

**STATEMENT OF THE ACCOUNTS OF THE UNION OF THE BALTIC CITIES  
FOR THE FINANCIAL PERIOD 1 JANUARY - 31 DECEMBER 2013  
(EUR)**

<b>INCOME</b>	<b>EXPENDITURE</b>	
1 Membership fees	232 875,11	
2 Transferred from 2012	121 272,41	
3 General Conference fees	8 030,59	
4 Refunds	3 578,66	
5 Bank interest	1 694,70	
6 Exchange rate adjustment	9 580,73	
7 Other	8,43	
8 Not paid	-	10,34
	<b>377 030,29</b>	
		1 Commissions
		2 Meetings
		3 Services/Maintenance
		4 President
		5 Communication
		6 Publications/Marketing
		7 Office materials, equipment
		8 Bank charges
		9 Miscellaneous
		10 Exchange rate adjustment
		11 Costs of 2012 paid in 2013
	-	247 361,08
		cash in hand
		cash in bank
		95,75
		131 268,89
		subtotal
		378 725,72
		Costs of 2013 paid in 2014
		1 029,52
		Cost of 2013 paid in 2012
		665,91
	-	<b>Total</b>
		<b>377 030,29</b>

\* Average annual exchange rate in 2013 EUR = 4,1975 PLN, National Bank of Poland

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FOR THE FINANCIAL PERIOD 1 JANUARY - 31 DECEMBER 2013  
(PLN)**

<b>INCOME</b>	<b>EXPENDITURE</b>	
1 Membership fees	977 493,26	
2 Transferred from 2012	509 040,93	
3 General Conference fees	33 708,42	
4 Refunds	15 021,42	
5 Bank interest	7 113,52	
6 Exchange rate adjustment	40 215,10	
7 Other	35,38	
8 Not paid	-	43,44
	<b>1 582 584,59</b>	
		1 Commissions
		2 Meetings
		3 Services/Maintenance
		4 President
		5 Communication
		6 Publications/Marketing
		7 Office materials, equipment
		8 Bank charges
		9 Miscellaneous
		10 Exchange rate adjustment
		11 Costs of 2012 paid in 2013
	-	1 038 298,10
		cash in hand
		cash in bank
		401,90
		551 001,18
		subtotal
		1 589 701,18
		Costs of 2013 paid in 2014
		4 321,43
		Cost of 2013 paid in 2012
		2 795,16
	-	<b>1 582 584,59</b>
		Total

\* Average annual exchange rate in 2013 EUR = 4,1975 PLN, National Bank of Poland

## UBC membership fees in 2013

No.	Member City	Inhabitants	Invoice (EUR)	Transferred (EUR)	Date of receiving
1	Aarhus	310 000	5 220	5 220,00	12.02.2013
2	Aalborg	197 426	3 510	3 510,00	11.02.2013
3	Arendal	42 000	2 160	2 160,00	10.01.2013
4	Bergen	256 600	5 220	5 220,00	21.02.2013
5	Botkyrka	82 000	2 925	2 925,00	23.01.2013
6	Cēsis	19 860	720	720,00	21.01.2013
7	Chojnice	39 918	1 440	1 440,00	21.01.2013
8	Elbląg	126 379	2 340	2 340,00	7.03.2013
9	Elva	6 090	360	360,00	1.02.2013
10	Espoo	247 869	5 220	5 220,00	29.01.2013
11	Falun	56 000	2 925	2 925,00	12.02.2013
12	Gargždai	16 433	720	720,00	15.02.2013
13	Gävle	95 000	2 925	2 925,00	12.02.2013
14	Gdańsk *	456 874	*	*	*
15	Gdynia	247 539	3 480	3 480,00	24.01.2013
16	Greifswald	53 000	2 925	2 925,00	29.01.2013
17	Guldborgsund	63 500	2 925	2 925,00	11.02.2013
18	Haapsalu	11 600	720	720,00	11.02.2013
19	Halmstad	90 000	2 925	2 925,00	15.02.2013
20	Helsinki	583 350	6 525	6 525,00	15.01.2013
21	Jēkabpils	25 372	1 440	1 440,00	14.01.2013
22	Jelgava	71 000	1 950	1 950,00	25.02.2013
23	Jöhvi	12 934	720	720,00	28.01.2013
24	Jõgeva	5 800	360	360,00	15.02.2013
25	Jūrmala	57 000	1 950	1 950,00	13.02.2013
26	Jyväskylä	130 000	3 510	3 510,00	4.02.2013
27	Kaliningrad	418 000	3 480	3 480,00	2.07.2013
28	Kalmar	62 815	2 925	2 925,00	21.02.2013
29	Kärdla	4 100	360	360,00	25.01.2013
30	Karlskrona	64 032	2 925	2 925,00	12.02.2013
31	Karlstad	85 753	2 925	2 925,00	18.02.2013
32	Kaunas	343 245	3 480	3 480,00	21.03.2013
33	Keila	9 962	360	360,00	8.02.2013
34	Kemi	22 580	1 080	1 080,00	15.02.2013
35	Kiel	236 008	5 220	5 220,00	16.01.2013
36	Klaipėda	182 752	2 340	2 340,00	22.01.2013
37	Køge	57 000	2 925	2 925,00	17.01.2013
38	Kolding	89 232	2 925	2 925,00	15.02.2013
39	Koszalin	108 057	2 340	2 340,00	8.02.2013
40	Kotka	54 804	2 925	2 925,00	18.01.2013
41	Kristiansand	82 000	2 925	2 925,00	1.03.2013
42	Kristianstad	79 543	2 925	2 925,00	14.01.2013
43	Krynica Morska	1 360	360	360,00	22.01.2013
44	Kuressaare	14 706	720	720,00	15.01.2013
45	Lahti	98 300	3 510	3 510,00	20.01.2013
46	Liepāja	101 574	1 950	1 950,00	8.02.2013

47	Linköping	149 000	3 510	3 510,00	5.02.2013
48	Luleå	74 178	2 925	2 925,00	12.03.2013
49	Lübeck	212 112	5 220	5 220,00	15.02.2013
50	Łeba	3 760	360	360,00	15.03.2013
51	Maardu	16 582	720	720,00	30.01.2013
52	Malbork	38 286	1 440	1 440,00	8.01.2013
53	Malmö	293 909	5 220	5 220,00	14.02.2013
54	Mariehamn	10 400	1 080	1 080,00	5.02.2013
55	Międzyzdroje	6 577	360	360,00	15.02.2013
56	Mielno	4 855	360	360,00	21.08.2013
57	Nacka	90 100	2 925	2 925,00	26.02.2013
58	Narva	64 600	1 950	1 950,00	12.02.2013
59	Næstved	80 954	2 925	2 925,00	15.01.2013
60	Norrtälje	56 080	2 925	2 925,00	18.04.2013
61	Örebro	135 460	3 510	3 510,00	26.02.2013
62	Oskarshamn	26 163	2 160	2 160,00	11.01.2013
63	Paide	9 132	360	360,00	13.02.2013
64	Palanga	17 930	720	720,00	28.02.2013
65	Paldiski	4 263	360	360,00	27.02.2013
66	Panevėžys	112 000	2 340	2 340,00	15.02.2013
67	Pärnu	43 600	1 440	1 440,00	5.02.2013
68	Pori	83 000	2 925	2 925,00	24.01.2013
69	Porvoo	49 000	2 160	2 160,00	18.03.2013
70	Pruszcz Gdański	26 591	1 440	1 440,00	12.02.2013
71	Rakvere	16 889	720	720,00	30.01.2013
72	Reda	20 653	720	720,00	30.01.2013
73	Riga	709 145	4 350	4 350,00	13.11.2012
74	Robertsfors	7 200	540	540,00	18.01.2013
75	Rostock	201 646	5 220	5 220,00	14.02.2013
76	Šiauliai	123 000	2 340	2 340,00	12.02.2013
77	Sillamäe	15 456	720	720,00	14.01.2013
78	Słupsk	96 871	1 950	1 950,00	13.02.2013
79	Söderhamn	25 000	1 080	1 080,00	11.02.2013
80	Sopot	38 276	1 440	1 440,00	30.01.2013
81	St. Petersburg	4 730 000	4 350	4 350,00	26.02.2013
82	Sundsvall	95 732	2 925	2 925,00	5.04.2013
83	Szczecin	405 944	3 480	3 480,00	12.02.2013
84	Tallinn	405 360	3 480	3 480,00	15.02.2013
85	Tampere	211 507	5 220	5 220,00	10.01.2013
86	Tartu	98 606	1 950	1 950,00	14.02.2013
87	Tierp	20 125	1 080	1 080,00	14.02.2013
88	Trelleborg	42 219	2 160	2 160,00	23.01.2013
89	Tukums	19 515	720	720,00	24.01.2013
90	Turku	176 087	3 510	3 510,00	12.02.2013
91	Umeå	115 459	3 510	3 510,00	15.02.2013
92	Ustka	16 056	720	720,00	10.01.2013
93	Vaasa	59 175	2 925	2 925,00	11.01.2013
94	Västervik	36 206	2 160	2 160,00	22.02.2013
95	Växjö	83 230	2 925	2 925,00	24.01.2013
96	Viljandi	19 356	720	720,00	11.03.2013
97	Vilnius	550 000	4 350	4 350,00	8.05.2013

98	Visby	23 158	1 080	1 080,00	25.01.2013
99	Vordingborg	46 000	2 160	2 160,00	27.02.2013
100	Vöru	14 201	720	720,00	15.02.2013
101	Wismar	44 803	2 160	2 160,00	6.02.2013
	<b>Total:</b>	<b>15 494 774</b>	<b>234 435</b>	<b>234 435,00</b>	

GUARSK CONTRIBUTION IN 2013: C.A. 41 700 EUR





## EXPENDITURE OF UBC COMMISSIONS IN 2013 (EUR)

Commission on	Granted	Transfer	Date	Purpose
Business Cooperation (Kiel)	8 000	251	10.06	<b>1. Lead cities 2 669,06</b> W. Schmidt, Kiel, travel & accommodation, Commission's meeting, Berlin, 21-22.05.13
		838,52	27.09	W. Schmidt, travel, meeting Mayor Malmö / meeting BizCom, Malmö 24.09.13
		834,76	27.09	W. Schmidt, travel & accommodation, meeting Baltic Development Forum / Board BizCom, Copenhagen 18-19.09.13
		664,72	20.12	W. Schmidt, travel & accommodation, meeting of the Commission on Business and Tourism, Gdańsk, 12.12.13
		80,06	12.12	Lunch at the Meeting of the Commission on Business and Tourism, Gdańsk, 12.12.13, BizCom share
		535,6	10.06	<b>2. Activities 1 324,92</b> Meals, gift, guided tour, meeting of the Commission, Berlin, 21-22.05.13
		602,14	27.06	Transport of the participants, meeting of the Commission, Berlin, 21-22.05.13
		49,18 (1204,43PLN		K. Bierut, Gdańsk, transport, meeting of the Commission, Berlin, 21-22.05.13
		138 (657,95 PLN)	24.05	K. Bierut, hotel, meeting of the Commission, Berlin, 21-22.05.13



Culture (Kolding)	9 000			<p>Unspent in previous years, resources held on commission's account: 5 389,97 EUR</p> <p><b>1. Lead cities / secretariat costs 6 932,29</b></p> <p>1.1 Remunerations M. U. Moller, Kolding, Secretary 4 hours a week - 3 629,36</p> <p>1.2 Travel, accommodation of the leader L. L. Larsen, Kolding, plane, CoC Board meeting, Tallinn, 21.03.13 - 362,87 L. L. Larsen, hotel, UBC Executive Board meeting, Umeå, 7-9.3.13 - 382,73. L. L. Larsen, travel, UBC Executive Board meeting, Umeå, 7-9.3.13 - 460,32 L. L. Larsen, meals, UBC Executive Board meeting, Umeå, 7-9.3.13 - 47,65 L. L. Larsen, taxi, UBC Executive Board meeting, Umeå, 7-9.3.13 - 43,83 A. Szymańska, Gdańsk, travel, Nordic Council conference, Copenhagen, 29-30.04.13 - 386 L. L. Larsen, J. Simula, Pori, plane ticket, CoC Board meeting, Panevėžys, 27.6.13 - 412,33 L. L. Larsen, J. Simula, Pori, train ticket, CoC Board meeting in Panevėžys, 27.6.13 - 36,06 L. L. Larsen, J. Simula, Pori, meals, CoC Board meeting in Panevėžys, 27.6.13 - 27,48 L. L. Larsen, accommodation, UBC General Conference, Mariehamn, 1-4.10.13 - 321,55 L. L. Larsen, travel, UBC General Conference, Mariehamn, 1-4.10.13 - 466,35 L. L. Larsen, travel, CoC Board meeting and Annual Conference EU Strategy for the Baltic Sea Region, Vilnius, 11-12.11.13 - 355,76</p> <p><b>2. Activities 1 002</b></p> <p>Cultural Prize, City of Karlskrona - 1 002</p> <p><b>Total: 7 934,29 EUR</b></p>
Education (Kärdla)	5 000	5 000	19.03	<p><b>1. Lead cities / secretariat costs 4 048,05</b></p> <p>1.1 Remunerations A. Veevo, Kärdla, taxes from remunerations in 2012 - 45,15 Smart Youth 2013 management at preparation the e-handbook, NGO Arhipelaag, Kärdla - 500,00</p> <p>1.2 Travel, accommodation of the leader A. Veevo, L. Eller, Kärdla, preparation for Smart Youth 2013, meeting, Stockholm, 3-5.02.13 – 186,14 L. Eller, per diem, public transport, preparation for Smart Youth 2013, meeting, Stockholm, 3-5.02.13 - 119,80 A. Veevo, Kärdla, daily allowances, ticket, fuel, UBC Executive Board meeting, Umeå, 7-9.3.2013 - 169,90 R. Kokovkin, Kärdla, daily allowances, UBC Executive Board meeting, Umeå, 7-9.3.2013 - 96,00</p>

			<p>R. Kokovkin, A. Veevo, plane tickets, hotel, UBC Executive Board meeting, Umeå,7-9.3.2013 - 978,72</p> <p>R. Kokovkin, A. Veevo, accommodation, UBC Executive Board meeting, Umeå,7-9.3.2013 - 276,96</p> <p>A. Veevo, petrol and tickets from Hiiumaa to mainland, meeting of the heads of Commissions on Education and Environment, Turku, 21-22.03.2013 - 91,24</p> <p>A. Veevo, ferry tickets, meeting of the heads of Commissions on Education and Environment, Turku, 21-22.03.2013 - 60,50</p> <p>A. Veevo, train tickets in Finland, meeting of the heads of Commissions on Education and Environment, Turku, 21-22.03.2013 - 64,26</p> <p>A. Veevo, per diem, meeting of the heads of Commissions on Education and Environment, Turku, 21-22.03.2013 - 64,00</p> <p>M. Liik, Kärkla, transportation, meeting with work on the handbook, Turku, 23-25.09.13 - 112,38</p> <p>M.Liik, ferry meeting with work on the handbook, Turku, 23-25.09.13 - 170,00</p> <p>M.Liik, per diem, meeting with work on the handbook, Turku, 23-25.09.13 - 96,00</p> <p>S.Veevo, A.Vaks, Kärkla, ferry, hotel, reports, International Youth Forum on Creative Industries, presentation, UBC General Conference, Mariehamn, 1-4.10.13, - 1 017,00</p> <p><b>2. Activities 951,95</b></p> <p>Smart Youth 2013, books about leadership for making the e-handbook - 52,91</p> <p>Smart Youth 2013, Translation of e-Handbook, NGO Vesta, Kärkla, 400,00</p> <p>Project Life, Media and Participation - Youth in Baltic Sea region, gift cards for co-partners, 5x20, 5x10 - 150,00</p> <p>Project Life, Media and Participation - Youth in Baltic Sea region, Internet stick for 10 month, a´ 5.99 59,90</p> <p>Project Life, Media and Participation - Youth in Baltic Sea region (co-operation with commission on Youth Issues), own financing, 289,14</p> <p><b>Total: 5 000</b></p>
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Environment (Turku)	20 000 including 10 000 for sustainability survey	5 000  15 000	19.03  4.11	<p><b>1. Lead cities / secretariat costs 13 855,68</b></p> <p>1.1 Remunerations E. Kreutz, M. Lang, J. Jensen, Turku, translation and evaluation of GP cases - 1 500 B. Grönholm, Turku, presentations of UBC work - 2 000 S. Sariola, M. Lang, Turku, work for bulletins - 5 000. The amount reported for bulleting work is actually higher because so many persons are involved and with this cost item it is easy to balance the financial report. O. Zinchuk, B. Grönholm, Turku, work on survey - 3 000</p> <p>1.2 Travel, accommodation of the leader M. Jokinen, B. Grönholm, Turku, travel, UBC Executive Board meeting, Kiel, 19-23.06.13 – 607,5 B. Grönholm, travel, GC preparatory meeting, Mariehamn, 26-27.08.13 – 133,2 B. Grönholm, travel, hotel, UBC General Conference, Mariehamn, 1-4.10.13 – 734,5 B. Grönholm, travel, hotel, preparatory meeting of four Commissions, Örebro, 10-12.12.13 and meeting with the city of Linköping and the Commission on Environment, Linköping, 12.12.13 - 880,48</p> <p><b>2. Activities 7 262,37</b> Meeting of the 3 Commissions in Tallinn, 10-12.04.13, share of EnvCom, part of the costs: catering: get together reception, coffee breaks, lunch, dinner; renting the rooms and equipment; musical group at dinner-reception; rooms decorations and gift bags; museum tickets; travel card for 3-day free travelling at public transport; meeting service, booklets and promotional materials - 2 000 Printing Bulletin 1 &amp; 2 2013 – 4 190 Posting – 1 072,37</p> <p><b>Total: 21 118,05</b></p>
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Energy (Oskarshamn)	5 000	5 000	22.03	<p><b>1. Lead cities / secretariat costs 1 936,96</b></p> <p>E. Hjalmered, Oskarshamn, travel cost, meeting of the 3 Commissions, Tallinn 10-12.04.2013 - 792,05  E. Hjalmered, hotel, meeting of the 3 Commissions, Tallinn 10-12.04.2013 - 260  E. Hjalmered, travel cost (Car), UBC General Conference, Mariehamn, 1-4.10.13 - 403,63  E. Hjalmered, hotel, UBC General Conference, Mariehamn, 1-4.10.13 - 330  E. Hjalmered, travel (ferry), UBC General Conference, Mariehamn, 1-4.10.13 - 7,58  E. Hjalmered, travel cost, meeting with the city of Linköping and the Commission on Environment, Linköping, 12.12.13 - 143,7</p> <p><b>2. Activities 3 076,62</b></p> <p>Contribution to the UBC Environmental Bulletin, 2 issues – 1 000  Meeting of the 3 Commissions, Tallinn 10-12.04.2013, share of the EnCom, part of the costs: catering: get together reception, coffee breaks, lunch, dinner; renting the rooms and equipment; musical group at dinner-reception; rooms decorations and gift bags; museum tickets; travel card for 3-day free travelling at public transport; meeting service, booklets and promotional materials - 2000  Cost for the website <a href="http://www.ubcenergy.org">www.ubcenergy.org</a> - 76,62</p> <p><b>Total: 5 033,58</b></p>
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Gender Equality (Umeå)	7 000	5 000  2 000	7.05  30.10	<p>Unspent in previous years, resources held on commission's account: 639,18 EUR</p> <p><b>1. Lead cities / secretariat costs 410</b></p> <p>J. Brandèn, Umeå, conference fee, hotel, breakfast, UBC General Conference, Mariehamn, 1-4.10.13 - 410</p> <p><b>2. Activity 6 913</b></p> <p>2.1 Meetings</p> <p>A. Puodziuniene, Panevėžys, M. Tarasiewicz, M. Urbańczyk, Gdańsk, hotel, UBC GC planning meeting, Umeå, 26-28.05.13 - 402,56</p> <p>M. Tarasiewicz, travel, UBC GC planning meeting, Umeå, 26-28.05.13 - 536,57</p> <p>Cost for venue Älgsalen, UBC GC planning meeting, Umeå, 26-28.05.13 - 302,77</p> <p>Entertainment during dinner, UBC GC planning meeting, Umeå, 26-28.05.13 - 266,52</p> <p>M. Tarasiewicz, hotel, breakfast, conference fee, UBC General Conference, Mariehamn, 1-4.10.13 - 504</p> <p>A. Puodziuniene, hotel, breakfast, conference fee, UBC General Conference, Mariehamn, 1-4.10.13 - 404</p> <p>A. Puodziuniene, travel, UBC General Conference, Mariehamn, 1-4.10.13 - 359</p> <p>M. Tarasiewicz, travel, UBC General Conference, Mariehamn, 1-4.10.13 - 625,8</p> <p>Meeting of the Commissions on Gender Equality and Urban Planing, share of the GenderCom (conference rooms, lunch,coffee) - 873,19</p> <p>2.2 Other</p> <p>Report "Men and Women in the UBC", printing costs - 1 332,62</p> <p>Report "Men and Women in the UBC" layout - 1 305,97</p> <p><b>Total: 7 323</b></p> <p><b>Left on Commission's account: 316,16</b></p>
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Health & Social Affairs (Elbląg)	8 000 EUR	46,35	10.06	<b>1. Lead cities / secretariat costs 765,95</b> W. Drozd, Elbląg, transport, Commission meeting, Tartu, 30-31.05.2013
		102,45 (441,15 PLN)	10.06	W. Drozd, transport, Commission meeting, Tartu, 30-31.05.2013
		118,46 (409,02 LTL)	10.06	W. Drozd, hotel, Commission meeting, Tartu, 30-31.05.2013
		139,5		W. Drozd, hotel, Commission meeting, Tartu, 30-31.05.2013
				Office materials
		207,67 (869,78 PLN)	20.12	Office materials
		151,52 (634.03 PLN)	30.12	<b>2. Activities 2 792,25</b> Dinner and hotel rooms for 28 participants of the Commission's meeting, Tartu, 30-31.05.2013
		2792,25	16.05	<b>Total: 3 558,2</b>

Local Safety (Gdańsk)	10 000	55,02 (230 PLN)	7.02	<b>1. Lead cities / secretariat costs 5 007,07</b> M. Jurgielewicz, Gdańsk, train, conference EUSBSR Flagship Project: Macro-Regional Risk Scenarios and Gaps Identyfikation, Warsaw, 30.01.13-01.02.13
		1101,66 (4 600,52 PLN). Refund from CBSS: <b>1 067,46</b>	22.02	L. Walczak, M. Jurgielewicz, Gdańsk, plane, the CBSS Seminar "Minimizing Everyday Accidents in the Baltic Sea Region", Stockholm, 7-8.03.13
		45,53 (188,86 PLN)	3.04	
		45,53 (188,86 PLN)	14.03	L. Walczak, M. Jurgielewicz, train tickets airport – Stockholm, the CBSS Seminar "Minimizing Everyday Accidents in the Baltic Sea Region", Stockholm, 7-8.03.13
		1029,29 (4261,56 PLN)	25.04	L. Walczak, M. Jurgielewicz, C. Dwojak, Gdańsk, plane, Commission meeting, Jelgava, 13-14.06
		264.66	16.05	L. Walczak, M. Jurgielewicz, C. Dwojak, hotel, Commission meeting, Jelgava 13-14.06.13
		114,32 (478 zł)	3.04	L. Walczak, plane, UBC Executive Board meeting, Kiel, 19-23.6.13
		584	23.06	L. Walczak, hotel, UBC Executive Board meeting, Kiel, 19-23.6.13
		266,73 (1135,05 PLN)	29.08	M. Jurgielewicz, travel and hotel, Consultations on EUSBR Seed Money, Berlin, 4.9.13
		5,2	20.12	M. Jurgielewicz, bus, Consultations on EUSBR Seed Money, Berlin, 4.9.13
		1002,87 (520)	21,22.05 26.09	L. Walczak, C. Dwojak, plane, hotel, UBC General Conference, Mariehamn, 1-4.10.13
		170,59 (726 PLN)	3.08.13	L. Walczak, C. Dwojak, M. Fedoruk, Gdańsk, plane, Commission meeting, Karlstad, 16-18.10.13
		617,07 (5340 SEK) 2,03 (7 LTL)	27.09	L. Walczak, C. Dwojak, M. Fedoruk, hotel, Commission meeting, Karlstad, 16-18.10.13
		198	13.06	M. Jurgielewicz, bus, The EUCPN Best Practice Conference, Vilnius, 10-12.12.13 M. Jurgielewicz, hotel, conference, Vilnius, 10-12.12.13
		52,03 (221,4 PLN)	4.07	Commemorative plaque
		1922,99	20.12	<b>2. Activities 3 322,99</b> Meeting of the Commission, Jelgava, 13-14.06.13, meeting venue, technical equipment, coffe breaks, official dinner, working lunch, transportation Meeting of the Commission, Karlstad, 16-18.10.13, conference facility, food and beverages <b>Total: 8 330,06</b>
		1 400		==
1528,84 PLN	19.03	<b>The EUCPN Best Practice Conference and the European Crime Prevention Award 2013 - Refund Lithuanian Ministry of Interior: 864,00</b> L. Walczak, Gdańsk, plane ticket, conference, Vilnius, 11-12.9.13		
822 LTL		L. Walczak, Gdańsk, hotel, conference, Vilnius, 11-12.9.13		
1171,48 PLN		M. Jurgielewicz, plane, conference, Vilnius, 10-12.12.13		

Sport (Gdynia)	5 000	615,83 (2 551,49 PLN) 378,86 (3.150 SEK)  691,86 (2927,97 PLN)  260	4.03  10.03  9.09  26.09	<p><b>1. Lead cities / secretariat costs 1 946,55</b></p> <p>J. Leman, Gdynia, plane, UBC Executive Board, Umeå, 7-9.3.2013</p> <p>J. Leman, hotel, UBC Executive Board, Umeå, 7-9.3.2013</p> <p>M. Wagner, plane ticket, UBC General Conference, Mariehamn, 1-4.10.13</p> <p>M. Wagner, hotel, UBC General Conference, Mariehamn, 1-4.10.13</p> <p><b>Total: 1 946,55 EUR</b></p>
Transportation (Gdynia)	5 000	122  537,59  691,86 (2927,97 PLN)  275  638,56 (2684,39 PLN)  122  445,60  2 000	28.03  5.04  9.09   10.12  28.03   22.05	<p><b>1. Lead cities / secretariat costs 2 265,01</b></p> <p>R. Studziński, Gdynia, hotel, UBC Joint Commission meeting, Tallinn, 10-12.4.13</p> <p>R. Studziński, plane, UBC Joint Commission meeting, Tallinn, 10-12.4.13</p> <p>A. Bień, Gdynia, plane, UBC General Conference, Mariehamn, 1-4.10.13</p> <p>A. Bień, hotel, UBC General Conference, Mariehamn, 1-4.10.13</p> <p>A. Bień, plane ticket, preparatory meeting of four Commissions, Örebro, 10-12.12.13</p> <p><b>Activities 2 567,6</b></p> <p>M.S. Holm, Aalborg, hotel, UBC Joint Commission meeting, Tallinn, 10-12.4.13</p> <p>M.S. Holm, plane, UBC Joint Commission meeting, Tallinn, 10-12.4.13</p> <p>Meeting of the 3 Commissions, Tallinn 10-12.04.2013, share of TransCom, part of the costs: catering: get together reception, coffee breaks, lunch, dinner; renting the rooms and equipment; musical group at dinner-reception; rooms decorations and gift bags; museum tickets; travel card for 3-day free travelling at public transport; meeting service, booklets and promotional materials</p> <p><b>Total: 4 832,61 EUR</b></p>



Tourism (Koszalin KARR)	5 000	85,59 (362 PLN)		<b>1. Lead cities / secretariat costs 631,15</b>
		30	22.07	1.1 Travel, accommodation of the leader R. Zdrojewski, Koszalin, plane, UBC General Conference, Mariehamn, 1-4.10.13
		110,50	22.07	R. Zdrojewski, ferry, UBC General Conference, Mariehamn, 1-4.10.13
		175	24.10	R. Zdrojewski, hotel, taxi, alimention, Turku, for the UBC General Conference, Mariehamn, 1-4.10.13
		150	26.09	R. Zdrojewski, conference fee, General Conference, Mariehamn, 1-4.10.13
		80,06	12.12	1.2 Other Lunch at the Meeting of the Commission on Business and Tourism, Gdansk, 12.12.2013, CoT share
				<b>Total: 631,15</b>

Urban Planning (Aarhus)	14 000	10 770,38	5.12	<p>Unspent in previous years, resources held on commission's account: 3 229,62</p> <p><b>1. Lead cities / secretariat costs 1 010,52</b></p> <p>1.1. Travel, accommodation of the leader  N.-P. Mohr, hotel, steering group meeting, Kolding, 19.6.13 - 129,43  P. Szewczyk, Gdynia, hotel, steering group meeting, Kolding, 19.6.13 - 258,85  N.-P. Mohr, travel, UBC General Conference, Mariehamn, 1-4.10.13 - 207,47  N-P. Mohr, travel expenses - 104,55  N-P. Mohr, hotel, Steering group meeting, Örebro, 10-12.12.13 - 105,43  N-P. Mohr, hotel, Copenhagen – 96,03  I. Forsgreen, Umeå, Steering group meeting, Örebro, 10-12.12.13 - 105,43</p> <p>1.2. Other costs (e.g. bank fees, etc) - 3,33</p> <p><b>2. Activities 12 139,2</b></p> <p>Joint seminar with the Commission on Gender Equality, Umeå, 27-29.5.13 - 6 000 (Conference rooms, lunch, coffee - 5.464,28, bus transfer, guided tour - 186,97, boat transfer - 280,54)</p> <p>Joint seminar with the Commission on Culture, 15-18.9.13 – 6 000 (K. Buciek, fee for 2 presentations - 804,47, K. Buciek, transportation - 96,02, C. Jensen, fee for 1 presentation - 770,86, hotel K.B. and C.J - 181,30, catering from Beck, sunday evening at Godset - 608,79, Catering at Cafe Berg - 3612,03.)</p> <p>Dinner, Joint Seminar of the Commissions on Urban Planning and Culture, Kolding, 15-18.9.13 - 139,20</p> <p><b>Total: 13 149,72</b></p>
Youth Issues (Tallinn)	10 000 for activities + extra 3 000 for preparations to the General Conference	5 000 8 000	26.03 17.06	<p>Unspent in previous years, resources held on commission's account: 244,49</p> <p><b>1. Lead cities / secretariat costs 7 351,73</b></p> <p>1.1 Remunerations  MTÜ Inimeselt Inimesele, Tallinn, remuneration for making the final report on the occasion of moving the leadership from Tallinn to Turku - 390  R. Lang, Tallinn, remuneration for organizing Youth Conference - 1 069,32  U. D. Geerts, Tallinn, moderation and materials costs of Youth Conference project - 800,00</p> <p>1.2. Travel, accommodation of the leader  R. Lang, I. Rannala, Tallinn, travel, insurance, CoYi meeting, Gävle, 2-5.4.13 - 873  R. Lang, I. Rannala, hotel, CoYi meeting, Gävle, 2-5 April - 248,41</p> <p>R. Lang, travel, hotel, insurance, Youth Conference project</p>

			<p>preparation meeting for Youth Conference, Turku, 30-31.01.13 - 341,01</p> <p>R. Lang, travel, insurance, Youth Conference project preparation meeting, Mariehamn, 10-12.6.13 - 132,22</p> <p>I. Rannala, travel, hotel, insurance, UBC General Conference, Mariehamn, 1-4.10.13 - 716,77</p> <p>I. Rannala, conference fee, UBC General Conference, Mariehamn, 1-4.10.13 - 155,00</p> <p>R. Lang, travel, UBC General Conference, Mariehamn, 1-4.10.13 - 45,9</p> <p>L. Modin, Gävle, plane, train, hotel, meeting concerning handing the commission leading over from Tallinn to Turku, Tallinn, 4-5.12.13 - 629,11</p> <p>H. Habib, Turku, travel, meeting concerning handing the commission leading over from Tallinn to Turku, Tallinn, 4-5.12.13 - 395,10</p> <p>H. Habib, Turku, hotel, meeting concerning handing the commission leading over from Tallinn to Turku, Tallinn, 4-5.12.13 - 76,00</p> <p>Meeting concerning handing the commission leading over from Tallinn to Turku, Tallinn, 4-5.12.13, food costs for the second meeting day; Taxi costs of the participants - 90,30 Food costs for the first meeting day - 49,80</p> <p>R. Lang, daily allowances, business trip to Turku, Gävle and Mariehamn - 576</p> <p>I. Rannala, daily allowances, business trip to Gävle, Mariehamn - 288</p> <p>Tax on fringe benefits - 105,02</p> <p>Bank transfer fees - 6,13</p> <p>Postal costs for infoletter and Christmas cards - 170,64</p> <p>Gift bags - 194,00</p> <p><b>2. Activities 3 705,93</b></p> <p>Meals and video workshop, CoYi meeting, Gävle, 2-5.4.13 - 3 218,78</p> <p>Transfer from bus station to harbour in Tallinn Estonia - Latvian participants for the Youth Conference, Mariehamn, 29.7 – 4.10.13 - 16,00</p> <p>Paper and office materials for the Youth Conference - 152,03</p> <p>Youth Conference, cultural evening, gifts for partners, preparatory meeting - 49,62</p> <p>Keeping the Commission's web-page <a href="http://www.ubc-youth.org">www.ubc-youth.org</a> (server fees) - 47,93</p> <p>Keeping the Commission's web-page <a href="http://www.ubc-youth.org">www.ubc-youth.org</a> (server fees) - 9,59</p> <p>Christmas cards for partners all over the Baltic Sea Region - 184,90</p> <p>Printing costs concerning Christmas cards - 27,08</p> <p><b>Total: 11 057,66</b></p>
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**CONTRIBUTIONS TO THE SECRETARIATS IN 2013 (EUR)**

<b>City</b>	<b>Secretariat</b>	<b>Amount spent in 2013</b>
Aarhus	Commission on Urban Planning	10 000
Elbląg	Secretariat of the Commission on Health and Social Affairs	4 000
Gdańsk	Secretariat of the Union of the Baltic Cities	41 694,85
Gdańsk/ Municipal Guard	Secretariat of Commission on Local Safety	2 430
Gdynia	Secretariat of the Commission on Sport	1 300
Gdynia	Secretariat of the Commission on Transportation	1 400
Kärdla	Secretariat of the Commission on Education	5 594,23
Kiel	Secretariat of the Commission on Business	staff remuneration: 24 000 premises: 2 500; publications: 210
Kolding	Secretariat of the Commission on Culture	Staff 444 hours, 12 972
Koszalin/ Agency for Regional Development	Secretariat of the Commission on Tourism	
Oskarshamn	Secretariat of the Commission on Energy	
Tallinn	Secretariat of the Commission on Youth Issues	6 620
Turku	Secretariat of the Commission on Environment	80 000
Umeå	Secretariat of the Commission on Gender Equality	12 000

The secretariat costs include the staff remuneration, premises, telecommunication, mailing, office materials and publications. Above figures do not include contributions from the UBC which are shown in annex 2.

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## MEMBER CITIES CONTRIBUTION TO THE UBC EVENTS IN 2013

City	Event	Contribution (EUR)
Gävle	Meeting of the UBC Commission on Youth Issues, 2-5 April 2013	5 281
Jelgava	7 <sup>th</sup> Meeting of the UBC Commission on Local Safety, 13-14 June 2013	91,55
Karlstad	8 <sup>th</sup> Meeting of the UBC Commission on Local Safety, 16-18 October 2013	1 500
Kiel	67 <sup>th</sup> Meeting of the UBC Executive Board, 19-23 June 2013	6 200
Kolding	Joint Seminar of the Commissions on Urban Planning and Culture, 15-18 September 2013	6 756
Mariehamn	XII UBC General Conference, "Investing in young generation", 1-4 October 2013	32 985,10 + working hours of 1 person
	Youth Conference, 29 September - 4 October 2013	
Tallinn	Joint Seminar on Sustainable Transport solutions, 10-12 April 2013	3 000
Tartu	Meeting of the UBC Commission on Health And Social Affairs, 30-31 May 2013	6 800 + human resources
Umeå	66 <sup>th</sup> Meeting of the Executive Board of the Union of the Baltic Cities, 7-9 March 2013	approximately 4 days working hours + 2 860
	Joint meeting of the UBC Commissions on Gender Equality and Urban Planning, 27-29 May 2013	8 000

## UBC BUDGET FOR 2014 (EUR)

### I. INCOME

#### 1. Membership fees

Estonia, Lithuania, Latvia, Poland, Russia

	3	5 075,00							15 225,00
	5	4 060,00							20 300,00
	4	2 730,00							10 920,00
	7	2 275,00							15 925,00
	6	1 680,00							10 080,00
	14	840,00							11 760,00
	10	420,00							4 200,00
								<b>Subtotal</b>	<b>88 410,00</b>

Denmark, Germany, Finland, Norway, Sweden

	1	7 250,00							7 250,00
	9	5 800,00							52 200,00
	6	3 900,00							23 400,00
	19	3 250,00							61 750,00
	7	2 400,00							16 800,00
	4	1 200,00							4 800,00
	1	600,00							600,00
								<b>Subtotal</b>	<b>166 800,00</b>

**TOTAL** **255 210,00**

#### 2. Transferred from 2013

**131 364,64**

**TOTAL** **386 574,64**

### II. EXPENDITURE

#### 1. Commissions\*

									109 000,00
		Business + Tourism							13 000,00
		Culture							9 000,00
		Education							5 000,00
		Environment inc. Energy							19 000,00
		Gender Equality							7 000,00
		Health and Social Affairs							8 000,00
		Local Safety							10 000,00
		Sport							5 000,00
		Transportation							8 000,00
		Urban Planning							14 000,00
		Youth Issues							11 000,00
	2.	Meetings							55 000,00
	3.	Services/Maintenance							55 000,00
	4.	Communication and Marketing							35 000,00
	5.	Activities within CECICN							12 000,00
	6.	President							12 000,00
	7.	Communication (post, phone)							8 000,00
	8.	Publications							5 000,00
	9.	Office materials, equipment							3 000,00
	10.	Bank charges							1 500,00
	11.	Miscellaneous							1 000,00
	12.	Budget reserve							90 074,64
								<b>TOTAL</b>	<b>386 574,64</b>

\* Not more than 40% can be spent by the lead city(s) for: secretariat, remunerations (including projects), subcontractors, travel, mailing, office supplies, promotion materials. Any changes in the commission budget require President's approval.

