	<i>-</i>
	25,575	<i>20,259</i>
12. Creditors: Amounts falling due within one year	2019	<i>2018</i>
	£	<i>£</i>
Trade creditors	6,405	<i>10,316</i>
Accruals and deferred income	55,039	<i>57,666</i>
	61,444	<i>67,982</i>

13. Movement in funds	At 1.8.18	Net movement in funds	At 31.7.19
	£	£	£
Unrestricted funds			
General fund	230,283	23,151	253,434
Total funds	230,283	23,151	253,434

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	284,326	(216,175)	23,151
Total funds	284,326	(216,175)	23,151

Comparatives for movement in funds

	At 1.8.17	Net movement in funds	At 31.7.18
	£	£	£
Unrestricted funds			
General fund	235,612	(5,329)	230,283
Total funds	235,612	(5,329)	230,283

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	328,967	(334,296)	(5,329)
Total funds	328,967	(334,296)	(5,329)

14. Employee Benefit Obligations

During the year, the charity paid into a defined contribution pension scheme. The total for the year of £812 (2018: £523) is included within expenditure in the Statement of Financial Activities.

There were outstanding pension contributions of £nil (2018: £73) as at 31 July 2019.

15. Related Party Disclosures

There were no related party transactions for the year ended 31 July 2019.

ACAT Training Committee Annual Report 2020 | Dawn Bennett Vice Chair of Training Committee with contributions from Liz Fawkes (Chair of Training Committee until March 2020) and Jason Hepple (Acting Chair of Training Committee from March 2020)

It has been a year of two halves in terms of both our focus and our leadership. From October 2019 to March 2020 we finished some substantial pieces of work, particularly the review and reaccreditation of Supervisor Training by UKCP and launch of the CAT competences. These and many other projects which I will describe below were guided skilfully by Liz Fawkes. Since March 2020, Training Committee and Examination Board have worked together to adapt and respond to the impact of the pandemic on our trainings. Liz was due to stand down as Chair in June 2020 to take up a post of Strategic Clinical Lead for Adult Community Mental Health in her Trust but the crisis meant she had to leave ahead of this. We are grateful to Jason Hepple who stepped in as Acting Chair until more settled times when we can open to expressions of interest for Chair of Training Committee.

In terms of our business, Training Committee usually meets three times a year in Spring (February), Summer (June) and Autumn (October) with project work running across the year. This year we met remotely in June and we had an additional meeting in May to agree procedures so that CAT trainings and accreditations could continue whilst upholding the values and standards of ACAT.

Training Committee consists of representatives of all current ACAT training courses along with representatives for course moderators, supervisor training, APL, UKCP-HIPC, trainee representatives and Chairs of ACAT and Examination Board, along with myself as Vice Chair and Chair of Training Committee (Liz then Jason). We have been ably assisted for many years by Maria Cross. Over this year Louise Barter has taken over the administration for ACAT Trainings whilst Alison Marfell has taken on the Training Committee meeting administration. We are pleased to welcome both Louise and Alison to these roles. We were also pleased to welcome Tricia Scott, UKCP external moderator. It has taken some time for us to fill this position required by our membership of UKCP who accredit the ACAT Psychotherapy training. Tricia is a Humanistic and Integrative Psychotherapist. Her role is to take an overview of our training, encouraging us to reflect on our processes, and bringing fresh insights from her experience of other organisations. Tricia made valuable contributions and we look forward to working with her.

We work to uphold the quality of all the various CAT Trainings across the country, aiming to enable and encourage both consistency and creativity within and between our trainings. We share good practice and address issues collectively so that the learning can enrich all courses.

There are currently twelve course centres across UK, with the following running over the last year: one CAT skills Case Management course, two CAT Foundation courses embedded within Doctorate in Clinical Psychology Courses at Exeter and Lancaster Universities, six CAT Practitioner courses and the Interregional Psychotherapy Training Course along with those completing training at all levels. One established Practitioner course has not been able to start this year due to financial restrictions, another as it needs a bigger course team but one course is due to start up again after a gap. There is also interest to establish a course in a new region. The pandemic has impacted the delivery of our planned Autumn 2020 trainings and all new cohorts, including for the Interregional Psychotherapy Training will have a delayed start, possibly into early 2021.

Some of the work of ACAT Training Committee October 2019 to March 2020 includes:

- Finalising work on our Supervisor training. We had needed to increase the contact hours, provide further taught components and include a more substantial and formal written assessment. ACAT are formally approved by HIPC as a supervision training (UKCP-HIPC Approved Supervision training). UKCP particularly liked the competencies approach with individualised training targets that we have incorporated into the training. Just prior to lockdown Jane Stephens Vice Chair for Supervisor Training had reported on the changes with a plan to move over to the

new training from October 2020. As our April Supervisor Training (Part 1) was cancelled and trainee supervisors are unable to run in person groups (Part 2), we have delayed this transition and will keep members informed.

- Our work on CAT competences allowing CAT to be listed as a specific therapy modality in the psychological therapy competence frameworks is complete and live via a link on the ACAT website in 'About CAT' and in the training tab and at <https://www.ucl.ac.uk/pals/research/clinical-educational-and-health-psychology/research-groups/core/competence-frameworks>. You will find a comprehensive framework document with click through to lists of CAT competences based on the three phases of CAT along with information on CAT for Service Users. We particularly thank Professor Glenys Parry and Professor Tony Roth for many hours of work in bringing this project to fruition. Other members of the Expert Reference Group (ERG) were Dawn Bennett, Steve Kellett, Jason Hepple, Ian Kerr and Liz Fawkes.
- A further substantial piece of work was with the Examination Board Chair and Ethics Committee on how to address the misrepresentation of ACAT qualifications. A number of individuals claim CAT qualifications they do not currently hold. Our paper "The Levels of CAT Accredited Training" makes clear what each level of ACAT training entitles someone to do <https://www.acat.me.uk/page/levels-of-acat+training>
- A working group considered how we incorporate Sex and Sexuality into practitioner training and decided to firstly run a CPD session for trainers
- Jason Hepple took on the role of CPD Lead and has creatively adapted his plans to develop and co-ordinate on-line CAT CPD events. We are grateful to members offering their work to support this. We are interested to include more on-line and blended learning for the future
- Training Committee reviewed snippets of a series of professionally made CAT training films produced by the Catalyse course, reflecting 16 sessions of therapy with one therapist-client dyad and considered how they can be used to supplement training. Feedback is always positive for skills and experiential work and we welcome this addition.

TC continues to be responsive to areas that enhance our trainings

- Continued collaborative work with DClinPsychol course tutors to enable a portfolio approach whereby trainees collect the necessary competencies across a specified time frame. We had the first graduates of these courses and some are aiming to do the second year of Practitioner training.
- CAT Skills and CAT Foundation course 'master' handbooks are accessible on the ACAT website. These are a guide for trainees and course directors and can be adapted and personalised for specific courses
- Committee members contributed to a 'cross courses' Marker training day
- We continue to share Moderators reports at Training Committee for all courses to benefit from discussion of the issues raised. Moderators meet annually which is also a useful forum to share good practice
- Refining written work guidelines for the Year 1 essay and revising the CAT Skills written assessment to one longer rather than two shorter assessed pieces of work, which is more appropriate for this 6 months course
- Continual updating of our web based training materials such as entry criteria for courses and supervisor training
- Keeping abreast of changes in funding arrangements for some Trusts

The work of ACAT Training Committee March to July 2020:

- In May we met on-line to share how courses in different parts of the country were responding to issues faced by trainees and to agree how to support CAT training over this time. We agreed some key principles, for example that ACAT would support adaptations in how training was delivered and how training requirements could be met. The full statement and guidance on the inclusion of online training, remote

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training cases and write ups of remote therapy is available on the ACAT website <https://www.acat.me.uk/page/covid+19+impact+on+training> We also shared some early guidance produced by members on conducting therapies remotely and ways to do live SDR mapping along with growing knowledge of online teaching methods and platforms. We agreed electronic application and accreditation processes

We held the June ACAT Training Committee online, which by necessity focused on the impact of Covid-19, and gave priority to current and planned cohorts. We reviewed and built on the decisions we had made in May for remote therapies and assessment of work conducted remotely. We discussed on-line teaching but also flexibility in how courses will deliver their training. We will continue to share our learning as courses respond to their needs and situation.

Ongoing substantial work:

Dawn Bennett and Steve Jefferis are reviewing the ACAT library. Work in 2012 provided access to members for peer reviewed papers and chapters through the ACAT website. Copyright rules mean variable access and the search facility is troublesome. We have produced an updated bibliography that includes links to freely available CAT work and will work with the ACAT webmaster to pilot and test this.

Jason Hepple and Dawn Bennett have met with Health Education England to raise concerns regarding CAT's omission from representation and training funding (20/21) within the IAPT SMI Personality Disorder roll out. We have recently requested inclusion in the implementation guidance for Improvement of Adult Mental Health Programme: Psychological Therapies for Severe Mental Health Problems (PT-SMHP). Although CAT is mentioned as within scope for local investment, it's accreditation route is omitted in the document. We have provided information about our training as it will be important to ensure those appointed are accredited at the correct level and comply with CPD and supervision requirements. We have also asked where CAT practitioners sit within the membership categories of the Psychological Professions Network (PPN). CAT psychotherapists come within the category Adult Psychotherapist but it is unclear where CAT practitioners sit. By no means all CAT practitioners in the NHS have an additional core mental health profession. ACAT worked closely with the Confederation for Workforce Intelligence (CfWI) a few years ago to ensure that CAT practitioners were recognised as psychological therapists based on equivalence of training with other groups included.

We also need to look ahead in terms of succession planning and how to encourage training committee members to step up to the committee roles.

I would like to extend a huge thank you to Jane Stephens who stood down from Vice Chair for Supervisor Training at the June meeting. She had led the transitional work on our new training and wanted to ensure that was complete before retiring. She has made a huge contribution to CAT Supervisor Training and the committee for many years and we are grateful for her dedication and humour.

I also want to acknowledge that Liz Fawkes had to step down from Chair of Training Committee earlier than planned due to the demand of her new NHS role at the start of the Pandemic. Liz has led and taught the Somerset Course for many years, she brought wisdom and warmth to Training Committee and her presence and skilful direction helped us to build the collegiate ethos such that much is achieved by a pooling of knowledge, commitment and generosity. We hope to keep this alive and well over this transition.

I welcome Yvonne Stevens as the new Chair of Examination Board and also acting Vice Chair for Supervisor Training. I am also grateful for Jason Hepple who has ably taken on the acting Chair role. Both roles will be open for expressions of interest. The Training Committee is a collegiate, supportive and creative group of committed CATs, and so taking on key roles is a rich and enjoyable task.

Dawn Bennett | Vice Chair of ACAT Training Committee

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ACAT Examination Board Annual Report 2020 | Anna Jellema and Yvonne Stevens

Anna Jellema (Chair to February 2020)

This has been a quiet year for the Exam Board, following the last few years when a lot of work was needed to update policy and procedures. The Exam Board has overall responsibility for the membership of ACAT, and we work to ensure that our members adhere to the highest standards of practice, which helps to protect all those clients who place their trust in us.

Our UKCP 5-yearly Re-Accreditation process (for those ACAT Psychotherapists who are also registered with the UKCP) is now well established, with Conrad Barnard as the Re-Accreditation Assessor. 18 new requests to participate in RA were issued in 2019, although 4 of these were not submitted as the registrants were no longer members of UKCP or ACAT. We are pleased to say that 12 Psychotherapists were recommended for approval without reservation by their peer groups, and this was endorsed by the Assessor and Chair of the Exam Board. There are two applications still being dealt with. My sincere thanks go to Conrad, who has dealt with some complex situations with calmness, helpfulness, and excellent judgment.

The ACAT annual CPD audit starts in January each year and applies to all Practitioners after they have been accredited for two years, plus any ACAT Psychotherapists who have chosen not to join UKCP/HIPC. We are pleased to say that the 15 Practitioners and one psychotherapist selected for the 2019 audit all passed. Sue Yabsley has done invaluable work as the CPD Auditor for the past four years and has now decided it is time to retire from the role; I'd like to thank Sue for all she's done with such patience and humour! In her place we are delighted to welcome Paula Biggs who is now undertaking the 2020 audit. I am so grateful to Conrad, Sue and Paula in helping to ensure that our members keep the high standards we expect of them by keeping their skills and knowledge up to date.

I am delighted to say that at last the total current membership of ACAT (including Friends, Non-practising and Retired members) has broken the thousand-member barrier! Our membership now stands at 1,021 (as of mid-March 2020). We have 116 Psychotherapists, 634 Practitioners and 219 Trainees. During 2019 17 lapsed members were sent MRJP (Membership and Rejoining Policy) information, of whom 7 subsequently rejoined. The previous Exam Board Chair, Shirley Akgun, was responsible along with the admin staff for devising the current MRJP which has been so helpful in enabling past members to rejoin without inordinate expense. Our sincere thanks go to them all for their sterling work in strengthening our membership.

The Exam Board Chair also works closely with the Ethics Committee with regard to issues which are related to e.g. fitness to practice. Over the past year the misrepresentation of ACAT qualifications has been a particular issue for Ethics and the Exam Board, with a number of individuals claiming CAT qualifications they do not currently hold. From February 2020 on, when trainees are accredited, they will receive along with their certificate the document "The Levels of CAT Accredited Training" which makes clear what their particular award entitles them to do: Levels of ACAT training. The Exam Board will continue to keep this document under review.

The Exam Board continues to meet three times a year, in spring (February), summer (June) and autumn (October), when accreditations take place. The Exam Board meeting dates are given in the ACAT Newsletter, and we need to receive any applications for accreditation at the ACAT Office a full three weeks before the EB meets. Applications are first checked with the ACAT Office and then passed on to the Exam Board Chair for queries to be addressed, so that most applications for accreditation can go through the Exam Board smoothly on the day of the meeting. Please make sure that you always use the latest version of the accreditation forms, which can be found on the website – we continually revise these so as to make them as explicit and as helpful as possible to trainees and supervisors.

February 2020 was my last Exam Board as I am now stepping down from the role. Yvonne Stevens (Annual Trainers' and Supervisors' Event Organiser) will be taking over the Chair and I wish Yvonne every success in this stimulating and challenging role – it's been great working with her during this period of transition. The Exam Board as a committee works well together and in addition to Sue, Paula and Conrad I'd like to mention the exceptionally hard work of Jane Stephens as Vice-Chair for Supervisor Training in processing and monitoring all the Supervisor applications. It has also been an absolute pleasure to work so closely with Liz Fawkes as Training Committee Chair and Dawn Bennett as Training Committee Vice-Chair over so many years, and with the addition of Yvonne to the "team" I'm sure these major ACAT Committees will be in safe hands.

I also need to pay a huge tribute to the work of the ACAT Office staff, Maria Cross, Alison Marfell and Louise Barter.

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Because so much of their day-to-day work goes unseen by most of the membership, their contributions in “keeping the CAT show on the road” can all too easily be overlooked. Their dedication, professionalism and good humour have helped me enormously in this role, and they have my sincere thanks for all their help and support over the last three years.

Anna Jellema | former Chair of Exam Board, March 2020

Yvonne Stevens (Chair from March 2020)

My tenure of the Chair of the Examination Board started at a time of universal uncertainty, upheaval and threat most of us have never experienced before in our lifetime. As with every other aspect of life since March, the work of the ACAT Examination Board has had to take stock, adapt and respond to the pandemic without warning or notice.

Jason Hepple, as the Acting Chair of the Training Committee on behalf of Liz Fawkes, Dawn Bennett, Vice Chair and myself organised a virtual meeting of the members of the Training Committee and the Examination Board in early May, to agree emergency procedures so that the work of the committees supporting CAT trainings and overseeing accreditations and reaccreditation of CAT therapists to uphold the values and standards of ACAT could continue.

At this meeting we put into action a number of measures to meet the challenges of the lockdown, such as moving away from paper copies of course work, application and accreditation forms and introducing electronic signatures for applications and accreditations for Practitioner, Supervisor and IRRAPT trainees, and to conduct all business with the ACAT Office by email. Maria, Alison and Louise in the ACAT Office have adapted to working from home since March and have been working very hard and with great enthusiasm under difficult circumstances to support this process and implement these changes.

From the onset of the lockdown in March, there had been an increasing plethora of communications from UKCP and other psychotherapy organisations, offering guidance on the shift from face-to-face to remote training and therapy sessions and many papers published analysing the relational and neuropsychological consequences. Stephen Kellett and Dawn Bennett produced and made available to trainees and therapists a brilliantly clear and very helpful narrated Power Point presentation on conducting remote CAT therapy. The biggest challenge has been to retain the relational nature of training courses, and at the heart of the decision-making was how to keep supporting trainees and give them a valuable training experience. So, whether to suspend or start new courses has been very difficult. Some courses have delayed their start date, others have continued with changed programmes.

We agreed to accept therapies conducted remotely as training cases, expecting to accept two out of the eight training cases for accreditation as part of the Practitioner Training requirement, in the knowledge that this might need to be increased. We accepted that remote therapies could be used for the case study write ups and introduced a reflection of the relational experience of remote working into the case study content. We agreed to introduce more flexibility into the time limits for UKCP and ACAT reaccreditation submissions overseen by Conrad Barnard and Paula Biggs respectively. On the advice of Jane Stephens, the Vice Chair for Supervisor Training we also decided to delay the implementation of the new modular Supervisor Training Programme until next year. We have been encouraged by the creativity and resourcefulness of CAT therapists, trainers and supervisors to meet the challenge of keeping to the high standards and values that ACAT holds.

We envisage that some of the changes we have made initially to reduce risk and keep to COVID-19 guidelines will become permanent and were perhaps overdue. This includes the transfer to on-line administration of training courses so that training documents, course work, course applications and accreditations will be made much easier to submit on-line. These are important steps to reduce both environmental and monetary costs.

I am pleased to say that the engine of ACAT has continued to run smoothly, such that at the virtual Exam Board on 5th June we were able to process accreditations and reaccreditations and congratulate the most recent CAT graduates on the successful completion of their trainings. We have had bursts of enquiries from potential “rejoiners” who are keen to re-kindle their membership of ACAT and their CAT Practice after periods of absence, and I have to thank Dawn and Jason working together with me to offer clear and appropriate pathways towards this.

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Before I end, I want to thank Anna for her many years of service to ACAT as Chair of both the Training Committee and the Exam Board where she has presided with an admirable blend of firmness, kindness and flexibility and an enviable skill of keeping meetings to time! I wish her every happiness in her retirement. I also thank Jane Stephens for her exceptional ten years of service as Vice Chair for Supervisor Training as she also retires to follow more creative endeavours in Cornwall. Jane and Steve Potter have welcomed many prospective supervisors to the Intensive Supervisor Training Course, and Jane has supported scores of new supervisors to accreditation.

It has been a daunting task to take on and join the ACAT Council of Management as Chair of the Exam Board. However, Anna has been a great mentor, and I have learnt so much from her. I have also been warmly welcomed and efficiently supported by Maria, Alison and Louise in the ACAT Office who have been kind enough to show me the ropes, and by Dawn Bennett, Vice Chair on whom we rely for her consistent hard work and extraordinary capacity for holding in mind so much of the detail of ACAT policies and procedures. I continue to enjoy being a part of the friendly and hard-working ACAT Exam Board, alongside all the members and officers who keep the organisation of ACAT running so smoothly. My thanks also to Alison Jenaway for her support as she comes to the end of her time as Chair of ACAT.

Yvonne Stevens | Chair of Exam Board

Accreditations: October 2019 to June 2020

We send warm congratulations to all those who have been accredited by the Exam Board over the past 18 months at the Exam Boards in October 2019 and February and June 2020.

Supervisor			
	Alan Lee Anna Bettles Emma Bosworth Gemma Kothari Glyn Bannon-Ryder Jenny Marshall Kierron Worley	Laura Birtwistle Lorna Garner Lucy Cutler Nicola Crook Nicola Tweedie Perry Morrison Rachel Rud	Richard Hillsdon Rosemary Carter Rukeya Khanam Ruth Bevan Vicky Bostock
Practitioner			
	Anna Paterson Annette Leponis Antoine Schembri Wismayer Ariadna Dobrescu Benita Giles Caroline Salter Catherine Ripley Charlotte Morris Claire McCarthy Colette Graham David Harvey Emma Chorlton Emma Hormoz Femida Hirji Geoff Woodward George Baines Hayden Stothard Helen Clark Helen Clothier Ian Gill James Kelly Jane Simmons Jane Taylor Jayne Porter	Joe Judge Judith Fosbraey Karen Lince Kate Tinkler Kelly Savery Laura Baxter Laura Eggleton Laura Hill Liane Hubbins Lisa Rajan Liz Gray Lorraine Fry Lorraine Welch Lucy Paterson Mark Dawson Mary Rome Max Buchanan Paula Cox Peter Paterson Petrina Brett Rachel Abraham Rachel French Rajinder Dhanjal Rebecca Mort	Ruth Fountain Ruth Hammond Sara Hirst Sarah Cook Sarah Partridge Shameem Zia Shauneen Porter Theresa Turner Tracey Hayburn Vanessa Fay

Foundation			
	Alastair Grain Caroline Clarke	Judith Fosbraey Katie Byron	Paul Rogan
Psychotherapist			
	Jane Cawdron	Jane Clarke	Libby Watson
Skills			
	Ashley Hayward Chloe Goble Emma Gillett George Cook	Ifor Parry Jim Irving Julian Connor Leanne Smith	Linda Hughes Paul Walsh Solmaz Faizie Steph McManniman

ACAT Ethics Committee

Annual Report 2020 | Rae Musk and Henrietta Batchelor

For information, preliminary note:

As from July 2020 Rae Musk has decided to resign from her role as Chair of the Ethics of ACAT- see below.

Current Panel membership and Committee remit

Rae has held the role of Lay Chair of the Ethics Committee since May 2018 and she and Henrietta Batchelor, Vice Chair, and the members of the Committee have managed a number of important issues, which are set out briefly below. The current membership of the Committee is shown at the end of this report. We have recruited two more members who are experienced members of ACAT and bring different and welcome skill sets. One of these new members awaits DBS checks at the time of writing. Committee process has been effective and productive, and we have valued the excellent support provided by the administration team based in Dorchester. Alison Jenaway and Robert Watson, respectively Chair and Vice Chair of ACAT, are easily accessible for advice when needed.

There are some practical difficulties for the Ethics Committee, particularly: -

- Turnover of members.
- Lack of induction process for new members, a matter which has been raised previously but not yet implemented.
- Unavoidable intermittent attendance at meetings, which impacts on continuity and, to a degree, on effective group working. This is not surprising given that every member of the Committee is a volunteer and has significant other demands on his/her time, including own employment/business responsibilities. However, over the last year, the Ethics Committee has had sufficient attendance at meetings to deal with agenda items and subsequent policy development as required.
- To improve the continuity of business the number of meetings has now been increased to three per annum from 2020 onwards.

Some substantial matters dealt with by the Ethics Committee in the year to the September 25th 2020 AGM.

Misleading claims of ACAT experience/membership

It has been noted that some non-ACAT members/trained therapists imply in their marketing material that they are CAT trained when, in fact, they have only attended a course or adopted what they consider to be CAT principles in their work. In this situation the Ethics Committee advises that their claims are misleading and will not be supported by ACAT. In addition, clear advice is now provided to trainees on ACAT courses that they should describe their level of training and expertise accurately. This advice is also available to the public and documented in the document ‘Find a CAT therapist’ on the ACAT website.

Disposal of client records on the death of therapist

The widower of an ACAT practitioner was concerned about the appropriate disposal of the records held by his late wife. A guidance policy was developed and promulgated. The Ethics Committee was grateful that its advice was sought on this sensitive matter.

Complaint by a course member

A course member who was asked to leave a CAT skills course complained about this incident. The Ethics Committee investigated this complaint and found that this complaint had already been heard by the course's own ACAT approved procedures. We were satisfied that due process had been followed and there was no case to answer.

Covid 19

Alison Jenaway, Cal Nield, Robert Watson and Rosemary Parkinson provided helpful Guidance on providing online Cognitive Analytic Therapy during COVID 19 outbreak available from the ACAT website.

Resource provided by HIPC and UKCP

During the year HIPC reminded us that there is an extra Appeal resource available to complainants and those complained about. Following a difficulty to resolve an issue in the eyes of one or both

parties using ACAT Concerns and Complaints Procedure there is the option of using a UKCP dispute resolution Process. The Concerns and Complaints Procedure has been duly updated.

Identification of significant managerial issues

Through the summer 2019 and early 2020 the Chair and Vice Chair dealt with an issue which exposed some weaknesses in our current overall management process, and some failure to adhere to basic principles of business. The Chair and Vice Chair proposed to the Trustees and Council of Management some measures designed to mitigate risk to the organisation. One of these is that external service providers necessary to the running of ACAT should be formally contracted and this has been taken forward. The second recommendation, now adopted, is the appointment of a Chief Operating Officer to support and advise the Council and ACAT and to ensure that strategic operational matters are underpinned by knowledge and good practice. At the time of writing this report, the post has not yet been advertised.

It is suggested that the successful appointee to this post will:

- (i) manage the administration team
- (ii) ensure that sound business practices are in place and adhered to at all times
- (iii) be accountable to the Chair and Vice Chair of ACAT and support them in their managerial roles

Thirdly, related to the above, is the creation of a Risk Management process, based on a regularly reviewed Risk Register in line with good practice. This has been implemented. In due course this would also be the responsibility of the Chief Operating Officer.

Note from Rae Musk, Chair ACAT Ethics Committee

Earlier this year I found that the demands on the Chair of Ethics were impacting negatively on my other work and my family and therefore I submitted my resignation.

I have enjoyed my time with ACAT, especially working with Trustees and members for whom I have great respect. Henrietta and I have had an excellent working relationship, which brings together two significant sets of skills and experience which made for a very effective symbiotic decision making and working partnership. We will certainly remain friends based on shared experience, mutual respect and some very challenging issues.

I would like to express my thanks to ACAT for allowing me to be part of such a useful organisation and, I believe, to help it in its ongoing development and success as a highly professional member organisation.

Note from Henrietta Batchelor, Vice Chair ACAT Ethics Committee

I too have tendered my resignation from the Ethics Committee as Vice Chair. I shall also be retiring from clinical work in September so this decision fits with a new phase of life for me. I too have hugely valued working with Rae and have learned a huge amount from her. The committee meetings have also been a place of effective and lively team work and I wish this group well. I will remain a Trustee for the moment and look forward to hearing about the work of this important committee in the future.

Rae Musk | Lay Chair of Ethics and Henrietta Batchelor | Vice Chair of Ethics

Current Ethics Committee members

Rae Musk, Chair	Henrietta Batchelor, Vice Chair
Alison Jenaway, Chair of ACAT	Robert Watson, Vice Chair of ACAT
Anne Benson	Anne Stevens
Cal Nield (awaiting DBS check)	Fionn King
Jay Dudley	Liz McCormick
Nicola Curtis	Vicki Richer
Virginia West	

Agenda Item 10

ACAT Equality and Diversity Committee Annual Report 2020 | Dupe Adu-White

Here is an update from the Equality and Diversity Committee on where we are in the present climate.

The Equality and Diversity Committee (EDC) have been reflecting on current events around the pandemic and the ongoing and long-standing racial and social inequalities that this, the death of George Floyd, and the public and institutional responses this prompted have again highlighted. We have been considering how the EDC can be of support / containment to colleagues during these testing times and continuously. There are things we continue to work on in the background as a way of meeting this task, such as

- engaging with members and sharing developments across a range of areas at the Inequality CPD event in London in November 2019 www.acat.me.uk/event/1064
- working towards thinking reviewing and updating the psychotherapy file so that it is more inclusive and reflects aspects of identity and characteristics highlighted by incorporating tools such as the psychosocial checklist
- supporting and promoting the Equality and Diversity survey so that ACAT has both a clearer idea of representation within the membership and an initial indication of any areas in which members have experienced discrimination, or have specific needs which are not well met
- linking and developing relationships with the newly established Inequality and Diversity Special Interest Group for members
- attending to UKCP/HIPC developments and requirements around equality and diversity issues, and
- finally getting an Equality and Diversity tab on the website, in which we will be placing contents very shortly!

We are reluctant for EDC to engage in forms of “performative allyship” i.e. making public statements which are not underpinned by genuine action. We also hope to be inclusive of the many positions which may be held in relation to the current events and the inequalities/discriminations this has highlighted. We would prefer that as an organisation we find a way to consider, agree and articulate ways forward so that ACAT can minimise the impacts of systemic racism and other forms of discrimination on our members, potential members, and on those who make use of CAT as a form of help.

One offer we can make is that of the informal and confidential support system offered by the EDC, relating to any struggles or concerns about discrimination within ACAT itself. This support system is not intended as an alternative to the more formal channels of support, such as the Ethics Committee. Members of ACAT will be able to send equality and diversity queries to the chair of EDC via the member register on the ACAT website (please put ‘E & D Query’ in the subject line). The Chair or another member of the committee will aim to respond to emails within 72 hours (it may take longer if emails are sent over the weekend).

We hope people will attend the virtual AGM and CPD event on Friday 25th September 2020. And encourage you to complete the anonymous equality and diversity survey so that we have a more complete sample of the membership to help inform further Equality and Diversity developments.

We also invite you to review and contribute to the pilot public engagement website developed by Rhona Brown and Alison Jenaway. One of its aims is to provide more accessible information about CAT to the public in a format which is also more accessible to assistive technology. We hope too that by broadening ACAT’s range of public platforms for sharing and promoting CAT ideas, this can help inform and engage groups and communities who face obstacles in accessing psychotherapy.

All of these are ways which may help us consider, agree, and articulate means to try to minimise inequality and increase diversity within ACAT.

Dupe Adu-White | Chair of Equality and Diversity Committee

Agenda Item 11

ACAT’s Representative to HIPC/UKCP Annual Report 2020 | Josephine Ahmadi

Over the past few months I have tried to develop my role and an understanding of how to contribute to creating a stronger working alliance between ACAT, the HIPC and the UKCP.

My approach to trying to achieve this goal has been concurrent with the recently reiterated wish expressed within the HIPC to clarify **1.** the relationship between HIPC, the Organisation Members and the UKCP; **2.** the role that it would be useful for the Organisation Members to play in running the College, (i.e. participating into the regulatory work delegated to the College); and **3.** in establishing what Organisation Members can expect from the College.

It was suggested that a formal constitution and/or a memorandum of understanding might help to clarify the above. It might also help with recruitment to College committees. The College asks for Organisation Members to enter into a non-hierarchical dialogue with HIPC about agreements as well as disagreements and expressed a wish for discussions over change processes to be kept open and collaborative because this relationship defines the interface where important decisions are made and regulations are discussed.

I had a very useful and informative conversation with Tricia Scott, Chair of UKCP Professional Regulatory Committee of the Colleges and Faculties and External Moderator from HIPC for ACAT. She acknowledged difficulties with accessing essential documents and guidelines through the HIPC and the UKCP website because the old ones were in disarray and have recently been re-designed. At present, they should be up and running and information regarding all aspects of the profession should be easier to access. However, should we continue to experience difficulties with accessing information, she remains available to support us and facilitate direct contact with the chairs of the relevant committees when it is needed.

With regards to changes introduced to Training Standard , the HIPC Equality, Diversity and Intersectionality (EDI) Working Group has become a standing committee of HIPC and has made recommendations that issues related to Environmental awareness and sustainability are also included in the HIPC Training Standards. More specifically, the recommendation is that all training programs must ensure that students and trainees develop:

- An understanding of our current environmental crisis and the implications and likely impacts this will have on the lives and wellbeing of us and future generations
- A critical understanding of the cultural, racial, socio-economic, and Western European bias in the theory and culture of psychotherapy which impacts on issues of social justice within our current crisis of environmental sustainability
- A critical understanding of the unconscious processes of denial, disavowal and negation in psychological theory and the ways in which these affect our ability to work with and process the impacts of environmental breakdown on ourselves and our clients
- An understanding of our environmental identity and how a socially constructed sense of self can create prejudice and discrimination against other life forms.

The College feels that this will allow Organisation Members to contextualise and embed these recommendations within their existing curriculum, so that these are not seen so much as more to add into an already full curriculum, but to importantly acknowledge the context in which we are learning / teaching psychotherapy at this time. These can be constantly held within our awareness and raised as examples within other theories. The College encourages the Organisation Members to include this within their recommendations for CPD.

I feel that these recommendations could have not been formalised at any other time when they would resonate more intensely with our collective experience than this present time, as our resilience as individuals and communities is tested beyond any limit by the COVID – 19 pandemic.

I wish you all over the coming weeks will continue to be able to support patients and one another and keep well and safe at the same time.

J F Discepolo Ahmadi | delegate for ACAT to the Humanistic and Integrative Psychotherapy College (HIPC) of UKCP

Agenda Item 12

Reformulation Annual Report 2020 | Nick Barnes and Rob Lam

The Association for Cognitive Analytic Therapy (ACAT) offers Reformulation, a bi-annual journal for the spectrum of Cognitive Analytic Therapy (CAT) thinking, theory, practice, research and reflection. It aims to be the beacon of inclusive contemporary practice and developments of CAT and offers curated articles which describe core CAT psychotherapy activity and growth across the spectrum of (CAT) related activity; from theoretical, clinical and research applications of CAT as a living practice which dialogues with a diverse range of practitioners and those interested in CAT.

Reformulation is curated by the current editors who assumed the voluntary roles since summer 2019 and are responsible for the publication of the paper edition of the Autumn/Winter 2019 issue alongside the wider Editorial Team, Jon Sloper, Alison Marfell, and Alison Jenaway in the role of Chair of ACAT.

The global pandemic since spring 2020 has impacted on the resources of ACAT as an organisation and in orchestrating our team response, to these challenges we have made a decisive shift to open up and trial Reformulation for the first time as a virtual journal in response to the crisis. The Spring/Summer edition of Reformulation has been available as a Portable Document File (PDF) edition which we have openly gifted to the public, extending its visibility in the public domain beyond being a biannual journal offered as a privilege of ACAT membership alone. The online trial version addresses some of the development and innovation domains mapped out in the previous editorial blueprint for the AGM 2019 not least by extending the readership beyond subscribing members. The appointment of Nick Barnes as co-editor strengthens links with the International Cognitive Analytic Therapy Association (ICATA) and invitation for new writers to contribute mini-reformulations responding to the contextual and socio-constructivism of CAT's grounding in the here and now have been affirmed in the most recent Spring/Summer 2020 edition.

The contents accepted for submission embrace all aspects of cognitive analytically focused and informed developments, descriptions and reflections on theory; clinical practice; research; mini-reformulation postcards; letters; book reviews; teaching; training; practice and policy, as a privilege of membership of ACAT. Prior to Covid-19, the articles from the paper edition of the journal become accessible online via the ACAT website.

The Aims and Scopes of Reformulation have been revised in response to high numbers of submissions and welcomes articles from new and established authors alike, for articles which specifically address the Reformulation readership and as a journal. Reformulation continues to adhere to the standardised format of previous editions of the journal offering a high standard and a live compass of contemporary thought and practice across a diverse readership towards stimulation, curiosity and growth and ultimately, relevance for our readership. We hope for readers to feel stimulated by Reformulation towards their own journeys as future authors who will contribute to the living repository of CAT thinking and its written legacy for generations to come.

The format and content of Reformulation has remained largely unchanged under the current editors as follows: Cover-page with image and title, contents page, followed by letters from the editors and Chair, practice and review articles, including review of training and CPD courses, book reviews, as well as conference and CPD adverts. The championing of the CAT training programmes by encouraging writers to address Reformulation specifically within its Aims and Scopes has been complemented by support for CAT psychotherapy training – the Inter Regional Residential ACAT Psychotherapy Training Programme. A generation of writers new to CAT are encouraged to write alongside our seasoned contributors reflecting CAT's principles of equality and learning alongside one another. The editors voluntarily offer time to support writers to meet the submission criteria. The format and content extends a welcome to shorter pieces from writers which reflects the dialogic turn in CAT.

We wish to thank Louise Yorke and Nicky Rogal for their invaluable pillar of support for Reformulation and ongoing pastoral guidance in supporting the current editorial roles; to Alison Jenaway, Chair of ACAT for her generosity and time in going beyond the call of duty and our editorial team, Jon Sloper and Alison Marfell, whose quietly consistent diligence behind the scenes brings Reformulation to its readership. We are aware of the invaluable role which trustees play in ACAT and their devotion and support has not gone unnoticed. Similarly we wish to thank our own mentors; supervisors and therapists who have supported and encouraged us in our journey to participate in serving the CAT readership of Reformulation.

There are many future challenges even at the outset of our tenure as new editors, which face us. Most striking in the face of the current pandemic is the existential threat to Reformulation as a journal. We hope for Reformulation to hold onto its traditional paper identity and to respond dialogically to the environmental crisis

around us and to shift towards future production towards environmentally sustainable recycled paper. Where change and loss may encroach on us, the need to reflectively embrace online digital distribution and push where it moves remains our task to ensure reflection remains alive in necessary forms for our readership.

Nick Barnes and Rob Lam | Reformulation Editors

Agenda Item 13

ICATA Annual Report 2020 | Rabhya Dewshi

The ICATA Executive Committee has been meeting regularly online, sharing experiences and providing mutual support in how to keep CAT going and growing internationally. The public sector has been under pressure of resources in most countries, and the pandemic has also presented challenges. Plans are being made to move trainings online in many countries. Plans are also being made for a next international conference next year in Finland. Ian Kerr and Steve Potter are working on a next edition of the International Journal of Cognitive Analytic Therapy and Relational Mental Health, which we think provides a valuable academic presence for CAT. We discussed options for its funding, print versus online publication, and whether to make it available online to members, in order to encourage membership and provide value. It was felt that it could be promoted more, so that people know it exists and where to find it. ICATA is also planning work to update its website. Finally, it was very encouraging to discover that CAT is being practised in Iran, where a group of psychologists have published a research paper on its effectiveness: Einy S, et al. (2019) Comparing the Effect of Mentalization-Based Therapy and Cognitive Analytical Therapy on Ego Strength and Defense Mechanisms of People with Borderline Personality Disorder, Hms.gmu.ac.ir, 25(4):324-339.

Rabhya Dewshi

Data Protection Officer Annual Report 2020 | Mark Burnett

Data Protection compliance statement - July 2020

The lawful processing of personal data is fundamental to achieving good business practise and to ensure this is sustainable. After more than two years, the General Data Protection Regulation (GDPR) has started to become entrenched into everyday process and procedure. Subjects' rights are more fully understood and principles such as data retention are changing the way we work. There have been many cases in the courts across the EU which will benefit organisation's understanding of their obligations and will signpost decision making for the future. These include a more defined approach to accessing data and what represents unlawful access, along with exemptions to the law that enable covert processing where individuals may be at risk. Two years on and with the benefit of a greater level of context, we can more confidently interpret the law.

ACAT has advanced in step with these developments. Constant policy and procedural reviews have been necessary to ensure ACAT keeps ahead of and anticipates change. This has been achieved by monitoring the CJEU, various courts in the UK, the regulator's guidance and the opinion of commentators across the sector. The extent and volume of such information has been considerable.

With this clarity has come the opportunity to develop richer more meaningful policies that ensure a greater level of compliance and by their nature reduce the inherent risk of handling data. These improvements include better risk assessment procedures, more precise use of the lawful grounds for processing and a definitive data retention schedule.

The future is uncertain. As we near the end of the transition period and leave Europe, we may find ourselves in choppy water. The EU have indicated that the UK will almost certainly lose its Adequacy Decision which will make international transfer of data far more difficult. This is compounded by a recent decision by the EU that the EU-US Privacy Shield which was designed to safeguard transfer of data to the US from the EU is invalid. How this may affect the UK is uncertain but will undoubtedly change aspects of everyday processing when for example using US based platforms such as Microsoft, Google and Facebook. How the new UK data protection legislation may develop in the future is another cause for concern.

ACAT has appointed a GDPR Data Protection Officer (DPO) to ensure it stays ahead of developments and to gain the best possible advice and guidance. As the DPO, we are confident that ACAT is currently compliant with the statutory requirements and obligations of UK data protection legislation and we will continue to monitor and assist ACAT to navigate the complexities of privacy law now and in the future.

Mark Burnett GDPR.Cert | Data Protection Officer

Resolution

To increase the number of non-member (Lay) Trustees on the Board from a maximum of two to a maximum of four.

Under item 20 (1) of ACAT's Memorandum and Articles of Association it is stated that 'no more than two [Directors] shall be Non-Member Directors'.

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. A minimum of one third of Trustees are required to stand down at each AGM. They may stand for re-election if wished.

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

Current members of the Board:

- Alison Jenaway – *Chair*
- Robert Watson – *Vice Chair*
- Henrietta Batchelor
- Ruth Carson
- Stella Compton Dickinson
- Angela Coshland
- Rabhya Dewshi
- Louise Harrison
- Liz McCormick
- Martin Payne (Lay Trustee)
- Karen Shannon
- Treasurer - vacant

The following Trustees will be standing down and not standing for re-election at the 2020 AGM:

- Robert Watson
- Stella Compton Dickinson

The following Trustees will be standing down and standing for re-election at the 2020 AGM:

- Alison Jenaway
- Elizabeth McCormick

At the 2020 AGM there are five vacancies:

Three vacancies for *Trustee with Office*

- Chair of ACAT
- Vice Chair of ACAT
- Treasurer / Company Secretary

Two vacancies for *Trustee 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 and by the deadline, will vote during the AGM and elect up to five Trustees.

Nominations

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

ACAT | Board of Trustees Elections to the Board of Trustees

Nominations for Trustees with Office:

Chair of ACAT

Jay Dudley

Before training as a CAT practitioner in 2003 I had worked in a Therapeutic Community for 3 years, and then as a Group Worker in Exeter. Wavering between CAT and Group Analysis at that time, I ended up going down the CAT route! For the last 4 years though, I have found myself once again working in a Therapeutic Community – this time in the NHS in Devon, where I combine individual therapy with Group Therapy. And I also came back to group analysis, completing my diploma with the IGA last year.

The CAT road led to my serving as an ACAT Trustee for 5 years, then later to Acting Chair of the Ethics Committee for one year. I have also been a regular member of the Ethics Committee for a number of years. I've gained experience of the valuable and pivotal role of ACAT’s Training Committee from my time as joint-course director of Somerset’s Practitioner Training, and contributed to IRRAPT Training through the roles of marker and tutor. I am currently course moderator to two Practitioner Trainings.

This involvement grew out of the encouragement and invitation of ‘senior’ ACAT members I met along the way. And though, of course, it has involved both hard work and taking on more responsibilities, there were always welcoming and supportive others who shared expertise and gave with kindness to myself and others involved in the ‘looking after’ aspects of ACAT.

It was during my IRRAPT training where I began to deepen my understanding of what lies at the heart of ACAT: community! And the life-blood of ACAT’s community is the membership in all its diversity – where potentiality and strength join the reciprocal inter-relationships of giving and receiving; creating and evolving.

If elected as Chair I will continue to promote ACAT’s inherently collaborative and relational stance which I believe to be its strength. I will work collaboratively to address the challenges that are both here now, and on the horizon: not least of which will be ensuring ACAT maintains, adapts and strengthens its position in both the NHS and independent sectors, at a time of possible threat from COVID-19; and to ensure that equality and diversity occupy a central position in the ‘mind’ of ACAT in these turbulent times.

I am passionate about the intuitive nature of CAT and the immediacy of the model that enables translation of complex theory into workable, accessible psychotherapy for the people who really need it. I am also keen to develop a theoretical model of Group Work for CAT. Lastly, given my first love was Philosophy, I am indebted to the collaborative work of Mikael Leiman and Tony Ryle in bringing Bakhtin to CAT.

Vice Chair of ACAT – none received

Treasurer / Company Secretary – none received

Nominations for Trustees without Office:

1. Alison Jenaway

Having been Chair of ACAT over the last three years, I would like to continue as a Trustee to help support a smooth transition for the new Chair. There are also a couple of projects that feel unfinished and I would like to continue working on them. They are increasing the profile of Equality and Diversity within ACAT and improving our public engagement website presence.

2. Elizabeth McCormick

I am a Founder member of ACAT and also a ‘Life Member’. I feel committed to the work of ACAT and would like to continue to contribute my understanding and support for the increasingly complex work needed to maintain ACAT as the wonderful organisation it is, for both members and patients. I am also the author of ‘Change For The Better’, now in its fifth edition.

ACAT | Statistics

Membership Statistics at the time of compilation: June 2020	
Trainees	210
Practitioners	658
Psychotherapists	118
Retired	7
Friends of ACAT	28
Private Practitioner Listings	285
Private Supervisor Listings	67

Training Statistics at the time of compilation: June 2020	
Number of Current Practitioner Training Courses	6
Number of Trainees on Current Practitioner Courses	115
Number of Practitioners and Psychotherapists in Supervisor Training	26
Next IRRAPT training planned for autumn 2020	

Events 1st June 2019 and 1st June 2020	
Introductory Courses	3
Number of delegates on the Introductory Courses	54
CPD courses run by ACAT	3
Number of delegates on the CPD courses	66
Trainers and Supervisors Event	postponed
Supervisor Residential	postponed
CPD courses run by local groups with booking through ACAT	2
Number of delegates on the courses above	39
ACAT Bespoke courses	1

ACAT Website Statistics at the time of compilation: July 2020	
Number of visitors in month	7,800 +
Number of page views in month	37,000 +
Number of countries reached by the website	173

Percentage of visitors by device:	
Desktop: 53%	Mobile: 44% Tablet: 3%

Request for a Proxy Vote
at the ACAT Annual General Meeting 2020

AGM to be held remotely at 11.30am on Friday, 25th September 2020 **Completed, signed forms to be returned by 12 noon on Wednesday, 23rd September 2020**

Form of Proxy
(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 unable to attend the AGM on 25th September 2020.

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,

**delete as appropriate*

as my proxy to vote for me on my behalf at the Annual General Meeting of the Company to be held on Friday 25th September 2020, 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. 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 | Financial 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 Representative to ICATA |
| *in favour of / against | Report from ACAT's Data Protection Officer |

2. for voting on the resolution presented to the AGM as detailed in the AGM booklet
**Please delete as appropriate:*

*in favour of / against increasing the maximum number of Lay Trustees on the Board to four.

detach and return

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

*in favour of / against	Jay Dudley to be elected as Chair of ACAT
Vice Chair of ACAT	no nominations received
Treasurer/Company Secretary	no nominations received

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

*in favour of / against	Alison Jenaway to be elected as Trustee
*in favour of / against	Elizabeth McCormick to be elected as Trustee

I am:

and a fully paid up *Psychotherapist / * Practitioner / * Life Member of ACAT
*delete as appropriate

of (address):

.....

Phone:

Email:

Signature:

Signed this day of, 2020

Please return the original, signed form to:

ACAT Administration Manager – AGM, ACAT, PO Box 6793, Dorchester, DT1 9DL

To be received by 12 noon on Wednesday, 23rd September 2020.

Votes received after this time will not be counted.

Enquiries: maria.cross@acat.me.uk

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.