

**REUNITE INTERNATIONAL CHILD ABDUCTION CENTRE
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2016**

reunite International Child Abduction Centre

Report of the Board of Trustees for the year ended 31st March 2016

The Board of Trustees presents its report and audited financial statements for the year ended 31st March 2016.

Reference and Administrative Information

Charity Name:	reunite International Child Abduction Centre	
Charity registration number:	1075729	
Principal Address:	6 De Montfort Street Leicester LE1 7GA	
Board of Trustees:	Ms A-M Hutchinson OBE Ms K Chadha Ms M Chaudhry Ms M Faruqi Ms H Harvey Ms A Lake-Carroll Mr F Newton Mr C Wickstead	Chair (Resigned May 2015) Secretary Treasurer
Executive:	Mrs A Shalaby OBE	Chief Executive Officer
Auditors:	GMAK Services Limited Flat 1, 26 Lansdowne Road London W11 3LL	
Bankers	The Cooperative Bank 62 Southampton Row London WC18 4ND	

Structure, Governance and Management

Governing Document

reunite International Child Abduction Centre is an unincorporated association registered with the Charity Commissioners No. 1075729. The charity is governed by its Declaration of Trust dated 18th January 1999 which established the objects and powers of the charity.

Recruitment and Appointment of the Board of Trustees

reunite is managed by a Board of Trustees which is responsible for the strategic direction, development and work of the charity, the allocation of funding, and compliance with the relevant statutes and Charity Commission guidance. The charity's Declaration of Trust states that there should be at least three Trustees. At the first Trustees meeting in each year, Trustees elect one of their number to be chairman of their meetings until the commencement of the first ordinary meeting in the following year. The chairman shall always be eligible for re-election.

When selecting persons to be appointed as Trustees, the Board of Trustees consider the needs of the organisation and also the issues of diversity, skills and availability of individuals, and take into account the benefits of appointing a person who is able, by virtue of his or her personal or professional qualifications, to make a contribution to the pursuit of the objects or the management of the charity.

All Trustees are appointed by a resolution of the Trustees passed at a special meeting. No person is entitled to act as a Trustee until after signing in the minute book of the Trustees a declaration of acceptance and willingness to act in the trusts of the charity. There is no limit on the period of time which an individual can serve as a Trustee of the charity.

Trustee Induction and Training

Prospective Trustees are, in the main, already familiar with the practical work of the charity but are encouraged to attend a Board Meeting prior to accepting the role of Trustee to gain an understanding of the role and responsibilities and learn more about the work of the charity. To assist in the decision-making process, a prospective Trustee is also provided with minutes of previous Board Meetings, a copy of the Declaration of Trust, and recent financial accounts.

Risk Management

The Board of Trustees are aware of their responsibility to identify, manage and monitor major risks to which the charity may be exposed and which may impact the charity, including but not limited to risk around funding, technology, reputation and organisational capacity. The Board continues to conduct their own review of such risks, and organisational structures and policies and procedures are continually developed to mitigate these risks.

Organisational Structure

The charity is managed by a Board of Trustees who hold at least four ordinary meetings in each year. Under the Declaration of Trust there must be at least three Trustees sitting on the Board and there is no upper limit to the number of Trustees who are eligible to sit on the Board. The Board of Trustees includes persons from the legal, financial and mediation professions, and the voluntary sector.

While the Board of Trustees are responsible for strategy and policy, the day-to-day management and administration of core and project activities is delegated to **reunite's** full time Chief Executive Officer (CEO). All core and project functions are supervised and monitored by the Board through regular Board meetings which the CEO also attends. Policy decisions are debated and approved at Board meetings in conjunction with the CEO, and the Chair of the Board and the CEO discuss more routine matters on an informal basis during the intervening period.

Related Parties

In so far as it is complimentary to the charity's objects, the charity is guided by both national and international policies and legal frameworks.

reunite has a close working relationship with the Foreign and Commonwealth Office and the Ministry of Justice and is a founder member of the Child Abduction Co-ordinating Group. This Group was established in 1994 and brings together representatives from government departments and other statutory and voluntary organisations.

Objectives and Activities

The charity's objectives are:

- (i) To contribute to the protection of the good physical and mental health of parents, guardians and families whose children have been abducted by a family member or who fear abduction of their children and of children who have been abducted or who fear abduction, and to ensure that the best interests of the child are served;
- (ii) To advance public education on the subject of child abduction and to promote or undertake research into this subject and to publish the useful results of such research.

Achievement and Performance

ADVICE LINE SERVICE

This year we have increased the availability of peer-to-peer support for parents involved in international family cases because although advice line staff are knowledgeable and empathetic to a parent's situation, speaking with another parent and sharing experiences assists in removing the feeling of isolation. As well as establishing a 'virtual' parent support network, we now also hold bi-monthly parent meet-ups in London to offer an informal setting where parents can meet and develop the network as an ongoing alternative source of support.

To help increase capacity and ensure that information, advice and support is accessible to all who need it, the advice line has recruited a team of volunteers from the Law School of De Montfort University. This additional manpower enables staff to concentrate on specific cases that require extra support.

MEDIATION SERVICE

Increasingly parents are exploring and engaging with mediation as an alternative to adversarial court proceedings. Mediation provides parents with the opportunity to work with a mediator to reach a positive arrangement about the future of their children, and research has shown that mediated arrangements are more likely to be adhered to than those issued by a court.

We are being contacted more and more by parents who have abducted their children from the UK and who are looking to mediate in order to return with their children. Mediation provides these parents with an opportunity to negotiate a safe return back to the UK, free of further civil or legal proceedings, while the previously left-behind parents are able to agree a parenting plan and rebuild their relationships with their children.

With the increase in demand for our mediation service, we have welcomed an additional mediator to the team who has substantial experience in mediating children and family cases, and also brings expertise in mediating financial matters.

POLICY

International Initiatives: During this year we undertook research trips to Thailand and the Republic of Korea, both of which have acceded to the 1980 Hague Convention but with whom the UK has not ratified. Our objective was to gain an understanding of how the authorities and stakeholders in each country manage 1980 Hague cases. We met with a variety of bodies and individuals who would come into contact with 1980 Hague cases, from Central Authorities, Judges and policymakers to solicitors, police chiefs and NGOs. From our discussions we were able to evaluate the 'system' in each country and identify areas in which our involvement could be beneficial to the families involved. An example of this is already developing in Korea, where we noted that a lack of training for lawyers would have a detrimental impact on the identification, efficiency and outcome of 1980 Hague Cases. To overcome this we will be partnering with the British Embassy in Seoul in providing a training conference for Korean lawyers covering the basic principles of the 1980 Hague Convention.

European/Domestic Initiatives: In August 2015 we met with the Head of Unit of the European Commission's Directorate General Justice and Consumers to discuss problems and challenges in cases of abduction involving some European States. We examined abduction cases managed by the advice line and highlighted the length of proceedings, the inconsistency in outcomes, the differing rationale behind judicial decisions and the common problems. In a similar short project in August 2015 we were invited to contribute to the Chair of the Family Division's informal review of the UK-Pakistan Protocol and again we examined cases involving abductions between the UK and Pakistan that had been reported to the advice line.

With each of the above August projects we were in the unique position to provide the EU and the Family Division with information that no other body was able to provide. As the advice line supports parents throughout their case we have access to information, both objective and subjective, on the genuine experience of parents and children involved in child abduction proceedings. Moreover the information does not concern just a handful of cases, but dozens for each country. As a result our research is able to reflect the reality of how child abduction cases are handled in a multitude of jurisdictions and so influence the future actions of decision makers.

In February 2016 we hosted an evening seminar for specialist lawyers '*Council Regulation (EC) No 2201/2003 (Brussels IIa) Proposals for Change and Potential Impact*'. Our speakers were representatives from the European Commission's Directorate-General for Justice, the High Court of England and Wales, and the University of Sussex, and the event enabled lawyers to participate in the discussion around the reform of this piece of legislation. We aim to hold such events on an annual basis to contribute to the dissemination of knowledge to legal professionals and continue to raise the profile of child abduction and international cases involving children.

Court Interventions: We intervened in two cases this year, both of which culminated in hearings before the UK Supreme Court. Both cases involved the determination of whether the English court has the jurisdiction to make decisions about the children in each circumstance – the first in which the 1996 Hague Convention was engaged, and the second involving the interplay between jurisdiction, habitual residence and parental responsibility. As the court in each case was to decide on a matter fundamental to the future determination of child abduction cases, and the effect of the precedent set so far reaching, we felt our intervention would be beneficial to the court and the development of case law. Our interventions are always on a neutral basis in an effort to provide information to the court on the general approach taken in these matters in an effort to help ensure the consistent interpretation and fair, effective application of law.

Financial Review

Core income for the financial year was 2.5% above budget and core expenditure was 4% above budget. The net result was an increase of £6,891 in unrestricted funds for the year. At the end of the year £123,854 was carried forward in unrestricted funds and £2,793 in restricted funds.

Principal Funding Sources

The principal funding sources, aside from subscriptions to the Lawyers Listing, were government departments and income from the mediation service under our legal aid franchise. In recent years we have seen an increase in donations and funds raised by parents holding sponsored events.

Investment Policy

Although under the Declaration of Trust the Trustees have the power to invest such part of the trust fund as is not immediately required for the charity's objects, most of the charity's funds are spent in the short term so there are few funds for long term investment. The small amount that is available is retained within a higher interest paying bank account.

Reserves Policy

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the free reserves) held by the charity should be between three and six months budgeted running costs, which equates to between £61,000 and £122,000 in general funds. As at 31st March 2016 these funds totalled £123,854 and therefore fall within the target level.

Plans for Future Periods

Key objectives over the coming months will be to increase the number of in-house mediators, secure funding for a training seminar in Korea, and secure funding for an outreach project to deliver preventative information into the community.

Statement of Trustees Responsibilities

The Trustees are required to prepare financial statements that give a true and fair view of the state of the affairs of the charity as at the balance sheet date, and to record its incoming resources and the application of resources, including income and expenditure, for the financial year. In preparing those financial statements, Trustees should follow best practice and:

- select suitable accounting policies and apply them consistently;
- make sound judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue on that basis.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Charities Act 1993. The Trustees 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.

Public Benefit Statement

The trustees confirm that they have complied with the duty in section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit "Charities and Public Benefit."

The report was approved by the Board of Trustees on ~~19th December 2016~~ and signed on its behalf by:

A handwritten signature in black ink, consisting of a stylized 'A' followed by a large loop and a horizontal line ending in a small flourish. There are 'X' marks on either side of the signature.

Anne-Marie Hutchinson OBE
Chair of the Board of Trustees

REUNITE INTERNATIONAL CHILD ABDUCTION CENTRE

INDEPENDENT AUDITORS' REPORT

TO THE TRUSTEES OF REUNITE INTERNATIONAL CHILD ABDUCTION CENTRE

We have audited the accounts of Reunite International Child Abduction Centre for the year ended 31 March 2016 set out on pages 10 to 17. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015)(United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees 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 trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of Reunite International Child Abduction Centre for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

The trustees have elected for the accounts to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under section 145 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on accounts

In our opinion the financial statements:

-
- give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice;, of the state of affairs of the charity as at 31 March and of its incoming resources and application of resources, for the year then ended; and
- have been properly prepared in accordance with the Charities Act 2011.

REUNITE INTERNATIONAL CHILD ABDUCTION CENTRE

INDEPENDENT AUDITORS' REPORT (CONTINUED)

TO THE TRUSTEES OF REUNITE INTERNATIONAL CHILD ABDUCTION CENTRE

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the accounts; or
- the charity has not kept adequate accounting records; or
- the accounts are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

GMAK Services Ltd

GMAK Services Ltd

Chartered Accountants

Statutory Auditor

Flat 1, 26 Lansdowne Road

London

W11 3LL

Dated: *26 Jan 2017*

GMAK Services Ltd is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

REUNITE INTERNATIONAL CHILD ABDUCTION CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2016

	Notes	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
<u>Incoming resources from generated funds</u>					
Voluntary income	2	219,939	-	219,939	215,446
Investment income		134	-	134	185
		<u>220,073</u>	<u>-</u>	<u>220,073</u>	<u>215,631</u>
Incoming resources from charitable activities		30,989	2,000	32,989	29,534
Total incoming resources		<u>251,062</u>	<u>2,000</u>	<u>253,062</u>	<u>245,165</u>
<u>Resources expended</u>					
Costs of generating funds					
Cost of generating funds		4,457	-	4,457	-
Net incoming resources available		<u>246,605</u>	<u>2,000</u>	<u>248,605</u>	<u>245,165</u>
Charitable activities					
Charitable expenditure		230,774	-	230,774	219,365
Governance costs		8,940	-	8,940	8,544
Total resources expended		<u>244,171</u>	<u>-</u>	<u>244,171</u>	<u>227,909</u>
Net income for the year/ Net movement in funds		<u>6,891</u>	<u>2,000</u>	<u>8,891</u>	<u>17,256</u>
Fund balances at 1 April 2015		<u>116,963</u>	<u>793</u>	<u>117,756</u>	<u>100,500</u>
Fund balances at 31 March 2016		<u>123,854</u>	<u>2,793</u>	<u>126,647</u>	<u>117,756</u>

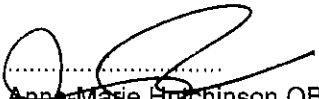
REUNITE INTERNATIONAL CHILD ABDUCTION CENTRE

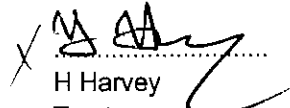
BALANCE SHEET

AS AT 31 MARCH 2016

	Notes	2016		2015	
		£	£	£	£
Current assets					
Debtors	8	4,274		8,281	
Cash at bank and in hand		131,836		120,893	
		<u>136,110</u>		<u>129,174</u>	
Creditors: amounts falling due within one year	9	<u>(9,463)</u>		<u>(11,418)</u>	
Total assets less current liabilities			<u>126,647</u>		<u>117,756</u>
Funds					
Restricted funds	10		2,793		793
Unrestricted funds			<u>123,854</u>		<u>116,963</u>
			<u>126,647</u>		<u>117,756</u>

The accounts were approved by the Trustees on 19/12/2016


 Anne-Marie Hutchinson OBE
 Trustee


 H Harvey
 Trustee

REUNITE INTERNATIONAL CHILD ABDUCTION CENTRE

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2016

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

They have also been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005, the Charities Act 2011, and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

1.2 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1.3 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources. Irrecoverable VAT is included in the expenditure to which it relates.

Governance costs include audit and accountancy fees.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Those assets with a value of £1,000 or above are capitalised. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Plant and machinery	25% straight line
Fixtures, fittings & equipment	15% straight line

1.5 Pensions

The charity makes a contribution of 6% of the gross salary of the chief executive officer to her selected personal pension scheme during the period of her employment. The charity has no further financial responsibility regarding pensions.

1.6 Accumulated funds

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are those which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost 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.

Reunite - International Child Abduction Centre
Notes to the accounts
For the year ended 31 March 2016

2. Incoming resources from Activities to further the Charity's Objects

	Unrestricted	Restricted	2016	2015
	Core	Research/ Review	Total	Total
	Mediation	Capital		
	£			
Governments grants	171,188		171,188	168,376
Donations	11,883		11,883	9,180
Lawyers listing	36,868		36,868	37,890
Fundraising	4,563		4,563	2,250
Mediation fees		25,526	25,526	27,284
Other income	900		2,900	0
Bank interest	134	2,000	134	185
	225,536	25,526	253,062	245,164
		2,000	0	

**Reunite - International Child Abduction Centre
Notes to the accounts
For the year ended 31 March 2016**

3. Total Resources Expended	Basis of allocation	Unrestricted		Capital	Fundraising Governance	2016 Total	2015 Total
		Core	Mediation				
		£	£	£	£	£	£
Cost directly allocated to activities							
Staff costs	Direct	155,469				155,469	142,662
Volunteers	Direct					0	0
Staff travel	Direct	10,792				10,792	17,000
Other staff costs	Direct	290				290	294
Training	Direct					0	723
Interactive website/database	Direct					0	0
Events	Direct	5,347				5,347	2,682
Consultants	Direct					0	10,712
Dissemination	Direct					0	0
Other project costs	Direct		14,356			14,356	0
Fundraising	Direct	4,457				4,457	0
Trustees' expenses	Direct				3,168	3,168	2,662
Legal and professional	Direct					0	461
Audit fees	Direct				5,022	5,022	5,136
Accountancy and payroll	Direct				750	750	750
Support costs allocated to activities							
Premises costs	Usage	19,230				19,230	18,502
Insurance	Usage	2,463				2,463	2,124
Office equipment	Usage	1,591				1,591	1,496
Office expenses	Usage	18,892				18,892	20,725
Advertising	Usage	1,425				1,425	769
Sundry	Usage	919				919	1,050
Depreciation	Usage					0	163
		<u>220,875</u>	<u>14,356</u>	<u>0</u>	<u>8,940</u>	<u>244,171</u>	<u>227,910</u>

REUNITE INTERNATIONAL CHILD ABDUCTION CENTRE

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

4 Trustees

One of the trustees was reimbursed expenses of £1,098 during the year for overseas travel and the charity paid directly for additional travel costs of £1,564 incurred by the trustee on behalf of the charity. (2015-One was reimbursed £51).

5 Employees

Number of employees

The average monthly number of employees during the year was:

	2016 Number	2015 Number
Administration	1	1
Support	2	2
Advice Line	3	3
	<u>6</u>	<u>6</u>

Employment costs

	2016 £	2015 £
Wages and salaries	144,087	132,519
Social security costs	9,186	7,884
Other pension costs	2,197	2,112
	<u>155,470</u>	<u>142,515</u>

There were no employees whose annual remuneration was £60,000 or more.

6 Taxation

The charity is exempt from taxation under Section 466 to 493 of the Corporation Tax Act 2010.

REUNITE INTERNATIONAL CHILD ABDUCTION CENTRE

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

7 Tangible fixed assets

	Computer equipment £	Fixtures, fittings & equipment £	Total £
Cost			
At 1 April 2015 and at 31 March 2016	27,864	17,068	44,932
Depreciation			
At 1 April 2015 and at 31 March 2016	(27,864)	17,068	44,932
Net book value			
At 31 March 2016	-	-	-

8 Debtors

	2016 £	2015 £
Trade debtors	-	3,810
Prepayments and accrued income	4,274	4,471
	<u>4,274</u>	<u>8,281</u>

9 Creditors: amounts falling due within one year

	2016 £	2015 £
Accruals	9,463	11,418
	<u>9,463</u>	<u>11,418</u>

10 Restricted funds

The funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2015 £	Movement in funds Incoming resources £	Resources expended £	Balance at 31 March 2016 £
Research	793	-	-	793
Outreach Project	-	2,000	-	2,000
	<u>793</u>	<u>2,000</u>	<u>-</u>	<u>2,793</u>

The FCO provided a research grant for Non-Hague case reviews.

REUNITE INTERNATIONAL CHILD ABDUCTION CENTRE

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

11 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 March 2016 are represented by:			
Current assets	133,317	2,793	136,110
Creditors: amounts falling due within one year	(9,463)	-	(9,463)
	<u>123,854</u>	<u>2,793</u>	<u>126,647</u>