



Masonic
Charitable Foundation

Your MCF update

August 2017



Chief Executive and Chief Operating Officer

MCF raises its profile

Over the last three months, the MCF has proactively worked to raise its profile while also supporting UGLE's Tercentenary celebrations. A number of events have been held across the country, attended by Freemasons, their families and members of the wider public.

Meanwhile, the MCF Community Awards – Tercentenary Fund captured the imaginations of Freemasons and the public alike, and at the time of writing over 150,000 votes had been cast – 88% of which were from the general public.

The MCF's second Members' Meeting was held in June and was well-attended by Members and Brethren from the Province of Nottinghamshire. The Meeting provided an excellent forum to update those in attendance on the work of the charity and to outline the Members' role. The developing MCF strategy will be shared with Members at the Annual General Meeting to be held at Freemasons' Hall in December.

In other news, Adrian Flook has been appointed as chairman of the MCF Communications Committee and Howard Wilson has been appointed as chairman of the MCF Fundraising Committee, taking over from Mike Woodcock on 1 October 2017.

Following the end of the MCF's first financial year, the first audit has been carried out by Knox Cropper, who returned a full, clean audit report to the MCF upon conclusion of their work.

Finally, the MCF now has an agreed Investment Strategy. The Trustee board has approved the strategy and it will be put into place in the following months.



Administration

Lending a helping hand

The Administration team continues to provide lunch orders, meeting support and reception cover for departments across the MCF on a daily basis. The team also processed 213 application and review forms in June for the Masonic Support department whilst continuing to provide support to the Charity Grants team.



Masonic Support

GAMES

Rollout to PGAs and other key Provincial contacts

Following initial experience with PGAs as GAMES users, it was clear that a **different approach was needed** to enable them to use the system safely and make full use of its functionality. This also presented an opportunity to realign the GAMES project with the Visiting Volunteers (VV) project. Subsequently, PGA access was **redesigned as a two-stage process** with an initial, limited, read-only login followed by further training and full read-write access. The GAMES roll-out is now being delivered alongside the VV roll-out in each Province.

Read only access to all PGAs and other agreed Provincial contacts went live w/c 17 July.

Development

Three months into the project, **many of the early issues with data transfer and functionality have been resolved** by the office team working in conjunction with the developers. A project review was undertaken to take stock of remaining issues, re-prioritise outstanding system changes and look at potential development areas.

The major focus areas are currently:

- Developing a more complex and hierarchical **system for Provincial contacts** that will enable larger Provinces to implement more complex structures and support better handling of their VVs.
- Presentation of **at-a-glance management information** on a dashboard to provide a clearer understanding of workflow and workload through and across the team.
- Detailed **reporting relating to enquiries, visits and grants**, being developed in conjunction with Laura Parry, Monitoring and Evaluation Officer.

A plan is also being created to focus on a round of developments that are aimed at maximising the effective use of the system. Users have now adapted to the new process and through regular use of the system are able to offer good feedback on areas that could be adapted to better support them in their roles.

EDRMS

A project to **integrate GAMES within an existing MCF Electronic Data and Records Management System (EDRMS)** began on 17 July and is planned for implementation by end of September. The project is being undertaken in conjunction with staff from the Library and Museum of Freemasonry and the MCF Administration team. Completion will lead to a fully integrated system for managing all paper and electronic records associated with Masonic Support according to a defined retention schedule.

Masonic Support

The role of Case Almoners – a legacy of RMTGB practice – is coming to a close. PGAs received notice in June, all families were notified w/c 17 July and all Case Almoners received a thank you and a lapel pin in recognition of their work for the charity. Changes in process and the introduction of VVs means the role is now unnecessary.

Enquiries have been record breaking every month this year until July, which has slowed down slightly.

Grants processing is steadily coming back under control following the launch of GAMES. The workload is particularly high at the moment as:

- Each review case has to be assessed twice (new and old policy) to determine whether it needs to be transitionally protected – it has been agreed that no existing beneficiary can be worse off due to the change in policy
- The entire caseload of families with children is currently undergoing its annual review.



Visiting Volunteers Rollout

16 Provinces are now live & **4** are about to go live

Refresher training is in the early stages of being planned and designed for all volunteers

172 approved volunteers are now active

Freemasonry Today included a feature on Visiting Volunteers in June



Provincial Support Programme

The first meeting of the PGA Advisory Group took place in May and, based on the discussions, an initial work plan of activities has been prepared:

A new, user-friendly Almoner's Guide will replace the current Lodge Almoner's Handbook

Increased website resources will be made available to complement the Almoner's Guide and provide additional information on relevant topics

PGA MCF inductions to be introduced to ensure effective joint working, with formal sessions to begin in the late summer

MCF Holidays

The MCF annual holidays are in full swing. **Two-week, all-expenses-paid holidays are offered at Llandudno, Southend-on-Sea, Bournemouth and Eastbourne.** Each holiday caters for 16 holidaymakers and the groups include couples, widows and widowers. The Llandudno holiday started on 29th June and finished with a 'Farewell Dinner' on 13th July. The Southend-on-Sea holiday started on 29th July and the Eastbourne holiday commences on 11th August.

The end of the 40th Bournemouth holiday was marked with a gala dinner attended by 80 guests, including the Provincial Grand Master and Provincial Grand Almoner for Hampshire & Isle of Wight. Les Hutchinson, the MCF's Chief Operating Officer also attended.

One guest said: "The evening was a great success and a lovely ending to a fantastic holiday which has changed our lives!"





Charity Grants

Brief updates:



Jo Trew has recently joined the Charity Grants team as a Grant Enquiries Officer. Jo previously supported the team on a temporary basis.



A new database is being implemented over the next few months to streamline the department's process.



An awareness campaign is being developed with the Communications team to increase the presence of Charity Grants within the Masonic community and amongst the wider public.



MCF Members will be involved in all future Charity Grants in their Provinces to help ensure that the MCF achieves maximum impact and publicity from its grants.

Hospice UK Partnership



A **partnership with Hospice UK** has been formed which will allow the MCF draw on their knowledge and ensure grants are targeted at those most in need of support. The scheme will be piloted with a £150,000 grant in the first year before completely replacing the current programme next year.

Emergency grants 2016-17



£20,000 was awarded to the District of Sri Lanka to support those affected by flooding.

Following a heavy monsoon, severe floods and landslides throughout Sri Lanka have killed over 200 people and negatively impacted the lives of over 600,000.

Peter Lowndes, Pro Grand Master, presented the MCF grant to the District in July.





Fundraising



 **The Charity Stewards' Handbook** is currently being revised for issue in November

 **The Provincial Grand Charity Stewards' Conference** will take place on 27th & 28th November at the Principal Hotel, York

PGCS recognised for his contributions to charity

Barrie Hewitt, Provincial Grand Charity Steward for Hampshire & Isle of White, was invested into the Order of Mercy in recognition of his services to charity.

Barrie (pictured with Provincial Grand Master of Hampshire & Isle of Wight, Michael J Wilks) played a key role in the Province's record breaking 2016 Festival. **The Appeal raised a staggering £7.7m for the Royal Masonic Trust for Girls and Boys** which is now a part of the MCF. The Order of Mercy awards 25 honours a year to those who have provided outstanding contributions to charity.



Relief Chest Scheme

It has been a busy few months for the Relief Chest Scheme with a number of large projects underway for 2017, including:

- The Relief Chest Scheme will be rolled out to individual Freemasons, creating **Individual Relief Chests** (IRCs). IRCs will allow the individual to set money aside to support masonic and non masonic charities of their choice, providing an efficient and personalised approach to charity giving.
- From September 2017 there will be an **expansion of the online donation platform** to all Relief Chest holders. Using specialist Oracle technology, all relief chest holders will be able to view their funds and account data in one place, utilising the best of business intelligence software.

 **Around 36,755** monthly donations to the Relief Chest Scheme

 **£9,170,000** requested for charitable donations in 2016/17

 **On average 470** payments from the scheme each month

 **147** new Relief Chests opened in 2016/17



Communications

The Communications Team has been hard at work both in Freemasons' Hall and across the country, spreading the word of the MCF. Since January 2017:



Over 1,200 newspapers with a reach of 41 million people have featured MCF articles



60 radio broadcasts with a potential of over 22 million listeners, have given the MCF airtime



236,000 people have visited the MCF website



10,000 subscribers have joined the mailing list following the Community Awards



4,500 diaries have been distributed to donors and supporters



Over 46,000 people have received issue two of Better Lives, including 6,200 Lodge Almoners



172 MCF tweets have been seen by over 500,000 people



1.2 million people have read our Facebook posts

Summer events

The MCF attended a number of events over the summer including family fun days in North Wales, Nottingham, Cornwall, Staffordshire and Hertfordshire and the Windsor Race day attended by over 10,000 people. The MCF also had a stall at the Freemasons' Hall Open House day on 24 June.



September's Freemasonry Today:



York Minster Cathedral was visited by James Newman to award a £170,000 grant



Surrey Freemasons went to new heights to raise £25,000 for their Appeal by abseiling Guildford Cathedral



Achievement for All were presented with a Charity Grant certificate by Richard Hone at Windsor races





Strategic Development & Special Projects

New MCF strategy taking shape

Following the Board and SLT away day in May, a new **five year strategy**, with **eight clear aims**, has been drafted for the MCF. After feedback has been received from key stakeholders, the MCF will reach out directly to the Masonic community later in the year – both those supported by the charity and donors – before launching the new strategy at the end of the year.

Grants policy

Regular monthly Masonic Support policy review meetings are taking place to ensure the grants offered to those in need in the Masonic community are coherent, transparent and consistently applied. A new Appeals and Complaints Policy has also been adopted, which can be found at mcf.org.uk/appeals-complaints-process

Reporting on our impact

Work has commenced on producing an Impact Report that reviews the MCF's activities during its first year. The report will emphasise the positive impact the charity is making through grants, services and support, and will look to the future and the MCF's ambitions to achieve even more.

MCF Community Awards – Tercentenary Fund

The MCF Community Award vote closed on 31st July. At the time of writing there was one week of voting to go and over over **170,000 votes** had been received for the MCF Community Awards. The MCF will publicly announce results on Tuesday 5th September, although Provinces will be informed of the result in mid-August.





RMBI Care Co

New dementia support house opens in South Wales

The opening of a new dementia support house and range of facilities at RMBI’s Albert Edward Prince of Wales Court care home in Mid Glamorgan was celebrated in June with an official opening attended by Lord and Lady Northampton.

The new dementia support house, E Wyndham Powell, features 12 bedrooms, reminiscence areas, themed corridors and an internal courtyard with sensory plants and seating. The new facilities are designed to support older people with complex needs and include additional nursing rooms with overhead hoists, a palliative care suite and specially equipped bathrooms.

Sir Paul Williams, Chairman of RMBI Care Co, and Gareth Jones OBE, Provincial Grand Master of South Wales, welcomed Lord and Lady Northampton to the Home in Porthcawl. Lord Northampton addressed guests before unveiling a commemorative plaque.



Gareth paid tribute to the late Edward Wyndham Powell after whom the support house is named. Edward played a key role in enabling a £300,000 donation from the Province to support the renovation.

RMBI Care Co. is rated top employer by staff

A recent employee survey carried out at RMBI Care Co. shows that the care provider scores high in employee satisfaction.

Over 800 staff members from the charity, which supports older Freemasons and their dependents, took part in the survey.

It revealed that 90% of respondents said the work they do gives them a feeling of personal achievement, whilst 91% said that they are given the necessary training to do their job effectively. In other findings, 81% of employees said they would recommend the charity as a good place to work, which places RMBI Care Co. in the top 20% in relation to similar organisations.



RMBI staff are more satisfied with their pay, working tools and equipment than the median average at similar organisations



Finance



Statutory accounts

Produced for the MCF and its subsidiaries



Clean audit report received from our auditors, Knox Cropper



Investment Policy Statement has been agreed by the Trustee board



New investment adviser has been selected following tender process

Breakdown of Annual Expenditure 2016/17

For every pound spent:

- **49p** is paid out in grants to our masonic beneficiaries
- **8p** is spent on services to support our masonic beneficiaries
- **25p** is paid out to other charities working in fields that align to our charitable objectives
- **9p** is spent on raising funds for future deployment
- **9p** is spent on administration



Human Resources

We were very pleased with the results of our first survey which provided feedback from our staff towards the end of our first year as a new charity.

- **67% of staff** responded to the survey.
- Our **positive engagement score was 79%**, indicating that the majority of those responding recognise that the MCF is a good place to work.
- Comparing against our benchmark group of 22 third sector organisations, we scored **9% higher in satisfaction**.

Results were presented to all staff and it was agreed that each team would individually review results and discuss a team action plan. We will also be **creating a new Staff Forum** which will meet for the first time on 8 August, and this group will be asked to contribute to focus groups that will discuss communication across teams and the wider organisation.

Learning and Development

Our **Leadership and Management Development Programmes** are now complete and positive feedback has been received from those who attended. We continue to invest in a range of soft skill training as well as professional and technical training to ensure that our staff are able to enhance their skills and knowledge.

Performance and Development Review meetings

All staff have now received their **first formal review** with their line manager and objectives have been set for the financial year 2017/2018. Heads of function and first line managers received necessary training to ensure they felt confident to manage this important discussion.



Masonic support – grants awarded

This table shows the current number of grants awarded and their total value in each Masonic Province during the previous quarter.

Province	Number of grants	Expenditure: last quarter (£)
Bedfordshire	10	£21,126.39
Berkshire	16	£8,224.75
Bristol	12	£14,406.72
Buckinghamshire	7	£8,331.40
Cambridgeshire	5	£5,759.81
Cheshire	43	£42,815.10
Cornwall	23	£63,430.30
Cumberland & Westmorland	7	£8,642.00
Derbyshire	20	£28,005.38
Devonshire	43	£82,716.09
Dorset	16	£23,667.61
Durham	54	£91,564.69
East Kent	73	£104,743.71
East Lancashire	65	£75,497.87
Essex	57	£71,214.11
Gloucestershire	17	£11,041.20
Guernsey & Alderney		
Hants & Isle of Wight	47	£50,048.80
Herefordshire	3	£2,760.00
Hertfordshire	16	£38,796.90
Isle of Man		
Jersey		
Leicestershire & Rutland	12	£28,099.02
Lincolnshire	16	£18,054.65
London	139	£252,594.47
Middlesex	22	£32,056.94
Monmouthshire	4	£6,981.00
Norfolk	13	£11,029.30
North Wales	20	£72,218.90
Northamptonshire & Huntingdonshire	22	£39,241.27
Northumberland	28	£24,949.25
Nottinghamshire	19	£24,351.15
Oxfordshire	6	£8,548.54
Shropshire	3	£9,115.00
Somerset	21	£81,431.26
South Wales	54	£135,601.63
Staffordshire	10	£13,029.50
Suffolk	14	£20,280.22
Surrey	42	£72,122.66
Sussex	53	£76,405.56
Warwickshire	36	£34,962.73
West Kent	21	£49,187.67
West Lancashire	145	£170,576.35
West Wales	17	£28,374.41
Wiltshire	19	£29,462.16
Worcestershire	12	£25,603.16
Yorkshire, North & East Ridings	31	£32,811.27
Yorkshire, West Riding	44	£55,682.33
	1,357	£2,105,563.23

Expenditure relates to Provinces only and does not include Districts and Lodges overseas, erased Lodges or expenditure on schemes such as TalentAid or those assisted by subsidiary funds. Q1 = 1 April 2017 - 30 June 2017.



Festival update

Festival Launches

West Lancashire 2021 (MCF)

Launched on Wednesday 10 May at Provincial Grand Lodge to be held at the Winter Gardens, Blackpool.

2017 Festival Final Events

Sussex (Grand Charity)

Celebration evening and banquet held on Saturday 13 May at the Hilton Metropole Hotel, Brighton.

Total raised: £3,617,437

Yorkshire, West Riding (RMBI)

Festival banquet held on Saturday 10 June at the Royal Armouries, Leeds.

Total raised: £3,300,300

North Wales (RMTGB)

Festival Gala Show to be held on Saturday 9 September at Venue Cymru, Llandudno.

Wiltshire (MSF)

Festival Luncheon to be held on Saturday 23 September at the Civic Centre, Trowbridge.



Current Festival Appeals						
	2017	2018	2019	2020	2021	2022
Sussex		Gloucestershire	Shropshire	Somerset	West Lancashire	Essex
North Wales		Nottinghamshire	Hertfordshire	Middlesex	Durham	Leics & Rutland
Yorkshire, WR		Suffolk (2019)	Surrey	Northumberland	South Wales	Oxfordshire
Wiltshire		Yorkshire, N&ER	Bristol	Herefordshire	Buckinghamshire	Worcestershire

Upcoming Festival Appeals		
	2024	2025
Berkshire	Cornwall	Derbyshire
Cambridgeshire	Monmouthshire	Dorset
Devonshire	Northants & Hunts	East Kent
Warwickshire	Staffordshire	Lincolnshire