

Merchant Navy Welfare Board



“Supporting the provision of quality welfare services for seafarers and their dependants”

**Annual Report
2018**

Patron: The Lord Prescott



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Chairman's Foreword



On behalf of my fellow Trustees and as the new MNWB Chairman, it is my great honour and pleasure to welcome you to the 2018 Annual Report.

My predecessor Bob Jones retired on 30th June 2018 having served as Chairman since 2008. His involvement with the Board commenced in 1976 during which time he acted as ship owner representative on the London Port Welfare Committee (PWC), Chair of the Southern PWC in Southampton for a number of years and MNWB trustee between 2007 and 2010. During his tenure, the Board's achievements have included the highly successful Port Welfare Vehicle Replacement Programme, which has to date replaced more than 117 vehicles in ports around the UK and management of the ISWAN International Port Welfare Programme (IPWP), which continues to serve the global maritime sector and support our constituent members.

On stepping into the role of Chairman I have found a well organised, highly motivated and focused team who quietly deliver the services that our constituent charities find so valuable. Our primary role is to provide these services to our constituent members in order to help them deliver safe and professional welfare to UK merchant seafarers, fishers and their dependants whilst also providing a warm welcome to all seafarers visiting our ports.

The jewel in the MNWB crown is undoubtedly our 16 PWCs covering ports in the UK, Gibraltar and the support we provide for the Falkland Islands. Since assuming the role of Chairman I have had the pleasure of attending numerous PWC meetings and seeing how they effectively connect port users, authorities and welfare providers in and around ports to improve the provision of seafarers' welfare. I have been hugely impressed by the representation and achievements of our PWCs and cannot thank them enough for their continued support.

You will be aware that the ILO MLC, 2006 requires maritime states to promote the establishment of welfare boards. With the ISWAN IPWP programme now approaching its third year it was timely to end the pilot aspect of the project and evolve it into a full programme. The pilot established 10 new PWCs, twice the target, and there have been

more than 417 'expressions of interest' from maritime personnel across the globe. This project will achieve significant welfare improvements for seafarers of all nationalities visiting ports around the world. I am immensely proud of this achievement, which is delivering improvements in seafarers' welfare beyond our traditional objectives.

In May and November 2018 we ran a UK Seafarers' Centre Managers' Conference and the biennial Seafarers' Welfare Conference, respectively. Both were attended by some 50 representatives of the UK maritime charities and at the latter conference our Patron, The Lord Prescott, presented 4 awards to individuals who, in their own way, have provided exemplary welfare services to seafarers over many years.

The governance of the MNWB remains strong and has been bolstered by the implementation of the EU General Data Protection Regulation (GDPR) with which we are now fully compliant. This and many other policies were either refreshed or introduced during the year to ensure the organisation operates entirely in line with Charity Commission expectations. We also appointed new Auditors to provide 'fresh eyes' and to ensure that our financial governance remains robust. You will also be pleased to hear that, despite the uncertainties in the financial markets worldwide, our reserves remain at a level that enables us to continue to provide support services and grants to our constituent members.

Following an internal reorganisation, the dedicated staff of MNWB have settled into their new roles and have delivered an impressive number of services and projects in 2018. Quite how much has been achieved with a staff of just 9 people is amazing. I cannot praise them too highly nor thank them too much.

The MNWB and its 42 constituent members continues to provide essential welfare for past and present merchant navy personnel, fishers and their dependants, indirectly supporting the UK government's provision of social services.

Captain A K Cassels
Chairman



Chief Executive's Introduction

To say 2018 was a busy, challenging and exciting year for MNWB would be an understatement.

Working with our constituent member organisations, working groups and PWCs, MNWB continually improved its existing welfare support services and programmes, embarked on numerous new and challenging projects, updated all of its policies and even held an additional conference during 2018. Furthermore, MNWB awarded over £300,000 in grants to maritime organisations to help improve seafarers' welfare in general.

MNWB highlights of the year were undoubtedly the inaugural UK Seafarers' Centres Conference, attended by centre managers from around the country, and our biennial UK Seafarers' Welfare Conference attended by our Patron, The Lord Prescott and Sir Alan Massey. Both of these events proved a resounding success with memorable speeches and excellent presentations given by representatives of our constituent member organisations, many of whom make a valuable contribution to our working groups. The 2018 Annual Report provides a detailed review of the many services provided, projects completed and grants made during 2018 all of which contribute to this most successful year.

A charity is only as good as its trustees, staff and supporters. This is especially true of MNWB because, as an umbrella maritime charity covering the Merchant Navy and fishing fleets, we depend on collaboration and partnership working to achieve our objectives. To that end, I would like to thank former MNWB Chairman, Bob Jones for his outstanding contribution to the work of the Board over many years. Bob was succeeded mid-year by fellow trustee Capt. Andrew Cassels who, like Bob and previous Chairmen, has continued to serve above and beyond the call of duty. MNWB also benefits from the proactive support of Vice Chairman, Mark Dickinson and all of the trustees.

The Board remains extremely grateful to our PWC Chairmen, Vice Chairmen and members from across the maritime industry in the UK, Gibraltar and the Falkland Islands who selflessly volunteer their time to attend our meetings in order to support and improve seafarers' welfare.

All that MNWB accomplished in 2018 would not have been possible without the enthusiasm and professionalism of its hard-working staff; they have all achieved credible results. I and my Deputy Chief Executive, Sharon Coveney, feel privileged to lead such a dedicated group of individuals. They take great pride in their work and consistently go that extra mile for all those in need of welfare assistance.

MNWB plans to maintain its programme of continual improvement whilst simultaneously increasing the awareness through social media, efficiency through collaboration and playing to our project management strengths. We will continue to support ILO Maritime Labour Convention, 2006 and the new C188 Fishing Convention, whilst sharing our expertise with our colleagues from the International Seafarers' Welfare Assistance Network (ISWAN) in order to help promote the establishment of welfare boards globally.

In a fast changing world, MNWB continues to meet the needs of the maritime charity sector, our constituent member organisations and, most importantly, those individuals seeking welfare support.

P D Tomlin MBE
Chief Executive

Structure, Governance and Management

The trustees present their 71st Annual Report and the audited Financial Statements for the year ended 31 December 2018. They have adopted the provisions of the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice' applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) ('SORP 2015').

Mission Statement

“Supporting the provision of quality welfare services for seafarers and their dependants”

Objectives

The Key Objectives of the Merchant Navy Welfare Board are to:

- Help improve the effectiveness of all those charities caring for merchant seafarers, fishers and their dependants and this is done irrespective of nationality, religion or ethnic background.
- Strive to ensure that all welfare needs are met through the most effective deployment of resources.
- Facilitate the work of Constituent organisations through the provision of grants and specialist support services.
- Provide a dedicated welfare support and referral service for UK seafarers and their dependants.
- Manage and support Port Welfare Committees to develop local welfare services.
- Encourage and enable closer collaboration amongst both Constituent organisations and Port Welfare Committees.
- Represent and raise awareness of seafarers' welfare issues at national level.

N.B. The wording shown above summarises the formal Objects, a copy of which may be obtained from the Chief Executive.

Statement of Public Benefit

The objectives, activities, achievements and performance of the Board, which the charity undertakes for the public benefit, are clearly set out in this report. The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Board's aims and objectives and in planning future activities and setting out the grant making policy.

In the interests of transparency, the trustees make the following statements regarding public benefit:

- The clear benefits provided by the Board are delivered through the key objectives set out above and reflected in the disclosure of charitable expenditure in the Statement of Financial Activities.
- The primary objective of the Board is to help improve the effectiveness of all those charities caring for merchant seafarers, fishers and their dependants and this is done irrespective of nationality, religion or ethnic background.
- No detriment or harm arising from the work of the Board has been identified.
- The beneficiaries are those charities caring for merchant seafarers, fishers and their dependants. This is directly in accordance with the terms of the Board's constitution.
- The Board is active within the United Kingdom, Gibraltar and the Falkland Islands, and has worldwide connections.
- People in poverty are at the heart of what the Board does and it is not aware of any Constituent member excluding benefits from anybody in poverty.
- There are no private benefits of which the Board is aware.

Nature of the Governing Document

The Board is governed by Articles of Association adopted by a Special Resolution on 20 May 2010 and amended on 24 July 2015. These comply with the provisions of the Companies Act 2006 and the Charities Act 2011.

Taxation Status

The Board is registered in England & Wales, under company number 453053, as a Company limited by guarantee and as such it does not have share capital. The Board is also registered under number 212799 with the Charity Commission for England & Wales and in Scotland with the Office of the Scottish Charity Regulator (OSCR) under number SC039669.

Registration Details

The Board, as a registered charity in England and Wales, is exempt from taxation on its charitable activities. This has been confirmed by HM Revenue & Customs.

Registered Office

The registered office of the Board is:

8 Cumberland Place, Southampton SO15 2BH

Telephone: **023 8033 7799**

E-mail: **enquiries@mnwb.org.uk**

Website: **www.mnwb.org**



Welfare Organisations Subscribing to the Constitution of the Board (Constituent Members)

Aberdeen Seafarers' Centre
Aged Merchant Seamen's and Sunderland Distressed Mariners' Fund
Apostleship of the Sea, Great Britain
Broughton House
Care Ashore
Erskine Hospital
Grimsby Sailors & Fishing Charity
Guild of Benevolence of the IMarEST
Humber Seafarers' Service
Honourable Company of Master Mariners Charities
Liverpool Sailors' Home Trust
Lowestoft Fishermen's and Seafarers' Benevolent Society
Manx Marine Society
Marine Society & Sea Cadet Association
Merchant Navy Association
Merchant Navy Association of Northern Ireland
Mersey Mission to Seafarers
Mission to Seafarers
Nautilus Welfare Fund
Queen Victoria Seamen's Rest
Royal Alfred Seafarers' Society
Royal Liverpool Seamen's Orphan Institution
Royal Merchant Navy Education Foundation
The Fishermen's Mission
Sailors' Children's Society
Sailors' Orphan Society of Scotland
Sailors' Society
Scottish Nautical Welfare Society
Scottish Veterans' Residences
Seafarers UK (King George's Fund for Sailors)
Seamen's Christian Friend Society
Seafarers Hospital Society
Seamen's Welfare Fund (Gibraltar)
Shipwrecked Mariners' Society
SSAFA
Trinity House
Trinity House, Hull
Tyne Mariners' Benevolent Institution
Veterans' Aid
Whitby Merchant Seamen's Hospital Houses
Willie Seager Memorial Trust
Wilson's Mariners' Homes

N.B. These are not connected Charities within the meaning of the SORP 2015

Under its Articles of Association, the Board is no longer required to hold a formal Annual General Meeting. For any constitutional changes it will hold an Extraordinary General Meeting (EGM) to which all Constituent members will be invited.

Trustees and Membership of the Council

The Board's trustees are collectively known as its Council. New members are appointed by Council, primarily on the basis of the skills and experience required to carry out their responsibilities effectively in the best interest of the charity. Details of Council membership during 2018 and changes to the date of this report were as follows:

Patron:

The Lord Prescott

Chairman:

Capt. A Cassels (Appointed Chair 30.06.18)
succeeded R J Jones who retired 30.06.18

Vice Chairman:

A M Dickinson
(Re-elected to this position on 20.07.16)

Ship Owners' & Ship Managers' Representatives:

Capt. A Cassels, UK Chamber of Shipping (Chairman)
(Re-appointed 30.06.18)

D Colclough, UK Chamber of Shipping
(Re-appointed 30.06.18)

T E Springett, UK Chamber of Shipping
(Re-appointed 30.06.16)

Capt. J Thomson, UK Chamber of Shipping
(Appointed 30.06.18; Resigned 17.01.19)

Trade Union Representatives:

D Appleton, Nautilus International (Appointed 30.10.17)

M Carden, RMT (Re-appointed 30.06.18)

A M Dickinson, Nautilus International (Vice-Chairman)
(Re-appointed 30.06.16)

S Todd, RMT (Re-appointed 30.06.18)

Voluntary Sector Representatives:

A Campbell, Queen Victoria Seamen's Rest (Re-appointed 30.06.18)

M Foley, Apostleship of the Sea (Appointed 30.06.16)

Ms D Thomas, Sailors' Children's Society (Re-appointed 30.06.16)

Capt. J Osmond RN, Shipwrecked Mariners' Society
(Appointed 19.03.18)

Persons able to make a particular contribution of value to the Charity because of their specialist expertise:

Cdre B Bryant CVO RN, Seafarers UK (Re-appointed 30.06.18)

Ms A Godfrey, Fishermen's Mission (Appointed 02.11.16)

G Lane, Chartered Accountant (Re-appointed 30.06.16)

Observer Status:

N Atkinson MNM, Maritime & Coastguard Agency

The Board wishes to place on record its appreciation for the contribution made by all members of the Council, in particular long standing MNWB Chairman Mr Bob Jones and trustee Cdre Malcolm Williams RN.

Induction and Training of Trustees

Trustees are either appointed or elected. The UK Chamber of Shipping is responsible for appointing the Ship Owners' & Ship Managers' Representatives, currently four in number. Nautilus International and the Rail and Maritime Transport Union (RMT) are responsible for appointing the Trade Union Representatives, currently two each. The Constituent Maritime Charities elect the Voluntary Sector Representatives, currently four. The Council appoints those persons able to make a particular contribution, currently three. Each appointment, or election, for all backgrounds, is for a three-year term of office.

All newly appointed trustees are provided with an induction pack that includes the governing documents, latest annual report, recent minutes of Council and other relevant meetings, publicity literature and the Charity Commission's relevant publications and information leaflets. Within the first few months of their election, Council members are invited to attend an induction at the Board's offices where they are introduced to the staff, given a comprehensive insight into the daily operation and a briefing covering the Board's current strategy and projects. The 'Trustee Role Description', outlining the general duties of the Board, is reviewed annually.

Payments To Trustees

No member of Council receives any payment for acting as a trustee, other than, on occasion, out of pocket expenses.

Conflicts Of Interest

The Board maintains a register of interests of all trustees and senior staff. Additionally, at each meeting of the Council, all those present are asked to declare any potential conflicts of interest when appropriate.

Company Secretary

Mr P. D. Tomlin MBE, Chief Executive

Professional Advisers

Auditors:

James Cowper Kreston
The White Building
Southampton
Hampshire
SO15 2NP

Bankers:

CAF Bank Ltd
25 Kings Hill Avenue
West Malling
Kent
ME19 4JQ

Solicitors:

Blake Morgan LLP
Tollgate
Chandlers Ford
Eastleigh
SO53 3LG

Investment Manager:

Bordier & Cie (UK) PLC
23 King Street
St James's
London
SW1Y 6QY

Pension Advisers:

Chadney Bulgin LLP
89 Fleet Road
Fleet
Hampshire
GU51 3PJ

Accounts Administration:

Winchester Bourne Ltd
Sullivan Court
Wessex Business Park
Colden Common
Winchester
SO21 1WP

Staff

The Board employs nine full time members of staff directly in its work and currently has one temporary part-time staff member. Details of staff members employed during 2018 were as follows:



Mr Peter Tomlin MBE MNM
Chief Executive



Miss Sharon Coveney
Deputy Chief Executive



Miss Sarah Edward
Port Welfare Committee Manager



Mrs Katherine Lockwood
Port Welfare Committee Manager



Mrs Sally Oliver
Welfare Manager



Miss Rebecca Stalker
Deputy Project Manager



Mrs Helen Van Gass
Acting Welfare & Training Manager



Mr Aiden Harvey
Acting Projects & Welfare Co-ordinator



Miss Celia Jackson (appointed 29.05.18)
PA to the CEO & Office Manager



Miss Sally Brook (resigned 15.06.2018)
PA to the CEO & Office Manager



Miss Roxanne Le Voguer
Communications Administrator (Temporary)



Both Captain David Parsons and Mrs Susan Newcombe made a valuable contribution to MNWB project work on an occasional zero hours contract basis resigning on 31st July 2018 and 17th August 2018 respectively. It is hoped that they will continue to contribute to the Board as independent contractors in the future.

The Council is responsible for:

- all staff employment contracts based on advice from the Board's appointed human resources advisers.
- agreeing the employer's and minimum staff contributions towards the pension scheme.
- appointing a financial adviser to advise on the appointment of a pension provider.

Remuneration Policy

The Board is committed to ensuring that staff are adequately remunerated to ensure that it attracts and retains the right skills to achieve the charity's objectives.

In accordance with SORP 2015, the Board:

- discloses all payments to trustees (these are out of pocket expenses only).
- discloses staff in receipt of more than £60,000 salary including gross pay and taxable benefits.
- discloses the pension policy.
- confirms that there are no benefits in kind.

The Board has appointed a remuneration sub-committee, consisting of the Chairman and two trustees, advised by the Chief Executive (with exception of his own remuneration), which meets to review and recommend the pay for all staff.

The sub-committee:

- reviews the Board's salary structure using independent market benchmarking and makes amendments, when appropriate, to ensure that salaries remain competitive.
- approves the annual cost of living increase for all staff taking into account the most recent inflation figures.
- approves any consolidated pay awards over and above the cost of living index.

In the latter stages of 2018, the sub-committee conducted a comprehensive review of the Board's salary structure using an independent benchmarking organisation, the outcome of which was agreed by Council with effect from 1st January 2019.

Volunteer Help

The Board does not utilise volunteers for its day to day activities.

Organisational Structure and Decision Making

The Board's Council holds three or four meetings annually. These are used to review current strategy, financial matters, investments, services to Constituent charities, grant distribution and agree future policy. In addition, it holds joint biennial meetings for Constituent and Port Welfare Committee members. In the event of needing to make any amendments to the Articles of Association the Board must convene an EGM for its Constituent Members.

The Council takes the view that internal controls provide adequate safeguards. All transactions are properly authorised and recorded thus ensuring that any material errors and irregularities are detected and prevented.

Risk Assessment

The Board has a formal risk management process, which identifies the role for the Council as:

- ensuring that the identification, assessment and mitigation of risks are linked to the achievement of the Board's operational objectives.
- ensuring that the process covers all areas of risk e.g. financial, governance, operational and reputational and is focused primarily on major risks including those arising from investment issues.
- ensuring that the process seeks to produce a risk exposure profile that reflects the Board's views as to the level of acceptable risk.
- reviewing and considering the principal results of risk identification, evaluation and management.

To ensure that risk management is a continuous process and embedded in all management and operational procedures, a review of the risk profile is completed annually by the Chief Executive. This includes an evaluation of current activities and risks posed, the effectiveness of controls in place that mitigate material risks posed and an action plan to develop additional controls where necessary.

Complaints Procedure

The Board has in place a policy to deal with any complaints from the public or other organisations.

Financial Controls

The Board believes that the system of internal control provides adequate assurance that assets are safeguarded, transactions are properly authorised and recorded and that material errors and irregularities are either prevented or detected at an early stage. The financial controls are reviewed annually.

Financial Review

In line with the Board's strategic plan and investment policy, 2018 resulted in a planned deficit amounting to £574,574 (2017 - deficit £544,501).

Income from unrestricted resources for the year amounted to £411,653 (2017 - £494,223) whilst total unrestricted resources expended amounted to £833,431 (2017 - £876,580).

As detailed elsewhere in this report, grants awarded in the year totalled £303,426 and transfers to designated funds amounted to £137,000 (2017 - total of grants including transfers £308,585).

Income in respect of restricted resources amounted to £221,000 (2017 - £34,022) and expenditure amounted to £373,796 (2017 - £196,066), plus transfers from unrestricted funds of £137,000.

Investment performance is dealt with later in the report, however, the total realised and unrealised losses amounted to £1,311,245 (2017 - £1,035,447 gain) for the year. This has resulted in the value of investments under management decreasing to £13,567,775 (2017 - £15,357,879).

Overall net assets stand at £13,904,887 (2017 - £15,790,706).

Reserves Policy

The Council annually reviews the level of the Board's reserves available to meet the ongoing ability to finance administrative costs, services to Constituent members and grants. In order to determine and monitor the appropriate level of reserves, the Board assesses likely future demand for grants and services against income expectation. Council, when determining the financial forecasts, considers the appropriate level of reserves. Notwithstanding the reduction in value of its investments the Board takes the view that the investments held are adequate to generate funds to sustain the current levels of demand increasing in line with the retail price index.

Income

Donations and Legacies

Whilst the Board does not actively fundraise amongst the public, it is always extremely grateful for any donations and legacies, which are fully utilised in support of its objects. During 2018 a total of £1,797 (2017 - £2,957) was received in donations and no legacy income was received (2017 - £107,644). The Board does not work with any commercial participators.

Government Contracts & Grants

The Board does not receive grants or seek contracts from central or local government.

Other Income

Investment Income and Policy

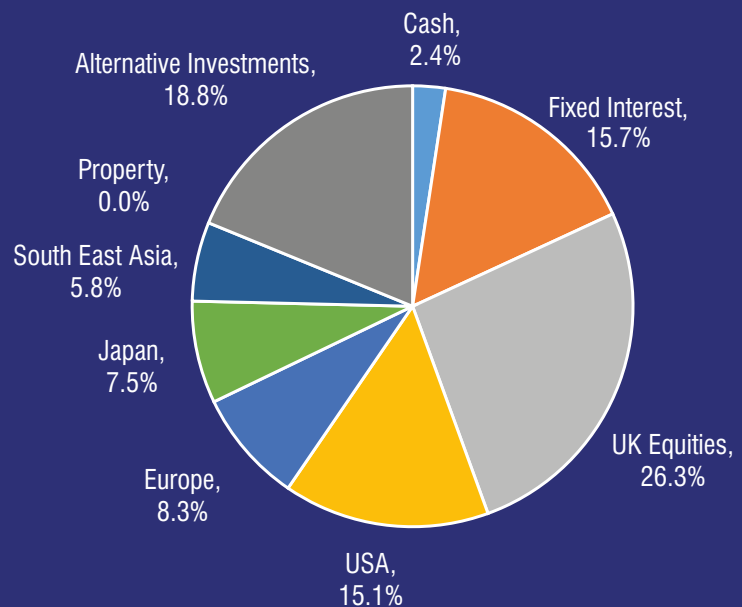
The Board annually provides its investment managers, Bordier & Cie (UK) PLC, with an investment policy. Their costs are based on the number of transactions each quarter together with fees charged for the management of the investment portfolio. Total costs amounted to £52,555 (2017 - £52,204).

The Board utilises benchmarks to monitor investment performance and reviews investment returns on a quarterly basis.

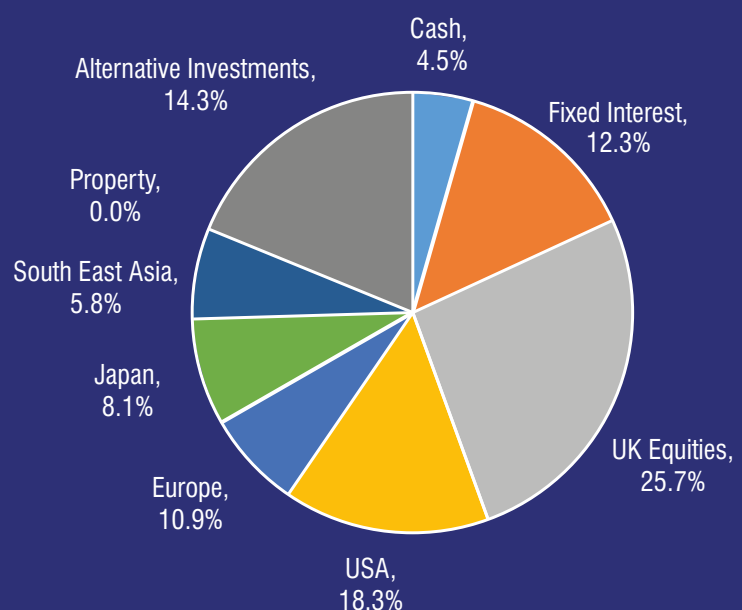
The primary source of income is from investments and since 2007 a targetted 6% total return has been a key part of the policy. The Board accepts this is a risk strategy intended to provide greater return. Whilst this continues to be maintained, it is reviewed annually and can be revised at any time in light of needs and changing circumstances. A recent review indicates that the number of older seafarers and their dependants are expected to decline slower than last researched but will still accelerate over the next 15 years or so. As a counter balance there is evidence that the individual needs for those receiving support are increasing. At the same time there remains an ongoing need to support port based welfare services for working seafarers.

The Asset Allocation as at 31st December was as follows:

Asset Allocation 31 December 2017



Asset Allocation 31 December 2018



Social Investment Policy

The Board's investment policy is implemented through the use of collective investment funds rather than, for example, individual company shares. Given the diversified nature of underlying investments the Board has not imposed any specific ethical or geographical restrictions with regard to investment but expects the spirit and objectives of the United Nations-backed Principles for Responsible Investment (PRI) guidelines to be observed by the underlying investment fund managers. These Principles look to encompass environmental, social and corporate governance matters into firms' investment and decision-making processes. The Board's Investment Manager, Bordier & Cie (UK) PLC, has confirmed that it considers the spirit and objectives of the PRI guidelines to have been observed by all the underlying investment managers.

Grants Added Back

Some grants were not fully expended and a total of £13,401 was added back into the Board's funds (2017 - £10,643).

Restricted Funds

The Board maintained restricted funds for support programmes and projects, which are covered elsewhere in the report. These are as follows:

- Vehicle Replacement Programme Fund
- MN Medal Fund
- Seafarer Support
- ISWAN International Port Welfare Partnership Project
- ISWAN International Port Welfare Partnership Programme
- Emergency Grant Fund
- Seafarers' Centre Support Project

Expenditure

Staff

The Board employs nine full time members of staff directly and one temporary employee. The Board remains under contract to the International Seafarers' Welfare Assistance Network (ISWAN) for the IPWP programme for a period of 3 years and, subject to satisfactory annual reviews, is scheduled to terminate in 2020. Grants are received from the IPWP funding partners; Seafarers UK, ITF Seafarers' Trust and TK Foundation.

Pensions

In line with legislation set down by the Pensions Regulator all members of staff are entitled to enter a contributory group personal pension plan provided by the Board after 3 months' service, and all those currently employed are included (staff aged between 21 and 65 are automatically enrolled as required under pensions legislation). Following a satisfactory probationary period, normally 6 months, all new full-time staff members are offered a contract which allows them to receive an enhanced employer's contribution, conditional upon them also making an agreed increased minimum contribution.

Offices

The Board has a 10-year repairing lease for its offices at 8 Cumberland Place, Southampton SO15 2BH which commenced in December 2010. A mid-term review took place as at 2nd December 2015 and a new rental amount was agreed for the remaining five years. These premises adequately meet the Board's needs for now and the short term.

Professional Fees

The Board incurred professional fees in 2018 for audit and accountancy purposes.

Auditors and the Appointment of Auditors

The Board is required to have its accounts audited annually. Under the Articles of Association, the Council is responsible for appointing the auditor. In accordance with good governance the Board conducted a review of auditors in 2018 and appointed James Cowper Kreston as auditors.

Accountancy Fees

The Board's accounts administration is undertaken by Winchester Bourne Ltd, for which it pays a fee. The Board would, once more, like to place on record its gratitude to the long-standing Accounts Manager, Mrs Jane Roberts, for all her efforts and assistance.

Membership of Organisations

The Board is a subscribing member of the following charitable organisations:

- Maritime Charities Group (MCG)
- International Seafarers' Welfare and Assistance Network (ISWAN)
- National Council for Voluntary Organisations (NCVO)
- The Association of Charitable Organisations (formerly – Association of Charity Officers) (ACO)
- Confederation of Service Charities (COBSEO)

Achievements, Performance and Impact

Grants

Whilst the Board's main priority is that of providing support services to its Constituents, PWCs and working groups, its secondary priority is to provide capital grants. The amount available for this purpose is based on the overall return from the investment portfolio after deducting revenue costs and services to Constituents. In 2018 an overall sum of £303,426 was awarded in capital grants (2017 - £308,585). Before allocating grants Council reviews the quality of each application and the impact that this would have on the maritime community. In some cases, it will endeavour to share a grant with other organisations. Under its Small Grants Programme, the Board has authorised the Chairman and Chief Executive to allocate individual grants of up to £5,000 throughout the year, up to a total annual limit of £50,000.

Grants Awarded

- Annual National Service to Seafarers: annual contribution - £100
- Care Ashore: replacement industrial lawn mower - £5,000
- Care Ashore: security upgrade - £6,865
- Care Ashore: kitchen equipment upgrade - £1,377
- Fishermen's Mission: MN/FF prisons research pilot project - £6,007
- Lighthouse Mission, Falklands: replacement windows & doors - £4,508
- Liverpool Seafarers' Centre: refurbishment of centre - £9,000
- Maritime Charities Group: annual contribution - £10,000
- Merchant Navy Day Annual Service: annual contribution - £500
- Merchant Navy Honours Consultative Committee: annual contribution - £100
- Mission to Seafarers, Newport: disabled access - £9,969
- Nautilus Welfare Fund: minibus contribution - £22,500
- Royal Alfred Seafarers' Society: industrial washing machine - £5,000
- Sailors' Children's Society: home computer scheme - £5,000
- Sailors' Society, Southampton: refurbishment of Container Terminal drop-in centre - £5,000
- Scottish Veterans' Residences: replacement carpets for Whitefoord House - £4,000
- Sir Gabriel Wood's Mariners' Home: major refurbishment contribution - £37,000
- QVSR: windows replacement project - £9,000
- QVSR: windows replacement project (Manse House) - £7,500
- QVSR: garden extension project - £12,000
- QVSR: Lord Mayor's Show - £1,000
- PWC & Emergency Grant - £5,000

Total of grants awarded from grant applications in 2018 - £166,426 (of which £138,934 remains available).

Grants to Joint Projects Managed by MNWB

Transfers from unrestricted to restricted funds were also made in the year in respect of the following:

- MNWB Seafarer Support Partner Programme: annual/software update contribution - £40,000
- MNWB Vehicle Replacement Programme: annual contribution - £47,000
- MNWB IPWP Partner Programme: annual contribution - £50,000

Total of grants awarded to jointly funded projects in 2018 - £137,000

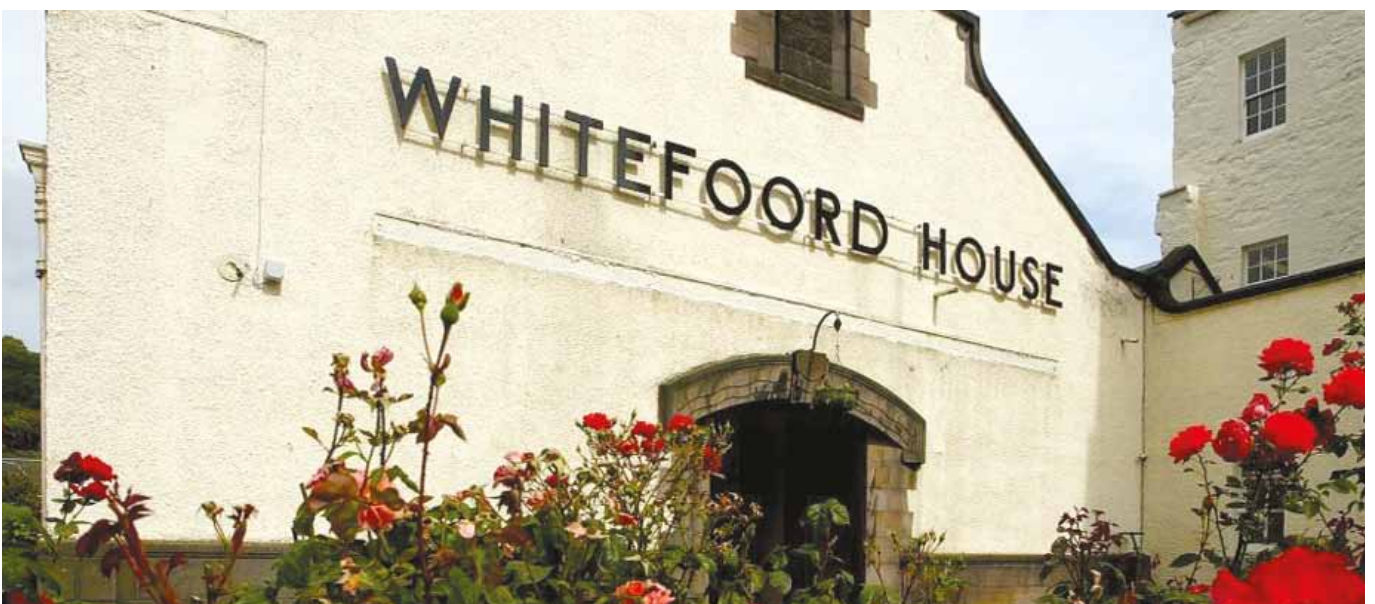
Total sum of grants awarded in 2018 was £303,426 (2017 - £308,585)



Mr Peter Tomlin MBE, Captain Martin Phipps MBE, Head of Marine Projects ABP and Southern PWC Chairman, and Sailors' Society Port Chaplain Jonathan Martin attend the official opening of the newly refurbished portacabin for seafarers in Southampton



QVSR participating in the Lord Mayor's Show in 2018 to promote their 175th anniversary and to highlight the invaluable work undertaken by seafarers today



Whitefoord House, Edinburgh



Miss Sharon Coveney, Deputy Chief Executive and IPWP Project Manager, and Katherine Lockwood, MNWB Port Welfare Committee Manager, felt honoured to attend the prestigious inauguration

Projects

Evaluation Studies & Support of Seafarers' Centres

Over the years the Board has conducted evaluations and/or feasibility studies of various ports and other seafarers' welfare facilities, mainly seafarers' centres, on behalf of the maritime sector. This helps promote the most effective and highest standards of welfare services for both serving and retired seafarers within the UK and Gibraltar. Working in partnership with the three societies (Apostleship of the Sea, Mission to Seafarers and Sailors' Society), MNWB planned to conduct a jointly funded pilot project to improve the operations and support provided for UK seafarers' centres. To initiate the process, the Board funded and organised an inaugural UK Seafarers' Centre Conference in May 2018, which was attended by 50 personnel from all around the UK, Gibraltar and the Falkland Islands. Unfortunately, the plan to recruit a manager to lead on the project, made in partnership with the joint societies, proved unsuccessful on two separate occasions. As a result, MNWB will further investigate ways of supporting joint centres in 2019.

Data Protection Act 2018 & EU General Data Protection Regulation Preparation (EU GDPR)

The MNWB achieved Cyber Essentials accreditation (a Government-backed, industry-supported scheme to help organisations protect themselves against common online threats) on the 4th September and a retesting is due 5th September 2019. All third party contracts have been sent to outsourced providers; new data retention and removal procedures are in place; all staff have received training on new policies and procedures. The Board has its compliance framework fully in place adhering to the new Data Protection Act 2018 as well as the EU GDPR.

ISWAN's International Port Welfare Partnership Programme (IPWP)

Following a successful pilot project funded by ITF Seafarers' Trust, ISWAN gained additional support from TK Foundation, Seafarers UK and MNWB for a three-year IPWP programme, which commenced 1st February 2017. The IPWP has achieved a great deal in year two of the programme, with interest continuing to expand. The updated interim website www.portwelfare.org continues to receive an increasing number of 'expressions of interest' to actively participate in the programme and at the time of this report, there are 417 requests from 158 ports in 73 countries.

During 2018 the team successfully helped to establish committees in 3 major Nigerian ports: Lagos, Tin Can Island and Port Onne as well as in Dakar (Senegal), Novorossiysk (Russia), Mombasa (Kenya) and Douala (Cameroon). The Falkland Islands also formed their own welfare board as did numerous Australian ports. The team continues to provide support to several maritime sector representatives who are keen to establish welfare boards in South Africa, Mexico, Thailand, Gambia, Vietnam and Zanzibar.

The programme encourages cultural change and remains flexible in terms of organising and coordinating activities in tandem with higher profile and priority events. Whenever and wherever possible, the IPWP works in partnership with other maritime organisations and their events to ensure cost and manpower effectiveness. Consequently, throughout 2018 the IPWP was represented at various events including the ILO Conference in Geneva, IHMA Conference in London, IMPA in Dakar, Senegal, the NAMMA Conference in Washington & Baltimore and the ISWAN AGM in Helsinki. These conferences have played a vital role in gaining recognition of the programme from various individuals and maritime organisations across the globe, as well as making contacts to encourage the creation of more Port Welfare Committees.



of the Novorossiysk Port Welfare Council held at Seafarers' Union of Russia (SUR), Novorossiysk, Russia

Both Peter Tomlin (CEO) and Sharon Coveney (DCE) continue to perform proactively in their roles as Project Director and Project Manager, with ongoing support from Aiden Harvey, Project Administrator. In 2019, the IPWP team intends to develop an Ambassador Training Scheme, which will formally recognise the value and importance of welfare boards and their role in helping to improve the welfare and wellbeing of seafarers in port. The team is looking forward to piloting the Training Scheme at the NAMMA Conference in Tampa, USA in March 2019. Plans to combine IPWP Conferences/Ambassadors Training Scheme with other maritime events are also being considered for the year ahead, which will include South & East African ports held in Durban, South Africa.

Following delays in software development due to GDPR and a change of developers, the IPWP software platform continues to progress with MNWB now working with Rareloop Limited who have experience in delivering maritime welfare applications and produced the award winning ICMA ship visiting App. A presentation on the development and outline functions of the software platform was given at the ISWAN IPWP Excom meeting on 26 September 2018. It is anticipated the platform will be ready for testing at the NAMMA Caribbean Conference in 2019 and will initially be populated and tested with UK ports.

Lone Worker Alarms

In 2018 the Board completed a trial of alarms from the two leading device providers, namely SoloProtect and Skyguard. Subsequently, Fishermen's Mission conducted a trial of a 'smart' watch newly released by SoloProtect and their Identicom badge, whilst Mission to Seafarers decided to carry out their own trial of the Identicom. As a result, a closure report was produced and sent to all those involved.



Miss Sharon Coveney and Mrs Katherine Lockwood at the ILO Headquarters in Geneva promoting the International Port Welfare Partnership Programme



Sea Shed Digital Inclusion Pilot Project (Aberdeen Seafarers' Centre)

Working from The Aberdeen Seafarers' Centre (ASC) Revd. Howard Drysdale, Port Chaplain, noticed that the retired seafarers he came into contact with suffered an apparent decline in their mental health and overall well-being. They often voiced feelings of uselessness and, following their transition ashore, experienced isolation and loneliness within their community. Loneliness is an emotional state but one which experts say can have an adverse effect on our physical health. As a result, MNWB agreed to utilise information technology and the seafarers' centre facilities to conduct a pilot project called the Sea-Shed Digital (SSD) that involved the provision of iPads and digital instruction to bring retired seafarers in the community together. The SSD became a place where seafarers could feel at home and use specialist digital hardware to pursue their interests as a group but with a high degree of autonomy.

The SSD was offered to retired seafarers living in the Aberdeen area. It provides them with opportunities to share their experiences, knowledge and resources as well as enhancing their lives in a safe, friendly and inclusive venue. It also provides a place of skill-sharing and informal learning, of individual pursuits and community projects, of purpose, achievement and social interaction around a hub of Information Technology (IT).

There were eight people at the first meeting and five individuals had not previously used iPads. At the end of the launch training session, it was agreed that SSD meetings would be held fortnightly and anyone experiencing difficulty using the iPads was peer mentored by those who were more familiar with their operation.

Mike Deeming, Project Coordinator, for the ASC commented, "I have been pleased and impressed with the increasing familiarity of the iPads shown by all members of the Sea-Shed group. Attending the meetings and recording the minutes has been a pleasure. It is my opinion that each of the members has obtained a great deal of satisfaction and enjoyment in the use of the iPads, and the friendship that has developed within the group has diminished the feelings of social isolation which they may have experienced since retiring. Everyone looks forward to the meetings and is conscious that each individual now has at least 12 new friends that he didn't have before the commencement of the Sea-Shed project". The outcomes of the pilot project will be reviewed in 2019.



Retired seafarers attend a Sea Shed Digital meeting in Aberdeen

Port Levy Project

The innovative Tyne port levy scheme, a partnership between the Port of Tyne, the MNWB and the Tyne PWC, has been raising funds since January 2016. Additionally, the Port of Tyne matches 50p for every £1 collected through the levy scheme from vessels visiting the port. The fund is distributed twice yearly to the three societies providing welfare support on the Tyne. The total funds collected to September 2018 were £38,709. Funds distributed to September 2018 were as follows:

- Apostleship of the Sea - £7,259
- Fishermen's Mission - £8,580
- Mission to Seafarers - £16,831

A contingency fund of £6,039 was retained for the future.

Vehicle Replacement Programme (VRP)

The Board, in partnership with three other partner funders (ITF Seafarers' Trust, Seafarers UK and Trinity House) continues to fund and manage the port-based vehicle replacement programme on an annual basis. Over the last 10 years the VRP has replaced 117 vehicles (Car, MPV & Minibus) with a total of just under £1.5 million paid out in grants to-date.

The value of this programme to those seafarers that benefit from welfare provision as a direct result of having available transport can be appreciated through the testimony of Alex Campbell, Chairman of the London Tilbury Seafarers' Centre who said, "Seafarers have limited free time, often their time ashore is just a few hours. It is therefore vital that they can get to the Seafarers' Centre quickly and easily in order that they maximise their opportunity to connect with family and friends via the internet and to enjoy some time to relax and unwind away from the ship. The vehicle replacement programme is vital in allowing centres such as the one in Tilbury to offer this service, without which seafarers' lives would be even more difficult".



The new port welfare vehicle for the Sailors' Society in Southampton, provided through the Vehicle Replacement Programme

Publications

The Board, on behalf of its Constituents, publishes, distributes and regularly reviews the following publications, which are also included on the MNWB website:

Port Information Leaflets

The Board currently has 36 Port Information Leaflets covering the whole of the UK. They are produced with the assistance and input of members of the local Port Welfare Committee (PWC) so that each one accurately reflects the facilities and services available for seafarers visiting that particular port. They contain information such as the seafarers' welfare organisations that operate in the area, details of port transport and any local seafarers' centre, shopping facilities, places of worship and things to do while in port. They are entirely funded by the Board and delivered to the port for distribution to visiting seafarers. Digital versions of each leaflet are also available via the MNWB website.

During 2018 the Board produced ten updated leaflets with a total of 37,500 copies distributed across the country. The leaflets are considered an invaluable aid and are well-received by seafarers and much appreciated by ports and welfare societies alike.

Sandra Welch (Deputy CEO - Sailors' Society) remarked on how the Southampton leaflet benefits the seafarers visiting Southampton and their own services, "The information leaflet is a first-rate resource not only for seafarers but also our centre. It provides important information for seafarers visiting the port – highlighting a safe, home away from home, which caters specifically for their needs. Additionally, it promotes and advertises our wide range of welfare services".

The leaflets are continually reviewed by the local PWC and by the Board itself to ensure that they remain accurate and up-to-date. For 2019, the aim is to produce updated versions of leaflets whose latest edition are currently more than two years old. Subject to review and evaluation, the Board also accepts requests from ports that do not have leaflets. There are currently five proposed new leaflets under review.

Remembering those left behind

This booklet provides advice for both those seeking to make funeral plans before their death and for people who are faced with making the funeral arrangements for a friend or loved one.

Arrested and Detained Vessels and Abandoned Seafarers: A Guide to Who Does What:

This booklet is intended to be a simple guide explaining the duties of the various authorities when voluntary societies encounter seafarers on arrested or detained vessels, or who have been abandoned. It is reviewed regularly and updated when necessary.

UK Seafarers' Centres - Identifying barriers and best practice

In May 2018, the first UK Seafarers' Centres Conference for centre managers was organised by the MNWB in collaboration with Solent University. The inaugural conference was funded by MNWB and facilitated by Dr. Kate Pike and Dr. Kev Harris using a 'Realist Evaluation' approach. This approach helped participants to focus on the varying contexts of their seafarers' centres, the key issues that challenge them and why this is happening. Finally, the areas of best practice amongst the centres were shared by participants. This allowed for the emergence of potential solutions, which are discussed in this report, along with other findings from the conference. Recommendations and scope for further research were also made to help develop sustainable and forward-looking seafarers' centres within the UK. The publication was shared with all centre managers and conference attendees.

BERTH 207 DROP-IN CENTRE

Opening Hours: 24 hour drop-in access via coded keypad (code is displayed in window)

Telephones • Internet (£1/hr) • Free Wi-Fi
Free Tea/Coffee • TV Lounge • Library

SIM CARDS

Sim cards are available to purchase at the Southampton Seafarers' Centre and from Ship Welfare Visitors representing the centre. Seafarers are strongly advised to purchase these items only from official representatives of the Seafarers' Centre and not street vendors as there is no guarantee that they will work.

SEAFARERS' TELEPHONE HELPLINES

SeafarerHelp...the lifeline for seafarers (ISWAN) +44 20 7323 2737
www.seafarerhelp.org (all seafarers)
Seafarer Support Referral Helpline 0800 121 4765
www.seafarersupport.org (UK seafarers only)

SEAFARERS' PORT INFORMATION LEAFLET

SOUTHAMPTON WELCOMES ALL SEAFARERS

SOUTHAMPTON SEAFARERS' CENTRE

108 East Street, Southampton, SO14 3HD
Tel: 02380 636 436

SHIP WELFARE VISITING ORGANISATIONS

Apostleship of the Sea Port Chaplain	+44 (0) 7963 345 618 +44 (0) 7595 453 063
The Mission to Seafarers Port Chaplain	07774 328 595
Sailors Society	+44 (0) 7540 157 654
Seamen's Christian Friend Society	01983 611 195
Fishermen's Mission	07827 965 243
Nautilus International	020 8999 6677
RMT	020 7367 4771
ITF Inspector ITF HQ	07949 246 219 0207 940 9287

SOUTHAMPTON SEAFARERS' CENTRE

Opening hours: 2pm to 8pm every day
Free Wi-Fi • SIM cards • TV/DVD lounge
Hot & Cold Drinks • Foreign Exchange
Information & Advice

PORT TRANSPORT

Contact: +44 73 4228 6672
Monday to Friday: 12noon to 2.30pm & 5pm to 9pm
Saturday: 6pm to 9pm / Sunday: 12noon to 9pm

ABP PORT OFFICE & SECURITY

Southampton VTS (24hr service) 02380 608 208

PORT HEALTH AUTHORITY

Southampton Port Health Services 02380 226 631
port.health@southampton.gov.uk

MARITIME AND COASTGUARD AGENCY UK

info@mcga.gov.uk

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Training Courses

The Board refurbished its Training Room in Southampton in early 2018 and held a record number of 14 courses with over 150 participants throughout the year. Courses were organised subject to demand as follows:

Advanced Safeguarding Course

This new course was held on the 24th July and 7th August at the Board's offices in Southampton. The course has been designed for maritime staff and personnel dealing with welfare support and anyone whose role brings them into contact with merchant seafarers and their dependants in the UK. A number of other maritime organisations took advantage of this topical course, training their staff and trustees.

Ship Welfare Visitor (online)

The Board's Ship Welfare Visitor training is an online course and those wishing to register for the course are instructed to visit www.shipwelfarevisitor.com. Participants must be authorised by parent organisations and a small non-refundable cost of £20 is charged to cover administration costs. A total of 84 personnel successfully completed the course in 2018.

Welfare Guidance Course

MNWB held its inaugural Welfare Guidance Course at the Board's offices in Southampton on 25th July 2018. The course demonstrates the most effective way of signposting those in need to the maritime charity or charities best suited to help. The course highlights the risk associated with incorrect advice and provides individuals with a better understanding of the maritime charities sector and the charity sector in general.

Other courses held in 2018 included:

- SSAFA Caseworker Course
- Introduction to Workplace Health & Safety E-learning
- Mental Health and Bereavement Awareness
- Merchant Navy Awareness
- Personal Safety at Work

Working Groups

The Serving Seafarers and Older Seafarers & Families working groups each met twice in 2018. Working groups provide members with an opportunity to work together on issues affecting seafarers and the maritime welfare providers. These groups share information of common interest; monitor the impact of changes; make recommendations on best practice; consider priorities, particularly in relation to funding arrangements and act as a co-ordinating lobbying force to make representation to maritime funding charities and other appropriate organisations.



Tracy Keane of Freedom Training and Consultancy Ltd delivering the MNWB bespoke course on Advanced Safeguarding



Members of the South West PWC

Port Welfare Committees

The Board administers 16 Port Welfare Committees (PWCs) covering UK ports and the Gibraltar Seafarers' Welfare Board (GSWB), and provides support for the Falkland Islands' Port Welfare Board. Membership for all committees is taken from local organisations with a direct or indirect role in seafarers' welfare provision. Each committee or Board usually meets three times annually, with one meeting including an AGM.

A Chairman and Vice Chairman are elected by the members at the AGM. The PWC's role is to review the provision of seafarers' welfare locally, share expertise and make recommendations for changes and improvements.

The Board ensures that membership of its 15 UK PWCs and GSWB is, where possible, representative of organisations concerned with issues of seafarers' welfare within the designated geographical area. These assist voluntary societies and others to ensure that seafarers' welfare services are deployed in the most effective manner within their area. In 2018 there were 46 general meetings, a joint meeting of the Tyne and Tees PWCs as well as 16 AGMs in the UK and Gibraltar. A similar number is planned for 2019. The Falkland Islands will be visited biennially, commencing in 2019. Issues and ideas that have a wider impact are shared between all PWCs and, when appropriate, the Board. When required, this information is disseminated to either of the MNWB working groups and/or the MNWB Council of Management.

Members of the London & South East PWC have responded to health and safety concerns regarding unsafe access to vessels, by forming a working group. The working group meets regularly to review local developments within the region. The group includes the Harbour Masters from local ports, representatives from the Maritime & Coastguard Agency, UK Border Force, Marine Policing Unit, in addition to the maritime welfare organisations.

Committee Chairmen

<i>Committee</i>	<i>Chair</i>
Bristol	Mr G Strickland
Central & West Scotland	Mr S Bradley
East Anglia	Revd P Paine
Falkland Islands PWB	Mr S Wallace
Gibraltar SWB	Capt. J Ferro MBE
Haven	Capt. J Coleman
Humber	Capt. R Garbutt
London and South East	Mr T Goacher
Milford Haven	Capt. M Andrews
North & East Scotland	Mr D Kenwright
Northern Ireland	Mr P Hayes
North West	Mr J Wilson
South Wales	Mr E Watts MBE
Southern	Capt. M Phipps MBE
South West	Mrs C Rankin MBE
Tees	Capt. J Drewitt MBE
Tyne	Mr S Clapperton



Members of the Gibraltar Seafarers' Welfare Board

PWC Promotional Grants & Emergency Recreational Fund For Abandoned Seafarers & Fishermen

The Board annually sets aside a grant of up to £500 per PWC and GSWB to promote seafarers' welfare and raise the profile of the committee locally. During 2018 there have been a number of excellent initiatives agreed for use of the grant, which must first be approved by the Board.

The Tyne PWC organised a very successful networking lunch for local maritime industry personnel on Merchant Navy Day at the newly refurbished South Shields Town Hall. On the Tees, a very festive carol service and reception was held for river users and the general public. The grant was also utilised by the Gibraltar SWB, Humber, Southern, South Wales and Tyne PWCs to produce promotional banners to be utilised at future awareness events.

The Northern Ireland PWC organised a superb Gala Dinner held at the Belfast Harbour Commissioners in October 2018. The evening successfully promoted the work of the PWC and raised over £3,600, which was distributed equally between the Fishermen's Mission, the Mission to Seafarers, and the Seamen's Christian Friend Society. Event organiser, Port of Belfast Deputy Harbour Master stated, "The Gala Dinner was a great success in highlighting the work of the N.I. Port Welfare Committee to the maritime community within N. Ireland. The money raised will help support the work of the Fishermen's Mission, Mission to Seafarers and The Seamen's Christian Friend Society".

The Central & West Scotland PWC organised a successful afternoon tea event on board the Tall Ship Glenlee to coincide with Merchant Navy Day, in September 2018. The event, which was open to the general public and



Rev'd Joseph O'Donnell, Apostleship of the Sea Port Chaplain and Mr Steven Bradley, Chairman of Central & West Scotland PWC raising awareness of the work of the PWC on board the Tall Ship Glenlee

many invited guests, was advertised widely within the Glasgow area and the work of the PWC was promoted by local radio.

The Board would like to record its sincere thanks and congratulations to all those PWC members who organised events throughout the year.

The Board also has an emergency fund that is available to all those who work directly with seafarers and fishermen in distress, such as Port Chaplains or ITF Inspectors. The fund was utilised by the Fishermen's Mission to purchase portable DVD players and DVDs for two rescued migrant fishermen living in safe houses on the south coast.



Tyne PWC Chairman, Mr Steven Clapperton addressing guests at the awareness lunch on Merchant Navy Day at South Shields Town Hall

Inaugural Seafarers' Centre Conference

Seafarers' centres play a key role in the provision of 'front line' seafarers' welfare services in many UK ports. Although these facilities fulfil the same overall function of supporting seafarers/fishermen and are all called 'centres', each one is unique, much like the ports in which they are located. The UK centres come in all different shapes and sizes; some are manned, some are unmanned and some are both, enabling them to provide a 24/7 service that meets local needs. Most centres depend on local committees/volunteers and transport to operate effectively; the majority are autonomous and a number are registered charities in their own right. It is important that centres are operated and managed locally and have good governance in place. As a result of recent MNWB work with the societies on a number of seafarers' centres, it was clear that the vast majority of centres were experiencing difficulties raising the funds necessary to cover their basic operating costs and needed support of some kind. Indeed, some centres were struggling to survive.

The Board was keen to support seafarers' centres where needed and wanted to create an environment where centre managers/trustees could share best practice and network, something which has not happened in the past. To that end the Board held its first very successful Seafarers' Centre Conference in Southampton on 1st & 2nd May 2018. It was well attended with representatives from over 25 seafarers' centres from across the UK, Gibraltar and the Falkland Islands, in addition to staff from the main seafarers' welfare societies. There were some excellent



A breakout session in progress at the Seafarers' Centre Conference

presentations from a variety of centres highlighting what they do well, and what they find challenging. There were also a number of workshops facilitated by Solent University in which delegates discussed issues, best practices, and proposed ways forward. A summary report, compiled by Southampton Solent University, was circulated to the Board's Constituent members and PWCs in August 2018. When asked to comment on the most beneficial aspect of the conference, key responses included: Being able to exchange views and experiences with people from other centres; the ability to explore wider issues; exchanging best practice ideas; finding out about all the different models of centres, and learning about the way others deal with the challenges they face.

Biennial Constituent Members Seafarers' Welfare Conference



MNWB staff with MNWB Patron, The Lord Prescott, MNWB Trustee Steve Todd and MNWB Chairman Capt. Andrew Cassels at the biennial Seafarers' Welfare Conference in Liverpool

This year's highly successful Seafarers' Welfare Conference took place on 27th and 28th November at the Holiday Inn, Liverpool. One key representative from each Constituent member organisation and Port Welfare Committee was invited to attend. The Conference focus was on reviewing and improving seafarers' welfare services to the Merchant Navy and Fishing Fleets by encouraging closer co-operation among Constituent Members and Port Welfare Committees. The Board's Patron, The Lord Prescott, was in attendance as a pre-dinner speaker and provided a fascinating insight into his experiences from the start of his

career as a former ship's steward to his extremely high profile career as a politician and Deputy Prime Minister. The Lord Prescott presented the MNWB Annual Award for Services to Seafarers' Welfare which made the evening a very special occasion for all concerned. Sir Alan Massey was the after-dinner speaker and entertained delegates with a light hearted and riveting speech. Delegate feedback after the conference was overwhelmingly positive and everyone agreed that the event had been a resounding success.

Welfare Support

Whilst the Board does not give financial support in the form of grants to individuals, other than in an emergency, it does act as a 'clearing house' for those seeking assistance from other maritime charities. Experienced staff in the welfare department will arrange home visits by trained caseworkers and review all applications before directing them to the most appropriate sources of help.

The Board has always been rightfully proud of the work it does in the area of seafarers' welfare and all staff members are trained to deal with initial welfare enquiries. Notwithstanding, the Board utilises two experienced staff members who manage cases and make any necessary referrals. In the main, this initially entails requesting a caseworker visit for the applicant via local SSAFA offices, reviewing applications returned by SSAFA, applying for further assistance for the applicant to other Merchant Navy charities and, where needed, researching other organisations that may be in a position to help the applicant with their needs.

Caseworker Home Visits

The Board, on behalf of its appropriate Constituent members, arranges home visits by a trained caseworker. A caseworker home visit is extremely important because it can assist clients to complete an application form, assess their circumstances (both financially and personally) and determine what is most needed to help the applicant. This usually involves financial assistance but could also require social intervention such as registering the individual with a local befriending service or enrolment with a local group or on a computer training course to improve social inclusion. The vast majority of caseworker visits are undertaken by SSAFA and during 2018 the Board arranged a total of 232 caseworker home visits, an increase of 58% on last year (2017 – 134). The Shipwrecked Mariners' Society also works in collaboration with MNWB and arranges their caseworker visits directly with SSAFA, which are reimbursed by the Board.

Welfare And Emergency Fund

An emergency fund has been established with support from the Merchant Navy Fund for small grants, normally up to £150. This grant can be awarded in cases where an eligible vulnerable client has been identified, normally by a caseworker, as having no visible means of support. This enables them, normally through a voucher, to purchase some bare necessities whilst their application for help is being processed. In 2018 six such grants were awarded (two in 2017).



Seafarer Support

Seafarer Support is a multi-channel advice and referral welfare service that is operated and managed by the Board on behalf of all the UK maritime charities. In 2018, Seafarer Support received financial support from the Board, Seafarers UK, Trinity House and the Royal Navy & Royal Marine Charity (RNRMC). The service deals with welfare enquiries covering the entire maritime charity sector and, following the introduction of the military Veterans' Gateway helpline, is the central point of contact for Merchant Navy and fishing fleets. Notwithstanding the new military Veterans' Gateway, Seafarer Support continues to facilitate all enquiries, whether civilian or military. The service can be accessed on Freephone number 0800 121 4765 where applicants can talk to trained welfare staff or search for help themselves via its website www.seafarerssupport.org search engine. The website search facility is called the "Maritime Charities Welfare Guide" where users can look for the charity or charities best suited to help meet their needs. This year the service recorded 402 telephone calls and received 24,986 unique visitors to the website. Unique visitors are measured according to their computers' unique IP address and are counted only once, no matter how many times they visit the website. The figures demonstrate that the greatest numbers of enquiries come via the web and have decreased by 2,529 (unfortunately, for technical reasons, the statistics for March 2018 have been omitted) whilst the numbers of phone enquiries have increased by 50. There are more than 140 organisations covering 35 different welfare categories listed in the 'Maritime Charities Welfare Guide'. The top five 'searched for' categories of help in 2018 in order of priority were as follows:

- 1 - Grants for individuals
- 2 - Emergency Grants
- 3 - Sheltered Accommodation
- 4 - Benefits
- 5 - Household Equipment Grants

Awareness Events

In 2018, the MNWB Seafarer Support exhibition stand appeared at 'The Gathering' of Scottish charities in Glasgow and in the Southampton Seafarers' Centre during Seafarers Awareness Week. The stand was also on show at the Compass Fair, London in November 2018. Helen van Gass (Acting Welfare & Training Manager) and Roxanne Le Voguer (Communications Administrator) joined 30 organisations at the one-day fair, which Social Workers attend in their hundreds in order to either look for new career opportunities or to participate in the free Continuing Professional Development on offer. The event provides a unique opportunity to raise awareness of Seafarer Support with the professionals who may come into contact with clients with a background in the Merchant Navy or commercial fishing.



Mrs Helen van Gass, MNWB Acting Welfare & Training Manager raising awareness of the maritime charities at The Gathering in Glasgow

External Partnerships & Collaborations

Festival Of Remembrance

This year, the Board arranged for five cadets from Warsash Maritime Academy and five British serving personnel from Princess Cruises and Holland America Line to represent the Merchant Navy in 'the muster' at the Festival of Remembrance. The ceremony was covered by the BBC and MNWB Chairman Capt. Andrew Cassels represented the Board. "We all found the experience extremely emotional and gratifying and were very honoured to attend, particularly during this important Centenary year," commented Captain Craig Street, Princess Cruises. "It was a privilege and an amazing experience to be involved in, thank you for giving us the opportunity," stated Cadet, Lindsay Johnstone.



Serving officers representing the Merchant Navy at the Royal British Legion's Festival of Remembrance at the Royal Albert Hall

Merchant Navy Fund

The Board is not an active fundraiser but works in close partnership with Seafarers UK to promote the 'Merchant Navy Fund' (MNF). The Board provides its unique knowledge and understanding of the Merchant Navy whilst Seafarers UK utilises their fundraising expertise. Whilst the Fund is administered by Seafarers UK, the Board normally meets half the costs. The Board contributed £2,166 in 2018 (2017 - £736).

This initiative is intended to raise money from MN associated personnel and their families specifically to support those with an MN background. In the future it is intended to link the MNF with the successful 'Fly the Red Ensign' campaign.





Photos courtesy of Mark Dalton

Merchant Navy Honours Consultative Committee

The Board, on behalf of the maritime sector, administers the Merchant Navy Honours Consultative Committee (MNHCC). The committee, formally known as the Merchant Navy Medal Committee, meets by agreement with the Department of Transport and acts in an advisory capacity. The MNHCC can recommend awards to persons from the maritime industry that includes higher Honours and medals for acts of courage. In 2018, the Board created a new Merchant Navy Medal website and will continue to provide the Committee Secretary and administer the MNM restricted fund.

The Merchant Navy Medal for Meritorious Service for 2018 was awarded by The Princess Royal at a ceremony at Trinity House, London on 26th September 2018. Recipients of the awards were as follows:

- Captain Belinda Bennett, for services to the promotion of the maritime sector
- Mr Derek Cardno, for services to the welfare of fishermen
- Lieutenant Commander David Carter, for services to the careers of young seafarers and seafarer welfare
- Mr Stephen Chamberlain, for an act of bravery in saving a life
- Captain Timothy Charlesworth, for services to UK ports and the maritime industry
- Mr Mark Dickinson, for services to seafarer employment, training and welfare
- Captain Antonio Gatti, for services to UK research expeditions
- Mr John Halsall, for services to the careers of young seafarers
- Captain Nigel Jardine, for services to UK ports and the maritime industry including the small port sector
- Captain Robin Lock, for services to a maritime charity
- Mr George Lonie, for services to the careers of young seafarers and seafarer welfare
- Mr Michael Morley, for services to a maritime charity
- Captain Nicholas Nash, for services to maritime training
- Captain John Rankin, for services to the Merchant Navy
- Captain Michael Reeves, for services to the careers of young seafarers and seafarer welfare
- Captain Andrew Schofield, for services to the large yacht industry
- Captain Ian Shields, for services to a maritime charity
- Mr Keith Thompson, for services to a maritime charity
- Captain Thomas Woolley, for services to harbour towage and safety standards

Annual Award For Services To Seafarers' Welfare 2018

The MNWB Annual Award for Services to Seafarers' Welfare was awarded to Ina Bruce, Chairman of the Glasgow Branch of the Watch Ashore and to Alwyn Bamford, Mission to Seafarers Manager of the new Port Talbot Seafarers' Centre. Both worthy recipients received their awards from MNWB Patron, The Lord Prescott.



Future Strategy

Whilst much information about ongoing efforts is contained within the main body of the report, the Board reviews its future strategy annually, whilst also reviewing the progress and achievements from the previous year. The list of key objectives set down in the 2018/19 review is as follows:

Completed Objectives

- Support the Aberdeen Seafarers' Centre lead on a digital inclusion pilot project to improve the lives of retired seafarers in the community
- Review all jointly owned UK seafarers' centres
- Trial 'lone worker' health and safety devices
- Achieve GDPR compliance
- Review GDPR training and awareness of software platforms to develop staff understanding of cyber security
- Create a new Merchant Navy Medal website
- Organise a biennial Constituent members' and PWC Chairmen's Conference
- Organise an inaugural UK Seafarers' Centre Conference

On-going Objectives

- Promote awareness of the maritime charity sector
- Support the Constituent members as appropriate
- Support and maintain the 15 UK Port Welfare Committees, Gibraltar Seafarers' Welfare Board and support of the Falkland Islands' Port Welfare Board
- Review the need for additional Port Welfare Committees, or boards in the UK and overseas Dependencies
- Monitor the impact of ILO's Maritime Labour Convention (2006)
- Provide training packages
- Manage and maintain the Vehicle Replacement Programme Fund
- Publish, revise, reprint and distribute Port Information leaflets
- Maintain and update the Seafarer Support and Maritime Charities Welfare Guide
- Act as a clearing house for applications for help and arrange caseworker home visits to clients
- Support and encourage home visits by trained caseworkers
- Publish a 'ready reference' survey of all charities making grants to individuals
- Provide evaluation and feasibility studies where appropriate
- Manage a collaborative project to endeavour to secure improved funding from port levies, or other local sources, on behalf of those Constituents providing port based welfare
- Review with appropriate Constituents the changes in seafarers' communications and IT provision

- Encourage the establishment of more port levy or contribution schemes
- Review access to welfare provision and charitable assistance to professional luxury yacht crews
- Maintain and enhance the role of the Working Groups to review existing provision and future needs
- Alternate biennial conferences for Constituent and PWC members
- Continue partnership arrangement with Seafarers UK to raise money for the Merchant Navy Fund
- Administer the Merchant Navy Honours Consultative Committee, website and restricted fund
- Review the opportunities for charities to share 'back office' support
- Manage an international partnership project, on behalf of ISWAN to encourage, support and mentor the establishment of seafarers' welfare boards and port welfare committees around the world under the auspices of the ILO's Maritime Labour Convention, 2006

Major New & Future Objectives

- Launch new MNWB website
- Conduct a pilot project to improve the operations and support provided for UK seafarers' centres
- Update training course online booking and evaluation processes
- Update Managing Volunteers & Substance Abuse training courses
- Produce Equality & Diversity Training Course
- Update MNWB grant application process
- Rebuild Seafarer Support software platform
- Organise a Seafarers' Port Welfare Conference
- Test, launch and populate ISWAN IPWP programme software platform
- Conduct a welfare support awareness campaign to increase outreach
- Investigate collaborative ship welfare visitor MiFi pilot project
- Organise expanded UK Port Welfare Conference
- Visit and assist the Falkland Islands' Port Welfare Board
- Conduct a MNWB strategic review

Trustees' Responsibilities Statement

The Trustees (who are also directors of Merchant Navy Welfare Board for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they 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 these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting 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 operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

Disclosure Of Information To Auditors

The Trustees at the time when this Report of the Trustees is approved have confirmed that:

- so far as the Trustees are aware, there is no relevant audit information of which the charitable company's auditors are unaware, and
- the Trustees have taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

Auditors

As noted previously, the Board has dispensed with the requirement to hold an Annual General Meeting. In 2018, the Board appointed James Cowper Kreston as their auditors. The re-appointment of auditors will be decided annually at a council meeting.

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

On Behalf of the Board

A K Cassels

Chairman

Report of the Independent Auditors

Opinion

We have audited the financial statements of Merchant Navy Welfare Board (the 'charity') for the year ended 31 December 2018 set out on pages 30 to 42. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2018 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.

Basis For Opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions Relating To Going Concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other Information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Auditors' report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion On Other Matters Prescribed By The Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters On Which We Are Required To Report By Exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees. We have nothing to report in respect of the following matters in relation to which 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; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Report of the Trustees and from the requirement to prepare a Strategic report.

Responsibilities Of Trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charity 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, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditors' Responsibilities For The Audit Of The Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities This description forms part of our Auditors' report.

Use Of Our Report

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 Auditors' 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.

Louise Hallsworth FCA

(Senior statutory auditor)
for and on behalf of

James Cowper Kreston

Chartered Accountants and Statutory Auditor

9th Floor

The White Building

1-4 Cumberland Place

Southampton

Hampshire

SO15 2NP

21st March 2019

Statement Of Financial Activities Incorporating Income And Expenditure Account For The Year Ended 31 December 2018

		Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	As restated Total Funds 2017 £
	Note				
Income From:					
Donations and legacies	2	1,797	221,000	222,797	144,723
Investments	3	305,983	-	305,983	282,694
Other income	4	103,873	-	103,873	100,928
Total Income		411,653	221,000	632,653	528,345
Expenditure On:					
Raising funds	5	52,555	-	52,555	52,204
Charitable activities:					
Support services to Constituent Members	6	72,467	373,796	446,263	257,068
Grants to support the work of Constituent Members	6	166,426	-	166,426	213,485
Grants unspent	6	(13,401)	-	(13,401)	(10,643)
Support to promote welfare activities	7	555,384	-	555,384	560,632
Total Expenditure		833,431	373,796	1,207,227	1,072,746
Net Expenditure Before Investment Gains/(Losses)		(421,778)	(152,796)	(574,574)	(544,401)
Net gains/(losses) on investments		(1,311,245)	-	(1,311,245)	1,035,447
Transfers between Funds	16	(137,000)	137,000	-	-
Net Income/(Expenditure) Before Other Recognised Gains And Losses		(1,870,023)	(15,796)	(1,885,819)	491,046
Net Movement In Funds		(1,870,023)	(15,796)	(1,885,819)	491,046
Reconciliation Of Funds:					
Total funds brought forward		15,432,470	358,236	15,790,706	15,299,660
Total Funds Carried Forward		13,562,447	342,440	13,904,887	15,790,706

The notes on pages 33 to 42 form part of these financial statements.

Balance Sheet As At 31 December 2018

	Note	£	2018 £	£	As restated 2017 £
Fixed Assets					
Tangible assets	11		15,308		14,842
Investments	12		13,567,775		15,357,879
			13,583,083		15,372,721
Current Assets					
Debtors	13		19,525	66,528	
Cash at bank and in hand			543,140	584,807	
			562,665	651,335	
Creditors: amounts falling due within one year	14		(240,861)	(233,350)	
Net Current Assets			321,804		417,985
Net Assets			13,904,887		15,790,706
Charity Funds					
Restricted funds	16		342,440		358,236
Unrestricted funds	16		13,562,447		15,432,470
			13,904,887		15,790,706
Total Funds					

The charity's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Board of Trustees on 13th March 2019 and signed on their behalf, by:

Captain A K Cassels – Chairman of the Council

Mr G Lane – Member of the Council

P D Tomlin MBE – Chief Executive

The notes on pages 33 to 42 form part of these financial statements.

Cash Flow Statement For The Year Ended 31 December 2018

	Note	2018 £	2017 £
Cash flows from operating activities			
Net cash used in operating activities	18	(815,750)	(766,417)
Cash flows from investing activities:			
Dividends and interest from investments		305,983	282,694
Purchase of tangible fixed assets		(10,759)	(3,851)
Realised (losses)/gains on the sale of investments		(46,259)	81,070
Proceeds from sale of investments		3,787,770	3,242,947
Purchase of investments		(3,262,652)	(2,873,276)
Net cash provided by investing activities		774,083	729,584
Change in cash and cash equivalents in the year		(41,667)	(36,833)
Cash and cash equivalents brought forward		584,807	621,640
Cash and cash equivalents carried forward	19	543,140	584,807

The notes on pages 33 to 42 form part of these financial statements.

Notes To The Financial Statements For The Year Ended 31 December 2018

1. Accounting Policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Merchant Navy Welfare Board meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost with the exception of investments which are included at fair value.

1.2 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was needed.

No restatements were necessary.

1.3 Company status

The charity is a company limited by guarantee. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

1.4 Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and have not been designated for other purposes. Unrestricted funds represent funds retained to provide the working capital to enable the Trustees to carry out activities as a provider of services to Seafarers.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.5 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Investment income is recognised when the dividends declared have been quantified by the funds to which they relate, which is usually the payment date.

1.6 Expenditure

Expenditure which does not directly relate to grant making is analysed between charitable support costs, governance costs and costs of generating funds. Items which involve more than one cost category are apportioned as appropriate to the cost categories involved.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.7 Tangible fixed assets and depreciation

All assets costing more than £250 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures and fittings - 10% on cost
Computer equipment - 33% on cost

1.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of Financial Activities incorporating income and expenditure account.

1.9 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities incorporating income and expenditure account on a straight line basis over the lease term.

1.10 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.11 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.12 Pensions

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

MNWB has a Group Personal Pension Plan & Group Stakeholder Pension Plan with Royal London.

2. Income From Donations And Legacies

	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	As restated Total Funds 2017 £
Donations	1,797	-	1,797	2,957
Legacies	-	-	-	107,644
Grants	-	221,000	221,000	34,122
	1,797	221,000	222,797	144,723
Total 2017	110,601	34,122	144,723	

3. Investment Income

	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total Funds 2017 £
Quoted UK and Non-UK investments	304,954	-	304,954	282,591
UK Portfolio cash	1,029	-	1,029	103
	305,983	-	305,983	282,694
Total 2017	282,694	-	282,694	

4. Other Income

	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total Funds 2017 £
Seafarer Support - Salary recharge	12,000	-	12,000	12,000
IPWP Support - Salary recharge	77,560	-	77,560	28,046
Rental of Car Park Spaces	5,136	-	5,136	3,562
Courses	2,759	-	2,759	2,484
Sale of The Merchant Navy Club Milford Haven	-	-	-	52,162
Sundry income	6,418	-	6,418	2,674
	103,873	-	103,873	100,928
Total 2017	100,928	-	100,928	

5. Raising Funds

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2018	2018	2018	2017
	£	£	£	£
Portfolio management fees	52,555	-	52,555	52,204
Total 2017	52,204	-	52,204	

6. Support Services To Constituent Members

	Unrestricted expenditure	Restricted expenditure	Total 2018	As restated Total 2017
	£	£	£	£
Vehicle Replacement Fund	-	151,734	151,734	64,299
MN Medal Fund	-	3,985	3,985	2,628
IPWP Programme	-	189,408	189,408	94,682
Emergency Grant Fund	-	349	349	101
Seafarer Support	-	27,855	27,855	30,097
Seafarers' Centre Support Project	-	465	465	-
Digital Inclusion Project	-	-	-	911
Watch Ashore Project	-	-	-	3,348
Caseworker costs	19,270	-	19,270	17,067
Training courses	15,435	-	15,435	9,835
Evaluation studies	483	-	483	3,568
Port welfare promotion	4,923	-	4,923	5,274
Merchant Navy Fund promotion contribution	2,166	-	2,166	736
Digital Inclusion Project	2,091	-	2,091	13,111
Annual Seafarers' Welfare Conference	28,099	-	28,099	11,411
	72,467	373,796	446,263	257,068
Grants to support the work of Constituent Members	166,426	-	166,426	213,485
Grants unspent	(13,401)	-	(13,401)	(10,643)
Total	225,492	373,796	599,288	459,910

7. Support To Promote Welfare Activities

	Management	Governance	Total 2018	Total 2017
	£	£	£	£
Office running costs	24,000	-	24,000	24,366
Staff recruitment	2,039	-	2,039	10,326
Staff life assurance and training	15,602	-	15,602	15,294
Subscriptions and publications	4,557	-	4,557	4,270
Other costs	86,793	-	86,793	91,332
Head office costs	-	12,067	12,067	13,042
Trustees' expenses	-	3,788	3,788	3,277
Trustees' meeting costs	-	893	893	1,184
Chief Executive Retirement Function	-	-	-	2,280
Legal fees	-	14,169	14,169	6,204
Accountancy	-	20,978	20,978	17,874
Auditors' remuneration	-	6,000	6,000	7,000
Wages and salaries	263,777	25,300	289,077	284,506
National insurance	27,937	-	27,937	26,070
Pension cost	37,190	-	37,190	44,441
Depreciation	10,294	-	10,294	9,166
	472,189	83,195	555,384	560,632
Total 2017	485,171	75,461	560,632	

8. Governance Costs

	Unrestricted Funds 2018	Restricted Funds 2018	Total Funds 2018	Total Funds 2017
	£	£	£	£
Support costs	57,895	-	57,895	50,861
Wages and salaries	25,300	-	25,300	24,600
	83,195	-	83,195	75,461

9. Net Income/(Expenditure)

This is stated after charging:

	2018 £	As restated 2017 £
Depreciation of tangible fixed assets:		
– owned by the charity	10,293	9,166
Auditors' remuneration – audit	6,000	6,000
Auditors' remuneration – other services	1,200	1,000

During the year, no Trustees received any remuneration (2017 – £NIL).

During the year, no Trustees received any benefits in kind (2017 – £NIL).

During the year, Trustees' expenses were paid to five (2017: four) Trustees amounting to £3,788 (2017 : £3,277).

10. Staff Costs

Staff costs were as follows:

	2018 £	2017 £
Wages and salaries	289,077	284,506
Social security costs	27,937	26,070
Other pension costs	37,190	44,441
	354,204	355,017

The average number of persons employed by the charity during the year was as follows:

	2018 No. 9	2017 No. 9
--	------------------	------------------

No employee received remuneration amounting to more than £60,000 in either year.

11. Tangible Fixed Assets

	Fixtures & fittings £	Computer equipment £	Total £
Cost			
At 1 January 2018	9,449	73,709	83,158
Additions	7,383	3,376	10,759
Disposals	(1,880)	(35,680)	(37,560)
At 31 December 2018	14,952	41,405	56,357
Depreciation			
At 1 January 2018	9,240	59,076	68,316
Charge for the year	1,863	8,430	10,293
On disposals	(1,880)	(35,680)	(37,560)
At 31 December 2018	9,223	31,826	41,049
Net book value			
At 31 December 2018	5,729	9,579	15,308
At 31 December 2017	209	14,633	14,842

12. Fixed Asset Investments

	Listed securities £	Other investments £	Total £
Market value			
At 1 January 2018	14,991,335	366,544	15,357,879
Additions	3,021,096	241,556	3,262,652
Disposals	(3,787,770)	-	(3,787,770)
Revaluations	(1,264,986)	-	(1,264,986)
At 31 December 2018	12,959,675	608,100	13,567,775
Historical cost	11,537,529	608,100	12,145,629

Investments at market value comprise:

	2018 £	2017 £
Listed investments	12,959,675	14,991,335
Cash and settlements pending	608,100	366,544
Total market value	13,567,775	15,357,879

13. Debtors

	2018 £	2017 £
Prepayments and accrued income	19,525	66,528

14. Creditors: Amounts Falling Due Within One Year:

	2018 £	As restated 2017 £
Trade creditors	16,768	8,566
Other taxation and social security	7,308	8,689
Grants payable	138,934	188,685
Other creditors	4,314	4,287
Accruals and deferred income	73,537	23,123
	240,861	233,350

15. Prior Year Adjustment

An adjustment has been made to the treatment of grants awarded from grant applications to appropriately represent their nature and timing.

16. Statement Of Funds

Statement Of Funds – Current Year

	Balance at 1 January 2018 £	Income £	Expenditure £	Transfers in/out £	Gains/ (losses) £	Balance at 31 December 2018 £
Unrestricted Funds						
Unrestricted funds	15,432,470	411,653	(833,431)	(137,000)	(1,311,245)	13,562,447
Restricted Funds						
Vehicle Replacement Programme	186,634	120,000	(151,734)	47,000	-	201,900
MN Medal Fund	11,462	1,000	(3,985)	-	-	8,477
IPWP Programme	121,149	90,000	(189,408)	50,000	-	71,741
Emergency Grant Fund	349	-	(349)	-	-	-
Seafarer Support	23,642	10,000	(27,855)	40,000	-	45,787
Seafarers' Centre Support Project	15,000	-	(465)	-	-	14,535
	358,236	221,000	(373,796)	137,000	-	342,440
Total funds	15,790,706	632,653	(1,207,227)	-	(1,311,245)	13,904,887

Vehicle Replacement Programme (VRP)

A partnership programme to provide grants to replace vehicles that provide welfare services covering UK ports, Gibraltar and the Falkland Islands. The VRP is funded equally between Seafarers UK, ITF Seafarers' Trust, Trinity House and MNWB.

MN Medal Fund

The MN Medal Fund receives donations from the UK maritime sector to support the promotion and award of the Merchant Navy Medal for Meritorious Service, associated website and the annual meetings of the Merchant Navy Honours Consultative Committee that advises the Govt. Department for Transport.

IPWP Programme

Under the auspices of ILO Maritime Labour Convention 2006, the International Port Welfare Partnership Programme (IPWP) is funded equally by the ITF Seafarers' Trust, TK Foundation, Seafarers UK and MNWB to promote and assist the establishment of welfare boards to enhance seafarers' welfare in ports, worldwide.

Seafarer Support

Jointly funded by Seafarers UK, Trinity House, the Royal Navy & Royal Marines Charity and MNWB, Seafarer Support provides a central point of contact for seafarers, fishermen and their dependants seeking help from the UK maritime charity sector, providing website, helpline, search engine software and practical welfare support.

Seafarers' Centre Support Project

The Seafarers' Centre Support project reviews, promotes best practice and makes recommendations to better support and improve the operation of seafarers' centres in UK ports.

Statement Of Funds – Prior Year - As Restated

	Balance at 1 January 2017 £	Income £	Expenditure £	Transfers in/out £	Gains/ (losses) £	Balance at 31 December 2017 £
Unrestricted Funds						
Unrestricted funds	14,874,480	494,223	(876,580)	(95,100)	1,035,447	15,432,470
Restricted Funds						
Vehicle Replacement Programme	210,933	-	(64,299)	40,000	-	186,634
MN Medal Fund	12,190	1,800	(2,628)	100	-	11,462
IPWP Programme	183,609	2,222	(94,682)	30,000	-	121,149
Watch Ashore Project	3,348	-	(3,348)	-	-	-
Digital Inclusion Project	911	-	(911)	-	-	-
Emergency Grant Fund	450	-	(101)	-	-	349
Seafarer Support	13,739	30,000	(30,097)	10,000	-	23,642
Seafarers' Centre Support Project	-	-	-	15,000	-	15,000
	425,180	34,022	(196,066)	95,100	-	358,236
Total funds	15,299,660	528,245	(1,072,646)	-	(1,035,447)	15,790,706

Summary Of Funds – Current Year

	Balance at 1 January 2018 £	Income £	Expenditure £	Transfers in/out £	Gains/ (losses) £	Balance at 31 December 2018 £
Unrestricted funds	15,432,470	411,653	(833,431)	(137,000)	(1,311,245)	13,562,447
Restricted funds	358,236	221,000	(373,796)	137,000	-	342,440
	15,790,706	632,653	(1,207,227)	-	(1,311,245)	13,904,887

Summary Of Funds – Prior Year - As Restated

	Balance at 1 January 2017 £	Income £	Expenditure £	Transfers in/out £	Gains/ (losses) £	Balance at 31 December 2017 £
Unrestricted funds	14,874,480	494,223	(876,580)	(95,100)	(1,035,447)	15,432,470
Restricted funds	425,180	34,022	(196,066)	95,100	-	358,236
	15,299,660	528,245	(1,072,646)	-	(1,035,447)	15,790,706

17. Analysis Of Net Assets Between Funds

Analysis Of Net Assets Between Funds - Current Year

	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £
Tangible fixed assets	15,308	-	15,308
Fixed asset investments	13,567,775	-	13,567,775
Current assets	220,225	342,440	562,665
Creditors due within one year	(240,861)	-	(240,861)
	13,562,447	342,440	13,904,887

Analysis Of Net Assets Between Funds - Prior Year

	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total Funds 2017 £
Tangible fixed assets	14,842	-	14,842
Fixed asset investments	15,357,879	-	15,357,879
Current assets	293,099	358,236	651,335
Creditors due within one year	(233,350)	-	(233,350)
	15,432,470	358,236	15,790,706

18. Reconciliation Of Net Movement In Funds To Net Cash Flow From Operating Activities

	2018 £	2017 £
Net (expenditure)/income for the year (as per Statement of Financial Activities)	(1,885,819)	491,046
Adjustment for:		
Depreciation charges	10,293	9,166
Losses/(gains) on investments	1,311,245	(1,035,447)
Dividends and interest from investments	(304,954)	(282,591)
Decrease in debtors	47,003	43,457
Increase in creditors	7,511	8,055
Interest received	(1,029)	(103)
Net cash used in operating activities	(815,750)	(766,417)

19. Analysis Of Cash And Cash Equivalents

	2018 £	2017 £
Cash in hand	543,140	584,807
Total	543,140	584,807

20. Pension Commitments

The charity provides a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

MNWB has a Group Personal Pension Plan & Group Stakeholder Pension Plan with Royal London. Contributions made to the scheme amounted to £37,190 (2017 - £44,441). At the Balance Sheet date contributions of £4,265 (2017 - £4,287) were outstanding.

21. Operating Lease Commitments

At 31 December 2018 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

	2018 £	As restated 2017 £
Land and buildings:		
Within 1 year	27,000	27,000
Between 1 and 5 years	27,000	54,000
Total	54,000	81,000
Other:		
Within 1 year	4,270	5,032
Between 1 and 5 years	6,545	4,514
After more than 5 years	630	-
Total	11,445	9,546

22. Related Party Transactions

There are a number of Constituent Members where there are common trustees with the Board and transactions take place during the year on an arm's length basis. Details of these transactions are disclosed in the Report of the Trustees.

23. Controlling Party

The charity is limited by guarantee and accordingly does not have share capital.



Mrs Gail Haldane, Administrator, Scottish Nautical Welfare Society, Mrs Helen van Gass, MNWB Acting Welfare & Training Manager, Rev'd Tim Tunley, Port Chaplain, Mission to Seafarers and Miss Sharon Coveney, MNWB Deputy Chief Executive attending The Gathering in Glasgow



MNWB Chairman Capt. Andrew Cassels and Chief Executive Mr Peter Tomlin MBE lay wreaths at The Tower Hill Memorial on Merchant Navy Day

Back Cover: MNWB Chairman Capt. Andrew Cassels and Chief Executive Mr Peter Tomlin MBE attend the Derbyshire Family Association memorial service at the Liverpool Parish Church remembering the 38th year following the sinking of the M/V Derbyshire and the loss of all 44 lives onboard



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