

**METRO CENTRE LIMITED**  
**ANNUAL REPORT & ACCOUNTS**  
**YEAR ENDED 31ST MARCH 2010**

WATERMAN BROWN ASSOCIATES LTD  
*Chartered Accountants & Registered Auditors*  
*Lyncombe Hill*  
*Bath*

## **METRO CENTRE LIMITED**

**A PRIVATE COMPANY LIMITED BY GUARANTEE  
WITHOUT SHARE CAPITAL**

**COMPANY REGISTRATION NO. 2716101  
CHARITY REGISTRATION NO. 1070582**

### **REPORT OF THE TRUSTEE DIRECTORS' FOR THE YEAR ENDED 31 MARCH 2010**

The Trustees, who are also Directors of the charity for the purposes of the Companies Act, submit their annual report and the audited financial statements for the year ended 31 March 2010. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities", issued in 2005, in preparing the annual report and financial statements of the charity.

The Trustees serving during the year, and since the year end to the date of signing this report, were as follows:

Dr. Murat Soncul (Chair from 13/4/2010)  
Dale Cooper (Chair to 13/4/2010)  
Dr. Christopher Whiteley (Treasurer)  
Simon Brammer (appointed 16/07/09)  
Andrew Smith (resigned 16/07/09)

Margaret Allen (appointed 12/01/2010)  
Mary Russell (appointed 11/05/2010)  
Julian Williams (appointed 9/11/2010)  
Kim Miller (appointed 16/07/09)

Co-Opted trustees: none

Chief Executive Officer (appointed 20 August 2003 as Director) M McLaughlin

#### **SECRETARY, PRINCIPAL & REGISTERED OFFICE**

Margaret Allen  
Norman House, 101-114 Norman Road, Greenwich, London SE10 9QJ

#### **AUDITORS**

Waterman Brown Associates Limited  
Lyncombe Hill, Bath BA2 4PQ

#### **BANKERS**

Co-operative Bank  
151 Lewisham High Street, London SE13 6AA

#### **SOLICITORS**

Russell Cooke  
2 Putney Hill, London SW15 6AB

**METRO CENTRE LIMITED****TRUSTEE DIRECTORS' REPORT cont****YEAR ENDED 31ST MARCH 2010****STRUCTURE, GOVERNANCE AND MANAGEMENT****Governing Document**

The Metro Centre Ltd. is a company limited by guarantee governed by its new Memorandum and Articles of Association dated 12/05/08. It is registered as a charity with the Charity Commission. Full membership is open to all individuals whom the Board decides to admit to membership, but at all times at least 60% of the full membership shall comprise people who identify as lesbian, gay or bisexual. There are currently 41 members, each of whom have paid an annual subscription. There is a provision for Associate Membership, without voting rights, which may be held by community partners; however there are currently no Associates Members.

**Appointment of Trustees**

As set out in the Articles of Association all Trustees must retire and, if they wish, stand for re-election at the Annual General Meeting with nominations put in writing, signed by a nominator and a seconder and by the nominee, as an indication of willingness to stand.

Two members may be co-opted in any year up to the maximum membership of 12. When considering co-opting Trustees, the Board has regard to the requirement for any specialist skills needed.

**Trustee Induction and Training**

New Trustees currently undergo a recruitment process involving a written application against a Trustee role description and person specification. The application also includes a skills audit. Two satisfactory written references are required of applicants and a standardised interview is conducted by representatives of the Trustees and the Metro's Senior Management Team.

The Trustee induction process now includes a one-day generic organisational induction along with other new Metro volunteers where key employees and areas of the organisation's work are introduced; as well as a specialist Trustee induction programme including the issuing of the NCVO Good Trustee Guide for future reference. The specialist Trustee training includes coverage of legal obligations under charity and company law; the role of governance including the full content of the Memorandum and Articles of Association; key organisational policies; business and strategic plans; and an introduction to the Metro's accounts and financial protocols.

An experienced Trustee is assigned as a mentor for each new Trustee during a 3 month probation period. After consultation regarding need, an annual programme of training is designed to supplement or update Trustee knowledge and skills. On-going training sessions are also used as team-building events and recently the Trustees attended a financial awareness course.

**Organisation**

The Board of Trustees, which can have up to 12 members, administers the charity. The board meets bi-monthly and there are sub committees covering finance and human resources which meet quarterly. Other temporary or on-going working parties or sub committees may be formed as needed. The Chief Executive Officer has been appointed by the Trustees to carry out duties to manage the day to day operation of the charity. To facilitate effective operations, the CEO is given delegated authority for operational matters including finance, income generation including fundraising and contract negotiation, employment and service delivery.

**METRO CENTRE LIMITED****YEAR ENDED 31ST MARCH 2010****TRUSTEE DIRECTORS' REPORT cont.****Related Parties**

The Metro Centre Ltd. has close working relationships with a number of statutory, voluntary and community organisations including Positive East, West London Gay Men's Project, Greenwich Community Health Services, the Harbour Trust, AHEAD, Ugandan AIDS Action Fund, Volunteer Centre Greenwich and Greenwich Council for Racial Equality. We work closely with our main funders which include NHS Greenwich (formerly Greenwich Teaching Primary Care Trust), Bexley Care Trust, Greenwich Council, Lewisham Council, NHS Bromley (formerly Bromley Primary Care Trust), Oxleas NHS Trust, Greenwich University and Queen Elizabeth Hospital.

**Risk Assessment**

The Trustees review the risk register at each full meeting of the Board of Trustees. The risk management strategy includes:

- departmental and a central risk register maintained by the Chief Executive Officer
- monthly review at Trustee meetings of key risks the charity may face
- the establishment of systems and procedures to mitigate those risks identified in the register and
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

**OBJECTIVES AND ACTIVITIES**

The charitable company is established for the promotion of any charitable purpose for the benefit of any members of the community experiencing issues related to sexuality, identity, gender and diversity, including by focusing on:

- (i) challenging homophobia and heterosexism and acknowledging that they have a significant impact on lesbian, gay and bisexual people, and those questioning their sexuality;
- (ii) working in the field of sexual health promotion, HIV prevention and HIV support;
- (iii) providing services which promote health and well-being and to empower individuals, including the provision of support, advice, the provision of information, advocacy, resources, counselling, group work, outreach services, community development services, capacity-building services, campaigning, leadership advice, research, clinical services, consultancy services, training, and education.

**ETHOS**

The Metro Centre believes that everyone has the right to have their sexuality and their identity respected. They also have the right to be able to access information and services and to maintain good physical and emotional well-being. The Metro Centre acknowledges that homophobia, heterosexism and other forms of social exclusion have a significant impact on lesbians, gay men, bisexual and transgendered people and those questioning their sexuality.

**MISSION**

The Metro Centre aims to promote health and well-being through a variety of services. In doing so, we challenge heterosexism and homophobia and other forms of discrimination. We aim to work with the communities who have been most affected by HIV/AIDS. We promote respect for sexual, gender and cultural diversity.

**METRO CENTRE LIMITED****YEAR ENDED 31ST MARCH 2010****TRUSTEE DIRECTORS' REPORT cont.****ACTIVITIES**

Key developmental priorities this year have included:

- 1) The continued expansion of sexual health services moving into the delivery of chlamydia outreach services, targeted at young people aged 15 – 24, across 8 boroughs in South London.
- 2) The continuing development of the Pan London HIV prevention work with our GMI partners, providing counselling, mentoring and health trainer resources to gay and bisexual men.
- 3) A development of Metro youth services including a comprehensive survey of the needs of young lesbian, gay, bisexual and transgendered people in south and east London. A new service was developed for the prevention of alcohol misuse amongst LGBTQ young people and to carry out capacity building work at various agencies.
- 4) The establishment and running of the AfricaSafe & HarbourSafe peer mentoring programmes (for African people / HIV positive people respectively) offering copyrighted, self reflective tools, via a mentor based on the Metro's award-winning MetroSafe programme, funded by the King's Fund.
- 5) An expansion of Metro good practice into the SLHP First Point Service, which provides a first point of contact and sign-posting service to people in South London who are newly diagnosed and others living with HIV and AIDS.
- 6) The establishment of pilot MSM and African HIV clinics in South London in community settings.
- 7) The establishment of a service to assist LGBTQ carers in the community.
- 8) Joint working with the University of Greenwich to enhance the research capability and quality of Metro research work through the Knowledge Transfer Partnership scheme. The completion of major and comprehensive surveys of the needs and experiences of service users and potential service users in south and east London, Kent and Medway as well as the annual needs assessment of service users and others based in the South East London area - Metro's local service area.
- 9) Staff and volunteer development including the revision and updating of the Staff and Volunteer Handbooks.

The following activities continue as on-going service provision of the Metro Centre Ltd. including:

- 1) A youth work programme including one to one counselling services; schools liaison work; a targeted sexual health clinic; and 9 youth groups per fortnight.
- 2) A mental health programme including a weekly drop-in session; a crisis support service; a one-to-one adult counselling service; advice and advocacy support; as well as diversity training and consultation for statutory and community partners.
- 3) An HIV prevention and sexual health/community development programme including outreach work with commercial gay venues; themed campaigns; special events; a free condoms in the post scheme and sexual health clinics.
- 4) A peer mentoring programme for a range of targeted service users, with outcomes measured by using the 'BASK' evaluation tool to assess changes in behaviour, attitudes, skills and knowledge.
- 5) GMI Partnership pan London HIV prevention work with gay and bisexual men, in partnership with one community and one statutory organisation.
- 6) A wide variety of opportunities for volunteers, who are well managed and supported.

The following service priorities have been identified for 2010-11:

- 1) The further diversification and expansion of HIV, STI and whole health clinical services, particularly in South East London;
- 2) The commencement of the National Youth Chances Project;
- 3) The continuance of Chlamydia outreach services across South London;

**METRO CENTRE LIMITED****YEAR ENDED 31ST MARCH 2010****TRUSTEE DIRECTORS' REPORT cont.****ACTIVITIES cont.**

- 4) The development of services for people living with HIV in South London, particularly in the context of the South London HIV Partnership (SLHP). The establishment of regular peer support groups offering advice and support to those living with HIV and AIDS;
- 5) Building strong links and formal partnerships with European partners, particularly to duplicate good practice in peer mentoring;
- 6) Building the research capacity of all staff and volunteers at the Metro Centre to become better consumers and creators of research;
- 7) Conducting all appropriate consultations to develop the Centre's five year Strategic Plan;
- 8) Furthering the close working relationship with The Harbour Trust - a charity offering services specifically to those living with HIV and AIDS in South East London; and
- 9) Strengthening the Centre's understanding of LGBT young people by developing national partnerships with statutory, private and other voluntary organizations.

**FINANCIAL REVIEW**

2009/10 saw the Metro Centre expand rapidly both in terms of incoming resources and the scale and diversity of the services that it offers. Incoming resources increased to £2,441,767 in 2009/10 from £1,532,154 in 2008/09 and resources expended increased correspondingly to £2,434,096 in 2009/10 from £1,509,446 in 2008/09. These results are a four-fold increase on just 2 years ago. The Management and Trustees are pleased with the successful expansion of service provision. Great care has been exercised to monitor the rise of expenditure with increased income. 2010/11 is planned as a consolidation year and should see income levels similar to 2009/10.

The multiplicity of statutory, voluntary and individual funders continues to be a feature of the Metro Centre in the 21st century and the organization is proving itself to be dynamic and flexible in attracting substantial new streams of income. As the Metro broadens the range of its services, the client communities that it serves and its geographic influence, the Trustees decided that it was important to preserve the culture of locally delivered services, particularly of its core services.

The Metro Local Services Fund was therefore established to keep funds provided for its core services in South East London within a designated fund. As at 31st March 2010, the Metro Local Services Fund contained a modest reserve of £97,103, increasing by £763 from the preceding year. The Metro Centre Ltd. is very grateful to its major local funders who have supported and shared the vision of the Metro's work as the organisation moves into the next 25 years of service provision in Greenwich.

The Metro continues to be supported by initiatives in the local lesbian, gay and bisexual community through events and project activities. Community events also facilitate the promotion of Metro services to hard-to-reach groups, to individuals just coming out, or just moved into the local community.

Donations to the Metro Centre, which tend to be local to South East London, saw an increase this year to £12,212 (2008/09 - £8,632); fund-raising income was unchanged at around £2,500; whilst the charity saw a dramatic fall in investment income as a result of the lowering of interest rates. The rise in the level of donations is a good indicator of how much the Centre is valued within the local community and the high regard that Metro & GMI Services are viewed more widely, Pan London and beyond. The Metro extends heart-felt thanks to those individuals who support the organisation with their own money as 'Friends of the Metro'.

**METRO CENTRE LIMITED****YEAR ENDED 31ST MARCH 2010****TRUSTEE DIRECTORS' REPORT cont.****FINANCIAL REVIEW (continued)**

Metro has continued to develop work, both from within the Charity, and working collaboratively in partnership with other kindred organizations. The GMI partnership of Metro, Positive East and West London Gay Men's Project was successful in continuing its Pan London counselling, mentoring and health training work as well as developing pilot GUM clinics, and a 'Caring with Confidence' programme for the Department of Health. Partnerships with local charities Like Harbour Trust have encouraged service development as seen in the peer mentoring programmes funded by the King's Fund.

Overall, the charity made a small surplus of £7,671 in 2009/10 (2008/09 - surplus of £22,708). £35,000 was transferred within unrestricted funds to a new 'Property and Business Continuity Fund', which has been established to protect the continuity of the Charity from its base in Greenwich during this period of financial austerity. The Old Property & Relocation Reserve is slowly winding down and takes the annual amortisation of the property leases and depreciation of the new equipment purchased for the centres in Greenwich and Vauxhall. It will be exhausted by December 2012.

The Metro has been successful in winning several performance-led contracts for various outreach work in South East London and beyond, and these, together with donations and fund-raising income, have bolstered the General Fund with much needed reserves. The General Fund stands at £119,564 at 31st March 2010. It has been the Trustees' long-term aim to build a proper reserve of unrestricted funds to safeguard the continuance of the Metro's services.

**Reserves Policy**

The Metro Centre currently has reserves of £348,287 of which £125,998 is designated by the Trustees for property issues and to maintain business continuity. A further £97,103 has been designated by the Trustees for local LGBT services in south and east London, and there remains £3,882 in the Development Fund, used for the development of new work. £119,564 is held in the General Fund. The total reserves amount to just 14% of annual incoming resources - slightly less than 2 months funding. If one compares the level of reserves held in the Metro Local Services Fund with Metro Local Services income funding local services, the percentage is again around 14%, which demonstrates a consistency through the Charity and the need for careful control of costs with income streams by Management and Trustees.

The Board of Trustees aims to have unrestricted reserves amounting to a minimum of 3 months (and preferably a maximum of 6 months) of annual incoming resources, in line with guidance from the Charity Commission but this is difficult to achieve in the current economic climate. The Charity would like to see this level of unrestricted reserves because:

- 1) Much of the charity's funding is by performance related service level agreements and grants, which are often only paid once it can be shown that the performance targets have been met or simply paid quarterly in arrears. The Charity must therefore have sufficient funds to cover these 'peaks and troughs' of cashflow.
- 2) The Trustees must ensure that there are sufficient free reserves to cover an orderly winding down of the charity's services in the event of a significant drop in ongoing funding. This would include redundancy costs, property dilapidation costs and servicing on-going commitments.

**Investment Powers and Policy**

The Trustees do not currently involve the organisation in investments with the exception of bank interest generated from cash on deposit.

**METRO CENTRE LIMITED**

**YEAR ENDED 31ST MARCH 2010**

**TRUSTEE DIRECTORS' REPORT cont.**

**TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

Company law requires the Trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year, in doing so the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make sound judgments and estimates that are reasonable and prudent; and
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will not continue in business.

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 Companies Act 2006. 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.

**Auditors**

A resolution will be proposed at the Annual General Meeting that Waterman Brown Associates Ltd. be re-appointed as auditors to the charity for the ensuing year.

**BY ORDER OF THE TRUSTEES**



Murat Soncul (Chair) 15 December 2010

**INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF  
METRO CENTRE LIMITED  
YEAR ENDED 31ST MARCH 2010**

We have audited the financial statements of Metro Centre Ltd for the year ended 31 March 2010 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes. These financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective April 2008).

This report is made solely to the charity's trustees, as a body, in accordance with Section 43 of the Charities Act 1993 and regulations made under section 44 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 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 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**

The trustees' (who are also the directors of Metro Centre Ltd for the purposes of company law) responsibilities 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) are set out in the Statement of Trustees' Responsibilities.

The trustees have elected for the financial statements not to be audited in accordance with Part 16 of the Companies Act 2006. Accordingly we have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 2006. We also report to you if, in our opinion, the information given in the Trustees' Annual Report is not consistent with the financial statements, if the charity has not kept proper accounting records, the financial statements do not accord with those records or if we have not received all the information and explanations we require for our audit.

We read the Trustees' Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

**Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion the financial statements:

-give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities of the state of the charity's affairs as at 31 March 2010 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and

*Waterman Brown Associates Ltd*  
**WATERMAN BROWN ASSOCIATES LTD**  
Chartered Accountants & Registered Auditors

Date: 20-12-2010  
Lyncombe Hill, Bath, BA2 4PQ

**METRO CENTRE LIMITED****STATEMENT OF FINANCIAL ACTIVITIES****YEAR ENDED 31ST MARCH 2010**

	Notes	UNRESTRICTED FUNDS 2010 £	RESTRICTED FUNDS 2010 £	TOTAL FUNDS 2010 £	TOTAL FUNDS 2009 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generated funds					
Voluntary Income	3	12,212	-	12,212	8,632
Activities for generating funds	3	5,019	-	5,019	3,012
Investment income	3	988	-	988	5,596
Incoming resources from charitable activities					
Grants receivable	4	1,260,665	1,162,883	2,423,548	1,514,914
<b>TOTAL INCOMING RESOURCES</b>	<b>10</b>	<b>1,278,884</b>	<b>1,162,883</b>	<b>2,441,767</b>	<b>1,532,154</b>
<b>RESOURCES EXPENDED</b>					
Costs of generating funds					
Costs of generating voluntary income		-	-	-	464
Charitable activities	5	1,224,883	1,161,715	2,386,598	1,469,928
Governance costs	6	37,699	9,799	47,498	39,054
<b>TOTAL RESOURCES EXPENDED</b>	<b>10</b>	<b>1,262,582</b>	<b>1,171,514</b>	<b>2,434,096</b>	<b>1,509,446</b>
<b>NET INCOMING RESOURCES FOR YEAR BEFORE TRANSFERS BETWEEN FUNDS</b>		<b>16,302</b>	<b>(8,631)</b>	<b>7,671</b>	<b>22,708</b>
<b>TRANSFERS BETWEEN FUNDS</b>	<b>10</b>	<b>(6,616)</b>	<b>6,616</b>	<b>-</b>	<b>-</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>9,686</b>	<b>(2,015)</b>	<b>7,671</b>	<b>22,708</b>
<b>FUNDS BROUGHT FORWARD AT 1ST APRIL</b>		<b>336,861</b>	<b>3,755</b>	<b>340,616</b>	<b>317,908</b>
<b>FUNDS CARRIED FORWARD AT 31ST MARCH</b>		<b>346,547</b>	<b>1,740</b>	<b>348,287</b>	<b>340,616</b>

The only recognised surplus or deficit for the year under review was the reported surplus of £7,671 (2009 surplus of £22,708). All the surplus relates to continuing operations. The charity has made no other gains or losses other than those shown above.

The notes on pages 12 to 21 form part of these financial statements.

**METRO CENTRE LIMITED****INCOME & EXPENDITURE ACCOUNT****YEAR ENDED 31ST MARCH 2010**

	Notes	Year ended 31st March 2010		Year ended 31st March 2009	
		£	£	£	£
INCOME					
Grants receivable	4		2,423,548		1,514,914
Income from generated funds	3		17,231		11,644
TOTAL INCOME			2,440,779		1,526,558
EXPENDITURE					
Charitable activities	5	2,386,598		1,469,928	
Costs of raising voluntary income		-		464	
Governance costs	6	47,498		39,054	
	10		2,434,096		1,509,446
OPERATING SURPLUS/(DEFICIT)			6,683		17,112
INTEREST RECEIVABLE & SIMILAR INCOME					
	3		988		5,596
SURPLUS OF EXPENDITURE OVER INCOME (Profit/(Loss) for the year on ordinary activities before taxation)			7,671		22,708
TAXATION OF PROFIT/(LOSS) ON ORDINARY ACTIVITIES					
	16		-		-
SURPLUS/(DEFICIT) FOR THE YEAR AFTER TAXATION			7,671		22,708

The only recognised surplus or deficit for the year under review was the reported surplus £7,671 (2009 Surplus £22,708). All the surplus relates to continuing operations.  
The charitable company has made no other gains or losses other than those shown above.

The notes on pages 12 to 21 form part of these financial statements.

**METRO CENTRE LIMITED****BALANCE SHEET****AS AT 31ST MARCH 2010**

	Notes	2010		2009	
		£	£	£	£
FIXED ASSETS	11		111,219		143,846
CURRENT ASSETS					
Debtors & prepayments	12	329,259		136,673	
Cash at bank & in hand		426,353		552,946	
		755,612		689,619	
CREDITORS, AMOUNTS FALLING DUE WITHIN ONE YEAR	13	518,544		492,849	
NET CURRENT ASSETS			237,068		196,770
TOTAL NET ASSETS		£	348,287	£	340,616
<i>Financed by:</i>					
UNRESTRICTED FUNDS	10				
General Funds			119,564		95,001
Designated Funds			226,983		241,860
TOTAL UNRESTRICTED FUNDS			346,547		336,861
RESTRICTED FUNDS	10		1,740		3,755
TOTAL FUNDS		£	348,287	£	340,616

The directors are satisfied that the company was entitled to exemption from audit under section 477 of the Companies Act 2006 and that members have not required an audit in accordance with section 476. However, an audit is required in accordance with section 43 of the Charities Act 1993.

The directors acknowledge their responsibilities for:

- i) ensuring that the company keeps accounting records which comply with section 386; and
- ii) preparing accounts which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 396 and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the charitable company.

Approved by the Trustee Directors and signed on their behalf on 15<sup>th</sup> December 2010 by:



TRUSTEE DIRECTOR



TRUSTEE DIRECTOR

The notes on pages 12 to 21 form part of these financial statements.

**METRO CENTRE LIMITED****NOTES TO THE ACCOUNTS****YEAR ENDED 31ST MARCH 2010****1) ACCOUNTING POLICIES**

The principal accounting policies adopted in the preparation of the financial statements are set out below, and have been consistently applied within the accounts.

## a) Basis of accounting

The financial statements have been prepared under the Historical Cost Convention. The effect of events relating to the year ended 31st March 2010 before the date of approval to the financial statements by the Board of Trustee Directors, have been included in the statements to the extent required to show a true and fair view of the state of affairs at 31st March 2010 and of the results for the year ended on that date. The charity's financial statements are prepared in accordance with the Statement of Recommended Practice for Accounting by Charities, SORP 2005 and the Companies Act 2006.

## b) Financial Reporting Standard Number 1

Exemption has been taken from preparing a cash flow statement on the grounds that the company qualifies as a small company.

## c) Incoming Resources/ Income

Incoming resources are recognised on an accruals basis, except that donations and legacies are recognised only upon receipt unless the donor advises otherwise. Grants are treated as income for the period to which the grantor assigns the grant and deferred as necessary. Service contracts or grants where the grantor stipulates performance targets and does not specify that a surplus is retrievable, are regarded as unrestricted once the performance targets are achieved.

## d) Resources Expended/ Expenditure

i) Charitable activities relate to expenses incurred in providing Metro's wide range of outreach services. It includes training to counsellors and education for relevant groups as well as telephone expenses. It includes safer sex materials and literature provided by the charity. The salary costs of trained outreach workers are included under charitable activities. A proportion of the cost of support workers is also apportioned to each project. As one of the company's objectives is to provide a safe centre for the gay, lesbian and bisexual community, the accommodation costs of the centre are also included in this category. Other service costs, office consumables and items like depreciation are apportioned to specific projects according to the related cost of charitable salaries.

ii) Cost for generating voluntary income comprise the costs of advertising the charity's activities in the press purely for fund-raising purposes. Media costs to publicise outreach services and educational work for the community or staff recruitment are included in expenditure on charitable activities.

iii) Governance costs include an element of support & managerial staff costs which relate to administration; management meetings and AGM costs; and statutory costs like audit, legal and professional fees. All expenditure classes, where appropriate, include irrecoverable Value Added Tax.

## e) Fixed Assets &amp; Depreciation

Fixed assets are capitalised at cost and depreciation is provided to write off the cost of the assets over their useful economic lives. Office equipment, furniture & fittings is written off at a rate of 20% per annum on a reducing balance basis unless a grant provider allocates specific funds for capital expenditure to be written off over a shorter period. Small capital items and replacements are written off as incurred. Short term property leases and leasehold improvement costs are amortised over the length of the lease on a straight line basis. Motor Cars are written off at a rate of 25% on a reducing balance basis.

## f) Stocks of materials &amp; literature

Stocks of safe sex materials and literature are written off as incurred.

## g) Volunteers

The value of services provided by volunteers is not included within these financial statements.

## h) Going concern basis

The accounts have been prepared on a going concern basis.

## i) Fund Accounting

Unrestricted funds are available for the use in the furtherance of the charity's objectives.

Restricted funds are subject to restrictions imposed by donors as set out in the notes to the accounts.

**METRO CENTRE LIMITED****NOTES TO THE ACCOUNTS****YEAR ENDED 31ST MARCH 2010****2) FUNDING****a) GENERAL FUND**

These include all performance-led contracts and grants, donations, prizes and grants received where the donor makes no restriction on the way the funds are to be applied and where the Trustees have not designated them as 'local services' (see below). It also includes receipts from services rendered by Metro staff (e.g. training fees) and from the profits from sale of goods, bank interest receivable and fund-raising activities. Donations to Metro arise from service users, volunteers, charitable foundations, the 'Friends of Metro' giving scheme and from the General Public. Most of the income in the General Fund was derived from Metro's Chlamydia-screening outreach work.

**b) DEVELOPMENT FUND**

This fund was established by the Trustees as an unrestricted fund that is designated for the development of future Metro work. Any initial income from 'seed' work is credited to this fund.

**c) METRO LOCAL SERVICES FUND**

The Metro Local Services Fund is a designated fund established by the Trustee Directors to account for and preserve the various services provided by the Metro Centre that are based locally in South East London. It is primarily funded by service contracts that are 'performance led' and any surplus is considered to be unrestricted for use locally once the service targets are attained. The main funders have had a long association with the Metro Centre and have been committed to these local services provided by the charity.

i) Greenwich Teaching Primary Care Trust and Bexley Care Trust fund a safer sex programme to the communities in the London Boroughs of Greenwich, Bromley and Bexley as well as Lambeth, Southwark and Lewisham via its core service contract with the Metro Centre. Lambeth, Southwark and Lewisham Primary Care Trust also makes a contribution via the grant received from Greenwich Teaching PCT. The Metro services are accessible to all groups affected by HIV and AIDS in Greenwich, Bromley and Bexley particularly people from high prevalence African countries and/or gay and bisexual men. The service includes HIV prevention campaigning; managing a database from sexual health surveys; a peer support program targeting HIV negative men whose HIV testing patterns indicate a risk of sero-conversion called 'Metro Safe'; conducting innovative HIV prevention and sexual health promotion outreach work; strengthening partnership work with other local HIV agencies & charities; developing a 'condom mailout service' for young people; providing training to Metro Centre workers and volunteers; and to support young gay men via group work.

ii) Greenwich Teaching PCT has provided funding to develop an in-house sexual health clinical service named Pitstop+. The nurse-led clinic is primarily directed at gay and bisexual men and its purpose is to provide a safe environment for this community to access GUM services as an alternative to other local GUM facilities.

iii) Greenwich Teaching PCT has provided funding to extend Metro's sexual health clinical service to black and ethnic minority communities that maybe more at risk of HIV and AIDS if they originate from high prevalence countries. The service, held at a partnering agency, is called Ahead Start.

iv) Greenwich Teaching PCT provided funding to establish a Sexual Health Clinic at a number of General Practitioner Surgeries. These clinics are provided in partnership with Woolwich based Contraceptive & Sexual Health Service across Greenwich NHS area and is known as CASH Metro Partnership. Greenwich TPCT also provided funding for a home testing service and mystery shopping as well as the commencement of Metro's involvement at the new one stop youth centre, The Point. Greenwich TPCTs ongoing funding for young people Chlamydia screening is now incorporated within the General Fund along with the 7 other NHS trusts commissioning Metro Chlamydia-screening outreach services in 2009/10.

v) The London Borough of Greenwich funds the provision of strategic and managerial services at the Metro Centre. It particularly funds part of the Chief Executive Officer's post who directs Metro staff and develops strategies for service development. The CEO also oversees the securing of additional funding; develops quality standards in service provision, reviews work and consults with stakeholders.

vi) London Borough of Greenwich funds a Drop-In and Crisis Support Service for the provision of Mental Health Counselling and Advice to Lesbian, gay and Bisexual people and those questioning their sexuality in the London Borough of Greenwich. This services was previously funded by Oxleas NHS Trust.

vii) Lewisham PCT funds an Adult Counselling Service for Lesbian, Gay and Bisexual people and those questioning their sexuality and who are experiencing mental distress in the South East London area. The service offers both short term (up to 8 weeks) and longer (up to one year) counselling.

viii) London Probation Service provided a grant for the running of an Over 50s LGBT Support Group that is hosted at the Metro Greenwich Centre.

The fund also includes individual donations, fund-raising and investment income from prior accounting periods.

**METRO CENTRE LIMITED****NOTES TO THE ACCOUNTS****YEAR ENDED 31ST MARCH 2010****2) RESTRICTED FUNDS - SPECIFIC PROJECTS**

The following grants fund specific projects run from the Metro Centre. They tend to be over a shorter period of up to three years and with varying levels of restriction.

d) Pan London counselling, mentoring, health training & resource distribution (GMI Partnership)

Funding was secured with two partnering agencies, Positive East & the West London Gay Men's Project, to deliver counselling, peer mentoring & health training for the Pan London HIV Prevention Programme. The funding is for a 3 year term ending in March 2011 and paid through Kensington & Chelsea NHS. Separate funding was secured for 'resource distribution', which involves the distribution of safer sex aids and literature to venues throughout London.

e) Department of Health - Pilot Clinics (GMI Partnership)

Funding was secured to run clinics for MSM and African communities. These were operated under the GMI partnership with Positive East and West London Gay Men's Project and a partnership was formed with UAAF - Ugandan AIDS Action Fund (UK) to deliver a clinic in Brixton for the African Communities. The pilot project compared the results achieved from nurse-led and peer-led clinics and ended shortly after the end of the financial year.

f) Caring with Confidence (GMI Partnership)

Funding was secured in partnership with West London Gay Men's Project and Positive East to provide a support service for Lesbian, Gay, Bi-sexual and Transgendered carers.

g) South London HIV Partnership - First Point

Funded by NHS Croydon, this service offers a first point of contact for people living with HIV and AIDS. Outreach staff attend clinics throughout South London and sign-post patients to the various support services offered by the NHS and other bodies.

h) South London HIV Partnership - Peer Support Groups

Metro hosts regular peer support groups for people living with HIV and AIDS

i) Southwark PCT - Peckham Pulse Clinic

A rapid HIV testing clinic held in a community setting in Peckham.

j) Lloyds TSB Foundation - Therapeutic Groups

A grant to provide therapeutic groups as part of the clinical services at Metro. The project commenced in January 2009 and lasts for a period of 2 years.

k) City Parochial Foundation - Advice & Advocacy

The City Parochial Foundation provided three year funding for an Advocacy and Advice Worker at the Metro Centre. This funding ceased in May 2009 but Metro continued to provide these services particularly to its Drop-in clients throughout the year using its own funds.

l) Elton John Foundation - Peer mentoring

The Elton John Foundation provided a grant towards the Metrosafe program, a Peer Support Program targeting HIV negative and bisexual men whose HIV testing patterns indicate a risk of sero-conversion. This ended in 2009.

m) King's Fund - Peer mentoring

Following Metro's award from the King's Fund for peer mentoring for HIV negative gay men, the King's Fund awarded funding for peer mentoring for people living with HIV and AIDS and also within the African Communities. These new services are called Harbour Safe and African Safe and are provided in partnership with two separate charities, Harbour Trust and Ahead.

n) Department of Health (SOGIAG) - Lesbian peer mentoring

The Department of Health provided funding for a pilot project directed at peer mentoring for women.

**METRO CENTRE LIMITED****NOTES TO THE ACCOUNTS****YEAR ENDED 31ST MARCH 2010****2) RESTRICTED FUNDS - SPECIFIC PROJECTS**

## o) London Borough of Greenwich/CAHMS - Youth counselling service

This funding was provided to run the Under 25 counselling service for the education, advice and counselling against drug and alcohol misuse amongst young LGB people and those questioning their sexuality.

## p) Comic Relief - LGBTQ youth alcohol counselling &amp; capacity building

Comic Relief provided 3 year funding for a service to help prevent alcohol misuse amongst LGBTQ young people and to carry out capacity building work amongst various agencies. The service, called Juice, is in its first year.

## q) London Borough of Tower Hamlets - research grant (2009); Accredited Participation Project (2010)

Research grant funding for youth work. The LGBTQ Youth accredited participation project was deferred to 2010/11.

## r) Lewisham Connexions - Schools outreach

The Metro Youth Service provided schools liaison work in the London Borough of Lewisham focusing on reducing homophobic bullying by supporting teaching staff and schools and supporting young people experiencing homophobic bullying in Lewisham.

## s) Bromley PCT - Bromley Snap Youth

Bromley PCT provides funds to run an LGBT youth group called 'Snap' in Bromley. The Metro also won a Youth Opportunities Fund grant

## t) London Borough of Bexley Connexions - Vibe Youth &amp; outreach

London Borough of Bexley provides funds to run an LGBTQ youth group called Bexley 'VIBE' as well as youth outreach projects in the Borough. The Metro Youth Service also provides school liaison work focusing on reducing homophobic bullying by supporting teaching staff and schools and supporting young people experiencing homophobic bullying in Bexley. The Metro also won a Youth Opportunities Fund grant.

## u) London Borough of Lewisham - Live Youth Group

This funding contributed towards the running of the LGBTQ youth group named Live (previously Gally), based in Lewisham. Metro also won a Youth Opportunities Fund grant.

## v) Other Grants

Small grants from the BASIS partnership via Kairos in Soho.

**3) INCOMING RESOURCES FROM GENERATED FUNDS**

	<b>TOTAL 2010</b>		<b>TOTAL 2009</b>	
	£	£	£	£
<b>UNRESTRICTED FUNDS</b>				
<b>GENERAL &amp; DEVELOPMENT FUND</b>				
Voluntary Income				
Donations from individuals	12,212		8,632	
		12,212		8,632
Activities for generating funds				
Fund-raising activities	2,519		2,608	
Development Fund training income	1,700		-	
Training & other fee income	800		404	
		5,019		3,012
Investment Income				
Interest receivable		988		5,596
		18,219		17,240

## METRO CENTRE LIMITED

## NOTES TO THE ACCOUNTS

## YEAR ENDED 31ST MARCH 2010

4) ANALYSIS OF GRANTS	Note	SLAs & GRANTS Receivable £	Deferred Income movement £	TOTAL	
				2010 £	2009 £
<b>UNRESTRICTED FUNDS</b>					
General Fund - other	2a	574,651	-	574,651	160,519
<b>DESIGNATED FUNDS</b>					
Development Fund	2b	-	-	-	-
Metro Local Services Fund	2c				
Greenwich Teaching PCT & Bexley Care Trust - Gay Mens' Outreach	2c(i)	179,560	-	179,560	177,743
Greenwich Teaching PCT & Bexley Care Trust - Youth work	2c(ii)	83,064	-	83,064	81,840
Greenwich Teaching PCT - Condoms for young people	2c(i)	55,348	-	55,348	32,530
Greenwich Teaching PCT - Media & resources	2c(i)	-	9,401	9,401	25,349
Greenwich Teaching PCT - Pitstop Clinic	2c(ii)	103,768	-	103,768	102,235
Greenwich Teaching PCT - Ahead Start	2c(iii)	79,512	-	79,512	78,338
Greenwich Teaching PCT - G.P. Clinics	2c(iv)	32,236	-	32,236	-
Greenwich Teaching PCT - Testing in the Home	2c(iv)	532	-	532	-
Greenwich Teaching PCT - Mystery Shopping	2c(iv)	2,270	-	2,270	-
Greenwich Teaching PCT - One Stop Shop youth signposting at The Point	2c(iv)	27,462	(26,052)	1,410	-
Greenwich Teaching PCT - Chlamydia (2010 under General Funds)	2c(iv)	-	-	-	79,617
Greenwich Teaching PCT - Research accreditation work		-	8,333	8,333	-
London Borough of Greenwich Social Inclusion & Justice	2c(v)	32,300	-	32,300	32,300
London Borough of Greenwich - Teenage Pregnancy		-	9,200	9,200	-
London Borough of Greenwich - Training Award		2,146	-	2,146	3,000
London Borough of Greenwich - Mental Health Drop-in	2c(vi)	48,487	-	48,487	23,768
Oxleas NHS Trust - Mental Health Drop-in	2c(vi)	-	-	-	23,768
Lewisham PCT - Adult counselling service	2c(vii)	33,447	-	33,447	32,791
London Probation Service - Over 50 group	2c(viii)	-	5,000	5,000	-
<b>Total for Metro Local Services Fund</b>	2c	<b>680,132</b>	<b>5,882</b>	<b>686,014</b>	<b>693,279</b>
<b>TOTAL UNRESTRICTED FUNDS</b>		<b>1,254,783</b>	<b>5,882</b>	<b>1,260,665</b>	<b>853,798</b>
<b>RESTRICTED FUNDS</b>					
Pan London HIV Prevention Partnership - GMI counselling & health trainer	2d	540,290	-	540,290	498,302
Pan London HIV Prevention Partnership - GMI resource distribution	2d	30,000	-	30,000	30,000
Department of Health - GMI Pilot Clinics	2e	-	103,566	103,566	-
Department of Health - GMI Caring with Confidence	2f	24,745	-	24,745	-
South London HIV Partnership - First Point Service	2g	244,632	-	244,632	-
South London HIV Partnership - Peer Support Groups	2h	3,250	-	3,250	-
Southwark PCT - Peckham Pulse Clinic	2i	21,899	-	21,899	-
Lloyds TSB Foundation - Therapeutic Groups	2j	-	7,500	7,500	2,500
City Parochial Foundation - Advice & advocacy	2k	1,250	-	1,250	15,000
Elton John Foundation - Peer mentoring	2l	-	-	-	8,000
Kings Fund - Peer mentoring	2m	24,691	24,691	49,382	12,306
Ahead - Peer mentoring contribution	2m	510	-	510	-
Department of Health - Peer mentoring for women	2n	-	2,820	2,820	-
CAHMS - Under 25 Youth counselling	2o	20,067	-	20,067	20,067
Comic Relief - Youth alcohol prevention	2p	25,769	-	25,769	-
LB Tower Hamlets - research grant	2q	-	-	-	10,000
London Borough of Tower Hamlets - Youth Accreditation Project	2q	11,000	(11,000)	-	-
Lewisham Connexions - Schools outreach	2r	25,843	-	25,843	20,000
Bromley PCT - Bromley Snap Youth	2s	10,000	-	10,000	10,000
Bromley - Youth Opportunities Fund	2s	2,547	-	2,547	-
LB Bexley Connexions - Vibe Youth & outreach	2t	24,562	-	24,562	28,000
LB Bexley - Youth Opportunities Fund	2t	4,401	-	4,401	1,411
LB Lewisham - Gally Youth Group	2u	15,795	-	15,795	4,530
Lewisham Youth Opportunities Fund/ conference	2u	3,515	-	3,515	1,000
Other small grants	2v	540	-	540	-
<b>TOTAL RESTRICTED FUNDS</b>		<b>1,035,306</b>	<b>127,577</b>	<b>1,162,883</b>	<b>661,116</b>
<b>TOTAL RESTRICTED &amp; RESTRICTED</b>		<b>2,290,089</b>	<b>133,459</b>	<b>2,423,548</b>	<b>1,514,914</b>

Deferred income is funding received in advance for service activities not planned for in the current year and where the funder has assigned the funding to a future period. Note 4 records the *movement* on deferred income during the current year whilst the total deferred income *carried forward* at the financial year end is recorded at note 13, creditors falling due within one year.

**METRO CENTRE LIMITED****NOTES TO THE ACCOUNTS****YEAR ENDED 31ST MARCH 2010****5) CHARITABLE ACTIVITIES COSTS**

	Outreach salaries	Premises & centre running costs	Service provision & resources	Support Costs	<b>TOTAL</b>	
<b>SERVICE AREA</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>2010 £</b>	<b>2009 £</b>
SE London Safe Sex services (inc youth)	213,672	49,843	37,194	22,723	323,432	328,421
SE London HIV and GUM clinical services	116,486	23205	58,271	13,342	211,304	160,860
SE London Mental Health support services	28,959	9,609	2,950	3,317	44,835	47,854
SE London Adult Counselling services	17,309	6,818	4,855	1,983	30,965	33,875
Pan London Counselling & health trainer	190,203	17,440	362,470	6,862	576,975	519,159
Pan London Caring with Confidence	17,929	3,451	705	2,053	24,138	-
Pan London DoH Clinics	25,738	15,799	57,723	3,207	102,467	-
Other South London Clinics	12,860	5,004	2,351	1,415	21,630	-
South London HIV First Point service	132,110	46,239	33,823	15,131	227,303	-
Peer Mentoring	10,702	7,558	33,198	968	52,426	14,784
Therapeutic & peer support groups	13,993	1,802	840	-	16,635	4,197
Advocacy & advice service	1,615	-	95	-	1,710	15,100
Youth (under 25) counselling service	11,985	4,679	1,625	1,373	19,662	19,516
Youth Alcohol Prevention service	22,444	2,232	1,093	-	25,769	-
Youth Groups & sexuality support services	67,963	4,633	12,282	2,123	87,001	74,195
Chlamydia Youth Screening	491,902	22,754	27,275	20,370	562,301	209,665
Other	532	-	8	-	540	3,000
Research & development	6,675	633	18,843	-	26,151	-
Strategy & Community Leadership	27,946	207	-	3,201	31,354	39,302
<b>TOTAL RESOURCES EXPENDED</b>	<b>1,411,023</b>	<b>221,906</b>	<b>655,601</b>	<b>98,068</b>	<b>2,386,598</b>	<b>1,469,928</b>

Support costs reflect the cost of worker time spent supporting the delivery of charitable services and are distinct from the costs incurred on governance (see note 6) or fund-raising issues.

**6) GOVERNANCE COSTS**

	<b>2010 £</b>	<b>2009 £</b>
Staff salaries & consultants	29,004	25,735
Audit fee	6,992	6,000
Other fees paid to accountants	1,734	-
Legal & professional	7,300	5,663
AGM & trustees meetings (£1319 on trustees - note 15)	1,329	502
Bank charges	1,139	1,154
	<b>47,498</b>	<b>39,054</b>

**7) NET OPERATING SURPLUS/(DEFICIT)**

The net operating surplus/(deficit) of expenditure over income is stated after charging:

	<b>2010 £</b>	<b>2009 £</b>
Staff costs (see note 8)	1,538,096	832,732
Depreciation of equipment & loss on disposal	40,124	25,273
Audit fee	6,992	6,000
Other fees paid to Auditors	-	-

**8) STAFF COSTS**

Staff costs for the year were as follows:

	<b>2010 £</b>	<b>2009 £</b>
Salaries	1,388,804	749,607
Social security costs	130,054	69,386
Pensions Costs	19,238	13,739
	<b>1,538,096</b>	<b>832,732</b>

The average number of persons employed by the charitable company in the year was 55 persons (2009 - 26).

No member of staff was paid more than £60,000 during the year.

**9) PERFORMANCE-LED SERVICE CONTRACTS**

During 2007/08 the Trustee Directors made a review of the nature of the service contracts between the charity and the historic funders of Metro's core fund services in South East London. The Trustee Directors decided that the service contracts with its lead funders were 'performance led' and sought their approval for these contracts to be included within a designated, unrestricted fund to be called the 'Metro Local Services Fund'. The Trustee Directors felt this was particularly important in the light of the success of the Metro in securing significant additional funding that is to be applied beyond its historic geographic area and were pleased when their funders shared their view.

Other performance-led service contracts are included in the unrestricted General Fund. Contracts are accounted for separately throughout the period of the contract and, once the performance criteria has been met, any surplus or deficit is transferred to the fund.

## METRO CENTRE LIMITED

## NOTES TO THE ACCOUNTS

## YEAR ENDED 31ST MARCH 2010

## 10) MOVEMENT ON FUNDS IN YEAR

	Note	Opening Balance at 1/4/2009	Incoming Resources (notes 5 & 6) £	Outgoing Resources £	Transfers between funds £	Closing Balance at 31/3/2010 £
<b>UNRESTRICTED FUNDS</b>						
General Fund	2a	95,001	591,170	571,012	4,405	119,564
<b>Designated Funds:</b>						
Development Fund	2b	20,000	1,700	17,818	-	3,882
Metro Local Services Fund	2c	96,340	686,014	673,752	(11,499)	97,103
New Property & Business Continuity Fund	Note below	-	-	-	35,000	35,000
Old Property & Relocation Reserve	Note below	125,520	-	-	(34,522)	90,998
		336,861	1,278,884	1,262,582	(6,616)	346,547
<b>RESTRICTED FUNDS</b>						
<b>OTHER SPECIFIC FUNDING</b>						
Pan London HIV Prevention Partner'p - GMI counselling	2d	2,060	570,290	579,005	-	(6,655)
Department of Health - GMI Pilot Clinics	2e	-	103,566	103,566	-	-
Department of Health - GMI Caring with Confidence	2f	-	24,745	24,745	-	-
South London HIV Partnership - First Point Service	2g	-	244,632	237,237	-	7,395
South London HIV Partnership - Peer Support Groups	2h	-	3,250	3,250	-	-
Southwark PCT - Peckham Pulse Clinic	2i	-	21,899	21,899	-	-
Lloyds TSB Foundation - Therapeutic Groups	2j	-	7,500	13,385	5,885	-
City Parochial Foundation - Advice & advocacy	2k	-	1,250	1,710	460	-
Elton John Foundation - Peer mentoring	2l	-	-	-	-	-
Kings Fund - Peer mentoring	2m	-	49,382	49,382	-	-
Ahead - Peer mentoring contribution	2m	-	510	510	-	-
Department of Health - Peer mentoring for women	2n	-	2,820	2,820	-	-
CAHMS	2o	-	20,067	20,067	-	-
Comic Relief	2p	-	25,769	25,769	-	-
LB Tower Hamlets - research grant	2q	-	-	-	-	-
L.B.Tower Hamlets - Youth Accreditation Project	2q	-	-	-	-	-
Lewisham Connexions - Schools outreach	2r	-	25,843	25,843	-	-
Bromley PCT - Snap Youth Group & YOF	2s	-	12,547	12,649	102	-
L.B. Bexley Connexions - Vibe Youth, outreach & YOF	2t	1,411	28,963	29,543	169	1,000
L.B. Lewisham - Gally Youth Group & YOF	2u	284	19,310	19,594	-	-
Other small grants	2v	-	540	540	-	-
		3,755	1,162,883	1,171,514	6,616	1,740
<b>TOTAL RESTRICTED FUNDS</b>		3,755	1,162,883	1,171,514	6,616	1,740
<b>TOTAL UNRESTRICTED &amp; RESTRICTED</b>		340,616	2,441,767	2,434,096	-	348,287

## Notes regarding the transfers between funds:

The Old Property and Relocation Reserve was established by the Trustee Directors in 2003 as a designated fund for the costs of relocation and re-equipping the Metro Centre when the Charity needed to relocate its main services from Greenwich High Road. The lease on the old Metro Centre had expired and the conversion costs and leasehold improvements were fully amortised at that stage. In December 2007 the Metro re-located to its current main site at Norman House. Prior to the move, the Trustees had transferred £164,000 for this purpose. By March 2009, £163,034 had been spent on leasehold improvements and the purchase of new equipment at Norman House and Metro's satellite location in Vauxhall. The transfer of £23,501 between the Metro Local Services Fund and the Old Property Relocation Reserve and £11,021 between the General Fund and the Old Property Relocation Reserve reflects the amortisation of the leasehold improvements and the depreciation charge on the equipment purchased. The total transfer amounted to £34,522 in 2010 (2009 - £28,466). The new centre is being amortised over the length of the lease to December 2012.

In 2009/10, the Trustees transferred £35,000 from the Local Fund to a 'New Property & Continuity Fund', which has been established to ensure the continuity of service provision in South East London. The Trustees identified future costs at the point of possible refitting the Greenwich premises in December 2012 at the expiry of the lease or for use during a winding down of operations.

Through its 'Needs Assessments' and other measures, the Metro identifies the need for services both locally in South East London and more generally. The charity attracts additional funding towards servicing these needs within the LGBT communities and more widely. Often the identified needs are complementary with the Metro's core services and leads to referrals within the organisation. Specific funding is often inadequate to service the need fully and the Trustees will then make the necessary transfer of funds from the charity's unrestricted funds to these restricted funds to ensure services are maintained. £6,616 restricted funds were marginally in deficit at 31st March 2010 and the Trustees decided to transfer the total deficit of £6,616 to the General Fund. The small overspend on GMI Pan London HIV Prevention Partnership work will be recouped by a small projected underspend in the following year.

**METRO CENTRE LIMITED****NOTES TO THE ACCOUNTS****YEAR ENDED 31ST MARCH 2010**

<b>11) FIXED ASSETS</b>	<b>Leasehold Property Metro Centre</b>		<b>Office Equipm't</b>	<b>Office Equipm't</b>	<b>Motor car for</b>	<b>TOTAL</b>
	<b>Vauxhall</b>	<b>Greenwich</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Outreach</b>	
<i>Cost</i>			<b>£</b>		<b>£</b>	<b>£</b>
Brought forward	17,735	88,885	88,792	4,628	12,285	212,325
Additions	-	-	7,497	-	-	7,497
Disposals	-	-	-	-	-	-
31st March 2010	17,735	88,885	96,289	4,628	12,285	219,822
<i>Depreciation</i>						
Brought forward	1,971	21,224	40,081	-	5,203	68,479
Charge for year	7,882	16,916	11,241	2,314	1,771	40,124
On disposals	-	-	-	-	-	-
31st March 2010	9,853	38,140	51,322	2,314	6,974	108,603
<i>Net Book Value, as at</i>						
31st March 2010	7,882	50,745	44,967	2,314	5,311	111,219
31st March 2009	15,764	67,661	48,711	4,628	7,082	143,846

All the equipment and the leasehold premises are used for direct charitable purposes.

The charitable company holds a five year lease on the new main site at Norman House.

The lease expires in December 2012. The licence at Vauxhall expires in March 2011.

<b>12) DEBTORS, amounts falling due within one year</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Grants receivable	306,355	102,916
Other debtors & prepayments	22,754	31,932
Interest receivable	150	1,825
	<b>329,259</b>	<b>136,673</b>

<b>13) CREDITORS, amounts falling due within one year</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Trade Creditors	137,495	70,702
Other taxation & social security	43,483	26,302
Deferred income	207,218	321,990
Other creditors & accruals	130,348	73,855
	<b>518,544</b>	<b>492,849</b>

**METRO CENTRE LIMITED****NOTES TO THE ACCOUNTS****YEAR ENDED 31ST MARCH 2010****14) CAPITAL & LEASEHOLD COMMITMENTS**

In December 2007, Metro entered into a 5 year lease on new premises at Norman House, Norman Road, Greenwich to operate its services in South East London. At 31st March 2010, the financial obligations under this lease are:

falling due within one year	£45,000
falling due between 2 and 5 years	£78,750

The lease provides for delapidation costs at the end of the term. No provision has been included within these accounts for such costs.

**15) TRUSTEE DIRECTORS' REMUNERATION & EXPENSES**

None of the trustee directors received any remuneration either directly or indirectly in the year. The Charity made no re-imbursements for trustee directors expenses. £1319 was spent on trustee meetings (£375) and training (£944). (2009 - £462 on meetings)

**16) TAXATION**

No corporation tax was due on the surplus or investment income in 2010 because the company has been established by charitable means and for the public benefit. It has not engaged in any trading activities as defined by the Income and Corporation Taxes Act 1988.

**17) GOING CONCERN & FUTURE FUNDING**

The charity is dependent on the continued support of its main funders who are described in the Metro Local Services Fund and, in particular, the Greenwich Teaching PCT. These funders have continued to support the Metro Centre for many years and they ensure the provision of its core services and the fulfilling of its main aims and objectives.

**18) STATUS & CONNECTED CHARITIES**

The company is incorporated by charitable means and is limited by guarantee without share capital. The company is not part of any group nor specifically connected with any other charity or group during the accounting year 2009/10.

However, the charity has formed a number of partnerships with kindred organizations to provide joint services. Together with Positive East and the West London Gay Men's Project, the Metro Centre formed Gay Men's Interactions (GMI Partnership) in April 2008 which delivers pan London counselling, peer mentoring and health training as part of the Pan London HIV Prevention Programme. Two other GMI Partnership services were launched in 2009/10 - a support service for LGBT carers, called 'Caring with Confidence' and a Department of Health pilot scheme for MSM and BME clinics. A partnership was established during the accounting year with the Uganda Aids Action Fund (UK) for one these pilot clinics.

The charity is also acting in partnership with the 'African Health for Empowerment and Development' (AHEAD) charity and provided nursing support to an HIV rapid-testing clinic operated at AHEAD's Centre in Woolwich and a mentoring service called, 'Africasafe'. Over a number of years, Metro has worked closely with woolwich-based, The Harbour Trust, and provides a similar mentoring service called 'Harbour Safe' directed towards people living with HIV.

**METRO CENTRE LIMITED**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 31ST MARCH 2010**

**19) ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Restricted</b>	<b>Unrestricted</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Tangible Fixed Assets	2,314	108,905	111,219
Cash at bank & in hand	(32,549)	458,902	426,353
Debtors	55,204	274,055	329,259
Creditors	(23,229)	(495,315)	(518,544)
	<hr/>	<hr/>	<hr/>
	1,740	346,547	348,287
	<hr/>	<hr/>	<hr/>

**20) POST BALANCE SHEET EVENTS**

On 1st December 2010, Metro Centre Ltd merged with the Harbour Trust, a charitable company which works with people affected by HIV and AIDS. Harbour Trust is based in Woolwich and is a charity with whom Metro Centre has worked closely for many years. The Harbour Trust is registered with the Charity Commission number 1062477 and at Companies House, number 3292236. The charitable work of the two charities will be continued by Metro Centre Ltd.