

BISHOPS' OFFICE AND WORKING COSTS

The House of Bishops has asked us to prepare and publish the details of bishops' office and working costs on an annual basis.

This document starts with a brief outline of bishops' work. The range is extensive and it is widely recognised that bishops carry a very heavy workload.

The following pages set out the bishops' office and working costs in the year 2003, with detailed notes of explanation. All these costs were incurred in the course of the work we have described.

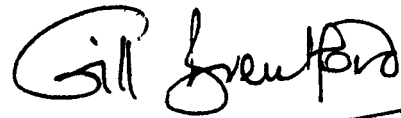
The costs of their offices, many diocesan functions and other working costs total £10.2 million. The Commissioners' administrative costs for this were £332,000 of which £34,000 was for non-departmental staff.

Additionally, in 2003, the Commissioners spent £4.1 million on the stipends, employer's national insurance and pension contributions of bishops. They also spent £3.5 million on maintaining the houses and gardens of the archbishops and diocesan bishops, including Lambeth Palace.

Bishops' houses usually include their offices. The housing costs of suffragan bishops are met by dioceses.

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8 December 2004



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Third Church Estates Commissioner

WHAT BISHOPS DO

There are 113 bishops in the Church of England - 44 diocesan bishops and 69 suffragan and assistant bishops, including area bishops and provincial episcopal visitors.

A diocesan bishop is the head of his diocese both pastorally and administratively as Bishop in Synod. Suffragan and assistant bishops, including area bishops and provincial episcopal visitors, exercise a bishop's ministry in the name of and under the authority of the diocesan bishop.

They are assisted in all their work by a small but highly dedicated personal staff, whose service and commitment are greatly appreciated.

The bishop's task is summarised in the Declaration made by the archbishop at his consecration. It is the core of a bishop's ministry, underlying a wide range of requirements and activities.

A bishop is called to lead in serving and caring for the people of God and to work with them in the oversight of the Church. As a chief pastor he shares with his fellow bishops a special responsibility to maintain and further the unity of the Church, to uphold its discipline, and to guard its faith.

He is to promote its mission throughout the world. It is his duty to watch over and pray for all those committed to his charge, and to teach and govern them after the example of the Apostles, speaking in the name of God and interpreting the gospel of Christ.

He is to know his people and be known by them. He is to ordain and send new ministers, guiding those who serve with him and enabling them to fulfil their ministry.

He is to baptize and confirm, to preside at the Holy Communion, and to lead the offering of prayer and praise. He is to be merciful, but with firmness, and to minister discipline, but with mercy. He is to have a special care for the outcast and needy; and to those who turn to God he is to declare the forgiveness of sins.

from the Service of Consecration of a Bishop

What bishops do in the parish...

Bishops institute new incumbents, license clergy and other office holders, confirm new Church members, preach at special services, take part in major festivals, consecrate church buildings and burial grounds, dedicate additional places of worship, conduct formal visitations and simply spend time with the people of the parish. Bishops also visit Church schools and other church or non-church organisations.

With the help of archdeacons and rural deans, bishops support the ministry of all clergy in the diocese and provide pastoral support to them. They are often called to act in crises and to resolve pastoral problems in parishes or deaneries.

... in the diocese...

Diocesan bishops have ultimate oversight of several hundred clergy, Readers and lay workers and a diocesan budget and portfolio of assets. This work is shared with the suffragan bishops, archdeacons, cathedral dean, diocesan secretary and, often, the directors of diocesan boards, in the regular senior staff meeting. Bishops also meet with the chairmen of the various committees and boards, all of which ultimately report to the bishop even if he does not personally chair them.

The diocesan bishop chairs his more formal Bishop's Council, usually monthly, and presides over the diocesan synod, which meets three times a year.

Bishops are leading figures at major diocesan celebrations, such as ordinations and pre-ordination retreats, diocesan festivals, anniversaries, pilgrimages and major youth events. The diocesan bishop has a role in the cathedral – of which he is also 'visitor' - and can take part in, but not vote at, meetings of the cathedral council.

As patron of many of the benefices in his diocese, the bishop presents clergy to parishes where there is a vacancy.

Bishops have a duty to administer clergy discipline and a responsibility for issues of child protection.

...regionally...

The bishop may be chairman, patron, governor or committee member of many regional organisations. He is often called to sit on, or visit or speak at, university and college councils, development agencies, housing associations, hospices and a wide range of charitable organisations.

Many bishops are also instrumental in facilitating formal, informal and confidential conversations between different religious bodies, ethnic groups, the police and social services, commercial and development agencies and local government and regional forums of many sorts to improve local conditions. In their role as community leaders, bishops are increasingly involved in the developing debate about regional assemblies in some parts of the country.

... nationally and internationally...

All diocesan bishops and nine elected suffragan bishops are members of the House of Bishops, which meets three times a year by itself and at least once with the remaining suffragan bishops as well. As a House, they also attend the two or three sessions of the General Synod each year. Members of the House of Bishops are also members of the upper house of convocation of their province, which may meet separately.

Many bishops are involved as members of the boards and committees of the Archbishops' Council and the Church Commissioners. They often chair or serve on national and international Church boards and councils, as well as large charities, special commissions or public inquiries.

Internationally, bishops, among others, represent the Church of England in the meetings and affairs of the Anglican Communion and ecumenical bodies like the World Council of Churches and Conference of European Churches. They are involved in the growing work towards visible unity with other denominations and in work with other faiths. Most have personal or diocesan links overseas, including commitments on behalf of the Archbishops, or as leaders of mission societies.

...in the nation

Many bishops work on national and international bodies. Most give lectures in major public forums, write articles for the media and give interviews on radio and television.

Twenty-six diocesan bishops currently sit in the House of Lords: the two Archbishops and the Bishops of London, Durham and Winchester by right of their office, plus 21 others in order of length of service as a diocesan bishop. At least one is present every day and others will attend according to the subjects under debate that day. The Bishop of Sodor & Man sits in the Tynwald. The two Archbishops and the Bishop of London are Privy Councillors.

CHURCH COMMISSIONERS

BISHOPS' OFFICE AND WORKING COSTS FOR THE YEAR ENDED 31 DECEMBER 2003

	2003 £	2002 £
Archbishops, diocesan and suffragan bishops		
Listed in Part A - pages 6 to 15 :		
Office and support staff	6,072,906	5,872,410
Individual working costs	1,765,282	1,769,877
Listed in Part B - pages 16 to 25 :		
Other diocesan administrative and operational costs	1,430,671	1,371,448
Premises	<u>398,804</u>	<u>386,878</u>
	9,667,663	9,400,613
Other costs applicable to all bishops		
Legal costs (note 29)	119,919	92,029
Overseas travel (note 30)	151,548	149,999
Support services (note 31)	<u>179,020</u>	<u>149,255</u>
	450,487	391,283
Exceptional staff costs (note 32)		
Redundancy payments	20,967	52,967
Additional pension contributions	<u>1,490</u>	<u>39,770</u>
	22,457	92,737
Adjustment for car lease payments (note 33)	68,067	(97,916)
Total (note 34)	<u><u>10,208,675</u></u>	<u><u>9,786,717</u></u>

BISHOPS' OFFICE AND WORKING COSTS FOR THE YEAR ENDED 31 DECEMBER 2003 - Part A

	Staff costs (note 1)	Office expenses (note 2)	Office equipment (note 3)	Office furnishings (note 4)	TOTAL OFFICE AND SUPPORT STAFF COSTS	TOTAL OFFICE AND SUPPORT STAFF COSTS - 2002	Basis of car provision (note 5)	Official car - lease costs (note 6)	Official car - net sale proceeds (note 7)	Insurance and running costs exc. fuel (note 8)	Bishop's contribution for private use (note 9)	Mileage allowance (note 10)	Driver's costs (note 11)	Status of driver (note 12)	Fuel (note 13)	Other travel and subsistence (note 14)	Hospitality - church meetings and functions (note 15)	Removal, resettlement, consecration and robes (note 16)	TOTAL INDIVIDUAL WORKING COSTS	TOTAL INDIVIDUAL WORKING COSTS - 2002
TOTAL COSTS	4,923,905	972,326	141,950	34,725	6,072,906	5,872,410		384,028	(46,445)	77,226	(7,382)	53,730	334,687		121,542	290,402	410,397	147,098	1,765,282	1,769,877
Applicable to all bishops																				
Specialist advisers (note 26)	314,189	58,151	63		372,403	364,593	<i>Leased</i>	6,682	(4,256)	2,842	(500)				1,950	11,859	560		19,136	15,869
Other costs (note 27)		2,656	2,481		5,137		<i>Owned & leased</i>	7,623	(1,299)	3,927			1,932		1,012	15,822	2,031		31,049	20,801
Province of Canterbury																				
Archbishop of Canterbury (notes 15,21,	977,068	98,224	4,606		1,079,898	1,024,710	<i>Owned & Leased</i>	679	(513)	1,814			10,365	<i>Half-time</i>	2,336	10,711	55,278	(2,576)	78,094	93,940
Bishop of Ebbsfleet	18,199	5,920	931		25,049	19,037	<i>Leased</i>	4,567		847			8,540	<i>Part-time</i>	3,412	244	1,730	628	19,968	20,896
Bishop of Richborough	8,259	5,022	3,973	10,111	27,365	7,173	<i>Mileage</i>					6,377	430	<i>Occasional</i>		1,580	2,122	5,536	16,045	18,713
Province of York																				
Archbishop of York	133,278	24,339	786		158,403	161,582	<i>Leased</i>	5,327	(294)	597			16,974	<i>Full-time</i>	1,200	7,169	8,410		39,384	38,269
Bishop of Beverley	11,418	3,519	434		15,371	15,527	<i>Leased</i>	2,973	33	597			1,036	<i>Occasional</i>	1,591	2,514	1,027		9,771	5,842
Bath & Wells	78,018	20,048	3,493	817	102,376	111,178		8,277	(4,859)	1,608			3,151		2,895	3,333	10,478	1,907	26,790	31,902
Bishop of Bath & Wells	61,110	13,706	3,343		78,159	86,570	<i>Leased</i>	4,674	(3,740)	1,022			3,151	<i>Occasional</i>	1,903	2,182	8,463	1,907	19,562	26,189
Bishop of Taunton	16,908	6,342	150	817	24,217	24,607	<i>Leased</i>	3,603	(1,118)	587					991	1,152	2,014		7,228	5,713
Birmingham	75,980	20,737	845		97,562	91,917		7,633	(295)	1,414			5,067		2,469	2,090	4,589	928	23,895	31,089
Bishop of Birmingham	56,198	14,279	845		71,322	69,555	<i>Leased</i>	4,041	(295)	817			5,067	<i>Part-time</i>	1,408	1,077	3,311	928	16,353	24,025
Bishop of Aston (note 2)	19,782	6,458			26,240	22,362	<i>Leased</i>	3,592		597					1,061	1,013	1,278		7,542	7,064
Blackburn	70,849	13,471	300		84,620	83,000		11,673	(47)	2,537			8,034		4,305	1,684	11,198		39,383	38,889
Bishop of Blackburn	48,992	6,563	300		55,855	53,787	<i>Leased</i>	3,583	(47)	958			8,034	<i>Half-time</i>	884	439	4,310		18,161	17,656
Bishop of Burnley	11,834	3,255			15,088	16,469	<i>Leased</i>	3,992		981					2,161	864	3,774		11,772	11,079
Bishop of Lancaster	10,023	3,653			13,677	12,744	<i>Leased</i>	4,098		597					1,260	381	3,114		9,449	10,155
Bradford	50,156	10,125	646		60,927	66,623		1,321	(1,426)	833					430	5,769	4,257	889	12,074	16,639
Bishop of Bradford	50,156	10,125	646		60,927	66,623	<i>Leased</i>	1,321	(1,426)	833					430	5,769	4,257	889	12,074	16,639
Bristol	57,066	11,084	6,983		75,132	66,167		6,244	294	1,233	(868)	1,236	863		2,472	3,885	6,102	2,158	23,619	22,031
Bishop of Bristol	46,452	7,724	4,787		58,963	53,564	<i>Leased</i>	3,754		640			863	<i>Part-time/none</i>	1,352	1,036	3,453	2,158	13,255	11,637
Bishop of Swindon	10,614	3,359	2,195		16,169	12,603	<i>Leased/mileage</i>	2,489	294	594	(868)	1,236			1,120	2,850	2,649		10,364	10,395

BISHOPS' OFFICE AND WORKING COSTS FOR THE YEAR ENDED 31 DECEMBER 2003 - Part A

	Staff costs (note 1)	Office expenses (note 2)	Office equipment (note 3)	Office furnishings (note 4)	TOTAL OFFICE AND SUPPORT STAFF COSTS	TOTAL OFFICE AND SUPPORT STAFF COSTS - 2002	Basis of car provision (note 5)	Official car - lease costs (note 6)	Official car - net sale proceeds (note 7)	Insurance and running costs exc. fuel (note 8)	Bishop's contribution for private use (note 9)	Mileage allowance (note 10)	Driver's costs (note 11)	Status of driver (note 12)	Fuel (note 13)	Other travel and subsistence (note 14)	Hospitality - church meetings and functions (note 15)	Removal, resettlement, consecration and robes (note 16)	TOTAL INDIVIDUAL WORKING COSTS	TOTAL INDIVIDUAL WORKING COSTS - 2002
Canterbury	53,250	15,384	1,106		69,740	67,408		7,037		1,194					2,710	1,090	5,297	1,285	18,614	16,405
<i>Bishop of Dover</i>	<i>44,361</i>	<i>8,344</i>	<i>1,106</i>		<i>53,811</i>	<i>52,347</i>	<i>Leased</i>	<i>4,069</i>		<i>597</i>					<i>1,028</i>	<i>1,515</i>	<i>3,995</i>	<i>1,285</i>	<i>12,489</i>	<i>10,250</i>
<i>Bishop of Maidstone</i>	<i>8,888</i>	<i>7,040</i>			<i>15,929</i>	<i>15,060</i>	<i>Leased</i>	<i>2,968</i>		<i>597</i>					<i>1,682</i>	<i>(425)</i>	<i>1,302</i>		<i>6,124</i>	<i>6,155</i>
Carlisle	71,885	12,240	2,673	3,398	90,196	84,028		4,682	(172)	597		6,592	17,303		1,382	6,239	7,009	3,837	47,469	45,334
<i>Bishop of Carlisle</i>	<i>60,930</i>	<i>10,201</i>	<i>1,121</i>		<i>72,252</i>	<i>75,572</i>	<i>Leased</i>	<i>4,682</i>	<i>(172)</i>	<i>597</i>			<i>17,303</i>	<i>Full-time</i>	<i>1,382</i>	<i>5,522</i>	<i>5,236</i>		<i>34,550</i>	<i>32,027</i>
<i>Bishop of Penrith</i>	<i>10,955</i>	<i>2,039</i>	<i>1,553</i>	<i>3,398</i>	<i>17,944</i>	<i>8,456</i>	<i>Mileage</i>					<i>6,592</i>				<i>717</i>	<i>1,773</i>	<i>3,837</i>	<i>12,919</i>	<i>13,308</i>
Chelmsford	115,398	34,649	10,408	7,388	167,843	150,700		13,802	(2,844)	2,707			19,989		3,928	7,755	6,210	11,969	63,517	70,863
<i>Bishop of Chelmsford</i>	<i>52,921</i>	<i>13,923</i>	<i>5,027</i>		<i>71,871</i>	<i>69,012</i>	<i>Leased</i>	<i>4,397</i>	<i>345</i>	<i>666</i>			<i>19,989</i>	<i>Full-time</i>	<i>1,179</i>	<i>4,508</i>	<i>2,273</i>	<i>4,469</i>	<i>37,826</i>	<i>39,087</i>
<i>Bishop of Barking (note 2)</i>	<i>25,197</i>	<i>11,554</i>	<i>3,756</i>	<i>7,388</i>	<i>47,894</i>	<i>35,826</i>	<i>Leased</i>	<i>3,144</i>	<i>(949)</i>	<i>597</i>					<i>870</i>	<i>997</i>	<i>390</i>	<i>6,887</i>	<i>11,936</i>	<i>10,848</i>
<i>Bishop of Bradwell</i>	<i>20,805</i>	<i>6,681</i>	<i>1,003</i>		<i>28,488</i>	<i>27,953</i>	<i>Leased</i>	<i>3,548</i>		<i>597</i>					<i>1,168</i>	<i>873</i>	<i>2,098</i>		<i>8,284</i>	<i>5,623</i>
<i>Bishop of Colchester</i>	<i>16,476</i>	<i>2,491</i>	<i>623</i>		<i>19,589</i>	<i>17,910</i>	<i>Leased</i>	<i>2,713</i>	<i>(2,241)</i>	<i>847</i>					<i>711</i>	<i>1,377</i>	<i>1,450</i>	<i>614</i>	<i>5,471</i>	<i>15,305</i>
Chester	92,094	21,392	1,520		115,006	106,691		6,736	(1,058)	1,184	(77)	6,240	8,994		2,278	2,229	10,013		36,538	41,890
<i>Bishop of Chester</i>	<i>65,430</i>	<i>12,359</i>	<i>1,520</i>		<i>79,308</i>	<i>73,556</i>	<i>Leased/mileage</i>	<i>3,125</i>	<i>(1,058)</i>	<i>587</i>		<i>1,442</i>	<i>8,994</i>	<i>Part-time</i>	<i>832</i>	<i>1,224</i>	<i>8,180</i>		<i>23,326</i>	<i>29,794</i>
<i>Bishop of Birkenhead</i>	<i>15,549</i>	<i>5,271</i>			<i>20,821</i>	<i>18,743</i>	<i>Mileage</i>					<i>4,798</i>				<i>355</i>	<i>1,131</i>		<i>6,284</i>	<i>6,156</i>
<i>Bishop of Stockport</i>	<i>11,115</i>	<i>3,762</i>			<i>14,877</i>	<i>14,392</i>	<i>Leased</i>	<i>3,611</i>		<i>597</i>	<i>(77)</i>				<i>1,445</i>	<i>650</i>	<i>702</i>		<i>6,928</i>	<i>5,941</i>
Chichester	86,944	27,265	4,012		118,221	113,580		12,399		2,065	(150)				5,427	6,243	10,190		36,174	39,244
<i>Bishop of Chichester</i>	<i>51,522</i>	<i>12,941</i>	<i>2,319</i>		<i>66,782</i>	<i>64,725</i>	<i>Leased</i>	<i>4,614</i>		<i>789</i>					<i>1,312</i>	<i>2,247</i>	<i>4,263</i>		<i>13,224</i>	<i>15,675</i>
<i>Bishop of Horsham</i>	<i>19,358</i>	<i>5,944</i>	<i>820</i>		<i>26,123</i>	<i>26,653</i>	<i>Leased</i>	<i>3,961</i>		<i>690</i>	<i>(150)</i>				<i>1,832</i>	<i>1,696</i>	<i>3,740</i>		<i>11,767</i>	<i>11,741</i>
<i>Bishop of Lewes</i>	<i>16,064</i>	<i>8,379</i>	<i>872</i>		<i>25,316</i>	<i>22,201</i>	<i>Leased</i>	<i>3,824</i>		<i>587</i>					<i>2,283</i>	<i>2,301</i>	<i>2,188</i>		<i>11,183</i>	<i>11,828</i>
Coventry	62,376	14,091	3,399		79,867	72,176		6,974	(385)	1,432					1,698	2,539	6,160	515	18,933	15,519
<i>Bishop of Coventry</i>	<i>48,662</i>	<i>7,853</i>	<i>3,253</i>		<i>59,768</i>	<i>55,075</i>	<i>Leased</i>	<i>2,947</i>	<i>(385)</i>	<i>596</i>					<i>599</i>	<i>1,672</i>	<i>4,976</i>	<i>515</i>	<i>10,919</i>	<i>8,364</i>
<i>Bishop of Warwick</i>	<i>13,714</i>	<i>6,238</i>	<i>147</i>		<i>20,099</i>	<i>17,101</i>	<i>Leased</i>	<i>4,027</i>		<i>837</i>					<i>1,100</i>	<i>866</i>	<i>1,185</i>		<i>8,014</i>	<i>7,155</i>
Derby	73,670	20,319	1,092		95,081	90,025		7,028	(1,150)	1,916			3,294		1,987	7,555	3,303	184	24,118	24,627
<i>Bishop of Derby (note 2)</i>	<i>64,358</i>	<i>15,376</i>	<i>1,062</i>		<i>80,796</i>	<i>76,922</i>	<i>Leased</i>	<i>4,057</i>		<i>840</i>			<i>3,294</i>	<i>Part-time</i>	<i>1,075</i>	<i>6,251</i>	<i>2,885</i>		<i>18,401</i>	<i>18,190</i>
<i>Bishop of Repton</i>	<i>9,312</i>	<i>4,944</i>	<i>29</i>		<i>14,285</i>	<i>13,103</i>	<i>Leased</i>	<i>2,971</i>	<i>(1,150)</i>	<i>1,076</i>					<i>913</i>	<i>1,304</i>	<i>418</i>	<i>184</i>	<i>5,717</i>	<i>6,436</i>
Durham	51,563	16,244	4,117	(1,684)	70,241	72,678		8,622	(970)	1,198			18,946		2,932	4,980	8,377	11,786	55,870	48,366
<i>Bishop of Durham</i>	<i>33,999</i>	<i>11,229</i>	<i>3,287</i>		<i>48,515</i>	<i>45,747</i>	<i>Leased</i>	<i>4,879</i>	<i>(970)</i>	<i>583</i>			<i>18,946</i>	<i>Full-time</i>	<i>1,347</i>	<i>4,242</i>	<i>7,185</i>	<i>11,701</i>	<i>47,913</i>	<i>38,240</i>
<i>Bishop of Jarrow</i>	<i>17,564</i>	<i>5,015</i>	<i>830</i>	<i>(1,684)</i>	<i>21,725</i>	<i>26,930</i>	<i>Leased</i>	<i>3,743</i>		<i>615</i>					<i>1,585</i>	<i>738</i>	<i>1,192</i>	<i>85</i>	<i>7,957</i>	<i>10,127</i>
Ely	71,794	14,736	3,597		90,127	91,643		8,258	(37)	1,444			9,984		2,376	4,245	7,401	8,477	42,149	36,778
<i>Bishop of Ely</i>	<i>61,379</i>	<i>10,266</i>	<i>1,009</i>		<i>72,654</i>	<i>67,253</i>	<i>Leased</i>	<i>4,413</i>	<i>(37)</i>	<i>597</i>			<i>9,984</i>	<i>Half-time</i>	<i>924</i>	<i>3,637</i>	<i>6,202</i>		<i>25,722</i>	<i>26,008</i>
<i>Bishop of Huntingdon</i>	<i>10,415</i>	<i>4,470</i>	<i>2,588</i>		<i>17,473</i>	<i>24,390</i>	<i>Leased</i>	<i>3,845</i>		<i>847</i>					<i>1,452</i>	<i>607</i>	<i>1,199</i>	<i>8,477</i>	<i>16,427</i>	<i>10,770</i>
Exeter	72,476	12,772	3,903	757	89,907	85,900		11,204	(983)	2,155	(1,286)		19,415		3,390	3,952	8,148		45,993	49,927
<i>Bishop of Exeter</i>	<i>58,035</i>	<i>6,075</i>	<i>2,735</i>		<i>66,845</i>	<i>63,713</i>	<i>Leased</i>	<i>4,681</i>		<i>99</i>			<i>19,415</i>	<i>Full-time</i>	<i>1,428</i>	<i>2,937</i>	<i>6,343</i>		<i>34,903</i>	<i>36,364</i>
<i>Bishop of Crediton</i>	<i>6,648</i>	<i>4,052</i>	<i>246</i>		<i>10,946</i>	<i>12,779</i>	<i>Leased</i>	<i>3,079</i>	<i>(983)</i>	<i>1,301</i>	<i>(1,286)</i>				<i>1,319</i>	<i>436</i>	<i>760</i>		<i>4,624</i>	<i>6,643</i>
<i>Bishop of Plymouth</i>	<i>7,793</i>	<i>2,644</i>	<i>922</i>	<i>757</i>	<i>12,116</i>	<i>9,409</i>	<i>Leased</i>	<i>3,443</i>		<i>755</i>					<i>643</i>	<i>579</i>	<i>1,045</i>		<i>6,466</i>	<i>6,919</i>

BISHOPS' OFFICE AND WORKING COSTS FOR THE YEAR ENDED 31 DECEMBER 2003 - Part A

	Staff costs (note 1)	Office expenses (note 2)	Office equipment (note 3)	Office furnishings (note 4)	TOTAL OFFICE AND SUPPORT STAFF COSTS	TOTAL OFFICE AND SUPPORT STAFF COSTS - 2002	Basis of car provision (note 5)	Official car - lease costs (note 6)	Official car - net sale proceeds (note 7)	Insurance and running costs exc. fuel (note 8)	Bishop's contribution for private use (note 9)	Mileage allowance (note 10)	Driver's costs (note 11)	Status of driver (note 12)	Fuel (note 13)	Other travel and subsistence (note 14)	Hospitality - church meetings and functions (note 15)	Removal, resettlement, consecration and robes (note 16)	TOTAL INDIVIDUAL WORKING COSTS	TOTAL INDIVIDUAL WORKING COSTS - 2002
Gloucester	70,256	12,658	1,839		84,753	83,726		7,810	(1,859)	1,687					2,180	1,302	6,579		17,699	19,078
<i>Bishop of Gloucester</i>	<i>57,298</i>	<i>8,276</i>	<i>930</i>		<i>66,503</i>	<i>66,113</i>	<i>Leased</i>	<i>4,463</i>	<i>(1,599)</i>	<i>1,094</i>					<i>740</i>	<i>1,279</i>	<i>4,025</i>		<i>10,001</i>	<i>11,805</i>
<i>Bishop of Tewkesbury</i>	<i>12,958</i>	<i>4,383</i>	<i>909</i>		<i>18,250</i>	<i>17,613</i>	<i>Leased</i>	<i>3,347</i>	<i>(260)</i>	<i>594</i>					<i>1,440</i>	<i>23</i>	<i>2,554</i>		<i>7,698</i>	<i>7,273</i>
Guildford	76,393	10,443	2,226	516	89,579	79,367		8,115	(4,825)	1,691			6,565		1,357	3,517	6,269		22,688	33,596
<i>Bishop of Guildford (note 15)</i>	<i>62,599</i>	<i>7,446</i>	<i>1,874</i>		<i>71,918</i>	<i>63,160</i>	<i>Leased</i>	<i>4,098</i>	<i>(4,825)</i>	<i>844</i>			<i>6,565</i>	<i>Part-time/none</i>	<i>606</i>	<i>2,780</i>	<i>4,758</i>		<i>14,826</i>	<i>25,800</i>
<i>Bishop of Dorking</i>	<i>13,795</i>	<i>2,998</i>	<i>352</i>	<i>516</i>	<i>17,661</i>	<i>16,206</i>	<i>Leased</i>	<i>4,017</i>		<i>847</i>					<i>751</i>	<i>737</i>	<i>1,510</i>		<i>7,863</i>	<i>7,796</i>
Hereford	52,865	22,714	3,918		79,497	71,019		3,248		583		3,561	9,408		714	4,966	7,050	612	30,142	41,597
<i>Bishop of Hereford</i>	<i>38,877</i>	<i>6,405</i>	<i>3,820</i>		<i>49,102</i>	<i>55,089</i>	<i>Leased</i>	<i>3,248</i>		<i>583</i>			<i>9,408</i>	<i>Half-time</i>	<i>714</i>	<i>4,721</i>	<i>6,172</i>		<i>24,845</i>	<i>23,723</i>
<i>Bishop of Ludlow</i>	<i>13,988</i>	<i>16,309</i>	<i>98</i>		<i>30,396</i>	<i>15,930</i>	<i>Mileage</i>					<i>3,561</i>				<i>245</i>	<i>879</i>	<i>612</i>	<i>5,297</i>	<i>17,874</i>
Leicester	63,548	12,614	934		77,096	67,186		4,904	(2,189)	398	(290)		10,856		1,911	6,365	3,965		25,921	32,503
<i>Bishop of Leicester</i>	<i>63,548</i>	<i>12,614</i>	<i>934</i>		<i>77,096</i>	<i>67,186</i>	<i>Leased</i>	<i>4,904</i>	<i>(2,189)</i>	<i>398</i>	<i>(290)</i>		<i>10,856</i>	<i>Half-time</i>	<i>1,911</i>	<i>6,365</i>	<i>3,965</i>		<i>25,921</i>	<i>32,503</i>
Lichfield	125,920	21,446	12,449		159,815	166,637		15,535	(998)	2,502	(647)		10,031		3,125	5,654	10,216	8,235	53,652	61,783
<i>Bishop of Lichfield</i>	<i>60,861</i>	<i>8,964</i>	<i>7,387</i>		<i>77,212</i>	<i>72,920</i>	<i>Leased</i>	<i>4,829</i>		<i>1,097</i>			<i>10,031</i>	<i>Half-time</i>	<i>361</i>	<i>1,253</i>	<i>3,571</i>	<i>8,235</i>	<i>29,377</i>	<i>24,761</i>
<i>Bishop of Shrewsbury</i>	<i>17,326</i>	<i>4,601</i>	<i>2,054</i>		<i>23,981</i>	<i>31,176</i>	<i>Leased</i>	<i>3,047</i>	<i>83</i>	<i>597</i>	<i>(465)</i>				<i>863</i>	<i>123</i>	<i>2,141</i>		<i>6,389</i>	<i>17,464</i>
<i>Bishop of Stafford</i>	<i>23,510</i>	<i>4,774</i>	<i>2,281</i>		<i>30,564</i>	<i>32,726</i>	<i>Leased</i>	<i>4,080</i>		<i>597</i>					<i>727</i>	<i>3,416</i>	<i>2,387</i>		<i>11,207</i>	<i>12,920</i>
<i>Bishop of Wolverhampton</i>	<i>24,223</i>	<i>3,107</i>	<i>727</i>		<i>28,058</i>	<i>29,815</i>	<i>Leased</i>	<i>3,579</i>	<i>(1,081)</i>	<i>211</i>	<i>(182)</i>				<i>1,174</i>	<i>861</i>	<i>2,117</i>		<i>6,679</i>	<i>6,638</i>
Lincoln	63,271	13,924	1,335		78,530	64,356		8,263	(1,697)	1,872	(397)				2,840	9,471	8,194		28,546	36,584
<i>Bishop of Lincoln</i>	<i>46,039</i>	<i>6,771</i>	<i>1,335</i>		<i>54,146</i>	<i>47,200</i>	<i>Leased</i>	<i>3,652</i>	<i>(1,173)</i>	<i>497</i>	<i>(397)</i>				<i>1,101</i>	<i>3,078</i>	<i>5,977</i>		<i>12,735</i>	<i>19,791</i>
<i>Bishop of Grantham</i>	<i>9,230</i>	<i>2,533</i>			<i>11,763</i>	<i>8,339</i>	<i>Leased</i>	<i>3,684</i>	<i>(524)</i>	<i>597</i>					<i>1,231</i>	<i>879</i>	<i>1,173</i>		<i>7,040</i>	<i>7,868</i>
<i>Bishop of Grimsby</i>	<i>8,002</i>	<i>4,620</i>			<i>12,622</i>	<i>8,817</i>	<i>Leased</i>	<i>927</i>		<i>778</i>					<i>509</i>	<i>5,514</i>	<i>1,044</i>		<i>8,772</i>	<i>8,925</i>
Liverpool	75,321	18,911			94,232	87,710		4,548		597		5,623	9,531		1,745	4,377	7,527		33,948	32,124
<i>Bishop of Liverpool</i>	<i>55,517</i>	<i>13,787</i>			<i>69,304</i>	<i>68,996</i>	<i>Leased</i>	<i>4,548</i>		<i>597</i>			<i>9,531</i>	<i>Half-time</i>	<i>1,745</i>	<i>4,034</i>	<i>7,103</i>		<i>27,557</i>	<i>25,364</i>
<i>Bishop of Warrington (note 2)</i>	<i>19,804</i>	<i>5,124</i>			<i>24,928</i>	<i>18,714</i>	<i>Mileage</i>					<i>5,623</i>				<i>343</i>	<i>424</i>		<i>6,391</i>	<i>6,760</i>
London	231,097	47,235	7,955	129	286,415	292,674		17,273	(200)	3,057	(642)	412	22,671		4,526	6,732	16,012	13,658	83,498	67,955
<i>Bishop of London (note 1)</i>	<i>99,916</i>	<i>12,758</i>	<i>3,070</i>		<i>115,744</i>	<i>130,578</i>	<i>Leased</i>	<i>6,698</i>		<i>597</i>			<i>22,671</i>	<i>Full-time</i>	<i>2,635</i>	<i>929</i>	<i>7,479</i>		<i>41,007</i>	<i>42,126</i>
<i>Bishop of Edmonton</i>	<i>26,170</i>	<i>6,528</i>	<i>2,137</i>		<i>34,835</i>	<i>30,624</i>	<i>Leased</i>	<i>3,862</i>		<i>1,266</i>					<i>395</i>	<i>830</i>	<i>1,354</i>		<i>7,706</i>	<i>5,219</i>
<i>Bishop of Fulham</i>	<i>19,950</i>	<i>3,244</i>			<i>23,194</i>	<i>22,256</i>	<i>Leased</i>	<i>4,098</i>		<i>597</i>					<i>702</i>	<i>1,407</i>	<i>1,060</i>		<i>7,863</i>	<i>8,262</i>
<i>Bishop of Kensington</i>	<i>25,509</i>	<i>7,428</i>	<i>139</i>		<i>33,076</i>	<i>31,691</i>	<i>Leased</i>	<i>2,616</i>	<i>(200)</i>	<i>597</i>	<i>(642)</i>				<i>795</i>	<i>845</i>	<i>3,098</i>		<i>7,108</i>	<i>5,877</i>
<i>Bishop of Stepney</i>	<i>30,058</i>	<i>8,835</i>	<i>2,528</i>	<i>129</i>	<i>41,549</i>	<i>39,998</i>	<i>Mileage</i>					<i>412</i>				<i>710</i>	<i>859</i>	<i>13,372</i>	<i>15,353</i>	<i>4,295</i>
<i>Bishop of Willesden</i>	<i>29,493</i>	<i>8,441</i>	<i>82</i>		<i>38,017</i>	<i>37,528</i>	<i>No car</i>									<i>2,013</i>	<i>2,162</i>	<i>286</i>	<i>4,461</i>	<i>2,176</i>
Manchester	106,557	26,610	2,860	2,858	138,885	122,321		14,163	(4,996)	2,973					4,534	11,569	6,661	3,014	37,919	44,470
<i>Bishop of Manchester</i>	<i>43,957</i>	<i>11,920</i>	<i>705</i>		<i>56,583</i>	<i>48,747</i>	<i>Leased</i>	<i>3,102</i>	<i>(3,894)</i>	<i>847</i>					<i>817</i>	<i>4,117</i>	<i>2,513</i>	<i>3,014</i>	<i>10,517</i>	<i>13,008</i>
<i>Bishop of Bolton</i>	<i>18,126</i>	<i>4,643</i>	<i>2,055</i>		<i>24,824</i>	<i>20,868</i>	<i>Leased</i>	<i>3,526</i>	<i>(1,102)</i>	<i>928</i>					<i>797</i>	<i>1,085</i>	<i>2,322</i>		<i>7,556</i>	<i>5,447</i>
<i>Bishop of Hulme</i>	<i>25,062</i>	<i>5,429</i>		<i>2,858</i>	<i>33,349</i>	<i>33,180</i>	<i>Leased</i>	<i>3,596</i>		<i>201</i>					<i>803</i>	<i>5,713</i>	<i>1,286</i>		<i>11,599</i>	<i>15,586</i>
<i>Bishop of Middleton</i>	<i>19,412</i>	<i>4,618</i>	<i>100</i>		<i>24,129</i>	<i>19,527</i>	<i>Leased</i>	<i>3,939</i>		<i>996</i>					<i>2,117</i>	<i>654</i>	<i>540</i>		<i>8,247</i>	<i>10,428</i>

BISHOPS' OFFICE AND WORKING COSTS FOR THE YEAR ENDED 31 DECEMBER 2003 - Part A

	Staff costs (note 1)	Office expenses (note 2)	Office equipment (note 3)	Office furnishings (note 4)	TOTAL OFFICE AND SUPPORT STAFF COSTS	TOTAL OFFICE AND SUPPORT STAFF COSTS - 2002	Basis of car provision (note 5)	Official car - lease costs (note 6)	Official car - net sale proceeds (note 7)	Insurance and running costs exc. fuel (note 8)	Bishop's contribution for private use (note 9)	Mileage allowance (note 10)	Driver's costs (note 11)	Status of driver (note 12)	Fuel (note 13)	Other travel and subsistence (note 14)	Hospitality - church meetings and functions (note 15)	Removal, resettlement, consecration and robes (note 16)	TOTAL INDIVIDUAL WORKING COSTS	TOTAL INDIVIDUAL WORKING COSTS - 2002
Newcastle	70,528	11,770			82,298	78,042		3,783	444	747		2,501	9,839		1,310	5,589	7,110		31,323	29,863
<i>Bishop of Newcastle</i>	60,040	9,501			69,541	66,090	<i>Leased</i>	3,783	444	747			9,839	<i>Half-time</i>	1,310	4,595	5,984		26,702	24,743
<i>Assistant Bishop of Newcastle</i>	10,488	2,269			12,757	11,951	<i>Mileage</i>					2,501			994	1,126			4,621	5,120
Norwich	79,890	19,630	3,741		103,262	96,140		12,263		1,902			12,895		4,538	4,093	15,098		50,788	33,619
<i>Bishop of Norwich (note 15)</i>	55,705	14,023	2,508		72,236	63,019	<i>Leased</i>	5,239		557			12,895	<i>Part-time</i>	2,177	2,774	13,495		37,138	18,465
<i>Bishop of Lynn</i>	9,399	2,682	142		12,223	15,316	<i>Leased</i>	3,605		747					1,077	590	1,040		7,059	8,500
<i>Bishop of Thetford</i>	14,786	2,925	1,091		18,802	17,805	<i>Leased</i>	3,419		597					1,284	729	562		6,591	6,653
Oxford	119,274	21,133	3,504	263	144,173	156,477		16,025	144	3,038	(541)				4,186	3,260	12,600	12,077	50,789	41,098
<i>Bishop of Oxford (note 2)</i>	57,695	2,750	980		61,426	69,081	<i>Leased</i>	5,256		847					1,394	2,314	7,747		17,558	13,732
<i>Bishop of Buckingham</i>	18,421	4,588	1,607	263	24,879	25,892	<i>Leased</i>	3,677	128	997					1,012	107	1,077	12,077	19,075	9,182
<i>Bishop of Dorchester</i>	23,350	8,756	573		32,679	30,761	<i>Leased</i>	2,968	16	597					1,486	667	2,457		8,191	7,956
<i>Bishop of Reading</i>	19,808	5,039	343		25,190	30,743	<i>Leased</i>	4,125		597	(541)				294	172	1,319		5,965	10,228
Peterborough	69,226	9,767	6,268		85,261	72,481		3,888		594		4,556	15		860	5,016	8,185	2,650	25,764	31,837
<i>Bishop of Peterborough (note 15)</i>	56,635	7,136	6,008		69,779	62,462	<i>Leased</i>	3,888		594			15	<i>Occasional</i>	860	3,898	7,394	2,368	19,016	19,944
<i>Bishop of Brixworth</i>	12,591	2,632	260		15,483	10,019	<i>Mileage</i>					4,556				1,117	791	283	6,747	11,894
Portsmouth	64,597	13,819	104		78,520	79,949		4,790		650			9,890		1,807	3,100	7,657		27,893	30,483
<i>Bishop of Portsmouth</i>	64,597	13,819	104		78,520	79,949	<i>Leased</i>	4,790		650			9,890	<i>Half-time</i>	1,807	3,100	7,657		27,893	30,483
Ripon and Leeds	40,315	11,626			51,942	64,231		3,659		328					774	5,110	5,627	788	19,841	19,230
<i>Bishop of Ripon and Leeds</i>	34,462	10,439			44,900	51,531	<i>Mileage</i>					3,555				4,229	3,775		11,559	11,264
<i>Bishop of Knaresborough</i>	5,854	1,188			7,041	12,700	<i>Leased</i>	3,659		328					774	881	1,852	788	8,282	7,966
Rochester	68,899	15,279	346	106	84,630	85,137		8,125	(249)	2,333	(486)		13,478		2,718	1,353	9,969	215	37,455	35,384
<i>Bishop of Rochester</i>	58,879	11,827	291		70,998	69,732	<i>Leased</i>	4,839	56	1,707	(486)		13,478	<i>Half-time/full-time</i>	1,776	1,007	7,697		30,075	23,446
<i>Bishop of Tonbridge</i>	10,020	3,452	55	106	13,632	15,405	<i>Leased</i>	3,286	(305)	625					941	346	2,272	215	7,380	11,938
St Albans	71,274	20,881	750	2,311	95,216	124,296		6,948	(508)	1,262		3,576	4,623		1,706	2,234	7,891	77	27,809	38,830
<i>Bishop of St Albans</i>	44,928	15,203	(532)		59,599	79,218	<i>Leased</i>	4,326		665			4,623	<i>Part-time</i>	920	1,617	4,564		16,716	19,901
<i>Bishop of Bedford</i>	8,158	2,208		555	10,921	18,339	<i>Leased</i>	2,622	(508)	597					787	484	151	77	4,210	7,051
<i>Bishop of Hertford</i>	18,188	3,470	1,281	1,756	24,696	26,740	<i>Mileage</i>					3,576			132	3,175			6,884	11,879
St Edmundsbury and Ipswich	84,356	11,457	1,561	335	97,709	85,833		7,480	(4,513)	1,194					973	5,417	8,421	(657)	18,315	12,011
<i>Bishop of St Edmundsbury and Ipswich</i>	61,684	8,741	1,561		71,986	68,754	<i>Leased</i>	4,163	(58)	597					468	5,014	4,713		14,897	13,111
<i>Bishop of Dunwich</i>	22,672	2,717		335	25,723	17,079	<i>Leased</i>	3,318	(4,455)	597					505	403	3,708	(657)	3,418	(1,100)
Salisbury	91,972	20,599	4,223		116,794	97,456		11,683	1,579	1,873			18,648		5,400	6,956	13,384	677	60,199	48,384
<i>Bishop of Salisbury</i>	61,515	10,220	2,248		73,983	58,221	<i>Leased</i>	4,187		661			18,648	<i>Part-time</i>	1,148	3,299	10,497	1,334	39,775	27,338
<i>Bishop of Ramsbury</i>	16,583	6,760	1,072		24,415	21,055	<i>Leased</i>	3,821	1,643	615					2,013	2,800	2,793	(657)	13,027	13,192
<i>Bishop of Sherborne</i>	13,874	3,620	902		18,396	18,179	<i>Leased</i>	3,675	(64)	597					2,239	857	94		7,397	7,855

BISHOPS' OFFICE AND WORKING COSTS FOR THE YEAR ENDED 31 DECEMBER 2003 - Part A

	Staff costs (note 1)	Office expenses (note 2)	Office equipment (note 3)	Office furnishings (note 4)	TOTAL OFFICE AND SUPPORT STAFF COSTS	TOTAL OFFICE AND SUPPORT STAFF COSTS - 2002	Basis of car provision (note 5)	Official car - lease costs (note 6)	Official car - net sale proceeds (note 7)	Insurance and running costs exc. fuel (note 8)	Bishop's contribution for private use (note 9)	Mileage allowance (note 10)	Driver's costs (note 11)	Status of driver (note 12)	Fuel (note 13)	Other travel and subsistence (note 14)	Hospitality - church meetings and functions (note 15)	Removal, resettlement, consecration and robes (note 16)	TOTAL INDIVIDUAL WORKING COSTS	TOTAL INDIVIDUAL WORKING COSTS - 2002
Sheffield	63,556	9,364			72,920	79,132		6,138		1,122			1,468		2,508	8,924	10,277		30,437	30,305
<i>Bishop of Sheffield</i>	49,272	7,480			56,753	61,065	<i>Leased</i>	5,444		597			1,468		2,070	3,864	6,908		20,351	20,038
<i>Bishop of Doncaster</i>	14,284	1,884			16,168	18,067	<i>Leased</i>	695		525				<i>Part-time</i>	437	5,060	3,369		10,086	10,267
Sodor and Man	13,144	2,818	821		16,784	38,785			(500)	281					346	2,610	1,027	13,682	17,446	15,038
<i>Bishop of Sodor and Man</i>	13,144	2,818	821		16,784	38,785	<i>Owned</i>		(500)	281					346	2,610	1,027	13,682	17,446	15,038
Southwark	134,597	24,047	5,817	58	164,519	164,594		8,696	(1,098)	2,288	(438)	2,221	9,103		1,724	2,425	11,377	10,229	46,526	40,666
<i>Bishop of Southwark</i>	55,720	15,820	1,400		72,940	72,583	<i>Leased</i>	4,123	(338)	847	(438)		9,103	<i>Half-time</i>	1,170	1,172	8,506		24,145	27,595
<i>Bishop of Croydon (note 2)</i>	25,790	3,045	1,472	58	30,365	29,929	<i>Owned</i>	1,853		594					322	204	451	9,895	13,319	(2,761)
<i>Bishop of Kingston-upon-Thames (note 2)</i>	27,149	3,253	1,472		31,874	30,502	<i>Mileage/leased</i>	2,719	(760)	597		505			232	496	927	334	5,051	12,104
<i>Bishop of Woolwich (note 2)</i>	25,937	1,930	1,472		29,340	31,581	<i>Mileage</i>			250		1,716				553	1,493		4,012	3,728
Southwell	84,460	18,368	3,180		106,007	95,919		7,530	(4,055)	1,194	(211)		8,245		1,097	4,764	6,092	446	25,103	33,594
<i>Bishop of Southwell</i>	63,642	10,855	3,046		77,543	69,098	<i>Leased</i>	3,836	(4,055)	597			8,245	<i>Half-time/occasional</i>	598	3,647	4,459	446	17,773	26,561
<i>Bishop of Sherwood (note 2)</i>	20,817	7,513	134		28,464	26,821	<i>Leased</i>	3,694		597	(211)				499	1,118	1,634		7,330	7,033
Truro	67,569	13,028	1,444	599	82,640	77,031		7,737		1,669			12,401		3,166	4,111	5,285		34,369	32,415
<i>Bishop of Truro</i>	49,143	7,479			56,622	57,766	<i>Leased</i>	4,000		884			12,401	<i>Part-time</i>	1,480	2,580	3,163		24,507	22,583
<i>Bishop of St Germans</i>	18,426	5,549	1,444	599	26,018	19,265	<i>Leased</i>	3,737		785					1,686	1,531	2,123		9,862	9,831
Wakefield	63,281	20,439	3,690		87,410	81,153		5,114	22	649		7,280	2,898		1,903	5,585	3,719	16,450	43,620	30,279
<i>Bishop of Wakefield</i>	52,265	16,601	3,690		72,556	71,492	<i>Leased</i>	5,114		649			2,898	<i>None/part-time</i>	1,903	4,395	2,681	13,388	31,028	15,474
<i>Bishop of Pontefract</i>	11,016	3,837			14,853	9,661	<i>Mileage</i>		22			7,280				1,190	1,038	3,062	12,592	14,806
Winchester	108,616	17,677	1,789	6,303	134,385	140,993		10,420	(493)	1,806			6,330		3,768	9,040	8,839	950	40,659	46,741
<i>Bishop of Winchester</i>	51,572	9,224	1,431		62,227	75,624	<i>Leased</i>	3,353	(493)	587			6,330	<i>Half-time/occasional</i>	1,423	5,837	5,238	250	22,525	19,518
<i>Bishop of Basingstoke</i>	32,033	5,216	358	6,303	43,912	32,831	<i>Leased</i>	3,513		733					1,315	1,397	1,262	700	8,921	18,138
<i>Bishop of Southampton</i>	25,010	3,237			28,246	32,538	<i>Leased</i>	3,555		487					1,029	1,805	2,338		9,213	9,085
Worcester	75,186	15,315	2,816		93,317	87,011		8,251		2,296	(139)		1,479		2,573	1,711	5,380	3,136	24,686	19,813
<i>Bishop of Worcester</i>	53,922	10,575	589		65,086	63,861	<i>Leased</i>	4,441		948			1,479	<i>Part-time</i>	1,020	708	4,324	788	13,708	12,292
<i>Bishop of Dudley</i>	21,264	4,740	2,227		28,231	23,150	<i>Leased</i>	3,811		1,347	(139)				1,552	1,002	1,056	2,348	10,978	7,520
York	57,297	9,975	4,085	461	71,818	67,323		10,168	(192)	1,284	(300)				4,106	3,874	5,018	6,131	30,088	30,745
<i>Bishop of Hull</i>	13,587	3,990			17,577	18,030	<i>Leased</i>	4,249	239	97					1,629	586	1,549		8,348	8,567
<i>Bishop of Selby</i>	22,257	1,682	1,743	306	25,988	23,967	<i>Leased</i>	1,451	(431)	340	(300)				36	244	22	6,131	7,493	8,224
<i>Bishop of Whitby</i>	21,453	4,302	2,343	155	28,253	25,326	<i>Leased</i>	4,467		847					2,441	3,044	3,447		14,247	13,954
Gibraltar in Europe	84,709	36,390	2,928		124,027	119,094		7,733		1,211	(409)				969	37,790	5,078	7,205	59,576	56,021
<i>Bishop of Gibraltar in Europe (notes 2 & 8)</i>	63,264	25,132	1,533		89,929	88,528	<i>Leased</i>	3,973		614	(409)				563	23,490	1,899	723	30,852	38,560
<i>Bishop in Europe (notes 2 & 14)</i>	21,445	11,258	1,395		34,098	30,566	<i>Leased</i>	3,760		597					406	14,299	3,179	6,482	28,724	17,461

OFFICE AND SUPPORT STAFF COSTS

Note 1

Includes salaries, employer's national insurance and pension contributions

- A diocesan bishop's allowance for staff salaries is up to the cost of 2.6 full-time posts. Beyond this, any additional office staff costs are found from other sources, usually the diocese.
- Bishops are free to choose their staffing arrangements, but the usual staff complement is a senior secretary or personal assistant, a part-time assistant secretary, and a chaplain or lay assistant. In a number of cases a part-time press or communications officer is engaged.
- As a result of the national and international responsibilities of the archbishops, their staff complements are larger, as is that of the Bishop of London.
- A suffragan bishop's allowance is up to the cost of a full-time secretary. Some bishops prefer to have a part-time secretary and a part-time chaplain.
- The costs of casual or relief assistance to cover periods of leave or sickness are also paid.

Note 2

Excludes the cost of maintaining bishops' houses, in which their offices are usually situated

- Costs covered are telephone, internet and fax charges; postage; stationery; photocopier rental and other equipment maintenance contracts e.g. telephone system; minor equipment e.g. staplers; standard Church publications e.g. Crockford.
- Where the office is not in the bishop's house, the rent payable and/or a proportion of the diocesan office costs attributable to the bishop (e.g. copier charges, telephone lines, parking) is included. This applies to the Bishops of Aston, Barking, Derby, Warrington, Oxford, Sherwood, Gibraltar in Europe and Europe.
- As the office and support costs of the Bishops of Croydon, Kingston-upon-Thames and Woolwich are met by the diocese, the Commissioners make a grant towards them.
- The costs of advertising and interview expenses for office staff are paid.

Note 3

- A laptop or personal computer and printer are provided for a bishop, and a personal computer and printer for each member of his office staff, together with the requisite software, modems etc., up to a maximum of three personal computers and printers for a diocesan bishop's staff and one personal computer and printer for a suffragan bishop's staff. All costs are shown in full in the year when they are incurred.
- Other major items of equipment include a fax machine, dictating machine, shredder, telephone system and scanner. A photocopier is normally leased but where cost-effective can be purchased.

Note 4

These costs are for suffragan bishops only. The costs for diocesan bishops are shown under Bishops' Housing and Office Premises in the Commissioners' financial statements

- For suffragan bishops, furniture e.g. desks and furnishings (carpets, flooring, curtains and blinds) is provided for the office and study, together with facilities e.g. refrigerator for the use of staff in the preparation of their own refreshments and for visitors attending meetings etc..
- Carpets are also provided for the hall, stairs and/or corridors leading from the entrance to the office and study (and adjacent waiting area and visitors' toilet where provided).

INDIVIDUAL WORKING COSTS

Note 5

Overall, some 102 cars are provided under the central arrangement. Cars are either:-

- a) **owned by the Church Commissioners, who then pay running costs separately. Such purchases ceased in 1997, but a few cars are still owned; or**
- b) **leased under a package including running costs (other than insurance and fuel); or**
- c) **not provided, the bishop then being paid a mileage allowance for travel for Church purposes in his own car**

- Where a car is provided by the Commissioners it is indicated as being either owned or leased. Alternatively, if the bishop uses his own car the payment of a mileage allowance is indicated.
- Where the provision has changed during the year both are indicated.
- A few cars are kept at Lambeth Palace for operational use and in emergencies.

Note 6

Monthly costs for the lease of a car for a period of normally four years including repairs, servicing and road fund licences less an allowance by the leasing company for the expected sale proceeds of the car

- From mid-2003 Hitachi Capital Vehicle Solutions have managed the bishops' car fleet on a day-to-day basis. They are responsible for the acquisition of the car and deal with the repairs, servicing, breakdown cover, accident management, road fund licences and subsequent sale when it needs to be replaced. Until mid-2003 cars were leased from Avis Fleet Services who continue to manage those cars.
- Diesel engines are recommended, where cost-effective. A 1.8 or 2.0 litre engine is appropriate where a bishop is driven. A similar car is provided if he drives himself, and often carries passengers or most journeys are over hilly terrain. A 1.6 litre engine is suitable where a bishop, who drives himself, does not usually carry passengers and most journeys are in urban areas or over flat terrain.

Note 7

Lease cost adjustments and sale proceeds of cars owned by the Commissioners

- At the end of a leased car's contract, an adjustment payment is made to balance the difference between the actual mileage and that in the lease contract.

Note 8

- Comprehensive insurance cover is provided. An excess is paid by the Commissioners in respect of claims but bishops were asked to contribute where they were at fault.
- Where the car is still owned by the Commissioners a management charge is made by Avis for dealing with repairs, servicing, accident management, road fund licences and subsequent sale.

Note 9

If a bishop uses the official car privately as well as for his ministry he is asked to make a contribution to the running costs. He is also liable to pay income tax on this benefit in kind

- The contribution requested by the Commissioners is a proportion, equal to the proportion of private to total mileage, of the Commissioners' costs of owning the car i.e. lease costs, insurance etc..
- The taxable benefit of a car owned or leased by the Commissioners is assessed on the list price of the car when new, including delivery charges, number plates and optional accessories (all inclusive of VAT) combined with a factor representing the level of exhaust emissions.
- If a bishop has signed an embargo on private use the official car is used solely for his ministry and not for private purposes. There is then no contribution for private use and no taxable benefit.

Note 10

- Where a bishop uses his own car for Church purposes he may claim a mileage allowance. The allowance used is the Inland Revenue's standard rate, which is also used by the National Church Institutions and recommended to dioceses. It is intended to reimburse the depreciation, repairs, road fund licence, insurance, fuel, oil and other expenses incurred in running and maintaining a car.

Note 11

The costs of a driver include salary, employer's national insurance and pension contributions

- Drivers who live in staff accommodation have their water charges and council tax paid. Those who live in their own accommodation receive a housing allowance and contribution towards their council tax.

Note 12

- A driver may be employed on a full-time, half-time or part-time basis. In most cases driving duties will be combined with those of gardening and/or maintenance at the bishop's house. The figures here relate to the time spent on driving duties. In some cases a bishop's use of a driver is occasional. Where there has been a vacancy during the year this is also shown.

Note 13

- Fuel and oil for use in cars provided by the Commissioners are charged to a fleet fuel card. This enables costs to be paid and monitored more easily.

Note 14

- Bus, underground, taxi, standard class rail (or first class where there is a need), senior citizen's railcard (aged 60 or over), parking charges and economy air travel (where cost-effective) for official business in the UK are covered.
- The actual costs incurred on overnight accommodation and meals up to the maximum day or overnight allowances recommended by the Archbishops' Council can be claimed when a bishop is absent from his diocese.
- The travel and subsistence expenses of a bishop's wife or member of staff can be claimed if carrying out official duties in his/her own right or acting on behalf of the bishop on official business.
- The costs of advertising and interview expenses for a new driver are paid.
- Where a bishop holds other national responsibilities (e.g. as a member of the House of Bishops and Committees established by it) his travel expenses will reflect this. The further from London the bishop lives and the more meetings he attends the greater his expenses are likely to be.
- Bishops in the House of Lords sometimes combine travel for the House with travel for Church purposes. The costs of travel to mainland Europe are included for the Bishop of Gibraltar in Europe and the Bishop in Europe.

Note 15

Church meetings and functions are held mainly at the bishop's house

- A bishop can claim the actual costs incurred or, if he prefers, according to a tariff. It is intended to be a guide to cover the cost of ingredients and to include some modest recompense for preparation. When necessary the cost of employing caterers or casual help may be included. In most cases where the bishop's wife prepares the food, she does so without remuneration or claims according to the tariff. If, however, she so wishes, she is entitled to make a reasonable charge for the preparation, cooking and serving of the food in addition to the cost of the ingredients.
- For overnight official visitors a tariff is also issued as a guide to cover the cost of laundry and incidental expenses.
- Reasonably-priced wine and/or soft drinks can be claimed at cost.

- The Archbishop of Canterbury's costs include a contribution towards his enthronement.
- Every other year, including 2003, the Bishops of Guildford and Norwich hold a large number of events for clergy and other people during one week in the summer. Each year the Bishop of Peterborough holds a garden party on St Peter's Day; as it is also the Cathedral's Patronal Festival the cost is shared with the Dean and Chapter.

Note 16

- A bishop's removal costs, on appointment, within the UK are covered.
- A resettlement grant, payable on a sliding scale, is provided to assist with the cost of adapting curtains and carpets for the private areas of the bishop's house. In exceptional cases, furniture can be provided as part of the grant e.g. where a bishop moves from a house with fitted wardrobes to one without.
- A grant is available for the provision of official episcopal robes. In addition a cope and mitre may be provided as see property if none are already available or the bishop does not purchase them as his own property from the grant.
- The arrangements for consecrations are different in the Provinces of Canterbury and York. In both cases, however, the cost of the service is met, after taking account of the collection at the service. In the Northern Province the bishop may entertain family and friends to a private lunch after the service, for which the Commissioners meet the cost of hiring the venue and the cost of up to 20 official guests up to a maximum amount per head. The costs of the Archbishop's lunch for the bishops attending the service and for their wives and other official representatives from the national Church bodies are met by the Archbishop's office directly and included under Hospitality. In the Southern Province the practical arrangements differ but the principle of wishing to meet the Archbishop's costs and a part of the bishop's is the same. There is only one reception for both the official guests and the bishop's family and friends. The Commissioners meet the cost of hiring the venue and the cost of up to 100 official guests (i.e. the Archbishop's official guests and a limited number of the bishop's personal guests) up to the same maximum amount per head.
- Office and travel expenses incurred by the bishop-designate between announcement and taking up appointment are reimbursed.
- The removal costs and resettlement grants for chaplains, on change of appointment, are paid.

OTHER DIOCESAN ADMINISTRATIVE AND OPERATIONAL COSTS

Note 17

For historical reasons practice differs between dioceses for the payment of these costs i.e. in some they are paid by the bishop and in others by the diocese

- The travel costs of a minister (and spouse if necessary) who has been invited to visit the bishop or a parish directly under the diocesan bishop's patronage with a view to considering an offer of appointment can be claimed.

- In some cases a suffragan bishop may be responsible for exercising the diocesan bishop's patronage of a benefice.
- If no other funds are forthcoming, the same costs may be met where the diocesan bishop is acting in cases of lapse i.e. where the patron has failed to make an appointment within the specified period.

Note 18

For historical reasons practice differs between dioceses for the payment of these costs i.e. in some they are paid by the bishop and in others by the diocese

- These cover bibles for ordination candidates, examinations and other expenses including the printing of an Order of Service for the specific occasion when necessary. Also, an allowance for each candidate while staying at the bishop's house or elsewhere may be claimed.
- The costs of holding ordination services are met by the cathedral or diocese.

Note 19

That part of the annual retainers paid to Diocesan and Provincial Registrars which is regarded as being related to their role as diocesan bishops' legal officers

- The fees are set by the Fees Advisory Commission every year under the Ecclesiastical Fees Measure. Those for 2003 were approved by the General Synod in July 2002.

Note 20

- These include conference and training expenses, Quiet Days and retreats (other than ordinations).

Note 21

- Other costs include items such as repair of robes, chapel requisites, provision and replacement of seals for official documents, secretarial and travel expenses incurred by the bishop-designate between when the announcement is made and when he takes up his appointment.
- Within the Archbishop of Canterbury's costs are payments to his representatives to the Orthodox, Oriental Orthodox and Roman Catholic Churches.

PREMISES

Note 22

Includes the costs of heating, lighting and cleaning the part of the house used for official purposes. The bishop pays the costs related to his private use of the house

- The cost for the Archbishop of Canterbury is for the see house at Canterbury.

Note 23

These costs are for suffragan bishops only. Their houses are provided and maintained by the diocese. (The costs for diocesan bishops are not shown as they are included within Bishops' Housing and Office Premises)

- For bishops appointed since 1998, help is provided towards the employment of a part-time gardener for routine maintenance on a 50:50 basis up to a maximum contribution of £1,500 pa from the Commissioners. The bishop's contribution qualifies for tax relief.
- For suffragans appointed before 1998, the total cost of a part-time gardener is paid up to a maximum of £1,500 pa.
- Depending on the size and nature of the garden, a lawnmower may be provided in addition to, or substitution for, labour costs.
- In recognition of bishops offering hospitality, some kitchen equipment is provided where required e.g. buffet crockery, food processor, freezer etc..

Note 24

These costs are for diocesan bishops only. They do not include the costs of maintaining the fabric of their houses which are included within Bishops' Housing and Office Premises

- This covers the servicing and repair of garden tools and equipment e.g. lawnmowers; the cost of seeds, plants and fertilisers; a contribution towards the cost of heating the greenhouse, where appropriate, and the provision of safety equipment and protective clothing.
- Minor works to the house may be included e.g. replacement of tap washers, and emergency repairs e.g. replacement of broken panes of glass.
- The servicing and repair of household appliances e.g. vacuum cleaners and fire extinguishers is covered as well as the replacement of individual items of crockery, cutlery etc., and the purchase of cleaning materials.
- Some larger items are covered too, both regular e.g. alarm maintenance contracts and one-offs e.g. the linking of a security alarm system to the police station.
- The costs of advertising and interview expenses for a new gardener are paid.

Note 25

The period, if any, during the year in which the diocesan or suffragan see was vacant

Note 26

Includes costs for three specialist advisers and their staff - Archbishops' Appointments Secretary, Clergy Appointments Adviser and Archbishops' Adviser for Bishops' Ministry

Note 27

Includes block payments for House of Bishops' residential expenses, York Synod accommodation and meals, attending meetings of the Archbishops' Council and any of its Boards, Councils and Committees, media training courses etc.

Note 28

Includes costs for the Archbishop's responsibilities as:

- **Diocesan bishop of the Diocese of Canterbury**
- **Metropolitan of the Province of Canterbury**
- **Primate of All England**
- **A contributor to the public affairs of the nation, with an ex-officio seat in the House of Lords**
- **President of the Anglican Communion**
- **One of the Presidents of Churches Together in England**
- **A contributor to the development of dialogue with other faiths**

Note 29

Whole or part of legal costs under the Ecclesiastical Jurisdiction Measure 1963 and other legislation

- Charges for work connected with clergy discipline cases do not fall within the retainers for bishops' legal officers and the Commissioners therefore meet the whole or part of these legal costs.
- Includes other legal fees e.g. fees on consecration, on election and confirmation and/or on enthronement.

Note 30

Overseas visits on ecumenical and Anglican Communion business by the Archbishop of Canterbury and his staff, the Archbishop of York and diocesan and suffragan bishops travelling at the request of the Archbishops and representing the Church of England

- Travel to link dioceses is funded from alternative sources.
- Where a diocese has organised a conference or retreat at which the bishop's presence is required outside the UK because, say, it is more cost-effective than being held in the UK, travel to and from such an event would then be charged to Other Travel & Subsistence.

Note 31

Advice and support from staff in the common service departments of the Archbishops' Council i.e. Human Resources, Information Technology, Office Services, Mapping and Printing, Communications and Legal

Note 32

- In some cases redundancy payments or additional pension contributions relating to previous years' service were paid in respect of bishops' staff.

Note 33

- The lease payment is paid as a lump sum on commencement of the lease and in line with the Commissioners' accounting policies the payment is recorded in the accounts in the year it is incurred. However, as indicated in note 6, the monthly costs spread over a period of normally 4 years are included in this publication. In order therefore to reconcile the lease payments with the Commissioners' accounts an adjusting factor is included.

Note 34

- This is the figure which appears in the Commissioners' financial statements for the year ended 31 December 2003.
- As a result of estimates being used in the compilation of the Commissioners' accounts, some of the sub-heading totals differ slightly from those set out in Note 15 of those accounts. The overall total of office and working costs equals that shown in the accounts.