

**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 2014

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

Contents	Page
Trustees' and directors' report	1 - 9
Independent auditors' report	10 - 11
Statement of financial activities	12
Balance sheet	13
Notes	14 – 20

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

**Trustees' and Directors' Report for the year ended 31 December
2014**

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:

Prof Stephen Blackmore – Chair
Dr David Bramwell
Mr Stuart Clenaghan
Mr Pesh Framjee
Mr Martin Gibson – Chair Finance and Audit Committee
Dr Charlotte Grezo
Dr Kathleen Mackinnon
Mr Scot Medbury
Mrs Beth Rothschild
Mr Mark Webb
Dr Peter Wyse Jackson

Mr Richard Deverell resigned as a trustee on 18 December 2014 and Baroness Joan Walmsley resigned as a trustee with effect from 31 December 2014.

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.

At the Annual General Meeting held on the 22 July 2014, one third of the trustees, who were the longest serving, retired and being eligible, were re-appointed.

Company Secretary: Ms Martha Love

Secretary General: Dr Paul Smith (previously until 28 February 2015 Dr Sara Oldfield)

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

Trustees' and Directors' Report for the year ended 31 December 2014

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 a Finance and Audit Committee which meets on a regular basis to review and monitor financial and risk management issues.

Botanic Gardens Conservation International (a company limited by guarantee)

Trustees' and Directors' Report for the year ended 31 December 2014

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.

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 operates as a non-commercial partnership, registered under the laws of 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(f) 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(i) to the financial statements.

Objectives and Activities

Objectives

The objectives of Botanic Gardens Conservation International as set out in the organisation's constitution 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

Public benefit

When planning its objectives and activities for the year, BGCI has considered the Charity Commission's guidance on public benefit. All of the charitable activities of BGCI focus on plant conservation and are undertaken to further the organisation's charitable purposes for the public benefit.

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

Trustees' and Directors' Report for the year ended 31 December 2014

Significant Activities and Achievements

BGCI launched a new Strategic Plan at the 5th Global Botanic Gardens Congress held in Dunedin, New Zealand in October 2013. The three broad objectives of the Plan relate to:

- Sustaining wild places and plants
- Connecting people with nature
- Finding natural solutions for sustainable livelihoods and human well-being

Early in 2014 we developed implementation strategies including an ambitious fundraising plan. Activities in BGCI's organisational workplan for 2014 reflected the three key objectives of our strategy document.

Our work overall continued to support implementation of the Global Strategy for Plant Conservation (GSPC). We work closely with the Secretariat of the Convention on Biological Diversity (CBD) on a range of activities to support this. In 2014 we undertook a midterm review of the GSPC. The report we prepared entitled, *Plant Conservation Report 2014*, was based on global surveys of conservation action. It also included information on current plant uses and value, the risk of overexploitation, and the threats facing many wild plants from habitat loss, pollution and climate change. The report was published by the CBD Secretariat and launched at the Conference of the Parties to CBD in Korea in October. We demonstrated that despite excellent work being carried out by botanic gardens and other plant conservation organisations worldwide, efforts need to be scaled up significantly and more resources made available to meet the 16 targets of the GSPC by 2020. Information compiled within the report was also made available through the on-line multilingual toolkit maintained by BGCI www.plants2020.net to support national implementation of the GSPC.

Sustaining wild places and plants

Global inventories

Information on the status of plants in the wild and in botanic garden collections is of fundamental importance in planning conservation action for plants of concern.

Data on plants in collections is compiled in BGCI's PlantSearch database. This is the only global repository of *ex situ* plant collections, providing an essential tool to guide collection priorities. In 2014, additional institutions contributed collection data to PlantSearch, which by the end of the year contained over 1.3 million records from 1,090 institutions.

Plants under threat

In 2014, BGCI recruited a red list manager and published two tree red list reports one on the Betulaceae and the other on trees of the Andes. We ensured that information on Betulaceae and Magnolias was added to the IUCN Red List, the global barometer of the state of biodiversity. Work continued in association with the University of Bournemouth to assess the extinction risk of the world's timber tree species, and the societal impacts of their potential extinction. In 2014 we also published a report on *ex situ* collections of conifers. We began compiling a checklist of all threatened tree species as a basis for a comprehensive report on *ex situ* collections of threatened trees.

Conservation and restoration action

Using information from our red list research, we planned and supported tree conservation projects in China, Colombia and Cuba, working with botanic gardens and local communities. With funding from the Fondation Franklinia, *ex-situ* conservation and restoration of threatened *Camellia*, *Magnolia* and *Acer* species was undertaken. We also worked with the University of Fribourg, to implement the action plan for conservation of *Zelkova* species that was published in 2013.

BGCI's China office, based at South China Botanic Garden (SCBG), provides an important coordinating role for our expanding programme in China. Activities are undertaken in partnership with several organisations including the Chinese Academy of Sciences (South China Botanical Garden, Guilin Botanical Garden, Guangxi Institute of Botany, Kunming Botanic Garden, Turpan Eremophytes Botanic Garden, Xinjiang Institute of Ecology and Geography, Chengdu Institute of Biology and Xishuangbanna Tropical Botanic Garden), Yunnan Institute of Environmental Science, College of

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

Trustees' and Directors' Report for the year ended 31 December 2014

Plant Science at Tarim University, and College of Life Sciences & Institute of Ecology at Zhejiang University.

In Pakistan, BGCI continues to work on a project in collaboration with the Pakistan Botanic Gardens Network Secretariat, and the Botanic Garden of Government College University of Lahore, aimed at the conservation of threatened native trees in dryland ecosystems of the Indus plains in Pakistan's Punjab province. We published a report to bring this work to a wider audience and to increase funding to scale up conservation of the neglected dryland biodiversity.

In Africa, BGCI is supporting tree conservation and forest restoration in Kenya and Uganda. During 2014 we worked with local partners to:

- Plant 38,475 trees in restoration sites in Kenya and Uganda
- Propagate a further 60,000 seedlings for future planting
- Improve the conservation status of over 20 threatened trees species
- Provide over 8,600 trees to local communities
- Identify 9 further sites with permission to restore
- Expand our partnerships to Ethiopia

BGCI's work on tree conservation forms part of the Global Trees Campaign, a joint initiative with Fauna & Flora International. The revamped website for the Global Trees Campaign (www.globaltrees.org) launched at the end of 2013 is an important site for sharing resources and building awareness about the world's threatened tree species. In 2014, the Global Trees Campaign formed a new partnership with the Royal Botanic Gardens, Kew to develop a Global Tree Seed Collection at the Millennium Seed Bank.

Our work on forest restoration also contributes to the aims of the Ecological Restoration Alliance of Botanic Gardens which is coordinated by BGCI and which encourages partnerships between large and small botanic gardens to undertake ecological restoration. A successful meeting of the Alliance organised by BGCI was held at the Missouri Botanical Garden, St Louis, USA in July 2014.

International Plant Sentinel Network (IPSN)

The development of the IPSN made good progress in 2014, with the recruitment of 18 gardens from 9 countries around the world. The network will use 'sentinel' plants to provide early warning of new and emerging plant pests and diseases. Progress was made in developing a common reporting format and encouraging stronger links between botanic gardens and national plant protection agencies. A website for the IPSN was launched during the year.

Capacity building

Building capacity amongst botanic garden staff is an important role for BGCI. In order to support *ex situ* conservation in botanic gardens, BGCI recruited a Seed Conservation Coordinator in 2014, and carried out a baseline survey on seed collections in botanic gardens around the world. Progress was also made in updating the *Darwin Technical Manual*, BGCI's key training resource that covers all aspects of botanic garden management. The updated manual will be launched in 2015.

Connecting people with nature

Communities in Nature

Throughout 2014 BGCI has been scaling up the 5 year initiative *Communities in Nature – Growing the social role of botanic gardens* by disseminating project outputs and developing new project ideas. The Education chapter of the European Botanic Gardens Action Plan was revised and a workshop given for the European Botanic Gardens Consortium on audience development. Articles on this work have been published in *Public Garden* 29(1): 6-8 and in *Environmental Education Research*. Case studies of community projects are now available on-line through the Community Projects World Map.

Botanic Gardens Conservation International (a company limited by guarantee)

Trustees' and Directors' Report for the year ended 31 December 2014

INQUIRE

In November 2013 INQUIRE, the EU funded project, coordinated by BGCI, came to an end. This three year project focused on providing teacher training on inquiry-based science education in 11 European countries. During 2014, many of the botanic garden and Natural History Museum partners of INQUIRE continued to offer the training courses developed through the project. A wealth of resources were made available on the [INQUIRE website](#) during 2014.

Education Diploma Course

Between May and June 2014 BGCI, in partnership with RBG, Kew, ran the International Diploma in Botanic Garden Education. Nine students from botanic gardens in China, Canada, Oman, Latvia, Greece and Norway, with backgrounds ranging from education to horticulture and botany participated in the 5 week course, which focussed on public engagement in botanic gardens.

Finding natural solutions for sustainable livelihoods and human well-being

BGCI's Plant Conservation Report 2014 highlights the huge global value of wild plants in the provision of ecosystem goods and services. BGCI will use this as a basis for promoting the urgent need for sustainable use of plant resources to provide sustainable livelihoods.

Energy plants

An issue of BGJournal in January drew attention to the work of botanic gardens in finding local solutions to the global energy crisis by promoting the use of plants as a source of bio-energy. This was complemented by the development of a set of downloadable signs that botanic gardens can use to interpret energy plants in their collections.

Communicating our work

BGCI published its regular serial publications during the year. These consisted of two issues of BGJournal and two issues of Roots. A special issue of BGJournal was produced on Energy gardens (January 2014) with the July 2014 edition focussing on the use of databases for plant conservation. Two issues of Roots were published – 11:1 *Transforming audience experience: botanic gardens going digital* and 11:2 *Beyond the beauty of art in botanic gardens*.

The BGCI website (www.bgci.org) continues to serve the botanic garden community as well as promoting BGCI projects and the need for plant conservation. To highlight new information on the website, BGCI produces and distributes an e-bulletin to on-line subscribers. Four issues of Cultivate were sent out during the year. BGCI also uses Twitter to spread information about its activities and promote plant conservation worldwide.

Growing our network

In 2014, we are extremely pleased to welcome 27 new members to the BGCI network, and one new patron garden: The Morton Arboretum.

The Morton Arboretum has been a keen supporter of BGCI for many years. In 2014, this partnership was strengthened through a renewed MoU for collaborative work for global tree conservation. As part of this partnership The Morton has generously seconded a Global Tree Conservation Officer to work with BGCI.

A new partnership between BGCI, the European Association of Zoos and Aquaria (EAZA), and the European Network of Science Centres and Museums (Ecsite) aims to engage audiences with the conservation of biodiversity. In September, the partners signed a MoU pledging to work together on a public education and engagement campaign on biodiversity across Europe.

Botanic Gardens Conservation International (a company limited by guarantee)

Trustees' and Directors' Report for the year ended 31 December 2014

Attracting income

BGCI developed an ambitious fundraising plan early in 2014 and the charity continued to attract project funding through trusts and foundations and public bodies. Core income from our botanic garden membership is stable. Donations increased in 2014. A novel partnership with Value Retail Ltd promoted our work through European retail centres and led to a donation of £20,000.

Financial Review and Reserves

The transactions of the charity are summarised on page 11 of the financial statements, with further details of restricted funds transactions in note 12 on page 18.

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 preference and 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 pre-finances expenditure. Some funding is provided through medium term agreements while other funding has shorter agreements or is one off in nature. All of these factors contribute to the need for the charity to hold unrestricted reserves. The trustees currently believe that the charity should aim to build its unrestricted funds to be in the order of £300K.

At the year-end net assets and total funds showed a surplus of £403,356 (2013 £201,312) which was made up of restricted funds of £253,992 (2013 £129,429) and unrestricted funds of £149,364 (2013 £71,883).

The charity is on course to continue to build up its unrestricted reserve into 2015. The trustees will continue to monitor the level of reserves throughout the year and will review the policy on an annual basis.

Plans for Future Periods

BGCI plans its activities on an annual basis, as agreed by the Board. An ongoing priority is to widen the funding base for the work of BGCI to support an expanded portfolio of conservation and education activities around the world and to secure funding that is unrestricted in its application.

The focus areas for 2015 will be to:

- Review all major facets of BGCI's work, including governance, membership, databases, website, premises, project planning, managing day to day business and fund raising.
- Develop a 5 year strategy to 2020 building on the strategy document produced in 2013, and incorporating how BGCI will achieve its outcomes, and including measures of success.
- Continue to work with the CBD Secretariat on the implementation of the Global Strategy for Plant Conservation, promoting the on-line and multi-lingual versions of the GSPC toolkit and conducting a series of capacity building activities on the GSPC at the regional and national level.
- Make available an extended range of training and capacity building materials for botanic gardens, including on access and benefit sharing to enable them to apply the Nagoya Protocol with confidence.
- Continue to Red List trees as part of the ambitious target of the IUCN Global Trees Specialist Group to have a complete assessment of trees by 2020 and publish a comprehensive report on *ex situ* collections of threatened trees.
- Continue to support threatened species recovery programmes in China, Pakistan, Georgia, Cuba, Jordan and Ecuador.
- Support forest conservation and restoration in Africa and organise a public symposium on ecological restoration in Jordan.
- Improve the quality and quantity of information available in our databases and improve the reporting functions to support plant conservation action.

Botanic Gardens Conservation International

(a company limited by guarantee)

Trustees' and Directors' Report for the year ended 31 December 2014

- Hold the *9th International Congress on Education in Botanic Gardens*, April 26th - May 1st, 2015 in *St. Louis, Missouri*.
- Continue to develop the social role of botanic gardens, promoting the activities undertaken to date and seeking funding for further projects.

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 2011, 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: 26 May 2015



Prof Stephen Blackmore - Trustee

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 2014, 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 the Charities Act 2011.

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 (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 2014 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; or
- the directors have prepared the accounts in accordance with the small companies regime when not eligible.



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

**Chartered Accountants
Statutory Auditors**

26 May 2015

34 Anyards Road
Cobham
Surrey
KT11 2LA

Botanic Gardens Conservation International
(a company limited by guarantee)

Statement of financial activities including income & expenditure
account for the year ended 31 December 2014

		Restricted funds 2014	Unrestricted fund 2014	Total funds 2014	Total funds 2013
	Note	£	£	£	£
Incoming resources					
Incoming resources from generated funds:					
Voluntary income:					
Grants		1,106,801	-	1,106,801	975,870
Subscriptions		-	113,856	113,856	118,047
Donations and sponsorships		6,578	47,152	53,730	28,845
Sundry income		782	878	1,660	1,874
Investment income:					
Interest received		-	811	811	588
Total incoming resources		1,114,161	162,697	1,276,858	1,125,224
Resources expended					
Costs of generating funds		-	(1,746)	(1,746)	(3,524)
Charitable activities		(989,598)	(65,733)	(1,055,331)	(1,000,806)
Governance costs		-	(17,737)	(17,737)	(21,325)
Total resources expended	2	(989,598)	(85,216)	(1,074,814)	(1,025,655)
Net incoming resources for the year	3	124,563	77,481	202,044	99,569
Total funds brought forward	12	129,429	71,883	201,312	101,743
Total funds carried forward	12	£253,992	£149,364	£403,356	£201,312

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.

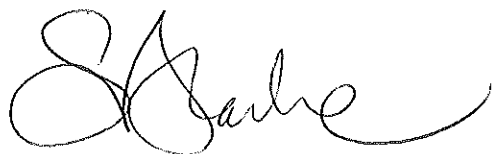
Botanic Gardens Conservation International
(a company limited by guarantee)

Balance sheet
as at 31 December 2014

	Note	2014		2013	
		£	£	£	£
Fixed assets					
Tangible fixed assets	6	18,781		8,079	
Investment	7	294		294	
		<hr/>	19,075	<hr/>	8,373
Current assets					
Debtors	8	64,249		81,133	
Cash at bank and in hand		458,345		249,553	
		<hr/>		<hr/>	
		522,594		330,686	
Creditors: amounts falling due within one year	9	(138,313)		(137,747)	
		<hr/>		<hr/>	
Net current assets			384,281		192,939
			<hr/>		<hr/>
Total assets less current liabilities			£403,356		£201,312
			<hr/>		<hr/>
Funds					
Restricted funds	12, 14		253,992		129,429
Unrestricted fund	12, 14		149,364		71,883
			<hr/>		<hr/>
			£403,356		£201,312
			<hr/>		<hr/>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board of Directors on: 26 May 2015
and signed on its behalf by:



Prof Stephen Blackmore

Company Number: 04673175

Botanic Gardens Conservation International
(a company limited by guarantee)
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 2011 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.

The trustees have considered the financial position, forecasts and cash flows of the organisation and are satisfied that it is appropriate to prepare the accounts on a going concern basis.

(b) Depreciation

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

(c) 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 12 to the financial statements.

(d) 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.

Botanic Gardens Conservation International
(a company limited by guarantee)

Notes forming part of the financial statements (continued)

(e) 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.

(f) 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.

(g) 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.

(h) 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.

(i) 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.

(j) Taxation

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

(k) Leasing arrangements

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

Botanic Gardens Conservation International
(a company limited by guarantee)
Notes forming part of the financial statements (continued)

2 Resources expended

	Costs of Generating Funds £	Charitable activities £	Support costs £	Govern- ance costs £	2014 Total £	2013 Total £
Staff costs	-	364,698	60,257	9,342	434,297	434,175
Grants	-	402,615	-	-	402,615	249,218
Consultants & workshops	-	51,649	-	-	51,649	87,406
Printing & distribution	-	21,670	3,700	-	25,370	34,357
Travel	-	46,408	5,548	-	51,956	111,372
Other direct costs	-	8,729	-	-	8,729	17,999
Rent & services	-	-	41,604	-	41,604	42,654
Administration costs	-	-	45,836	-	45,836	44,335
Depreciation	-	-	12,758	-	12,758	4,139
Reallocation of support costs	1,746	159,562	(169,703)	8,395	-	-
	1,746	1,055,331	-	17,737	£1,074,814	£1,025,655

3 Net incoming resources for the year

Net incoming resources for the year are stated after charging:

	2014 £	2013 £
Depreciation	12,758	4,139
Audit fees	7,752	6,960
Fees paid to auditors for non-audit services	1,008	2,302

Included in rent and services are donated services of £5,500 (2013 - £5,500).

Botanic Gardens Conservation International
(a company limited by guarantee)

Notes forming part of the financial statements (continued)

4 Staff costs

	2014 £	2013 £
Total remuneration:		
Salaries	369,392	361,453
Social security costs	35,656	37,624
Pension costs	29,249	35,098
	<hr/>	<hr/>
	£434,297	£434,175
	<hr/>	<hr/>

The average number of persons employed by the company was:

	Number	Number
Management	1	1
Programme staff	9	8
Administration	2	2
	<hr/>	<hr/>

In 2014 the emoluments of one member of staff are within the range £60,000 - £69,999 (2013 – 1); pension contributions of £7,983 (2013 - £7,983) were made for this person.

5 Trustee remuneration and Related party transactions

No remuneration was paid to the directors or trustees during the year. Travel costs amounting to £2,604 (2013 £2,186) were reimbursed to 1 (2013 - 1) director.

No director or trustee or other person related to the charity had any personal interest in any contract of transaction entered into by the charity during the year (2013 – £Nil).

6 Tangible fixed assets

	Computer equipment £
Cost:	
At 1 January 2014	26,510
Additions in the year	23,460
Assets written off	(1,959)
	<hr/>
At 31 December 2014	48,011
	<hr/>
Depreciation:	
At 1 January 2014	18,431
Charge for the year	12,758
Accumulated depreciation on assets written off	(1,959)
	<hr/>
At 31 December 2014	29,230
	<hr/>
Net book value:	
At 31 December 2014	£18,781
	<hr/>
At 31 December 2013	£8,079
	<hr/>

Botanic Gardens Conservation International
(a company limited by guarantee)

Notes forming part of the financial statements (continued)

7 Fixed asset investment

	2014	2013
Cost of investment	<u>£294</u>	<u>£294</u>

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 2014 totalled £1.

8 Debtors

	2014 £	2013 £
Amounts due within one year:		
Grants, subscriptions and donations	60,822	79,318
Prepayments and other debtors	<u>3,427</u>	<u>1,815</u>
	<u>£64,249</u>	<u>£81,133</u>

9 Creditors

	2014 £	2013 £
Amounts falling due within one year:		
Salaries and social security costs	10,781	9,121
Accruals and other creditors	77,942	78,801
Custodian funds held	<u>49,590</u>	<u>49,825</u>
	<u>£138,313</u>	<u>£137,747</u>

10 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	
	2014	2013
Less than one year	<u>£25,560</u>	<u>£24,815</u>

11 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
(a company limited by guarantee)

Notes forming part of the financial statements (continued)

12 Reconciliation and analysis of movement of funds

	At 1st January 2014 £	Income £	Direct project expenditure £	Funds available for use £	Indirect expenses £	At 31st December 2014 £
Restricted funds						
Arboretum Wespelaar	-	6,250	-	6,250	-	6,250
BGCI US	2,345	12,629	-	14,974	(9,681)	5,293
Calouste Gulbenkian Foundation	54,035	43,000	(13,798)	83,237	(46,072)	37,165
Cuban Plant Conservation	-	1,485	(1,485)	-	-	-
EU consortium	-	2,278	(296)	1,982	(1,982)	-
Fondation Franklinia	23,000	626,060	(365,253)	283,807	(248,307)	35,500
Marsh Christian Trust	-	500	(500)	-	-	-
Royal Botanic Gardens (Kew)	-	154,493	(38,873)	115,620	(38,659)	76,961
Rufford Foundation	-	20,000	(4,861)	15,139	(15,139)	-
Sylvia Scholarship Fund	14,594	7,361	-	21,955	-	21,955
The Ashden Trust	23,955	39,960	(23,248)	40,667	(13,882)	26,785
The Food & Environment Research Agency	11,500	85,850	(39,765)	57,585	(37,352)	20,233
United Nations Environment Programme	-	106,208	(37,888)	68,320	(44,470)	23,850
University of Leeds	-	8,087	(5,104)	2,983	(2,983)	-
	<u>129,429</u>	<u>1,114,161</u>	<u>(531,071)</u>	<u>712,519</u>	<u>(458,527)</u>	<u>253,992</u>
Unrestricted fund	<u>71,883</u>	<u>162,697</u>	<u>-</u>	<u>234,580</u>	<u>(85,216)</u>	<u>149,364</u>
Total	<u>£201,312</u>	<u>£1,276,858</u>	<u>£ (531,071)</u>	<u>£947,099</u>	<u>£ (543,743)</u>	<u>£403,356</u>

Botanic Gardens Conservation International
(a company limited by guarantee)

Notes forming part of the financial statements (continued)

13 Grants made for projects

	£
Institutes	
Botanical Garden of Government College University, Lahore	3,047
Bournemouth University	8,333
Chengdu Institute of Biology	7,000
Fairy Lakes Botanical Garden	4,000
Fauna & Flora International	32,660
Fundacion Jardin Botanico de Medellin	11,500
Guangxi Institute of Botany	6,000
Institute of Botany, Ilia State University, Tbilisi, Georgia	3,740
Kunming Botanic Garden	10,000
National Botanical Garden of Georgia	4,364
Plants for Life International, Kenya	15,000
Royal Botanic Garden, Jordan	8,000
Royal Botanic Gardens, Kew	7,200
South China Botanic Garden	29,405
Tarim University, College of Plant Science	7,000
Tooro Botanic Garden	7,500
Universidad Technolgica de Pereira	4,500
University of Fribourg	201,366
Xinjiang Institute of Ecology and Geography	7,000
Xishuangbanna Tropical Botanic Garden	10,000
Yunnan Institute of Environmental Sciences	7,000
Zhejiang University	8,000
	<hr/>
	£402,615
	<hr/>

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

14 Analysis of net assets between funds

	Unrestricted fund £	Restricted funds £	Total funds £
Fixed assets	2,883	16,192	19,075
Cash at bank and in hand	224,024	234,321	458,345
Other current assets	7,749	56,500	64,249
Current liabilities	(85,292)	(53,021)	(138,313)
	<hr/>	<hr/>	<hr/>
Net assets at 31 December 2014	£ 149,364	£253,992	£403,356
	<hr/>	<hr/>	<hr/>