



Council of the
European Union

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INFORMATION NOTE

From:	General Secretariat of the Council
To:	Permanent Representatives Committee/Council
Subject:	Annual report on the Council's buildings policy

This note comprises the following sections:

Section 1: Background

Section 2: Information regarding:

- a) expenditure and surface area by building;
- b) expected development of the overall programming on the basis of surface area and locations;
- c) terms, final costs and information regarding the implementation of planned projects.

Section 3: Annexes

1. BACKGROUND

Once a year, in accordance with Article 266(1) of the Financial Regulation, the General Secretariat of the Council produces a working document containing essential information about its buildings policy¹. The document includes the following information:

- a) for each building, the expenditure and surface area covered by the appropriations of the corresponding budget lines;
- b) the expected development of the overall programming on the basis of surface area and locations for the coming years with a description of the building projects in planning phase which are already identified;
- c) the final terms and costs, as well as relevant information regarding implementation of new building projects previously submitted to the budgetary authority and not included in the preceding year's working documents.

It should be noted that the expenditure figures provided do not include charges.

This information is set out in the following section.

2. DETAILED INFORMATION REGARDING THE BUILDINGS POLICY

- a) Expenditure and surface area covered for each building occupied by the Council and the European Council

The tables annexed hereto summarise the surface area (Annex 1A) and expenditure (Annexes 1B and 1C) for each building occupied by the Council and the European Council.

¹ Last such document: 8641/20.

The buildings are as follows:

Europa Building (EB)	Conference centre General Secretariat	Brussels
Justus Lipsius (JL)	Conference centre General Secretariat	Brussels
European Convention Center Luxembourg (LU)	Conference centre	Luxembourg
Lex (LE)	General Secretariat	Brussels
Crèche (CR)	Childcare	Brussels
Neder-Over-Heembeek (NH)	General Secretariat Logistics	Brussels

The breakdown of surface area is based on the new ‘Measuring Code applicable to the buildings of the institutions and other bodies of the European Union’, in force since 5 December 2019.

It should be noted that the building space included for Luxembourg is occupied for only three months per year, when Council meetings take place there.

The expenditure tables in Annexes 1B and 1C include leases and rentals, taxes and acquisitions.

Annex 1B shows the expenditure planned for in the 2021 budget.

Annex 1C shows planned expenditure for 2022, based on the budget proposal for that year and on the forecasts that can be made at this point.

b) Expected development of the overall programming

The Council's buildings policy is stable. Since 2004, the Council's aim has been to ultimately accommodate all its activities and those of the European Council in Brussels in buildings which it owns, which are adapted to its needs and which are located near to one another (7358/04):

Justus Lipsius, Europa and Lex. This reorganisation was completed with delivery of the Europa Building on 30 June 2016.

The occupied surface area is stable and should not change.

The table in Annex 2 shows anticipated developments in building space over the coming years.

c) New building projects

The General Secretariat of the Council is currently exploring new ways of working (NWOW), as recommended by the European Court of Auditors in its report². A pilot project is underway in the Europa and Justus Lipsius buildings.

3. ANNEXES

Annex 1	General harmonised overview of the surface occupied
Annex 1A	Table showing surface area for each building occupied by the Council and the European Council
Annex 1B	Table showing expenditure for each building occupied by the Council and the European Council in 2021
Annex 1C	Table showing expenditure for each building occupied by the Council and the European Council in 2022
Annex 2	Anticipated developments in building space occupied by the Council and the European Council

² Special report No 34/2018, <https://www.eca.europa.eu/en/Pages/DocItem.aspx?did=48582>.

GENERAL HARMONISED OVERVIEW OF THE SURFACE OCCUPIED

In order to improve oversight and understanding of their buildings, the European institutions have decided to group the net area of buildings into four main categories:

- **Office space, SB**, comprising all areas that are used (or can be used) as offices for staff, including small meeting rooms and similar spaces, with the exception of those spaces which fall into the other categories;
- **Institutional areas, SI**, comprising all areas that are used for political or particular activities of the institution: offices for the members of the Courts, areas allocated to political parties, courtrooms, judges' conference rooms, etc. Support rooms are considered as institutional areas when their use is strictly reserved (e.g. movement within VIP floors inaccessible to staff, protocol restaurants, VIP toilets);
- **Specific areas, SS**, comprising spaces set aside for other specific activities of the institution, such as debating chamber, large meeting rooms with or without interpreting booths, offices for occasional use, offices for delegations, libraries, audiovisual studios and other spaces used by the press, concessionaires and production workshops, as well as sport and recreation facilities, training rooms and childcare rooms, etc.;
- **Facilities, SF**, comprising technical and sanitary facilities, catering areas such as canteens, kitchens or kitchenettes, hallways, storage spaces, office equipment rooms and car parks.

A distinction is also drawn between above-ground and below-ground spaces.

It should be noted that only office areas actually available for occupancy by officials and other persons are counted as 'office space'. Political offices (for delegations and the presidency, and offices for occasional use by various bodies) are included under 'specific areas'.

ANNEX 1A: SURFACE AREAS COUNCIL OF THE EUROPEAN UNION - EUROPEAN COUNCIL SITUATION IN MAY 2021																		
NET AREAS (m²)																GROSS AREAS		
ABOVE GROUND						BELOW GROUND					TOTAL					TOTAL		
OFFICE SPACE	SPECIFIC AREAS	FACILITIES	INSTITUTIONAL AREAS	TOTAL		OFFICE SPACE	SPECIFIC AREAS	FACILITIES	INSTITUTIONAL AREAS	TOTAL	OFFICE SPACE	SPECIFIC AREAS	FACILITIES	INSTITUTIONAL AREAS	TOTAL	%		
BRUSSELS																		
Owned	EB	4.722,88	8.246,94	25.196,90	8.127,19	46.293,91	0,00	329,17	20.174,14	0,00	20.503,31	4.722,88	8.576,11	45.371,04	8.127,19	66.797,22	16%	78.306,91
	JL	42.527,71	20.066,06	62.188,26	3.363,19	128.145,22	0,00	3.336,03	74.849,00	0,00	78.185,03	42.527,71	23.402,09	137.037,26	3.363,19	206.330,25	50%	227.289,96
	LE	20.245,03	7.516,90	27.040,62	0,00	54.802,55	0,00	133,59	20.966,83	0,00	21.100,42	20.245,03	7.650,49	48.007,45	0,00	75.902,97	18%	82.583,02
	CR	138,59	1.485,32	2.206,98	0,00	3.830,89	0,00	90,23	1.442,10	0,00	1.532,33	138,59	1.575,55	3.649,08	0,00	5.363,22	1%	6.088,10
	TOTAL	67.634,21	37.315,22	116.632,76	11.490,38	233.072,57	0,00	3.889,02	117.432,07	0,00	121.321,09	67.634,21	41.204,24	234.064,83	11.490,38	354.393,66		394.267,99
Rented	NH	0,00	0,00	4.707,32	0,00	4.707,32	0,00	0,00	0,00	0,00	0,00	0,00	0,00	4.707,32	0,00	4.707,32	1%	4.795,15
	TOTAL	0,00	0,00	4.707,32	0,00	4.707,32	0,00	0,00	0,00	0,00	0,00	0,00	0,00	4.707,32	0,00	4.707,32		4.795,15
LUXEMBOURG																		
Rented	LU	570,98	20.275,05	15.377,50	3.869,42	40.092,95	0,00	392,57	16.313,42	0,00	16.705,99	570,98	20.667,62	31.690,92	3.869,42	56.798,94	14%	62.582,82
	TOTAL	570,98	20.275,05	15.377,50	3.869,42	40.092,95	0,00	392,57	16.313,42	0,00	16.705,99	570,98	20.667,62	31.690,92	3.869,42	56.798,94		62.582,82
TOTAL		68.205,19	57.590,27	136.717,58	15.359,80	277.872,84	0,00	4.281,59	133.745,49	0,00	138.027,08	68.205,19	61.871,86	270.463,07	15.359,80	415.899,92		461.645,96
PERCENTAGE		25%	21%	49%	6%		0%	3%	97%	0%		16%	15%	65%	4%			
OFFICE SPACE:		comprising all areas that are used (or can be used) as offices for staff, including small meeting rooms and similar spaces, with the exception of those spaces which fall into the other categories;																
INSTITUTIONAL AREAS:		comprising all areas that are used for political or particular activities of the institution: offices of the President, offices for the presidency, offices for the members of the Courts, areas allocated to political parties, courtrooms, judges' conference rooms, offices for delegations, etc. Support rooms are considered as institutional areas when their use is strictly reserved (e.g. movement within VIP floors inaccessible to staff, protocol restaurants, VIP toilets);																
SPECIFIC AREAS:		comprising spaces set aside for other specific activities of the institution, such as debating chamber, large meeting rooms with or without interpreting booths, offices for occasional use, libraries, audiovisual studios and other spaces used by the press, concessionaires and production workshops, as well as sport and recreation facilities, training rooms and childcare rooms, etc.;																
FACILITIES:		comprising technical and sanitary facilities, catering areas such as canteens, kitchens or kitchenettes, hallways, storage spaces, office equipment rooms and car parks.																
Abbreviations:		EB = Europa JL = Justus Lipsius LE = Lex CR = Crèche NH = Neder-Over-Heembeek LU = European Convention Center Luxembourg (occupied for three months a year, when Council meetings are held there)																

**ANNEX 1B: EXPENDITURE
COUNCIL OF THE EUROPEAN UNION - EUROPEAN COUNCIL
BUDGET 2021**

		TOTAL			
		Rent	Tax	Purchase	TOTAL
BRUSSELS					
Owned	EB	-	-	-	- €
	JL	-	-	-	- €
	LE	-	-	-	- €
	CR	-	-	-	- €
	TOTAL	- €	- €	- €	- €
Rented	NH	267.763,00 €	-	-	267.763,00 €
	TOTAL	267.763,00 €	- €	- €	267.763,00 €
LUXEMBOURG					
Rented	LU ⁽¹⁾	516.292,00 €	-	-	516.292,00 €
	TOTAL	516.292,00 €	- €	- €	516.292,00 €
TOTAL		784.055,00 €	- €	- €	784.055,00 €
Abbreviations: EB = Europa Building					
JL = Justus Lipsius					
LE = Lex					
CR = Crèche					
NH = Neder-Over-Heembeek					
LU = European Convention Center Luxembourg (occupied for three months a year, when Council meetings are held there)					

ANNEX 1C: EXPENDITURE
COUNCIL OF THE EUROPEAN UNION - EUROPEAN COUNCIL
FORWARD BUDGET 2022

		TOTAL			
		Rent	Tax	Purchase	TOTAL
BRUSSELS					
Owned	EB	-	-	-	- €
	JL	-	-	-	- €
	LE	-	-	-	- €
	CR	-	-	-	- €
	TOTAL	- €	- €	- €	- €
Rented	NH	271.920,00 €	- €	-	271.920,00 €
	TOTAL	271.920,00 €	- €	- €	271.920,00 €
LUXEMBOURG					
Rented	LU	514.100,00 €	-	-	514.100,00 €
	TOTAL	514.100,00 €	- €	- €	514.100,00 €
TOTAL		786.020,00 €	- €	- €	786.020,00 €
Abbreviations: EB = Europa Building					
JL = Justus Lipsius					
LE = Lex					
CR = Crèche					
NH = Neder-Over-Heembeek					
LU = European Convention Center Luxembourg (occupied for three months a year, when Council meetings are held there)					

ANNEX 2: BUILDINGS PROGRAMME COUNCIL OF THE EUROPEAN UNION - EUROPEAN COUNCIL				
		SITUATION IN MAY 2021 GROSS AREAS (m ²)	PROGRAMME 2022 GROSS AREAS (m ²)	PROGRAMME 2023-2026 GROSS AREAS (m ²)
BRUSSELS				
Owned	EB	78.306,91	78.306,91	78.306,91
	JL	227.289,96	227.289,96	227.289,96
	LE	82.583,02	82.583,02	82.583,02
	CR	6.088,10	6.088,10	6.088,10
	TOTAL	394.267,99	394.267,99	394.267,99
Rented ⁽¹⁾	NH	4.795,15	4.795,15	4.795,15
	TOTAL	4.795,15	4.795,15	4.795,15
LUXEMBOURG				
Rented	LU	62.582,82	62.582,82	62.582,82
	TOTAL	62.582,82	62.582,82	62.582,82
TOTAL		461.645,96	461.645,96	461.645,96
Abbreviations:				
	EB = Europa Building			
	JL = Justus Lipsius			
	LE = Lex			
	CR = Crèche			
	NH = Neder Over Heembeek			
	LU = European Convention Center Luxembourg (occupied for three months a year, when Council meetings are held there)			