

CAPITAL PROJECT: GATEWAY BUILDING



2020–21 Gateway building Project Plan for 52 Station Road, Portslade BN41 1DF

Off The Fence Trust

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As a Mayor's Charity with several business accreditation awards (from Brighton and Hove Business Services and Peninsular Business Services), we are regarded as a high quality client support service for those most in need of it. Gateway is acknowledged throughout the City as a vitally important project to help women who are seeking support because of violence, abuse or mental health.

Gateway Women's Centre – needed for the City



One in five women will suffer from mental health problems in their lifetime. In a climate of rife financial difficulty, relationship instability, addiction and escalating levels of domestic and sexual abuse, it is easy for some of these women to fall through the gaps of the services available. We are there to help them.

The centre offers an impartial, caring and safe environment, for women who suffer with issues ranging from the mundane to the complex.

At Gateway, we see women struggling with difficult relationships, mental health

problems, loss and bereavement or housing and financial issues. We also help those who have previous or current experience of trauma and abuse. The project aims to reduce isolation, build resilience, and increase confidence and self-esteem. We help our clients to develop life skills and improve emotional, physical and spiritual wellbeing, through practical help, courses, activities and one to one sessions.

An increasing number of women seek support as they deal with the repercussions of abuse and struggle with getting through court proceedings and rebuilding their lives once the legal work is over. Our team is there to support and listen and set structures for a recovery strategy. The long-term recovery has been nothing short of staggering. In 2019, Gateway's services were accessed 2548 times.

Through this project, our staff and volunteers aim to walk alongside women. Our team are, constantly astounded by the bravery these women display, and are determined to see them restored to an independent and fulfilling life. We are asking if you would consider supporting them as they do that?



Gateway 2019-20 usage:

- Average one to ones: 93 per month
- An average week sees 38 women through our doors
- Total number of recorded attendances to all workshops and drop ins from March 2019 - Feb 2020: 2471 (excluding. individual drop-in activities, people met at pop ups)
- We gave out approximately 217 emergency food and toiletries bags
- We had at least 1316 one-to-ones throughout the year
- Number of one-to-ones during lockdown from 20th March 30th June 2020: 535
- We are currently working with at least 119 different women,
- 249 interactions including one-to-ones with women seeking support in April alone
- Number of Zoom group attendances during lockdown, from 13th April 30th June 2020: 130
- Total number of recorded 1:1s in June 2020 was the highest number of one-to-ones we have ever had in a month: 220

What is our need?

As a charity, we have served the City of Brighton and Hove since 1997 and one of the three premises that we operate from has been put up for sale which will jeopardise our ability to provide the core services that we provide to 119 women currently via our Gateway Women's Centre. As a consequence, we are asking our major partners and supporters if they can assist in enabling us to secure the Gateway Project for the future.



Purchasing the Gateway building

Gateway Women's Centre has been in its present home at 52 Station Road Portslade since 1998. The United Reform Church next door owns the freehold and is looking to sell No 52 in order to realise capital to pay for urgently needed roof repairs.

It currently provides support for 119 women and has a waiting list of 30-40 more. In January 2020 we were notified that this process of selling the property was getting underway. After a Board meeting and the

meeting of our Property Committee it was agreed that a priority would be to secure the building for Gateway to avoid disrupting or worse, closing the facility.

Until now, the long-term development of this building has been limited by the fact that we have been renting this property with a short renewing lease.



As part of the 5-year strategy, the aim for this year was to secure another one-year lease. However, events have moved on and the Church is now in a position where they need to sell the property. After surveying the local community and canvasing our clients, we are convinced that the existing property is the best location for the project. The Capital Appeal to purchase 52 Station Road, Portslade was launched at the end of September after a meeting with the URC Management Committee at which it was agreed that we would be the preferred purchasers.

Why it is needed more than ever..

The building occupied by Gateway at No 52 Station Road, Portslade, Brighton BN41 1DF has been put up for sale by its owners, the United Reformed Church next door. As a consequence, we have launched a capital appeal to enable us to secure Gateway Women's Centre for the future.

Gateway Women's Centre has been in its present home at 52 Station Road since 1998. The United Reformed Church is looking to sell No 52 in order to realise capital to pay for urgently needed roof We want to purchase and redevelop the building so we can continue to provide our vital services to women and families from across the city.

Why a centre for women is needed more than ever..

Gateway Women's Centre is the busiest it has ever been. We are currently supporting over 100 women and families experiencing difficulty or crisis across the city. We support women with complex needs, including mental health issues, trauma, physical disabilities, domestic abuse and violence, financial crisis, isolation, relationship breakdown and bereavement. We provide a safe space for women, where emotional, practical and spiritual support is available, both one-to-one and in groups. Our services provide opportunities for women to increase confidence and resilience, to improve wellbeing and to reduce isolation. Gateway's approach is professional, non-judgmental, and focused on the individual needs and strengths of each woman.

The impact of Covid on the women we support has been tremendous. The increased demand for our services has only emphasised the need for women-only services like Gateway. Lockdown has changed the way we deliver our services, but it hasn't stopped us supporting the women most in need via the phone and online, and via one to one meetings when allowed. We have also continued to operate our emergency food/ toiletries bank, for which there has been a great demand.

The premises we occupy is part of the United Reformed church building in Portslade, Brighton. The church is willing to sell a substantial part of the building for £265,000. This appeal is for the purchase, and for the renovation and development of the existing space (an additional £83k). The purchase and development will immediately boost our capacity to support many more women in difficulty and crisis in our city, and to enable us to develop our range of services both through groups and one-to-one work.

We are sure you appreciate the critical importance of securing this building for the future. We want to be there for women in crisis and difficulty. We don't want to reduce or stop our service because we don't have a suitable building.



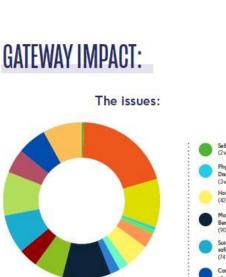
Its role now and in the future

We work with women currently experiencing difficulty or crisis. Through creating opportunities for women to improve wellbeing, build resilience, reduce isolation and learn new skills, we have a preventative role as well.

We help our clients to develop life skills and improve emotional, physical and spiritual wellbeing, through practical help, courses, activities and 1 to 1 sessions. An increasing number of women seek support as they deal with the repercussions of abuse and struggle with getting through court proceedings and rebuilding their lives once the legal work is over. Our team is there to support and listen as long as we are needed.

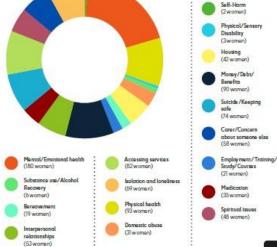
We also host useful and supportive sessions and workshops around wellbeing and self-esteem. Our work has been recognised with a variety of community and business awards including being invited to be a Mayor's charity for three of the last five years. We have made a real impact on our city in dealing with both causes and effects of social poverty.

In the present crisis, the Centre has contacted all their service users, responding to safeguarding issues and where possible, delivering emergency food bags. We will continue to respond to mental health emergencies, while reassuring and supporting the women in greatest need. For the immediate future, we are investigating how we can use technology to support the women who are most isolated or at risk. We will also be signposting and referring women to appropriate services such as Access Point (Adult Social Care). In extreme cases we will work to save lives.



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GATEWAY



52 Station Road as the preferred property option:

Location: Gateway is based in a neighbourhood without similar services for women in difficulty or crisis. We intend to maintain our base at 52, Station Road, to offer support to women in West Hove/ Portslade/ Mile Oak/ Fishersgate who are unable to access services in the centre of Brighton. The nearest women's centre to the west of number 52 is Bognor Regis, which makes Gateway's location a critical one. Our aim is to reinforce our existing services for our clients and then accommodate the extra numbers that the current climate is producing.

The location works well for current service users: Our clients tell us that the three local venues that they feel comfortable visiting are their GP surgery, a local food shop - and Gateway. Number 52 is a key part of many women's daily life. This restricted travelling is usually due to severe mental health, financial and physical issues. As a result, many of our current services users would not be able to access the Centre if it were in a different location.



The search is now on, urgently for a small group of funding partners to help us purchase the Centre outright and in the process, secure this vital hub of safety, warmth and restoration for women experiencing life challenges into the future. We see it as a vital part of our charity infrastructure.

Excellent bus and train services: Number 52 is on the number 1 and 6 bus routes. Women (including women with serious physical disabilities) are able easily to get to it by public transport. Most of our clients rely on public transport and we consider it unlikely that we would find a suitable building with better transport links.

Strong local presence via a shop front on a busy street: means Gateway is very visible to the public, prompting public support and awareness of our services. Several times a woman in distress has knocked on the door and received lifesaving support

We are front of mind and first on the list because of the shop front. Members of the public often drop in with supplies or other support because they became aware of Gateway whilst walking past or shopping nearby.



An established part of the local community: Gateway is situated on a retail trunk route and is therefore convenient for women to access. This reduces isolation by enabling women to build links with the local community. Women meeting at the café next door after Gateway sessions is just one example of this.

Its location doesn't act as a red flag to violent partners and stalkers: Perpetrators of domestic violence assume that the destination is a local shopping trip, not a visit to a Women's Centre.

We have fostered a good reputation in the area and have a working convivial relationship with local traders, who direct women in difficulty to us.

Easy for our essential volunteer team to access: We rely on our skilled, experienced and dedicated team of volunteers to enhance our services. This location is appealing to volunteers due to its good transport links.





A welcoming, safe building, highly regarded by the women and referring professionals:

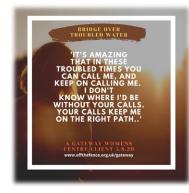
A unique aspect of number 52 is the homely feel of the building. The women love this building and frequently tell us the building itself feels "like a second home". We notice women visibly relax as they enter our "Living Room". If you visit one of our drop-ins or activities, you will notice an inclusive and uplifting atmosphere contributed by the building itself because of its cosy layout.

This ambience is important because it helps to de-stigmatise what could otherwise be a

challenging experience. The women feel "at home", rather than feeling like a patient or client visiting a clinical or industrial building. As a result, women are more likely to use our services, and to make progress while accessing our services. One of the women told us "Gateway is unlike any other place I have been to for mental health support", because of the non-clinical nature of the building.

Gateway: another way of saying 'welcome'.

The building has the feel of a Victorian terrace home. This is quite different to other services operating in a retail unit, a commercial unit on an industrial estate, a church hall, a mental health day centre or a medical centre. This contributes to an atmosphere of belonging and safety. We know it would be difficult to re-establish Gateway in a less informal venue, if we were to move.



A similar Centre in a different part of Brighton with a drop in facility at a local community hall has a lower attendance and take up. Some Gateway women commented that the venue felt cold and unwelcoming and did not compare well to Gateway. It would be difficult to find another building that can operate like a house and that can recreate Gateway's welcoming ambience.

Not only our clients, but many visiting professionals tell us the building feels safe, welcoming and comfortable. Sarah Lawson (Lead Nurse – Assessment and Treatment Service/ mental health team) says: "I'm particularly fond of referring people to Gateway as I know it is a peaceful, safe and hopefully therapeutic environment for people to be in.

I'm always struck by just how peaceful the space feels." We believe that the nature of the building is the key to this – and is unlikely to be replicated elsewhere.



Established in 2011, the building is familiar to existing service users and to referring professionals. The systems, space and layout of the building are familiar to the staff and volunteers, so we already know how to best operate in and make the most of the space. Developing the current building would save time and energy, and would cause less disruption than

moving to another building.

Garden and outdoor space.

The present location is also unusual in that it offers a restorative outdoor space. The women describe the garden as "an oasis on Boundary Road", offering respite from their difficult lives. The garden at the rear of the building with its own Summer House is used for quiet reflection, one-to-ones with the team, and enjoyment of the natural surroundings. If we were to expand the building into the garden, we would still have outdoor space for the women to use and for us to develop.



Potential for development

It can be re-configured to improve use of space internally, to enable us to work more effectively and further improve services.

- Extend into garden area.
- Improve disability access.
- Improve one-to-one room facilities.
- Improve office space and improve working conditions for staff.
- Possibility of hiring rooms outside of Gateway hours to generate income.
- Possibility of offering Gateway services and fundraising activities out of hours.

Property sub-committee

The Board have appointed a group that brings together the right legal and qualified experience to oversee the acquisition and development of the property on behalf of the Board.

David Goldin - Chair Paul Young Graham Hollebon Mike Southcombe Rob Lacey Paul Arkell Legal team: Robert Price - chartered surveyor Vicky Schofield - solicitor

GATEWAY OFF THE FENCE

The Purchase Process

Stage 1

The Property Sub-Committee will meet regularly and manage the detail of the purchase and refurbishment process. The full Board will approve all major decisions.

Confirmation of willingness to sell and valuation from the URC

On the 23rd September 2020, Paul Young, CEO & Graham Hollebon, Board Chair met with the URC leadership team. At this meeting, the URC team confirmed their intention to sell with OTF as the preferred purchaser. This had already been discussed with their membership earlier in the year and has now been approved by their governing body. The URC have a valuation of £300k which takes into account their desire to sell to a Christian organization and to continue to support the ministry of OTF.

Stage 2

auickly.

follows:

Given our desire to progress, the URC membership will

undertake our own valuation taking into account

price with the URC - now agreed at £265k.

shortly meet in order to ratify the sale after which we will

repairs and improvements and seek to negotiate a fair

There is a good relationship between the two sides -

confident that we will be able to reach agreement

Our current view of the total cost of this project is as

and a desire to make this sale happen, so we are



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| Purchase price (max) | £2 | 265,000 |
|----------------------|----|---------|
| Legal and other fees | £ | 7,000 |
| Refurbishment | £ | 83,000 |

£355,000

Stage 3

Total

Financial support for the Project from all sources

Reserves after purchase:

We will have $\pounds 105,000$ in reserves (after $\pounds 355,000$ is raised and spent) based on how funding is progressing this year. This will enable us to run and protect our current operations.

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Actual and expected funding as of 15th October:

We have £50,000 held in anticipation of the Appeal already drawn from free reserves which arrived early in April – too late to go into last year's accounts, but effectively raised in March.

In addition, we have been promised £25,000 from local trusts (including the St Bernard's Trust) and churches (including All Saints, Patcham, The Point, Burgess Hill, St Andrew's Burgess Hill, St Peter's Brighton) and have already raised £19,000 from local individual supporters.

We have had favourable reactions to our plans from significant long term supporter trusts who we hope will make generous contributions based on past experience and current relationships.

In the unlikely event that we fall short, we have the contingency of a mortgage already outlined in principle with Stewardship Services (Kingdom Bank).

So we have identified £303,000 of likely funding.

Present funding: £303,000. Shortfall as of 13.10.20 £52,000As the news of the URC's intention to sell happened in the last few weeks, we are encouraged by this response.

Stage 4

Our declared objective is to raise sufficient capital to buy the property outright. In the unlikely event that this proves difficult within the project timeframe, then we will consider short-term loans or a mortgage secured against our existing assets.

We will boost funding streams via our strengthened Income Generation team to ensure that we will be able to support these new assets after the appeal concludes.

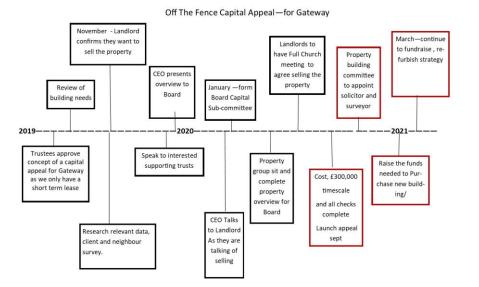
We will approach relevant fund-holders to contribute towards refurbishments and extension plans.

ommented [GHT]: Not sure this is needed?

Commented [GH2]: I think it is unclear as to whether we are planning to borrow or buy outright. I think the Board position is we prefer no debt but would agree to a short period of borrowing to get the deal done whilst sorting out grants etc - if this is what we mean we should set this out more clearty?

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Ongoing costs and upkeep

The budget post purchase and renovation will not increase significantly. We are already strictly adhering to annual budgets and an increase in essential facility costs and the addition of two staff will not oblige us to re-cast our finances.

The financial running of the Centre will fall within the normal budgeting and administration of the Charity. Strict cost management, monthly reporting, management accounts and supervision by onsite management will contribute to a tightly run operation under the overall supervision and auditing of the central charity finance department.

We see it as critically important that we of secure this building for the future not only of this project but for the array of services available for victims of domestic violence and other trauma in the City.

Our budget has been set for our new financial year and this takes into account that our normal running costs are independent of this.



The Gateway Budget in more detail (subject to variation as fees etc are negotiated):

2020 Capital cost expenditure breakdown

| Purchase Price | £ | 265,000.00 |
|-------------------------------|---|----------------------------------|
| Solicitor fees | £ | 2,700.00 |
| Property search | £ | 550.00 |
| Refurbishment | £ | 83,000.00 |
| Indemnity Policy | £ | 170.00 |
| Stamp Duty | £ | 1,080.00 (charity discount) |
| Valuation, Building survey | £ | 100.00 (donation, expenses only) |
| Utilities | £ | 1,500.00 |
| Search Fees | £ | 400.00 |
| Building & contents insurance | £ | 450.00 |
| | | |
| Estimated total | £ | 355,000.00 |

Paul Young / 12.11.2020

Gateway is and will be a welcoming place for women in need





Appendix:

Testimonial:

Gateway to life after depression

"After losing both my partner of 20 years and my mother-in-law to cancer, my depression, stress and anxiety became overwhelming. I have some physical health problems and use a wheelchair to get around. Without my partner's help I couldn't go out alone and I became isolated, which made everything worse.

My GP told me about Gateway, to help me start socialising again. I knew I needed to start dealing with all this stress, depression and loss.

Gateway has helped me loads. I feel protected here and everyone at Gateway is so nice. I now have something to get up for in the mornings. I thought I might have to sit in a quiet room with everyone having to go around and say what's wrong with you. But it's not like that at all – I felt so welcomed and at ease straight away when I came here. If I've got a problem, I can come and always have someone to talk to. I never used to have that. The staff have helped me practically too. For example, they emailed the hospital for me and this brought an appointment forwards by 6 months and got me a home visit which saved me a trip by myself to the hospital - which would have been difficult.

Gateway has given me different things to do like the Wednesday Wellbeing workshops. I've been on a bread making workshop with Gateway to the Stoneham Bakery, and I've never done anything like that before. It felt good to make the dough, see how it turned out and think "I made that."

I've also done a cookery workshop at Gateway which taught me how to make easy, healthy food. I learnt new recipes which I can prepare whilst sitting down, which has been so helpful as I cannot stand to cook due to my physical illnesses.

When I think of some of the women I now know at Gateway, I no longer think of them as "just a lady down at Gateway" but as a "friend." It's so nice to have new friends to talk to and go for coffee with.

Thanks to Gateway, people have said that I seem a lot happier now, and I don't want to run away or disappear so much. In the last three weeks, I've even started going out on my own which I was never able to do before. A friend accompanies me to Gateway normally, but I've been able to go to Gateway alone.

I also used to need someone to take me to the bus stop and wait with me until I got on the bus, but now I'm starting to get buses all the way into town by myself. I still panic when I go out by myself, but without Gateway, I would never have had the confidence to try going out alone.

Thanks to Gateway, I am also more confident to do things like make phone calls to my doctor, to visit my GP on my own, and to go to the shops alone. Gateway has improved my confidence so much. I get to have a laugh there."

Gateway Women's Centre is led by a full time, qualified Manager (Gen Fox), as well as a Deputy Manager with a strong background in mental health support, having previously worked at the MIND charity. There are also 3 other keyworkers. All staff are trained in: Safeguarding Adults at Risk, Managing Aggressive Behaviour, Suicide Prevention, Understanding Anxiety and Cognitive Behavioural Therapy, Benefits and Vulnerable People, and Personality Disorders.



The Need

Women attending Gateway have a variety of complex needs: anomie; withdrawal from society; emotional trauma from past and current abuse, financial difficulties, physical and mental health problems and more. Gateway offers a confidential and safe place where women can come to restore their dignity and self-worth. A programme of wellbeing, I.T and craft workshops, alongside one-to-one support, helps us to tailor services to client needs. Skill-building, assistance with welfare administration, outreach to women unable to access the centre and practical help with food parcels all tie this into our aim as a charity - to resist poverty early, empower people quickly and restore hope immediately.

With the loss of government funded services and previously existing societal structures that would have supported women in a time of crisis, Gateway offers a vital service. Gateway involves a large amount of (early intervention) social, mental and physical support, accompanying vulnerable women to tribunals, crucial welfare and GP/hospital appointments, visits to clients in psychiatric care, home visits for those experiencing agoraphobia, severe depression, Post-Traumatic Stress Disorder and associated symptoms such as flashbacks and dissociation.

Gateway works closely with local NHS mental health services, receiving many referrals from local GPs and NHS mental health services. Gateway has established a strong reputation for working flexibly and in a highly supportive manner. Gateway is significantly changing the lives of women aged 35-80 from many different backgrounds who find themselves overwhelmed by their circumstances and in crisis.

Mental health problems are common, affecting one in four people in any one year, but nearly nine in ten people who have these experiences say they face stigma and discrimination as a result. 60% of people with a mental health problem waited over a year to tell those closest to them. Without the support of those around them, people with mental health problems risk losing their job, family, friends and their home.

Gateway Women's Centre offers an early intervention service for women going through such experiences and not getting the immediate help they need elsewhere.

Some have described Gateway as "a sanctuary". Everyone struggling with poor mental health is in need of love, support and understanding and this is what we try to offer through our service in a safe and caring environment. Through our strong network with other services, organisations and authorities, we provide effective signposting (early intervention) for more specialist help based on the individuals need.

Success?

Each situation is so varied and different that it is not always possible to ensure a clear, direct path to success. We work with many incredibly chaotic individuals so must measure their successes accordingly with as much detail as we can. Success of the project could mean for one client getting back on their feet, being able to leave their house, or managing benefit paperwork and able to buy food for themselves. In many cases, a spiritual reawakening is the kickstart to a better future.

Early intervention

Your funding will play a huge part in enabling more women (and their children) able to access Gateway to re-capture control over their lives, the choices they make, and the independence they are able to achieve at an early stage of the distress cycle.



Early assistance and diagnosis (with professional collaboration) enables us to help them to deal with issues around mental health and wellbeing at an earlier stage. Our volunteer team of Christian women play a large role in this and in the pastoral and spiritual care offered.

The Gateway Manager is central in leading as well as executing this vision, helping women to work through issues or periods of crisis and to develop self-worth and self-esteem. Practical skills and worship and praise are channeled through workshops, and women are offered food parcels when finances are difficult and in particular crisis.

Sometimes the interventions are physical (we gave out over 100 food parcels last year), mental (around 25 women could be said to be on the path to serious mental issues without our intervention) – and emotional support (early intervention in cases of domestic violence, child abuse and families on the threshold to poverty.) By far the biggest impact on our work, and the fastest growing is mental health.

The current appeal document shows total project costs of £355,000, whereas the first Appeal document issued more than a month ago has a capital cost expenditure of £337,600. Which costs are correct?

The Appeal budget data is based on earlier estimates where gratis contributions from Crash, Brewers and other building suppliers were thought to be forthcoming. After consulting with CEO Paul Young and Chair of Trustees Graham Hollebon, it was thought prudent not to assume this for the purposes of the updated Capital Appeal document.

Present funding expectation: £303,000. Shortfall as of 12.11.20 £52,000

There is a project shortfall of \pounds 52,000 and you have approached other funders. When do you expect to hear from these?

In November/possibly early December

In your accounts for the year ending 31 March 2020 note 14 shows unrestricted funds £516,038 and restricted funds £387,790. Restricted funds include "Capital appeal" £270,275 and this seems to be in respect of the Antifreeze Centre which was bought in 2013.

This is not liquid, working capital. Our accountant Gary Schultz who prepares the end of year accounts has explained (below) that this is a depreciating fixed asset.

Gary Schultz: "The building (37 Portland Road) was purchased with the funds from the Capital Appeal. It has been added to fixed assets and is being depreciated in line with our fixed asset policy. The remaining balance of £270k on the fund is not cash, but the book value of the fixed asset. The residual balance on the fund is included in Note 16 in Tangible fixed assets line under the restricted funds column."

G W Schulz ACMA Chartered Management Accountant G Schulz & Company Ltd M: 07519049457 E: gary@gschulzltd.com A: 3 Lane Close, Broadbridge Heath, Horsham RH12 3UF





Two further points:

The commitment to sell from the URC is minuted and a letter of intention is overleaf. Our Chartered Surveyor Robert Price has organized the floor measurements for the floor plans reproduced overleaf

Appendix 1 Letter of Intent to sell from the URC



Dear Paul

This is to confirm at our recent Church Meeting at Portslade URC it was agreed to sell the part of the building known as 52 Station Road. As Off the Fence, Gateway are a current tenant we would like to give you first refusal on it's purchase.

Yours sincerely Jay ne Paekham Jayne Packham on behalf of Rev Sue Chapman

To worship GOD, FATHER, SON and HOLY SPIRIT and to express, proclaim and spread the love of Christ and His good news, aiming to fulfil His mission and bring about His Kingdom on earth.

Find us: Church Website - http://www.portslade-urc.org.uk or on Facebook



GATEWAY OFF THE FENCE

Appendix 2

No 52 Station Road Floor Plans



Illustration for identification purposed only, measurements are approximate, not to scale. Copyright GDImpact 2020

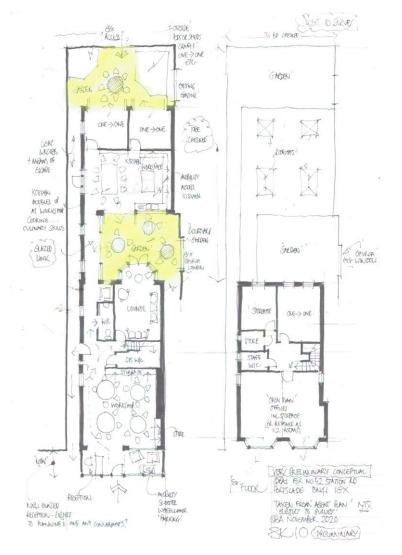
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Appendix 3

Preliminary Architect's Drawing



Roy Stannard / Paul Young 12.11.20

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