

METRO CENTRE LIMITED
ANNUAL REPORT & ACCOUNTS
YEAR ENDED 31ST MARCH 2011

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 2011

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 13/04/10) | Margaret Allen (Resigned 25/05/11) |
| Dale Cooper (Appointed 7/09/07) | Mary Russell (Resigned 8/03/11) |
| Dr. Christopher Whiteley (Resigned 11/04/11) | Julian Williams (Appointed Treasurer 12/07/11) |
| Simon Brammer (Resigned 11/05/11) | David Burgess (Appointed 18/03/11) |
| Kim Miller (Appointed Company Secretary 12/07/11) | |

Co-Opted Trustees: none

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

SECRETARY, PRINCIPAL & REGISTERED OFFICE

Kim Miller
Norman House, 101-114 Norman Road, Greenwich, London SE10 9QJ

AUDITORS

Munro Brown
31 Stallard Street, Trowbridge BA14 9AA

BANKERS

Cooperative 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 2011

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, bisexual or transgender. There are currently 52 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 community partners.

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. Elections follow due process including written nominations signed by a nominator and seconder submitted in advance of the AGM with an election statement circulated to the membership who votes by confidential ballot with the provision of proxy voting for members unable to attend the AGM.

Two members of the Board may be co-opted in any year, not exceeding the maximum membership of 12. Officers of the Board are traditionally elected annually at the first full Board meeting after the AGM.

Trustee Induction and Training

A full and integrated system is in operation for the recruitment of Trustees which mirrors staff recruitment policy and procedures and follows a process which involves both senior management and existing Board members and moves through standardised stages of application, interview and references. If all stages are satisfactorily achieved a probationary period is undertaken with probationers participating in a comprehensive programme of induction guided by an experienced mentor assigned to each individual. Cornerstones of the probationary process include a peer-created induction checklist which focuses on gaining an understanding of the organisation's history and operations, governance, financial oversight, strategic development and adherence to the 7 Principles of Public Life.

An annual Trustee skills audit and feedback from the workplans of the Finance and HR/Policy Sub Committees of the Board shapes the annual programme of training and team-building undertaken by all Board members along with the Metro's Senior Management Team.

Organisation

The members of the Board of Trustees also act as the Company Directors of the Metro Centre Ltd. A maximum of twelve members administers the charity meeting bi-monthly with subcommittees meeting quarterly. There are currently two subcommittees, one for finance which is convened by the Treasurer and the other for Human Resources and Policy which is convened by the Company Secretary. Each has agreed Terms of Reference which allow essential work to progress, with recommendations regarding key decisions brought to full Board meetings. Ad hoc working parties are created by the Board from time to time, working with the SMT on specific time-limited projects. The Chief Executive Officer has been appointed by the Trustees to carry out the operational matters of the charity with delegated authority and overall responsibility for employment and staffing, financial management, income generation, contract negotiation and compliance, organisational development, service delivery, research, monitoring and evaluation.

METRO CENTRE LIMITED

YEAR ENDED 31ST MARCH 2011

TRUSTEE DIRECTORS' REPORT cont.

Related Parties

The Metro Centre Ltd. continues its close working relationships with a number of statutory, commercial, and community organisations as well as establishing important new partnerships. Ongoing and significant community partners include: Positive East, West London Gay Men's Project, the University of Greenwich, HIV/AIDS Alliance UK, Terence Higgins Trust and the African Health Policy Network. Important statutory partners include NHS Greenwich, the Pan London HIV Prevention Program, South London HIV Partnership, NHS Bromley, London Borough of Greenwich, London Borough of Lewisham, Kent NHS Community Health Trust, and many other Local, Police and Health Authorities in South London and Kent and Medway. Important commercial partners include local commercial venues the George and Dragon and the Rose and Crown, Prowler, and external consultancies including 10again, Ergo Consulting and Michael Bell Associates. Locally, we have enduring and significant partnerships with GAVS, Greenwich Association for Disabled People and Her Centre. At a national level, the Metro Centre continues to be the London partner for the CHAPS partnership, and the South East London partner for the NAHIP Partnership

Volunteers

We gratefully acknowledge the role played by the many volunteers who give their time, skills and energy to the organisation fulfilling a variety of roles from outreach and reception work through counselling and mentoring to fundraising and event organising. There are currently seventy three active volunteers participating in the charity's activities and making a unique contribution to their communities.

Risk Assessment

The Metro Centre Ltd. undertakes comprehensive contingency planning which compliments an integrated risk assessment strategy. Together these practices ensure rapid and systemic responses to risks as they arise in order to mitigate and minimise any arising impact. Specific practice includes:

- Regular Departmental risk assessment exercises with impact assessments created for all new projects and significant organisational changes;
- Departmental Risk Registers which feed into a Central Risk Register maintained by the CEO and analysed bimonthly at full trustee meetings;
- Adoption of a quality assessment scheme to continually improve systems and practice in all areas of operation;
- Adherence to comprehensive Information Governance policies;
- Project management training for all staff in management roles;
- Strengthened financial management software, protocols and procedures;
- Careful management of Reserves.

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, information, advocacy, resources, counselling, group work, outreach services, community development, capacity-building, campaigning, leadership advice, research, clinical services, consultancy, training and education.

METRO CENTRE LIMITED

YEAR ENDED 31ST MARCH 2011

TRUSTEE DIRECTORS' REPORT cont.

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. Metro 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 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.

PUBLIC BENEFIT

The Board of Trustees of The Metro Centre Ltd are aware of the Charities Commission requirement to report on the work of the organisation regarding how it delivers public benefit. The Trustees believe that much of this is demonstrated in this year's Annual Report. The Metro's objectives are aligned with those of national and local strategies for sexual health, gender identity, sexual orientation, equalities, mental health, youth services and HIV support and prevention. These external strategies are reflected in our Strategic Plan 2009-2014. This Annual Report demonstrates progress towards achieving these objectives and illustrates our plans and strategies to do more.

The organisation's activities are focused on the health and wellbeing, empowerment, independence and inclusion of people experiencing issues related to gender, identity, sexuality and diversity. Our activities benefit the community as we support people of any age to manage their responsibilities and make positive lifestyle choices in relation to sexual orientation, gender identity, sexual health, mental health and issues related to homophobia, biphobia and transphobia.. The Metro Centre encourages and supports individuals to develop skills in order to meet their own needs and therefore participate and make a contribution to their community and society through engagement and participation. The Metro Centre also continues to work with statutory and third sector partners to promote equality and diversity by the elimination of discrimination.

ACTIVITIES

Key developments in line with our current Strategic Plan 2009-2014, and departmental operational plans, this year include:

- The organisational merge between the Harbour Trust and the Metro Centre which took place on 1st December 2010;
- The creation of six CASH/Metro Partnership (CMP) Sexual and Reproductive Health Clinics across Greenwich;
- The development of the MAC funded HIV testing clinic for African people in Greenwich;
- The continued promotion of volunteering with the achievement of a Gold Standard Award for best practice in recruitment and support of volunteers;
- A Metro Youth Accreditation Project (MYAP) in Tower Hamlets, and the achievement of the You're Welcome quality standard;
- The extension of work with LGBT work across Kent and Medway, and the creation of the Kent/Medway LGBT Community Reference Group;
- The development and launch of the new Metro Centre website, and concomitant launching of other social media presences, including on Facebook and Twitter;
- The introduction of local BASK outreach interventions for our work with gay and bisexual men in commercial venues in Greenwich;
- The effective delivery of Chlamydia Screening Programs in line with the National Chlamydia Screening Programs across 8 South London boroughs;
- The successful establishment of a service coordination workstream at the new The Point service for young people in Woolwich – First Point at the Point;
- The continuation of the Knowledge Transfer Partnership with the University of Greenwich which is successfully building research capacity in the Metro staff team.

METRO CENTRE LIMITED

YEAR ENDED 31ST MARCH 2011

TRUSTEE DIRECTORS' REPORT cont.

ACTIVITIES cont.

The following activities continue as pivotal, ongoing service provision of the Metro Centre, including:

- 1) A mental health program, including a weekly drop-in session, a crisis support service, a one-to-one counselling service, advice and advocacy as well as diversity training and consultation with statutory and community partners.
- 2) HIV prevention and sexual health / community development programmes including outreach work with commercial gay venues, themed campaigns, special events, a free condoms in the post scheme and sexual health clinics for men who have sex with men and women who have sex with women.
- 3) A peer mentoring programme for targeted service users with outcomes measured by using the Metro's award winning BASK outcome measurement tool to assess behaviour-change for the promotion of health outcomes.
- 4) The GMI Partnership undertaking London-wide HIV prevention work with gay and bisexual men
- 5) The First Point service of the South London HIV Partnership (SLHP) - providing assessments, sign-posting and structured follow-up for over 1000 people living with HIV in South London
- 6) A youth work program to support individuals including youth groups, an alcohol support service, sexual health services as well as capacity-building work with statutory organisations regarding hate crime and bullying.
- 7) The management of the Chlamydia Screening Office in Greenwich.

Service Priorities

The following priorities have been identified for 2011/12:

- 1) Addressing the need for services for lesbians, gay men, bisexual and transgender people of Kent and Medway.
- 2) Building HIV prevention interventions for African people in South East London, Kent and Medway.
- 3) Implementing a new Asylum Seekers project for LGBT people.
- 4) The establishment of a south east London Hate Crime initiative to support victims of hate crime, encourage reporting and improve cross-sector working with local statutory and voluntary organisations.
- 5) The creation of a Community Interest Company in order to undertake social enterprise work alongside the charity's undertakings.
- 6) Bidding for and holding the 2012 annual UK LGBT Health Summit in Canterbury.
- 7) Establishing wider support services for older LGBT people
- 8) Extending the organisation's HIV prevention work in Eastern Europe
- 9) Extending the current NYC Project to cover Wales, Scotland and Northern Ireland, in addition to England.
- 10) Establishing a workstream at Metro that focuses on equalities and the new Equalities Act 2010.

METRO CENTRE LIMITED

YEAR ENDED 31ST MARCH 2011

TRUSTEE DIRECTORS' REPORT cont.

FINANCIAL REVIEW

2010/11 saw consolidation in the Metro Centre's finances after expanding rapidly in prior years. Incoming resources increased to £2,524,472 from £2,441,767 in 2009/10 and resources expended increased correspondingly to £2,522,993 from £2,434,096 in 2009/10. During the year the charity merged with the Harbour Trust.

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 for 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 2011, the Metro Local Services Fund contained a reserve of £122,271. 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.

Overall, the charity made a small surplus of £1,479 (2009/10 - surplus of £7,671). £35,000 was transferred to the 'Property and Business Continuity Fund', which had been established to protect the continuity of the Charity from its base in Greenwich during this period of 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 and will be exhausted by December 2012.

Reserves Policy

The Metro Centre makes provision for longer terms liabilities and commitments. The Metro Centre currently has reserves of £407,445 of which £127,613 is designated by the Trustees for property issues and to maintain business continuity. A further £16,000 has been designated by the Trustees for the Hardship Fund, and there remains a further £18,882 in the Development Fund used for the development of new work. An additional £100,603 is held in the General Fund. It is the present policy of the Board of Trustees that we aim to achieve reserves of three months' income, which takes into account the security and payment arrangements. These are the costs involved in both the event of a potential winding down of the Charity and the funding disciplines of the 'payment on delivery' model. The net increase in reserves of £38,822 brought our reserves to £385,369 at 31st March 2011 which is equivalent to 56 days' income.

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 2011

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 an 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 for the appointment of an auditor for the ensuing year will be proposed at the Annual General Meeting.

BY ORDER OF THE TRUSTEES



Murat Soncul (Chair)

Date: 25/11/2011

**INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF
METRO CENTRE LIMITED
YEAR ENDED 31ST MARCH 2011**

Independent Auditors' report to the members of the Metro Centre

We have audited the financial statements of the Metro Centre for the year ended 31 March 2011 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 the Metro Centre 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 and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company'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 financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2011, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities ; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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 1993 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements 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.

Munro Audit Ltd.

MUNRO AUDIT LTD
Chartered Accountants & Registered Auditors

Date: 29-11-11
31 Stallard Street, Trowbridge

METRO CENTRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31ST MARCH 2011

| | Notes | UNRESTRICTED FUNDS 2011 £ | RESTRICTED FUNDS 2011 £ | TOTAL FUNDS 2011 £ | TOTAL FUNDS 2010 £ |
|---|-----------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| INCOMING RESOURCES | | | | | |
| Incoming resources from generated funds | | | | | |
| Voluntary Income | 3 | 10,129 | - | 10,129 | 12,212 |
| Activities for generating funds | 3 | 3,803 | - | 3,803 | 5,019 |
| Investment income | 3 | 1,763 | - | 1,763 | 988 |
| Incoming resources from charitable activities | | | | | |
| Grants receivable | 4 | 1,372,825 | 1,135,952 | 2,508,777 | 2,423,548 |
| TOTAL INCOMING RESOURCES | 10 | 1,388,520 | 1,135,952 | 2,524,472 | 2,441,767 |
| RESOURCES EXPENDED | | | | | |
| Costs of generating funds | | | | | |
| Costs of generating voluntary income | | - | - | - | - |
| Charitable activities | 5 | 1,356,115 | 1,128,896 | 2,485,011 | 2,386,598 |
| Governance costs | 6 | 28,225 | 9,757 | 37,982 | 47,498 |
| TOTAL RESOURCES EXPENDED | 10 | 1,384,340 | 1,138,653 | 2,522,993 | 2,434,096 |
| NET INCOMING RESOURCES FOR YEAR BEFORE TRANSFERS BETWEEN FUNDS | | 4,180 | (2,701) | 1,479 | 7,671 |
| TRANSFERS BETWEEN FUNDS | 10 | (23,037) | 23,037 | - | - |
| NET MOVEMENT IN FUNDS | | (18,857) | 20,336 | 1,479 | 7,671 |
| FUNDS BROUGHT FORWARD AT 1ST APRIL | | 346,547 | 1,740 | 348,287 | 340,616 |
| FUNDS TRANSFERRED IN | 19 | 57,679 | - | 57,679 | - |
| FUNDS CARRIED FORWARD AT 31ST MARCH | 10 | 385,369 | 22,076 | 407,445 | 348,287 |

All of the above results are derived from continuing activities.
There were no other recognised gains or losses other than those stated above.

METRO CENTRE LIMITED

INCOME & EXPENDITURE ACCOUNT

YEAR ENDED 31ST MARCH 2011

| | Notes | Year ended 31st March 2011 | | Year ended 31st March 2010 | |
|--|-------|-------------------------------|------------------|-------------------------------|------------------|
| | | £ | £ | £ | £ |
| INCOME | | | | | |
| Grants receivable | 4 | | 2,508,777 | | 2,423,548 |
| Income from generated funds | 3 | | 13,932 | | 17,231 |
| | | | <hr/> | | <hr/> |
| TOTAL INCOME | | | 2,522,709 | | 2,440,779 |
| EXPENDITURE | | | | | |
| Charitable activities | 5 | 2,485,011 | | 2,386,598 | |
| Costs of raising voluntary income | | - | | - | |
| Governance costs | 6 | 37,982 | | 47,498 | |
| | 10 | | <hr/> | <hr/> | |
| | | | 2,522,993 | | 2,434,096 |
| OPERATING SURPLUS/(DEFICIT) | | | (284) | | 6,683 |
| INTEREST RECEIVABLE & SIMILAR INCOME | 3 | | <hr/> | <hr/> | |
| | | | 1,763 | | 988 |
| SURPLUS OF EXPENDITURE OVER INCOME (Profit/(Loss) for the year on ordinary activities before taxation) | | | <hr/> | <hr/> | |
| | | | 1,479 | | 7,671 |
| TAXATION OF PROFIT/(LOSS) ON ORDINARY ACTIVITIES | 16 | | <hr/> | <hr/> | |
| | | | - | | - |
| SURPLUS/(DEFICIT) FOR THE YEAR AFTER TAXATION | | | <hr/> | <hr/> | |
| | | | 1,479 | | 7,671 |

METRO CENTRE LIMITED**BALANCE SHEET****AS AT 31ST MARCH 2011**

| | Notes | 2011 | | 2010 | |
|---|-------|---------|----------------|---------|----------------|
| | | £ | £ | £ | £ |
| FIXED ASSETS | 11 | | 80,920 | | 111,219 |
| CURRENT ASSETS | | | | | |
| Debtors & prepayments | 12 | 307,601 | | 329,259 | |
| Cash at bank & in hand | | 430,457 | | 426,353 | |
| | | | 738,058 | | 755,612 |
| CREDITORS, AMOUNTS FALLING DUE WITHIN ONE YEAR | 13 | 411,533 | | 518,544 | |
| NET CURRENT ASSETS | | | 326,525 | | 237,068 |
| TOTAL NET ASSETS | | £ | 407,445 | £ | 348,287 |
| <i>Financed by:</i> | | | | | |
| UNRESTRICTED FUNDS | 10 | | | | |
| General Funds | | | 100,603 | | 119,564 |
| Designated Funds | | | 284,766 | | 226,983 |
| TOTAL UNRESTRICTED FUNDS | | | 385,369 | | 346,547 |
| RESTRICTED FUNDS | 10 | | 22,076 | | 1,740 |
| TOTAL FUNDS | | £ | 407,445 | £ | 348,287 |

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 25.11.11 by:

J. Williams

TRUSTEE DIRECTOR J Williams

K. Miller

TRUSTEE DIRECTOR K Miller

METRO CENTRE LIMITED

NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2011

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 2011 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 2011 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 & 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 & 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 2011

2) FUNDING

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 incomes 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.

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.

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.

NHS Greenwich fund a safer sex programme to communities in the London Boroughs of Greenwich, Lambeth, Southwark and Lewisham via its core service contract with the Metro Centre. Lambeth, Southwark and Lewisham Primary Care Trusts make a contribution via the grant received from NHS Greenwich. These Metro services are targeted at gay and bisexual men affected by HIV in Greenwich, Lambeth, Southwark and Lewisham. 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 focused on BASK interventions; 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 and bisexual men via group work.

In 2010 Bexley Care Trust ceased funding for HIV prevention services targeting gay and bisexual men in Bexley, after 10 years of the Metro Centre providing such a service for Bexley residents.

NHS Greenwich has provided funding to develop an in-house sexual health clinical service named Pitstop+, for nearly 10 years. 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 accessible alternative to other local GUM facilities. Across 2010 a number of new treatments were introduced at these clinics, and planning began to commence providing PEP.

In 2010 NHS Greenwich ceased funding AHEAD, an African HIV prevention agency, and consequently the HIV testing clinic at Metro was discontinued. This clinic was known as the AHEADstart Clinic, and had been running for three years. Because the needs for HIV testing in this community, Metro sought and received alternative funding from MAC cosmetics to establish a new accessible weekly HIV testing Clinic.

NHS Greenwich provided funding to establish Sexual and Reproductive Health Clinics at a number of General Practitioner Surgeries. These clinics are provided in partnership with Woolwich based Contraceptive & Sexual Health Service (CASH) across Greenwich NHS area and is known as CASH Metro Partnership (CMP). NHS Greenwich also provided funding for a home testing service and mystery shopping as well as the commencement of Metro's service coordination involvement at the new one stop youth centre, The Point in Woolwich. This service coordination was called First Point at the Point. NHS Greenwich's ongoing funding for young people's 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.

To complement the Chlamydia Screening work that the Metro Centre has undertaken across Greenwich for a number of years, NHS Greenwich in 2010 funded the Metro Centre to undertake the overarching and coordinating functions of the Chlamydia Screening Office. This work includes liaison with all partners in the National Chlamydia Screening Program, following up results and treatment, collecting, collating and reporting on all data, and liaising with the Health Protection Agency in relation to positive results and data.

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.

METRO CENTRE LIMITED

NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2011

METRO LOCAL SERVICES FUND (CONTINUED)

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

Lewisham PCT funds an Adult Counselling Service for lesbian, gay, bisexual and transgender 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.

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 Metro Centre entered into a 2 year Knowledge Transfer Partnership with the University of Greenwich, funded by the Technology Strategy Board. A Research Associate was appointed by the University, who spent 75% of their time at the Metro Centre's offices. The Research Associate's main goal was to build the research capacity of the organisation, by focusing on improving the skills of staff as consumers and producers of research.

On 1 December 2010 the Metro Centre merged with the long standing Woolwich charity, Harbour Trust. Harbour Trust had been providing case management support to people living with HIV from Greenwich and Bexley for over 10 years. This merge was one of the most significant developments for the Metro centre across the whole year. All funders of Harbour Trust were kept apprised of developments with the merge as they happened, and both NHS Greenwich and Bexley Care Trust funded case management services for HIV+ people both before and after the merge.

2) 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.

African HIV Policy Network - NAHIP -The Metro Centre was selected to sit on the NAHIP Partnership Board, representing the South East London region. The Metro Centre has embraced this opportunity to represent the interests of African people and communities affected by HIV at the national level.

Big Lottery Research Grant – NYC Project - In 2010 the Metro Centre commenced an ambitious social research and influencing project called the National Youth Chances (NYC) Project, funded by the Big Lottery. Over 5 years, 15000 LGBTQ young people from across England will be surveyed, twice, and the data will be used to influence the policy and practice of commissioners and providers

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

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, Bisexual and Transgendered carers. This funding also ceased during the year.

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.

Comic Relief - LGBTQ youth alcohol counselling & 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.

Department of Health - Pilot Clinics (GMI Partnership) - Funding was secured through the Department of Health 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 pilot holistic health clinics in Brixton and Vauxhall for the African Communities. A further funded pilot project compared the results achieved from nurse-led and peer-led clinics for gay and bisexual men and ended shortly after the end of the financial year.

Department of Health (SOGIAG) - Lesbian peer mentoring - The Department of Health provided funding for a pilot project directed at peer mentoring for women.

Kent Community Foundation Project - Comic Relief and the Kent Community Foundation funded the Metro Centre to conduct a feasibility study into the mental health needs of LGBT people in East Kent.

Kings Fund - Peer mentoring - Following Metro's Health Impact 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.

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.

METRO CENTRE LIMITED

NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2011

2) FUNDS - SPECIFIC PROJECTS

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.

London Borough of Bexley Connexions - Vibe Youth & 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.

London Borough of Greenwich - HIV Social Support

With the merge of The Metro Centre and Harbour Trust on 1/12/10, the Metro Centre commenced received funding from NHS Greenwich to undertake casework and social support for people living with HIV in Greenwich.

London Borough of Greenwich - Training Award - London Borough of Greenwich provided the Metro Centre with funds to conduct agreed staff development and training.

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.

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.

London Borough of Tower Hamlets - Three years funding was secured to conduct this project for LGBT young people resident in Tower Hamlets.

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 (PLHPP). 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 resources and literature to commercial venues throughout London.

SLHP – Peer Support -While continuing to provide the First Point service with SLHP, the Metro Centre also commenced providing peer support to gay and bisexual men living with HIV. The HIVE support group meets weekly for HIV+ gay and bisexual men

South London HIV Partnership - First Point - Funded by NHS Croydon, this service offers a first point of contact for people living with HIV in South London. Outreach staff attend clinics throughout South London and signpost patients to the various support services offered internally through SLHP and externally.

Southwark PCT - Peckham Pulse Clinic. A rapid HIV testing clinic held in a community setting in Peckham.

Terrence Higgins Trust - CHAPS - The Metro Centre was selected to sit on the CHAPS Partnership Board, representing the London region. The Metro Centre has embraced this opportunity to represent the interests of gay and bisexual men at the national level.

3) INCOMING RESOURCES FROM GENERATED FUNDS

| | TOTAL 2011 | | TOTAL 2010 | |
|---------------------------------------|---------------|--------|---------------|--------|
| | £ | £ | £ | £ |
| UNRESTRICTED FUNDS | | | | |
| GENERAL & DEVELOPMENT FUND | | | | |
| Voluntary Income | | | | |
| Donations from individuals | 10,129 | | 12,212 | |
| | <hr/> | 10,129 | <hr/> | 12,212 |
| Activities for generating funds | | | | |
| Fund-raising activities | 3,283 | | 2,519 | |
| Development Fund training income | - | | 1,700 | |
| Training & other fee income | 520 | | 800 | |
| | <hr/> | 3,803 | <hr/> | 5,019 |
| Investment Income | | | | |
| Interest receivable | | 1,763 | | 988 |
| | | <hr/> | | <hr/> |
| | | 15,695 | | 18,219 |

METRO CENTRE LIMITED

NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2011

| 4) ANALYSIS OF GRANTS | Note | SLAs & GRANTS | Deferred | TOTAL | |
|--|------|------------------|---------------|------------------|------------------|
| | | Receivable | Income | 2011 | 2010 |
| | | £ | £ | £ | £ |
| UNRESTRICTED FUNDS | 2 | | | | |
| General Fund - other | | 539,278 | - | 539,278 | 574,651 |
| DESIGNATED FUNDS | | | | | |
| Development Fund | | - | - | - | - |
| Metro Local Services Fund | | | | | |
| Bexley Care Trust - HIV Casework | | 3,923 | - | 3,923 | - |
| Greenwich Teaching PCT - Knowledge Transfer | | 7,290 | 11,392 | 18,682 | 8,333 |
| Greenwich Teaching PCT & Bexley Care Trust - HIV Casework | | 7,380 | - | 7,380 | - |
| Greenwich Teaching PCT - Ahead Start | | 12,703 | - | 12,703 | 79,512 |
| Greenwich Teaching PCT - Condoms for young people | | 55,349 | - | 55,349 | 55,348 |
| Greenwich Teaching PCT - G.P. Clinics | | 159,614 | - | 159,614 | 32,236 |
| Greenwich Teaching PCT - Media & resources | | - | - | - | 9,401 |
| Greenwich Teaching PCT - Mystery Shopping | | 4,932 | - | 4,932 | 2,270 |
| Greenwich Teaching PCT - One Stop Shop youth signposting at The Point | | 82,750 | 26,052 | 108,802 | 1,410 |
| Greenwich Teaching PCT - Pitstop Clinic | | 103,768 | - | 103,768 | 103,768 |
| Greenwich Teaching PCT - Testing in the Home | | - | - | - | 532 |
| Greenwich Teaching PCT & Bexley Care Trust - Gay Mens' Outreach | | 170,577 | - | 170,577 | 179,560 |
| Greenwich Teaching PCT & Bexley Care Trust - Youth work | | 65,428 | - | 65,428 | 83,064 |
| Lewisham PCT - Adult counselling service | | 33,447 | - | 33,447 | 33,447 |
| London Borough of Greenwich - HIV Social Support | | 5,100 | - | 5,100 | - |
| London Borough of Greenwich - Mental Health Drop-in | | 48,487 | - | 48,487 | 48,487 |
| London Borough of Greenwich - Teenage Pregnancy | | - | - | - | 9,200 |
| London Borough of Greenwich - Training Award | | 2,700 | 355 | 3,055 | 2,146 |
| London Borough of Greenwich Social Inclusion & Justice | | 32,300 | - | 32,300 | 32,300 |
| London Probation Service - Over 50 group | | - | - | - | 5,000 |
| Total for Metro Local Services Fund | | 795,748 | 37,799 | 833,547 | 686,014 |
| TOTAL UNRESTRICTED FUNDS | | 1,335,026 | 37,799 | 1,372,825 | 1,260,665 |
| RESTRICTED FUNDS | 2 | | | | |
| African HIV Policy Network | | 20,010 | - | 20,010 | - |
| Ahead - Peer mentoring contribution | | - | - | - | 510 |
| Big Lottery Research Grant - NYC | | 66,107 | - | 66,107 | - |
| Bromley - Youth Opportunities Fund | | - | - | - | 2,547 |
| Bromley PCT - Bromley Snap Youth | | 9,934 | - | 9,934 | 10,000 |
| CAHMS - Under 25 Youth counselling | | 17,835 | - | 17,835 | 20,067 |
| City Parochial Foundation - Advice & advocacy | | - | - | - | 1,250 |
| Comic Relief - Youth alcohol prevention | | 32,267 | - | 32,267 | 25,769 |
| Department of Health - GMI Caring with Confidence | | 8,337 | - | 8,337 | 24,745 |
| Department of Health - GMI Pilot Clinics | | 9,061 | - | 9,061 | 103,566 |
| Department of Health - Peer mentoring for women | | - | - | - | 2,820 |
| Kent Community Foundation Project | | 3,500 | - | 3,500 | - |
| Kings Fund - Peer mentoring | | 49,742 | 12,229 | 61,971 | 49,382 |
| L.B.Tower Hamlets - Youth Accreditation Project | | 8,250 | - | 8,250 | - |
| LB Bexley - Youth Opportunities Fund | | - | - | - | 4,401 |
| LB Bexley Connexions - Vibe Youth & outreach | | 25,029 | - | 25,029 | 24,562 |
| LB Lewisham - Gally Youth Group | | 7,600 | - | 7,600 | 15,795 |
| Lewisham Connexions - Schools outreach | | 21,000 | - | 21,000 | 25,843 |
| Lewisham Youth Opportunities Fund/ conference | | 8,800 | - | 8,800 | 3,515 |
| Lloyds TSB Foundation - Therapeutic Groups | | 5,210 | - | 5,210 | 7,500 |
| Other small grants | | - | - | - | 540 |
| Pan London HIV Prevention Partnership - GMI counselling & health trainer | | 537,275 | - | 537,275 | 540,290 |
| Pan London HIV Prevention Partnership - GMI resource distribution | | 30,548 | - | 30,548 | 30,000 |
| South London HIV Partnership - First Point Service | | 196,395 | - | 196,395 | 244,632 |
| South London HIV Partnership - Peer Support Groups | | 12,500 | - | 12,500 | 3,250 |
| Southwark PCT - Peckham Pulse Clinic | | 24,323 | - | 24,323 | 21,899 |
| Terrence Higgins Trust - SLHP Peer Support - CHAPS | | 30,000 | - | 30,000 | - |
| TOTAL RESTRICTED FUNDS | | 1,123,723 | 12,229 | 1,135,952 | 1,162,883 |
| TOTAL RESTRICTED & RESTRICTED | | 2,458,749 | 50,028 | 2,508,777 | 2,423,548 |

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 2011

| 5) CHARITABLE ACTIVITIES COSTS | Salaries | Premises | Service provision & Support | TOTAL | |
|---------------------------------|------------------|----------------|-----------------------------|------------------|------------------|
| | | | | 2011 | 2010 |
| SERVICE AREA | £ | £ | £ | £ | £ |
| SE London Services | 461,250 | 80,250 | 178,878 | 720,378 | 610,536 |
| Pan London Services | 278,719 | 33,687 | 334,313 | 646,719 | 703,580 |
| Chlamydia Youth Screening | 494,827 | 45,656 | 29,814 | 570,297 | 562,301 |
| Other Activities | 394,721 | 27,564 | 125,332 | 547,617 | 510,181 |
| TOTAL RESOURCES EXPENDED | 1,629,517 | 187,157 | 668,337 | 2,485,011 | 2,386,598 |

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 | 2011 | 2010 |
|--------------------------------|---------------|---------------|
| | £ | £ |
| Staff salaries & consultants | 28,880 | 29,004 |
| Audit fee | 4,839 | 6,992 |
| Other fees paid to accountants | - | 1,734 |
| Legal & professional | 485 | 7,300 |
| AGM & trustees meetings | 2,746 | 1,329 |
| Bank charges | 1,032 | 1,139 |
| | 37,982 | 47,498 |

| 7) NET OPERATING SURPLUS/(DEFICIT) | 2011 | 2010 |
|--|-----------|-----------|
| | £ | £ |
| The net operating surplus/(deficit) of expenditure over income is stated after charging: | | |
| Staff costs (see note 8) | 1,640,492 | 1,538,096 |
| Depreciation of equipment & loss on disposal | 36,390 | 40,124 |
| Audit fee | 4,839 | 6,992 |
| Other fees paid to Auditors | - | - |
| | | |

| 8) STAFF COSTS | 2011 | 2010 |
|---|------------------|------------------|
| | £ | £ |
| Staff costs for the year were as follows: | | |
| Salaries | 1,489,191 | 1,388,804 |
| Social security costs | 126,118 | 130,054 |
| Pensions Costs | 25,183 | 19,238 |
| | 1,640,492 | 1,538,096 |

The average number of persons employed by the charitable company in the year was 72 persons (2010 - 55).
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.

METRO CENTRE LIMITED

NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2011

10) MOVEMENT ON FUNDS IN YEAR

| | Note | Opening Balance at 1/4/2010 £ | Transfers In Harbour Trust (note 19) | Incoming Resources £ | Outgoing Resources £ | Transfers between funds £ | Closing Balance at 31/3/2011 £ |
|---|------------|----------------------------------|--------------------------------------|-------------------------|-------------------------|------------------------------|-----------------------------------|
| UNRESTRICTED FUNDS | | | | | | | |
| | 2 | | | | | | |
| General Fund | | 119,564 | - | 554,973 | 594,874 | 20,940 | 100,603 |
| Designated Funds: | | | | | | | |
| Development Fund | | 3,882 | - | - | - | 15,000 | 18,882 |
| Hardship Fund | | | 41,592 | - | - | (25,592) | 16,000 |
| Metro Local Services Fund | | 97,103 | 16,087 | 833,547 | 789,466 | (35,000) | 122,271 |
| New Property & Business Continuity Fund | Note below | 35,000 | - | - | - | 35,000 | 70,000 |
| Old Property & Relocation Reserve | Note below | 90,998 | - | - | - | (33,385) | 57,613 |
| | | 346,547 | 57,679 | 1,388,520 | 1,384,340 | (23,037) | 385,369 |
| RESTRICTED FUNDS | | | | | | | |
| | 2 | | | | | | |
| <i>OTHER SPECIFIC FUNDING</i> | | | | | | | |
| African HIV Policy Network | | - | | 20,010 | 20,010 | - | - |
| Big Lottery Research Grant - NYC | | - | | 66,107 | 68,816 | 2,709 | - |
| Bromley PCT - Snap Youth Group & YOF | | - | | 9,934 | 11,190 | 1,256 | - |
| CAHMS | | - | | 17,835 | 27,429 | 9,594 | - |
| Comic Relief | | - | | 32,267 | 36,989 | 4,722 | - |
| Department of Health - GMI Activities | | - | | 17,398 | 6,760 | - | 10,638 |
| Kent Community Foundation Project | | - | | 3,500 | 3,500 | - | - |
| Kings Fund - Peer mentoring | | - | | 61,971 | 56,587 | - | 5,384 |
| L.B. Bexley Connexions - Vibe Youth, outreach & YOF | | 1,000 | | 25,029 | 26,302 | 273 | - |
| L.B. Lewisham - Gally Youth Group | | - | | 7,600 | 11,645 | 4,045 | - |
| L.B. Tower Hamlets - Youth Accreditation Project | | - | | 8,250 | 8,688 | 438 | - |
| Lewisham Connexions - Schools outreach | | - | | 21,000 | 21,000 | - | - |
| Lewisham Youth Opportunities Fund/ conference | | - | | 8,800 | 8,800 | - | - |
| Lloyds TSB Foundation - Therapeutic Groups | | - | | 5,210 | 5,210 | - | - |
| Pan London HIV Prevention Partner'p - GMI | | (6,655) | | 567,823 | 555,114 | - | 6,054 |
| South London HIV Partnership - First Point Service | | 7,395 | | 196,395 | 203,790 | - | - |
| South London HIV Partnership - Peer Support Groups | | - | | 12,500 | 12,500 | - | - |
| Southwark PCT - Peckham Pulse Clinic | | - | | 24,323 | 24,323 | - | - |
| Terrence Higgins Trust - SLHP Peer Support - CHAPS | | - | | 30,000 | 30,000 | - | - |
| | | 1,740 | - | 1,135,952 | 1,138,653 | 23,037 | 22,076 |
| TOTAL UNRESTRICTED & RESTRICTED | | 348,287 | 57,679 | 2,524,472 | 2,522,993 | - | 407,445 |

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, property 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 £33,331 from the Old Property Relocation Reserve reflects the amortisation of the leasehold improvements and the depreciation charge on the equipment purchased. (2010 - £34522). The new centre is being amortised over the length of the lease to December 2012.

In 2010/11, 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.

In 2010/11, the Trustees reappraised the financial requirements of the Hardship designated fund and reassigned £15,000 to the Development and £10,592 to General Funds.

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. £23,037 restricted funds were in deficit at 31st March 2011 and the Trustees decided to transfer the total deficit of £23,037 to the General Fund.

METRO CENTRE LIMITED

NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2011

| 11) FIXED ASSETS | Leasehold Property Metro Centre | | Office Equipm't | Office Equipm't | Motor car for | TOTAL |
|------------------------------|------------------------------------|-----------|--------------------|--------------------|------------------|---------|
| | Vauxhall | Greenwich | Unrestricted | Restricted | Outreach | |
| <i>Cost</i> | | | £ | | £ | £ |
| Brought forward | 17,735 | 88,885 | 96,289 | 4,628 | 12,285 | 219,822 |
| Additions | - | - | 6,091 | - | - | 6,091 |
| Disposals | - | - | - | - | - | - |
| 31st March 2011 | 17,735 | 88,885 | 102,380 | 4,628 | 12,285 | 225,913 |
| <i>Depreciation</i> | | | | | | |
| Brought forward | 9,853 | 38,140 | 51,322 | 2,314 | 6,974 | 108,603 |
| Charge for year | 7,882 | 16,916 | 9,801 | 463 | 1,328 | 36,390 |
| On disposals | - | - | - | - | - | - |
| 31st March 2011 | 17,735 | 55,056 | 61,123 | 2,777 | 8,302 | 144,993 |
| <i>Net Book Value, as at</i> | | | | | | |
| 31st March 2011 | - | 33,829 | 41,257 | 1,851 | 3,983 | 80,920 |
| 31st March 2010 | 7,882 | 50,745 | 44,967 | 2,314 | 5,311 | 111,219 |

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

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

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

| 12) DEBTORS, amounts falling due within one year | 2011 | 2010 |
|--|----------------|----------------|
| | £ | £ |
| Grants receivable | 224,982 | 306,355 |
| Other debtors & prepayments | 82,469 | 22,754 |
| Interest receivable | 150 | 150 |
| | <u>307,601</u> | <u>329,259</u> |

| 13) CREDITORS, amounts falling due within one year | 2011 | 2010 |
|--|----------------|----------------|
| | £ | £ |
| Trade Creditors | 35,947 | 137,495 |
| Other taxation & social security | 36,487 | 43,483 |
| Deferred income | 164,395 | 207,218 |
| Other creditors & accruals | 174,704 | 130,348 |
| | <u>411,533</u> | <u>518,544</u> |

METRO CENTRE LIMITED

NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2011

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 2011, the financial obligations under this lease are:

| | |
|-----------------------------------|---------|
| falling due within one year | £45,000 |
| falling due between 2 and 5 years | £33,750 |

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. £2,691 was spent on trustee meetings and training. (2010 - £1319)

16) TAXATION

No corporation tax was due on the surplus or investment income in 2011 because the company has been established by charitable means and for the public benefit. It has not engaged in any trading activities.

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 2010/11.

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.

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 was based in Woolwich and had worked closely with the Metro Centre 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 is being continued by Metro Centre Ltd.

METRO CENTRE LIMITED
NOTES TO THE ACCOUNTS
YEAR ENDED 31ST MARCH 2011

19) NET ASSETS ACQUIRED FROM MERGER

On 1st December 2010, Metro Centre merged with the Harbour Trust, a charitable company which works with people affected by HIV and AIDS. Harbour Trust was based in Woolwich and had worked closely with the Metro Centre for many years.

| | Total |
|-------------------------------|--------------------|
| | £ |
| Net Assets acquired on merger | |
| Fixed Assets | 2,055 |
| Debtors | 3,069 |
| Cash at bank & in hand | 55,718 |
| Creditors | (3,163) |
| | <hr/> <hr/> 57,679 |

No adjustment has been made for fair values as these are considered to be the same as book values.