



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	01	2022		31	12	2022

## Section A Reference and administration details

**Charity name**

ASSOCIATION OF BIOMEDICAL ENGINEERS, MEDICAL ENGINEERS, AND BIOENGINEERS

**Other names charity is known by**

BioMedEng Association

**Registered charity number (if any)**

1191005

**Charity's principal address**

Department of Bioengineering, Imperial College London, Bessemer Building, London

**Postcode**

SW7 2AZ

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Prof Alicia El Haj	University of Birmingham		
2	Prof Anthony Bull	Imperial College London		
3	Prof Claudia Mazza	Sheffield University	24.08.2020 - 04.11.2022	
4	Prof Hazel Screen	Queen Mary University of London		
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members

Dr Gifty Tetteh – Head of Operations

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charitable Incorporated Organisation Constitution
How the charity is constituted (eg. trust, association, company)	Association Model Constitution
Trustee selection methods (eg. appointed by, elected by)	Charity trustees are appointed by a resolution of the members at the annual general meeting.  <b>Co-opted Trustees</b> can also be appointed at any time by current trustees.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

To advance education for the public benefit in biomedical engineering, medical engineering, and bioengineering, in particular but not exclusively by:

1. organising and holding scientific meetings and conferences;
2. and promoting the study and practice of biomedical engineering, medical engineering and bioengineering.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The BioMedEng Association is a professional body for engineers, clinicians, researchers, and students working within Biomedical Engineering, Medical Engineering and Bioengineering disciplines.

**Organ on a Chip Satellite event** - The UK Organ-on-a-Chip Network hosted a free symposium on 7th September 2022 as a satellite pre-meeting to the BioMedEng22 conference. The hybrid event took place at Queen Mary University of London and online. The symposium was chaired by Dr Adrian Biddle from QMUL, and Dr Lorna Ewart from Emulate Inc. and delivered a keynote on "Modernizing Drug Discovery & Development with Organ-Chip Technology".

**BioMedEng22 Conference** - The UK's largest gathering of Biomedical Engineers, Medical Engineers, and Bioengineers took place at the UCL Institute of Education in London on 8-9 September 2022.

The conference was co-chaired by Prof Vanessa Diaz and Prof Rui Loureiro from UCL Mechanical Engineering and UCL Aspire CREATE, respectively. They hosted an engaging conference programme with four plenary sessions, eight workshops, about 100 oral talks and 100 poster presentations, and multiple break-out sessions for the various bioengineering themes. BioMedEng conferences provide an excellent opportunity to discuss advances in the discipline, share ideas and opportunities, and train the next generation of leaders.

BioMedEng22 allowed over 400 in-person and remote delegates to interact, exchange ideas and network following the coronavirus pandemic. Compared to the BioMedEng21 conference at the University of Sheffield, it was great to see more delegates attend the conference in person as the Association transitions from remote offerings.

The plenary talks were delivered by a diverse range of leading speakers including:

1. Prof Eric Aboagye, Professor of Cancer Pharmacology & Molecular Imaging and Director of the CRUK-EPSRC-MRC-NIHR Comprehensive Cancer Imaging Centre.
2. Prof Treena Arinzeh, Professor of Biomedical Engineering at New Jersey Institute of Technology in Newark, New Jersey.
3. Prof Tim Chico, Associate Director of the British Heart Foundation Data Science Centre's and Theme Lead for Personal Monitoring Data.
4. Dr Michelle J. Johnson, Associate Professor of Physical Medicine and Rehabilitation at the University of Pennsylvania.

The conference workshops included PPI for in silico medicine, using AI and mechanistic models to optimise treatment of patients on ventilators in the ICU, Equality, Diversity and Inclusion at the Advanced Biomedical Materials Doctoral Training Centre, 3D modelling of the human body as a method of teaching, an Early Career Researchers workshop and leveraging multiscale imaging for biomedical engineering research.

Conference attendance was open to both BioMedEng members and non-members. To increase the Association's membership, registered members were offered a discount on conference registration rates and non-members were encouraged to join the Association. Industrial sponsors were also offered a range of exhibition packages to showcase their products and services to delegates. There were seven industrial sponsors including the Biomedical Engineering Steering Group, Jellagen, ThermoFisher Scientific, Merck, COMSOL, Gill Jennings & Every - GJE, and the Applied Sciences journal by MDPI.



The conference dinner was held at the Radisson Blu Edwardian Bloomsbury Street Hotel for about 150 delegates who purchased additional tickets for the dinner. There was also an after dinner talk by Chloë Rodgers on equality, diversity, and inclusion in healthcare.

To ensure continuity with the conferences and Association activities, Dr Gifty Tetteh, Head of Operations of the Association, met with the conference organizers to finalise the accounts, understand the benefits and challenges of the UCL-BioMedEng partnership, how arrangements can be improved going forward, and transfer funds from the Association to UCL in line with the conference expenses and proceeds split arrangements. More information about the BioMedEng22 conference is available at <https://biomedeng.org/biomedeng22>

**2<sup>nd</sup> BioMedEng AGM** - The second AGM of the Association took place at BioMedEng22 on 9th September 2022. The AGM provided an opportunity for BioMedEng members and the BioMedEng Council to review activities and progress to date, propose initiatives, review reports, discuss important updates about the charity, upcoming Council elections, amongst others.

**BioMedEng Legacy Prize** - The award which is presented to a UK Bioengineer/ Biomedical Engineer/ Medical Engineer whose career-long research and mentoring has contributed immensely to inspiring and training the next generation of academics, researchers and students in the discipline was awarded to Prof Lionel Tarassenko at an earlier

conference and presented at the BioMedEng22 conference dinner at UCL. This award was also presented to Prof Dan Bader (Southampton University) at the BioMedEng18 conference at Imperial College London in 2018.

**GJE Abstract Award:** Gill Jennings & Every LLP, the recommended intellectual property (IP) firm of the Association, offered a free IP review session as a prize for the BioMedEng22 abstract/research project that had a commercial and industrial aspect they considered to have good potential for IP protection.

As part of the IP review, the team at GJE explored the winner's innovation and commercial plans, and existing IP. The team also offered guidance on how best to maximise value on potential IP to support commercial plans, including the possibility of filing patent applications.

**Industry Event** - The Association held an industry event on 13th January 2022 to provide an opportunity for the BioMedEng community to engage with key firms in the MedTech sector. Industry presenters included GE Healthcare (Dr Christopher Foley), Medisieve (Dr George Frodsham), Gill Jennings & Every LLP (Dr Chris Poll), and Siemens Healthineers (Prof Sultan Haider).

The event also included a panel discussion on the Future of Biomedical Engineering from an industry Perspective which was chaired by Prof Dario Farina, Chair of Neurorehabilitation Engineering (Imperial College London). The event was held via Microsoft Teams live and was open to both BioMedEng members and non-members.

Attendance was free for BioMedEng members, and non-members were charged a £30 attendance fee and given an opportunity to join the Association, as their attendance fee was equivalent to the annual full membership fee. Industry partners were also charged a nominal fee to present. The event raised £1,370 from speaker and attendee fees. This charging model was different to the free model used for the Education event in 2021 and generated much needed funds for the charity.

**Trustee Board Changes** – Prof Claudia Mazza, one of the founding Trustees of the BioMedEng Association, transitioned from the University of Sheffield to a new role with industry and resigned from the BioMedEng Trustee Board in November 2022. The Board discussed the number of trustees required to run the Association effectively, and whether there was a need to recruit new trustees to join the board. They also reviewed how trustees are recruited in the Association's constitution (Co-opted Trustees, voting at AGM), and how trustees could be elected to pre-defined roles. There are currently three Trustees on the Board, but plans are far advanced for new trustees to join soon.

**BioMedEng23** – The BioMedEng Council voted in September 2020 for BioMedEng23 to be hosted by Swansea University. Following the finalization of BioMedEng22 with the UCL team, Dr Gifty Tetteh met with the BioMedEng23 Co-Chairs, Dr Raoul van Loon, and Dr Hari Arora to discuss key sections of organising the conference. They discussed lessons learned from previous conferences and initial plans for BioMedEng23. She also drafted the BioMedEng23 website and hold pages, shared social media and sponsorship information, and abstract management options, and sent over the various BioMedEng templates and conference reports.

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

**Affiliate Memberships** – The Association maintained its membership rate at £30/year for Full Members, £20/year\* for Research Student Members (PhD and MRes) and free annual memberships to verified undergraduate and MSc students for the 2022 reporting year.

As detailed in our previous report, the Association's membership is open to practising engineers, clinicians, students, and anyone who is interested in Biomedical Engineering, Medical Engineering and Bioengineering. We welcome applications from UK and International members from Industry, Academic Institutions and Research Centres, Clinical Establishments and Hospitals, Governmental and Non-Governmental Organisations, amongst others.

**Membership Growth** - There has been a significant increase in the number of members joining the Association since the 2021 report. The membership update at the second AGM showed an increase from 490 applications from 64 institutions in Sept 2021, to 734 applications from 96 institutions in Sept 2022. Of the 734 applications received, there were 317 active memberships with 203 paid memberships, 338 free memberships, and some expired and pending memberships.

Institutions with more than 10 members included Imperial College London, University of Sheffield, University College London, University of Strathclyde, University of Southampton, City University of London, University of Bradford, Manchester Metropolitan University, University of Surrey, University of Cambridge, Swansea University, Queen Mary University of London, University of Liverpool, University of Birmingham, and the University of Leeds.

**Working Groups** - Following on from discussions at earlier Trustees' Board, Council meetings and the 1<sup>st</sup> AGM at BioMedEng21, there was a need to establish professional working groups to support the Association's operations in –

- i. Education
- ii. EDI
- iii. Engagement/Dissemination/Communication
- iv. ECR
- v. Industry Engagement and Sponsorship
- vi. Translation/Public Health/Engagement with Regulators.

It was also decided that leaders of these new working groups will automatically become Council members. The Association received the nine (9) nominations for leading four of these working groups, and elections were held in January 2022. The nominations were:

- 1. Education
  - a. Prof Panicos Kyriacou - City, University of London
  - b. Dr Anita K Ghag – University of Birmingham
  - c. Prof Kawal Rhode - King's College London
- 2. Equality, Diversity, and Inclusion
  - a. Prof Gwendolen Reilly - University of Sheffield
  - b. Dr Aliah Shaheen - Brunel University London
- 3. Early Career Researchers
  - a. Dr Wahbi El-Bouri - University of Liverpool
  - b. Dr Silvia Del Din - Newcastle University
  - c. Dr Rosti Readioff - University of Leeds

4. Industry Engagement and Sponsorship
  - a. Dr Mehran Moazen - University College London

Following the elections in January 2022, the following nominees were elected by members to lead these Working Groups and join the BioMedEng Council for an initial three (3) year term.

1. **Education** – Dr Anita Ghag – University of Birmingham
2. **EDI** – Prof Gwendolen Reilly - The University of Sheffield
3. **ECR** – Dr Silvia Del Din - Newcastle University
4. **Industry Engagement and Sponsorship** - Dr Mehran Moazen - University College London

**Chair of Council** – In addition to the Working Group elections, the Trustees' Board accepted self-nominations from current members of the BioMedEng Council in good standing for this new position.

The elected candidate oversees all council activities, leads the newly elected Working Group Chairs, and joined the BioMedEng Trustee Board. The role was offered on an initial 3-year term and upon completion of the 3-year term, the Chair of Council will automatically become a BioMedEng Trustee for a further term.

Elections for this post were held in May 2022 and only Council Members were invited to vote. Prof Martin Knight from Queen Mary University of London was elected as the first Chair of Council to join the Trustees' Board.

The Association's new formal structures currently comprise of a Trustee Board and Chair of Council, the BioMedEng Council and Working Group Chairs (with a broad representation), and the wider membership (open to practicing engineers and students from academia, industry, and clinical institutions).

**Tenure System** – As discussed in the 2021 Trustees Annual Report, the Association introduced a tenure system for Council Members. Founding Council members of the Association were randomly assigned terms of 1 - 3 years with a possibility of standing for re-election, to ensure of rolling tenure of membership. Five Council positions for Profs David Williams (Loughborough), Declan Bates (Warwick), Malcolm Granat (Salford), Stephen O'Connor (IPEM) and Terry Gourlay (Strathclyde)), expired on 31st December 2022, and elections for these positions took place in 2023.



## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The 2021 financial report outlined a closing balance of £11,952. The Trustees discussed and acknowledged the significant contribution from the host institution underwriting the Association's expenses and operations to date. The Board therefore decided to build up reserve funds for the Association and contribute a section of the 2021 proceeds to the Dept. of Bioengineering-Imperial College London for supporting the Association. £5,952 from the 2021 closing balance of £11,952 is being transferred to the host institution underwriting the Association, leaving a balance of £6,000 for charity expenses and reserves.

The 2022 contributions will be finalised after the BioMedEng22 expenses have been paid out to UCL for hosting the conference.

### Details of any funds materially in deficit

No funds are in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

As detailed in the independently examined 2022 accounts attached, the Association's core income is generated from membership dues and proceeds from hosting dedicated events and the annual conference.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

G A Tetteh

Full name(s)

Dr Gifty Tetteh

Position (eg Secretary, Chair, etc)

Head of Operations

Date

04.10.23

## Receipts and payments accounts

For the period from	Period start date 1/1/2022	To	Period end date 12/31/2022
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## Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations, Grants and Interests	-	-	-	-	31
Fundraising	-	-	-	-	7,000
Members' subscriptions	5,140	-	-	5,140	6,345
Industry Event	1,358	-	-	1,358	-
Conference Fees	72,865	-	-	72,865	-
Sheffield Conferencce Fees	5,325	-	-	5,325	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	84,688	-	-	84,688	13,376
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	84,688	-	-	84,688	13,376

### A3 Payments

[illegible]

**A4 Asset and investment purchases, (see table)**

	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	-	-	-	-	9/13/2023

<i>Total payments</i>	2,783	-	-	2,783	1,424
<i>Net of receipts/(payments)</i>	81,905	-	-	81,905	11,952
A5 Transfers between funds			-	-	-
A6 Cash funds last year end	11,952	-	-	11,952	
<i>Cash funds this year end</i>	93,857	-	-	93,857	11,952

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Closing Balance - Unrestricted Funds	93,857	-	-
	Closing Balance - Restricted Funds	-	-	-
		-	-	-
	<b>Total cash funds</b>	93,857	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		63,339	-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

**ASSOCIATION OF BIOMEDICAL ENGINEERS, MEDICAL  
ENGINEERS AND BIOENGINEERS**

**Financial Statements for the Year Ended 31st December 2022**

**Statement of Assets and Liabilities as at 31st December 2022**

				<b>Totals</b>	<b>Totals</b>
Monetary Assets	Unrestricted Funds	Unrestricted Designated Funds	Restricted Funds	<b>Year 2022</b>	<b>Year 2021</b>
PAYPAL	£77,232.96			£77,232.96	£1,494.00
BANK ACCOUNT	£16,625.05			£16,625.05	£10,458.00
<b>Total</b>	<b>£93,858.01</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£93,858.01</b>	<b>£11,952.00</b>

**Liabilities**

				£0.00	£0.00
	<b>£63,339.05</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£63,339.05</b>	<b>£0.00</b>

**Approved by the Trustees on: 11th October 2023**

Signed

Chair\_\_\_\_\_

Signed

Secretary G. A. Tetteh



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

ASSOCIATION OF BIOMEDICAL ENGINEERS, MEDICAL ENGINEERS  
AND BIOENGINEERS

**On accounts for the year  
ended**

31/12/2022

**Charity no  
(if any)**

1191005

**Set out on pages**

9 - 12

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

**Signed:**

**Date:**

11/09/2023

**Name:**

Charles Osei, BSc (Hons), MSc, ACIE, AFA, ATA, MCIPP

**Relevant professional qualification(s) or body (if any):**

Association of Charity Independence Examiners

**Address:**

Flat 3, 11 Rochdale Way

Deptford

London SE8 4LY

## **Section B**

### **Disclosure**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**

N/A