



Document title	Draft budget for 2018-2019 and budget estimate for 2019-2020
Code	5-2
Category	DEC
Agenda Item	5 - Accounts 2016–2017, budget 2018–2019 and other institutional and organisational matters of the Commission
Submission date	29.01.2018
Submitted by	Executive Secretary
Reference	Financial Rule 8.2 and Outcome of HOD 53-2017, paragraph 4.2

Background

The 53rd Meeting of the Heads of Delegation considered the draft budget for the financial period 1 July 2018 to 30 June 2019 and advised the Executive Secretary to submit the draft budget to HELCOM 39-2018 for official adoption. The Meeting considered the draft income budget estimate for the financial period 1 July 2019 to 30 June 2020 and advised the Executive Secretary to submit it to HELCOM 39-2018 for official endorsement.

Income (Attachment 1)

The income budget for the financial year 2018-2019 is the same as the budget estimate endorsed by HELCOM 38-2017.

In the financial period 2018-2019, external funding through various projects is estimated to be 480.000 €. The actual figure will depend on projects' spending and payment schedules. The figure contains funding for both HELCOM and other project partners for project activities contributing to HELCOM work.

More information about the individual HELCOM projects and projects with HELCOM and other partners' involvement can be found in document "Status of HELCOM projects" (to be submitted at a later stage).

Further, a draft income budget estimate for the financial year 2019-2020 is included in Attachment 1. It is at the same level as the budget for the previous years.

Expenditures (Attachment 2)

The proposed allocations for Chapters 1, 3, 7 and 11 are based on requests from the HELCOM Groups, on existing contracts and on decisions by the Heads of Delegation. In Chapter 11.17 (Other projects) the sum of 59.848 € is not bound by any contract. In addition, an extension of the agreed activity on core indicators is proposed to cover 2018-2019.

Chapter 2 covers the salaries of the Secretariat staff as well as other foreseen personnel costs.

Amounts in Chapters 4, 5, 6, 8, 9 and 10 are based on previous years' experience and existing contracts.

The budget of the present financial year and some additional information regarding budgetary allocations for data handling and consultant services (Chapter 3) and for projects (Chapter 11) under the HELCOM umbrella are also included in the table for ease of reference.

Attachment 3 contains a three-year budget development comparison, 2016-2017, 2017-2018 and 2018-2019.

Action requested

The Meeting is invited to consider and adopt the draft budget for the financial period 1 July 2018 to 30 June 2019.

The Meeting is invited to consider and endorse the draft budget estimate for the financial period 1 July 2019 to 30 June 2020.

Budget for the financial period 1 July 2018 - 30 June 2019 (EUR)

ATTACHMENT 1

	2017-2018	2018-2019	2019-2020	Equal share of countries based on 2014-2015 budget
	<i>Current Budget year</i>	<i>Draft endorsed by HELCOM 38-2017</i>	<i>Draft budget estimate</i>	
1. HQ contribution by Finland	292 000	292 000	292 000	
2. Contributions by CPs				
2.1 Denmark	184 577	184 577	184 577	178 916
2.2 Estonia	184 577	184 577	184 577	178 916
2.3 European Union	49 815	49 815	49 815	
2.4 Finland	184 577	184 577	184 577	178 916
2.5 Germany	184 577	184 577	184 577	178 916
2.6 Latvia	179 377	179 377	179 377	178 916
2.7 Lithuania	179 377	179 377	179 377	178 916
2.8 Poland	184 577	184 577	184 577	178 916
2.9 Russia	184 577	184 577	184 577	178 916
2.10 Sweden	184 577	184 577	184 577	178 916
3. Interest and other income	0	0		
4. Transfer from Working Capital Fund	0	0		
5. Other contributions	0	0		
TOTAL INCOME	1 992 608	1 992 608	1 992 608	

EXPENDITURE (EUR)

ATTACHMENT 2

EXPENDITURE (EUR)		2017-2018	2018-2019 draft	remarks
1.	Meeting Expenses	110 000,00	113 000,00	
2.	Salaries and remunerations	997 000,00	997 000,00	
3.	Data handling and consultant services	190 000,00	193 000,00	
3.1/1	COMBINE database	65 000,00	65 000,00	contract valid 2017-2019
3.1/5	PLC WATER	67 000,00	67 000,00	Data management; Database hosting (HOD 45-2014, para 3.71) contract to be renewed 2018-2019.
3.2/2	EMEP Centers (PLC AIR)	53 000,00	53 000,00	contract valid 2017-2020
3.3	Cooperation with ICES and other expertise	5 000,00	8 000,00	Joint HELCOM-OSPAR registry ca. 5,000€ (HOD 49-2015, para 4.33)
4.	Travels	40 000,00	42 000,00	
5.	Communications	67 000,00	67 000,00	
6.	Rent and maintenance of the Office	174 000,00	174 000,00	
7.	BSEP Publications and other information material	80 000,00	80 000,00	
8.	Material and equipment	51 000,00	51 000,00	
9.	Miscellaneous	30 000,00	30 000,00	
	Other miscellaneous	25 000,00	25 000,00	
	Replenishment of WCF	5 000,00	5 000,00	
10.	Meeting support	6 600,00	6 600,00	
11.	Projects	247 008,00	239 008,00	
11.15	Integrated information system	32 000,00	34 000,00	homepage & meeting portal, HOLAS II website, map and data service, radioact. db (HOD 37/2012, LD 151)
11.17	Other projects	25 848,00	59 848,00	non-earmarked funds for new projects/additional needs e.g. related to the Ministerial outcome
11.43	HELCOM PLC 6	48 500,00		HOD 37/2012, LD 66 (total 299.000 € until 2018)
11.49	HELCOM PEG QA II	5 160,00	6 660,00	HOD 51-2016, para 6.92 (total 15.480 € 17-19)
11.50	HELCOM FISH PRO II	5 500,00	5 500,00	HOD 53/2017, para 3.58 (total 27.000 € until 2023)
11.52	HELCOM HOLAS II	27 000,00		HOD 46-2014, paras 4.20-4.28 (total 152.000 € until 2018)
11.54	HELCOM ZEN-ZIIM	5 000,00		HOD 48-2015, para 3.79 (total 15.000 € until 2017)
11.55	HELCOM CORE INDICATORS AND DATA UPDATE WORK	48 000,00	48 000,00	HOD 48-2015, para 3.64, HOD 51-2016; Extension proposed for 18/19
11.56	HELCOM PLC 7	50 000,00	85 000,00	HOD 51-2016, para 6.79 (total 300,000 € until 2021). 50,000 € (allocation for this budget year) + 35,000 € (as the sum requested for budget 2016-2017 could not have been earmarked fully). The project start was delayed.
	TOTAL	1 992 608,00	1 992 608,00	

ATTACHMENT 3

3-year budget development comparison (EUR)

<i>INCOME</i>	<i>2018-2019</i>	<i>2017-2018</i>	<i>2016-2017</i>	
	<i>Draft budget</i>	<i>Budget</i>	<i>Budget</i>	<i>Actual</i>
1. HQ contribution by Finland	292 000,00	292 000,00	292 000,00	292 000,00
2. Contributions by CPs				
2.1 Denmark	184 577,00	184 577,00	182 496,00	182 496,00
2.2 Estonia	184 577,00	184 577,00	182 496,00	182 496,00
2.3 European Union	49 815,00	49 815,00	49 608,00	49 608,00
2.4 Finland	184 577,00	184 577,00	182 496,00	182 496,00
2.5 Germany	184 577,00	184 577,00	182 496,00	182 496,00
2.6 Latvia	179 377,00	179 377,00	178 916,00	178 916,00
2.7 Lithuania	179 377,00	179 377,00	178 916,00	178 916,00
2.8 Poland	184 577,00	184 577,00	182 496,00	182 496,00
2.9 Russia	184 577,00	184 577,00	182 496,00	182 496,00
2.10 Sweden	184 577,00	184 577,00	182 496,00	182 496,00
2.11 Special contributions	0,00	0,00	0,00	10 000,00
3. Interest and other income	0,00	0,00	3 808,00	20 000,00
4. Transfer from Working Capital Fund	0,00	0,00	0,00	
5. Other contributions	0,00	0,00	0,00	542 104,62
Total income	1 992 608,00	1 992 608,00	1 980 720,00	2 549 016,62

<i>EXPENDITURE</i>	<i>2018-2019</i>	<i>2017-2018</i>	<i>2016-2017</i>	
	<i>Draft budget</i>	<i>Budget</i>	<i>Budget</i>	<i>Actual</i>
1. Meeting Expenses	113 000,00	110 000,00	110 000,00	109 844,14
2. Salaries	997 000,00	997 000,00	997 000,00	996 839,66
3. Data handling/consultant services	193 000,00	190 000,00	198 000,00	198 000,00
4. Travels	42 000,00	40 000,00	40 000,00	39 960,91
5. Communications	67 000,00	67 000,00	67 000,00	67 000,00
6. Rent and maintenance	174 000,00	174 000,00	174 000,00	174 000,00
7. Publications&other info.material	80 000,00	80 000,00	75 000,00	74 767,40
8. Material and equipment	51 000,00	51 000,00	51 000,00	51 000,00
9. Miscellaneous	30 000,00	30 000,00	28 000,00	27 999,07
10. Meeting support	6 600,00	6 600,00	6 000,00	5 607,47
11. Projects	239 008,00	247 008,00	234 720,00	806 824,62
Total expenditure	1 992 608,00	1 992 608,00	1 980 720,00	2 551 843,27