



The Great Almshouse Census

December 2023

Dear Almshouse Association Member

You may have seen our article on 'The Great Almshouse Census' in the autumn Almshouses Gazette and are already anticipating its arrival ... maybe not with the excitement of Christmas but a degree of anticipation? We have really pared it down to make sure we don't take too much of your time.

The survey should take you between 5-10 minutes to complete. If you are not the right person, please do forward it on. We would be most grateful if the census could be returned by Friday 15 December 2023, but do please let us know if you need more time. Please ensure only one census is completed per charity. (If the information is not at your fingertips we would rather a "best guess" over non-completion – so don't worry too much about detailed investigation, ballpark figures are fine.)

Can I just also take a moment to tell you what is driving this work and how the information will be used?

We are trying to protect the character and status of almshouses and to influence local and national government to treat almshouses as a very worthwhile and valuable service to the community. To do this we need to speak with confidence about the almshouse model and those it serves. We also need to keep developing our service to meet your current and future needs – to make your lives as trustees and clerks easier and, working with you, plan ahead long term.

Every question here has been 'sweated over' to make sure we are only asking questions that we know will be of value to you as members and the Association when making the case for support. Once completed we think the evidence produced here will help put us in a very robust position to speak about the amazing contribution almshouse charities make in today's society. We will gather the data and share it back with all our members before working with local and national government on a long-term engagement and profile raising project.

We know you are all so busy but your help in completing the census will be invaluable, and we promise we won't ask you to do the same next year – this will serve for a good few years to come.

Thank you so much in advance. It's really appreciated.
Warmest regards

Nick Phillip CEO
The Almshouse Association

Please complete all fields / boxes. If the question is not applicable or the answer is zero, please insert i.e., "0" or "n/a" as appropriate.

IMPORTANT NOTE: The Almshouse Association is sending this census to you in paper format as we either do not appear to have a current email address for you on our system or our email has been returned as 'undeliverable'. If you have access to the internet, rather than complete this paper copy, please feel free to access the electronic version via: www.smartsurvey.co.uk/s/THEGREATALMSHOUSECENSUS/

*** indicates a required field**

1. Membership Number - please advise us of the Charity's Almshouse Association Membership Number: *

(NB. Please type just numbers, no letters and ensure it is your Almshouse Association membership number, not your Charity Commission number.)

2. Name of Charity (as held by Charity Commission): *

3. Please provide us with details of the main contact at the Charity: *

Main Contact Name

Main Contact Position

Main Contact Telephone

Main Contact Email

Main Contact Address Line 1

Main Contact Address Line 2
(Town)

Main Contact Address Line 3
(County)

Main Contact Address
Postcode

4. If the person named above is NOT the Charity's Chairperson, please provide us with the details of the Charity's Chairperson:

Chairperson's Name

Chairperson's Telephone

Chairperson's Email

Chairperson's Address Line 1

Chairperson's Address Line 2
(Town)

Chairperson's Address Line 3
(County)

Chairperson's Address
Postcode

5. Would the Chairperson be happy for The Almshouse Association to contact them directly about strategic matters? *

☐ Yes

☐ No

Charity details

6. In what year was the Charity established? *

(NB. This is the foundation date, not the building of the first or current almshouse building.)

7. Please tick the description that best describes the Charity: *

☐ Trust

☐ Company Limited by Guarantee (CLG)

☐ Charitable Incorporated Organisation (CIO)

☐ Not sure

8. Is the Charity a Registered Provider of Social Housing? *

☐ Yes

☐ No

Trustees

9. How many trustees does the Charity have? *

10. How many vacancies for trustees does the Charity have? * (NB. If none, please put "0".)

11. Please state how many of the trustees fall into the following age ranges: * (NB. If none, please put "0".)

18 - 29

50 - 59

Over 80

30 - 39

60 - 69

40 - 49

70 - 79

12. Please indicate the ethnicity of the trustees by ticking the applicable boxes below: *

(NB. We are asking this question as it is vital that we understand the make-up of our members so that we can do what we can to be representative of the communities we serve. It is also becoming increasingly important to understand this information for the purposes of fundraising.)

☐ White

☐ Other

☐ British

☐ Asian or Asian British

☐ Irish

☐ Indian

- | | |
|---|---|
| ☐ Pakistani | ☐ Caribbean |
| ☐ Bangladeshi | ☐ African |
| ☐ Any other Asian background | ☐ Any other black background |
| ☐ Mixed | ☐ Other Ethnic Group |
| ☐ White and Black Caribbean | ☐ Chinese |
| ☐ White and Black African | ☐ Any other Ethnic Group |
| ☐ White and Asian | ☐ Other |
| ☐ Any other mixed background | ☐ I do not wish to disclose this information |
| ☐ Black or Black British | |

13. Please state the number of trustees who fall into the following genders: * (NB. If none, please put "0".)

Male		Female		Other	
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Staff

We are now going to ask some questions about any staff who work for your charity.

14. Does the Charity use a managing agent? *

- | | |
|------------------------------|-----------------------------|
| ☐ Yes | ☐ No |
|------------------------------|-----------------------------|

15. Does the Charity employ staff? *

(NB. This does not include the use of tradesmen and professionals for occasional duties.)

- | | |
|------------------------------|-----------------------------|
| ☐ Yes | ☐ No |
|------------------------------|-----------------------------|

If yes, how many?

16. If the Charity directly employs staff (NB. This does not include the use of tradesmen and professionals for occasional duties.), **please complete the following by ticking all that apply:**

	Part time	Full time
Clerk	☐	☐
Warden	☐	☐
Finance	☐	☐
Cleaner	☐	☐
Facilities/Gardener	☐	☐
Carer	☐	☐
CEO/Managing Director	☐	☐

Residents

17. Please state whether the Charity's Governing Documents specifies types of beneficiaries in any of the following areas: *

	Yes	No
Residents must be 60 years old or over	☐	☐
Only male beneficiaries permitted	☐	☐
Only female beneficiaries permitted	☐	☐
Widows/widowers	☐	☐
Married couples	☐	☐
Families with young children	☐	☐
Beneficiaries must be financially in need	☐	☐
Beneficiaries must have a specified trade connection	☐	☐
Ex-service personnel	☐	☐
Beneficiaries must live within a particular geographical area	☐	☐
Beneficiaries must belong to a specific religion and/or attend church	☐	☐
Beneficiaries must be of good character	☐	☐
Homeless people	☐	☐
People with disabilities	☐	☐
Care leavers	☐	☐
Ex-offenders	☐	☐

18. Please indicate the ethnicity of the Charity's almshouse residents by ticking the applicable boxes below: *

(NB. We are asking this question as it is vital that we understand the racial diversity within almshouses. It is also becoming increasingly important to understand this information for the purposes of fundraising and when talking to local and national government and other interested parties.)

- | | |
|---|---|
| ☐ White | ☐ White and Black African |
| ☐ British | ☐ White and Asian |
| ☐ Irish | ☐ Any other mixed background |
| ☐ Other | ☐ Black or Black British |
| ☐ Asian or Asian British | ☐ Caribbean |
| ☐ Indian | ☐ African |
| ☐ Pakistani | ☐ Any other black background |
| ☐ Bangladeshi | ☐ Other Ethnic Group |
| ☐ Any other Asian background | ☐ Chinese |
| ☐ Mixed | ☐ Any other Ethnic Group |
| ☐ White and Black Caribbean | ☐ Other |
| | ☐ I do not wish to disclose this information |

19. Roughly what percentage of the Charity's almshouse residents DO NOT have a next of kin identified/registered with the Charity? *

- ☐ 0%
- ☐ between 1- 10%
- ☐ between 10-50%
- ☐ between 51-90%
- ☐ over 90%
- ☐ The Charity does not hold this information

Accommodation

20. How many almshouse residents is the Charity capable of housing? *

21. How many individual almshouse dwellings does the Charity have in total? *

22. How many accommodation vacancies does the Charity currently have? *

(NB 1. If the Charity has a dwelling which is capable of housing more than one person, but only one currently resides there, then please DO NOT count this as a vacancy.)

(NB 2. If none, please put "0".)

23. How many of the Charity's almshouse dwellings would be classed as: *

(NB. If any of the below do not apply to the Charity, please type "n/a".)

	Number of Dwellings
Bedsit/Studio	
1-Bedroom	
2-Bedroom	
3-Bedroom	

24. Does the Charity use a communal heat network? *

(NB. If some of the Charity's almshouse sites do, but some do not, please answer for the largest site.)

- ☐ Yes ☐ No

25. Age of buildings - the Charity owns almshouses built .. *

(Please tick all dates that apply.)

- | | |
|--------------------------------------|---|
| ☐ Pre 1600 | ☐ 1800 - 1899 |
| ☐ 1600 - 1699 | ☐ 1900 - 1999 |
| ☐ 1700 - 1799 | ☐ 2000 and onwards |

26. Please indicate below if any of the Charity's almshouse dwellings are designated as per the below:

(Please tick all that apply.)

- | | |
|--|---|
| ☐ Grade I listed | ☐ Grade II* listed |
| ☐ Grade II listed | ☐ In a conservation area |

27. Please list the EPC rating/s of the Charity's almshouse dwellings: *

(Please tick all that apply.)

- | | | |
|----------------------------|----------------------------|----------------------------------|
| ☐ A | ☐ D | ☐ G |
| ☐ B | ☐ E | ☐ unknown |
| ☐ C | ☐ F | |

28. Weekly maintenance contributions (WMC) - please detail the rate of WMC paid by the Charity's almshouse residents for the types of dwellings detailed below: *

(NB 1. If the Charity uses monthly figures, please convert these to weekly amounts (MMC x 12 divided by 52 = WMC). If there is no variation in the WMC, please put the same figures in the minimum and maximum columns. Please do not use £ signs, just input the numbers and decimal points.)

(NB 2. If your charity does not have a particular type of dwelling, please type "n/a" in both minimum and maximum boxes.)

	Minimum	Maximum
Bedsit/studio unit		
1 bedroom unit		
2 bedroom unit		
Other unit		

29. Please indicate whether any of the following are included in the WMC: *

(NB. If some of the Charity's almshouse sites do include any of the below, but some do not, please answer for the largest site.)

	Yes	No
Heating	☐	☐
Electricity (other than heating)	☐	☐
Gas (other than heating)	☐	☐
Water	☐	☐
Council Tax	☐	☐
Warden Services	☐	☐

	Yes	No
Communal Laundry	☐	☐
Communal Dining Area	☐	☐
Communal Gardens	☐	☐
Other communal areas	☐	☐

30. Please give the number of Appointments Set Aside in the last five years due to the reasons listed:
(NB. Please put "0" in each box if no Set Asides have taken place.) *

WMC Arrears	
Anti-social behaviour	
Unable to live independently	
No longer meets beneficiary criteria	
Other	

Future plans

31. Is the Charity planning to build new, additional almshouse dwellings over the next 5 years? *

☐ Yes ☐ No ☐ Not sure

If yes, how many?

32. Is the Charity planning a major refurbishment project in the next 5 years? *

☐ Yes ☐ No ☐ Not sure

33. Speaking as the Chairperson of the Charity (or on behalf of the Chairperson), "In 10 years' time, the Charity will ... *

(Please tick the most appropriate opinion below.)

☐ likely be closed"
 ☐ be surviving"

☐ likely have merged with another almshouse charity"
 ☐ be thriving"

34. If you would like to add a comment regarding any of your responses, please do so below:

Please return paper copies to The Almshouse Association, Billingbear Lodge, Maidenhead Road, Wokingham, Berkshire RG40 5RU in the stamped envelope provided.