

Lincolnshire Police

Policy Document



Management of missing persons policy PD 76

Policy document information

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Version history

Version	Date	Reason for issue
10	March 2020	Review date extended to Nov 2020
11	Nov 2020	Biennial review
12	May 2021	LSCP website link added
13	June 2022	Biennial review
14	May 2024	Biennial review
15	March 2025	Biennial review

Code of Ethics

All staff involved in carrying out functions under this policy and associated procedures and appendices will do so in accordance with the principles of the Code of Ethics. The aim of the Code of Ethics is to support each member of the policing profession to deliver the highest professional standards in their service to the public.

Legislative compliance

This document has been drafted to comply with the principles of the Human Rights Act. Proportionality has been identified as the key to Human Rights compliance, this means striking a fair balance between the rights of the staff and those of the rest of the community. There must be a reasonable relationship between the aim to be achieved and the means used.

Equality and Diversity issues have also been considered to ensure compliance with the Equality Act 2010 and meet our legal obligation in relation to the equality duty. In addition, Data Protection, Freedom of Information and Health and Safety Issues have been considered. Adherence to this policy or procedure will therefore ensure compliance with all relevant legislation and internal policies.

Other legislation/law which this policy has been drafted to comply with:

- [Human Rights Act 1998 \(in particular A.14 – Prohibition of discrimination\)](#)
- [Equality Act 2010](#)
- [Crime and Disorder Act 1998](#)
- [H&S legislation](#)
- [Data Protection Act 2018](#)
- [Freedom Of Information Act 2000](#)

Security classification

Policy to be published on Intranet: Yes

Policy to be published on Force Website: Partially

Authorised Professional Practice (APP)

This Policy has been checked against APP. Lincolnshire Police has adopted the APP provisions, with supplementary information contained herein, which reflects local practice and the needs of the communities served by Lincolnshire Police.

[Missing Persons](#)

1. Policy aims (Purpose)

1.1. The purpose of the policy is to identify clear ownership and guidance at all levels, in dealing with reports of missing people, to safely locate them as soon as possible by ensuring:

- every report of a missing person is risk assessed to identify those who are vulnerable, and the correct risk identified at the beginning of the report;
- appropriate guidance is provided on how to investigate reports of missing people;
- roles and responsibilities are clearly defined;
- a multi-agency approach to prevent and effectively investigate incidences of missing persons is adopted;

- the support for the needs of the family, close friends, and the community;
- all staff are well trained in every aspect of a missing person report and/or investigation;
- preservation of evidence and the methods to achieve this;
- staff are aware of the support mechanisms in place to support missing persons investigations; and
- the dedicated missing person record management system (Compact) is used to its full potential as the primary tool for investigating missing persons reports.

2. Policy statement (Key information)

- 2.1. Lincolnshire Police will record all reports of missing people and provide a proportionate response.
- 2.2. Each missing person report has the potential for a tragic outcome and/or a major crime enquiry and prompt enquiries into such reports are essential, therefore the initial stages of any missing person report which leads to an investigation will start on the basis that the case may escalate into a serious crime.
- 2.3. All reports will be assessed and dealt with on their individual merits.
- 2.4. We will match the level of response to the individual circumstances of each incident, including any issues identified relating to equality, diversity, and inclusion.
- 2.5. Where a missing person enquiry has been identified as being high or medium risk, all officers and staff involved in the investigation must take positive action to locate the missing person and carry out prevention interviews.
- 2.6. At all stages of a missing person investigation, we will adopt a problem-solving approach to reduce the likelihood and prevent the person from going missing again.

2.7. We will work as part of an effective multi-agency arrangement to not only investigate instances of missing persons, but also to prevent and intervene to reduce the number of people exposed to harm. We will achieve this by:

- all partners undertaking their respective duty of care;
- named persons within organisations working together to address problems, including taking positive action to deal with repeat missing persons and locations with a high incidence of cases;
- management of the return of missing persons, gathering intelligence about their activities and associates, with the appropriate intervention; and
- an assumption of a criminal investigation, where there are unexplained circumstances.

2.8. Success in locating missing persons depends on all those involved understanding and taking responsibility for their role. Detailed and comprehensive recording of actions and rationale should be maintained from the outset within each report held on Compact. Close supervision is required to ensure continuity and ownership, and regular assessment and reviews of action required.

2.9. In all missing person investigations, it is important ensure that those impacted by the situation (i.e., person reporting, family, and friends) are treated with the same care and respect we would expect in other criminal investigations and provide regular updates.

3. Other related documents and appendices

3.1. Appendices:

- Appendix A – Standard Operating Procedures

3.2. Related documents

- Lincolnshire Safeguarding Children Partnership Protocol for Missing Children and Young People:
https://lincolnshirescb.proceduresonline.com/pr_joint_miss.html

4. Monitoring and review

- 4.1 This policy will be monitored by the force tactical lead for missing persons and will be reviewed at one-year intervals or as dictated by legislative changes or identified inefficiencies.

5. Who to contact about this policy

- 5.1. This policy is owned by the strategic lead for missing persons. Any enquires about this policy should be directed to the Missing Person's Co-Ordinators in the Partnership Safeguarding Hub.