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Registered Charity Number 227068

The Report of the Management Board - 1 July 2019–30 June 2020

G Armstrong FIMF, FTSC, MISM
Secretary General

Presidents report

Prof Karl S Ryder FIMF, FHEA, DPhil

Sustaining Membership

Since its very early days, the Institute has been privileged to receive support from industry, sometimes in the form of support for professional membership of employees, sometimes by signing up to Sustaining Membership grade and sometimes both!

Membership Subscriptions

The Management Board approved the following subscription rates that became effective from 1 July 2019: -

| | | | |
|------------|------------------------------|----------------|--------|
| Student | £15 for a maximum of 4 years | | |
| Affiliate | £60.00 | Associate | £65.00 |
| Technician | £70.00 | Licentiate | £75.00 |
| Graduate | £80.00 | Member | £85.00 |
| Fellow | £105.00 | Retired Member | £35.00 |

Sustaining Membership subscriptions

The Management Board approved the following subscription rates (excluding VAT) that became effective from 1 July 2019: -

| | |
|-------------|---------------------------------------|
| Grade A | £610 |
| Grade B | £450 |
| Grade C | £275 |
| Consultants | £137.50 (<i>individual members</i>) |

Officers and Members of Management Board 2019-2020

Members who served as Directors of the Institute of Materials Finishing as at 30 June 2020 were: -

President

Prof Karl S Ryder FIMF, FHEA, DPhil

Vice President

D Neal FIMF

Immediate Past President

B Gay FIMF

Secretary General

G Armstrong FIMF, FTSC, MISM

Treasurer

N Johnson MIMT, FCMA

Member Representatives

R Banks BSc, FIMF

Co-opted Member

P Lansdell BSc, PhD, CEng, FIMMM, FIMF

Branch & Group Chairman

| | |
|----------------|------------------|
| Ireland | - D Chaplin FIMF |
| Sheffield & NE | - J Torr FIMF |
| Southern | - P Alexander |
| Organic Group | - B Peters FIMF |

Standing Committee Chairmen

| | |
|-----------------------------------|---|
| Education & Training | - E Cotton MIMF |
| Examination & Qualification Board | - D Eastham BSc, PhD, CEng, MIMMM, FIMF |
| Membership & Marketing | - J Burgess FIMF |
| Publications | - G Wilcox BSc, MPhil, PhD, MICorr, AIMMM, FIMF |
| Science | - T Crichton BSc, MSc, PhD, MRSC, CChem, MICorr, FIMF |

Membership

The membership at 30 June 2020 stood at 567 Individual members 119 Sustaining Members.

During the year a number of Members were reported as deceased.

The Institute welcomed the following new Sustaining Members during the 2019-20 session: -

Tarini Steel Co PVT Ltd
Portsmouth Aviation
Innova Design and Build Ltd
Hitachi Rail Ltd
RLC (UK) Global Point
Armadillo Metal Coatings Ltd

Principal activity

The principal activity of the Institute is the promotion of the theory and practice of surface engineering and finishing.

Management Board Members' responsibilities

Company and Charity law requires the Management Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Institute and of the financial activities of the Charity for that year. In preparing these the Management Board is required to:

- a) select suitable accounting policies and then apply them consistently;
- b) make judgments and estimates that are reasonable and prudent;
- c) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statement;
- d) prepare the Financial Statements

The Management Board is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the Financial Statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Presidents Report

Report of the President to the AGM, November 2020

I was delighted to attend the IMF AGM in November 2019 and to be inaugurated as the new President. It is both a privilege and an honour for me to serve the surface finishing community in this way and I can hardly believe that this report marks the end of my first year as your President. Throughout this year I have been working with Graham Armstrong (Secretary General), Nick Johnson (Treasurer) and Barry as our immediate past president as well the rest of the management board and our newly recruited Vice-president David Neal. Dave is a fellow of the IMF and an international expert in organic coatings based at Rolls-Royce.

At the start of this year we were all contemplating the challenges and uncertainties associated with leaving the European Union. We expected this single subject to be dominating our working lives and, to many of us, that seemed like it would be enough. In March that all changed with the outbreak of a global pandemic to rival the Spanish Flu over 100 years ago. As a result, for many businesses across the UK and in our sector, the focus shifted from strategic outlook to short-term survival. During the early part of the pandemic, markets were in turmoil and personal concerns turned to job security pension funds. Our own portfolio of investment took a hammering from the traders too, but in the past few months as coping strategies have developed, a sense of underlying calm and dogged determination has emerged that is characteristic of the British Nation. As you will see from the Treasurers report, our own investments have recovered most of the early losses and even though we are still in the middle of this crisis our thoughts have turned to recovery and to hope for the future. As the world continues to make progress in the battle against Covid-19 we will no doubt, shortly be delighted for the TV news to be dominated, once again, by the details of EU trade negotiations and legislation!

During this period, the operational activities of the IMF have continued in this spirit and through the tireless efforts of the Exeter House team the Institute remains at full capacity and in good health. The Exeter House offices have been operated in a Covid-safe environment such that a combination of in-person and home working have kept all our interests safe and thriving. For this we must thank specifically, Helen, Karen and Graham.

As an Institute, we do have some concerns, for example we need to work hard at maintaining and broadening our membership base together with improving the general demographic and diversity. These matters are being addressed by the management board and we are currently trying to recruit new members from younger groups through a package of appropriate incentives. As part of our review of the external face of the IMF we have recently completed a major revision of the IMF website. This provides a fresh new look and many new features including a secure member's area with access to IMF webinars, publications and other information archives. In the coming months this will also be embellished with other interactive features intended to both provide help for the members and to stimulate communication and interaction. In this project we are deeply indebted to John Burgess for his efforts.

Looking forward, we are also seeking to involve the IMF in Government funded innovation projects in a dissemination and exploitation role, building on our expertise and hopefully making ourselves more visible. Our early efforts to do this have been successful and the IMF is a partner in a newly funded Innovate UK short project to explore the recovery and recycling of critical metals from WEEE. We hope that this will be the first of many such successes. We are also now involved in the setting of the agenda for the Parliamentary and Science Committee meetings. This is an opportunity for us to reach the politicians of Westminster with our concerns and to represent our community and membership at the highest level.

Finally, after what has been a difficult year of turmoil and uncertainty let us look forward to 2021 with renewed energy, hope and enthusiasm. The IMF has so far weathered the storm very well and we will seek to take it from strength to strength.

Prof. Karl S. Ryder
November 2020



Secretary General's Report

Report of the Management Board

When we all last met in November 2019, nobody could have had an inkling where the world would be when we next met up for our Annual General Meeting in 2020! To take on board such a fundamental change to our living and working would have seemed unfathomable. But change there has been, and I must say I am amazed at how most of us have accepted and even embraced our reduced freedom, with the concept of meeting and communicating through the virtual world.

So here we are meeting through the Zoom platform, as if this has always been the way! From a personal point of view I am now using this as an integral part of both my working and personal life, and can regularly take part in up to 10 "zooms" per day, both with colleagues and clients throughout the world, and with friends and family.

So how has this affected and reflected on the IMF? In my opinion it has really changed the way our association has interacted both within the group and with external organisations and members. Over the last 8 months life within the IMF, your board and your office team has continued apace, with all our normal daily jobs still requiring attention, albeit in a totally new and different way.

In addition to taking on board this new way of working, our industry has additionally had to cope with living in the "Brexit transition period" and the forthcoming change to "UK REACH". Please be aware that your management board continue to monitor both these legislative issues and will endeavour to keep you all updated as best as possible.

As I put this report together at the beginning of November, there is still no light at the end of the tunnel on a possible trade deal with the EU, hampered no doubt by Covid lockdown issues. I would not be surprised if negotiations go on well into December. From discussions through the Cross Sector Group with BEIS (Department for Business, Energy and Industrial Strategy) and DIT (Department for International trade), I understand that the UK is close to finalising free trade agreements with the USA and Japan, and talks with Australia and New Zealand are in process.

On top of this there is still all the issues with the introduction of UK REACH, as from 1st January 2021. It is hoped that a fair chunk of EU legislation will "Grandfather" into UK REACH, but there will still be the need for chemicals currently registered under EU REACH to be further registered under UK REACH. The deadline for initial notification of basic information has been extended to the end of October 2021, and within a minimum of 2 years for a full information package to support the registration. It is hoped there will be some data sharing between EU REACH and UK REACH, particularly of the data submitted with the EU registration; if not we could see some chemicals not being put forward for re-registration?

It is great to report that the Institute continues from strength to strength, even in these strange times and it is pleasing to report that we are much better placed than your board thought would be the position earlier this year.

Education and training sales have been better than anticipated, and Karen continues to develop innovative ideas to promote our courses. I know she already has students paid up for the January 2021 enrolment which is great news.

Barry Gay has spent an inordinate amount of time reviewing both the foundation and technician courses to bring them to one standard for layout and grammar, and the board thanks him for this tremendous effort. A review of technology content will be the next step to ensure the information is relevant and up to date, and E&TC have commenced on this in the last few days.

Helen and Karen coped with the extraordinary stresses of arranging examinations during October, when Exeter House was out of bounds, to include invigilating an exam for three foundation students at their work premises in the North East! Additionally, we used a local Birmingham hotel where social distancing was possible, which needed both Karen's and Helen's input in both organising and invigilating!

Most of our committees, groups and branches have continued their activities with meetings continuing through the zoom platform. Can I say a thank you and well done to all for keeping active and positive during these very strange times and continuing to contribute to the technical wealth of our Institute and industry?

For example, the M&M committee have continued work on updating the website, which is now very much of 2020, to include a new "members" section and better promotion of our Sustaining Member companies and activities.

Southern branch held an evening "virtual" seminar during October on marine coatings, including anti-fouling, with 2 excellent speakers, and an involving question and answer session to finish. The attendance was excellent with over 40 viewers giving over 2 hours of their time to us. Well done to Phil and his team for putting the event together and to Helen for promoting the event so well!

We continue to look to attract our younger members onto our branches, groups and committees to contribute their fresh ideas into the organisation and running of the Institute, and to continue moving our interaction and offering to our members forward in the 21st century. It is pleasing to be able to report several instances of "new blood" but we must remember that they have full time jobs so we must not "pile too much on them"!

Nick will report more fully on how the Institute stands financially, but without stepping on his toes, I'm pleased to be able to note that we are in a much stronger position than could have been imagined in March.

Thank you all for your continued support during these ongoing difficult times. I do hope we will be able to meet up properly again soon, and that next years' AGM will again be able to include the traditional Christmas lunch!

I hope to "see" many of you at the virtual wine tasting on Wednesday 2nd December ; any excuse for a drink!



Graham Armstrong
Secretary General
November 2020

Treasurer's Report for 2020 AGM

Treasurer's report for A.G.M.
November 2020

It has been a full and interesting year. At the start of July 2019, we changed our accounting software from Sage to Zero. This enabled us to bring the book keeping in house with the work being done by Helen, Karen and myself, with a saving of £4,000 per year. We continue to have the quarterly VAT returns completed by an outside party as we do not have the expertise in house.

In September the transfer of our investments from SEI to Rathbones was completed. The investments are now being actively managed in low risk funds at an annual cost of 1% of the fund value.

Covid 19 had some effect on the Institute financial performance. Working from home was fine as the accounting software and bank accounts can be accessed on-line. We were unsuccessful in our applications for support grants from Birmingham Council as our trading performance had not been significantly adversely affected in the period March to July. Due to Covid restrictions some of the course exams had to be delayed into 2020 /21. On the advice of the auditors £5,000 of training fees were transferred from 2019 /2020 to 2020/2021 to recognize this deferral. The year- end audit itself was mainly carried out remotely with Helen and Karen responding to a raft of e mails from the auditors. Turning to the Accounts. Training income was down compared to the prior from £92,000 to £74,000. £5,000 of this reduction was due to the audit adjustment, the remainder due to 2018/2019 being such an exceptionally good year unlikely to be repeated.

Membership fees increased slightly from £46,000 to £47,000 pounds.

Expenditure was down from £141,000 to £130,000. Covid 19 has meant reduced expenditure in most areas including exhibitions, meetings and travel. The costs of editing Transactions were over accrued in the prior year, which gave a £3,000 benefit in the year to June 2020. The saving in book keeping costs was offset by the professional fees charged by our investment managers.

The value of our investments fell from £501,000 to £497,000.

Overall the Institute generated a surplus of income over expenditure of £2,621.

2020 /2021 is likely to be a difficult year. The ongoing Covid situation is having an effect. Membership and sustain membership renewals are currently 3% down compared to last year. The September training intake was £8,000 well below the £27,000 we achieved for the September 2019 session. We may have some increased expenditure compared to year we have just finished. In October we had to spend £3,000 on roof repairs to Exeter House. There is also the need to replace some of the fire doors and refurbish the bathrooms. This could cost in excess of £10,000. We will continue to keep our investments in low risk areas. Who knows what effect Brexit, Covid 19 and the result of the US election could have on global markets?

N Johnson

Branches and Groups

Southern Branch Report 2020 AGM

Before reporting the last years events, it might be of interest to write a thumbnail of the Southern Branch. It was started in the early seventies and was originally focussed more on the South Coast. With companies like IBM in the area it was very much orientated towards electronics and PCB production. The branch organised talks and it was said by some that if the topic was not electronics of some sort, people would not come. In fact, audiences were guaranteed as there were far more supply houses and reps who needed to network and to be at the meetings to guard their accounts from predators. A daylong seminar was put on at a hotel every couple of years to fund the branch and build up a healthy surplus in the Southern Branch account in days when branches were allowed to own their own cash. As mergers reduced the numbers, PCB production declined and the likes of IBM left the South, the meetings moved near to Basingstoke which suited one long standing member who lived there! Luckily the committee members still near the coast were prepared to drive. The topics changed and the new perceived wisdom was that talks had to be on legislation: Health and Safety or environmental issues or no one would come.

By the mid-eighties it was no longer possible to run day long seminars with firms paying for staff to attend. They would no longer allow staff the time off. The branch continued to run off its bank balance and making charges for the seminars to offset some expenses but added a buffet to make the evenings more attractive. Instead of using a single venue, the meetings in the future would be at various places, especially company premises where factory visits could be added to the programme. Certificates were given to attendees which could be added to their C Vs. to encourage attendance.

Slowly regional branches folded but the Southern seemed to have a charmed life. Committee members
Report of Management Board 2019-20

came and went, over the years but we always retained a core or willing and dedicated members sufficient to keep us going. As with the Institute, generally we are an ageing bunch and even the “youngsters” still working are not far behind the older members and this could be of concern in the future.

The past year for everyone has been dominated by Covid19. As with the rest of the Institute, the Southern has had to adapt. Though all members have worked at the problems, special mention must go to John Burgess, who in his capacity with M and Ms has worked hard to update and improve the website. He has produced webinars to allow the Institute in its mission to educate. It was John who sorted the Zoom meetings for the Southern, and initially for the Management meetings. We have had branch meetings using Zoom, one including members of the Irish Branch, distance being no object on Zoom.

Barry Gay has been very supportive of the branch, attending or logging on to meetings. He has promoted the subject of paint, probably somewhat neglected by the branch and there was a recent and successful Zoom seminar on marine painting with better attendance than we had become used to. There had been a danger of organising seminars largely for our own benefit. It is to be hoped the new orthodoxy doesn't state that if it is not paint, no one will attend, as we have been that way before on other topics. We should, in my view, try and cover a variety of different finishing technologies, whilst embracing organic finishing more than we have done in the past. Zoom type seminars may well be the way forward even when, hopefully, Covid is, at last over.

Nick Sawyer will be rummaging in his loft to find out exactly which year in the early seventies the Southern Branch was founded. Years ago, we had a party to celebrate twenty-five years of the branch. As Nick has pointed out we cannot be far off fifty years. Let us hope that both the branch and all its members can be around to celebrate it.

Phil Alexander Chairman Southern Branch

Publications Committee

I think if someone had told us how the year 2020 was going to turn out beforehand – we wouldn't have believed them! The effects of Covid-19 on our day-to-day lives has been immense. The Publications Committee 'in-person' meetings at Exeter House ended with the 'lockdown' in March and have yet to return at the time this report was written. With a worsening pandemic Interfinish 2020 in Japan was postponed and for the time being, a significant source of papers for Transactions (as it was one of two conference paper publishing vehicles) was lost. It was also apparent, that in general, the number of papers being submitted for publication in Transactions seemed to be in decline too.

As the year progressed this slightly worrying situation seemed to resolve itself and we now find ourselves with a very healthy number of submissions. The journal is widely read, not only by members but also by researchers in industry and academia worldwide. This has been borne out by a second successive yearly increase in our Impact Factor (IF) from 0.806 to 1.052.

We continue to receive a good flow of articles and papers from members of the European Academy of Surface Technology (EAST). Our relationship with EAST continues to be very beneficial to both organisations.

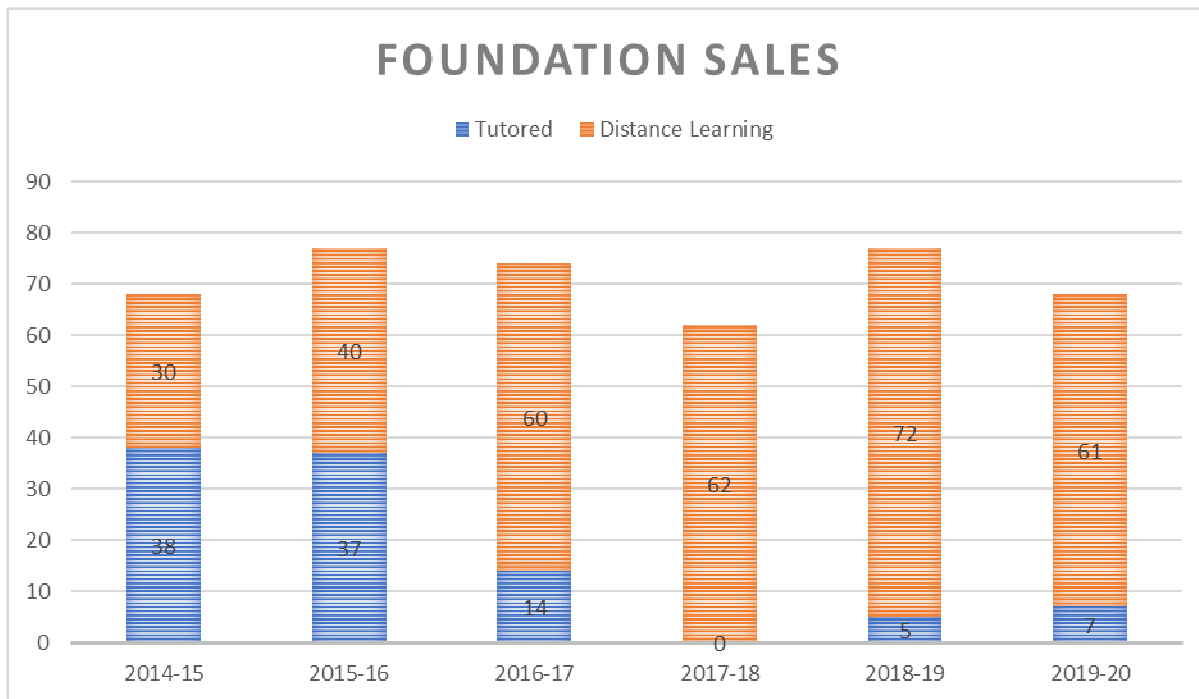
In these yearly reports I usually end by thanking my fellow committee members and although in person meetings have been curtailed, work on keeping the standard of Transactions has continued. My yearly thanks, therefore, are warmly given. As usual I must finish by singling out

Clive Larson who works tirelessly to produce and manage the bi-monthly editions of Transactions!

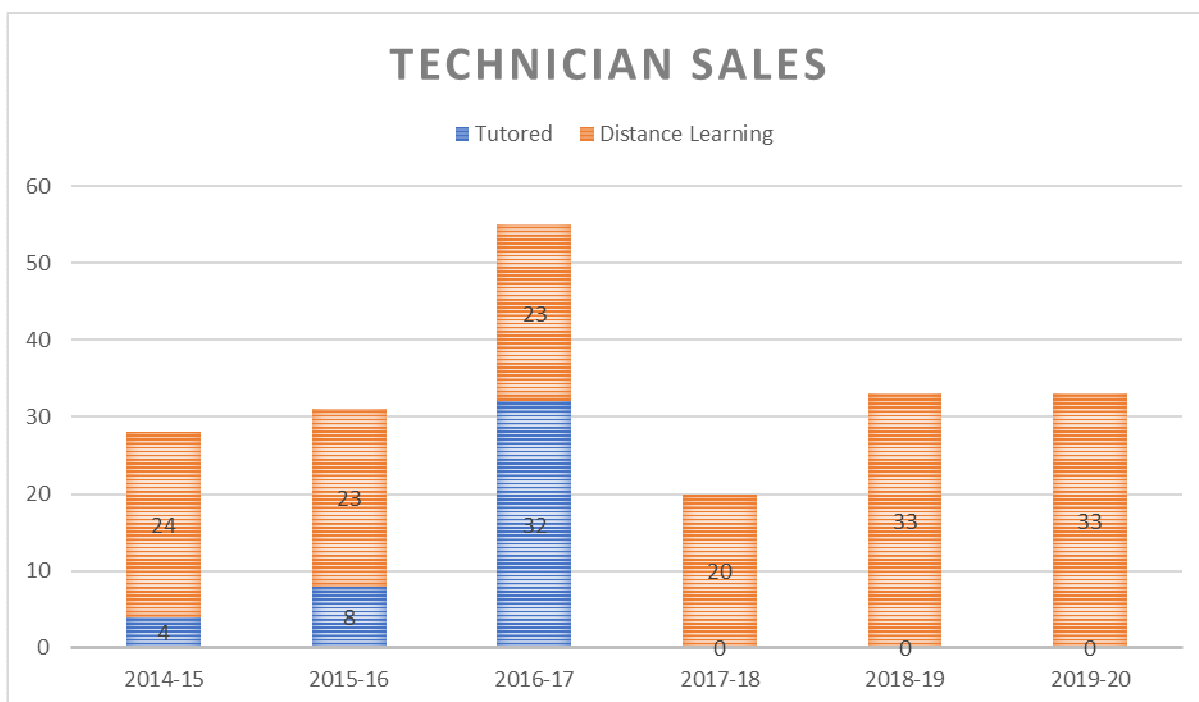
Prof. G.D. Wilcox FIMF

ETC Report to management board

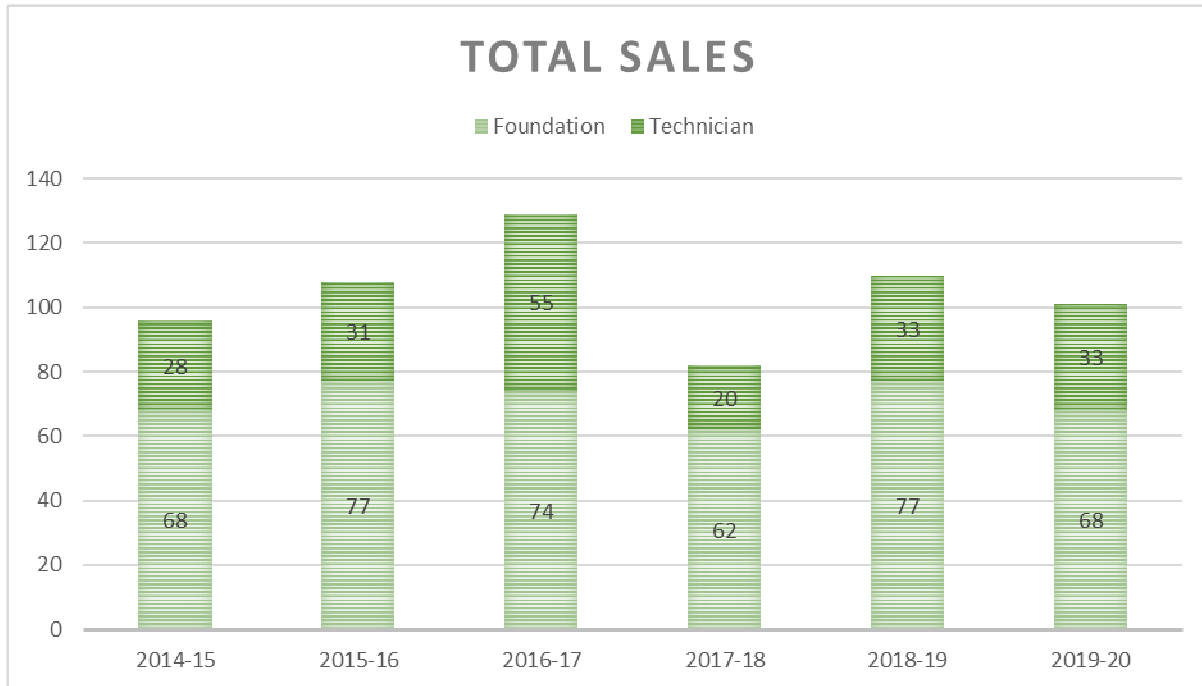
Foundation Sales Summary



Technician Sales Summary



Total Sales Summary



Sales for this year are slightly down on last year but remain healthy. Covid 19 has had minimal impact on our course sales to date. These sales figures were achieved by the continued work of Karen in the office (and at home) in keeping students and companies interested. We also offered flexible enrolment during the lockdown as an incentive. The fact that most of our sales are now distance learning must have also been a positive factor during the year. Student feedback remains positive.

However, the sales for September 2020 are significantly down on this time last year. Hopefully, this is a one off and not the start of a trend for the coming year.

The foundation course has been fully updated. Work is now underway to start updating the technician level modules – a huge task for those involved. We also need to make use of the work done by John Burgess and M&M on the website and particularly with webinars/videos to enhance the course content.

Examination & Qualification Board 2019 - 2020

During this year only one Tutored course has been run with all the remaining candidates following the Distance Learning route. The Technician course covers a number of different options including Electroplating Practice, Principles of Electroplating, Automotive, Electroforming and Paint, Lacquer & Varnish. The results can be summarised as:

Distance Learning Foundation 22 Passes, 25 Merits, 29 Distinctions, 4 Fail
Distance Learning Technician 13 Passes, 14 Merits, 8 Distinctions, 1 Fail

Technician Certificate 2 Merit, 1 Distinction

Advanced Technician 1 Pass, 2 Merit

Tutored Foundation 4 Pass, 2 Merit, 1 Distinctions

Inevitably with an examination system there have been a number of queries concerning marks given to candidates, but these have all been dealt with satisfactorily the given mark being upheld. Some questions are now being revised in the light of apparent ambiguities in the phrasing.

In the last half of the year the Covid-19 situation began to play a major part, and we offered referrals for the examinations to the candidates and a number accepted this; the marked assignments did have to be delivered on time. We also made an offer to potential candidates to pay only a £150 deposit on registering; there has been a limited uptake of this offer.

I can also confirm that we were able to run the October examinations with local invigilators: Birmingham, Durham, Ireland and Lymington.

I can also confirm that the latest Licentiate candidate has submitted his thesis, and passed.

I should like to express my thanks to Karen Yates and Helen Wood for the tremendous efforts that they have made to keep the examination system going during this very trying time.

Dr David Eastham
Chairman Examination & Qualification Board

IMF Science Committee Report 2019/20

Despite the issues created by Covid-19, the Science Committee has managed to meet on a regular basis, albeit by using remote access (i.e. "Zoom"). The impacts of covid have severely limited our external activities, as many seminars, discussion groups and forums have been postponed indefinitely or even cancelled.

Probably the highlight of the year has been the Institute's successful application for funding from InnovateUK for a feasibility study into the recovery of gallium from WEEE. Thanks for this must be given to our President, Professor Karl Ryder, for his input in proposing the idea. The 6-member consortium covers the whole supply chain from collecting waste LED lights through to the recovery of metallic high purity gallium metal. This will be the first time that an attempt has been made to recover gallium from End of Life waste streams. Gallium is classified as Critical Raw Material and will become

increasingly important in uses for electric and autonomous vehicles, as well as electrical and electronic semiconductors and LED lights. The project will take 9 months and the IMF will be responsible for technical inputs, dissemination and exploitation planning, as well as arranging and promoting publicity about the project; it is hoped that a follow-on project to take the concept through to a production level will follow.

Another positive aspect of the Committee's activities has been its continued involvement in the parliamentary and Science Committee, where the Institute continues to play an active role. Earlier in the year we proposed some possible topics for discussion by the PSC and one, concerning the roles of SMEs in the UK has been selected for discussion. This is planned for the first quarter of 2021, but is liable to change, as much of the PSC's attention has been towards the impacts and mitigation of Covid and its schedule has been modified as the issues around Covid have developed. Nevertheless, the Institute plays an active role in the PSC "backroom management" and we are now a member of the PSC's sub-committees.

As always, the Science Committee is eager to hear from any member who has an interest in seeking financial support for research topics related to our industry's activities. Such is the Government's commitment to research that this year InnovateUK has been supporting its projects' consortia by providing extra "free" funding to help the companies get through the Covid crisis and in many cases this has been a lifeline to them.

Trevor Crichton

M & M Meeting Report for AGM Meeting

As this year has been, to say the least, a little different, it was difficult to know how it would evolve, but I can report that the M&M group have had a very successful year.

Website (www.materialsfinishing.org)

A lot of work has been carried out on the site and it has now been moved to a new secure server.

The website now provides a much more informative platform but in order to access these areas you have to be a member and log in. If you have not yet perused the members only area, you will need to contact myself (JohnB_imf@btinternet) in order to obtain the generic password. Once in the members area we ask you to change your password to your own.

The members area will be constantly under development as ideas evolve but all webinars, seminars, useful information etc. will be found there to which I hope you will find them of interest.

We are currently working on the "Sustaining Members" area and looking at how the IMF can offer more to these members in the hope that more companies will want to join.

The other benefit that we are now seeing with the website is the ability to access the site and insert information, new members and generally have the ability to maintain it ourselves.

At the moment this is an ongoing learning curve for me but the 'how to do it' will be shared amongst the committee.

Webinars

Again, a lot of work has been put into growing the webinars and currently we have been able to have 1 webinar/month.

Most of the webinars have been based upon the Foundation Courses, and each month sees a module taken and built into a webinar for the students.

I am not sure if it down to the way we are having to work (Zoom etc) but the numbers now watching the webinars are growing and by the time you read this we will have had the November webinar on Chromium Plating with a current attendance standing at 25 which I am very pleased with and also to see excellent comments about the webinars and how useful they have been.

Going forward

I am in the process of looking at the idea of “Live” teaching with the students.

The idea came out of a board meeting which gave me food for thought.

I have armed myself with a whiteboard & appropriate dry markers and erasers and looking at a bit of software so that I can use a good video camera and will possibly do a test during December.

Webinars will continue on a monthly basis starting in January 2021.

I hope we can all have a decent Xmas and that next year will be kind for all of us.

John Burgess FIMF, (M&M Chairman)

Awards 2019-20

Canning Bi-centenary Medal- (Sponsored by MacDermid plc)

This award is for the best practical papers published in the Bulletin section of Transactions.

The Medal was awarded to – M.Dietrich and A.Wald

The Westinghouse Prize- (Sponsored by IMF)

This award is for the best paper published in Transactions, that has shown the most valuable development in the science and practice of electrochemistry in general and electro - deposition in particular.

The award was made to M.Manolova and R.Böck

Jim Kape Memorial Medal

This is presented from time to time for a paper of significance in the field of aluminium or other light metal finishing and published in Transactions.

The Medal was awarded to S.S.Aulakh and G.Kaushal

Pexa Organic Award (Sponsored by Pexa)

Awarded to M Abid, M Boujelben, M Kharrat and M Dammak University of Sfax Tunisia.

Best Students

Foundation – Michael Corke

Technician – Emily Laura Armstrong



Signed on behalf of Management Board

G Armstrong (Secretary General) November 2020