



ECDC Management Board

Fiftieth Meeting

Stockholm, 25 November 2020

Budget and Establishment Table 2021

Document number: MB50/11	Date: 13 November 2020
Summary:	<p>The Draft Budget 2021 of the Centre was adopted by the Management Board through a written procedure in January 2020, within the framework of the draft Single Programming Document 2021.</p> <p>In Annex II of that document, the Centre requested in January 2020 a Draft Budget 2021, totalling EUR 60 million. In April 2020, a reinforcement of the ECDC's resources for 2020 and 2021 have been agreed upon. Therefore, 20 additional Contract Agent posts and EUR 3.6 million for each of the two years, have and are been provided to ECDC to reinforce its response to the COVID-19 outbreak. As a result, the Centre's <u>budget 2021</u> amounts to <u>EUR 65 million</u>.</p> <p>In June 2020, the Management Board adopted the final draft of the ECDC Single Programming Document 2021.</p>
Action:	The Management Board is requested to approve the Budget and Establishment Table 2021, pending the definite adoption of the ECDC Single Programming Document 2021 by the Management Board and the definite adoption of the EU budget 2021 by the Budgetary Authorities.
Background:	ECDC's Financial Regulation Article 33: <i>"After adoption of the draft budget by the Commission, the Single Programming Document shall be adopted by the management board. It shall become definitive after final adoption of the Union budget setting the amount of the contribution and the establishment plan. If necessary, the budget of the Centre and its establishment plan shall be adjusted accordingly."</i>

Contents

Summary.....	1
Title I Staff related expenditure	2
Title II Administrative and Infrastructure related expenditure	2
Title III Operational Expenditure.....	3
Conclusion.....	7
Annex I:	8
Budget 2021 – Budget and Staffing Tables	8
Budget 2021– Budget Tables.....	9
Staffing Tables	15

Summary

1. The Draft 2021 Budget of the Centre was adopted by the Management Board in January 2020 for EUR 60 million, within the framework of the draft ECDC Single Programming Document 2021. The final ECDC budget for the financial year 2021 amounts to EUR 65 million, since the Centre is granted additional human resources (+20 Contract Agents) and financial resources for 2021 as a consequence of the COVID-19 outbreak.
2. Following the detailed planning of the Work Programme for 2021 and the finalisation of the Budget 2021 for Title III, the Management Board adopted the final draft of the ECDC Single Programming Document 2021. After adoption of the draft budget by the Commission, the Single Programming Document shall be adopted by the management board. It shall become definitive after final adoption of the Union budget setting the amount of the contribution and the establishment plan.

Title I Staff related expenditure

3. The budget exercise on Title I was initiated and the Establishment Plan 2021 (180 Temporary Agents) was requested. The number of SNE's forecasted for 2021 will remain the same as previous year. Interim staff expenditure is provided for, based on the estimated need for interims and prices of the framework contract concluded in 2017, however, a new contract for interim services will be concluded in 2021. Mission expenditure is estimated considering the impact of the COVID-19 pandemic for 2021.

Table 1: Staffing projections (2020-2023)

<i>Staff category</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>
Temporary Agents	180	180	180	180
Total work desks (incl. Contract Agents, SNEs, interim staff, consultants and project staff)	320	340	340	340

4. With the envisaged budget and staffing of the Centre as proposed, the budget balance between administrative and operational budget is respectively 63% and 37%.
5. In 2021, the Centre's recruitments will be related to turn-over and additional Contract Agent posts for external funded projects. The estimated turn-over is 7% which is equivalent to approximately 20 positions (13 TAs and 7 CAs).
6. The total budget in Title I for 2021 is **EUR 33 477 000**. The requested budget will accommodate the costs for all staff related expenditure.
7. In 2021, HR services such as recruitment and staffing, pay and staff entitlements, working conditions, wellbeing, staff statistics and reporting will continue. Given the increase in staff due to Covid-19 as well as for projects, there will be a continued (from 2020) high priority on recruitment of staff and their integration. In the area of learning and development services, the Centre will focus on supporting the implementation of the new ECDC strategy with specific focus on analysis of staff skills in view of the new strategy, development of a learning and development policy and support to newcomers in an e-newcomers induction programme. The Centre will furthermore focus on providing training to staff and managers considering the new ways of working.
8. Due to staff members taking maternity/paternity/parental leave and the increased work load due to the COVID-19 pandemic, the need for interim staff support will continue in 2021.

Title II Administrative and Infrastructure related expenditure

9. The total budget in Title II for 2021 is **EUR 8 028 000**, which represents an increase by 6% compared to the initial budget of 2020. This increase is due to an increased property tax for the building and additional needs for the development of administrative information and communication technology. As in previous years, this budget corresponds to 12% of the total 2021 budget.

Title III Operational Expenditure

10. As for previous years, the Annual Work Programme is the result of an internal consultation process with the Units and Disease Programme, the Senior Management of the Centre, and an external consultation of ECDC stakeholders including the Management Board, the Advisory Forum and the European Commission.
11. ECDC will continue its efforts to support and strengthen the EU in reducing the burden of infectious diseases in an effective and efficient way: One of the main priorities during 2021 will be to continue supporting the Member States and the European Commission in responding to the COVID-19 pandemic.
12. The total budget for Title III is of **EUR 24 137 000**, which represents an increase of 13.5% compared to the initial budget of 2020 (EUR 21 262 000).
13. There is continuity in the core business in order to implement ECDC's missions as set out in its Founding Regulation, while at the same time developing objectives that ECDC foresees to achieve by 2027, as part of its long-term strategy 2021-2027. The general objective of the Centre is **to improve lives in Europe and globally, applying scientific excellence, thus empowering the Member States, the European Commission, and other partners to drive public health policy and practices.**
14. The multiannual ECDC strategic objectives (S.O.) defined in the strategy 2021-2027 are:
 - Strategic objective 1. Strengthen and apply scientific excellence in all ECDC activities and outputs to inform public health policy and practice
 - Strategic objective 2. Support the countries to strengthen their capacities and capabilities to make evidence-based decisions on public health policies and practice
 - Strategic objective 3. Future outlook: Prepare for the future through foresight and innovation assessments
 - Strategic objective 4. Increase health security in the EU through strengthened cooperation and coordination between ECDC and partners in non-EU countries
 - Strategic objective 5. Transform the organisation to the next generation ECDC
15. In terms of strategic priorities, in 2021 the Centre will particularly:
 - 1. Further support the European Commission and the Member States in responding to the COVID-19 pandemic;**
 The COVID-19 pandemic continues to pose an unprecedented threat to EU/EEA countries and the UK as well as countries worldwide, many of which have been experiencing widespread transmission of the virus in the community for several months. The COVID-19 crisis is far from being over as there is still community transmission reported in most EU/EEA countries, the UK and EU candidate and potential candidate countries. Some countries are reporting a resurgence of observed cases or large localised outbreaks and the global trend continues to show a steady increase in the number of cases and deaths. ECDC will continue to provide technical support to the European Commission and Member States, with regular Risk Assessments, technical guidance and after/in-action reviews to help inform the response plans in the countries. External evaluations and in/after actions reviews will be used to learn lessons and be more prepared. In 2021, a major challenge will also be to put in place effective integrated surveillance systems for COVID-19 and influenza in hospitals as well as in community, but also in case of available vaccines, robust systems to measure uptake and effectiveness.

2. Further support the European Commission and the Member States in strengthening the preparedness and response for cross-border health threats;

The COVID-19 pandemic has forced all countries to continuously review and adapt their emergency response plans, investing in increased hospital capacity, infection prevention and control (IPC) in the community and non-pharmaceutical interventions (NPI) as the primary strategy in the absence of an effective vaccine. Preparedness planning, the identification of current gaps in preparedness and capacity, and capacity building are critical for the EU and its Member States to respond effectively to the current pandemic and other serious cross-border health threats, including those generated by intentional or accidental use of biological agents and hybrid threats. ECDC will continue to provide technical support to the European Commission and Member States, based on Article 4 of Decision 1082/2013/EU on serious cross-border threats to health, to further improve preparedness and response planning and ensure interoperability of preparedness plans between countries and sectors. ECDC will collaborate with the Joint Actions set up for this.

3. Tackle antimicrobial resistance;

ECDC will continue tackling antimicrobial resistance (AMR), particularly by supporting the European One Health Action Plan against AMR. AMR poses increasing threats to our healthcare achievements. It gained wider recognition by the adoption of a Global Action Plan on Antimicrobial Resistance (WHO). ECDC will also continue and intensify the wider cooperation and support with a wide variety of stakeholders. The coordinated approach will aim towards increased awareness and behavioural change. Increased synergy with other EU agencies and other international agencies will be further explored, particularly further alignment with EFSA, EMA and other stakeholders in the 'one health' approach.

4. Improve vaccine coverage in the EU;

The level of vaccine hesitancy in Europe from the general public and the healthcare professionals, in a 'post factual' era¹ is worrying, when there is ample evidence that vaccines have been one of the strongest protection measures and a safeguard to citizen health in Europe for decades. High trust in immunisation will also be critical when a COVID-19 vaccine becomes available, in view of achieving a successful roll-out of what are likely to be mass vaccination efforts to curb the pandemic. Furthermore, issues of access still persist, and ECDC will continue to develop initiatives and tools to improve vaccination coverage in Europe, increase vaccine acceptance and tackle hesitancy. This will be done by working towards improving quality and availability of coverage data, as well as developing tools and guidance to address issues of uptake. ECDC will continue to support the implementation of the 2018 Council Recommendation on Strengthened Cooperation against Vaccine Preventable Diseases and the Joint Action on vaccination.

5. Support the European Commission and the Member States in addressing the Sustainable Development Goals² in the area of HIV, TB and hepatitis;

The Sustainable Development Goals (goal 3.3) target by 2030, to "end the epidemics of AIDS, tuberculosis, malaria and neglected tropical diseases and combat hepatitis, water-borne diseases and other communicable diseases". ECDC will put particular emphasis in the area of HIV, TB and hepatitis, by working closely with the European Commission, the Member States and WHO to tackle the three diseases and contribute to reduce their incidence and mortality.

¹ 'Post-factual' refers to current evolutions such as the dissemination of fake news or the spread of non-scientific news on media and social media

² <http://www.un.org/sustainabledevelopment/>

- 6. Focus on strategic partnerships to create synergy and avoid duplication of work;**
ECDC will actively support the Member States through its targeted country support work that allows identification and addressing the countries' needs, building on the existing coordination mechanisms with WHO and close collaboration with the Member States. In addition, the Centre will further strengthen its relationships with external partners such as relevant EU agencies, the WHO, Centres for Disease Control (CDCs) globally and enhance cooperation with the countries in the closest EU neighbourhood.
- 7. Further enhance ECDC's performance and monitoring;**
ECDC will further enhance its internal performance and monitoring. This relies in particular on well-structured, transparent, efficient, and aligned internal procedures and processes for administration and operations, with clear roles definition that empower ECDC staff, investment on professional development of staff to keep being abreast of scientific developments/ methodologies, and digital workflows. ECDC will aim towards a lean and paperless organisation.
- 8. Assess and integrate innovative technological and scientific advances;**
ECDC will prepare for the future by assessing and analysing the potential impact and benefits brought by technical and scientific advances in the field of communicable diseases. This includes developments in the areas of the whole genome sequencing (WGS), e-health, big data, and use of social media for surveillance. Based on these analyses, and an assessment of the resource implications and pace of adoption across Member States, ECDC will develop guidance to integrate these developments into routine work in Member States and at EU level.
16. ECDC is aware that the present priorities are subject to external events like emerging diseases, outbreaks and epidemics, and in particular the continuous support to the efforts to fight COVID-19, and actions stemming from implementing the recommendations of the Management Board regarding the Third External Evaluation of ECDC. This might lead to changes priorities and deliverables during the year, which will be presented to the Management Board if these events exceed our normal surge capacity and require a change in the Single Programming Document. ECDC will also support the Commission and Member States ongoing efforts to review the Centre's mandate.
17. Table 2 below, illustrates the allocation of the Operational Budget, Title III, by operational budget line as reflected in the Work Programme of the operational units for 2021.
18. As for 2020, our work programme 2021 also integrates an activity-based budget, to provide information about the cost by activities (including staff costs).

Table 2: Allocation of ECDC's Title III Budget by Operational Activity for 2021

Budget line	Unit	Section	Final total allocation 2021
BL 3000 - Integrated Surveillance, including Epidemic intelligence and Microbiology	Public Health Unit	Surveillance	1,308,500
BL 3001 - Preparedness and Response	Public Health Unit	Emergency preparedness and response support	980,700
BL 3002 - Scientific Processes and Methods	Scientific Methods and Standards Unit	Scientific process and methods	900,000
BL 3003 - Public Health Training	Public Health Unit	Public Health Training	4,275,000
BL 3004 - External communication	Director Office	Communication	463,600
BL 3005 - Digital Transformation	Digital Transformation Unit	all DT sections	5,743,000
BL 3006 - Information and Knowledge Management	Scientific Methods and Standards Unit	Information and knowledge management	570,000
BL 3007 - Air-Borne, Blood-Borne and Sexually Transmitted Infections	Disease Programmes Unit	Air-Borne, Blood-Borne and Sexually Transmitted Infections	5,894,900
BL 3008 - One Health related diseases	Disease Programmes Unit	One Health related diseases	2,510,100
BL 3009 - EU and external cooperation	Director Office	European and international Cooperation	310,600
BL 3010 - New health technologies assessment	Transversal activity	-	730,000
BL 3011 - Foresight assessment of future trends and threats	Transversal activity	-	450,600
TOTAL			24,137,000

Conclusion

19. The Management Board is requested to approve the Budget and Establishment Table for 2021, as presented in Annex I, pending the definite adoption of the ECDC Single Programming Document 2021 by the Management Board and the definite adoption of the EU Budget by the Budgetary Authorities.

Annex I:

Budget 2021 – Budget and Staffing Tables

Budget 2021– Budget Tables**Table 3: Revenue**

<i>Budget Line</i>		<i>2021</i>	<i>2020</i>
2000 IC1	European Community Contribution - Current Year Appropriations	62 485 694	59 121 653
2001 IC4	European Community Contribution - Earmarked funds (Reuse 2018/2017)	1 469 306	1 879 347
	European Community contribution	63 955 000	61 001 000
3000 IC1	Subsidy from EEA Member States (% of EU contribution)	1 687 000	1 489 000
TOTAL		65 642 000	62 490 000
R0	European Community Contribution - Earmarked funds (External Assigned Revenue)	0	0

Table 4: Expenditure

Budget Line Position	Budget Line Description	Budget 2021	Budget 2020 (*)	Budget 2020
1100	Basic salaries	13,250,000	13,640,000	12,800,000
1101	Family allowances	1,940,000	1,900,000	1,800,000
1102	Expatriation allowances	1,925,000	1,900,000	1,850,000
	Total Article 110	17,115,000	17,440,000	16,450,000
1111	Contract agents - basic salaries	5,000,000	4,650,000	3,950,000
1112	Contract agents - allowances	1,450,000	1,300,000	1,150,000
	Total Article 111	6,450,000	5,950,000	5,100,000
1140	Birth and death grants	5,000	5,000	5,000
1141	Travel expenses from place of employment to place of origin	570,000	550,000	510,000
1142	Overtime	90,000	90,000	90,000
1149	Learning & development	500,000	400,000	400,000
	Total Article 114	1,165,000	1,045,000	1,005,000
1170	Freelance and joint interpreting and conference service interpreters	40,000	6,108	57,000
1173	Translations	150,000	200,892	70,000
1174	Payment for administrative assistance from the Community institutions	210,000	205,000	205,000
1175	Interim services	1,800,000	2,460,000	1,500,000
1176	Relocation services	10,000	10,000	10,000
	Total Article 117	2,210,000	2,882,000	1,842,000
1180	Miscellaneous expenditures on recruitment	90,000	70,000	70,000
1181	Travel expenses	15,000	20,000	20,000
1182	Installation, resettlement & transfer allowances	140,000	160,000	110,000

Budget Line Position	Budget Line Description	Budget 2021	Budget 2020 (*)	Budget 2020
1183	Removal expenses	60,000	100,000	80,000
1184	Temporary daily subsistence allowance	88,000	85,000	85,000
	Total Article 118	393,000	435,000	365,000
1190	Weightings applied to remunerations	4,494,000	4,396,000	4,866,000
	Total Article 119	4,494,000	4,396,000	4,866,000
	Total Chapter 11	31,827,000	32,148,000	29,628,000
1300	Mission expenses, travel expenses and incidental expenditure	200,000	380,000	600,000
	Total Article 130	200,000	380,000	600,000
	Total Chapter 13	200,000	380,000	600,000
1410	Medical services	160,000	180,000	160,000
	Total Article 141	160,000	180,000	160,000
	Total Chapter 14	160,000	180,000	160,000
1520	Staff exchange	325,000	356,000	335,000
	Total Article 152	325,000	356,000	335,000
	Total Chapter 15	325,000	356,000	335,000
1700	Entertainment and representation expenses	5,000	9,000	9,000
	Total Article 170	5,000	9,000	9,000
	Total Chapter 17	5,000	9,000	9,000
1801	Social contacts between staff	30,000	30,000	30,000
1802	Sickness insurance	625,000	620,000	595,000
1803	Accidents and occupational diseases	75,000	68,000	68,000
1804	Unemployment for temporary staff	230,000	230,000	220,000
	Total Article 180	960,000	948,000	913,000
	Total Chapter 18	960,000	948,000	913,000
	Total Title 1	33,477,000	34,021,000	31,645,000

Budget Line Position	Budget Line Description	Budget 2021	Budget 2020 (*)	Budget 2020
2000	Rent and related expenditures	2,646,000	2,726,000	2,564,000
2001	Insurance	10,000	5,000	10,000
2002	Water, gas, electricity	75,000	74,283	45,000
2003	Maintenance & cleaning services	364,000	348,739	426,000
2004	Fitting-out	245,000	357,027	135,000
2005	Security and reception services for building	797,000	858,618	771,000
2006	Canteen costs	20,000	14,760	20,000
2009	Other expenditure on buildings	118,000	3,989	153,000
	Total Article 200	4,275,000	4,388,417	4,124,000
	Total Chapter 20	4,275,000	4,388,417	4,124,000
2110	Hardware purchases for the Centre	545,000	619,041	426,000
2111	Software purchases for the Centre	725,000	742,350	744,000
2112	Purchase and maintenance of printing and reproduction equipment	13,000	27,000	27,000
2113	Information and Knowledge Management	252,000	252,000	252,000
2114	Support for administrative applications and projects and fees	154,000	148,741	177,000
2115	Development of administrative and management applications and systems and general ICT administration	1,084,000	845,543	693,000
	Total Article 211	2,773,000	2,634,675	2,319,000
	Total Chapter 21	2,773,000	2,634,675	2,319,000
2200	Technical equipment and AV installations	40,000	165,000	15,000
2201	Furniture	57,000	180,684	41,000
2202	Purchase and maintenance of vehicles	6,000	6,350	9,000
	Total Article 220	103,000	352,034	65,000
	Total Chapter 22	103,000	352,034	65,000

Budget Line Position	Budget Line Description	Budget 2021	Budget 2020 (*)	Budget 2020
2300	Stationery and office supplies	55,000	95,000	70,000
2301	Financial and other charges, exchange losses	5,000	5,000	5,000
2302	Library expenses, book purchases and info subscriptions	20,000	20,000	20,000
2306	Insurance	10,000	2,000	10,000
2307	Legal Expenses	30,000	50,000	50,000
2308	Business Continuity	30,000	0	30,000
2309	Other operating expenditure	55,000	125,000	105,000
	Total Article 230	205,000	297,000	290,000
	Total Chapter 23	205,000	297,000	290,000
2400	Postal and delivery charges	25,000	15,200	25,000
	Total Article 240	25,000	15,200	25,000
2410	Telecommunication and internet charges	150,000	202,000	160,000
	Total Article 241	150,000	202,000	160,000
	Total Chapter 24	175,000	217,200	185,000
2500	Governance and administrative meetings	195,000	92,549	325,000
2501	Strategic Management, Consulting, Evaluation and Audit	302,000	621,125	244,000
	Total Article 250	497,000	713,674	569,000
	Total Chapter 25	497,000	713,674	569,000
	Total Title 2	8,028,000	8,603,000	7,552,000

Budget Line Position	Budget Line Description	Budget 2021	Budget 2020 (*)	Budget 2020
3000	Integrated Surveillance, including Epidemic intelligence and Microbiology	1,308,500	1,600,677	1,496,619
3001	Preparedness and Response	980,700	400,507	630,181
3002	Scientific Processes and Methods	900,000	1,225,431	1,032,400
3003	Public Health Training	4,275,000	2,601,199	4,246,500
3004	External communication	463,600	327,500	503,000
3005	Digital Transformation	5,743,000	4,604,000	4,500,000
3006	Information and Knowledge Management	570,000	810,200	640,200
3007	Air-Borne, Blood-Borne and Sexually Transmitted Infections	5,894,900	6,785,446	4,335,000
3008	One Health related diseases	2,510,100	1,406,540	2,475,000
3009	EU and external cooperation	310,600	104,500	198,100
3010	New health technologies assessment	730,000	0	755,000
3011	Foresight assessment of future trends and threats	450,600	0	450,000
	Total Chapter 30	24,137,000	19,866,000	21,262,000
	Total Title 3	24,137,000	19,866,000	21,262,000
	Total Budget Allocation 2021	65,642,000	62,490,000	60,459,000

(*) the figures are up to date till the 16th October

External Project Funding

Budget Line Position	Budget Line Description	Budget 2021	Budget 2020	Budget 2019
3012-R0	IPA Grant 5	0	60,991	215,435
3013-R0	Advance Project - IMI Grant	0	18,624	42,624
1111-R0	IPA Grant 6 - One Health against AMR	0	152,400	0
3020-R0	IPA Grant 6 - One Health against AMR	0	847,600	0
3021-R0	EU Initiative on Health Security	0	6,000,000	0
3022-R0	EU for Health Security in Africa	0	1,999,427	0
	Total Budget Allocation	0	9,079,042	258,059

Staffing Tables**Table 5: Establishment Plan**

Category/Grade	2021	2020
	Temporary Posts	Temporary Posts
AD15	1	1
AD14	2	2
AD13	3	3
AD12	9	9
AD11	12	12
AD10	23	23
AD 9	26	26
AD 8	23	23
AD 7	21	21
AD 6	6	6
AD 5	0	0
Total AD	126	126
AST 11	0	0
AST 10	2	2
AST 9	2	2
AST 8	5	5
AST 7	11	11
AST 6	11	11
AST 5	13	13
AST 4	5	5
AST3	2	2
AST2	0	0
AST1	0	0
Total AST	51	51

ECDC Management Board

MB50/11

AST/SC 1	0	0
AST/SC 2	0	0
AST/SC 3	3	3
AST/SC 4	0	0
AST/SC 5	0	0
AST/SC 6	0	0
Total AST/SC	3	3
TOTAL	180	180

Table 6: ECDC - Contract Agents and Seconded National Experts

Contract Agents	2021	2020
Function Group IV	67	50
Function Group III	41	38
Function Group II	11	10
Function Group I	2	2
Total	121	100

Seconded National Experts	5	5
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Table 7: Contract Agents for the external funded Projects

Contract Agents 2021	IPA VI	Health Security Initiative	Africa CDC
Function Group IV	0	6	4
Function Group III	0	3	4
Function Group II	1	0	0
Total	1	9	8