

Minutes of the Annual General Meeting

held on Saturday, 28th September 2024 from 10.00 – 12.00 via Zoom

1. Welcome

Chair Lynne Taylor opened the meeting, welcoming all the attendees and explaining the housekeeping rules for the meeting.

2. Present and apologies

Present

Lynne Taylor (ACP Chair), Rachel Acheson, Liz Bodycote, Faye Brierley, David Cornelius, Elena Della Rosa, Jane Elfer, Kate England, Sandra Fentiman, Emily Fox, Riccardo Gentile, Jo Goldsmith, Eve Grainger, William Halton, Sarie Hodgson, Claire Hopkins, Pavan Hundal, Surinder Johore, Jennifer Kenrick, Sammy Lealman-Strutt, Gabrielle Lees, Katie Lewis, Nicola Macpherson, Elena Mardegan, Meryl McCartney, Lorraine Mcleod, Julia Mikardo, Louise Odwyer, Placida Ojinnaka, Isobel Pick, Katie Reid, Christine Robson, Margaret Rustin, Maria Rhode, Marja Schulman, Ruth Seglow, Mel Serlin, Rajni Sharma, Tim Smith, Janine Sternberg, Georgina Taylor, Janine Tully, Ferelyth Watt, Sarath Weerasinghe, Liz Wheatley, Karen Wheeler, Jessie Woods

In attendance: Imogen Rayner & Lisa Heleniak (Applause Events), Claire Pestana, Tessa Trabue (minutes)

Apologies

Stella Acquarone, Katie Argent, Rachel Brake, Susan Chantrell, Simon Cregreen, Deirdre Dowling, Elizabeth Edginton, Judith Edwards, Danny Goldberger, Jeremy Gunson, Karl Huntbach, Jeanne Magagna, Marie Powell, Maria Pozzi

3. Minutes of AGM 2023 – Corrections, Approval and Matters Arising

Lynne confirmed that the minutes of the 2023 AGM had been approved by the voting members with no amendments or corrections.

There were no matters arising.

4. Report from the ACP Board – Lynne Taylor

Lynne reported that it has been a very challenging year for the ACP. Kate Robertson had to step down as Chair in 2022 due to illness, and sadly died in October 2023. Her loss has had a significant impact on everyone within the ACP.

Nick Waggett, the previous CEO also stepped down from his role in Autumn 2023. Their departures, along with those of many other members on the Board whose terms had come to an end, meant that Board has been primarily focused on recruitment in 2024. The Board has now recruited six skilled Non-Executive Directors (NEDs), with a great range of expertise.

Lynne gave thanks to Anne Hurley, who took up the role of Director of Training for the latter half of 2023, stepping down in January 2024. Jessie Woods was successfully appointed as Director of Training in February 2024, although the role of Deputy Director of Training is still vacant.

Claire Hopkins was appointed to the role of CEO in March 2024, and Sarath Weerasinghe was appointed as the new Finance Director in May 2024.

Following the recommendation of the previous CEO, the new Board has been performing an organisational review throughout the year. The main focuses are:

- Looking at workloads across the whole organisation and ensuring sustainability of our workforce.
- Determining how the ACP can best achieve its primary task of maintaining and enhancing standards.
- Examining how the ACP regulates and promotes training standards.

There have been ongoing staff shortages in the Operational Team, causing delays in responding to messages and tasks, and securing additional admin support for the operational team is a key focus for the autumn term.

The ACP Conference in June was a huge success, despite having a much-reduced staff group working to deliver this in a very short space of time.

Lynne thanked Director Kate England for her hard work on the ACP Community Matters Committee, and Elena Della Rosa for managing exceptionally well in her role as Deputy Director of the Scientific Development Committee.

Lynne acknowledged the profound impact that the ongoing global conflicts are having on both members and on the young people and families that they are working with. Although the ACP cannot take a political stance on these issues, the Board were exploring ways to better support members to feel safe within the organisation and in their roles working with children and families.

Lynne concluded by giving a huge thank you to Kate Robertson and to Nick Waggett. The Board will continue to carry forward and build upon the work they had put in place, alongside working to strengthen internal procedures, processes and structures.

5. CEO Report – Claire Hopkins

Claire Hopkins outlined her main responsibilities as CEO as a) providing effective and efficient organisational leadership; b) providing strategic advice to the Board; and c) being accountable to the Board for operational performance and the delivery of agreed plans, strategic objectives and policies within parameters set by the Board. Claire added that work is also ongoing to define the ACP's mission and vision with the rest of the team. Claire produced a shorter 6-9 month business plan, and hopes some of this will be achieved by the end of the year.

Additional focuses of the ongoing organisational review are on strengthening:

- lines of accountability and management within the operational team
- internal governance for HR policies and procedures
- cyber security, especially in light in the issues which occurred over the summer

Claire is working with the Board to ensure the financial stability of the organisation. The ACP office will be moving to new premises in October which will offer significant cost savings. They are also looking at other areas to keep outgoings as small as possible to benefit members, and also looking at better ways to integrate the issues of EDI within the ACP and the profession too. Claire is also looking at the workforce development aspects across England and the devolved nations.

One big piece of work completed in the summer was the ACP's Professional Standards Authority (PSA) reaccreditation. This is a very thorough assessment in which every aspect of the ACP's regulatory work is scrutinised, looking in detail at: eligibility and public interest; management of the register, standards for registrants; education and training; complaints and concerns about registrants; governance; communications and engagement; and equality, diversity and inclusion. Claire thanked the directors and operational team for their help in pulling together all the required information for the reaccreditation report, and was very pleased to confirm that the ACP passed, with all of the standards and 68 minimum requirements met, and no conditions issued. The full PSA report can be read [here](#).

The other successful event in the summer was the ACP Conference. Over 200 members registered to attend, and over 80% felt that the conference was 'very good' or 'excellent'. Over 90% felt it was relevant to their clinical work and professional development. Claire thanked the external events team Applause Events for their last-minute help in successfully administering the conference on the day. There was very mixed feedback in terms of preference for an online, hybrid or in person conference. Taking all feedback into account, Claire confirmed that the 2025 would be in-person one day event in London at the end of June, and encouraged members to please come forward to help with the planning of the conference.

Due to the hard work of the Training Development Lead Mel Serlin, along with the Director of Training Jessie Woods, funding for 24-month pre-clinical funding from NHS METP (Multi Professional Educational and Training Plan) has been secured for those working in the NHS who would like to join our profession. Claire asked members to get in touch if they had any questions about this.

The ACP is committed to addressing issues of racism and other forms of prejudice and discrimination, both in the profession and in work with children, young people and families. In addition to the work of Diversity and Equality Working Group, Claire confirmed that they had been working closely with two Board members, Olatayo Afuape and Placida Ojinnaka, to think about how to improve and embed EDI in a number of key areas, including learnings from Jemima Phorson's and Rachel Abedi's report 'The Experiences of Students from Racially Minoritized Backgrounds Undertaking the Preclinical Course'. They are thinking about the Cass Report too.

Claire reminded members that the Operational Team was very small for such a large membership organisation. She gave a warm welcome to Claire Pestana, Events and Communications Manager who joined the team in January 2024 and has been instrumental in planning and delivering the ACP Conference, along with the ACP magazines.

The CEO presentation can be viewed [here](#).

6. Finance Report – Lynne Taylor

Due to an ongoing discussion with the accountants regarding the format and signing of the final accounts, the Board was not able to present the 2023 accounts at this AGM. Lynne extended apologies to the membership for this and confirmed that once the accounts were finalised an Extraordinary General Meeting will be called. Further to this, Lynne confirmed that the membership fees would not increase for 2025.

7. Report from Directors

a. Training Council – Jessie Woods

The main tasks of the training directorate are to regulate child psychotherapy training across the UK and to develop and maintain training standards, keeping the mental well-being of children, young people, and families at the heart of that work. Director Jessie Woods said they are continuing to 1) develop devolved nations, EDI and CAPT profile; 2) grow Child Psychotherapy training across the UK and 3) maintain collaborative working. She added that the

work that the Training Development Group had completed on the Quality Assurance Framework (QAF) was an example of this. The directorate is also looking at hybrid working.

The Human Development Scotland (HDS) training school was successfully re-accredited in May and Jessie thanked the panel for their work on this. Jessie highlighted that training schools are facing significant challenges in terms of increasing costs and staff resource issues, and that although widening access to training was a positive development, it did create more pressures and demands on the training schools.

Mel Serlin, the Training and Development Lead has been working to raise the profession's profile, alongside developing important relationships with NHSE, the commissioners and PPN. Jessie also cited the need for succession planning and the appointment of a deputy Director of Training, which would also further help to support the work with the training schools.

The full 2024 presentation can be viewed [here](#).

b. Professional Standards Committee - *Jo Goldsmith*

Director Jo Goldsmith explained that role of the Professional Standards Committee (PSC) is to protect the public, to protect ACP members, and to protect the profession of child psychotherapy. These responsibilities are held by the different groups represented in the Professional Standards Committee – the Employment Standards Group, the Ethical Practice Group, the Independent Practice Group and the Registrar, who is responsible for CPD and registration. The focus of these committees and groups is on establishing and maintaining high standards, monitoring those standards and then responding appropriately where members fail to meet those standards. Jo thanked the leads and members of all the groups for their work, and encouraged the wider membership to think about applying for the roles that were available across all the committees.

Working with the Professional Standards Authority over the last year, the PSC has amended the CPD and supervision policies in various areas, including risk, and has also delivered two workshops online about risk in adolescents and young adults.

The PSC is working on bringing the CPD and registration processes closer together, so that members will only have one task to complete. Jo reported that the quality of many responses in the 2024 was very poor, especially in relation to Equality, Diversity and Inclusion (EDI) and that from next year members will be expected to complete at least 6 hours of training for their CPD requirements.

The full 2024 presentation can be viewed [here](#).

c. ACP Community Matters - *Kate England*

Director Kate England explained that the ACP Community Matters committee is responsible for communications and membership engagement primarily, providing members with mechanisms to connect with each other and the ACP through a range of communications, events, and forums. The focus of ACP community matters is on the development of four key areas: ACP Friends, Communications, National & Regional Groups and the National Trainee forum. The committee is primarily made up of staff members with a remit for communications and events and meets twice a year.

The Communications team has been very busy over the past year working on a number of areas to support engagement with ACP members and the wider public, including the

magazines, newsletters and monthly social media content. In addition, the team had been very busy working on the 2024 ACP Conference 'Inside Digital Lives', and thanked Community and Events Manager Claire Pestana who was instrumental in successfully delivering the conference. The team is currently working on producing an updated ACP communications policy and branding strategy. They are also working on creating a new and varied CPD programme of events for members.

As part of the Organisational Review and examining staff costs, they will be reducing the publication of the Members Magazine to once a year in February. In addition, the events and members newsletters will be combined into one publication which will be produced quarterly.

Kate encouraged all members to get in touch with their local national and regional groups and encouraged anyone with an interest in establishing a regional group in their own area to contact her.

The full 2024 presentation can be viewed [here](#).

d. Scientific Development Committee – Elena Della Rosa

Deputy Director Elena Della Rosa said that due to the ongoing organisational review, she was still the only member of the Scientific Development Committee (SDC). The biggest part of her role is organizing the Research Matters Forum, which run bimonthly, and aim to disseminate knowledge about current research, encourage members to undertake research, and connect with other members of the profession who are already undertaking research, or are planning to set up research projects in the workplace privately or through other institutions.

As part of the SDC, Elena liaises with both the Journal of Child Psychotherapy, to think about the development of the journal, and with ACP Community Matters, including being a member of the Conference Organising Committee (COG). She encouraged members interested in research or with an idea on how to develop the SDC to get in touch.

8. Report from the Journal of Child Psychotherapy – Rachel Acheson

Dr Rachel Acheson, Editor of the Journal of Child Psychotherapy (JCP), talked through the process and workflow of the production of the journal, including all the steps taken in house before working with Taylor and Francis to finalise the thrice yearly issues.

Rachel said that, in response to the current difficult publishing environment, they are exploring ways to make the journal as accessible and interesting as possible to a wider audience further to ACP members while staying committed to their primary goal. They are hoping to make use of open access publishing, which would help with increasing the number of downloads. They are also working to strengthen links with other professions by asking them to write response pieces and to engage with our work in various ways.

Rachel said they are very keen to hear from members who writing or working in creative ways, and especially welcome book reviews, response and commentary pieces. In order to support this, they are planning another series of writing workshops.

The 2024 presentation for the Journal of Child Psychotherapy can be viewed [here](#).

9. Unite the Union report – Danny Goldberger

Danny Goldberger provided an update via video. Danny and Selina Perocevic are the two ACP representatives to Unite the Union, sitting in a small professional committee with applied psychologists from all around the country. As ACP representatives, they attend monthly

meetings to think about some of the priorities of the committee for that year, and to draw together some of the issues that are happening nationally for applied psychologists and child psychotherapists. In addition, they attend thrice yearly day-long meetings, which give the committee a chance to examine the issues in more detail, set priorities and consider any campaigning issues for the coming year. They also have ad-hoc meetings with members when issues in the workplace arise.

Danny said that Selina would be stepping down from her role as ACP rep, and he thanked her for her years of service and expertise. He said they were hoping to recruit two or three members to get involved in the work of Unite the Union, to help members and colleagues with their work-related issues, and asked anyone interested to contact him via the ACP website.

Information about Unite the Union can be found on the Unite [website](#) or on the [ACP website](#).

10. Questions

Questions were raised about joining the Research Matters Forum and becoming a Union Rep. Lynne added that the ACP was looking for trainees to join the Conference Organising Committee (COG) as well.

11. Result of vote of approval of Annual Report from Committees

Lynne reported that the membership had voted to approve the 2023-2024 Annual Report from Committees. The full report can be viewed [here](#).

12. Results of votes on appointments to the Board

Lynne reported that the membership had voted to approve all of the appointments to the Board. The slide with the names of the new Board members can be viewed [here](#).

13. Results of votes on appointments to Committees and Groups of the ACP

Lynne reported that the membership had voted to approve all of the appointments to Committees and Groups of the ACP. The slide with the names of the new members can be viewed [here](#).

14. Results of votes to changes of the Rule 9v of the Association of Child Psychotherapists

Lynne reported that the membership had voted to approve all the proposed changes to these rules:

- a. Change to Rule 4.1.1
- b. Change to Rule 9(vi)
- c. Addition of Rule 9(vii)
- d. Change to Rule 35
- e. Change to Rule 41

15. Vote of thanks to those standing down from ACP roles

Lynne gave a warm vote of thanks to all those standing down from roles within the ACP. The slide with the names of those who have left can be viewed [here](#).

16. Welcome to New Members and Farewells

Jo Goldsmith gave a warm welcome to all the new qualified members, and read out their names as follows:

Birmingham Trust for Psychoanalytic Psychotherapy (BTTPP)

Katrina Brailsford

Tracy Christophi
Emilia Hardy
Diane Maybey
Natalie Harrigan

BPF/IPCAPA

Imke Ahlers
Stephanie Brown
Tahera Chowdhury
Alison Cliffe
Lara Griffiths
Noemi Klein
Darlene Lyons
Rumbi Magadzire
Rachel Martin
Dea-Chantal Prempeh
Zita Nevile
Claire Poplawska
Lucy Thompson-Newman
Pippa Watson

Northern School of Child and Adolescent Psychotherapy (NSCAP)

Maxine Allen
Sarah Huntington
Alice Ricketts

Tavistock and Portman NHS Trust

Jenny Adejayan
Iva Ajder
Sarah Birch
Alexandra Busse
Dana Cojocaru
Helena Ingham Whately
Will Parkinson
Lucy Thompson-Newman
Thomas Robinson
Miranda Sharp
Gulseren Sonmez
Helen Swart
Mischa Resnick
Giulia Vignali
Annabel Wilkes

17. Welcome to New Members and Farewells

Jo Goldsmith read the names of ACP members who had died in the last 12 months: Jackie Bone, Gwyneth Kirkwood, Eileen Orford, Gail Phillips, Kate Robertson, Alice Walker and Isca Wittenberg. Jo remarked that each of those members made a unique and a valuable contribution to our profession and are missed, but that the ACP would continue to build on their legacies.

18. AOB

There was no other business.

19. Close

Lynne closed the AGM with thanks to members for attending, and to ACP staff and the external events team for their help the event. She gave further thanks to all of those involved in ACP committees and groups and encouraged members to take up roles in these groups.