

BISHOPS' OFFICE AND WORKING COSTS

For the year ended 31 December 2012

The House of Bishops has asked the Church Commissioners to prepare publish details of bishops' office and working costs on an annual basis. The following pages set out the bishops' office and working costs for the calendar year 2012, with detailed notes of explanation.

The system of funding by the Church Commissioners to support bishops' ministry is described together with an introduction to the functions which bishops perform in their role.

The format of the report reflects the six major categories used by the bishops to report their expenditure to the Church Commissioners.

The costs of their offices and the work of the bishops was £20.0 million in 2012 (£19.5 million in 2011), which includes £0.5 million of the Commissioners' own administrative costs.

In addition, in 2012, the cost of stipends, employer's national insurance and pension contributions for bishops was £5.5 million. Some £4.7 million was also spent on maintaining the houses, office premises 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.

Church House
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Third Church Estates Commissioner

20th September, 2013

WHAT BISHOPS DO

Bishops – Frequently Asked Questions

What is a bishop?

The Church of England is made up of 44 dioceses. Each is led administratively and pastorally by a diocesan bishop. He is supported by other suffragan (deputy) and/or full-time assistant/area bishops.

How many bishops does the Church of England have?

There are 113 bishops in the Church of England – 44 diocesan (leading) bishops and 69 suffragan (deputy) and full-time assistant bishops, including area bishops and provincial episcopal visitors (commonly called “Flying Bishops”).

How big are their offices?

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

What do they do locally in the parishes?

Bishops license new clergy and other office holders, confirm new Church members, preach at special services, take part in major festivals and simply spend time with the people of the parish. Bishops also visit Church schools and other church or non-church organisations.

What do they do regionally in their dioceses?

Diocesan bishops have ultimate oversight of all the clergy in their area, other licensed ministers, and lay workers. They also hold ultimate control over the diocesan budget and its portfolio of assets. This work is shared with the suffragan bishops, archdeacons, the cathedral dean, diocesan secretary, and often, the directors of diocesan boards, in the regular senior staff meeting.

The bishop may be chairman, patron, governor or committee member of many regional organisations. Many 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, aiming to improve local conditions. They are a leader in their communities.

What do they do nationally and internationally?

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 attend according to the subjects under debate. The two Archbishops and the Bishop of London are Privy Councillors.

All diocesan bishops and nine elected suffragan bishops are members of the House of Bishops, which meets three times a year. As a House, they also attend the two or three sessions of the General Synod each year.

Many bishops 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 meetings and affairs of the Anglican Communion and other Church bodies. Most have personal or diocesan links overseas, including commitments on behalf of the Archbishops, or as leaders of mission societies.

BLOCK GRANT FUNDING OF BISHOPS' WORKING COSTS

The total amount of funding made available for episcopal ministry is a fixed percentage of the Commissioners' overall distribution to their beneficiaries.

The Commissioners' Board of Governors agreed to increase funding for the Archbishops by 2 per cent and for the bishops by 4 per cent, year on year for the 2011-2013 triennium.

An annual block grant is made by the Church Commissioners to diocesan bishops to cover the bishops' stipends, staff and working costs. The bishops determine how their funding is used.

The share of funding and individual block grants to bishops are projected for each year of the triennium and committed annually so that bishops have certainty of funding and are able to plan ahead.

Funding is no longer linked to the number of bishops in the diocese. As a result, diocesan bishops have more flexibility to direct funding to their suffragan, area and assistant bishops and to determine the appropriate level of staffing and other expenditure.

CHURCH COMMISSIONERS

BISHOPS' OFFICE AND WORKING COSTS FOR THE YEAR ENDED 31 DECEMBER 2012

	2012		2011
	£		£
Archbishops, diocesan and suffragan bishops			
Staff costs (note 1)	9,093,061		8,729,128
Office costs (note 2)	1,194,840		1,068,668
Transport costs (note 3)	1,184,977		1,090,349
Bishops' legal officers fees (note 4)	1,424,948		1,391,983
Other administrative and operational costs (note 5)	1,537,077		1,339,370
House Running costs (note 6)	757,262		667,612
	15,192,165	15,192,165	14,287,109
Other costs applicable to all bishops			
Other legal costs (note 9)	1,382,178		1,315,816
Overseas travel (note 10)	129,277		178,709
Support services (note 11)	173,587		136,336
	1,685,042	1,685,042	1,630,861
Exceptional staff costs (note 12)		563,757	462,745
Lambeth Palace running costs (note 13)		644,733	633,197
Total expenditure incurred by and on behalf of bishops (note 14)		18,085,697	17,013,912

BISHOPS' OFFICE AND WORKING COSTS FOR THE YEAR ENDED 31 DECEMBER 2012	Staff costs (note 1)	Office costs (note 2)	Transport costs (note 3)	Bishops' legal officers fees (note 4)	Other administrative and operational costs (note 5)	House Running costs (note 6)	Total expenditure 2012	Total expenditure 2011
TOTAL COSTS	9,093,061	1,194,840	1,184,977	1,424,948	1,537,077	757,262	15,192,165	14,287,109
Applicable to all bishops								
Specialist Advisers (note 7)	567,466	18,970	16,921	0	18,043	650	622,050	565,592
Other costs	36,006	0	(15,545)	0	186,374	2,032	208,866	181,433
Province of Canterbury								
Archbishop of Canterbury (notes 1&8)	1,523,707	92,637	33,104	211,300	87,540	39,886	1,988,173	1,989,862
Bishop of Ebbsfleet	22,118	6,551	16,883	0	6,449	0	52,001	52,820
Bishop of Richborough	22,015	16,890	20,893	0	13,508	4,143	77,449	47,184
Archbishop of York (notes 1,6&8)	756,759	54,271	47,411	118,227	28,150	53,869	1,058,687	1,062,742
Bishop of Beverley	26,772	3,780	10,255	0	1,815	847	43,470	46,126
Bath & Wells	152,243	11,689	16,574	26,239	17,356	24,476	248,579	243,495
<i>Bishop of Bath & Wells</i>	123,979	6,766	10,269	26,239	15,038	20,468	202,759	199,405
<i>Bishop of Taunton</i>	28,265	4,923	6,306	0	2,319	4,008	45,821	44,090
Birmingham	143,231	19,232	16,332	21,557	10,977	13,071	224,400	222,929
<i>Bishop of Birmingham</i>	112,864	10,692	9,862	21,557	8,966	12,383	176,323	177,506
<i>Bishop of Aston (note 2)</i>	30,367	8,540	6,470	0	2,011	689	48,077	45,423
Blackburn	120,940	23,615	34,027	25,913	28,224	11,807	244,525	231,484
<i>Bishop of Blackburn</i>	89,838	11,122	14,152	25,913	18,329	9,504	168,857	166,432
<i>Bishop of Burnley</i>	18,493	4,952	4,540	0	7,036	1,817	41,838	38,438
<i>Bishop of Lancaster</i>	12,609	7,541	10,334	0	2,859	487	33,830	26,615
Bradford	86,528	14,174	14,501	28,347	11,945	10,318	165,812	152,829
<i>Bishop of Bradford</i>	86,528	14,174	14,501	28,347	11,945	10,318	165,812	152,829
Bristol	94,439	16,777	22,005	23,176	10,127	15,369	181,894	175,549
<i>Bishop of Bristol</i>	74,359	12,012	13,172	23,176	6,308	14,574	143,602	134,771
<i>Bishop of Swindon</i>	20,081	4,765	8,833	0	3,818	795	38,292	40,778

BISHOPS' OFFICE AND WORKING COSTS FOR THE YEAR ENDED 31 DECEMBER 2012	Staff costs (note 1)	Office costs (note 2)	Transport costs (note 3)	Bishops' legal officers fees (note 4)	Other administrative and operational costs (note 5)	House Running costs (note 6)	Total expenditure 2012	Total expenditure 2011
Canterbury	154,011	8,094	10,520	0	10,764	4,075	187,464	157,939
<i>Bishop of Dover</i>	154,011	8,094	10,520	0	10,764	4,075	187,464	157,939
<i>Bishop of Maidstone</i>	0	0	0	0	0	0	0	0
Carlisle	105,485	13,843	18,963	24,896	26,511	42,039	231,736	171,197
<i>Bishop of Carlisle</i>	88,571	11,350	10,615	24,896	23,980	39,537	198,948	149,365
<i>Bishop of Penrith</i>	16,914	2,493	8,348	0	2,531	2,502	32,788	21,832
Chelmsford	202,423	47,212	31,233	28,835	37,983	18,929	366,615	344,478
<i>Bishop of Chelmsford</i>	106,308	16,185	10,695	28,835	17,194	12,071	191,288	184,449
<i>Bishop of Barking</i>	37,999	11,426	7,340	0	4,653	1,466	62,885	64,929
<i>Bishop of Bradwell</i>	33,822	11,997	6,602	0	12,329	4,583	69,333	52,399
<i>Bishop of Colchester</i>	24,294	7,604	6,596	0	3,807	809	43,110	42,701
Chester	151,459	17,808	23,958	24,658	26,271	18,189	262,342	247,516
<i>Bishop of Chester</i>	89,621	9,939	8,634	24,658	16,693	17,024	166,568	154,888
<i>Bishop of Birkenhead</i>	32,963	4,152	8,578	0	4,092	599	50,384	50,624
<i>Bishop of Stockport</i>	28,875	3,717	6,747	0	5,485	566	45,390	42,004
Chichester	151,354	41,808	31,105	32,113	42,903	27,391	326,674	279,974
<i>Bishop of Chichester</i>	103,541	18,951	12,427	32,113	35,179	23,772	225,982	184,841
<i>Bishop of Horsham</i>	24,674	11,476	9,981	0	2,630	2,208	50,969	46,426
<i>Bishop of Lewes</i>	23,139	11,381	8,697	0	5,095	1,411	49,723	48,707
Coventry	116,063	19,213	26,041	23,314	35,743	18,931	239,305	228,348
<i>Bishop of Coventry</i>	85,120	12,289	18,336	23,314	31,397	16,623	187,079	178,813
<i>Bishop of Warwick</i>	30,943	6,924	7,706	0	4,346	2,308	52,226	49,535
Derby	117,722	25,697	19,042	27,309	34,637	6,902	231,308	213,918
<i>Bishop of Derby</i>	98,912	17,934	9,236	27,309	31,421	6,537	191,348	180,175
<i>Bishop of Repton</i>	18,810	7,763	9,806	0	3,216	365	39,960	33,742
Durham	146,453	20,088	27,329	28,295	31,867	17,334	271,365	241,867
<i>Bishop of Durham</i>	117,205	13,809	18,512	28,295	25,138	15,864	218,824	190,958
<i>Bishop of Jarrow</i>	29,248	6,279	8,817	0	6,729	1,469	52,541	50,909
Ely	132,757	17,557	18,306	27,974	31,375	18,995	246,965	242,241
<i>Bishop of Ely</i>	111,966	11,471	11,734	27,974	25,662	17,827	206,634	202,061
<i>Bishop of Huntingdon</i>	20,791	6,086	6,572	0	5,713	1,168	40,331	40,180
Exeter	172,254	22,126	28,386	29,437	31,399	16,752	300,355	277,899
<i>Bishop of Exeter</i>	133,827	13,177	11,488	29,437	13,402	15,708	217,039	205,374
<i>Bishop of Crediton</i>	20,131	5,347	7,134	0	11,465	638	44,715	34,535
<i>Bishop of Plymouth</i>	18,296	3,603	9,764	0	6,532	406	38,601	37,989

BISHOPS' OFFICE AND WORKING COSTS FOR THE YEAR ENDED 31 DECEMBER 2012	Staff costs (note 1)	Office costs (note 2)	Transport costs (note 3)	Bishops' legal officers fees (note 4)	Other administrative and operational costs (note 5)	House Running costs (note 6)	Total expenditure 2012	Total expenditure 2011
Gloucester	115,595	12,248	16,317	26,527	31,869	13,548	216,104	200,419
<i>Bishop of Gloucester</i>	99,487	10,367	10,223	26,527	26,063	12,656	185,325	170,786
<i>Bishop of Tewkesbury</i>	16,107	1,881	6,093	0	5,806	892	30,780	29,633
Guildford	122,684	21,348	18,523	28,444	25,458	12,542	228,998	223,158
<i>Bishop of Guildford</i>	100,511	16,523	12,173	28,444	23,424	10,797	191,872	188,132
<i>Bishop of Dorking</i>	22,173	4,825	6,350	0	2,034	1,745	37,127	35,026
Hereford	113,529	15,620	20,311	27,693	17,337	8,843	203,332	209,843
<i>Bishop of Hereford</i>	95,561	10,023	12,353	27,693	14,801	7,547	167,978	173,458
<i>Bishop of Ludlow</i>	17,967	5,597	7,958	0	2,536	1,296	35,354	36,385
Leicester	133,695	34,912	29,121	24,157	31,164	15,632	268,681	215,372
<i>Bishop of Leicester</i>	122,361	33,089	23,404	24,157	29,012	15,632	247,656	188,907
<i>Assistant Bishop of Leicester</i>	11,334	1,823	5,717	0	2,152	0	21,026	26,465
Lichfield	173,395	21,722	32,234	31,011	36,226	14,308	308,898	289,169
<i>Bishop of Lichfield</i>	85,720	10,706	8,931	31,011	13,912	9,980	160,260	150,079
<i>Bishop of Shrewsbury</i>	28,145	4,220	8,068	0	9,306	1,605	51,344	46,992
<i>Bishop of Stafford</i>	25,618	3,659	7,280	0	7,350	2,200	46,106	46,740
<i>Bishop of Wolverhampton</i>	33,913	3,137	7,955	0	5,658	524	51,188	45,358
Lincoln	134,158	29,793	27,378	19,372	37,264	20,266	268,230	218,260
<i>Bishop of Lincoln</i>	89,961	16,655	12,777	19,372	31,477	18,292	188,533	136,685
<i>Bishop of Grantham</i>	20,792	8,157	5,917	0	2,776	1,236	38,879	43,580
<i>Bishop of Grimsby</i>	23,405	4,980	8,684	0	3,011	738	40,818	37,995
Liverpool	140,872	23,220	25,205	26,000	22,539	23,436	261,272	249,262
<i>Bishop of Liverpool</i>	111,580	12,775	16,884	26,000	15,825	22,310	205,374	193,063
<i>Bishop of Warrington (note 2)</i>	29,292	10,445	8,321	0	6,714	1,126	55,898	56,199
London	325,069	38,756	32,737	33,916	50,435	35,451	516,363	512,450
<i>Bishop of London (note 1)</i>	156,974	12,763	8,732	33,916	15,314	29,898	257,598	245,505
<i>Bishop of Edmonton</i>	44,511	7,813	6,355	0	9,599	459	68,736	71,199
<i>Bishop of Fulham</i>	1,825	553	319	0	1,801	0	4,498	11,137
<i>Bishop of Kensington</i>	42,191	4,180	7,424	0	9,301	2,595	65,691	66,441
<i>Bishop of Stepney</i>	34,079	5,673	6,547	0	8,300	1,682	56,283	57,635
<i>Bishop of Willesden</i>	45,488	7,774	3,359	0	6,119	816	63,557	60,533
Manchester	173,519	20,946	31,559	28,517	27,667	(2,255)	279,952	280,385
<i>Bishop of Manchester</i>	122,010	10,989	13,758	28,517	18,365	(5,099)	188,540	188,197
<i>Bishop of Bolton</i>	23,690	5,297	9,028	0	5,781	1,271	45,067	44,566
<i>Bishop of Hulme</i>	0	0	0	0	0	0	0	0
<i>Bishop of Middleton</i>	27,819	4,659	8,772	0	3,522	1,573	46,345	47,621
Newcastle	111,192	12,276	18,516	22,890	13,757	8,290	186,921	179,172
<i>Bishop of Newcastle</i>	100,642	11,303	11,738	22,890	12,511	8,290	167,374	162,721
<i>Assistant Bishop of Newcastle</i>	10,550	973	6,778	0	1,246	0	19,547	16,451

BISHOPS' OFFICE AND WORKING COSTS FOR THE YEAR ENDED 31 DECEMBER 2012	Staff costs (note 1)	Office costs (note 2)	Transport costs (note 3)	Bishops' legal officers fees (note 4)	Other administrative and operational costs (note 5)	House Running costs (note 6)	Total expenditure 2012	Total expenditure 2011
Norwich	165,776	25,836	31,380	24,627	26,512	21,602	295,733	295,597
<i>Bishop of Norwich</i>	120,943	14,788	11,422	24,627	18,457	18,771	209,008	204,077
<i>Bishop of Lynn</i>	17,801	6,989	12,711	0	5,311	2,425	45,238	52,241
<i>Bishop of Thetford</i>	27,032	4,058	7,248	0	2,744	406	41,487	39,280
Oxford	181,597	42,893	33,176	23,875	35,353	9,972	326,865	319,657
<i>Bishop of Oxford (note 2)</i>	91,136	25,937	10,576	23,875	14,475	7,667	173,665	165,074
<i>Bishop of Buckingham</i>	26,595	6,746	8,379	0	6,850	728	49,297	48,859
<i>Bishop of Dorchester</i>	35,392	6,085	7,492	0	8,365	905	58,238	57,459
<i>Bishop of Reading</i>	28,473	4,126	6,729	0	5,663	672	45,664	48,264
Peterborough	117,270	26,084	20,202	30,333	18,913	18,906	231,707	197,444
<i>Bishop of Peterborough</i>	99,675	23,120	12,206	30,333	16,385	17,538	199,257	195,221
<i>Bishop of Brixworth</i>	17,595	2,963	7,996	0	2,528	1,367	32,450	2,223
Portsmouth	89,822	19,411	12,415	25,790	30,115	9,847	187,400	163,677
<i>Bishop of Portsmouth</i>	89,822	19,411	12,415	25,790	30,115	9,847	187,400	163,677
Ripon & Leeds	88,405	10,421	17,058	24,794	9,988	7,240	157,907	153,153
<i>Bishop of Ripon & Leeds</i>	71,935	7,773	8,275	24,794	8,087	7,031	127,896	123,579
<i>Bishop of Knaresborough</i>	16,470	2,648	8,783	0	1,901	209	30,011	29,575
Rochester	131,303	24,286	19,421	27,439	49,584	24,902	276,935	243,676
<i>Bishop of Rochester</i>	98,783	18,104	9,112	27,439	46,189	24,110	223,737	197,691
<i>Bishop of Tonbridge</i>	32,520	6,182	10,309	0	3,395	792	53,198	45,985
St Albans	155,590	25,892	22,623	30,305	34,565	9,900	278,875	262,149
<i>Bishop of St Albans</i>	118,597	9,683	8,067	30,305	17,473	9,414	193,539	189,676
<i>Bishop of Bedford</i>	8,524	5,106	6,614	0	12,993	66	33,303	24,079
<i>Bishop of Hertford</i>	28,470	11,103	7,942	0	4,099	420	52,033	48,394
St Edmundsbury & Ipswich	103,294	23,946	13,401	24,601	13,293	7,754	186,289	190,075
<i>Bishop of St Edmundsbury & Ipswich</i>	79,195	17,991	8,096	24,601	8,937	7,400	146,220	143,840
<i>Bishop of Dunwich</i>	24,099	5,955	5,306	0	4,356	354	40,069	46,235
Salisbury	169,716	12,955	22,916	27,907	43,150	16,568	293,213	292,605
<i>Bishop of Salisbury</i>	109,618	11,115	12,466	27,907	24,551	12,192	197,850	205,735
<i>Bishop of Ramsbury</i>	30,937	722	2,250	0	9,439	2,050	45,398	37,950
<i>Bishop of Sherborne</i>	29,161	1,118	8,200	0	9,160	2,326	49,965	48,920
Sheffield	127,825	35,210	21,190	25,809	24,056	15,378	249,468	220,343
<i>Bishop of Sheffield</i>	106,503	22,713	12,778	25,809	7,083	15,371	190,256	190,935
<i>Bishop of Doncaster</i>	21,323	12,497	8,412	0	16,974	7	59,213	29,408
Sodor & Man	82,993	10,274	9,834	0	1,339	5,501	109,942	108,696
<i>Bishop of Sodor & Man</i>	82,993	10,274	9,834	0	1,339	5,501	109,942	108,696

BISHOPS' OFFICE AND WORKING COSTS FOR THE YEAR ENDED 31 DECEMBER 2012	Staff costs (note 1)	Office costs (note 2)	Transport costs (note 3)	Bishops' legal officers fees (note 4)	Other administrative and operational costs (note 5)	House Running costs (note 6)	Total expenditure 2012	Total expenditure 2011
Southwark	257,597	31,468	28,688	34,507	64,742	9,541	426,543	363,871
<i>Bishop of Southwark (note 2)</i>	143,516	29,489	17,408	34,507	35,233	7,969	268,122	217,462
<i>Bishop of Croydon (note 2)</i>	35,958	1,126	3,281	0	13,949	0	54,314	48,970
<i>Bishop of Kingston-upon-Thames (note 2)</i>	35,973	752	4,761	0	2,766	521	44,774	52,153
<i>Bishop of Woolwich (note 2)</i>	42,150	101	3,238	0	12,793	1,051	59,334	45,285
Southwell & Nottingham	116,596	18,184	20,142	26,289	15,932	16,979	214,122	194,313
<i>Bishop of Southwell & Nottingham</i>	87,179	15,916	12,173	26,289	13,332	16,116	171,005	150,065
<i>Bishop of Sherwood (note 2)</i>	29,417	2,269	7,969	0	2,600	863	43,118	44,248
Truro	109,698	14,542	13,917	24,196	27,225	8,337	197,914	189,189
<i>Bishop of Truro</i>	109,698	14,542	13,872	24,196	27,125	8,337	197,769	169,145
<i>Bishop of St Germans</i>	0	0	45	0	100	0	145	20,044
Wakefield	127,731	23,413	27,318	27,233	16,775	13,552	236,023	230,680
<i>Bishop of Wakefield</i>	111,459	18,340	17,782	27,233	11,610	12,400	198,824	194,343
<i>Bishop of Pontefract</i>	16,273	5,073	9,536	0	5,165	1,152	37,199	36,338
Winchester	178,955	29,383	31,401	27,659	44,952	23,589	335,939	297,154
<i>Bishop of Winchester</i>	118,057	18,213	11,370	27,659	34,824	21,727	231,850	197,878
<i>Bishop of Basingstoke</i>	27,160	4,751	8,093	0	6,899	1,641	48,544	43,624
<i>Bishop of Southampton</i>	33,739	6,419	11,938	0	3,228	220	55,545	55,652
Worcester	121,504	19,955	22,248	26,395	21,161	10,289	221,552	191,052
<i>Bishop of Worcester</i>	94,403	15,416	14,048	26,395	17,294	9,333	176,889	154,068
<i>Bishop of Dudley</i>	27,102	4,538	8,200	0	3,868	956	44,664	36,984
York	93,823	15,647	26,811	0	22,736	4,537	163,554	146,011
<i>Bishop of Hull</i>	39,116	4,371	10,048	0	4,890	1,367	59,792	51,676
<i>Bishop of Selby</i>	35,352	5,663	6,512	0	7,831	750	56,107	46,857
<i>Bishop of Whitby</i>	19,355	5,614	10,252	0	10,015	2,420	47,655	47,479
Gibraltar in Europe	127,655	42,166	70,695	23,074	13,006	6,802	283,398	272,853
<i>Bishop of Gibraltar in Europe</i>	92,460	27,639	32,920	23,074	10,470	6,802	193,365	186,797
<i>Bishop in Europe (note 2)</i>	35,195	14,527	37,775	0	2,536	0	90,033	86,056

NOTES TO BISHOPS OFFICE AND WORKING COSTS REPORT

1) STAFF COSTS

- Includes salaries, employer's national insurance, pension contributions and training costs for chaplains, office staff, drivers and gardeners.
- The change to block grants enables bishops to choose the staffing arrangements most appropriate for their ministry.
- 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.
- The costs of casual or relief assistance to cover periods of leave or sickness are also paid.

2) OFFICE COSTS

- Excludes the cost of maintaining bishops' houses, in which their offices are usually situated.
- Costs covered are telephone, internet and fax charges, IT support, postage, stationery, publications and subscriptions, photocopier rental and other equipment maintenance contracts.
- Where the office is not in the bishop's house, the rent payable and/or a proportion of the diocesan office costs maybe attributable to the bishop (e.g. copier charges, telephone lines, parking) is included. This applies to the Bishops of Aston, Croydon, Kingston-upon-Thames, Woolwich, Warrington, Oxford, Sherwood and Europe.
- Includes costs of IT hardware, software and support.
- Furniture e.g. desks and furnishings (carpets, flooring, curtains and blinds) is provided for the office(s) 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.

3) TRANSPORT COSTS

- Cars are leased under a package including running costs (other than insurance and fuel) or, where not provided, the bishop is paid a HMRC mileage allowance for travel for Church purposes in his own car.
- Monthly costs for the lease of a car including repairs, servicing and road fund licences less an allowance by the leasing company for the expected sale proceeds of the car and contributions for personal mileage.
- The lease payment is paid as a lump sum on commencement of the lease, is capitalised and written off to expenditure over the length of the lease.

- Bishops are recommended to choose petrol-electric 'hybrid' cars or diesel engines in order to reduce CO₂ emissions and increase miles per gallon. At the end of the year the fleet had average CO₂ emissions of 116g/km and average combined fuel consumption of 63mpg.
- 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.
- Fuel and oil for use in cars provided by the Commissioners are charged to a fleet fuel card. This enables costs to be efficiently paid and monitored. Bishops using an official car for private use are required to refund fuel costs for private mileage.
- Bus, underground, taxi, standard class rail (or first class where there is a need), senior citizen's railcard (aged 60 or over), parking charges (but not fines), road tolls, congestion charges for travel within central London and economy air travel (where cost-effective) for official business in the UK and to Link dioceses 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.
- 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.

4) BISHOPS' LEGAL OFFICERS FEES

- 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 2012 were approved by the General Synod in July 2011.

5) OTHER ADMINISTRATIVE AND OPERATIONAL COSTS

- Includes costs of meetings and functions, ordination expenses, patronage, bishops' training and retreats, removals and resettlement, robes and other administrative costs.
- Church meetings and functions are held mainly in the bishop's house.
- A bishop's removal costs, on appointment, within the UK are covered and a resettlement grant is provided to assist with the cost of adapting curtains and carpets for the private areas of the bishop's house.

6) ACCOMMODATION

- The Archbishop of Canterbury's costs here relate to the costs of the Palace at Canterbury. The figure under the Archbishop of York includes the full accommodation costs of the Offices at Bishopthorpe.
- We pay a proportion of diocesan bishops HLC costs, at least half, depending on the square footage of the residence. The remaining proportion is paid by the bishop and qualifies for tax relief.
- HLC includes gas, electricity, oil, chimney cleaning, window cleaning and ordinary domestic cleaning.
- For suffragan bishops, in recognition of the costs of heating, lighting and cleaning the secretary's office a 10% contribution towards the total cost of heating, lighting and cleaning the house is made.
- Council tax and water rates are paid for diocesan bishops.

7) COSTS APPLICABLE TO ALL BISHOPS

- Includes costs for three specialist advisers and their staff - Archbishops' Appointments Secretary, Clergy Appointments Adviser and Archbishops' Adviser for Bishops' Ministry.
- Expenditure for meetings of the College of Bishops, House of Bishops, Diocesans with Archbishops and York Synod accommodation and meals, medicals, insurance, etc
- This category includes bishops' consecration costs paid from a central fund.

8) INCLUDES COSTS FOR THE ARCHBISHOPS' RESPONSIBILITIES AS:

Canterbury:

- Diocesan bishop of the Diocese of Canterbury
- Metropolitan of the Province of Canterbury
- Primate of All England
- President of the Anglican Consultative Council
- Joint President of Churches Together in England

York:

- Diocesan Bishop of the Diocese of York
- Metropolitan of the Province of York
- Primate of England

Both:

- Joint Presidents of General Synod and Chairs of the Archbishops' Council
- Contributors to the public affairs of the nation, with an ex-officio seats in the House of Lords
- Contributors to the development of dialogue with other faiths

9) 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.

10) OVERSEAS TRAVEL

- 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.

11) SUPPORT SERVICES

- 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.

12) EXCEPTIONAL STAFF COSTS

- In some cases redundancy payments were paid in respect of bishops' staff. In addition a share of pension deficit related to bishops' staff was paid during the year.

13) LAMBETH PALACE RUNNING COSTS

- This includes the costs of running Lambeth Palace which are separate from the cost of the Archbishop of Canterbury (see note 8).
- The running costs include the salary costs for gardeners and domestic staff. It also includes garden equipment, maintenance, and heating, lighting and cleaning for those parts of the palace that are not the Archbishops residence.

14) TOTAL EXPENDITURE INCURRED

- The Commissioners' financial statements for the year ending 31st December, 2012 in Note 4 show the grants made for Bishops' ministry office and working costs, £14.8 million, and the Archbishops office and working costs, of £4.7 million. The Bishops' Office and Working Cost report shows the actual cash expenditure during the year which may be more or less than the grant received. Typically, during a vacancy, funds will build up and then be used for the removal and resettlement and other costs of the incoming bishop in the following year.