

Missing People Limited
Company no. 2814202

missing people

Registered Charity No. 1020419

Trustees' Annual Report and Accounts
Year ended 31 March 2015

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Chair's Statement

250,000 people disappear in the UK every year. They are typically escaping something unbearably tough - something we hope to never encounter, perhaps related to money, state of mind or abuse. Something desperate. They are vulnerable, and once missing, at even greater risk.

For those who go missing, we at Missing People offer a lifeline on the end of a phone, 24/7, to help them find safety. For their families, there is a pain that won't end until their loved one is found. We never give up on either.

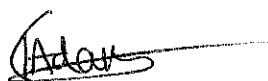
Our dedicated team work side by side with other organisations to find children and vulnerable adults who are missing, and help them to rebuild their lives. We are the only charity of our kind and it's an organisation I'm very proud to have been a trustee of and now to chair.

We offer support to every neighbourhood in the UK. We are agile, responsive, effective and sensitive. This year we added Child Rescue Alert to our portfolio of tools to help find people. This, along with media partners, the outdoor advertising industry and social media, means we have the ability to spread the word about a disappearance much quicker and further afield.

This year we continued to push hard to improve the landscape around the issue of 'missing'. At a time when what they need most is a straightforward legal process, families of missing individuals currently face confusion and financial woes. We are delighted the government has agreed to introduce Guardianship laws to protect these families.

We are indebted to various organisations and people who support us – our existence, progress and achievements are thanks to your passion and commitment. To our donors, players of People's Postcode Lottery, staff and volunteers - our sincere thanks to each and every one of you. To those who help us to cover our costs, such as Waitrose and Clifford Chance, you help us to stretch every penny of income that bit further, enabling us to reach more people in need.

Our work is never done and there are more people who need our help. We look forward to achieving even more together in the future.



Kate Adams

Chair

20 August 2015

Trustees' Report

1. Reference and Administrative

Charity Name	Missing People
Charity Number	1020419
Company Number	2814202
Registered Office	Roebuck House 284 Upper Richmond Road West London SW14 7JE
Trustees	Kate Adams – Chair (from 5 May 2015) Caryl Agard Doug D'Arcy Stephanie Darroch (appointed 15 May 2014) Sarah Godwin (appointed 3 February 2015) Jane Harwood Ben Houghton - Treasurer Justin McLaren (appointed 3 February 2015) Simon Moss Chris Rollings - Vice Chair Lisa White John Reiss (Chair, resigned 5 May 2015) Jon Macintosh (resigned 15 May 2014) David Sole (appointed 3 February 2015, resigned 26 March 2015)
Company Secretary	Douglas Parkhill
Chief Executive	Jo Youle
Directors	Susannah Drury, Director of Policy and Advocacy Sophie Lapham, Director of Services Ross Miller, Director of Fundraising and Communication Douglas Parkhill, Director of Finance and Resources
Auditor	BDO LLP 2nd Floor 31 Chertsey Street Guildford Surrey GU1 4HD
Website	www.missingpeople.org.uk

2. Structure, Governance and Management

Nature of governing document

Missing People became a registered charity on 30 April 1993. It is a charitable company with no issued share capital being limited by guarantee. Its governing instrument is its Memorandum and Articles of Association dated 26 September 2007 and the trustees are its members. Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 March was 12.

Structure

Missing People is led by a diverse and experienced board of trustees who, together with the Chief Executive and Directors, ensure the charity delivers its aims. The board of trustees has overall responsibility for governing the charity's strategy and finances and monitoring its performance. Day to day activities are the responsibility of the Chief Executive and Directors. The Chief Executive reports to the trustees and the Directors report to the Chief Executive.

Recruitment and appointment of Trustees

Trustee vacancies are advertised widely, in a range of media, and candidates are required to submit a CV and undergo an interview with the Chair. The Chair will then invite selected candidates to meet the Chief Executive, representatives of other trustees, and the Directors. The procedure for the appointment of trustees is set out in the Articles of Association.

Induction and training

New trustees are given a comprehensive briefing pack that includes information about the charity, their role and the issue of missing people. All trustees are invited to attend a structured induction day and training which aims to ground them in the cause and to enrich their understanding of the difference the charity makes.

Risk management

Trustees review the major risks faced by the charity as part of their annual cycle of business. Systems of internal financial control have been put in place, which are designed to safeguard the charity's assets, ensure that proper accounting records are maintained and provide reliable and timely financial information. Trustees are satisfied with these arrangements.

Trustees have identified a number of key risks, including the following:

- It is a difficult economic climate from which to expand voluntary income; and

- Missing People is reliant on gifts-in-kind to continue its charitable activities

Trustees monitor risks and act to minimise them at all times.

3. Purpose, Aims and Charitable Activities of Public Benefit

Vision

Every missing person is found safe.

Mission

To be a lifeline when someone disappears.

Aims

- to safeguard and support missing people
- to provide tailored and effective family support
- to be the authoritative voice advocating for missing people and families
- to be a strong, diverse and effective organisation

Charitable Activities of Public Benefit

Trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding which activities the charity should undertake.

Missing People offers a free, confidential, 24 hour Helpline to the 250,000 people who go missing each year in the UK. For families left behind the charity helps to find missing loved ones and provides specialised support to end the heartache and confusion.

In May 2014, the charity launched Child Rescue Alert in partnership with CEOP, a command of the National Crime Agency (NCA), and technology partner Groupcall. The charity has enabled more than 250,000 people to sign up, for free, to receive alerts. One Child Rescue Alert has already been issued helping to successfully find a missing 14 year old girl.

Since May 2012 we have operated the 116 000 European Helpline for missing children in the UK. Missing children and young people can contact Missing People for free by phone, email and text. We provide confidential advice and support around the clock. Importantly, we also enable young people, often living on the streets in danger or at risk of exploitation, to reconnect with their families or carers.

Missing People works in partnership with local and regional support projects for young runaways across the UK. These vital projects are often only able to provide support during regular office hours. They then divert their calls to us so we can provide cover at crucial times such as evenings, nights and weekends.

For vulnerable missing adults, Missing People provides free, confidential, 24-hour advice and support, enabling callers to access support by phone and email. A key output of this dedicated service is that a missing adult can pass on a "safe and well" message to their family or carers, often leading them to reconnect directly.

When someone disappears it is vital that their family can access advice and support immediately and for as long as that person is missing. That is why Missing People provides emotional and practical support via a 24-hour confidential helpline (phone, text and email). The charity can also signpost families to further information, providing clarity at a time of great distress, as well as making referrals to local sources of help.

The charity provides free publicity services, to help find vulnerable missing people. To achieve this we work in partnership with companies who provide gifts in kind of media space at the national, regional and local level. Our appeals generate information and sightings from the public 24 hours a day.

Increasingly, Missing People is taking an advocacy role for families, most often by liaising on behalf of, and between, families and the statutory sector. An important focus of the work of Missing People is research into the issue and its impacts, and lobbying to improve the support available.

Volunteers

Without volunteers, Missing People could not be a lifeline when someone disappears. The charity's volunteers have the chance to get new experience within the voluntary sector, to learn from highly-trained staff and to gain and develop new skills that will stay with them forever.

Volunteers can make a real difference by giving their time at the charity's central office in London, or in any part of the UK through our local volunteer programme.

4. Achievements and Performance

Services Performance

Our Helpline was contacted **54,026** times this year, via calls, emails and texts made around the clock.

Families of missing people

- The charity reconnected **1,514** missing children and adults with their families.
- Missing People supported the families of **2,147** missing people, **1,715** for the first time.

With support from the Big Lottery Fund, Missing People has continued to further enhance the support we offer to family members of missing people in England. Our focus has been

ensuring families feel less isolated by providing opportunities to meet others in similar situations, and to provide in depth support via our telephone counselling service and online Family Forum.

Events for families included Carol Services to remember missing loved ones together.

In September 2014 we delivered the second national conference for families of missing people, with 31 families attending an interactive day of knowledge sharing, experience sharing and group discussions. We were very fortunate to have present Commander Alison Newcomb, the Metropolitan Police lead for missing.

For families across the UK with a missing loved one we held 'Together to Remember' in November, a special day to remember every missing person. Staff and volunteers at the central office visited our Memory Tree to read messages from families of missing people.

We extended the range of family guidance available at www.missingpeople.org.uk. This includes 39 easy-to-follow advice sheets on a range of issues, including how to work effectively with the police, how to deal with interest from the media and advice on resolving financial and legal issues. There were more than 71,975 downloads of this guidance.

Safeguarding missing children and vulnerable adults

- The charity safeguarded 8,773 vulnerable people this year – more than doubling the number of people helped in the previous year
- An estimated 4092 were under 18 years old.

TextSafe® allows us to reach out directly to missing children and adults by sending them a text message with details of our free services. This targeted, pro-active safeguarding, in partnership with the police, has proved vital in informing those who are most vulnerable about our services. This year we used TextSafe® over 6,190 occasions to help safeguard vulnerable missing people, an annual increase of 256%.

By the end of the year 47 police forces were using TextSafe®.

Searching for Missing Children and Adults

This year we launched urgent publicity appeals for 1097 missing people, 423 of which being under 18.

This year we continued our important partnership with the Outdoor Media centre, the trade body for out-of-home advertisers in the UK. This partnership means we can appeal, for free,

for missing people via digital screens. Since the launch of the partnership, 50% of the people we have been publicised have subsequently been found safe and well.

We received significant support from long-term media partners who made it possible for us to make free appeals in media across the UK. These included the Big Issue, Trinity Mirror, the Metro, and the Mirror.

This year's 'Big Tweet for Missing Children' on 25 May, International Missing Children's Day was hugely successful. 48 different missing children appeals were circulated on Twitter, with celebrities including Simon Cowell then 'retweeting' the appeals. There were a total of 83,000 retweets, with five children featured subsequently being found.

Our social media activity has developed a unique community of people committed to the search when someone disappears. By the end of the year we had the support of more than 100,000 people on Facebook and Twitter.

We continued to offer a free family tracing service for people who have lost contact with an adult relative. This year we conducted new searches for 296 people, successfully tracing almost half of them.

Development and Police Partnerships

The charity has forged a number of new ways to safeguard and support children and adults who have been missing and who are vulnerable to going missing again.

We were successful in our application to the Home Office's fund for supporting victims of sexual abuse. This will enable us to continue to support children who are missing and at high risk of abuse.

In England the charity has a growing number of local projects providing support to children who have returned after being missing. The first project began in November 2014 in Wiltshire, where we have been providing return home interviews and in-depth advocacy support for young missing people. This was made possible with funding from the Ministry of Justice's Victim Fund, and ran in partnership with Wiltshire and Swindon Police and Crime Commissioner and Wiltshire Police. The success of the project has meant continuation of funding and a positive outlook for ongoing funding.

Following the success of the Wiltshire project, we tested a phone-based return interview service, commissioned by Metropolitan Police. The innovative service offered return interviews by phone, email and text. Following the success of the pilot, we are now in discussions about the delivery of a one year pilot, starting in 2015-16.

In Wales, with the support of a three year grant from Big Lottery Wales BIG Innovation fund, worth almost £500k in total, the charity is preparing to deliver a new and innovative service to children and adults who have returned after being missing. We will provide support to them, to their families, and also to families whose loved ones are tragically found dead.

In Scotland Missing People Chief Executive Jo Youle signed a new Memorandum of Understanding with Police Scotland, enabling us to work in closer partnership with the force. This provides an opportunity for us to raise awareness of all of our services through the significant media interest in the new partnership.

Policy and Research Performance

We launched our Manifesto for Missing People alongside the long-awaited government consultation on Guardianship, and our associated campaign. The Reconnections research report, a major piece of work outlining a number of themes and recommendations about when a missing person returns (or reconnects). "When the search is over" was launched in October.

The Manifesto for Missing People launched in July and outlines four calls to action for the next government to improve support for missing children, missing adults and their families. After the launch, every MP in the UK received the report and we secured meetings and introductions to the party manifesto teams, advisors, Ministers, MPs and Peers.

The Presumption of Death Act came into full force on 1 October following a successful campaign by the charity and our Family Representatives. Following our support with the development of The Ministry of Justice's consultation for Guardianship powers, we continued to undertake a great deal of work to galvanise support for Guardianship, in the hope that the government will decide to proceed with legislation to introduce these powers imminently. Activities included the production of a film highlighting two families' explaining why Guardianship legislation is so vital, an email campaign to MPs, an All Party Parliamentary Group meeting and significant media coverage on the need for Guardianship.

In March 2015, the government announced support for Guardianship legislation. Once in place, Guardianship will enable families to protect their loved one's affairs whilst they are missing. Together with Presumption of Death legislation, Missing People will have played a leading role in creating desperately needed primary legislation for families of missing people.

"I am very grateful to Missing People for the support they have given this project. The department looks forward to continuing to work with you and your colleagues as the proposals are developed."

Lord Faulks, Minister of State for Justice

At the end of the year we had some positive news on the calls to action in the Manifesto for Missing People. The Green Party Manifesto included our call to action on emergency accommodation in their election manifesto: "The Green Party would provide access to suitable emergency accommodation for... young people who go missing every year if they are unable to return home safely." In addition, the first draft of the new Scottish Strategy for Missing People includes proposals for return interviews for vulnerable adults as well as children, and for education for children in schools about the risks of going missing and sources of support.

Furthermore, the Policy and Research team has continued to produce its quarterly sector newsletter, *Missing News*, and the team's online publications contributed to the 71,975 downloads from the website in 2013/14.

Fundraising Performance

As an independent charity we rely on public donations. Our approach to raising voluntary funds is to secure long-term support and partnerships that enable us to be sustainable.

This year the charity was delighted to welcome new donors to our community of supporters. This included the Lockwood Charitable Foundation - a significant new supporter for our work with missing children - and several new individual major donors. They joined long-term support including players of the People's Postcode Lottery and the EU (for the 116 000 Helpline). We could not be a lifeline without them.

Missing People is a proud member of the Fundraising Standards Board (FRSB) and fundraises in accordance with the charity's Ethical Policy. On average the charity generates £3-4 of income for every £1 it spends on fundraising.

5. Financial Review

We are pleased to report that the charity achieved a financial result close to break-even, with a small deficit of £8K (2014: £87K). This reflects continued careful financial management and a sound fundraising performance.

Total income at £2,409K was 8% higher than the previous year (£2,225K). We hope to continue to see benefits from our investment in a long-term programme designed to enable more diverse, robust and reliable income streams at a time of reductions in statutory funding.

Total expenditure at £2,418K showed an increase of 5% on last year (£2,312K). We have continued to focus our spending on front-line services, and expenditure on charitable activities rose by 12% in the year. Fundraising costs at £509K represented 21% of income.

Volunteers and pro-bono supporters again contributed significantly to the charity, far beyond the services recognised in these financial statements. Missing People is particularly grateful to Waitrose for providing full office accommodation, members of the Outdoor Media Centre for free media space, and to the charity's solicitors Clifford Chance for their services.

Reserves

The charity's reserves policy is that it should hold no less than three months' and no more than six months' current operating costs to safeguard against fluctuations that may arise in funding. This policy is intended to maximise the amount available for Missing People's charitable activities during the current economic climate. At the end of the year the level of unrestricted cash reserves at £1.0m was a little over four months.

Investment policies and objectives

Missing People does not currently invest charity funds in stocks or shares and trustees review this policy on an annual basis. The limited numbers of shares that have been generously donated to Missing People are sold to aid our charitable activities.

6. Plans for the Future

Missing People launched a plan in April 2014 for the coming three years. Missing People recognises that there is much more we can do to help when someone disappears, and that development will need to be supported with sustainable income.

Aim 1: Safeguard and support missing people

In addition to our current services for missing children and adults we will:

- implement a marketing strategy to reach children and young people and form strategic partnerships with other organisations that help children
- ensure the accessibility of our service by reviewing and developing new channels, piloting social media and 'live chat' as channels for those in need to contact us
- launch a new Child Rescue Alert system with the CEOP Command of the National Crime Agency and other partners
- prevention: develop an education pack for schools and youth services to raise awareness of the risks of running away and to ensure that young people who do run away are safe and are provided with access to support services while they are away.

Aim 2: Support families of missing people

In addition to our current family support services we will:

- develop a post-missing support project nationally
- develop services to support the children in families where someone has gone missing (or other children in a care home where a young person has gone missing)

- develop interactive on-line services where family members can be supported
- further develop family events which can be rolled out nationally
- develop strategies for increased activity in Scotland, Northern Ireland and Wales

Aim3: Be the authoritative voice advocating for missing people and families

In addition to our current advocacy work we will:

- gain support from government for introducing guardianship provisions
- deliver our manifesto on missing with the aim of influencing all three main political parties about the needs of missing people and families
- publish research on reconnections and press for change on recommendations
- advocate for improvements in policy and practice for safeguarding missing children and adults, including young people at risk of exploitation

Aim 4: Be a strong, diverse and effective organisation

We will:

- significantly grow individual giving, community and corporate fundraising
- secure funding for the charity's key/priority projects from trusts, foundations and statutory sources
- enhance our approach to account management for corporate partnerships
- define work in project terms and embed project management into service delivery
- improve our business analysis function to develop our knowledge of how we can continue to improve our services; improve evaluation of projects and develop a tailored Customer Relationship Management system with Missing Children Europe
- develop a Leadership Programme across the organisation and deliver comprehensive training programmes for staff across the organisation using internal and external expertise
- scope potential for commissioned services opportunities with Police Forces, Local Authorities and Police and Crime Commissioners

To meet these aims, we have set ourselves the challenging goal of increasing income to £3 million per year by 2017.

7. Statement of Trustees' Responsibilities

Trustees are responsible for preparing the trustees' annual report 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 charity and of the incoming resources and application of resources, including its income and expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

Missing People
Trustees' Annual Report and Accounts Year ended 31 March 2015

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments 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 charity will continue in business.

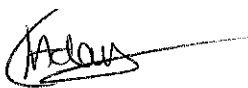
Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy, at any time, the financial position of the charity and enable them to ensure that the financial statements comply with the requirements of the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of the financial statements and other information included in annual reports may differ from legislation in other jurisdictions.

Each trustee has confirmed that, insofar as they are aware:

- there is no relevant audit information of which the charity's auditors are unaware;
- they have taken all the steps, that as trustees they ought to have taken, to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Approved by the trustees on 20 August 2015 and signed on their behalf by:



Kate Adams
Chair

20 August 2015

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF MISSING PEOPLE LIMITED

We have audited the financial statements of Missing People Limited for the year ended 31 March 2015 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity'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 charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

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

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

Scope of the audit of the financial statements

A description of the scope of an audit of financial statements is provided on the FRC's website at www.frc.org.uk/auditscopeukprivate.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2015 and of its outgoing resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made;
- 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, take advantage of the small companies exemption in preparing the directors' report or the exemption from the requirements to prepare a strategic report.

BDO LLP,

Richard Faulkner (Senior Statutory Auditor)

for and on behalf of BDO LLP, Statutory Auditor

Guildford

United Kingdom

25 August 2015

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127)

Missing People
Trustees' Annual Report and Accounts Year ended 31 March 2015
Statement of Financial Activities (incorporating an Income and Expenditure Account)
for the year ended 31 March 2015

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Incoming Resources from Generated Funds:					
<i>Voluntary Income</i>					
Donations, grants and legacies	14	1,513,535	720,377	2,233,912	2,122,765
<i>Other trading activities</i>					
Charity Shop Income		-	-	-	14,385
<i>Income from Investments</i>		5,022	-	5,022	7,535
Income from Charitable activities:					
Fees and grants for service provision		-	86,135	86,135	-
Policy & Research		-	84,336	84,336	80,472
Total Incoming Resources		1,518,557	890,848	2,409,405	2,225,157
Resources Expended					
Expenditure on Raising funds					
Raising funds	5	509,058	-	509,058	567,320
Charity shops		-	-	-	42,323
Total Expenditure on Raising funds		509,058	-	509,058	609,643
Net income available for charitable activities		1,009,499	890,848	1,900,347	1,615,514
Expenditure on Charitable activities:					
Service provision		835,120	806,512	1,641,632	1,436,367
Policy & Research		132,920	84,336	217,256	219,610
Total Charitable Activities		968,040	890,848	1,858,888	1,655,977
Governance		49,934	-	49,934	46,205
Total Resources Expended		1,527,032	890,848	2,417,880	2,311,825
Net outgoing resources	2	(8,475)	-	(8,475)	(86,668)
Net Movement of Funds in year		(8,475)	-	(8,475)	(86,668)
Fund balances brought forward at 1 April 2014		1,000,072	-	1,000,072	1,086,740
Balance carried forward at 31 March 2015	15	991,597	-	991,597	1,000,072

The notes on pages 18 to 24 form part of these financial statements.

All amounts relate to continuing activities. There are no recognised gains or losses other than the net movement in the funds included above.

Missing People

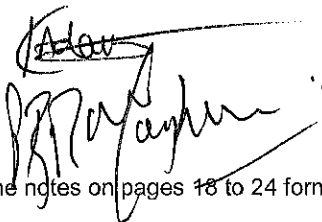
Trustees' Annual Report and Accounts Year ended 31 March 2015 Balance Sheet as at 31 March 2015

Company Registration Number 2814202

	Note	2015 £	2015 £	2014 £	2014 £
Fixed Assets					
Tangible assets	6		27,340		11,138
Current Assets					
Debtors	8	126,560		192,407	
Cash at bank and in hand		<u>1,231,614</u>		<u>1,170,542</u>	
		1,358,174		1,362,949	
Creditors: Amounts falling due within one year	9	<u>(393,917)</u>		<u>(374,015)</u>	
Net Current Assets			<u>964,257</u>		<u>988,934</u>
Total Assets less Current Liabilities			<u>991,597</u>		<u>1,000,072</u>
Net Assets			<u><u>991,597</u></u>		<u><u>1,000,072</u></u>
Reserves					
Unrestricted Funds	15		<u>991,597</u>		<u>1,000,072</u>
			991,597		1,000,072
Restricted Funds			<u>-</u>		<u>-</u>
Total Funds			<u><u>991,597</u></u>		<u><u>1,000,072</u></u>

The financial statements were approved and authorised for issue by the Board of Trustees on and signed on its behalf by:

20 August 2015



} Kate Adams - Chair
} Ben Houghton - Treasurer

The notes on pages 18 to 24 form part of these financial statements.

Missing People

Trustees' Annual Report and Accounts Year ended 31 March 2015

Notes to the Financial Statements

1 Accounting Policies

a) Basis of preparation

The financial statements are prepared under the historical cost convention and include the results of the Charity's operations which are described in the Trustees' Report, all of which are continuing.

The accounts have been prepared in accordance with applicable accounting standards and the Companies Act 2006 and follow the recommendations in the Statement of Recommended Practice (SORP 2005) Accounting and Reporting by Charities, issued by the Charity Commission, the Charities Act 2011 and the requirements of the Charity's Memorandum & Articles.

b) Group accounts

The Charity owns the whole of the share capital of Missing Limited. The company was dormant during the year and therefore consolidated accounts are not prepared.

c) Incoming resources

Voluntary income and donations are accounted for on an accruals basis. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs.

Grants are recognised in full in the statement of financial activities in the year in which they are receivable.

Sales of goods and services are recognised when the goods or services are delivered.

d) Deferred income

Deferred income comprises grants or donations which the donor has specified to be used in future accounting periods.

e) Resources expended

All expenses are accounted for on an accruals basis. Wherever possible costs are allocated directly to the appropriate activity; other costs common to all activities are apportioned between those activities on the basis of the proportion of staff time spent during each year in connection with each activity.

Fundraising expenditure comprises costs incurred in inducing people and organisations to contribute financially to the work. This includes the cost of advertising for donations and the staging of special fundraising events.

Expenditure incurred in connection with the specific objects of the charity is included under the heading Charitable Activities.

Support costs, which are the costs of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, are apportioned on the basis of staff costs attributable to each activity.

Expenditure on Governance includes all audit, accountancy and legal fees.

The irrecoverable element of VAT is included with the item of expense to which it relates.

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f) Tangible unrestricted fixed assets and depreciation

Fixed assets are recorded at cost or, in cases where assets have been donated to the charity, at valuation at the time of donation. All assets acquired for continuing use and costing more than £500 are capitalised.

Provision is made for depreciation on all tangible assets, at rates calculated to write off the asset less estimated residual value over its expected life as follows:

Office Equipment - 25% to 33.33% per annum on a straight line basis

g) Funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objects of the charity and have not been designated for other purposes.

Designated funds comprise funds which have been set aside by the Trustees for particular purposes.

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.

h) Leased assets

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred.

i) Direct taxation

The company is a registered charity, and is therefore not liable for income tax or corporation tax on its charitable activities, as it falls within the various exemptions available to registered charities.

j) Pension

The Charity contributes to a defined contribution group personal pension scheme. The assets of the scheme are held separately from those of the Charity in independently administered funds. The pension cost charge represents contributions payable under the scheme by the Charity to the funds. The Charity has no liability under the scheme other than for the payment of those contributions. Contributions are disclosed in note 4.

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Trustees' Annual Report and Accounts Year ended 31 March 2015

2 Net Incoming/(Outgoing) Resources

The net incoming/(outgoing) resources for the year are stated after charging:

	2015	2014
	£	£
Depreciation on tangible fixed assets	10,421	9,491
Operating leases	2,049	6,106
Auditor's remuneration		
Audit services	11,220	10,896
Non-audit services	-	2,700
	<u>11,220</u>	<u>19,902</u>

3 Taxation

The company is a charity within the meaning of Para 1 Schedule 6 Finance Act 2010. Accordingly the company is potentially exempt from taxation in respect of income within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income is applied exclusively to charitable purposes. No tax charge arose in the period.

4 Staff costs

Staff costs were as follows:

	2015	2014
	£	£
Wages and salaries	1,606,579	1,517,364
Social Security costs	151,486	146,352
Pension	63,232	47,950
	<u>1,821,297</u>	<u>1,711,666</u>

One employee earned between £70,001 - £80,000 in the year (2014: one)

The average weekly number of employees (full time equivalents) during the year was as follows:

	2015	2014
Charitable activities	43	39
Charity Shops	-	1
Fundraising	7	8
Governance	1	1
	<u>51</u>	<u>49</u>

Trustees' remuneration and related party transactions

The Trustees were neither paid nor voted any emoluments during the year (2014 - nil).

No Trustees were paid travel expenses during the year (2014: £106).

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5 Analysis of Total Resources Expended

	Charitable Activities	Fundraising	Governance	2015 Total £	2014 Total £
Salaries	1,497,538	289,724	34,035	1,821,297	1,711,666
Other Staff Costs	36,033	5,647	456	42,136	38,968
Office Costs	130,967	20,149	2,156	153,272	156,170
Direct Costs	194,350	193,538	13,287	401,175	405,021
	<u>1,858,888</u>	<u>509,058</u>	<u>49,934</u>	<u>2,417,880</u>	<u>2,311,825</u>

6 Tangible Fixed Assets

	Office Equipment £	Total £
Cost		
At 1 April 2014	33,986	33,986
Additions	26,623	26,623
Disposals	-	-
At 31 March 2015	<u>60,609</u>	<u>60,609</u>
Depreciation		
At 1 April 2014	22,848	22,848
Charge for year	10,421	10,421
Disposals	-	-
At 31 March 2015	<u>33,269</u>	<u>33,269</u>
Net book value		
At 31 March 2015	<u>27,340</u>	<u>27,340</u>
At 31 March 2014	<u>11,138</u>	<u>11,138</u>

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7 Subsidiary Company

The Charity holds two ordinary £1 shares in Missing Ltd, a dormant company, being 100% of the issued share capital. The entire profit of Missing Ltd is paid annually to Missing People under Gift Aid.

Results of Missing Ltd

	2015 £	2014 £
PROFIT & LOSS ACCOUNT		
Turnover	-	-
Cost of sales and administration expenses	-	-
Net profit for the year	-	-
Amount gift aided to the charity	-	-
Retained in subsidiary	-	-
BALANCE SHEET		
Debtors	2	2
Cash at bank and in hand	3,234	3,234
Creditors: Amounts falling due within one year	(3,234)	(3,234)
Total net assets	2	2
Capital and reserves		
Called up share capital	2	2
Profit and loss account	-	-
	2	2

8 Debtors

	2015 £	2014 £
Accrued income	62,985	118,646
Prepayments	51,539	62,850
Other debtors	8,802	7,677
Amount due from subsidiary	3,234	3,234
	126,560	192,407

All amounts shown under debtors fall due for payment within one year.

9 Creditors:

	2015 £	2014 £
Other taxes and social security costs	43,566	40,457
Other creditors	52,774	109,601
Accruals	23,201	20,963
Deferred Income (Note 10)	274,376	202,994
	393,917	374,015

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	2015 £	2014 £
10 Deferred Income		
Balance at 1 April 2014	202,994	170,662
Released in the year	(202,994)	(170,662)
Amount deferred in the year	<u>274,376</u>	<u>202,994</u>
Balance at 31 March 2015	<u><u>274,376</u></u>	<u><u>202,994</u></u>

Deferred income comprises grants or donations which the donor has specified to be used in future accounting periods.

11 Leasing Commitments

At 31 March the Charity had annual commitments under non-cancellable operating leases on office equipment as set out below:

	2015 £	2014 £
Operating leases which expire:		
Within one year	-	-
Between one and five years	2,049	2,049
After five years	-	-
	<u><u>2,049</u></u>	<u><u>2,049</u></u>

12 Analysis of Net Assets

	Tangible Fixed Assets £	Bank & Cash £	Other Net Current Liabilities £	Total £
Restricted	-	239,163	(239,163)	-
Unrestricted	<u>27,340</u>	<u>992,451</u>	<u>(28,194)</u>	<u>991,597</u>
	<u><u>27,340</u></u>	<u><u>1,231,614</u></u>	<u><u>(267,357)</u></u>	<u><u>991,597</u></u>

13 Ultimate Controlling Party

The trustees listed in the Trustees' Report are the ultimate controlling parties being members of the company.

All Charity policies and executive decisions are determined by the trustees. The day to day running of the charitable company has been delegated to the Chief Executive and Directors.

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14 Donations, Grants and Legacies

	Unrestricted Funds £	Restricted Funds £	Total 2015 £	Total 2014 £
General donations	1,011,482	720,377	1,731,859	1,571,583
Grant	220,000	-	220,000	220,000
Legacies	1,180	-	1,180	2,000
Fundraising & promotional events	280,873	-	280,873	329,182
	<u>1,513,535</u>	<u>720,377</u>	<u>2,233,912</u>	<u>2,122,765</u>

15 Movements in funds

	Brought forward £	Incoming Resources £	Resources Expended £	Transfers £	Carried forward £
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Restricted funds

The movement on restricted funds comprises the following donations and grants held on trust to be used for specific purposes

Service provision:					
Core services	-	677,258	(677,258)	-	-
Computer systems development		56,973	(56,973)		
Regional funding	-	72,281	(72,281)	-	-
Policy & Research	-	84,336	(84,336)	-	-
Total restricted funds	<u>-</u>	<u>890,848</u>	<u>(890,848)</u>	<u>-</u>	<u>-</u>
<i>Unrestricted funds</i>	<u>1,000,072</u>	<u>1,518,557</u>	<u>(1,527,032)</u>	<u>-</u>	<u>991,597</u>
Total funds	<u>1,000,072</u>	<u>2,409,405</u>	<u>(2,417,880)</u>	<u>-</u>	<u>991,597</u>

Purposes of restricted funds

Service provision - Core services funds support the delivery of the charity's principal activities.

Service provision - Computer systems development funding supports software enhancement of the charity's services.

Service provision - Regional funding enables the charity's work in specific geographic areas.

Policy and research funding represents donations and grants towards the charity's policy, research and advocacy work.

The funding above includes generous donations from the following:

	£
Big Lottery Fund - Wales	124,666
Big Lottery Fund - England	66,882
City Bridge Trust	18,110
Clothworkers Foundation	17,000
Comic Relief	26,250
Esmee Fairbairn Foundation	56,250
Garfield Weston Foundation	18,750
Oak Foundation	<u>104,753</u>