

**METRO CENTRE LIMITED**  
**ANNUAL REPORT & ACCOUNTS**  
**YEAR ENDED 31ST MARCH 2006**

WATERMAN BROWN ASSOCIATES LTD  
*Chartered Accountants & Registered Auditors*  
*19 Richmond Road*  
*Exeter*

# **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 2006**

The trustees present their report and the audited financial statements for the year ended 31st March 2006.

### **SECRETARY & REGISTERED OFFICE**

G Punt  
Unit 401, Greenwich High Road, London, SE10 8JL

### **AUDITORS**

Waterman Brown Associates Limited  
19 Richmond Road, Exeter, Devon EX4 4JA

### **BANKERS**

Cooperative Bank  
151 Lewisham High Street, London SE13 6AA

### **SOLICITORS**

Evans, Butler, Wade  
165 Greenwich High Road, London SE10 6AA

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as 'the trustees'.

The trustees serving during the year and since the year end were as follows:

#### Elected Trustees

|                                |                                     |
|--------------------------------|-------------------------------------|
| Gary Punt (Secretary)          | Sarah Johnston (resigned 12/09/06)  |
| Surinder Shergill              | Iain Watill (resigned 15/12/06)     |
| Lorraine Trenchard             | Margaret Turner (resigned 20/12/06) |
| Jo Semlyn (appointed 14/11/06) |                                     |

Co-Opted - None

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

## **METRO CENTRE LIMITED**

**YEAR ENDED 31ST MARCH 2006**

### **TRUSTEE DIRECTORS' REPORT cont.**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing Document**

The Metro Centre Ltd. Is a company limited by guarantee governed by its Memorandum and Articles of Association dated 1998. It is registered as a charity with the Charity Commission. Any lesbian, gay man or bisexual person over the age of 18 may become a member of the Company and there are currently 66 members (59 in 2005) each of whom pay £1 to register. Associate Membership, without voting rights, may be held by 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 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 now undergo a recruitment process involving a written application against a trustee role description and person specification, the taking up of two satisfactory written references, a standardised interview with 2 existing trustees and resulting written report, and observation at 3 trustee meetings in order to meet other trustees and observe procedures and decision making processes. The trustee induction process now includes a one-day general organisational induction where key employees will be met and a briefing session on trustee legal obligations under charity and company law, the content of the Memorandum and Articles of Association, key policies, business plans and a financial report.

##### **Organisation**

The board of trustees, which can have up to 12 members, administers the charity. The board meets 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. A Director is appointed by the trustees to carry out the duties of a Chief Executive, to manage the day to day operation of the charity. To facilitate effective operations, the Director had delegated authority for operational matters including finance, employment and service delivery.

##### **Related Parties**

The Metro Centre Ltd has close working relationships with a number of statutory, voluntary and ad hoc community organisations including Greenwich Teaching Primary Care Trust, Greenwich Council, Queen Elizabeth Hospital, The Metropolitan Police, GALOP, the Harbour Trust, AHEAD, Volunteer Centre Greenwich and the Greenwich Picture House.

## **METRO CENTRE LIMITED**

**YEAR ENDED 31ST MARCH 2006**

### **TRUSTEE DIRECTORS' REPORT cont.**

#### **Risk Mangement**

The trustees are currently creating a risk management strategy which includes:

- the creation of a rolling risk register maintained by the Director (Chief Executive)
- 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 objectives of the charity are:

- to work with self-identified lesbian/gay/bisexual people and those who cannot express their sexuality due to homophobia and heterosexism.
- to provide services including support, advice, information, events, education, training, and infrastructure to empower both the individual and the community.

The Metro Centre Ltd. believes that there are various social, cultural, political and economic constructs which directly and indirectly affirm discrimination by society towards those who have a self-identified sexual identity which is other than heterosexual.

It is committed to a holistic approach using community development, service delivery, and advocacy as methods of working. We aim to identify specific need and to reflect on our achievements in consultation with the local community and our diverse membership.

It aims for all its work to be underpinned by values of co-operation, respect and careful evaluation.

#### **ACHIEVEMENTS AND PERFORMANCE**

Key developmental priorities have included:

- 1) The expansion of sexual health services offered by the Pitstop Clinic for gay and bisexual men – which gained new funding for the financial year 2005/06.
- 2) The creation of a female GUM clinic equivalent to the Metro's Pitstop Clinic – which also gained new funding for the next financial year 2006/07
- 3) A new media campaigns focusing on issues concerning HIV prevention – since Greenwich has experienced an 18% increase in HIV infections in the year.
- 4) The commitment to create therapeutic groups to compliment the very successful one-to-one work carried out by the Mental Health Department. Negotiations with potential funders are underway.
- 5) The creation of 'Metrosafe' – a peer mentoring programme aimed at empowering men who self-identify or are referred to the programme due to high-risk sexual behaviour by offering self reflective tools via a mentor.

## **METRO CENTRE LIMITED**

**YEAR ENDED 31ST MARCH 2006**

### **TRUSTEE DIRECTORS' REPORT cont.**

#### **ACHIEVEMENTS AND PERFORMANCE continued**

6) Creating a higher profile and an opportunity for sharing the Metro's good practice and gained data via public events including involvement in the national CHAPS conference in Leeds in March 05 and through a much improved and easy-to-use website for the organization.

7) The creation of the 'Queer Peers' mentoring programme with older LGB young people supervised to support younger LGB people just coming out, coping with bullying, understanding essential sexual health issues.

8) A hate crime initiative working holistically with community partners to support individuals experiencing homophobic attacks and linking with local authorities and the Metropolitan police.

9) The extension of our evidence base, gathering relevant data with which to demonstrate the actual needs of our service users. The completion of a second annual Needs Assessment of existing and potential service users was completed in September and will become an annual exercise.

These activities are connected to the on-going work of the Metro Centre including:

- A youth work programme including one to one counseling services for people with drug and alcohol and self-harming issues, schools liaison work and 5 youth groups for targeted age groups in Greenwich (2), Tower Hamlets, Bromley and Bexley.

- A mental health programme including a weekly drop-in session, a crisis support service, a counseling service offering up to 32 hours of individual counseling per week, as well as consultation and diversity training for statutory and community partners.

- An HIV prevention and sexual health/community development programme including outreach work with commercial gay venues, a free condoms in the post scheme, the weekly Pitstop BBV Clinic, and opportunities for volunteers.

#### **FINANCIAL REVIEW**

The charity made an overall surplus of income over expenditure of £33,472 before the transfer of funds to the property reserve of £26,000. It has total retained reserves of £129,812 in its Core Fund.

Overall incoming resources were up 10% due to the fact that the Metro Centre is providing a wider range of services. Funding streams are now far more disparate than they have been in the past and this brings the rewards of new services but also brings the challenges of ensuring continuity. As a result the Metro Centre Limited is very grateful to its major funders who have supported and shared the vision of the Metro's work and the organisation's ethos of Metro for more than 10 years.

The Metro Centre aims to provide services for lesbians, gay men and bisexual people in Greenwich and south east London and therefore must ensure that it has a cohesive plan that is not driven by funding and chasing after small short-term 'top-up' funds to ensure that much needed services can be provided.

## **METRO CENTRE LIMITED**

**YEAR ENDED 31ST MARCH 2006**

**TRUSTEE DIRECTORS' REPORT cont.**

### **FINANCIAL REVIEW continued**

Donations to services have increased significantly over the past 5 years showing how much these services are valued and provide very useful unrestricted funds. Income as the result of fund raising ventures has also increased, supported by initiatives in the local lesbian, gay and bisexual community through events and project activities. There is also an added benefit since these activities help to fulfill the aims of the objectives of the organisation's core work (e.g. disseminating safe-sex information). Community events also promote Metro services to hard-to-reach groups within the community.

The prudence of the trustees over the last 3-4 years by setting up a relocation reserve to help when the lease at No49 comes to an end will ensure continuity of service provision. The charity has set aside £138,000 to support relocation and to contribute towards the costs of adapting new premises when needed.

### **Investment Powers and Policy**

The trustees do not currently involve the organisation in investments

### **Reserves Policy**

The Metro Centre currently has a reserve of £129,812, which relates to the provision of Core Services.

Three factors have impacted on the charity's policy on reserves:

1. Approximately 45% of the charity's existing funding is paid quarterly in arrears. This requires the charity to have minimum free funds in any quarter of up to £46,000 to ensure a smooth cash flow and minimise borrowings for its core services alone.
2. The Board of Trustees aims to have a general reserve on its core fund of at least three months running costs for the organisation to ensure that, in the event of a significant drop in funding, the organisation is able to either a) continue to offer core services at a reduced level or b) wind down the organisation and meet its financial obligations as they fall due.
3. A property reserve has been established in to which designating funds for the relocation of and additions to the Centre, in view of the planned redevelopment of its existing site. This was increased to £138,000 in 2005/6. The amount transferred in future years will be reviewed annually in the light of prevailing economic conditions.

## **METRO CENTRE LIMITED**

**YEAR ENDED 31ST MARCH 2006**

### **TRUSTEE DIRECTORS' REPORT cont.**

#### **PLANS FOR FUTURE PERIODS**

There is no known timetable for the redevelopment of the Metro Centre site. As a result it may be necessary in the new year to relocate permanently or on a temporary basis while new buildings are built in Greenwich High Road.

A new cross-organisational post is being sought to provide advice and advocacy support for service users who approach the Metro with problems ranging from homelessness to benefits problems. Currently there are no specialist staff to do this work which can be complex and very time-consuming yet much-needed.

The Metro Centre will look to extend the work of the Metrosafe Mentoring Project London wide by seeking more funding to widen the remit of the project co-coordinator who currently works with Greenwich service users only.

#### **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 1985. The trustees are also responsible for taking reasonable steps for the prevention of fraud and other irregularities and to this end have an agreed financial protocol in place which is reviewed annually.

#### **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**

Surinder Shergill (Chairman)

January 2007

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF METRO CENTRE LIMITED  
YEAR ENDED 31ST MARCH 2006**

We have audited the financial statements of Metro Centre Limited for the year ended 31st March 2006 which comprise the Statement of Financial Activities, the Income and Expenditure Account, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charity's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of trustees and auditors**

As described in the Statement of Trustees' Responsibilities the trustees, who are also the directors of Metro Centre Limited for the purposes of company law, are responsible for the preparation of the Trustee Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing.

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 1985. We report to you whether in our opinion the information given in the Trustee Directors' Report is consistent with the financial statements. We also report to you if, in our opinion, the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions is not disclosed.

We read the Trustee Directors' 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 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 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 of the state of the charity's affairs as at 31st March 2006, and of its incoming resources and application of resources, including its income and expenditure, in the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Trustee Directors' Report is consistent with the financial statements.



# METRO CENTRE LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES

### FOR THE YEAR ENDED 31ST MARCH 2006

|   | Note  | METRO<br>CORE<br>FUND          | SMALLER<br>SPECIFIC<br>PROJECTS | 2006<br>TOTAL<br>FUNDS | 2005<br>TOTAL<br>FUNDS |
|---|-------|--------------------------------|---------------------------------|------------------------|------------------------|
|   |       | (Restricted)<br>(note 9a)<br>£ | (Restricted)<br>(note 9b)<br>£  | £                      | £                      |
| INCOMING RESOURCES                            | 1c    |                                |                                 |                        |                        |
| Incoming resources from charitable activities |       |                                |                                 |                        |                        |
| Grants receivable                             | 10a   | 354,358                        | 184,267                         | 538,625                | 483,784                |
| Incoming resources from generated funds       |       |                                |                                 |                        |                        |
| Voluntary income                              | 10b   | 8,766                          | -                               | 8,766                  | 6,165                  |
| Activities for generating funds               | 10b   | 3,966                          | -                               | 3,966                  | -                      |
| Investment income                             | 10b   | 2,048                          | -                               | 2,048                  | 1,480                  |
| <b>TOTAL INCOMING RESOURCES</b>               |       | <b>369,138</b>                 | <b>184,267</b>                  | <b>553,405</b>         | <b>491,429</b>         |
| RESOURCES EXPENDED                            | 11    |                                |                                 |                        |                        |
| Charitable activities                         | 2a/11 | 289,935                        | 208,271                         | 498,206                | 419,299                |
| Cost of generating voluntary income           | 2b    | -                              | -                               | -                      | -                      |
| Governance costs                              | 2c/11 | 21,427                         | 300                             | 21,727                 | 21,922                 |
| <b>TOTAL RESOURCES EXPENDED</b>               | 11    | <b>311,362</b>                 | <b>208,571</b>                  | <b>519,933</b>         | <b>441,221</b>         |
| <b>NET RESOURCES</b>                          | 3     | <b>57,776</b>                  | <b>(24,304)</b>                 | <b>33,472</b>          | <b>50,208</b>          |
| TRANSFERS BETWEEN FUNDS                       |       |                                |                                 |                        |                        |
| Transfer to Property & Re-location            | 12    | (26,000)                       | -                               | (26,000)               | (26,000)               |
| Transfer between funds                        | 12    | (17,304)                       | 17,304                          | -                      | -                      |
| <b>NET INCOMING/(OUTGOING) RESOURCES</b>      |       | <b>14,472</b>                  | <b>(7,000)</b>                  | <b>7,472</b>           | <b>24,208</b>          |
| <b>TOTAL RESERVES BROUGHT FORWARD</b>         |       | <b>122,340</b>                 | <b>-</b>                        | <b>122,340</b>         | <b>98,132</b>          |
| <b>TOTAL RESERVES CARRIED FORWARD</b>         |       | <b>136,812</b>                 | <b>(7,000)</b>                  | <b>129,812</b>         | <b>122,340</b>         |

The only recognised surplus or deficit for the year under review was the reported surplus of £33,472 (2005 - surplus £50,208). All the surplus relates to continuing operations. The company made no other gains or losses other than those shown above.

Notes 1 to 16 form part of these accounts

# METRO CENTRE LIMITED

## INCOME & EXPENDITURE ACCOUNT

### FOR THE YEAR ENDED 31ST MARCH 2006

|   | Note  | Total Funds<br>Year to 31.3.2006 |          | Total Funds<br>Year to 31.3.2005 |          |
|---|-------|----------------------------------|----------|----------------------------------|----------|
|   |       | £                                | £        | £                                | £        |
| INCOME  | 1c    |                                  |          |                                  |          |
| Grants:   |       |                                  |          |                                  |          |
| Core Funding  | 10a   |                                  | 354,358  |                                  | 321,196  |
| Specific Smaller Project Funding  | 10a   |                                  | 184,267  |                                  | 147,648  |
| National Lotteries Charity Board  |       |                                  | -        |                                  | 14,940   |
|   |       |                                  |          |                                  |          |
| Total Grants  | 10a   |                                  | 538,625  |                                  | 483,784  |
| Donations, gifts & fund-raising   | 10b   |                                  | 12,732   |                                  | 6,165    |
| Interest on deposit account   | 10b   |                                  | 2,048    |                                  | 1,480    |
|   |       |                                  |          |                                  |          |
|   |       |                                  | 553,405  |                                  | 491,429  |
| EXPENDITURE   | 2     |                                  |          |                                  |          |
| Charitable Activities   | 2a/11 | 498,206                          |          | 419,299                          |          |
| Publicity & fund-raising costs  | 2b    | -                                |          | -                                |          |
| Administration  | 2c/11 | 21,727                           |          | 21,922                           |          |
|   |       |                                  |          |                                  |          |
|   |       |                                  | 519,933  |                                  | 441,221  |
| SURPLUS OF INCOME OVER EXPENDITURE<br>(Profit on ordinary activities before and after taxation) | 3     |                                  | 33,472   |                                  | 50,208   |
| TRANSFERS BETWEEN RESERVES  | 12    |                                  | (26,000) |                                  | (26,000) |
| (DEFICIT)/SURPLUS FOR YEAR AFTER TRANSFERS<br>BETWEEN RESERVES                                  |       |                                  | 7,472    |                                  | 24,208   |
| ACCUMULATED FUNDS BROUGHT FORWARD   |       |                                  | 122,340  |                                  | 98,132   |
| ACCUMULATED FUNDS CARRIED FORWARD   |       |                                  | 129,812  |                                  | 122,340  |

The only recognised surplus or deficit for the year under review was the reported surplus of £33,472 (2005 - surplus £50,208). All the surplus relates to continuing operations. The company made no other gains or losses other than those shown above.

Notes 1 to 16 form part of these accounts

# METRO CENTRE LIMITED

## BALANCE SHEET

AS AT 31ST MARCH 2006

|  | Note  | 2006    |                | 2005    |                |
|--|-------|---------|----------------|---------|----------------|
|  |       | £       | £              | £       | £              |
| FIXED ASSETS                                   | 6     |         | 32,324         |         | 32,623         |
| CURRENT ASSETS                                 |       |         |                |         |                |
| Debtors  | 7     | 34,029  |                | 22,305  |                |
| Cash at bank and in hand:                      |       |         |                |         |                |
| Metro Centre bank accounts                     |       | 225,645 |                | 214,916 |                |
| Cash in hand                                   |       | 268     |                | 719     |                |
|  |       |         | <hr/>          |         | <hr/>          |
|  |       | 259,942 |                | 237,940 |                |
| CREDITORS, AMOUNTS FALLING DUE WITHIN ONE YEAR | 8     | 24,454  |                | 36,223  |                |
|  |       |         | <hr/>          |         | <hr/>          |
| NET CURRENT ASSETS                             |       |         | 235,488        |         | 201,717        |
|  |       |         | <hr/>          |         | <hr/>          |
| TOTAL NET ASSETS                               |       | £       | <b>267,812</b> | £       | <b>234,340</b> |
|  |       |         | <hr/> <hr/>    |         | <hr/> <hr/>    |
| <i>Financed by:</i>                            |       |         |                |         |                |
| METRO CENTRE FUND                              | 9A/12 |         | 136,812        |         | 122,340        |
| SPECIFIC SMALLER PROJECTS                      | 9B/12 |         | (7,000)        |         | -              |
|  |       |         | <hr/>          |         | <hr/>          |
| TOTAL FUNDS                                    | 12    |         | 129,812        |         | 122,340        |
| PROPERTY & RE-LOCATION RESERVE                 | 9C/12 |         | 138,000        |         | 112,000        |
|  |       |         | <hr/>          |         | <hr/>          |
| TOTAL RESERVES                                 | 12    | £       | <b>267,812</b> | £       | <b>234,340</b> |
|  |       |         | <hr/> <hr/>    |         | <hr/> <hr/>    |

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Approved by the Directors and signed on their behalf on

2007, by:

**Trustee Director**

Notes 1 to 16 form part of these accounts

**Trustee Director**

# **METRO CENTRE LIMITED**

## **NOTES TO THE ACCOUNTS**

### **YEAR ENDED 31ST MARCH 2006**

#### **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 2006 before the date of approval of the financial statements by the Board of 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 2006 and of the results for the year ended on that date.

The company's financial statements are prepared in accordance with the Statement of Recommended Practice for Accounting by Charities, SORP 2 (2005)

##### **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**

Income and expenditure are recognised on an accruals basis. Donations are accounted for by the date of receipt. Grants from local or health authorities are treated on a receivable basis according to the period to which the grantor assigns the grant.

##### **d) 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 written off over a shorter period.

Short term property leases and leasehold improvement costs are amortised over the length of the lease on a straight line basis.

##### **e) Stocks of materials & literature**

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

##### **f) Going concern basis**

The accounts have been prepared on a going concern basis.

## METRO CENTRE LIMITED

### NOTES TO THE ACCOUNTS (cont'd)

#### YEAR ENDED 31ST MARCH 2006

#### 2) EXPENDITURE

a) Charitable activities relate to expenses incurred in providing 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 direct charitable costs. 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 direct charitable salaries.

b) 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.

c) 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.

#### 3) NET INCOMING RESOURCES/ INCOME

|  | 2006    | 2005    |
|--|---------|---------|
|  | £       | £       |
| Net incoming resources/ income is stated after charging: |         |         |
| Staff costs (note 4)                                     | 358,112 | 318,108 |
| Audit fees   | 4,259   | 4,465   |
| Depreciation of equipment & loss on disposal             | 6,794   | 8,156   |
| Amortisation of leasehold property                       | -       | -       |

#### 4) STAFF COSTS

|   | 2006           | 2005           |
|---|----------------|----------------|
|   | £              | £              |
| Staff costs for the year were as follows: |                |                |
| Salaries                                  | 326,792        | 290,733        |
| Social security costs                     | 31,320         | 27,375         |
|   | <u>358,112</u> | <u>318,108</u> |

The average number of persons employed by the company was 13 (2005 - 11)  
No employee in either year earned more than £60,000 per annum.

## METRO CENTRE LIMITED

### NOTES TO THE ACCOUNTS (cont'd)

#### YEAR ENDED 31ST MARCH 2006

#### 5) TRUSTEE DIRECTORS' REMUNERATION & EXPENSES

None of the trustee directors received any remuneration either directly or indirectly in the year. The Charity re-imbursed expenses to Trustees totalling £nil (2005 - £nil), of which £nil related to costs associated with staff recruitment. £417 (2005 - £424) was spent on management committee meetings.

#### 6) FIXED ASSETS

|                                   | Leasehold Property           |                  | Office                 | Motor               | TOTAL          |
|-----------------------------------|------------------------------|------------------|------------------------|---------------------|----------------|
|                                   | Metro Centre<br><i>Annex</i> | <i>Main Site</i> | Equipment<br>Core fund | Car for<br>Outreach |                |
|                                   | £                            | £                | £                      | £                   | £              |
| <b>COST</b>                       |                              |                  |                        |                     |                |
| Balance at 1st April 2005         | 3,735                        | 59,886           | 89,664                 | 1,000               | 154,285        |
| Additions                         | -                            | -                | -                      | 6,495               | 6,495          |
| Disposals                         | -                            | -                | -                      | 1,000               | 1,000          |
| <b>Balance at 31st March 2006</b> | <b>3,735</b>                 | <b>59,886</b>    | <b>89,664</b>          | <b>6,495</b>        | <b>159,780</b> |
| <b>DEPRECIATION/ AMORTISATION</b> |                              |                  |                        |                     |                |
| Balance at 1st April 2005         | 3,735                        | 59,886           | 57,378                 | 663                 | 121,662        |
| Charge for the year               | -                            | -                | 6,457                  | -                   | 6,457          |
| On Disposals                      | -                            | -                | -                      | 663                 | 663            |
| <b>Balance at 31st March 2006</b> | <b>3,735</b>                 | <b>59,886</b>    | <b>63,835</b>          | <b>-</b>            | <b>127,456</b> |
| <b>NET BOOK VALUE</b>             |                              |                  |                        |                     |                |
| At 31st March 2006                | -                            | -                | <b>25,829</b>          | <b>6,495</b>        | <b>32,324</b>  |
| <b>NET BOOK VALUE</b>             |                              |                  |                        |                     |                |
| At 31st March 2005                | -                            | -                | 32,286                 | 337                 | 32,623         |

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

The charitable company held a five year lease on the main site. The lease expired in September 2001 but the charity with the agreement of the landlord, has continued to occupy the site on the same terms. The trustees consider that the lease has no commercial value and the capitalised costs relate only to improvements made to the building prior to occupation. Various annexes were also acquired on one year licences and the charity continues to occupy these on the same terms. All costs of refurbishment of the additional space have been written off.

# METRO CENTRE LIMITED

## NOTES TO THE ACCOUNTS (cont'd)

### YEAR ENDED 31ST MARCH 2006

#### 7) DEBTORS

|                                      | 2006   |               | 2005   |               |
|--------------------------------------|--------|---------------|--------|---------------|
|                                      | £      | £             | £      | £             |
| Amounts falling due within one year: |        |               |        |               |
| Grants receivable                    | 30,829 |               | 19,288 |               |
| Accrued interest receivable          | 1,038  |               | 1,032  |               |
| Other debtors & prepayments          | 2,162  |               | 1,985  |               |
|                                      |        | <u>34,029</u> |        | <u>22,305</u> |
|                                      | £      | <u>34,029</u> | £      | <u>22,305</u> |

#### 8) CREDITORS, AMOUNTS FALLING DUE WITHIN ONE YEAR

|                                  | 2006   |               | 2005   |               |
|----------------------------------|--------|---------------|--------|---------------|
|                                  | £      | £             | £      | £             |
| Other taxation & social security | 8,763  |               | 7,584  |               |
| Deferred income                  | 2,137  |               | 3,756  |               |
| Other creditors and accruals     | 13,554 |               | 24,883 |               |
|                                  |        | <u>24,454</u> |        | <u>36,223</u> |
|                                  | £      | <u>24,454</u> | £      | <u>36,223</u> |

#### 9) A DESCRIPTION OF THE FUNDS & RESERVES

##### A) METRO CENTRE CORE FUND

This fund is restricted to the terms of the main funders, Greenwich Teaching Primary Care Trust, Inclusion & Justice and Social Services at the London Borough of Greenwich, Oxleas NHS Trust and Social Services at the London Borough of Lewisham. These bodies are the long-term and continuing funders of the Metro Centre. The grants require a certain level of service provision covering a wide range of services and are essentially interchangeable with the Charity's main objectives as outlined in the Trustee Directors Report. The Core fund also accounts for unrestricted donations & fund-raising income as well as investment income.

##### B) SPECIFIC SMALLER PROJECT FUND

These grants fund specific projects run from the Metro Centre in Greenwich which tend to be over a shorter term and with varying levels of restriction. Related expenditure is shown separately.

##### C) PROPERTY RESERVE

The property reserve is a designated reserve established by the trustees for the specific purpose of the re-location of the main Metro Centre. It has been established because the original lease on the current centre has expired and the area is scheduled for redevelopment.

# METRO CENTRE LIMITED

## NOTES TO THE ACCOUNTS (cont'd)

### YEAR ENDED 31ST MARCH 2006

| 10) INCOMING RESOURCES                                  |  | Receivable<br>in 05/06<br>£ | Deferred<br>income<br>movements<br>£ | Income<br>recognised<br>in 05/06<br>£ |
|---|--|-----------------------------|--------------------------------------|---------------------------------------|
| <b>a) Incoming Resources from charitable activities</b> |  |                             |                                      |                                       |
| <i>Metro Centre Core Fund:</i>                          | <i>Main Objectives:</i>                |                             |                                      |                                       |
| Greenwich Teaching Primary Care Trust                   | HIV & Sexual health & community dev't  | 242,023                     | -                                    | 242,023                               |
| L.B. of Greenwich Justice & Inclusion                   | Community development & diversity      | 30,587                      | -                                    | 30,587                                |
| Oxleas NHS Trust  | Mental health                          | 45,238                      | -                                    | 45,238                                |
| Lewisham Social Services                                | Mental health                          | 31,510                      | -                                    | 31,510                                |
| Probation Service                                       | Purchase of outreach car               | 5,000                       | -                                    | 5,000                                 |
| Total core funding                                      |  | 354,358                     | -                                    | 354,358                               |
| <i>Specific Smaller Project Fund:</i>                   |  |                             |                                      |                                       |
| Greenwich SRB6 Anchor Project                           | Suicide prevention & youth counselling | 52,599                      | -                                    | 52,599                                |
| Bridge House Trust                                      | Family therapy                         | 22,000                      | -                                    | 22,000                                |
| Healthy Greenwich Network                               | Older persons outreach & support       | 17,381                      | -                                    | 17,381                                |
| L.B. of Greenwich & Drugs Action Team                   | Youth drugs & alcohol abuse            | 39,912                      | -                                    | 39,912                                |
| Tower Hamlets/ E London Connexions                      | Youth sexuality projects               | 18,315                      | -                                    | 18,315                                |
| Lewisham Connexions                                     | Youth sexuality project                | 8,000                       | -                                    | 8,000                                 |
| Health Promotion Bromley                                | Bromley SNAP - Youth work              | 9,500                       | -                                    | 9,500                                 |
| Transforming Youth                                      | Youth work                             | 7,000                       | -                                    | 7,000                                 |
| L.B. Bexley   | Bexley Youth Group                     | 8,000                       | -                                    | 8,000                                 |
| Others  | various                                | 1,560                       | -                                    | 1,560                                 |
| Total funding to specific smaller projects              |  | 184,267                     | -                                    | 184,267                               |
| Total incoming resources from charitable activities     |  | 538,625                     | -                                    | 538,625                               |
| <b>b) Incoming resources from generated funds</b>       |  |                             |                                      | Income<br>recognised<br>in 05/06<br>£ |
| Voluntary income  |  |                             |                                      |                                       |
| Donations from the work of the counselling service      |  |                             |                                      | 5572                                  |
| Fundraising   |  |                             |                                      | 2622                                  |
| Other donations   |  |                             |                                      | 572                                   |
|   |  |                             |                                      | 8766                                  |
| Activities for generating funds                         |  |                             |                                      |                                       |
| Training fees & other activities                        |  |                             |                                      | 2880                                  |
| Other income including rebates                          |  |                             |                                      | 1086                                  |
|   |  |                             |                                      | 3966                                  |
| Investment income                                       |  |                             |                                      |                                       |
| Interest receivable                                     |  |                             |                                      | 2048                                  |
| Total incoming resources from generated funds           |  |                             |                                      | 14780                                 |



**METRO CENTRE LIMITED**

**NOTES TO THE ACCOUNTS (cont'd)**

**FOR THE YEAR ENDED 31ST MARCH 2006**

**11) RESOURCES EXPENDED**

|   | 2006         |                            | 2006          | 2005          |
|---|--------------|----------------------------|---------------|---------------|
|   | Core Service | Smaller Projects (note 13) | TOTAL COSTS £ | TOTAL COSTS £ |
| Charitable activities undertaken directly       |              |                            |               |               |
| Direct service provider costs                   | 181,144      | 119,627                    | 300,771       | 264,549       |
| Support costs                                   | 30,099       | 19,877                     | 49,976        | 47,393        |
| Premises & centre running                       | 33,979       | 25,239                     | 59,218        | 55,157        |
| Service provision resources & communications    | 44,713       | 43,528                     | 88,241        | 52,200        |
| Total charitable activities undertaken directly | 289,935      | 208,271                    | 498,206       | 419,299       |
| Governance costs                                |              |                            |               |               |
| Management costs                                | 14,554       | -                          | 14,554        | 13,810        |
| Legal & professional                            | 2,005        | -                          | 2,005         | 1,929         |
| Audit & accountancy                             | 3,959        | 300                        | 4,259         | 4,465         |
| Annual Report, AGM & Trustees Meetings          | 444          | -                          | 444           | 1,165         |
| Bank charges                                    | 465          | -                          | 465           | 553           |
| Total governance costs                          | 21,427       | 300                        | 21,727        | 21,922        |

**12) MOVEMENT ON RESERVES AND TRANSFERS BETWEEN RESERVES**

|                                    | 2006            |                                     |                                | TOTAL    |
|------------------------------------|-----------------|-------------------------------------|--------------------------------|----------|
|                                    | METRO CORE FUND | SPECIFIC SMALLER PROJECTS (note 14) | PROPERTY & RE-LOCATION RESERVE | RESERVES |
| Opening balance at 1st April 2005  | 122,340         | -                                   | 112,000                        | 234,340  |
| Net income/(deficit) for year      | 57,776          | (24,304)                            | -                              | 33,472   |
| Re-location transfer               | (26,000)        | -                                   | 26,000                         | -        |
| Transfers between reserves         | (17,304)        | 17,304                              | -                              | -        |
| Closing balance at 31st March 2006 | 136,812         | (7,000)                             | 138,000                        | 267,812  |

The annual transfer to the Property & Re-location Reserve was established by the trustees to ensure the longer term future of the Charity. The transfer is necessary because the original lease on the current site has expired and the area is due for redevelopment. Without this designated reserve, the organisation would not have the safeguard to be able to relocate and to continue in its present form. The other transfer between reserves relates to the subvention by Core Fund donations and other generated funds for any deficits on the various smaller projects, which may be marginally underfunded. The £7000 deficit on the SRB6 project relates to the costs of the re-run of the Youth Play to 2006/2007.

**METRO CENTRE LIMITED**

**NOTES TO THE ACCOUNTS (cont'd)**

**FOR THE YEAR ENDED 31ST MARCH 2006**

**13) RESOURCES EXPENDED ON SMALLER PROJECTS**

|   | <b>2006</b>                   |   |  |  |   |                 |              | <b>2006</b>                              | <b>2005</b>                              |
|---|-------------------------------|---|--|--|---|-----------------|--------------|--|--|
|   | SRB6<br>Suicide<br>Prevention | Bridge House<br>Trust - Family<br>Therapy | Healthy<br>Greenwich<br>Ethnic & Older | Youth Drugs &<br>Alcohol Abuse<br>Prevention | Connexions<br>Youth Sexuality<br>Projects | Youth<br>Groups | Other        | <b>TOTAL<br/>COSTS</b><br>£<br>(note 11) | <b>TOTAL<br/>COSTS</b><br>£<br>(note 11) |
| Charitable activities undertaken directly           |                               |   |  |  |   |                 |              |  |  |
| Direct service provider costs                       | 33,365                        | 14,859                                    | 13,905                                 | 24,776                                       | 17,609                                    | 14,073          | 1,040        | 119,627                                  | 94,154                                   |
| Support costs                                       | 5,544                         | 2,469                                     | 2,310                                  | 4,117  | 2,926                                     | 2,338           | 173          | 19,877                                   | 15,644                                   |
| Premises & centre running                           | 6,259                         | 2,787                                     | 2,608                                  | 4,647  | 3,303                                     | 5,440           | 195          | 25,239                                   | 18,440                                   |
| Resources & communications                          | 22,236                        | 3,668                                     | 3,432                                  | 6,116  | 4,347                                     | 3,473           | 256          | 43,528                                   | 19,111                                   |
| <b>Total expended on charitable activities</b>      | <b>67,404</b>                 | <b>23,783</b>                             | <b>22,255</b>                          | <b>39,656</b>                                | <b>28,185</b>                             | <b>25,324</b>   | <b>1,664</b> | <b>208,271</b>                           | <b>147,349</b>                           |
| Governance costs                                    | -                             | -   | -                                      | 300  | -   | -               | -            | 300                                      | 300                                      |
| <b>Total resources expended on smaller projects</b> | <b>67,404</b>                 | <b>23,783</b>                             | <b>22,255</b>                          | <b>39,956</b>                                | <b>28,185</b>                             | <b>25,324</b>   | <b>1,664</b> | <b>208,571</b>                           | <b>147,649</b>                           |

**14) MOVEMENT OF FUNDS ON SMALLER PROJECTS**

|                                 |            | <b>2006</b>     |                |                |             |                |              |              | <b>2005</b>     |            |
|---------------------------------|------------|-----------------|----------------|----------------|-------------|----------------|--------------|--------------|-----------------|------------|
| Incoming resources              | (note 10a) | 52,599          | 22,000         | 17,381         | 39,912      | 26,315         | 24,500       | 1,560        | 184,267         | 147,648    |
| Resources expended              | (note 13)  | 67,404          | 23,783         | 22,255         | 39,956      | 28,185         | 25,324       | 1,664        | 208,571         | 147,649    |
| <b>Net resources/ (deficts)</b> |            | <b>(14,805)</b> | <b>(1,783)</b> | <b>(4,874)</b> | <b>(44)</b> | <b>(1,870)</b> | <b>(824)</b> | <b>(104)</b> | <b>(24,304)</b> | <b>(1)</b> |

## **METRO CENTRE LIMITED**

### **NOTES TO THE ACCOUNTS (cont'd)**

#### **FOR THE YEAR ENDED 31ST MARCH 2006**

##### **15) GOING CONCERN**

The company is dependent on the continued support of the Greenwich Teaching Primary Care Trust, The London Borough of Greenwich, and The London Boroughs of Lambeth & Lewisham and Oxleas NHS Trust for the continuance of its core services.

##### **16) STATUS & CONNECTED CHARITIES**

The company is incorporated by charitable means. It is limited by guarantee and is included on the register of charities with the Charity Commission. It is not connected to any other charity or organisation.

**WORKINGS TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31ST MARCH 2006**

**CHARITABLE ACTIVITIES BY SERVICE AREA: INCOME**

|  | OUTREACH &<br>COMMUNITY DEV'T |               | MENTAL HEALTH |               | YOUTH |               | TOTAL |               |
|--|-------------------------------|---------------|---------------|---------------|-------|---------------|-------|---------------|
|  | £                             | £             | £             | £             | £     | £             | £     | £             |
| <b>17) Incoming Resources from charitable activities</b>               |                               |               |               |               |       |               |       |               |
| Greenwich Teaching Primary Care Trust                                  |                               | 125930        |               | 18587         |       | 85888         |       | 230405        |
| Greenwich Teaching Primary Care Trust - clinical development & adverts |                               | 11618         |               | 0             |       | 0             |       | 11618         |
| L.B. of Greenwich Justice & Inclusion                                  |                               | 9175          |               | 6730          |       | 14682         |       | 30587         |
| Oxleas NHS Trust   |                               | 0             |               | 45238         |       | 0             |       | 45238         |
| Lewisham Social Services   |                               | 0             |               | 31510         |       | 0             |       | 31510         |
| South Greenwich SRB6   |                               | 0             |               | 0             |       | 52599         |       | 52599         |
| Bridge House Trust   |                               | 0             |               | 0             |       | 22000         |       | 22000         |
| Healthy Greenwich Network  |                               | 17381         |               | 0             |       | 0             |       | 17381         |
| L.B. of Greenwich & Drugs Action Team                                  |                               | 0             |               | 0             |       | 39912         |       | 39912         |
| Tower Hamlets/ E London Connexions                                     |                               | 0             |               | 0             |       | 18315         |       | 18315         |
| Lewisham Connexions  |                               | 0             |               | 0             |       | 8000          |       | 8000          |
| Health Promotion Bromley   |                               | 0             |               | 0             |       | 9500          |       | 9500          |
| Transforming Youth   |                               | 0             |               | 0             |       | 7000          |       | 7000          |
| L.B Bexley   |                               | 0             |               | 0             |       | 8000          |       | 8000          |
| Probation Service  |                               | 2500          |               | 1250          |       | 1250          |       | 5000          |
| Other  |                               | 160           |               | 0             |       | 1400          |       | 1560          |
|  |                               | <u>166764</u> |               | <u>103315</u> |       | <u>268546</u> |       | <u>538625</u> |
| <i>See Note 18, page 19 to the accounts</i>                            |                               |               |               |               |       |               |       |               |
| <b>Incoming resources from generated funds</b>                         |                               |               |               |               |       |               |       |               |
| Donations from the work of the counselling service                     |                               | 0             |               | 5572          |       | 0             |       | 5572          |
| Fundraising  |                               | 787           |               | 577           |       | 1258          |       | 2622          |
| Other donations  |                               | 172           |               | 126           |       | 274           |       | 572           |
| Training fees & other activities                                       |                               | 100           |               | 900           |       | 1880          |       | 2880          |
| Interest receivable  |                               | 614           |               | 451           |       | 983           |       | 2048          |
| Other income including rebates   |                               | 326           |               | 239           |       | 521           |       | 1086          |
|  |                               | <u>1999</u>   |               | <u>7865</u>   |       | <u>4916</u>   |       | <u>14780</u>  |
| <i>See Note 18, page 19 to the accounts</i>                            |                               |               |               |               |       |               |       |               |
| <b>Total incoming resources by service area</b>                        |                               | <u>168763</u> |               | <u>111180</u> |       | <u>273462</u> |       | <u>553405</u> |

**METRO CENTRE LIMITED**

*For management Information*

**NOTES TO THE ACCOUNTS (cont'd)**

**FOR THE YEAR ENDED 31ST MARCH 2006**

**18) CHARITABLE ACTIVITIES BY SERVICE AREA**

|  | OUTREACH &<br>COMMUNITY DEV'T |                | MENTAL HEALTH |                | YOUTH   |                | 2006<br>TOTAL |                |
|--|-------------------------------|----------------|---------------|----------------|---------|----------------|---------------|----------------|
|  | £                             | £              | £             | £              | £       | £              | £             | £              |
| <b>Incoming Resources</b>                                |                               |                |               |                |         |                |               |                |
| Incoming Resources from charitable activities            |                               | 166,764        |               | 103,315        |         | 268,546        |               | 538,625        |
| Incoming resources from generated funds                  |                               | 1,999          |               | 7,865          |         | 4,916          |               | 14,780         |
| <b>Total incoming resources by service area</b>          |                               | <b>168,763</b> |               | <b>111,180</b> |         | <b>273,462</b> |               | <b>553,405</b> |
| <b>Resources Expended</b>                                |                               |                |               |                |         |                |               |                |
| Charitable activities undertaken directly                |                               |                |               |                |         |                |               |                |
| Direct Service Provider costs                            | 92,660                        |                | 65,907        |                | 142,204 |                | 300,771       |                |
| Support costs  | 14,993                        |                | 10,995        |                | 23,988  |                | 49,976        |                |
| Premises & centre running                                | 16,798                        |                | 12,318        |                | 30,102  |                | 59,218        |                |
| Resources & communications                               | 32,000                        |                | 14,857        |                | 41,384  |                | 88,241        |                |
| <b>Total resources expended on charitable activities</b> |                               | <b>156,451</b> |               | <b>104,077</b> |         | <b>237,678</b> |               | <b>498,206</b> |
| Governance costs   |                               |                |               |                |         |                |               |                |
| Management costs   | 4,367                         |                | 3,202         |                | 6,985   |                | 14,554        |                |
| Legal & professional                                     | 602                           |                | 442           |                | 961     |                | 2,005         |                |
| Audit  | 1,278                         |                | 937           |                | 2,044   |                | 4,259         |                |
| Annual Report, AGM & Trustees Meetings                   | 133                           |                | 98            |                | 213     |                | 444           |                |
| Finance costs  | 140                           |                | 102           |                | 223     |                | 465           |                |
| <b>Total governance costs</b>                            |                               | <b>6,520</b>   |               | <b>4,781</b>   |         | <b>10,426</b>  |               | <b>21,727</b>  |
| Net Incoming/(outgoing) resources                        |                               | 5,792          |               | 2,322          |         | 25,358         |               | 33,472         |
| Transfer to relocation/ refurbishment reserve            |                               | 7,800          |               | 5,720          |         | 12,480         |               | 26,000         |
| Surplus/(deficit) for the year to be carried forward     |                               | (2,008)        |               | (3,398)        |         | 12,878         |               | 7,472          |

**NOTES TO THE ACCOUNTS (cont'd)**

**FOR THE YEAR ENDED 31ST MARCH 2006**

**19) NATURAL CLASSIFICATION OF EXPENDITURE**

|  | 2006           |                | 2005           |                |
|--|----------------|----------------|----------------|----------------|
|  | TOTAL FUNDING  |                | TOTAL FUNDING  |                |
|  | £              | £              | £              | £              |
| <i>Staff Costs</i>                               |                |                |                |                |
| Costs of direct service providers                | 294,946        |                | 258,795        |                |
| Costs of support workers                         | 48,885         |                | 45,881         |                |
| Costs of governance work                         | 14,281         |                | 13,432         |                |
|  | <u>358,112</u> |                | <u>318,108</u> |                |
| Recruitment Costs                                | 7,189          |                | 7,644          |                |
|  |                | 365,301        |                | 325,752        |
| <i>Premises &amp; Centre Running Costs</i>       |                |                |                |                |
| Rent & rates                                     | 23,820         |                | 22,019         |                |
| Heat & light                                     | 2,956          |                | 2,304          |                |
| Cleaning   | 3,965          |                | 4,489          |                |
| Insurances & alarms                              | 5,250          |                | 8,918          |                |
| Repairs & equipment hire                         | 9,072          |                | 9,271          |                |
| Renewal/ replacement of equipment                | 7,361          |                | -              |                |
| Depreciation of equipment & loss on disposal     | 6,794          |                | 8,156          |                |
|  |                | 59,218         |                | 55,157         |
| <i>Resources &amp; publications</i>              |                |                |                |                |
| Safer sex & services materials and literature    | 26,664         |                | 13,757         |                |
| Projects, events & resources                     | 28,799         |                | 12,031         |                |
| Stationery & postage                             | 7,236          |                | 8,733          |                |
| Reference books, training & subscriptions        | 7,515          |                | 1,758          |                |
| Mardi Gras/ Metrofest expenses                   | 2,505          |                | 2,961          |                |
| Communications & telephones                      | 6,008          |                | 6,467          |                |
| Travel, subsistence & centre provisions          | 3,851          |                | 2,695          |                |
| Volunteer expenses                               | 4,995          |                | 3,374          |                |
| Sundries   | 668            |                | -              |                |
|  |                | 88,241         |                | 51,776         |
| <i>Governance costs (other than staff costs)</i> |                |                |                |                |
| Legal & compliance                               | 30             |                | 105            |                |
| Payroll bureau costs                             | 1,975          |                | 1,824          |                |
| Audit & accountancy                              | 4,259          |                | 4,465          |                |
| Management Committee costs                       | 417            |                | 424            |                |
| Annual Report & AGM                              | 27             |                | 1,165          |                |
| Bank charges                                     | 465            |                | 553            |                |
|  |                | 7,173          |                | 8,536          |
| <i>Total resources expended</i>                  |                | <u>519,933</u> |                | <u>441,221</u> |