

StopGap Sheffield

Trustees' Annual Report & Accounts

2022-23

**Trustees' Annual Report and Financial Report for the period 1 July
2022 to 30 June 2023 Charity Reference and Administration**

Registered Number: 1146601

Registered: 27 March 2012

Registered office:

Sheffield Cathedral

Church Street

Sheffield S1 1HA

Trustees (including officers):

Jo Abbott	Chair
Louise Finnigan	Secretary
Barney Williams	Treasurer (Resigned)
Tina Powell-Wiffen	
Souleymane Bah	
Timothy Renshaw	
Aimee Lowe	
Wendy Robson	

Administrator (part time):

Liz Grasso

Bankers:

Virgin Money

Note: Public Benefit:

In compiling this report and in exercising their powers and duties, the Trustees have had due regard to the guidance on public benefit published by the Charity Commission.

Structure, Governance and Management

Governing Document:

StopGap Sheffield is a Charitable Association whose constitution was adopted on the 4th October 2011 and amended by a Resolution passed at a Special General Meeting on the 28th February 2012.

Governance and Management:

The Charity is managed and administered by trustees comprising its officers and other trustees elected at the last Annual General Meeting or co-opted during the year. All trustees must retire at each Annual General Meeting but are eligible for re-election. The day to day running of the Charity is the responsibility of its officers (the Chair, Secretary and Treasurer). The trustees meet regularly and receive reports from the officers and from other appropriate persons on the operations of the Charity, its finances, fundraising and governance. The trustees take decisions regarding strategic and policy direction, significant items of expenditure and other major issues.

Reserves

The trustees feel that it is necessary to hold a minimum of £5,000 in reserves: to cover all foreseeable expenses for several months and to ensure that StopGap can continue to offer a basic minimal emergency service for its most vulnerable clients for the following season.

Objectives, Activities and Achievements

Charitable Objectives:

The objectives of StopGap Sheffield (hereinafter referred to as StopGap), as stated in its constitution, are 'the relief of poverty of the homeless, temporary homeless and rough sleepers in the City of Sheffield by the provision of overnight emergency accommodation and related support services.

Method of operation

StopGap arranges and pays for short-term overnight accommodation in Sheffield for those who may otherwise find themselves on the streets or sleeping rough. Accommodation is in private B&Bs approved both by Sheffield City Council and ourselves. We do not possess, hire, or otherwise provide our own accommodation. StopGap liaises closely with various local voluntary sector agencies accepting referrals from them of individuals as appropriate (and subject to availability in all cases), usually for one night at a time and usually for a maximum of 3 nights per individual within any six-month period.

Individuals are asked to report back to the referral agency, or to another appropriate agency, the following day; and must be re-referred by an appropriate agency for a subsequent night's stay. StopGap itself does not select, engage with or interview people directly. The referral process is run via a mobile phone. For most of the current year this was done by our part-time administrator, assisted by a rota drawn from our volunteer trustees. We have no office or permanent staff, other than a part-time administrator as circumstances permit, and currently have no other volunteers.

Achievements for the year 1 July 2022 to 30 June 2023:

This year has been a quiet year due to the lack of suitable available accommodation and the ongoing impact of Covid.

As a charity, Stop Gap have:

- Continued with their "Sponsor a Room" campaign.
- Produced a newsletter update to our supporters with detailed case studies of people that we have helped.
- The Trustees continued to meet regularly via Microsoft Teams.

Issues:

One of the ongoing challenges we have faced is a lack of accommodation in the city for rough sleepers to be placed in. There is demand from not just Sheffield Council but other Councils in the South Yorkshire area, as well as social services and the NHS amongst others. The ongoing impact of Covid remained a challenge with securing suitable available accommodation.

People placed through StopGap:

During the 12-month period from 1 July 2022 to 30 June 2023, StopGap provided a total of 27 bed nights for a total of 6 individuals.

MONTH	NUMBER OF PEOPLE PLACED	NUMBER OF BEDNIGHTS USED	REASON FOR HOMELESSNESS
JULY	0		
AUGUST	1	7	Eviction
SEPTEMBER	2	10	Eviction
OCTOBER	2	6	Visa and Prison Release
NOV/DEC/JAN/FEB MARCH	0		
APRIL	1	4	Nonpriority NASS leaver
MAY/JUNE	0		
TOTALS	6	27	

StopGap Hotel Pilot:

In March 2023, StopGap held an extraordinary meeting to discuss its future as a Charity. For a few years, due to Covid, very few people had been placed, which left the Charity with a very healthy bank balance.

The trustees felt strongly that this money had been given in good faith to support homeless people, and we were not currently doing this.

The options discussed at this meeting were-

- Close StopGap Sheffield and distribute the money to other homeless charities
- Diversify our client group and use hotel accommodation instead.

It was agreed that we would implement a pilot project whereby StopGap paid Framework directly to place people in suitable hotel accommodation.

This would then allow Framework to work with them to find longer term accommodation. The pilot would be aimed at low risk people finding themselves recently homeless, and not clients already known to services. These people would be risk assessed by the agency, and placed in suitable hotel accommodation. StopGap will pay a maximum of £80 per person per night for a maximum of 3 nights.

Guidelines were drawn up with a small working group of Trustees, and below are the figures for the Hotel Pilot from May-June 2023, and has subsequently been extended.

A review of the Pilot project will be carried out at a future Board meeting.

MONTH	NUMBER OF PEOPLE PLACED	NUMBER OF BEDNIGHTS USED	REASON FOR HOMELESSNESS
MAY	1	2	NASS leaver
JUNE	1	1	Non-priority need
TOTALS	2	3	

Case Study – Stop Gap Hotel Pilot

***Names have been changed**

Framework received a telephone referral for someone who was going to be roofless from the City of Sanctuary. Framework went to go and meet them to see if they could help. Zahra was originally from Iran. She moved to England and claimed asylum. Whilst she was seeking asylum, she was provided with accommodation in Sheffield. Once she was granted leave to remain in the UK, her accommodation was no longer valid and she was made homeless.

She had spoken to Sheffield City Council and although they could help her look for accommodation in the long term, they could not look at temporary accommodation for her. This was because Zahra was not considered to have any significant mental health or physical health so did not qualify for temporary accommodation. As she had no family in the UK she had nowhere else to go.

Using the new Stop Gap Hotel Pilot, Framework was able to book Zahra into a hotel for a maximum of three nights. During this time, Framework could look at options for her. After two nights in the hotel, Zahra moved into St Wilfrid’s supported accommodation. This is a great outcome for Zahra thanks to the Stop Gap Hotel Pilot.

Summary:

Numbers of referrals this year were down on previous years, which can be attributed to the ongoing issues with lack of suitable accommodation for StopGap to place people in, and the continuing work of Sheffield City Council to relieve homelessness.

Of the people who were placed, the main reason for homelessness (where noted) was eviction.

Most referrals came via Framework's rough sleeper service on weekdays. However, other agencies, such as St Wilfrid's Centre, the Archer Project, the Snowdrop Project, and ASSIST, can refer to Framework during office hours to access StopGap accommodation.

As in previous years, we have continued to give priority to those people who are most likely to be able to engage with services to increase their chances of obtaining longer-term accommodation in the near future. Statistics consistently show that a significant proportion of people that are seen are currently engaging with other services after accessing the StopGap scheme, principally by signing up to Framework's Rough Sleeper service.

Fundraising:

StopGap has not applied this year for any funds due to the difficulty in placing clients and the lack of suitable accommodation.

Should the pilot scheme prove to be a success, the trustees will review this if future funds need to be raised.

We aim to produce at least one newsletter or information update annually, generally in the late autumn.

We also have a website (www.stopgapsheffield.org), through which it is possible to make online donations, as well as a Facebook page.

	Unrestricted Funds 2022-2023 £	Restricted Funds 2022-2023 £	Total Funds 2022-2023 £	Total Funds 2021-2022 £
Receipts				
Subscriptions	30		30	63
Donations	2175		2175	3844
Grants	4500		4500	1500
Total Receipts	6705		6705	5407
Payments				
Self-employed Administrator	4800		4800	4650
Postage & Telephones	74		74	
Trustee Insurance	434		434	422
Accommodation Costs	3584		3584	425
Total Payments	8892		8892	5497
			0	
Excess of Payments over Receipts	-2187		-2187	-90
Balance Sheet as at 30 June 2023				
Employment of Assets				
Current Assets				
Yorkshire Bank	36790		36790	38383
Current Liabilities				
Creditors	594		594	
Total	36196		36196	38383
			0	
Assets Employed				
Accumulated Fund as at 1st July 2022	38383		38383	38473
Deficit for the year	-2187		-2187	-90
Accumulated Fund as at 30th June 2023	36196		36196	38383

[1] Creditors refers to two outstanding invoices payable to Bed and Breakfast accommodation.

Statement of Independent Examiner

I have examined the books and records of Stopgap Sheffield and find the statement of income and expenditure for the year ended 30 June 2023 and the Balance Sheet as at 30 June 2023 to be a true and fair reflection of the organisation's affairs.

P. Cromar

Dr Peter Cromar -

Dated - 26.1.2024

Jon Abbott
CHAIR

26.1.2024

Finally, can I take this opportunity to thank our Independent Examiner, Dr Peter Cromar, who carries out a thorough job, voluntarily, on our accounts.

Thank you to all the homelessness agencies that StopGap works with- StopGap couldn't do our work without your knowledge, help and expertise.

Thank you also to Liz Grasso, our part time Administrator, and our Trustees.

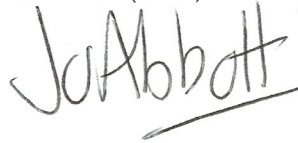
Declaration-

The Trustees of StopGap Sheffield declare that they have approved the above Trustees' Annual Report, and the following have signed on behalf of all the Trustees-

Signatures

Full Name - Jo Abbott (Chair)

Signature-

Handwritten signature of Jo Abbott in black ink, written in a cursive style.

Full Name - Louise Finnigan (Secretary)

Signature-

Handwritten signature of Louise Finnigan in black ink, written in a cursive style.

Dated -

16-02-2024