Proposal to amend the 2024 ERA Budget

13 March 2024

The Board approves the following amendment to the 2024 Budget in the version of 20 November 2023:

<u>Income:</u>

• Item 6.0	Increase	***Carried forward from previous years***	€ +217,990

Total sum of increased income items: € 217,990

<u>Expenditure:</u>

• Item 1.1	Increase	***Remuneration of employees***	€ +83,000
• Item 3.5	Increase	***Maintenance and repair of equipment, fixtures and fittings and software and machines used for administrative purposes***	€ +30,000
• Item 5.0	Increase	***Equipment***	€ +104,990

Total sum of increased expenditure items: € 217,990

Explanation

<u>Income</u>

Item 6.0. Carried forward from previous years:

Taking into account the result for 2023, the surplus carried forward amounts to € 217,990. This is due to the high level of economic activity in the area of conferences, where it was possible to generate higher conference income and lower conference costs.

<u>Expenditure</u>

Items 1.1 Remuneration of employees

In order to secure the planned training costs and the upcoming individual salary increases in the course of taking on additional responsibilities, ERA had to refrain from filling new positions or postpone filling positions in the short to medium term when preparing the 2024 budget plan. The proposed increase in personnel costs of € 83,000 to a total of € 4,778,600 would make it possible to fill necessary positions earlier than anticipated. This will not only reduce the workload of current colleagues, but will also enable the timely implementation or start of planned and new projects in 2024. This applies in particular to the digitalisation of ERA and staff training as key measures of the ERA Action Plan 2024. The positions to be filled are, on the one hand, a course administrator position that has already been approved and, on the other hand, an additional position to be approved for the area of finance/controlling. The updated staffing plan is attached.

Item 3.5 Maintenance and repair of equipment, fixtures and fittings, software, and machines used for administrative purposes:

The budget for additional investments in software was reduced as part of the balanced budget plan. Due to the necessary implementation costs, purchases were therefore planned with a delay. The proposed increase of € 30,000 to a total of € 95,000 would enable the swift implementation of supporting software in the areas of HR, Finance, IT and Marketing & Sales.

Item 5.0 Equipment:

The proposed increase for this item of € 104,990 would mean a total of € 234,990. As a result of the management's decision in January 2024 to terminate the cooperation with the agency H5 without results, the project "new website" will be relaunched this year. A budget of € 35,000 has therefore been earmarked for external assistance with the implementation. In addition, an increase of € 44,990 is planned to augment the funds already budgeted for urgent investments in the building and ergonomic office equipment, as well as the purchase of accessible lecterns (€ 25,000) that also meet the latest requirements.