

**Botanic Gardens Conservation International
(a company limited by guarantee)**

**Charity No. 1098834
Company No. 04673175**

Reports and Financial Statements

for the year ended

31 December 2010

Botanic Gardens Conservation International

(a company limited by guarantee)

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**Botanic Gardens Conservation International
(a company limited by guarantee)**

**Trustees' and Directors' Report for the year ended 31 December
2010**

Reference and Administrative details of the Charity, its Trustees and Advisors

Name of Charity: Botanic Gardens Conservation International (also known as BGCI)

Charity registration number: 1098834

Company registration number: 04673175

Principal office:

Descanso House
199 Kew Road
Richmond
Surrey
TW9 3BW
United Kingdom

Trustees and directors: The following were trustees and also directors of BGCI on the date the report was approved:

Baroness Joan Walmsley - Chair
Professor Stephen Blackmore
Dr David Bramwell
Mr Pesh Framjee
Mr Martin Gibson – Chair Finance and Audit Committee
Dr Charlotte Grezo
Mr Robin Herbert
Professor Stephen Hopper
Dr Kathleen Mackinnon
Mr Scot Medbury
Mrs Beth Rothschild
Mr Julian Stanning
Dr Peter Wyse Jackson

The directors of the charitable company are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. All directors of the charity are members.

Dr Charlotte Grezo and Dr Kathleen Mackinnon were appointed directors on 16 February 2010. All other directors have served for the whole of the year.

At the Annual General Meeting held on the 7 September 2010, one third of the trustees, who were the longest serving, retired and being eligible, were re-appointed.

Company Secretary: Ms Martha Love

Secretary General: Ms Sara Oldfield

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Trustees' and Directors' Report for the year ended 31 December 2010 (continued)

Other relevant organisations:

Bankers

HSBC plc
City of London Branch
60 Queen Victoria Street
London EC4N 4TR

Barclays Bank plc
8 George Street
Richmond, Surrey
TW9 1JU

Auditors

Riches & Company
34 Anyards Road
Cobham,
Surrey
KT11 2LA

Solicitors

DLA Piper
2 Noble Street
London
EC2V 7EE

Registered Office

Descanso House
199 Kew Road
Richmond
Surrey
TW9 3BW

Structure, Governance and Management

Constitution

Botanic Gardens Conservation International was established as the Botanic Gardens Conservation Secretariat by IUCN, the World Conservation Union, at the beginning of 1987. In 1990 it became a separate entity and in 1994 changed its name to Botanic Gardens Conservation International.

On 20 February 2003, Botanic Gardens Conservation International (a company limited by guarantee) was incorporated. Charitable status was granted, and with effect from 1 January 2004, all assets, rights and liabilities were transferred from Botanic Gardens Conservation International to this new company. Botanic Gardens Conservation International (the trust) became dormant from this date. Botanic Gardens Conservation International is governed by a memorandum and articles of association and the liability of the members is limited to £10 per member.

Organisational Structure

BGCI is governed by the Board of Trustees that meets quarterly to guide the organisation's work programme and to review management accounts, future development and other organisational matters.

Day to day management of the charity is delegated to the Secretary General, who acts as BGCI's chief executive officer reporting to the Board.

The charity is guided by the International Advisory Council. The Council consists of highly respected leaders of the botanic garden and plant conservation community. They provide technical and scientific guidance and advice on the strategic direction of BGCI.

The charity has recently established a Finance and Audit Committee which will meet on a regular basis to review and monitor financial and risk management issues.

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Trustees' and Directors' Report for the year ended 31 December 2010 (continued)

Appointment of Trustees

New Trustees (who are also Directors of the company) can be appointed by decision of the majority of the Trustees present and voting at any duly constituted meeting. The total number of Trustees shall be not less than three.

Affiliation

BGCI is a worldwide membership organisation. It has offices in China, The Netherlands, and Spain.

BGCI has sister organisations in the United States of America and the Russian Federation:

- BGCI-US was established in 1984 and is registered as a Not for Profit Organisation in the State of Massachusetts. It is tax exempt (IRS 0427 30954) and has 501(c) 3 status
- BGCI Russia was established in 2002 and is registered as Division of the International Non-Government Non-Profit Organization "Botanic Gardens Conservation International within the Russian Federation".

Fundraising Standards Board

BGCI is a member of the Fundraising Standards Board, the self-regulatory body for fundraising in the UK, members of which agree to adhere to the highest standard of good practice with their fundraising and to establish a Fundraising Promise incorporating a clear complaints procedure.

Risk Management

A Risk Register which considers the major risks facing the charity, their impact and likelihood of occurrence and identified means of mitigating the risks is in place. The Risk Register is reviewed on an annual basis. The Trustees are satisfied that this process is adequate to assess the major risks to which the charitable company is exposed.

Grants Made for Projects

BGCI's policy on making grants is set out in note 1(g) to the financial statements.

Volunteers and Donated Services and Facilities

BGCI's policy on the value of these services provided is set out in note 1(j) to the financial statements.

Objectives and Activities

Objectives

The objectives of Botanic Gardens Conservation International are as follows:

- To promote for the public benefit the conservation and protection of plant species of the world, in particular the cultivation and maintenance of such plants by Botanic Gardens
- To promote the advancement of education of the public and vocational training and research concerning such plants and their conservation
- To gather and disseminate information on wild plants cultivated or maintained in Botanic Gardens for the purpose of such conservation
- To establish an international network of plant resources via an international database for the purposes of such conservation

When planning its objectives and activities for the year, BGCI has considered the Charity Commission's guidance on public benefit.

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Trustees' and Directors' Report for the year ended 31 December 2010 (continued)

Main objectives for the year and strategies for achieving them

- To consolidate the development of BGCI from a small largely UK based organisation to an internationally recognised medium sized organisation capable of delivering high quality programmes world-wide
- To identify new medium and long term opportunities to support BGCI, botanic gardens and plant conservation
- To implement activities in accordance with BGCI's Medium Term Plan 2007 – 2012 and through this:
 - support the Global Strategy for Plant Conservation
 - implement the International Agenda for Botanic Gardens in Conservation

Significant Activities, Achievements and Performance

BGCI continued its global programme of plant conservation and education activities in partnership with botanic gardens, networks and other conservation organisations through the provision of advice, information, training and regional workshops. The main countries/areas of activity were: East Africa, China, the Middle East, Colombia, Cuba, Kyrgyzstan, Pakistan, UK and the USA. An in-depth review of BGCI's China programme was initiated.

A major activity was the organisation of the 4th Global Botanic Gardens Congress, which was hosted by the National Botanic Gardens of Ireland in June.

The charity continued to attract project funding through trusts and foundations. Core income from our botanic garden membership is stable and growing.

Preventing Plant Extinctions

In China, Colombia and Cuba, a number of tree species restoration projects, in many cases working closely with the local community, were implemented. With funding from the Foundation Franklinia, *ex-situ* conservation and restoration of tree species included threatened *Magnolia* and *Acer* species.

In Pakistan, BGCI is implementing a project in collaboration with the Pakistan Botanic Gardens Network Secretariat (PBGN), Government College University (GCU) of Lahore aimed at the conservation of threatened native trees in dryland ecosystems of the Indus plains in Pakistan's Punjab province. In Kyrgyzstan, a three-year international project of the Centre for Conservation Ecology and Environmental Change (Bournemouth University), FFI and BGCI has been initiated to conserve the wild fruit and nut tree forests of the Tien Shan of Kyrgyzstan. BGCI is working with Gareev Botanical Garden of the National Academy of Sciences in Bishkek to enhance the value of the garden's collections and to strengthen its public outreach capacity.

Plants for People

BGCI continued to support work in Uganda and Madagascar and completed a discussion document, entitled *Wild plants for food and medicine – challenges for conservation and sustainable use by local communities*. The document was made available via BGCI's website to stimulate further debate and sharing of experiences on these complex issues.

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Trustees' and Directors' Report for the year ended 31 December 2010 (continued)

The Global Trees Campaign

Work continued on the Red List of Rhododendrons and BGCI became a member of IUCN's Red List Partnership. Efforts are also on-going to produce an assessment of the extinction risk of montane tree species in the tropical Andes, including the potential effects of climate change. The survey of *ex situ* Acer collections was completed and published on the BGCI website.

Databases

Development of BGCI's Garden and PlantSearch databases continued. As well as the IUCN Red Lists, PlantSearch is now linked to lists of Crop Wild Relatives, the Tree Conservation Database, medicinal plants, CITES listed plants, Tropicos, and Plants of the World. 2,825 botanic gardens are listed in the GardenSearch database, of which 855 have submitted plant lists for PlantSearch. There are 261,000 taxa listed in the database as at the end of December 2010. An analysis of the data in PlantSearch was carried out to produce a report on global progress towards Target 8 of the Global Strategy for Plant Conservation. This report was presented at the 10th Conference of the Parties to the Convention on Biological Diversity in Nagoya, Japan in October.

Capacity building and networking

BGCI organised the first International Certificate in Botanic Garden Management in the Asia Pacific Region, Singapore Botanic Gardens (5-20th March 2010). The course was attended by 14 participants from across the region.

In June BGCI organised the 4th Global Botanic Gardens Congress, hosted by the National Botanic Gardens of Ireland. Over 370 people from 53 countries participated.

Publications

BGCI published its regular serial publications during the year. These consisted of two issues of Cuttings, BGCI's newsletter, two issues of BGjournal and two issues of Roots. BGjournal was supported by the Rufford Foundation and was themed on *Ex situ conservation – the value of plant collections* (January 2010) and the *Global Strategy for Plant Conservation* (July 2010). Two issues of Roots were published – 7:1 on *Education and horticulture* and 7:2 on *Education and the Global Strategy for Plant Conservation*.

Four additional publications were produced and distributed to members during the year. These were:

Towards a new social purpose: Redefining the role of botanic gardens - a report based on a one-year research project carried out in collaboration with the University of Leicester.

Islamic gardens in the UK – Dynamics of conservation, culture and communities.

Saving plants, saving the planet: Botanic gardens and the implementation of GSPC Target 8.

Conserving North America's threatened plants – progress report on Target 8 of the GSPC.

An outreach brochure on BGCI's China Programme was also produced in English and Chinese.

Sara Oldfield's book 'Botanic Gardens, Modern Day Arks' was published in 2010. All royalties from the sale of the book will support the work of BGCI.

Website

The BGCI website (www.bgci.org) continues to promote the projects BGCI is implementing and broaden its appeal, ensuring that a wider audience understands our work and to raise awareness of plant conservation. To highlight new information on the website, BGCI also produces and distributes to on-line subscribers two e-bulletins – four issues of Cultivate and twelve issues of Education E-Update were sent out during the year.

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Trustees' and Directors' Report for the year ended 31 December 2010 (continued)

Consultancies

Our consultancy in the Middle East involved providing on-going advice to the Oman Botanic Garden development. We also undertook several other small consultancy assignments.

Policy Frameworks

BGCI continued to achieve global recognition for its international policy work in relation to plant conservation, specifically by providing major support for the Global Partnership for Plant Conservation (GPPC), the global coalition facilitating promotion and implementation of the CBD Global Strategy for Plant Conservation (GSPC). The formation of the GPPC brings together leading agencies involved in plant conservation around the world to work on an ambitious agenda of *in-situ* and *ex-situ* conservation, sustainable use of plant resources, capacity building and education.

In 2010, a review of the Global Strategy for Plant Conservation was completed and a revised strategy with updated targets for 2020 was developed and adopted by the Parties to the Convention on Biological Diversity.

BGCI developed a public awareness campaign to generate support for the GSPC called 'Plants for the Planet'.

Education

BGCI continued its social research work funded by the Calouste Gulbenkian Foundation. One project focused on Islamic gardens in the UK and looked at the need, potential value and viability of establishing Islamic gardens in the UK within the context of British Muslims' attitudes towards botanic gardens and the environment.

The second project concerned Botanic Gardens and social inclusion. BGCI commissioned Leicester University to carry out research into the social role of botanic gardens with the aim of encouraging botanic gardens to address this challenge. This project was funded for a second year to allow two pilot projects in extending the social role of botanic gardens to be developed, delivered and evaluated.

A separate project funded by the Calouste Gulbenkian Foundation entitled 'Seeds of Unity' began in autumn of 2010 which sets out to develop online educational resources for teachers and botanic garden educators which explore the links between plants and faith in order to engage new audiences and promote public understanding of the value to the environment.

In 2010 BGCI again collaborated with Fairchild Tropical Botanic Garden in judging and completing the Fairchild Challenge/BGCI Global Option. The BGCI global option invited young people to design a CD-cover for a new single dedicated to BGCI by a UK band.

4D4 Life

4D4 Life is an EU funded programme to build the taxonomic capabilities of the Species 2000 Catalogue of Life through a number of Global Species Databases using integrated services. BGCI has been engaged by the University of Reading, the funding lead, to direct a series of activities to foster a culture of co-operation both between the partners in the programme and between them and the different user communities, and will be directly responsible for engagement with scientific users and partners through user surveys and electronic updates and newsletters.

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Trustees' and Directors' Report for the year ended 31 December 2010 (continued)

Activities of overseas offices

The China office, based at South China Botanic Garden (SCBG), provides an ongoing coordinating role for our on the ground project work undertaken in partnership with several organisations including the Chinese Academy of Sciences (SCBG, Kunming Botanic Garden and Institute of Botany) and Yunnan Introduction and Propagation Center for Rare and Endangered Plant Species. The office has proved vital in supporting our expanding role in the country. In 2010 a review of BGCI's conservation work in China was initiated.

The USA office, based at Chicago Botanic Garden, has proven to be an important base for developing our role in plant conservation in the USA and for building up fund raising opportunities. The office also plays a vital role in connecting BGCI's U.S. members to our global plant conservation network. The office has been successful at raising funds and is now self-funding. A review of the conservation status of North American threatened plants (involving botanic gardens in the USA, Mexico and Canada) resulted in a well-received report and the provision of additional data from this region for BGCI's PlantSearch database. The Executive Director of BGCI US serves on Committees of the American Public Garden providing an opportunity to increase networking and collaboration between BGCI and other partner institutions and botanic gardens.

Financial Review and Reserves

The transactions of the charity are summarised on page 12 of the financial statements, with further details of restricted funds transactions in note 11 on page 19.

The charity in common with many other similar charities receives its donation and grant income with fluctuations in timing and frequency. Payments are dependent on a number of factors such as the cash flow of funders, the completion of work and the submission of reports. In some cases funding is provided in advance of work and in other cases the charity prefinances expenditure.

At the year end net assets and total funds showed a surplus of £84,525 which was made up of restricted funds of £204,492 and negative unrestricted funds of £119,167. The Board is cognisant of the risk that in such circumstances it may appear that a charity may not be able to fulfil its obligation to deliver against the restricted funds it has received. However, the Board has been monitoring this situation closely and of the year end restricted funds c£150,000 has been fully and properly applied to qualifying expenditure by the time these financial statements have been approved and most of the balance will be spent by 31 December 2011.

The charity is on course to build up its unrestricted reserve and management and the Board have implemented procedures to improve the deficit on unrestricted funds. New income generating initiatives as well as expenditure cuts are improving the situation. 2010 expenditure includes £28,299 of one off restructuring to enable this. Conservative forecasts for the year ended 31 December 2011 show that there is an overall surplus of income over expenditure. In particular, unrestricted funds are expected to increase by c£85,000. The budget for the year to 31 December 2012 is also based on a budgeted surplus with a budgeted increase in unrestricted funds of c£70,000. Cash flow forecasts show that for the foreseeable future and on a continuing basis the charity is able to meet its liabilities and commitments to funders as they fall due.

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Trustees' and Directors' Report for the year ended 31 December 2010 (continued)

Plans for Future Periods

BGCI plans its activities on an annual basis, as agreed by the Board. The organisation is actively working towards achieving the objectives as described in BGCI's five year plan (2007 – 2012). A continuing priority will be to widen the funding base for the work of BGCI to support an expanding portfolio of conservation and education activities around the world and to secure funding that is unrestricted in its application.

The key focus areas for 2011 will be to:

- Complete the projects on social inclusion and Seeds of Unity in the UK
- Implement a major EU-funded education project (INQUIRE). The project involves 17 partners in 11 countries and is focused on developing enquiry-based learning in botanic gardens and schools in Europe.
- Continue to support the user-service development and outreach strategy for the 4D4Life project
- Work with the CBD Secretariat on the implementation of the Global Strategy for Plant Conservation
- Develop on-line and printed versions of a GSPC toolkit
- Publish a popular guide to the GSPC
- Publish a report on the conservation of threatened Japanese plants in UK gardens
- Continue to support threatened species recovery programmes in China, Pakistan, Colombia and Cuba.
- Continue to support red-listing of important plant species, publish the Red List of Rhododendrons and carry out a survey of *ex situ* collections of Rhododendrons
- Publish two issues each of BGjournal and Roots and further develop e-communications with our membership and the wider community.
- Continue to develop the plant and garden databases, especially in support of work on alien invasive species and ecological restoration
- Develop a proposal to submit to the JRS Biodiversity for the development of a centre of excellence in bioinformatics at the National Museums of Kenya
- Conduct a workshop on medicinal plant conservation in Uganda
- Work with a number of major botanic gardens on the development of an ecological restoration network and publish a manual of tree restoration.

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Trustees' and Directors' Report for the year ended 31 December
2010 (continued)

Directors' and Trustees' responsibilities for financial statements

Charity and company law require the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 1993, the Companies Act 2006 and the Statement of Recommended Practice 2005. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement of disclosure to auditor

(a) so far as the trustees are aware, there is no relevant audit information of which the company's auditors are unaware, and

(b) they have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Auditors

A resolution to re-appoint Riches & Company as the charitable company's auditor will be put to the Annual General Meeting of the company.

On behalf of the Board:



Mr Martin Gibson - Trustee

27 September 2011

Independent auditors' report to the members of

Botanic Gardens Conservation International (a company limited by guarantee)

We have audited the financial statements of Botanic Gardens Conservation International for the year ended 31 December 2010, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared in accordance with the accounting policies set out therein.

This report is made solely to the charitable company's members, as a body, in accordance with Section 235 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and trustees and auditors

The responsibilities of the trustees (who are also the directors of Botanic Gardens Conservation International for the purposes of company law) for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view, are set out in the Statement of Trustees' responsibilities on page 9. The trustees are not required by section 399 of the Companies Act 2006 to prepare group accounts for the year on the grounds that the subsidiary company has been dormant since its incorporation.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements, International Standards on Auditing (UK and Ireland) and Sections 43 and 44 of the Charities Act 1993.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 2006 and whether, in our opinion, the information given in the Trustees' report is consistent with the financial statements. We also report to you if, in our opinion, the charity has not kept proper accounting records, or if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

We read other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. The other information comprises only the Trustees' Report. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies within the financial statements. Our responsibilities do not extend to any other information.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Independent auditors' report to the members of

Botanic Gardens Conservation International (continued) (a company limited by guarantee)

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charitable company's affairs as at 31st December 2010 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended; and
- the financial statements have been properly prepared in accordance with Section 396 of the Companies Act 2006 and the Statement of Recommended Practice 2005; and
- the information given in the Trustees' Report is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Statement of Recognised Practice 2005 require us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



Nicholas Caso (Senior Statutory Auditor)
for and on behalf of Riches & Company

Chartered Accountants
Statutory Auditor

27 September 2011

34 Anyards Road
Cobham
Surrey
KT11 2LA

Botanic Gardens Conservation International
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Statement of financial activities including income & expenditure
account for the year ended 31 December 2010

	Note	Restricted funds 2010 £	Unrestricted fund 2010 £	Total funds 2010 £	Total funds 2009 £
Incoming resources					
Incoming resources from generated funds:					
Voluntary income:					
Grants		403,715	-	403,715	836,474
Subscriptions		-	111,167	111,167	105,329
Donations and sponsorships		-	37,242	37,242	3,019
Sundry income		-	10,855	10,855	23,979
Investment income:					
Interest received		-	734	734	3,223
Total incoming resources		403,715	159,998	563,713	972,024
Resources expended					
Charitable activities:					
Direct project expenditure	11	(341,729)	(124,795)	(466,524)	(587,304)
Support costs	2	(181,686)	(330,012)	(511,698)	(578,968)
Governance costs	2	-	(47,562)	(47,562)	(27,469)
Total resources expended		(523,415)	(502,369)	(1,025,784)	(1,193,741)
Net income/ (expenditure) for the year		(119,700)	(342,371)	(462,071)	(221,717)
Total funds brought forward	11	324,192	222,404	546,596	768,313
Total funds carried forward	11	£204,492	£(119,967)	£84,525	£546,596

All amounts relate to continuing operations.

The company had no material recognised gains or losses other than those included in the gains and losses above, and therefore no separate statement of total recognised gains and losses has been presented.

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Balance sheet
as at 31 December 2010

	Note	2010		2009	
		£	£	£	£
Fixed assets					
Tangible fixed assets	5	5,226		10,532	
Investment	6	294		294	
		<u> </u>	5,520	<u> </u>	10,826
Current assets					
Debtors	7	52,645		43,404	
Cash at bank and in hand		171,665		585,989	
		<u> </u>		<u> </u>	
		224,310		629,393	
Creditors: amounts falling due within one year	8	(145,305)		(93,623)	
		<u> </u>		<u> </u>	
Net current assets			79,005		535,770
			<u> </u>		<u> </u>
Total assets less current liabilities			£84,525		£546,596
			<u> </u>		<u> </u>
Funds					
Restricted funds	11, 13	204,492		324,192	
Unrestricted fund	11, 13	(119,967)		222,404	
		<u> </u>		<u> </u>	
		£84,525		£546,596	
		<u> </u>		<u> </u>	

Approved by the Board of Directors on:
and signed on its behalf by:



27 September 2011

Mr Martin Gibson

Company Number: 04673175

Botanic Gardens Conservation International

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Notes forming part of the financial statements

1 Accounting policies

(a) Accounting convention

These financial statements have been prepared under the historical cost convention, and in accordance with applicable accounting standards, the Companies Act 2006, the Charities Act 1993 and the Charities SORP 2005. The principal accounting policies adopted in the preparation of the financial statements are set out below.

The company has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cash flow statement on the grounds that it is a small company.

The accounts present information about the company as an individual undertaking and not about its group on the grounds that the subsidiary company has been dormant since incorporation and therefore the trustees are not required by Section 399 of the Companies Act 2006 to prepare group accounts for the year.

(b) Going concern

The trustees have considered the financial position, forecasts and budgets as explained on page 7 of the Trustees' and Directors' Report and are satisfied that it is appropriate to prepare the accounts on a going concern basis.

(c) Depreciation

Computer equipment is depreciated at 15% to 25% per annum on a straight-line basis in order to write off the cost of the assets over their estimated useful lives.

(d) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in note 11 to the financial statements.

(e) Incoming resources

Voluntary income including donations, gifts and legacies and grants that provide core financing or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Such income is only deferred when the donor specifies that the grant or donation must only be used in future accounting periods or the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income is recognised on a receivable basis.

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Notes forming part of the financial statements (continued)

(f) Resources expended

Expenditure is recognised when a liability is incurred.

- Costs of generating funds are those costs incurred in attracting voluntary income.
- Charitable activities include expenditure associated with the conservation and protection of plant species of the world including research, education and vocational training and the dissemination of information.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.
- Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

(g) Grants

Grants are awarded to members or other conservation organisations, who have agreed a partnership in order to undertake direct, on the ground plant conservation projects that achieve the objectives of BGCI.

(h) Pension costs

The company operates a defined contribution pension scheme. Contributions are charged to the unrestricted fund as they become payable in accordance with the rules of the scheme.

(i) Foreign currency

Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of the transaction. Assets and liabilities at the year end are converted into sterling at the year end rate. Any loss or gain on foreign currency conversion is charged to overhead expenses as incurred.

(j) Volunteers and donated services and facilities

The value of services provided by volunteers is not incorporated into these financial statements, as it is not considered significant.

Where services are provided to the charity as a donation that would normally be purchased from our suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity.

(k) Taxation

As a registered charity, the company is exempt from liability to corporation tax on its charitable activities.

(l) Leasing arrangements

Rentals payable under operating leases are charged to the unrestricted reserves on a straight-line basis over the lease term.

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Notes forming part of the financial statements (continued)

2 Fundraising, governance and project support costs

	2010 £	2009 £
Salaries and pension costs	519,765	585,361
Other administration expenses	132,656	40,452
Rent and services	25,343	24,909
Insurance	985	965
Depreciation	5,306	5,894
	<hr/>	<hr/>
	£684,055	£657,581
	<hr/>	<hr/>

Included in administrative expenses are payments to the auditors for non-audit services of £1,657 (2009 - £1,601) and audit fees of £8,318 (2009 - £5,787) and restructuring costs of £28,229.

Included in rent and services are donated services of £5,000 (2009 - £5,000).

3 Allocation of support

Support costs are allocated as shown in the table below on a basis consistent with the use of resources.

	Project Support	Governance	Total
	£	£	£
Salaries and pension costs	511,697	8,068	519,765
Other administration expenses	111,606	21,050	132,656
Rent and services	10,567	14,776	25,343
Insurance	411	574	985
Depreciation	2,212	3,094	5,306
	<hr/>	<hr/>	<hr/>
	£636,493	£47,562	£684,055
	<hr/>	<hr/>	<hr/>

Botanic Gardens Conservation International
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Notes forming part of the financial statements (continued)

4 Staff costs

	2010 £	2009 £
Total remuneration:		
Salaries	436,521	484,691
Social security costs	44,031	49,594
Pension costs	39,213	51,076
	<hr/>	<hr/>
	£519,765	£585,361
	<hr/>	<hr/>

The average number of persons employed by the company was:

	Number	Number
Management	1	1
Programme staff	9	11
Administration	2	2
	<hr/>	<hr/>

No remuneration or expenses were paid to the directors or trustees during the year. In 2010 the emoluments of one member of staff are within the range £60,000 - £69,999 (2009 - 1); pension contributions of £7,983 (2009 - £7,983) were made for this person.

5 Tangible fixed assets

	Computer equipment £
Cost:	
At 1st January 2010 and 31st December 2010	58,333
	<hr/>
Depreciation:	
At 1st January 2010	47,801
Charge for the year	5,306
	<hr/>
At 31st December 2010	53,107
	<hr/>
Net book value:	
At 31st December 2010	£5,226
	<hr/>
At 31st December 2009	£10,532
	<hr/>

Botanic Gardens Conservation International
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Notes forming part of the financial statements (continued)

6 Fixed asset investment

	2010	2009
Cost of investment	£294	£294

On 5th December 2006 the company formed a 100% subsidiary company, BGCI Trading Limited, registered in England. Since incorporation this company has remained dormant. The share capital and reserves of BGCI Trading Limited at 31 December 2010 totalled £1.

7 Debtors

	2010 £	2009 £
Amounts due within one year:		
Grants, subscriptions and donations	39,544	29,841
Prepayments and other debtors	13,101	13,563
	<u>£52,645</u>	<u>£43,404</u>

8 Creditors

	2010 £	2009 £
Amounts falling due within one year:		
Salaries and social security costs	10,911	13,448
Accruals and other creditors	89,195	80,175
Custodian funds held	45,199	-
	<u>£145,305</u>	<u>£93,623</u>

9 Operating lease commitments

The company is committed to making the following payments during the next year in respect of operating leases, which expire in:

	Land and buildings	
	2010	2009
Less than one year	£22,454	£21,907

10 Legal status of the company

The company is limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £10.

Botanic Gardens Conservation International
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Notes forming part of the financial statements (continued)

11 Reconciliation and analysis of movement of funds

	At 1st January 2010 £	Income £	Direct project expenditure £	Funds available for use £	Indirect expenses £	At 31st December 2010 £
Restricted funds						
HSBC Partnership	4,147	-	(2,805)	1,342	(1,342)	-
BGANZ	-	2,350	(2,350)	-	-	-
BGCI US	-	12,627	(2,048)	10,579	(10,579)	-
Boeing Corporation Bournemouth University	9,196	-	(2,607)	6,589	(6,589)	-
Calouste Gulbenkian Foundation	1,435	3,000	(1,188)	3,247	(3,247)	-
Coke Trust	45,351	99,000	(42,630)	101,721	(29,589)	72,132
Diawa	-	500	(500)	-	-	-
Dennis Curry Foundation	-	5,000	-	5,000	-	5,000
Ernest Cook Trust	7,027	-	(2,185)	4,842	(4,842)	-
Fidelity Foundation	956	-	(956)	-	-	-
Foundation Franklinia	12,071	-	(3,032)	9,039	(9,039)	-
Gibson Family Trust	70,104	146,850	(133,503)	83,451	(49,551)	33,900
IOS	10,000	-	(9,108)	892	(892)	-
IUCN	45,190	(45,190)	-	-	-	-
JRS Foundation	1	-	-	1	(1)	-
Keidanren Nature Conservation Fund	371	18,829	(19,200)	-	-	-
Missouri Botanic Garden	2,678	-	-	2,678	(2,678)	-
Mitsubishi	-	6,782	(347)	6,435	(4,653)	1,782
Mohamed bin Zayed	-	10,000	(10,000)	-	-	-
National Museums of Kenya	7,045	3,278	(5,198)	5,125	(4,825)	300
Office of Public Works, Ireland	-	8,165	(2,550)	5,615	-	5,615
Oman Botanic Garden	-	16,319	(16,319)	-	-	-
Royal Botanic Gardens, Kew	29,639	30,681	(57,574)	2,746	(2,746)	-
Rufford Foundation	-	2,000	-	2,000	-	2,000
Singapore Botanic Garden	-	20,000	(5,768)	14,232	(9,232)	5,000
Standard Chartered Bank	-	2,696	(2,696)	-	-	-
SwedBio	3,979	-	(104)	3,875	(3,875)	-
Taiwanese Forestry Bureau	7,667	(65)	(385)	7,217	(7,217)	-
United Nations Environment Programme	1	6,155	-	6,156	-	6,156
University of Reading	-	14,732	-	14,732	-	14,732
University of Southampton	67,334	36,951	(17,457)	86,828	(27,953)	58,875
University of Innsbruck	-	3,055	(1,119)	1,936	(1,936)	-
	-	-	(100)	(100)	(900)	(1,000)
	324,192	403,715	(341,729)	386,178	(181,686)	204,492
Unrestricted fund	222,404	159,998	(124,795)	257,607	(377,574)	(119,967)
Total	£546,596	£563,713	£ (466,524)	£643,785	£ (559,260)	£84,525

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Notes forming part of the financial statements (continued)

12 Grants made for projects

	£
Institutes	
Botanical Garden of Government College University, Lahore	5,965
Carlos Thays Botanic Garden	1,200
Fundacion Jardin Botanico de Medellin	5,400
Fundacion Universidan Nacional Del Sur	1,590
Hubei University of Nationalities	6,000
Kunming Botanic Garden	13,000
Lushan Botanical Garden	10,000
National Botanic Garden of Wales	2,000
Ness Botanic Garden	2,000
South China Botanic Garden	34,437
Tbilisi Botanic Garden	3,438
Tooro Botanic Garden	3,139
Universidad Technolgica de Pereira	5,130
University of Leicester	19,000
Winterbourne Botanic Garden	2,000
Yunnan Introduction and Propagation Centre for Rare & Endangered Plant Species	6,000
Grants under £1,000	
Kadoorie Farm and Botanic Garden	770
Individuals	
Professor Pei Shengji	4,000
	<hr/>
	£125,069
	<hr/>

Grants paid in the year were all made for the purpose of achieving BGCI's charitable objectives.

13 Analysis of net assets between funds

	Unrestricted fund £	Restricted funds £	Total funds £
Fixed assets	-	5,520	5,520
Cash at bank and in hand	-	171,665	171,665
Other current assets	25,338	27,307	52,645
Current liabilities	(145,305)	-	(145,305)
	<hr/>	<hr/>	<hr/>
Net assets at 31st December 2010	£ (119,967)	£204,492	£84,525
	<hr/>	<hr/>	<hr/>