

October 2016

Miss Susan E Pope
Diocesan Secretary

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Dear Incumbent,

Annual Statistics for Mission Form 2016 – for submission by 20 January 2017

I am writing to ask you to start the process of collecting this year's statistics for mission figures.

Thank you to all of you who submitted forms for 2015. 76.5% were submitted electronically and in total we received forms from about 90% of parishes. It is a great help if the original data is submitted on-line and we are very happy to help if you have a difficulty with the on-line process.

The on-line facility for the 2016 data collection will be available soon after Monday 3 October 2016 for you to fill in your October count figures and you can also enter your Easter 2016 figures.

The deadline for dioceses to submit the information requested to the National Research and Statistics Department is 31 January 2017. In order that we can collate the statistics for onward transmission to meet the deadline please submit this information to us by **Friday 20 January 2017**.

By using the online portal you will see your previous year's figures on your Welcome page where the graphs show your past year's figures that have been reported for ER, Christmas & Easter, Average Weekly Attendance, Baptisms, Marriages & Funerals together with Income and Expenditure figures. We are planning to add further graphical data soon. See over the page for an example Welcome page.

This information and guidance notes are on the [website](#) to help first time users retrieve a password and login and also as a reminder for past users.

- Submit your data online here at <https://myd.io/stalbans>
- Login with your email address and your password (from last year or newly created)
- Click on Statistics for Mission (left hand side bar)
- The form for your church will open on the Electoral Roll tab
- Select October Count tab for the October returns
- Save your entries but don't mark complete until the whole form is finished in January
- Paper copies of the form may be downloaded from the online portal, click on Print Form which will be tailored to your parish.

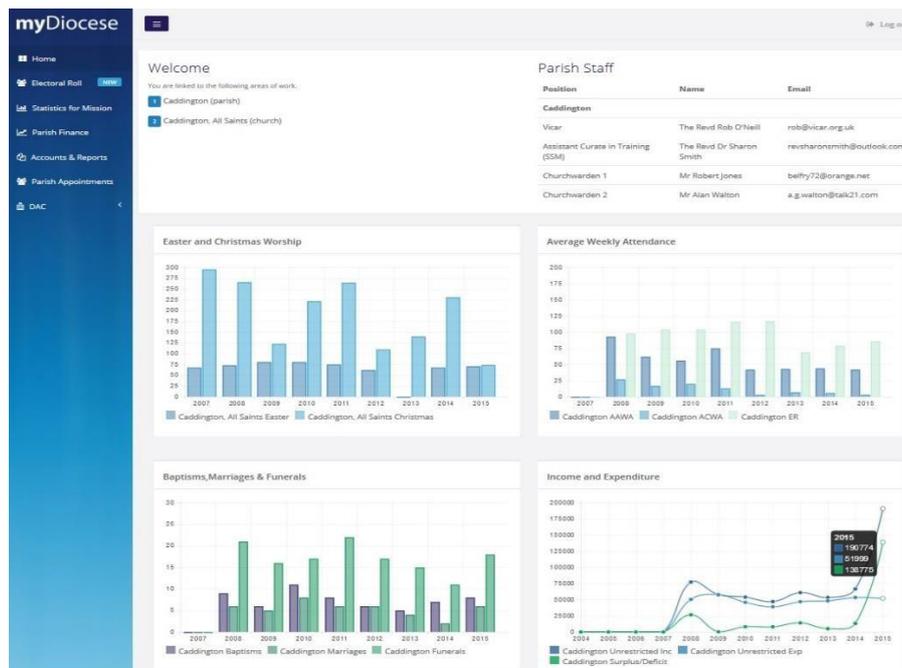
Alternatively you can download a blank Word or PDF version which is available from the diocesan website [here](#) or visit www.stalbans.anglican.org/diocese/statistics-for-mission-annual-returns/.

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The Welcome page looks like this:



As in previous years I have copied this message to Parish Administrators / Secretaries and Churchwardens, where we have a note of their e-mail addresses. This is to keep them in the picture, and also to cater for the situation in some parishes, where someone else completes the form on the incumbent's behalf, or where there is an interregnum. It is recommended that each parish nominates, from within the above-mentioned group, a "primary respondent" to collate your information.

I am sometimes asked how this information is used. In addition to its use within the diocese when considering, for example, deployment of clergy, it contributes to national reports and planning. See <https://www.churchofengland.org/media/2432327/2014statisticsformission.pdf> and www.churchgrowthresearch.org.uk.

If you have any queries about the 2016 statistics form please contact Sue Luckhurst in the first instance: sluckhurst@stalbens.anglican.org.

With kind regards,

Susan Pope Diocesan Secretary

Copied to: Parish Administrators / Secretaries and Churchwardens.