

Bath Institute of Medical Engineering

Annual Report 2011-12

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Bath Institute of Medical Engineering (BIME)
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Registered charity (256335) Company registered (933932)

We have produced copies of this Annual Report in-house to reduce costs and be more environmentally friendly. Project updates can be found in our newsletters and full details of projects are available on our website, www.bime.org.uk

TUESDAY



A07 *A1J7GNCR* 09/10/2012 #32
COMPANIES HOUSE

About BIME

'Working alongside those with healthcare problems and disabilities to develop and apply technology to improve the quality of life for all '

BIME is an engineering design and development organisation working to improve the quality of life for people with disabilities and healthcare problems. We are a team of professional design engineers, an occupational therapist, technicians and support staff, who work closely with disabled people, carers, healthcare professionals, and other end-users to develop or apply new technology that will improve people's quality of life. The Institute is an incorporated independent body maintained by charitable donations, research grants and commercial income.

We are recognised as a centre of excellence within the assistive technology field and have a national reputation for our user led design work on children's mobility and the development of products to support people with dementia. We believe that research is important, as it helps us understand the needs of users, opens up new technologies and leads to the development of new products. We seek projects that will benefit many people, rather than one-off solutions.

Successful designs may be placed in the public domain, or manufactured through a commercial partner, or if necessary, through our own production facility. A proportion of our income will be used to provide solutions for individual clients and small groups which may not be economic but will make a big impact on quality of life.

Where possible we seek to work with partner organisations who share our aims and vision.

BIME is successful in attracting a range of research funding and we have an international reputation for user-centred design. We collaborate with a range of academic departments around the UK and work with partner charities in the Forum (MERU, Demand and Remap), to co-ordinate our work. We have strong local partnerships, focused on the University of Bath, the Royal United Hospital, the Royal National Hospital for Rheumatic Diseases and the Research Institute for the Care of Older People (RICE).

The objects of the Institute are the advancement of medical education and of engineering research for medical purposes, the dissemination of the knowledge thereby acquired and the relief of those in need (by reason of their disability, age or infirmity) by the provision of devices and equipment to assist in their medical treatment or improve their quality of life.

Message from the Director

'Alone we can do so little, together we can do so much'*

It was a cold blustery day when, along with several dozen rotary club members, we walked round Bath Racecourse. At the time, I could not picture the empty stand full of people, the row of classic cars stretching out down the racecourse or the little girl with a wonderful smile showing off in front of all the people in her BIME Wizzybug. The Bath Pageant of Motoring was organised by the Rotary Club of Bath and attended by several thousand people providing a showcase for Wizzybug and some of the many young children who are benefitting. The event raised over £5,000 towards our loan scheme and would not have been possible without the hard work of many volunteers and sponsors.

Over the past 24 months, with the support of a Knowledge Transfer Partnership and colleagues from the Department of Mechanical Engineering, a Product and Industrial Designer has been working with the engineering team to introduce new design techniques and streamline our product development processes. We are seeing the benefit of this in potential new products, for example the kitchen minder and the illuminated tray. This would not have been possible without significant expertise from our colleagues at the University of Bath.

We are also running research projects with the Universities of Sheffield, West of England, St Andrews, Reading, Ulster and the Royal College of Art, as well as with organisations such as the Stroke Association, Bath Age UK and Brian Injury Rehabilitation Trust. These collaborative projects allow us to share our expertise and resources so that we can do more. Alongside this, we are working with commercial partners who can make our products available to a much wider population than we could achieve alone.

This cooperative working provides a model for us as we strive to improve the quality of life for those with disabilities and health problems. None of this would be possible without the financial support of our many donors and our volunteers, to whom we are very grateful.

We are keen to collaborate with organisations who share our vision. Together we can do so much.

Nigel Harris, Director

*(Helen Keller 1880 – 1968)

Message from the Chairman

This was a challenging year, along with the rest of the UK economy, BIME has experienced a difficult financial climate. However, thanks to the expertise of our fundraising team, commercial manager, and the generosity of BIME supporters, we were able to maintain our charitable work. The Bath Motoring Pageant in June, organised by the Rotary Club of Bath, was a fun-filled event, raising awareness of our work and enabling Wizzybug families from all over the UK to meet.

There is a continuing need for BIME to remain versatile, adaptable and responsive to the evolution of market need. This has resulted in some staff changes to reflect BIME's changing goals, which is never an easy process either for those affected, or for the organisation. Alongside this we have implemented processes to ensure that our projects are now more intensively managed and reviewed, to ensure continuing development and relevance.

As the Director has highlighted, BIME is developing collaborative links with other research organisations and charities, this is important and will allow us to improve our ability to design innovative devices for people who need them. Well done to BIME for their continuing perseverance in difficult times!

Patrick Magee, Chairman

Summary of activities

BIME Products

Funding for the Wizzybug Loan Scheme has exceeded £250,000, and since 2007 we have manufactured over 140 in our workshop

The launch of the day clock has been a big success. It is being distributed across the UK by the Alzheimer's Society and Digital Frames Direct and was featured on the BBC Points West programme

Our Glideabout rising commode, which we have developed in partnership with colleagues in South Gloucester has been demonstrated at NAIDEX in Birmingham. We have a commercial agreement in place with Aidapt Bathrooms Limited, who will manufacture and distribute the product

Raising our profile

BIME took part in the Bath Older People Show and was shortlisted for the Pride in Bath Awards. A team from BIME showcased our research within the New Dynamics of Ageing programme at the International Centre for Longevity in London.

BIME was the main beneficiary of the Bath Pageant of Motoring event, organised by the Rotary Club of Bath

Working with partners at the University of Bath, The Assisted Living Action Network held two successful one day meetings on Stroke Rehabilitation and Design for an ageing population

Collaboration

BIME has joined the iNets South West Biomedical Innovation Network <http://www.inets-sw.co.uk/>. This scheme provides support for economic development and job creation in the South West of England. We have significant expertise in the development of new products to meet the needs of an ageing population and are able to provide advice and support to companies. Our research and new product development programmes also represent significant investment in medical and assistive technology development and the partnership recognises our contribution and work in this area.

BIME and the South West Stroke Association run a second year group design project module on assistive technology at the University of the West of England

We ran several final year specialist design projects with the University of Bath. These included a musical instrument for people with profound cognitive disability, such as children with a severe learning disability or people with advanced dementia, design of a TV remote control for people with dementia, and comfortable seating for wheelchair users.

Development plan

We have been working with a Design agency to establish a new working name for BIME to reflect our current range of activities and our national profile.

Thanks to generous support from our donors and hard work of the fundraising team, donations exceeded £400,000 and we achieved a surplus on total funds at the end of the financial year.

Impacts - making a difference

Commercial products

The table below shows our portfolio of commercial products. We try to work in partnership with specialist suppliers and distributors to make products available to as many people as possible. For example, the Bottom wipers are now being manufactured under license by Homecraft and are available in larger Pharmacy Stores. Please see our website for full details of these products and those under development.

Product	Category
Wizzybug	Paediatric mobility
Toilet Handles	Daily living – children
School Chair Footrest	Equipment for daily living
Visual Reward Unit	Specialist medical diagnostic
Swallow Reminder	Rehabilitation
Wheelchair Babycarrier	Mobility - adult wheelchair users
Wander Reminder	Telecare for people living with dementia
Single Button Radio (for redesign)	Daily living
Day Clock	Daily living
RG Baby Walker	Specialist paediatric mobility for restricted growth
RG Sit n Ride	Specialist paediatric mobility for restricted growth
RG Small Bike	Specialist paediatric mobility for restricted growth
Mobile lifting commode	Daily living (October 2012)

Referrals

Over the past 12 months we have dealt with 20 referrals for modifications or adaptations to equipment, or for individual items of assistive technology. These have included wheelchair and walking aid modifications, call systems, seating, steps and accessories for medical equipment. Our Occupational Therapist continues to provide an ad hoc advice service to phone and email enquiries.

Research Grants and Awards

Head Articulation Control System

2010-13 National Institute for Health Services Research (4) Programme

ND Harris (Royal National Hospital for Rheumatic Diseases), M Hillman, J Bengar (University of West of England), E Matthews (Helen Hamlyn Centre), M Page (Great Western Ambulance Service)

Integration of product design and state of the art manufacturing into a formal product development process, supporting redesign of existing products and new product development. 2010-12 Knowledge Transfer Partnership B Hicks, E Dekonic, (Mechanical Engineering, University of Bath)

inTouch: A video link system to improve social inclusion for people with dementia

2010-12 Engineering and Physical Sciences Research Council

ND Harris, N Pantelli (University of Bath), R Jones (Research Institute for the Care of the Elderly)

Enabling People with Dementia to carry out everyday tasks

2011-12 Medical Dunhill Trust

N D Harris, RD Orpwood, H Boyd, N Evans

Novel Assessment of Nutrition and Ageing
2009-13 Economic and Social Science Research Council
New Dynamic of Ageing programme

Electrosensory discrimination training system for the relief of chronic pain
Pain Relief Foundation 2011-12 C McCabe (University of West of England), N D Harris, P Taylor (Odstock Medical)

Presentations

Designing accessible technology for people living with dementia
Designing Ahead Mainstream design for an ageing population (ALAN), Innovation Centre, Hazel Boyd, Bath, March 2012

Prompting people with dementia through a task – which formats work and why?
Poster presentation, Hazel Boyd, 2012 SRR Winter Meeting (Society for Research in Rehabilitation), Ely, January 2012

Guiding People with Dementia Through Simple Tasks – What Formats Work Best and Why?
Hazel Boyd , RAatE 2011 University of Warwick, November 2011

Assistive technology to support people with dementia
Hazel Boyd , RICE Centre, Bath, October 2011 and June 2011, Bath Older People Show, September 2011

inTouch Reducing social isolation for people with dementia
Hazel Boyd , Research talk to Carers' Group on inTouch project (University of Bath Carers Group)
University of Bath, July 2011

Prompting people with dementia to carry out tasks What works and why?,
Hazel Boyd, Pervasive Health Conference School of Computer Science & Informatics, University College Dublin, May 2011

SomNIA sleep in ageing can technology help?
Nina Evans, College of Occupational Therapy Conference, Brighton, June 2011

Outcome Measures Some challenges and ideas for practical approaches
Nina Evans, Assistive Technologies for Service Improvements in Health and Social Care Institute of Bio-Sensing Technology, UWE, Bristol, Feb 2012

Smart power meters – opportunities and challenges for assisted living
Nigel Harris, School of Computing, University of Ulster April 2011

The challenge of delivering stroke rehabilitation in the home
Nigel Harris, European Federation of Rehabilitation Research, Riva Del Garda, May 2011

The Smart Village Project
Nigel Harris, iNETS Microelectronics Seminar on Assisted Living, Taunton June 2011

Using smart technology to support independence
Nigel Harris, Brain Injury Rehabilitation Trust Annual Scientific Meeting, Bristol, September 2011

Smart Homes for Rehabilitation and assisted living

Nigel Harris, Medilink West Midlands, NEC Birmingham September 2011

Assistive Technology for Stroke Patients – Rehabilitation at home

Nigel Harris, Brunell Care, Annual Meeting, Bristol, October 2011

Stroke Rehabilitation in the Community

Nigel Harris, Co-organiser and Chair, Assisted Living Action Network, University of Bath, November 2011

The smart village project

Nigel Harris, Telecare Services Association Annual Meeting, London, November 2011

Using technology to support people living with dementia

Nigel Harris, Crossroads Care Annual Meeting, Radstock November 2011

Transforming Health Services to meet the needs of an aging population – the role of smart technology Nigel Harris, Developing Housing fit for an aging population, Inside Government Forum, Royal College of Medicine, London, March 2012

Technology to support independent living in the home – the role of smart technology

Nigel Harris, International Brain Injury Association, Edinburgh, March 2012

Publications

A Smarter Future technology to enhance an independent lifestyle for our future selves, Evans N, Harris N, Kuppuswamy K, International Journal of Therapy and Rehabilitation, December 2011 Vol 18 No 12 p694

Soft and Semi-Soft Prototyping in Assistive Technology Research Reducing the Human Unknowns Without Costly Manufacture, Adlam T, H Alger H, Wisbeach A, Orpwood R, Rehabilitation Engineering and Assistive Technology Society of North America (RESNA), Toronto, Canada, June 5 – 8, 2011

Assessing nutritional status in the NANA project, Astell, A, Eskin, Y, Williams, L, Hwang, F, Adlam, T and Mihailidis, A “ Rehabilitation Engineering and Assistive Technology Society of North America (RESNA), Toronto, Canada, June 5 – 8, 2011

NANA promoting multidimensional understanding of ageing, Astell, A J, Hwang, F, Williams, E and Adlam, T, Growing Older with a Disability, FICCDAT, Toronto, June 2011

Summary of the financial performance

We are delighted to have achieved a positive financial performance during 2011/12 - the first time for several years. This was achieved through a combination of increased income from donations and prudent management of costs.

The Wizzybug loan scheme has proved to be very popular amongst donors and has enabled us make a significant difference to the lives of disabled children across the UK.

We would like to thank all of our donors for their very generous support during the year.

The pie charts show a breakdown of our income and expenditure, which totalled £776,080 and £701,780 respectively, giving us a surplus for the year of £74,300.

Report of the Council for the Year Ended 31 March 2012

Nature of governing document and how the charity is constituted

The Institute is a charitable company limited by guarantee, incorporated on 18 June 1968 and registered as a charity on 11 July 1968. The Institute was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association. Under this Constitution, each member of the Institute is liable to contribute £10 in the event of wind-up.

Organisation structure and how decisions are made

The Board of Trustees (Council) meets three times per year and is responsible for the strategic direction and policy of the Institute. Responsibility for the day to day running of the Institute and delivery of activities is delegated to the Director.

Statement confirming major risks have been reviewed and systems and procedures have been established to manage these risks

The Trustees have reviewed the major strategic, business and operational risks, which the charity faces at this stage of its development, and identified key risks. Actions to address key risk areas have been agreed and progress is reviewed three times per year by the trustees. In addition strong financial controls are in place to mitigate the risk of financial losses due to theft or fraud, and these controls are regularly reviewed.

Reserves policy

Given the size of the Institute and the unpredictability of some of its income streams, an appropriate level of unrestricted free reserves is considered to be that which is sufficient to cover at least 12 months' core running costs. The Trustees calculate the free reserves as that part of the unrestricted funds that are freely available, after taking into account the designated funds which have been earmarked for specific projects. At 31 March 2012 the charity had unrestricted free reserves of £591,115 (2011: £639,491) representing over 12 months' core running costs.

Statement confirming that the trustees have had due regard to the Charity Commission guidance on public benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

Investment Policy

The Trustees managed the investment portfolio in accordance with the Institute's governing document. Monies not immediately required for the objects of the Institute may be invested in investments, securities or property as may be thought fit having regard to any consent and in accordance with any relevant laws. The Board includes Trustees with sufficient specialist knowledge and experience of investments suitable to the present needs of the Institute.

Methods policies and procedures for recruitment, appointment, induction and training of trustees

The Council has appropriate procedures for the recruitment, appointment, induction and training of its trustees which were agreed when the Council conducted its effectiveness review within the last five years. The Officers of the Charity, supported by the Director and Company Secretary, consider the skills, diversity and gender-balance of the Board prior to appointments being made and arrange for induction as befits the appointee.

Patrick Magee
2.2.12
or P.T. Magee

Plans for the Future

The trustees have approved a new vision for the future of BIME, the aims are to

- Become nationally recognised for the development and promotion of mainstream technology for independent living
- Identify a new name and unique brand that reflects the work of the Institute
- Promote and raise our profile amongst our users and beneficiaries, industry, the voluntary and public sectors
- Earmark a proportion of our resources towards dissemination and promotion of our work
- Work with selected partners to make mainstream assistive technology available

Statement of Council Responsibilities

The council (who are also the directors of Bath Institute Of Medical Engineering Limited for the purposes of company law) are responsible for preparing the Report of the Council and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the council to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charity SORP,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The council are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Statement as to Disclosure of Information to Auditors

So far as the council are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and the council has taken all the steps that they ought to have taken as a council member in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information

Auditors

The auditors, Haines Watts, will be proposed for re-appointment at the forthcoming Annual General Meeting

On Behalf of the Board:

By order of the Council
M G W Humphriss
Honorary Secretary
28 May 2012

Independent Auditor's Report to the Members of Bath Institute Of Medical Engineering Limited

We have audited the financial statements of Bath Institute of Medical Engineering Limited for the year ended 31 March 2012 which comprise the Statement of Financial Activities (incorporating the income and expenditure account), the Balance Sheet, and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 10 the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2012, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Companies Act 2006

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit



S Plumb BSc ACA
Senior Statutory Auditor
For and on behalf of HW Chartered Accountants and Statutory Auditors
Old Station House
Station Approach
Newport Street
Swindon
SN1 3DU

22 May 2012

Statement of Accounting Policies

This Statement of Accounting Policies forms part of the Accounts

(a) *Accounting convention*

The accounts have been prepared in accordance with the historical cost basis of accounting, with the exception of investments which are included at market value, in accordance with Statement of Recommended Practice "Accounting by Charities" Revised 2005 and in accordance with the Financial Reporting Standard for Smaller Entities

(b) *Taxation*

No provision for taxation, deferred or otherwise, has been provided in these accounts as the Institute is a registered charity (registered number 256335) and is therefore exempt from taxation (other than Value Added Tax) under Section 505 of the Income and Corporation Taxes Act, 1988

(c) *Assets received as donations*

No assets have been donated to the Institute, other than financial donations

(d) *Cash flow statement*

No cash flow statement has been prepared as it is considered that no material benefit would be derived from such a statement

(e) *Sponsored research*

Income from sponsored research is the recovery of direct expenditure incurred during the year and overheads relevant to that year

(f) *Replacement of assets*

Items of equipment are expensed and charged through the Statement of Financial Activities. However, motor vehicles are capitalised and depreciation charged at 20% per annum

Costs incurred on the Wizzybug loan scheme are capitalised and depreciation charged at 20% per annum

(g) *Investments*

Dividends and interest from investments are credited to income on a receivable basis and include the associated income tax credits

Investments are shown in the Balance Sheet at the mid-market price quoted by the London Stock Exchange. Gains and losses on the revaluation and realisation of investments are credited to the Investment Fund in the Statement of Financial Activities

(h) *Incoming Resources*

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- a) Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable
- b) Interest is accounted for in the period it is receivable
- c) Consultancy, sales and royalties are accounted for in the period in which the relevant goods or services have been provided. Contractual income received in advance has been deferred

(i) *Resources Expended*

All expenses are accounted for on an accruals basis as the liability is incurred. Direct and indirect charitable expenditure represents expenditure in the furtherance of the work of the Institute. Fund raising expenditure consists of appropriate printing and postage costs and a proportion of administration costs.

(j) *Fund Accounting*

Restricted funds are to be used for specific purposes as laid down by the donor or funder. For research projects, expenditure is direct costs including all contracted staff hours. Income is the income from research councils to cover the direct costs.

For restricted projects, expenditure is the total of all invoiced costs plus all recorded staff hours spent on the project with a 45% charge to cover support costs and overheads. Income is the donated income specified for each project, received in the year.

Designated funds are unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Transfers between funds are made where the income for the project is exceeded by the costs incurred on the project, or where it has been agreed with the funder to use unspent balances at the end of a project on activities with a similar objective.

(k) *Pension Costs*

The Institute participates in three defined benefit pension schemes. The costs of contributions are recognised in the year they are paid (see note 5).

Accounts

Balance Sheet at 31 March 2012

	Notes	Total Funds 2012 £	Total Funds 2011 £
Fixed Assets (Note 10)			
Investments		280,767	382,040
Tangible assets		<u>40,000</u>	<u>1,274</u>
		320,767	383,314
Current Assets			
Debtors	Sundry	52,313	115,678
	Pre-payments	24,580	8,338
Money Market deposits		270,326	247,540
Bank balances		239,522	90,747
Petty Cash		<u>98</u>	<u>69</u>
		586,839	462,372
Creditors amounts falling due within one year			
Creditors & Accruals (Note 12)		<u>(98,988)</u>	<u>(105,241)</u>
Net current assets		<u>487,851</u>	<u>357,131</u>
Total assets less liabilities		<u>808,618</u>	<u>740,445</u>
Funds:			
Unrestricted funds			
General reserves		91,115	139,491
Designated reserves (Note 13)		500,000	500,000
Restricted funds (Note 14)		217,503	100,954
Total funds		<u>808,618</u>	<u>740,445</u>

Approved by Council on 28 May 2012

Dr P T Magee Chairman

Mr R Oldale Vice-Chairman

Patrick Magee
2.x.12.

Statement of Financial Activities

	Unrestricted Funds	Restricted Funds Research	Restricted Funds Projects	Total Funds 2012	Total Funds 2011
	£	£		£	£
Incoming Resources					
Donations	250,200		170,870	421,070	259,051
Grants for sponsored research		146,583	71,661	218,244	350,588
Investment income	22,881			22,881	23,240
Consultancies(& Misc) (Note 4)	22,898			22,898	18,603
Sales	91,063			91,063	152,647
Bad debt write off	(121)			(121)	(2,626)
Royalties	45			45	84
	<u>386,965</u>	<u>146,583</u>	<u>242,531</u>	<u>776,080</u>	<u>801,587</u>
Expenditure					
Direct expenditure on general activities					
Salaries and wages (Note 5)	288,420			288,420	208,624
Materials and equipment	14,080			14,080	91,267
Direct expenditure on sponsored activities					
Salaries and wages (Note 5)		112,124	84,746	196,870	349,624
Materials and equipment		29,879	32,293	62,171	34,715
Administration, exhibitions and professional fees				0	40,823
Depreciation on Wizzy Bug loan scheme			10,000	10,000	
Travelling and conferences		4,580	1,677	6,257	10,495
Indirect expenses					
Rent (Note 6)	6,283			6,283	234
Premises	9,649			9,649	9,280
Administration, exhibitions and professional fees (Notes 7 & 8)	54,936			54,936	26,092
Travelling and conferences	13,697			13,697	9,087
Fund Raising Expenditure					
Salaries	36,045			36,045	23,615
Materials and equipment	3,372			3,372	4,105
	<u>426,480</u>	<u>146,583</u>	<u>128,716</u>	<u>701,780</u>	<u>807,961</u>
	(39,515)	0	113,815	74,300	(6,374)

For the year from continuing operations
(Note 9)

Realised			0		
Write-back previous years' unrealised gains			0		
Unrealised loss on investment assets	(2,512)	0	(2,512)	4,801	
Realised loss on investment assets	(3,615)		(3,615)		
	(45,642)	0	113,815	68,173	(1,573)
Transfer between funds	(2,734)	0	2,734		
31 March 2011	639,491		100,954	740,445	
31 March 2012	591,115	0	217,503	808,618	

Notes to the Accounts

Year Ended 31 March 2012

1 **LIMITATION BY GUARANTEE**

The Company is Limited by Guarantee and as such has no share capital. Under the Constitution, each member of the Institute is liable to contribute £10 in the event of winding up.

2 **CHARITABLE STATUS**

The Company is a registered charity (no 256335).

3 **SUBSCRIPTIONS**

In previous years BIME's members paid an annual subscription to the Institute. With the revision of the Articles of Association in March 2009, membership of the Institute is restricted to members of BIME Council and any income from members is counted as a donation.

4 **CONSULTANCIES, SALES & ROYALTIES**

This heading has been split for 2012 to show funds separately for the three areas. The 2011 figures have been split accordingly.

5 **EMPLOYEES**

Particulars of employees are as shown below -

	2012 £	2011 £
Wages and Salaries	441802	482714
Social Security Costs	28408	36017
Pension Costs	51125	63132
	521335	581863

No trustee received any remuneration or expenses during the year (2011 £nil).

One employee received a salary of between £60k and £70k.

Employees by function – Engineering – 6.7fte, Clinical – 0.8fte, fundraising – 1.0fte, Admin/mgmt – 2.0fte.

The Institute participates in three contributory pension plans providing defined benefits based on final pensionable pay. The schemes are as follows -

Local Government Pension Scheme The assets of the scheme are held separately from those of the Institute. The Institute does not have separate employee registration and is registered as part of Bath University for the purpose of the scheme. Accordingly, it is not possible to separately identify the assets and liabilities relating to the Institute for the purpose of Financial Reporting Standard 17 (FRS 17) disclosure and accordingly any FRS 17 surplus or deficit attributable to the Institute is not shown on the Balance Sheet.

National Health Service Scheme and Universities Superannuation Scheme Both of these are mutual schemes and again, the assets and liabilities cannot be attributable to an employer and any surplus or deficit attributable to the Institute is not recognised on the Balance Sheet.

The schemes are therefore treated as defined contribution schemes in these financial statements as permitted by FRS 17.

6 LEASEHOLD PROPERTY

A lease of the property at the Medical Sciences Centre was entered into on 26 May 1995. By the terms of the lease, the annual rent was reviewed and agreed at £5330 (Excluding VAT). The lease expires on 28 September 2067. There were no capital costs to the Institute.

7 AUDIT FEES

Audit fees of £1600 are included under the heading of Administration, Exhibitions and Professional Fees.

8 DIRECTORS' AND OFFICERS' LIABILITY INSURANCE

The Institute has affected Directors' and Officers' Liability Insurance cover. In previous years this was included within the University of Bath Insurance policy, but from August 2011 BIME has taken out its own insurance cover.

9 INVESTMENTS

	<u>2012</u>
	£
Value at 1 April 2011	382,040
Unrealised Gains/(Losses)	(2,512)
Disposals	(95,146)
Realised loss on disposals	(3,615)
Value at 31 March 2012	<u>280,767</u>

The Investments are shown in the Balance Sheet at market value.

10 FIXED ASSETS

Cost	Motor Vehicles	Wizzybug Loan scheme	Total
	£	£	£
At 1 April 2011	6,362	0	6,362
Additions	0	50,000	50,000
Disposals	0	0	0
At 31 March 2012	6,362	50,000	56,362
Depreciation			
At 1 April 2011	5,088	0	5,088
Charge for the year	1,274	10,000	11,274
Eliminated on disposal	0	0	0
At 31 March 2012	6,362	10,000	16,362
Net Book value			
At 31 March 2012	0	40,000	40,000
At 31 March 2011	1,274	0	1,274

11 RELATED PARTY

For administrative purposes the Institute's staff payroll is processed through the University of Bath. Salary costs are invoiced by the University to BIME. Consumable items and stationery are charged at cost, the total of these charges is insignificant.

12 CREDITORS AND ACCRUALS

	2012 £	2011 £
VAT	98	2508
Sundry creditors	51524	51361
Accruals	47366	51372
	98988	105241

13 DESIGNATED FUNDS

The Institute has considered the appropriate level of reserves to be designated and concluded that £500,000 is the appropriate level at this time. This has been calculated as the cost if all staff had to be made redundant, basic salary and running costs for 1 year, with a modest balance for capital replacement.

	£
Balance on reserve 31 March 2011	500,000
Transfer to Unrestricted funds	0
Balance on reserve 31 March 2012	<u>500,000</u>

14 RESTRICTED FUNDS
Restricted Funds

Fund	1 April 2011	Expenditure	Income	Transfer from/ (to) general	31 March 2012
	£	£	£	£	£
RESEARCH					
Somnia (ESRC)		2494	-2494		
Compliant Seat (AMR)		22408	-22408		
NANA Nutrition (ESRC)		34945	-34945		
In Touch (EPSRC)		55227	-55227		
Cobalt (TSB)		1902	-1902		
HACS Collar (NIHR i4i)		29607	-29607		
TOTAL RESEARCH		146583	-146583		

PROJECT

RGA School chair backrest (Complete)	-1012	59	0	1071	0
RGA Bike Development (Complete)		3513	-1850	1663	0
Toddler Carrier	10843				10843
Slingshot	13774	924	-5000		17850
Sequence prompting	11083	33768	-53495		30810
Clock calendar	-2288	3526			-5814
TV Remote	12804	2600			10204
Starfish Wizzybug loan scheme	50000	27187			22813
National Wizzybug loan scheme	5750	13780	-137520		139490
Cooker monitor		16143	-10500		-5643
Compliant Seat extension		5328	-10000		4672
Piezo Shoe sensor		294	-3850		3555
Equip		7278	-6000		-1278
Vaginometer		4316	-4316		0
Smart 2		10000	-10000		0
TOTAL PROJECT	100954	128,716	242531	2734	217503

15 SUPPORT COSTS

The following support costs are identified

	£
Management	33779
Finance management	14265
IT	1798
HR (provided by University of Bath)	0
TOTAL	49842

Members of Council, Projects Committee and Staff

Director

Dr Nigel Harris, BSc, MSc, PhD, FIPEM

Honorary Secretary

Mr M G W Humphriss, University Secretary, University of Bath

Honorary Assistant Secretary

Ms M C Henderson, Administrative Officer, University of Bath

BIME Council

President

Baroness Masham of Ilton (to 4 1 12)

COUNCIL (Year ended 31 March 2012)

Dr P T Magee (Chair), Consultant Anaesthetist, Royal United Hospital

Mr R J Oldale (Vice Chair), Design Consultant

Professor R M Mawditt, UNESCO Chair in HE Management

Ms C Plouffe, Head of Children's OT Services, NHS Gloucestershire

Mr J Stuart-Smith, Director, Astor-Bannerman

Mr S Tanner, Engineering Consultant

Professor M A Tooley, Head of Medical Physics & Bioengineering, Royal United Hospital

Dr A Padkin Consultant Anaesthetist, Royal United Hospital

Professor C Eccleston, Department for Health, University of Bath

Professor A W Miles Department of Mechanical Engineering, University of Bath

Dr I G Turner, Department of Mechanical Engineering, University of Bath

Dr B J Hicks, Department of Mechanical Engineering, University of Bath

Mr G Richardson, Chartered Accountant

Dr M Soleimani, Department of Electronic & Electrical Engineering, University of Bath

Ms Libby Gawith, Non-Executive Director (from 13 6 11)

PROJECTS COMMITTEE

Mr J Stuart-Smith (Chair)

Mr R Oldale, Design Consultant

Dr P T Magee, BIME Chair

Mr M Bishay, Consultant Surgeon, Royal United Hospital

Dr S Franks, General Practitioner, Bath

Mr G Giddins, Consultant Surgeon, Royal United Hospital

Professor A J Medland, Mechanical Engineering, University of Bath (to 31 7 11)

Dr E White, Head of Research & Development, College of Occupational Therapists

Dr N D Harris, Director, BIME

Dr M R Hillman (Secretary), BIME Staff

Mr S Tanner, Engineering Consultant

Dr E Dekoninck, Mechanical Engineering, University of Bath

Dr R Cheston, Psychologist, Avon & Wiltshire Mental Health Partnership NHS Trust

Mr A P Husband, Commercial Manager (BIME Staff)

BIME ENGINEERING, TECHNICAL AND SUPPORT STAFF

Mr T Adlam, Mechanical Design Engineer (part-time)
Mr D Bishop, Workshop Technician (part-time)
Dr H Boyd, User Interface Engineer
Mr D Emmett, Product Designer
Mrs N Evans, Occupational Therapist (part-time)
Mr S Gale, Electronics Technician
Dr M R Hillman, Principal Engineer
Mrs R Hooper, Secretary
Mr A Husband, Commercial Manager (part-time)
Mr R S Matthews, Workshop Technician (part-time)
Mrs L C H Robertson, Accounts Technician (part-time)
Mrs S Rouse, Secretary (part-time)
Mr M Rouse, Senior Workshop Technician

We are also very grateful to our volunteers who have dedicated their time and expertise to help us with our charitable work

Registered National Charity No. 256335
Company Registered No.933932

Donations Received

Year Ended 31 March 2012

Under £200 38 Donors

The following were exceptionally generous in their donations

Simplyhealth
Garfield Weston Foundation
Charles Wolfson Charitable Trust
Herbert & Peter Blagrove Charitable Trust
Brian & Margaret Roper
The Hadley Trust
Next plc
Charles Hayward Foundation
The Barbara Ward Children's Foundation
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Albert Reckitt Charitable Trust
Enid Slater Charitable Trust
Smiths Group plc
The Really Useful Group Ltd
G M Morrison Charitable Trust
The Mason Bibby 1981 Trust
JSUC Service Funds
Ammco Charitable Trust
Armourers & Brasiers' Gauntlet Trust
Benham Charitable Settlement
Robert Orpwood Blott Charitable Trust
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The Rind Foundation
Rolls-Royce plc
Wessex Water
The Michael & Anna Wix Charitable Trust
Mrs I S Woodard

6 Donors wished to remain anonymous