

Council of the European Union

Brussels, 25 February 2021 (OR. en)

6160/21

FIN 112

NOTE	
From:	General Secretariat of the Council
То:	Budget Committee
Subject:	Estimate of expenditure and revenue for the financial year 2022 for the European Council and Council (Section II of the EU Budget) - Explanatory memorandum

I. <u>INTRODUCTION</u>

 The budgetary procedure for the financial year 2022 will be carried out in conformity with the Interinstitutional Agreement on budgetary discipline, on cooperation in budgetary matters and on sound financial management¹.

The ECOFIN Council adopted on 16 February 2021 conclusions on the budget guidelines for 2022, calling for budgetary discipline at all levels.

¹ Interinstitutional Agreement of 2 December 2013 between the European Parliament, the Council and the Commission on budgetary discipline, on cooperation in budgetary matters and on sound financial management (OJ C 373, 20.12.2013, p.1).

- The general inter-institutional framework for elaborating the proposals for the draft budget (DB) 2022 has been laid down in the Commission's letters dated 2/12/2020 and 21/12/2020, where all institutions are invited to prepare their estimates on the basis of the following guidelines:
 - include 2,9 % and 2,5 % for the salary adjustment in 2021 and 2022 respectively,
 - aim at a stable staffing policy,
 - aim at limiting the increase for all non-salary related expenditure to a maximum of 2% compared to the 2021 level.

The Commission communicated an inflation forecast of 1,6 % for Brussels and 1,8 % for Luxembourg for the period December 2021 to December 2022.

3. Taking into account these guidelines, the General Secretariat of the Council (GSC) has elaborated a proposal for DB 2022 estimates for the European Council and Council (Section II of the EU budget) of EUR 615,1 million. This amount corresponds to an overall increase of EUR 20,7 million or 3,5 % compared to the voted budget 2021.

Salary related expenditure amounts to EUR 365 million, an increase of EUR 12,3 million or 3,5 %, whereas non-salary related expenditure totals EUR 250 million with an increase of EUR 8,4 million or 3,5 % compared to 2021.

Out of these 8,4 million EUR, however, 5,9 million EUR correspond to exceptional and additional needs on two accounts:

- Two Multilateral Summits with together about 100 delegations (EU-Africa and EU-Arab League) require additional funding of 3,5 million EUR.
- 2) The Council identified as a priority, also in the context of the pandemic, a secure videoconferencing platform (secure VTC) which ensures that very sensitive or classified information can be treated in virtual meetings of the Council. The cost of this substantial and unforeseen new investment is 2,4 million EUR.

Without these two elements, the GSC proposal corresponds to an increase of non-salary expenditure of 2,5 million EUR or 1% compared to 2021, significantly below the limit of 2% set by the Commission. Increases related to statutory or contractual obligations or in domains which have been considered as essential for the proper functioning of the GSC have been compensated, whenever possible, by prioritising and reprogramming certain activities taking into account the budget implementation in the recent years.

Table 1 presents the budget proposal for 2022 by category. More detailed comments on the development of each category are set out in paragraph II below.

Table 1: Proposal for a draft budget of the EC/C for 2022 (by category, EUR)

Chapter / article / item	Category of expenditure	Budget 2021	DB 2022	Difference	Change 2022/2021
article / item		1	2	3=2-1	4=3/1
10	Member of the Institution (President)	1.761.000	1.984.500	223.500	12,7%
11	Statutory staff (Establishment plan)	342.791.545	354.886.096	12.094.551	3,5%
12	Other staff and external services	14.129.909	14.662.000	532.091	3,8%
13	Other expenditure relating to personnel	11.794.000	12.231.000	437.000	3,7%
TITLE 1	Persons working with the Institution	370.476.454	383.763.596	13.287.142	3,6%
200, 201	Buildings	57.151.000	57.827.560	676.560	1,2%
210	Computer systems (1)	47.116.000	50.545.000	3.429.000	7,3%
211	Furniture (2)	951.000	981.000	30.000	3,2%
212	Technical equipment	7.192.000	6.891.000	-301.000	-4,2%
213	Transport (2)	1.368.000	2.550.000	1.182.000	86,4%
2200	Travel expenses of delegations	15.505.000	15.505.000	0	0,0%
2202	Interpreting costs	80.000.000	80.000.000	0	0,0%
2201, 2203, 2204, 2205	Meetings and conferences (2)	5.757.000	7.090.000	1.333.000	23,2%
2210, 2212, 2213	Information (2)	7.510.500	8.491.250	980.750	13,1%
2211	Official Journal	p.m.	p.m.	n/a	n/a
223	Miscellaneous	1.360.000	1.407.500	47.500	3,5%
TITLE 2	Buildings, equipment and operating expenditure	223.910.500	231.288.310	7.377.810	3,3%
TITLE 10	Reserve	p.m.	p.m.	n/a	n/a
TOTAL BUI	DGET	594.386.954	615.051.906	20.664.952	3,5%
	Salary related expenditure	352.745.454	365.043.096	12.297.642	3,5%
	Non-salary related expenditure	241.641.500	250.008.810	8.367.310	3,5%
TOTAL BUI	DGET	594.386.954	615.051.906	20.664.952	3,5%
(1) includes a	dditional provision for secure video conferencin	g			
(2) includes a	dditional provision for Multilateral summits				

II. COMMENTS BY CATEGORY OF EXPENDITURE

1. Member of the Institution, President (Chapter 10)

The change in the appropriations related to the function of the President of the European Council is mainly due to expected travel expenses.

2. Officials and temporary staff (Chapter 11)

The change of the level of appropriations for the budget headings relating to the establishment plan is mainly determined by the following factors:

a) Salary adjustment

The salary adjustment reflects the estimates for 2021 (2,9 %) and 2022 (2,5 % for 6 months). The final percentage for the 2021 and 2022 adjustments will become available in December 2021 and in December 2022 respectively.

b) Occupancy rate in the establishment plan

The GSC estimates that the 2022 occupancy rate will be on average 96 %. This represents a decrease in the flat rate reduction of 1 % point compared to what is budgeted for in 2021 following improvements in recruitment.

Furthermore, following the recent interinstitutional agreement on the Transparency Register which is for the first time joined by the Council, it is proposed to add 1 AD post for the additional administrative tasks implied by this step.

Continuing previous year's exercises of adapting staff profiles to changing job requirements, it is proposed to transform 25 AST posts into 25 AD posts, 10 AST posts into 10 SC posts and 1 AD post into 1 AST post.

3. Other staff and external services (Chapter 12)

In line with the objective to stabilise the level of human resources the overall head count of external staff has been kept at the level of 2021 (Annex III). The total change of 3,8 % (EUR 0,5 million) in appropriations within this chapter is mainly related to the estimated salary adjustments in 2021 and 2022.

The budget related to the National Experts on Secondment increases by 3 % (+ EUR 0,03 million). As in the previous years, 22 Full Time Equivalent SNEs are budgeted.

4. Other expenditure relating to persons working with the institution (Chapter 13)

The budget on this Chapter increases by 3,7 % (EUR 0,4 million). This increase is partly due (+ EUR 0,2 million) to item 1323 - *Interinstitutional cooperation in the field of staff management*. This corresponds to services provided by the Commission and charged to the Council, being budget neutral at the level of the EU budget.

- 5. Buildings and associated costs (Chapter 20)
 - a) Buildings (Article 200)

The budget for the functioning of the buildings is decreasing by 4,5 % (EUR 0,6 million).

b) Costs relating to buildings (Article 201)

The overall budget for the operating and maintenance costs of buildings is increased by 3,1 % (EUR 1,3 million), mainly driven by higher prices for gas and electricity (EUR 0,8 million), for building security and surveillance (EUR 0,3 million) and for insurance (EUR 0,3 million) that are partially compensated by economies of EUR 0,1 million in costs relating to cleaning and maintenance.

- 6. Computer systems, equipment and furniture (Chapter 21)
 - a) IT-expenditure (Article 210)

The budget for IT increases by 7,3 % (EUR 3,4 million), out of which EUR 2,4 million correspond to the project secure videoconferencing system (sVTC).

b) Furniture (Article 211)

The budget for replacing and renewing furniture has been increased by 3,2 % (EUR 0,03 million) compared to 2021, due to needs for the two Multilateral summits (EU-Africa and EU-Arab League).

c) Technical equipment and installation (Article 212)

The budget for replacing and renewing technical equipment and installations has been decreased by 4,2 % (EUR 0,3 million) compared to 2021.

d) Transport (Article 213)

The budget on this article increases by 86,4 % (EUR 1,2 million) due to the needs for the two Multilateral summits (EU-Africa and EU-Arab League).

- 7. Operating expenditure (Chapter 22)
 - a) Travel expenses of delegations (Item 2200)

The budget for the travel expenses of delegations remains unchanged compared to 2021.

b) Interpretation (Item 2202)

The budget for interpretation remains unchanged compared to 2021, given past implementation rate and implementation of the technical envelope as foreseen in the decision 54/2018. The on-request language envelopes remain constant.

The proposal for the interpretation breaks down as follows:

- EUR 34,7 million for general interpretation including contingencies,
- EUR 45,3 million for on-request envelopes (EUR 1,97 million/envelope).
- c) Meetings and conferences (Items 2201, 2203, 2204, 2205)

The budget for meetings and conferences, i.e. catering and related administrative expenditure, has been increased by 1,3 % (EUR 1,3 million) compared to 2021 to cover the expenditure related to the two Multilateral summits.

d) Information (Article 221)

The increase of 13,1 % (EUR 1,0 million) is mainly linked to increased needs in audio-visual information activities, in part in relation to the two Multilateral summits.

e) Miscellaneous expenses (Article 223)

The budget on this article increases by 3,5 % (EUR 0,05 million). The increase is related to slightly higher legal expenses.

8. Contingency reserve (Title 10)

As in 2021, the Contingency reserve is set to zero.

9. More detailed information is provided in the annexes:

Annex I: Estimate of Revenue and Expenditure for the financial year 2022

Annex II: Establishment plan 2022

Annex III: Evolution of number of and expenditure on 'external staff'

ANNEX I

Section II -	European	Council	and Council	
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	Section II - European Council and Council								
ltem	Description	Outturn 2020	Budget 2021	DB 2022	% 2021/2022				
	TITLE 1 - Persons	working with	the Institution						
1000	Basic salary	342.732		375.000	2,7%				
1001	Entitlements related to the post held	69.983	75.000	76.500	2,0%				
1002	Entitlements related to the personal circumstances	10.954	25.000	30.000	20,0%				
1003	Social security cover	12.966	16.000	17.000	6,3%				
1004	Other management expenditure	485.748		1.276.000	18,7%				
1006 1007	Entitlements related to entering, transfer and leaving the service Annual adjustment of the remuneration	0	0	0	n/a n/a				
100/	Remuneration and other entitlements	922.383	•	1.774.500	14,0%				
1010	Transitory allowance	167.735	205.000	210.000	2,4%				
101	Termination of service	167.735	205.000	210.000	2,4%				
1020	Provisional appropriation for changes in the entitlements	p.m.	p.m.	p.m.	n/a				
102	Provisional appropriation	p.m.	p.m.	p.m.	n/a				
	apter 10 - Members of the Institution	1.090.117	1.761.000 256.457.636	1.984.500	12,7%				
1100 1101	Basic salaries Entitlements under the Staff Regulations related to the post held	252.492.921		266.019.096 1.772.000	3,7% 0,3%				
	Entitlements under the Staff Regulations related to the post rield								
1102	member	64.094.901	65.201.091	66.778.000	2,4%				
1103	Social security cover	10.033.479	10.519.909	10.947.000	4,1%				
1104 1105	Salary weightings Overtime	142.868 634.257	147.000	151.000 1.285.000	2,7%				
	Entitlements under the Staff Regulations related to entering the service, transfer and leaving the								
1106	service	1.715.000		1.895.000	2,2%				
1107 110	Annual adjustment of the remuneration Remuneration and other entitlements	0 330.512.910		4.026.000 352.873.096	3,6% 3,5%				
1110	Allowances in the event of retirement in the interests of the service	54.644	1.543.000	2.013.000	3,5%				
1112	Entitlements of the former Secretaries-General	0	158.000	p.m.	00,070				
111	Termination of service	54.644	1.701.000	2.013.000	18,3%				
1120	Provisional appropriation (officials and temporay staff)	p.m.	p.m.	p.m.	n/a				
1121	Provisional appropriation (retired staff and special arrangements)	p.m.	p.m.	p.m.	n/a				
112	Provisional appropriation	p.m.	p.m.	p.m.	n/a				
	apter 11 - Officials and temporary staff	330.567.554	342.791.545	354.886.096	3,5%				
1200 1201	Other staff	10.584.429		11.842.000	3,4%				
1201	National experts on secondment Traineeships	926.750 604.548	1.244.000 770.000	1.281.000 797.000	3,0% 3,5%				
1203	External services	100.343	385.000	347.000	-9,9%				
1204	Supplementary services for the translation service	92.325	235.000	250.000	6,4%				
1207	Annual adjustment of the remuneration	0	40.545	145.000	257,6%				
120	Other staff and external services	12.308.395	14.129.909	14.662.000	3,8%				
Total Ch	apter 12 - Other staff and external services	12.308.395	14.129.909	14.662.000	3,8%				
1300	Miscellaneous expenditure on recruitment	202.106		158.000	1,3%				
1301 130	Further training	1.907.233 2.109.340	2.539.000 2.695.000	2.561.000 2.719.000	0,9%				
1310	Expenditure relating to staff management Special assistance grants	2.109.340		2.7 19.000	-7,4%				
1311	Social contacts between members of staff	56.283		131.000	0,8%				
1312	Supplementary aid for the disabled	157.000	250.000	250.000	0,0%				
1313	Other welfare expenditure	65.029	72.000	72.000	0,0%				
131	Measures to assist the institution's staff	279.191		478.000	-0,2%				
1320	Medical service	550.429	390.000	464.000	19,0%				
	Restaurants and canteens Crèches and childcare facilities	p.m. 2.035.202	-	2.775.000	n/a 6,5%				
1321 1322		n/a		1.055.000	0,0%				
1321 1322 1323	Interinstitutional cooperation in the field of staff management	11d							
1322 1323 132	Interinstitutional cooperation in the field of staff management Activities relating to all persons working with the Institution	2.585.631	3.895.000	4.294.000	10,2%				
1322 1323 132 1331	Activities relating to all persons working with the Institution Mission expenses of the Council Secretariat	2.585.631 569.083	3.240.000	3.240.000	0,0%				
1322 1323 132 1331 1332	Activities relating to all persons working with the Institution	2.585.631	3.240.000 1.485.000		0,0% 1,0%				
1322 1323 132 1331 1332 133	Activities relating to all persons working with the Institution Mission expenses of the Council Secretariat Travel expenses of staff related to the European Council	2.585.631 569.083 346.602	3.240.000 1.485.000	3.240.000 1.500.000	0,0%				



ltem	Description	Outturn 2020	Budget 2021	DB 2022	% 2021/2022
	TITLE 2 - Buildings, equi	pment and op	erating exper	nditure	
2000	Rent	658.514	457.000	457.000	0,0%
2001 2002	Annual lease payments Acquisition of immovable property	p.m. p.m.	p.m. p.m.	0	n/a n/a
2002	Fitting-out and installation work	12.548.856	10.871.000	10.351.000	-4,8%
2004	Work to make premises secure	1.604.862	2.321.000	2.107.000	-9,2%
2005	Expenditure preliminary to the acquisition, construction and fitting-out of buildings	577.681	743.000	835.700	12,5%
200 2010	Buildings	15.389.912 17.313.706	14.392.000 18.735.000	13.750.700 18.635.000	- 4,5% -0,5%
2010	Cleaning and maintenance Water, gas, electricity and heating	3.799.266	4.689.000	5.492.000	-0,5%
2012	Building security and surveillance	16.432.716	18.493.000	18.757.860	1,4%
2013	Insurance	597.425	285.000	610.000	114,0%
2014	Other expenditure relating to buildings	539.052	557.000	582.000	4,5%
201	Costs relating to buildings	38.682.164	42.759.000	44.076.860	3,1%
	apter 20 - Buildings and associated costs	54.072.077	57.151.000	57.827.560	1,2%
2100 2101	Acquisition of equipment and software	16.382.964 30.650.865	12.731.928 25.565.072	14.385.716 27.839.685	13,0%
2101	Outside assistance for the operation and develop. of computer systems Servicing and maintenance of equipment and software	6.261.431	25.565.072	6.964.599	-0,5%
2102	Telecommunications	1.846.913	1.820.000	1.355.000	-25,5%
210	Computer systems and telecommunications	55.142.173	47.116.000	50.545.000	7,3%
211	Furniture	1.223.252	951.000	981.000	3,2%
2120	Purchase and replacement of technical equipment and installations	3.330.590	3.958.000	3.769.000	-4,8%
2121	Outside assistance for the operation and development of technical equipment and installations	304.347	100.000	100.000	0,0%
2122 212	Rental, servicing, maintenance and repair of technical equipment and installations Technical equipment and installations	1.358.954 4.993.891	3.134.000 7.192.000	3.022.000 6.891.000	-3,6% - 4,2%
213	Transport	1.407.771	1.368.000	2.550.000	86,4%
Total Ch	apter 21 - Computer systems, equipment and furniture	62.767.087	56.627.000	60.967.000	7,7%
2200	Travel expenses of delegations	34.003.147	15.505.000	15.505.000	0,0%
2201	Miscellaneous travel expenses	150.479	513.000	550.000	7,2%
2202	Interpreting costs	36.837.394	80.000.000	80.000.000	0,0%
2203	Representation expenses	80.421	150.000	180.000	20,0%
2204	Miscellaneous expenditure on internal meetings	2.753.152	4.779.000	5.235.000	9,5%
2205	Organisation of conferences, congresses and meetings	72.196	315.000	1.125.000	257,1%
220 2210	Meetings and conferences Documentation and library expenditure	73.896.789 2.423.551	101.262.000 2.655.000	102.595.000 2.825.000	1,3% 6,4%
2210	Official Journal	9.894	p.m.	p.m.	0,4% n/a
2212	General publications	329.797	270.000	308.000	14,1%
2213	Information and public events	5.337.293	4.585.500	5.358.250	16,9%
221	Information	8.100.534	7.510.500	8.491.250	13,1%
2230	Office supplies	248.275	398.000	374.000	-6,0%
2231	Postal charges	45.000	50.000	50.000	0,0%
2232	Expenditure on studies, surveys and consultations	0	45.000	45.000	0,0%
2234	Removals Einappial charges	6.335	18.000	33.000	83,3%
2235 2236	Financial charges Legal expenses and costs, damages and compensation	1.490 865.000	10.000 550.000	20.000	100,0%
2230	Other operating expenditure	310.462	289.000	285.500	-1,2%
223	Miscellaneous expenses	1.476.561	1.360.000	1.407.500	3,5%
Total Ch	apter 22 - Operating expenditure	83.473.884	110.132.500	112.493.750	2,1%
ΤΟΤΑ	L TITLE 2	200.313.047	223.910.500	231.288.310	3,3%
	TITLE 10 -	- Other expend	diture		
	sional appropriations	p.m.	p.m.	p.m.	n/a
10 1 Contingency reserve TOTAL TITLE 10		p.m.	p.m. p.m.	p.m. p.m.	n/a n/a
TUTA					

ESTABLISHMENT PLAN 2022 Section II - European Council and Council

Budget 2021						
		Tempor	ary posts			
Category and grade	Permanent posts	President EC	Others			
нс	1	0	0			
AD 16	8	1	0			
AD 15	33 1)	1	0			
AD 14	140 3)	2	1			
AD 13	139	3	0			
AD 12	192	5	0			
AD 11	90	2	1			
AD 10	161	2	0			
AD 9	249	0	0			
AD 8	170	2	0			
AD 7	146	1	0			
AD 6	96	2	0			
AD 5	69	0	0			
Sub-total AD	1493	21	2			
AST 11	40	0	0			
AST 10	43	0	0			
AST 9	190	6	0			
AST 8	124	1	0			
AST 7	133	1	0			
AST 6	191	1	0			
AST 5	269	1	0			
AST 4	204	1	0			
AST 3	97	0	0			
AST 2	8	1	0			
AST 1	21	0	0			
Sub-total AST	1320	12	0			
SC 6	0	0	0			
SC 5	0	0	0			
SC4	4	0	0			
SC 3	18	0	0			
SC 2	68	0	0			
SC 1	90	0	0			
Sub-total SC	180	0	0			
Total	2994	33	2			
Overall total		3029				

Draft budget 2022						
Category and			Temporary posts			
grade	Permanent pos	ts	President EC	Others		
НС	1		0	0		
AD 16	8		1	0		
AD 15	33	2)	1	0		
AD 14	140	4)	2	1		
AD 13	139		3	0		
AD 12	193		7	0		
AD 11	91		2	1		
AD 10	169		2	0		
AD 9	257		0	0		
AD 8	161		0	0		
AD 7	158		1	0		
AD 6	85		1	0		
AD 5	86		0	0		
Sub-total AD	1520		20	2		
AST 11	42		0	0		
AST 10	46		0	0		
AST 9	191		7	0		
AST 8	103		2	0		
AST 7	145		0	0		
AST 6	191		0	0		
AST 5	265		1	0		
AST 4	188		0	0		
AST 3	85		2	0		
AST 2	8		1	0		
AST 1	20		0	0		
Sub-total AST	1284		13	0		
SC 6	0	1	0	0		
SC 5	0		0	0		
SC4	6		0	0		
SC 3	16		0	0		
SC 2	68		0	0		
SC 1	100		0	0		
Sub-total SC	190		0	0		
Total	2995		33	2		
Overall total			3030			

1) Including 4 agents of grade AD16 ad personam.

2) Including 4 agents of grade AD16 ad personam.

Including 7 agents of grade AD15 ad personam.
 Including 7 agents of grade AD15 ad personam.

Council	Budge	et 2021	Statement of estimates 2022		
Type of staff	Appropriations (EUR)	Estimated number of FTE (*) on the basis of authorised appropriations	Appropriations (EUR)	Estimated number of FTE (*) on the basis of requested appropriations	
Contractual Agents	11.287.364	223	11.674.000	223	
Seconded National Experts	1.244.000	22	1.281.000	22	
Local Agents	0	0	0	0	
Intérimaires	230.000	3	237.000	3	
Parliamentary Assistants	N/A	N/A	N/A	N/A	
Total	12.761.364	248	13.192.000	248	

* Full-time equivalent units