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EUROPEAN PARLIAMENT

# Working Documents

1982-1983

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5 May 1982

DOCUMENT 1-185/82

## Report

drawn up on behalf of the Committee on Budgets

on the ~~draft~~ estimates of the revenue and  
expenditure of the European Parliament for the  
financial year 1983

Rapporteur: Mr SABY

PE 78.417/fin.



At its meeting of 27 January 1982 the Committee on Budgets appointed Mr Saby rapporteur.

On 15 December 1981 the Bureau drew up the establishment plan section of Parliament's first preliminary draft estimates for 1983. The Committee on Budgets delivered its opinion for the Bureau on 24 February 1982.

On 29 March 1982 the Bureau drew up the first preliminary draft estimates of the European Parliament's revenue and expenditure for 1983, which it forwarded to the Committee on Budgets on 7 April 1982.

The Committee on Budgets delivered its opinion on the first preliminary draft estimates at its meeting of 19 April 1982.

At its meeting of 20 April 1982 the Bureau adopted the preliminary draft estimates and considered the additional requests for staff for the political groups.

On 30 April 1982 the Committee on Budgets drew up the draft estimates of Parliament's revenue and expenditure for 1983 and adopted them, together with the following resolution, by 14 votes to 1 with 5 abstentions.

The following participated in the vote: Mr Lange, chairman; Mr Notenboom, 1st vice-chairman; Mr Saby, rapporteur; Mr Abens, Mr Adam, (deputizing for Mr Balfe), Mr Adonnino, Mr Balfour, Mr Bonde, Mr Croux, Mr Georgiadis, Mrs Hoff, Mr Kellett-Bowman, Mr Louwes, Mr Marck (deputizing for Mr Barbagli), Mr Newton Dunn, Mr Orlandi, Mr Price, Mr Protopapadakis, Mr Ryan and Mr Konrad Schön.

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The Committee on Budgets hereby submits to the European Parliament the following motion for a resolution:

MOTION FOR A RESOLUTION

on the draft estimates of the revenue and expenditure of the European Parliament for the financial year 1983

The European Parliament,

- having regard to the decision of the enlarged Bureau and the draft estimates submitted by the Committee on Budgets,
- having regard to the report of the Committee on Budgets (Doc. 1-185/82),

I. As regards the establishment plan of posts in the Secretariat

1. Has decided for the second year running not to create any new permanent posts and consequently to maintain the number of posts in the Secretariat's establishment plan at 2,612;
2. Reclassifies the following 17 posts, particularly in order to ensure suitable promotion prospects and to take account of a number of cases where jobs have been upgraded:
  - 1 A3 to A2 ad personam,
  - 1 A3 to A 2
  - 1 LA4 to LA3 ad personam,
  - 6 B2 to B1,
  - 2 B4 to B3/2,
  - 2 C1 to B3/2
  - 2 C2 to C1,
  - 2 D2 to D1.
3. Adopts in this connection the allocation of posts decided on by the Bureau during its discussions of 29 March 1982.
4. Has decided to use a temporary B3/2 post from the present establishment plan to recruit a second social welfare assistant;

5. Has decided, following the discussions of the Bureau and enlarged Bureau, to create the following 10 posts, which were not approved when it adopted the estimates for 1982:

- Socialists: 1 A7/6, 3 C3/2,
- EPP: 2 C3/2
- Liberals: 1 B3/2,
- Communists: 1 C3/2,
- EPD: 1 C3/2,
- CDI: 1 B3/2;

6. Has decided to reclassify the following 27 posts within career brackets:

- Socialists: 1 C3 to C2,
- ED: 4 A7 to A6,
- Liberals: 2 A7 to A6, 2 A5 to A4, 2 C3 to C2,
- Communists: 2 A7 to A6,
- CDI: 1 A5 to A4, 1 A7 to A6, 2 C3 to C2,
- EPP: 5 A7 to A6, 1 B3 to B2, 3 C3 to C2;
- EPD: 1 B2 to B1

7. Points out that the upgrading of posts from one category to another cannot be regarded as one of the normal methods provided for in the Staff Regulations for ensuring career progression; will thus, during the first reading of the draft budget of the Communities, consider other proposals already put forward for upgrading posts in the secretariats of the political groups in the light of their compatibility with the Staff Regulations;

## II. As regards the estimates themselves

8. Adopts the estimates of expenditure for 1983 totalling 220,818,110 ECU, plus 7 million ECU under Item 3708 for information for electors in connection with the second elections to the European Parliament by direct universal suffrage;

9. Points out that the combined total of these two items represents an increase of 9% in appropriations compared to the financial year 1982, and as little as 5.5% in the case of the first figure;

10. Stresses that these rates of increase are markedly lower than that notified by the Commission each year for non-compulsory expenditure pursuant to Article 203 of the Treaty;

11. Has included in its estimates 7 million ECU for information in connection with the second elections to the European Parliament by direct universal suffrage and has decided that this sum should be disbursed on the basis of the criteria and guidelines for control applied in 1977 for the first direct elections to the European Parliament once they have been improved and strengthened;

12. Points out at this stage that the appropriations for this information campaign must be equivalent in real terms to those for 1977 and that, in this context, account should also be taken of the enlargement of the Community since 1977;

13. Points out, therefore, that the final figure to be adopted for the financial year 1983 will be determined during the procedure for the adoption of the next budget;

14. Fixes the appropriations for members' allowances (Chapter 10 of Title I) at 38,167,330 ECU to take account of the Bureau's decisions concerning the adjustment of these allowances in line with rises in costs;

15. Has decided to increase substantially the appropriations in the contingency reserve (Chapter 101, Title X) taking account in particular of the very large reductions - even in relation to the 1982 financial year - in the estimates of expenditure on officials' salaries (Chapter 11) and the need for an estimated 1 million ECU for the development of its data-processing facilities;

16. Intends to take account of the Staff Committee's requests as regards appropriations under Chapters 15 and 16 to cover certain social activities and professional training for the staff of the institution; has decided that the sum of 320,000 ECU should now be set aside for this purpose under Chapter 100, in which appropriations are not allocated for any specific purpose;

III. As regards possible adjustments to its  
decisions on the estimates

17. Indicates its intention to make any necessary adjustments to its estimates during the first reading of the general budget of the Communities in order, in particular, to optimize the use of its financial resources and to use to the full modern methods and the most advanced management techniques to rationalize the experiments carried out in this area to date and make them more coherent.

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IV. As regards the payment staff salaries

18. Considers it necessary to pay staff salaries in ECU in accordance with the system used for the payment of Members' allowances; considers that this is a temporary measure that must be taken to maintain purchasing power, which has been seriously undermined recently.

ESTIMATES - REVENUE.

	<u>in ECUs</u>
<u>TITLE 4 - MISCELLANEOUS COMMUNITY TAXES, LEVIES AND DUES</u> .....	13,223,300
<u>Chapter 40</u> - Deductions from staff remuneration .....	13,223,300
Article 400 - Proceeds from taxation on the salaries, wages and allowances of officials and other servants .....	7,256,600
Article 401 - Staff contributions to the pension scheme .....	4,563,500
Article 402 - Levy on remuneration .....	1,403,200
<u>TITLE 5 - REVENUE ACCRUING FROM THE ADMINISTRATIVE OPERATION OF THE INSTITUTION</u> .....	1,222,000
<u>Chapter 50</u> - Proceeds from the sale of movable and immovable property .....	221,000
Article 500 - Proceeds from the sale of movable property ....	1,000
Article 502 - Proceeds from the sale of publications, printed works and films .....	220,000
<u>Chapter 52</u> - Revenue from investments or loans granted, bank and other interest .....	1,000,000
Article 520 - Revenue from investments or loans granted, bank and other interest .....	1,000,000
<u>Chapter 53</u> - Exchange gains .....	1,000
Article 530 - Exchange gains .....	1,000
<u>TITLE 6 - CONTRIBUTIONS TO COMMUNITY PROGRAMMES, REPAYMENT OF EXPENDITURE AND REVENUE FROM SERVICES RENDERED AGAINST PAYMENT</u> .....	1,000
<u>Chapter 61</u> - Repayment of miscellaneous expenditure .....	1,000
Article 610 - Repayment of expenditure incurred on behalf of another institution .....	1,000
<u>TITLE 9 - MISCELLANEOUS REVENUE</u> .....	800,000
<u>Chapter 90</u> - Miscellaneous revenue .....	800,000

in ECUs

Chapter 91 - (Voluntary) contribution by members to a  
retirement pension scheme ..... token entry

Total ..... 15,246,300

Contributions due ..... 212,571,810

**GRAND TOTAL** ..... **227,818,110**

in ECUs

ESTIMATES - EXPENDITURE

TOTAL ... 227,818,110

TITLE 1 - EXPENDITURE RELATING TO PERSONS WORKING WITH THE  
INSTITUTION ..... 152,578,030

<u>Chapter 10</u>	- Members of the institution	38,167,330
Article 100	- Salaries, allowances and payments related to salaries	17,510,330
Item 1000	- Basic salaries	token entry
Item 1001	- Residence allowances	token entry
Item 1002	- Family allowances	token entry
Item 1003	- Representation allowances	token entry
Item 1004	- Travel and subsistence allowances, attendance at meetings and associated expenditure	14,750,000
Item 1005	- Activities among the electorate and allowances for special travel by members in the course of their duties	2,760,330
Article 101	- Accident and sickness insurance and other social security charges	510,000
Article 102	- Temporary allowances	-
Article 103	- Pensions	240,000
Item 1030	- Retirement pensions	token entry
Item 1031	- Invalidity pensions	token entry
Item 1032	- Survivors' pensions	240,000
Article 105	- Language courses for members	437,000
Article 106	- Members' secretarial expenses	18,670,000
Article 109	- Provisional appropriations to cover any adjustments to the allowances of members	800,000
<u>Chapter 11</u>	- Staff	101,679,600
Article 110	- Officials and temporary staff holding a post provided for in the establishment plan	84,247,500
Item 1100	- Basic salaries	67,579,700
Item 1101	- Family allowances	5,676,700
Item 1102	- Expatriation and foreign residence allowances (including Article 97 of the ECSC Staff Regulations)	10,137,100

	<u>in ECUs</u>
Item 1103 - Secretarial allowances .....	854,000
Article 111 - Other staff .....	3,874,800
Item 1110 - Auxiliary staff .....	3,854,800
Item 1111 - Auxiliary interpreters .....	-
Item 1112 - Local staff .....	token entry
Item 1113 - Special advisors .....	20,000
Article 112 - Pensions, severance grants and unemployment insurance .....	token entry
Item 1123 - Severance grants .....	token entry
Article 113 - Insurance against sickness, accidents and occupational disease .....	2,703,300
Item 1130 - Insurance against sickness .....	2,027,500
Item 1131 - Insurance against accidents and occupational disease .....	675,800
Article 114 - Miscellaneous allowances and grants .....	1,718,900
Item 1140 - Birth and death grants .....	59,800
Item 1141 - Annual leave travel expenses .....	1,507,500
Item 1142 - Housing and transport allowances .....	-
Item 1143 - Fixed entertainment allowances .....	74,000
Item 1144 - Fixed travel allowances .....	37,000
Item 1145 - Special allowance for accounting officers and administrators of imprest accounts .....	22,000
Item 1146 - Constitution or maintenance of pension rights for temporary staff .....	18,600
Item 1149 - Other allowances and repayments .....	token entry
Article 115 - Overtime .....	864,800
Article 116 - Salary weightings .....	token entry
Article 117 - Supplementary services .....	4,797,600
Item 1170 - Freelance interpreters and conference technicians .....	4,100,000
Item 1171 - Freelance proof-readers .....	-
Item 1172 - Other services and work sent out for translation and typing .....	697,600
Article 119 - Provisional appropriation .....	3,472,700
Item 1190 - Provisional appropriation to cover any adjustments to the remuneration of officials and other staff .....	3,472.700

	<u>in ECUs</u>
<u>Chapter 12</u> - Allowances and expenses on entering and leaving the service and on transfer .....	3,203,900
Article 120 - Miscellaneous expenditure on staff recruitment .....	360,000
Article 121 - Travel expenses (including family members) ....	55,000
Item 1211 - Travel expenses for staff .....	55,000
Article 122 - Installation, resettlement and transfer allowances .....	1,018,400
Item 1221 - Installation, resettlement and transfer allowances for staff .....	1,018,400
Article 123 - Removal expenses .....	436,500
Item 1231 - Removal expenses for staff .....	436,500
Article 124 - Temporary daily subsistence allowances .....	874,000
Article 125 - Allowances for staff assigned non-active status, retired in the interests of the service or dismissed .....	375,000
Article 129 - Provisional appropriation to cover any adjustments to the remuneration and various allowances paid to officials and other servants .....	85,000
<u>Chapter 13</u> - Expenditure relating to missions and duty travel .....	8,025,000
Article 130 - Mission expenses, travel expenses and incidental expenditure .....	8,025,000
Item 1301 - Mission expenses for staff .....	8,025,000
Item 1302 - Special equipment for missions .....	-
<u>Chapter 14</u> - Socio-medical infrastructure .....	557,500
Article 140 - Restaurants and canteens .....	475,000
Article 141 - Medical service .....	82,500
<u>Chapter 15</u> - Graduate traineeships and further training for staff .....	490,900
Article 150 - Cost of organizing graduate traineeships with the institution .....	162,000
Article 151 - Language courses, retraining, further training and information for staff .....	328,900

	<u>in ECUs</u>
<u>Chapter 16</u> - Expenditure on social welfare .....	453,800
Article 160 - Special assistance grants .....	21,600
Article 161 - Social contacts between staff .....	51,200
Article 162 - Other welfare expenditure .....	381,000
Item 1620 - Other expenditure .....	381,000
Item 1621 - Fitting-out of an inter-Community sports centre .....	token entry
<u>TITLE 2 - BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE</u> .....	55,110,400
<u>Chapter 20</u> - Investments in immovable property, rental of buildings and associated costs .....	27,679,300
Article 200 - Rent .....	17,967,700
Item 2000 - Rent .....	17,967,700
Item 2001 - Deposits .....	token entry
Article 201 - Insurance .....	88,300
Article 202 - Water, gas, electricity and heating .....	2,123,500
Article 203 - Cleaning and maintenance .....	4,517,800
Article 204 - Fitting-out of premises .....	1,223,600
Article 205 - Security and surveillance of buildings .....	1,518,400
Article 206 - Acquisition of immovable property .....	token entry
Article 207 - Construction of buildings .....	token entry
Article 208 - Other expenditure preliminary to the construction of buildings or to the acquisition of immovable property .....	token entry
Article 209 - Other expenditure on buildings .....	240,000
<u>Chapter 22</u> - Movable property and associated costs .....	7,306,100
Article 220 - Office machines .....	505,000
Item 2200 - New purchases of office machines .....	153,000
Item 2201 - Replacement of office machines .....	165,000
Item 2202 - Hire of office machines .....	token entry
Item 2203 - Maintenance, use and repair of office machines .....	187,000

	<u>in ECUs</u>
Article 221 - Furniture .....	317,300
Item 2210 - New purchases of furniture .....	197,300
Item 2211 - Replacement of furniture .....	110,000
Item 2212 - Hire of furniture .....	token entry
Item 2213 - Maintenance, use and repair of furniture .....	10,000
Article 222 - Technical equipment and installations .....	4,049,800
Item 2220 - New purchases of technical equipment and installations .....	1,312,000
Item 2221 - Replacements of technical equipment and installations .....	529,800
Item 2222 - Hire of technical equipment and installations .....	1,708,000
Item 2223 - Maintenance, use and repair of technical equipment and installations .....	500,000
Article 223 - Vehicles .....	1,151,000
Item 2230 - New purchases of vehicles .....	25,000
Item 2231 - Replacement of vehicles .....	160,000
Item 2232 - Hire of vehicles .....	552,000
Item 2233 - Maintenance, use and repair of vehicles .....	414,000
Article 224 - Equipment, operating costs and services relating to data-processing .....	572,000
Item 2240 - New purchases .....	134,000
Item 2241 - Replacements .....	token entry
Item 2242 - Hire and maintenance of equipment .....	310,000
Item 2243 - Development and maintenance of applications ...	100,000
Item 2244 - Interrogation of data bases .....	28,000
Article 225 - Documentation and library expenditure .....	711,000
Item 2250 - Library funds, purchase of books .....	160,000
Item 2251 - Special library, documentation and reproduction equipment .....	15,000
Item 2252 - Subscriptions to newspapers and periodicals ...	181,000
Item 2253 - Subscriptions to news agencies .....	340,000
Item 2254 - Binding and upkeep of library books .....	15,000
<u>Chapter 23</u> - Current administrative expenditure .....	6,112,300
Article 230 - Stationery and office supplies .....	1,522,000
Article 231 - Postal charges and telecommunications .....	3,771,200
Item 2310 - Postage on correspondence and delivery charges .....	996,200
Item 2311 - Telephone, telegraph, telex, television .....	2,775,000

	<u>in ECUs</u>
Article 232 - Financial charges .....	15,000
Item 2320 - Bank charges .....	15,000
Item 2321 - Exchange losses .....	token entry
Item 2329 - Other financial charges .....	token entry
Article 233 - Legal expenses .....	54,000
Article 234 - Damages .....	token entry
Article 235 - Other operating expenditure .....	750,100
Item 2350 - Miscellaneous insurance .....	97,500
Item 2351 - Uniforms and working clothes .....	184,300
Item 2352 - Miscellaneous expenditure on internal meetings .....	173,000
Item 2353 - Departmental removals and associated handling .....	184,300
Item 2354 - Petty expenses .....	95,000
Item 2359 - Other operating expenditure .....	16,000
Article 239 - Services rendered between institutions .....	token entry
Item 2390 - Services rendered by the Office for Official Publications .....	1
Item 2391 - Joint Interpreting Service .....	token entry
Item 2393 - Automated Legal Information Service .....	token entry
<u>Chapter 24</u> - Entertainment and representation expenses .....	404,000
Article 240 - Entertainment and representation expenses .....	404,000
Item 2400 - Entertainment and representation expenses for members of the institution .....	365,000
Item 2401 - Entertainment and representation expenses for staff .....	19,000
Item 2402 - Fund for expenses in accordance with Rule 18 of the Rules of Procedure of the European Parliament .....	20,000
<u>Chapter 25</u> - Expenditure on formal and other meetings .....	390,000
Article 250 - Meetings in general .....	48,000
Article 251 - Committee meetings .....	
Article 255 - Miscellaneous expenditure on the organization of, and participation in, conferences, congresses and meetings .....	342,000

<sup>1</sup> Appropriations 1983: (2,420,000 ECU).

	<u>in ECUs</u>
<u>Chapter 26</u> - Expenditure on studies, surveys and consultations .....	30,000
Article 260 - Limited consultations, studies and surveys ....	30,000
<u>Chapter 27</u> - Expenditure on publishing and information .....	10,480,700
Article 270 - Official Journal .....	3,811,700
Article 271 - Publications .....	5,719,000
Item 2710 - General publications .....	4,269,000
Item 2719 - Expenditure on publicity and promotion of publications .....	1,450,000
Article 272 - Expenditure on the dissemination of information and on participation in public events .....	950,000
Item 2720 - Expenditure on information, publicity and participation in public events .....	950,000
Item 2721 - Participation of the Communities in international exhibitions .....	token entry
<u>Chapter 29</u> - Subsidies and financial contributions .....	2,708,000
Article 290 - Subsidies to higher education institutions ....	token entry
Article 294 - Study grants .....	398,000
Item 2940 - Research and study grants .....	110,000
Item 2941 - Grants for further training of conference interpreters .....	58,000
Item 2949 - Grants for nationals of non-member countries ...	230,000
Article 299 - Other subsidies .....	2,310,000
Item 2990 - Subsidies and financial contributions towards the cost of group visits .....	1,850,000
Item 2991 - Subsidies towards the cost of visits by 'opinion multipliers' from the Member States .....	460,000
<u>TITLE 3 - EXPENDITURE RESULTING FROM SPECIAL FUNCTIONS CARRIED OUT BY THE INSTITUTION</u> .....	14,554,680
<u>Chapter 37</u> - Expenditure relating to certain institutions and bodies .....	14,554,680
Article 370 - Special expenditure of the European Parliament .....	14,554,680

	<u>in ECUs</u>
Item 3700 - Expenditure on interparliamentary institutions stipulated in the ACP-EEC Convention of Lome ...	880,000
Item 3701 - Expenditure on the Joint Parliamentary Committee provided for within the framework of the association with Greece .....	-
Item 3702 - Expenditure on the Joint Parliamentary Committee provided for within the framework of the association with Turkey .....	token entry
Item 3704 - Expenditure on interparliamentary contacts set up under the association with Malta .....	28,000
Item 3705 - Contribution to secretarial expenses of the political groups of the European Parliament ....	4,321,000
Item 3706 - Other political activities .....	2,125,680
Item 3707 - Expenditure on contacts between members of the European Parliament and members of the parliaments of third countries .....	200,000
Item 3708 - Contribution to the costs of preparations for the next European elections .....	7,000,000
<u>TITLE 10 - OTHER EXPENDITURE</u> .....	5,895,000
<u>Chapter 100</u> - Provisional appropriations .....	1,895,000
Article 1000 .....	1,895,000
Article 1001 .....	-
<u>Chapter 101</u> - Contingency reserve .....	3,680,000
Article 1010 .....	3,680,000
Article 1011 .....	-
GRAND TOTAL .....	227,818,110

ANNEX I

O P I N I O N

for the Bureau

on the staffing proposals for 1983  
(application of Rule 113(3) of the Rules of Procedure)

This opinion was adopted unanimously at the meeting of the Committee on Budgets on 24 and 25 February 1982.

Present at the vote: Mr Lange, chairman; Mr Notenboom, first vice-chairman; Mrs Barbarella, second vice-chairman; Mr Saby, rapporteur; Mr Abens, Mr Adam (deputizing for Mr Orlandi), Mr Aigner, Mr Ansquer, Mr Arndt, Mr Baillot, Mrs Boserup, Mr Balfour, Mr Barbagli, Mr Fich, Mr Gouthier, Mr Georgiadis, Mr Helms (deputizing for Mr Kazazis), Mrs Hoff, Mr Jackson, Mr Kellett-Bowman, Mr Langes, Mr Louwes, Mr Newton Dunn, Mr Nielsen (deputizing for Mrs Scrivener), Mr Pfennig, Mr Price, Mr Simonnet, Mr Simmonds, Mrs Van Hemeldonck (deputizing for Mr Lalumière).

## INTRODUCTION

1. The Committee on Budgets is required to deliver an opinion on the staff situation in Parliament before the Bureau decides on the secretariat's establishment plan for 1983, pursuant to Rule 113(3) of the Rules of Procedure.

2. As agreed in December 1979 when the joint working party composed of members of the Bureau and the bureau of the Committee on Budgets completed its work (its findings were submitted to the Bureau and the full Committee on Budgets), decisions on the establishment plan were to be taken separately from those concerning the estimates proper. This explains why, this year, the Committee on Budgets is delivering its opinion on the proposals put forward by the Bureau in advance of its normal preparations for the estimates of revenue and expenditure.

The final decisions on the establishment plan and on the estimates of revenue and expenditure will subsequently be set out in an overall report which the Committee on Budgets will submit to Parliament at the May part-session pursuant to the interinstitutional agreements on the budgetary timetable.

## THE RAPPORTEUR'S COMMENTS

3. Before considering the proposals submitted by the Secretary-General, and accepted by the Bureau, on the 1983 establishment plan, the rapporteur wishes to set out the following points and considerations in order to help the Committee on Budgets draw up its opinion on the establishment plan.

### A. Parliament's decisions on the establishment plan

4. A few years ago, in preparing the 1979 estimates for the directly elected Parliament, the House adopted a series of principles intended not simply to increase staff numbers (which have in fact been raised quite considerably since 1980) but also to improve the operation of Parliament and rationalize its work.

Those principles were set out in the report on the 1980 estimates which stated that 'certain structural modifications' were beginning to be made in the light of the development of certain activities and that the directly elected Parliament should therefore be left to take any decision on structural changes, including those outlined by the Committee on Budgets in its discussion of the supplementary estimates for 1979 voted by Parliament (paragraph 2 of the resolution voted in May 1979).

This report also contained the following passage:

'The Staff Committee has insisted on certain qualitative changes being made to the establishment plan in order to ensure continuity of careers, in particular by upgrading certain posts. The Staff Committee has also stressed the desirability of creating more posts for technical assistants and

secretarial assistants so as to extend the career opportunities of principal secretaries who are at present limited to a single grade (C1).' (Ref. Doc. 176/79, para. 5, page 21.)

6. Paragraph 3 of the resolution adopted in conjunction with the vote on the 1979 supplementary estimates No. 1 (resolution voted on 15 March 1979, Doc. 641/78) reads as follows:

'Notes that, in view of the new composition of the Parliament and the increase in the duties of its Secretariat, a certain number of changes to the latter's structure will probably prove necessary; considers, however, that it will fall to the elected Parliament to determine the extent of such changes, having particular regard to the proposals put forward at the time of the formulation of these draft estimates'.

7. In adopting the 1980 estimates following direct elections, Parliament passed a resolution which stated that the establishment plan would have to be expanded in line with the new structures required by direct elections but that, at the same time, the Bureau and the Committee on Budgets would have to look closely at Parliament's structures and consider what changes were required.

The report adopted on that occasion made it clear that such changes might be based on a fresh assessment of requirements made by the directly elected Parliament in the light of experience (Doc. 1-459/79 - report by Mr Jackson on behalf of the Committee on Budgets).

8. In 1980, when it voted on the 1981 estimates, the Committee on Budgets (while stressing the importance of an in-depth study of possible structural reforms in the Secretariat and the advisability of calling on an outside firm of consultants, where necessary, to look into the problems of structural reform) pointed out that any study conducted in this area should be based on Parliamentary activities as they had developed following direct elections.

The rapporteur recalled that the Bureau of Parliament had also emphasized the need for structural reforms and had set up for this purpose a working party on structures in the conviction that as a result of the development of the Parliamentary institution, existing structures did not, in certain ways, adequately meet certain new requirements with which Parliament would be faced as a result of the changed circumstances (paragraph 1 of the report by the Working Party on Structures - PE 63.908/fin.).

Finally, the rapporteur quoted from the memorandum submitted by the Staff Committee on Parliament's 1981 budget (PE 63.858) which also recommended that structures in the Secretariat should be adjusted and rationalized and that the problems raised by an equitable development of the establishment plan and career structures should be taken into account (see Doc. 1-276/81).

9. Lastly, the same point was made again recently when the 1982 estimates were adopted. The rapporteur on this occasion, while pointing out that all attempts to rationalize came up against certain limits set by the working conditions of Parliament (paragraph 8 of Doc. 1-670/81), stressed the need not to increase the actual numbers on the establishment plan but to strengthen it where necessary and also to adopt staff policy measures that would allow proper career development through the systematic conversion of posts.

B. Advisability of an overall staff management and structures policy

10. It must be said that despite the line taken by Parliament and its bodies, the essential effect of what was subsequently done was simply to increase the numerical strength of the establishment plan. Bearing in mind that as far as the establishment plan is concerned 1982 and 1983 are years of stabilization, it is clear that the requirement now is for immediate qualitative changes to the establishment plan.

Talks with the Secretary-General and the staff representatives have shown that qualitative changes are possible and that consultations are necessary for the submission of proposals for improving staffing policy without creating additional posts.

Having regard to the positive outcome of everything that has so far been done to improve the quality of organization, it is clearly necessary to continue and step up efforts in this direction, with closer consultation between all of the parties concerned: administration, staff, the Bureau of Parliament and the Committee on Budgets. With this in mind, the Committee on Budgets will propose a certain number of approaches to this task between now and the first reading of the 1983 draft general budget.

11. The qualitative changes made since direct elections in a number of sectors (see the report on the 1980 estimates) were in response to the need to deal with urgent cases rather than to the requirement for rationalization in line with the development of parliamentary activities following direct elections. The steps that were taken, while satisfactory perhaps during the first half of Parliament's life, now look unbalanced and inadequate unless they are fitted into an overall, carefully considered and concerted policy governing the structure and management of the establishment plan.

Adjustment to modern methods

12. The improvements it is hoped to make in quality necessarily imply the use of modern management methods and advanced techniques; they must go hand-in-hand with a policy designed to introduce and adapt staff to those methods. The point here is that the experiments that are going on at the present time,

whether in the field of informatics, telematics or office technology, are not coherent enough, limited as they are to localized problems at division or section level, and will soon prove incompatible with genuine control over the entire range of the administration's work.

Furthermore, the concern for qualitative improvement must not overlook the problems of career advancement and staff motivation, for the success of new methods depends heavily on full support from the staff.

### CONCLUSIONS

13. Having regard to the considerations set out above, the Committee on Budgets wishes to play a part in improving the staffing situation without holding up the first stage in the budgetary procedure now underway.

The committee initially supports the Bureau's proposals for 17 post conversions to which should be added:

- the creation of a temporary B3/2 post, if it cannot be obtained from the current establishment plan, in the social welfare sector to allow the recruitment of a social welfare worker. This sector has been looked after by only one official for the past 20 years although staff numbers have substantially increased (from 532 posts in 1970 to 2931 in 1981);
- the need to provide the joint secretariat of the Committee on Budgets and the Committee on Budgetary Control with the structure of a full directorate with a division for each of the two committees in line with the system for all the other parliamentary committees and a division to take responsibility for the conciliation procedure; this will contribute to the development of an instrument for interinstitutional dialogue which at present is the only way of extending Parliament's consultative role under the Treaty with regard to Community legislative proposals; consideration must therefore be given to the conversion of two A 5/4 into A 3 posts;
- the conversion of an A 3 into an A 2 post on a personal basis in the case of officials who meet the requirements laid down in the Bureau's regulation in the matter, i.e. an official who has reached the age of 60 at the time the decision is taken, has completed at least 12 years' service and has reached the last step in the career bracket.

However, the committee can only take note of this establishment plan and refer ahead to the constructive proposals for qualitative adjustments which it will put forward between now and the first reading of the draft budget.

By way of indication, it is felt that the following problems, amongst others, could be usefully considered:

- the scope for advancement, at present lacking in the Secretariat, from category C to category B in the technical and secretarial sectors (B technical and B secretarial);
- the conversion of posts (agreed to in principle when the 1982 estimates were adopted) in the case of officials above the age of 45 with 15 years' service who have reached the last step in their grade;
- the application of objective criteria for promotions on a personal basis.

O P I N I O N

for the attention of the enlarged Bureau on the provisional preliminary  
draft establishment plan for the Parliament in 1983

This opinion for the enlarged Bureau was adopted by the Committee on Budgets on 19 April 1982.

Present at the vote: Mr Lange, chairman; Mr Notenboom, first vice-chairman; Mrs BARBARELLA, Vice-Chairman; Mr SABY, draftsman; Mr ABENS, Mr ADONNINO, Mr BALFOUR, Mr BONDE, Mrs BOSERUP, Mr FICH, Mr GEORGIADIS, Mr GOUTHIER, Mr R. JACKSON, Mr KELLETT-BOWMAN, Mr LANGES, Mr NEWTON DUNN, Mr NORD (deputizing for Mr LOUWES), Mr PRICE and Mr PROTOPAPADAKIS (deputizing for Mr KAZAZIS).

Overall appreciation of the provisional preliminary draft establishment plan established by the Bureau

1. The Committee on Budgets has been consulted on the budgetary proposals of the Bureau, reviewed by a working group (Dankert, Klepsch and Moller) on 25 March 1982.

It has confirmed that as the overall total of appropriations proposed for 1983 is 227,435,010 ECU, it has been possible to limit the increase compared with the present budget exercise where the appropriations amount to 209,229,150 ECU. The amount decided on by the Bureau after considering the budgetary proposals of its working group is furthermore lower than the figure suggested in a first working document put to the Bureau (228,382,200 ECU).

It is therefore possible to conclude that the Bureau has reacted in the same spirit as that of the Parliament in establishing and deciding the draft establishment plan for 1982; that is a spirit in which the growth in appropriations should stay below the rate of increase of non-obligatory spending set each year by the Commission, and according to which a special effort should be made to limit as much as possible annual budget forecasts by reducing those expenses which can be "squeezed". The rapporteur has furthermore examined the funds proposed chapter by chapter.

2. The likely figure for the growth in non-obligatory spending which the Commission will send to Parliament on 1 May is around 11.8%, on the basis of parameters set out in paragraph 9 of Article 203 of the Treaty. But it must be pointed out that the growth adopted by the Bureau for the 1983 appropriations relative to 1982 amounts to 18,205,860 ECU, corresponding to 8.7%.<sup>1</sup> The forecast expenditure is clearly - and let it be pointed out once more - better limited and more in line with the annual rate of utilisation of the actual appropriations. This is achieved thanks to, particularly, possible limitations which are often very severe as, for example, that in Chapter 11 concerning salaries for personnel where the figure adopted, which covers a large part of the overall appropriations for the establishment plan, is 101,296,500 ECU which is below, even in absolute figures, the appropriations voted in this Chapter for the present year (102,706,000 ECU). The figure adopted is a fortiori much more modest than that which had been calculated taking into account annual inflation and a possible rise in salaries, namely 113,045,000 ECU.

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<sup>1</sup> This figure is reduced to around 5% if the increase of 7 mECU for Item 3708 is ignored.

### Opinion of the Committee on Budgets

3. Bearing in mind the fact that the considerations taken into account by the Bureau, and closely examined previously by the President and two Vice-Presidents, are to be placed particularly in the context of economy and budget scrutiny wished for by Parliament, the Committee on Budgets expresses at this stage a favourable opinion on the preliminary draft establishment plan. At the same time it draws the attention of the Bureau to the following points:

#### Individual observations of the Committee on Budgets

4. For those "expenses concerning personnel attached to the institution" (Title 1), the Committee on Budgets confirms that the appropriations foreseen in Chapter 10 "Members of the institution" rise from 30,662,100 ECU in the current year to 38,167,330 ECU. These credits take account of the principle of **adjustment according to the increase in costs, travel and subsistence** (Item 1004) as well as expenses incurred for activities among the electorate (Item 1005). The Committee on Budgets therefore refers to a decision of principle taken by the enlarged Bureau to this effect on 9 February 1982.

5. For the appropriations in Chapters 15 and 16 concerning respectively the organisation of training courses for personnel, and expenditure on social services, the Committee on Budgets has noted the observations made by the Staff Committee and the increases asked for by this body which are, in any case, modest in amounting to 320,400 ECU.

The rapporteur considers that these requests could be accepted by the Committee on Budgets with the reservation that the working group of the Bureau and the Committee on Budgets itself may make a more detailed examination of the rationale of the appropriations for items in these Chapters when preparing the definitive draft establishment plan to be put to Parliament.

Nevertheless, it can be pointed out that the favourable reaction (albeit with the reserve mentioned above) to the requests of the Staff Committee does not signify the automatic increase of the appropriations actually available in view of the fact that the necessary funds could be comfortably provided in the course of the year by way of transfer from the general reserve in Chapter 101 which still contains 2 to 4 mECU.

6. Title 2 concerning "expenditure for renting buildings, for materials and for various operational expenses" does not require a special comment given that the overall amount asked for, that is 55,110,400 ECU, seems to have been based on a detailed calculation of the credits necessary in different chapters and that the increases for certain items arise from external factors - such as, for example, indexation of rents or the alignment of operational costs on annual inflation rates - which cannot in any case be modified by Parliament.

7. Appropriations in Title 3, "expenditure resulting from special functions carried out by the institution", have been markedly increased (from 6,931,600 ECU to 14,554,680 ECU) as a result of the provision of 7 mECU for Item 3708 which has had up until now only a token entry; this Item concerns preparation for the next European elections.

The Committee on Budgets points out that the Bureau has adopted the principle of substantial growth in the credits for this Chapter and these items, basing its forecast on providing funds equivalent in real terms to the amounts which were available in 1978 and 1979 for information on the first direct election for the Parliament and taking account of the enlargement of the Community which will occur in the meantime.

8. The Committee on Budgets takes note of the fact that the amount adopted by the Bureau for the 1983 budget results from spreading over three years (1982, 1983 and 1984) the amounts necessary for this new election. It emphasises that the sum of 7 mECU for 1983 comes from an overall amount of 33 mECU which seems to have been adopted by the Bureau to cover the needs of the electoral campaign and which is divided as follows:

- 15 mECU for 1982 (these funds could be made available by very reduced utilisation of overall appropriations in the current year and in so far as the financial consequences of using information technology, recommended in Parliament's resolutions of 7.7.81 and 16.12.81, are avoided);
- 7 mECU for 1983;
- 11 mECU for 1984

9. The Committee on Budgets is also aware of the fact that the range of estimates for maintaining the real value of the 1979 appropriations lies between 37 and 56 mECU.

It considers, in any case, that the appropriations for information on the next direct election to Parliament should not be calculated by adding them to normal annual appropriations because of their exceptional nature.

The Committee on Budgets considers that the figure to be included for 1983 ought to be decided during the course of the budgetary procedure for 1983 on the basis of the criteria already referred to in the second sub-paragraph of paragraph 7.

10. The Committee on Budgets is also favourably disposed to the increase from 2 to 4 mECU of the appropriations foreseen in Chapter 101 "contingency reserve". It considers in fact that this increase is quite normal bearing in mind that Chapter 11 concerning "expenditure on staff" has been reduced by around 12 mECU relative to what would be required to meet annual inflation, and bearing in mind that this reserve ought to allow, with a forecast expenditure of 1 mECU, Parliament to have the informatics equipment proposed in the report of the Committee on Budgets prepared by Mr Jackson a year ago and sent to the Bureau (PE 66.112 of July 1980 and PE 67.830/rev. I of 2.2.81).

## II OPINION ON THE PROPOSALS CONCERNING THE ORGANIGRAMME OF THE SECRETARIATS OF THE POLITICAL GROUPS

11. The Committee on Budgets has received the following requests from the groups:

- the creation of 10 posts (Socialist : 1 A 7/6, 3 C 3/2 - EPP: 2 C 3/2 - Liberal: 1 B 3/2 - Communist: 1 C 3/2 - EPD: 1 C 3/2 - CDI: 1 B 3/2);
- promotion between grades and categories of 14 posts (Socialist: 2 A 7 to A 5, 1 B 3/2 to B 1, 1 C 4 to C 3/2 - EPP: 1 C 1 to B 3/2, 2 A 6 to A 5 - ED: 1 B 1 to A 7 - Liberal: 1 B 2 to B 1, 1 C 1 to B 3/2 - Communist: 1 B 3 to B 1, 2 C 3 to C 1 - EPD: 1 B 2 to B 1);
- promotions within grades of 26 posts (Socialist : 1 C 3 to C 2 - ED: 4 A 7 to A 6 - Liberal: 2 A 7 to A 6, 2 A 5 to A 4, 2 C 3 to C 2 - Communist: 2 A 7 to A 6 - CDI: 1 A 5 to A 4, 1 A 7 to A 6, 2 C 3 to C 2 - EPP: 5 A 7 to A 6, 1 B 3 to B 2, 3 C 3 to C 2);

12. The Committee on Budgets considers that no point of principle concerns this last category of promotions which have been asked for in order to ensure a smooth progression of careers. It points out that the financial effect of these 26 requests is 134,900 ECU.

13. On the other hand, on the 14 requests for promotion between grades and categories, the Committee on Budgets points out that these cannot be considered the way to ensure career progression because they involve a violation of the principles of promotion set out in "the Staff Regulations concerning civil servants and other agents of the Communities" - in particular its second part concerning "the regime applicable to other agents of the European communities", that is to say temporary agents working with the political groups.

A promotion between grades and categories can certainly be envisaged but with a totally different aim, that is to say when it concerns - in the structure of the jobs available - posts corresponding to functions at a level which have not been covered by jobs already created. In no way, on the basis of the provisions of the Staff Regulations, can the provision of these posts benefit automatically, even by promotion, those agents occupying lower grades or categories.

14. The Committee on Budgets is furthermore convinced that these promotions are contrary also to the undertaking by the chairmen of the political groups made in 1976 on the need to respect the provisions of the Staff Regulations, even for their own secretariats.

15. It is therefore possible to take into account only those requests for promotion which are compatible with the provisions of the Staff Regulations.

16. This necessity is even more pressing in that the Council, when - by unilateral decision in 1970 - it considered that Parliament should take responsibility for its own establishment plan, specifically made clear that this autonomy had two limitations, one of which was the need to respect the unity of the Staff Regulations for European civil servants, which apply in a common manner to all the personnel in all the institutions.

17. With regard to the creation of 10 posts for the secretariats of the groups, it should be pointed out that the Bureau itself has imposed a policy of strict scrutiny in recent decisions concerning the organigramme put forward by the Secretary-General, and has allowed no extra posts for 1983. As a result it will be necessary to make a close examination of personnel needs in the groups before acceding to this request for 10 new posts.

18. It should finally be pointed out that the financial effect of all the requests made by the groups is as follows:

- for new posts: 352,900 ECU;
- for promotion between grades and categories: 91,500 ECU;
- for promotion within grades: 134,900 ECU.

The overall amount would therefore be 579,300 ECU.

