



# Royal Botanic Garden Edinburgh

## ANNUAL REPORT AND CONSOLIDATED ACCOUNTS

For the year ended 31 March 2022

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# RBGE Annual Report and Consolidated Accounts

## Our Vision, Our Mission

### OUR VISION

A world that increasingly values,  
protects and benefits from plants

### OUR MISSION

To explore, conserve and  
explain the world of plants for  
a better future

Nationally we are a key contributor to Scotland's response to climate change and biodiversity loss, guided by the Environment Strategy for Scotland

*"One Earth. One home. One shared future" and "Securing a Green Recovery on a Path to Net Zero"*

Globally we work in partnerships across the world to support the sustainable use of plant biodiversity, and to promote planetary health and green recovery.

## Trustees' Report

Our world is facing an unprecedented environmental crisis to which an urgent response is needed. Amidst the personal, social, and economic tragedies and challenges of the COVID-19 pandemic there is a heightened awareness of interdependencies: the interdependence of human and environmental health and the interdependence of social justice and sustainable development. Nature provides the foundation of recovery from the crisis. That is why the need for the skills, ambition and ingenuity of botanic gardens has never been greater.

The global challenge of addressing the increasing destruction of natural habitats and associated loss of plant species drives the mission of the Royal Botanic Garden Edinburgh (RBGE) to explore, conserve and explain the world of plants for a better future. We are proud to be at the forefront of plant research, education, and horticulture to achieve a better future.

At the national level, RBGE is Scotland's botanical institute playing significant roles in delivering the Scottish Biodiversity Strategy, addressing plant health and biosecurity, and giving Government access to scientific expertise. RBGE contributes significantly to the Scottish Government National Outcomes, not only through protecting and enhancing our environment, but also in the fields of economic development, education and skills, health and wellbeing, social inclusion, international cooperation, and sustainable community development.

At the international level RBGE is a global scientific resource, providing expertise, training, and information to help people around the world to conserve species and ecosystems and protect natural capital. Our landscapes and plants across our four Gardens – Edinburgh, Dawyck, Logan and Benmore – are internationally renowned and their value to society is significant. Our National Botanical Collection includes a world-class herbarium of three million preserved plant specimens, an internationally significant living plant collection of approximately 13,650 species and an extensive botanical library and archive.

These collections and our international collaboration form a strong foundation for our research programmes ranging from the diversity and distribution of species and the threats they face, to how they can be best conserved and sustainably used. The programmes enrich our knowledge of key ecosystems that support biodiversity, regulate climate and benefit humanity. They also advance the sharing of important botanical data around the world, and harness technological innovation including improved DNA-sequencing technologies.

Our staff, tutors and volunteers provide an extraordinary range of expertise, and their commitment and energy are remarkable. Yet nationally and internationally there is a shortage of botanical, biodiversity conservation and horticultural capability. Addressing this skills shortage starts with inspiring young people with the value of the natural world, delivering specialist training programmes, and capacity building at home and overseas. Our education programmes embrace taxonomy, biodiversity science, conservation horticulture and cultural heritage, engaging individuals, community groups and our partners around the world. Our online courses and in-country training now reach students in over 80 countries.

Our style of communicating and sharing the world of plants and the need for science, horticulture and conservation is focussed on seeking and nurturing opportunities for dialogue, inspiring and upskilling people to get involved and to act. That is why we put so much effort into engagement with our visitors and partner organisations, from guided tours and community programmes to outreach projects and the

arts. We are committed to achieving a step change in equality, diversity, and inclusion, and are extending our commitment to Black, Asian and people from minority ethnic backgrounds to include enhancing the cultural accessibility of our collections, broadening representation in science and horticulture, improving employment and career development opportunities, and addressing barriers to wider participation.

The COVID-19 pandemic highlighted the urgency of RBGE's work to better understand and articulate the interdependence of human and environmental health, while at the same time, requiring us to change our ways of working, both onsite with the temporary closure of the regional gardens due to travel restrictions, and through delivering services by staff working from home. As a consequence, the pandemic has opened up the opportunity to rethink the world of work physically and digitally, and in particular has raised awareness of digital infrastructure as a key enabler to delivering services to meet evolving needs of our multiple and diverse audiences and stakeholders.

We are now better positioned to help address the global environmental crisis through our evolving programmes for the improved health and wellbeing of the planet, and, hence, humankind. A crucial element of our work over the next six years is to deliver the Edinburgh Biomes Project, which will secure the future of the Living Collection, greatly enhance horticultural, educational and visitor infrastructure, and provide state-of-the art research facilities and ensure our impact for generations to come to underpin our role as a world-leading botanic garden.

## Structure, Governance and Management

### Structure

RBGE is a Scottish charity under the provisions of the Charities and Trustee Investment (Scotland) Act 2005 registered as SC007983. RBGE has a wholly owned subsidiary, the Botanic Trading Company Ltd (BTC) which carries out retail, catering and consultancy activities across the four gardens. BTC donates its taxable annual profits available for distribution to RBGE in accordance with the Government's Gift Aid legislation and the company's financial results are consolidated into the RBGE Annual Report and Accounts.

The remit of RBGE is set out in the National Heritage (Scotland) Act 1985, which empowers the Board of Trustees, who are appointed by Scottish Ministers to:

- carry out investigation and research into the science of plants and related subjects and to disseminate the results of the investigation and research,
- maintain and develop collections of living plants and preserved plant material, books, archives and other related objects,
- keep the collections as national reference collections, and ensure they are secure and that they are available to persons for the purposes of study.
- provide advice, information and education, in any manner which seems appropriate to them, in relation to any aspect of the science of plants or of any related subject,
- provide other services (including quarantine) in relation to plants, and
- afford members of the public opportunities to enter any land managed by the Board for the purpose of gaining knowledge and enjoyment from the collections.

### Governance & Management

#### Board of Trustees

Scottish Ministers appoint the Trustees of the Royal Botanic Garden Edinburgh. The following were members of the Board during the period covered by the Accounts:

## Chair

Dominic Fry

## Trustees

- Sarah Cathcart (from May 2021)
- Raoul Curtis-Machin
- Professor Beverley Glover
- Professor Sarah Gurr (from September 2021)
- Dr David Hamilton
- Dr Ian Jardine
- Professor Thomas Meagher (to September 2021)
- Diana Murray MA, FRSE, FSA, FSAScot, MIFA (to September 2021)
- Elizabeth Trevor (from September 2021)
- Professor Ian Wall FRSE, FRICS, Hon FRIAS, FSAScot

The Board of Trustees is responsible for developing and approving policy and strategy for RBGE. In practice, both are developed jointly by Trustees and management, and adopted formally by the Board. Management has a responsibility for ensuring effective processes and deployment of resources for optimum performance. Implementation and operation are solely the responsibility of the Regius Keeper and Executive and Senior Leadership Teams. The RBGE Strategy and Operational Delivery Plans along with the Framework Document are in place to enable RBGE and the Scottish Government to develop a shared understanding of the joint priorities over the medium term which contribute towards delivery of the Scottish Government's National Outcomes, and to ensure that RBGE's corporate communications and engagement strategies fully reflect these.

None of the Board members has any financial interests in the Royal Botanic Garden Edinburgh. Details of relationships between RBGE and related parties are provided in Note 24 to the accounts.

When a requirement arises to appoint a new Trustee the RBGE works with the Scottish Government's sponsor team and Public Appointment Centre of Excellence (PACE) to ensure appointment rounds and other appointment activity is conducted in line with the Codes of Practice for Ministerial Appointments to Public Bodies in Scotland. On appointment Trustees sign a code of conduct and complete a Register of Interests. The latter is renewed annually. They are given a Trustee Handbook that includes the National Heritage (Scotland) Act 1985 that sets out the remit of RBGE, Scottish Government's 'On Board: A Guide for Board Members of Public Bodies in Scotland', the Framework Document, Risk Register, Staff Handbook and Statement of Roles and Responsibilities of RBGE Trustees. New Trustees meet with the Regius Keeper, Chair of Trustees and Board Secretary and are invited to an induction tour of the Garden. According to their skills and experience they take responsibility for activity areas by appointment to a committee. Training needs are assessed and met, and Trustees participate in an annual strategy day, usually held in October, where all major risks are reviewed. Further information on Organisational Risk Management, including the major risks RBGE has identified, is given in the Governance Statement on page 28.

The Board met four times during the period covered by the accounts. The Board operates in accordance with the 'Principles of Corporate Governance' as set out in 'On Board: A Guide for Board Members of Public Bodies in Scotland' published by the Scottish Government.

## The Regius Keeper and Accountable Officer

The Regius Keeper and Accountable Officer is Simon Milne MBE.

### Science Advisory Committee

The Royal Botanic Garden Edinburgh also has a Science Advisory Committee. The aim of the group is to advise the RBGE Board of Trustees, the Regius Keeper, and the Director of Science, on:

- RBGE's science and biodiversity strategy
- The wider scientific, environmental and policy context in which RBGE's science sits, to inform its remit and collaborative opportunities
- Opportunities for increasing research grant income
- Opportunities for increasing the international profile and impacts of the scientific and biodiversity activities of RBGE

The members of this committee are:

- [Professor Beverley Glover](#) (Chair)
- Professor Sarah Gurr
- [Professor Janis Antonovics, PhD, FRS, FLS](#)
- [Professor John Grace, FRSE](#)
- [Professor Simon Hiscock](#)
- [Professor Thomas Meagher](#)
- Professor Michelle Price
- Professor Des B.A. Thompson DSC, FCIEEM, FRSE

### Audit Committee

The RBGE Board has set up an Audit Committee, chaired by a non-executive member. The Audit Committee meets four times per year to provide independent advice and assurance on the effectiveness of the internal control and risk management systems. In 2021/22 the Audit Committee completed a review of the effectiveness of its activities. As part of this review the effectiveness of the internal and external audit functions were reviewed. The following were members of the Audit Committee during the period covered by the accounts:

- Dr Ian Jardine (Chair)
- Professor Ian Wall FRSE, FRICS, Hon FRIAS, FSA Scot
- Amanda Forsyth FCA, FCSI
- Elizabeth Trevor

Trustee Diana Murray also participated in Audit Committee meetings held during the period covered by the accounts. The Committee met four times during this period.

### Investment Committee

The aim of the Investment Committee is to provide advice on how RBGE manages its investment funds. The following were members of the Investment Committee during the period covered by the accounts:

- Professor Ian Wall FRSE, FRICS, Hon FRIAS, FSA Scot (Chair)
- Dr David Hamilton

The Committee met twice during the period covered by the accounts.

### Biomes Oversight Committee

The overarching purposes of the Committee is to provide assurance to the RBGE Board of Trustees for the successful development and implementation of Edinburgh Biomes, to make decisions within the

delegated authority of the Board of Trustees, and to challenge, guide and support the Senior Responsible Officer on the delivery of Edinburgh Biomes. The following were members of the Biomes Oversight Committee during the period covered by the accounts:

- Dominic Fry (Chair)
- Professor Ian Wall FRSE, FRICS, Hon FRIAS, FSA Scot
- Dr David Hamilton
- Lynda Johnstone (Global Director of Estates and Facilities, Heriot Watt University)
- Simon Milne MBE
- Joanne Hannah

The Committee met 14 times during the period covered by the accounts (meetings are held every 4 weeks, and two additional meetings were held in June and August 2021).

### Strategy & Planning

RBGE Corporate and Business planning is set in five-year cycles by the Scottish Government however, due to the nature of its work, RBGE's overarching strategy looks significantly further forward. The key element of the overall strategic direction is the RBGE Strategy, on which our organisational development plans are built.

The RBGE Strategy 2021-26, Responding to the Biodiversity Crisis and Climate Emergency, was developed in 2020-21 concurrently with the underpinning Science and Biodiversity Strategy 2021-2030 and were published in 2021/22, these and the Operational Delivery Plan 2021/22 ensure alignment with the Scottish Government's updated Programme for Government, to include contributing to the green recovery from COVID-19 and to meet new commitments to net-zero and a nature rich economy for Scotland.

To underpin the delivery of the RBGE Strategy and Biodiversity and Science Strategies and the annual Operational Delivery Plans, the Scottish Government have invested £58m in the visionary Edinburgh Biomes initiative, a 7-year Capital Project, the most significant project in the Garden's 351 years history to protect the RBGE's unique and globally important plant collections for the future, which has already enabled the first phase of works to commence on site in Autumn 2021. The funding, of which £50m is from the Low Carbon Fund, is a major contribution to the costs of the first five years of the seven-year project, which will address the much needed restoration of the public Glasshouses, the development of state-of-the-art research Glasshouses, and an efficient Energy Centre. In the latter part of the programme the construction of an innovative Plant Health Hub and a new public Glasshouse are planned. Collectively, the new and improved facilities will greatly enhance RBGE's contribution to addressing the biodiversity crisis and climate emergency. Fundraising activity is underway to secure the remaining funding required to deliver Edinburgh Biomes.

### Performance Management

RBGE has a robust performance management system to assist the Executive and Senior Leadership teams with decision making. Departmental staff report on the progress of their deliverables, all of which are aligned to RBGE's strategic objectives. The Senior Leadership Team monitors performance against annual targets via exception reporting and action tracking undertaken on a quarterly basis. In addition, all staff performance is monitored via mid-year and end-of-year appraisal meetings with line managers to ensure that colleagues' objectives remain aligned to organisational objectives and on course for completion. To ensure ongoing good governance practices, the introduction of a refreshed appraisal system for the RBGE Board of Trustees has been implemented.



## Key Outcomes

- RBGE works closely with the Scottish Government to evidence the considerable contribution RBGE makes in fulfilling the National Outcomes for Scotland
- RBGE outcomes for 2021/22 are reported below. Targets quoted refer to 2021/22 targets.

In 2021/22 RBGE contributed to the following Scottish Government National Outcomes:

- **Environment:** understanding, protecting & rebuilding national & international biodiversity & natural capital; responding to the Biodiversity Crisis & Climate Emergency; delivering world leading international plant research, conservation & sustainability programmes; contributing to the journey to net-zero emissions, healthy diet, sustainable communities & quality greenspaces.
- **Economy & Work and Business:** Economic growth through tourism, entrepreneurial activity, & research funding; Green Recovery from COVID-19, job creation & upskilling for green renewal; fiscal multiplier of grant-in-aid
- **International:** contribution to the sustainable development of other nations, Scotland’s reputation for innovative & world leading botanical research & horticulture; plant diplomacy; sustainable communities
- **Education:** upskilling & engagement in science & horticulture, workplace & through-life learning, international capacity building & producing world leading botanists & horticulturists; Green recovery from COVID-19 & behavioural change for a greener future
- **Communities:** health & wellbeing of individuals & communities, engagement with greenspace, quality of life, social development, equality, social inclusion & racial justice.



## Strategic Priorities

RBGE's work is guided by four Strategic Priorities:

- **KNOWLEDGE & UNDERSTANDING:** Unlocking knowledge and understanding of plants and fungi for the benefit of society
- **BOTANICAL COLLECTIONS:** Conserving and developing botanical collections as a global resource
- **LEARNING & ENGAGEMENT:** Enriching and empowering individuals and communities through learning and engagement with plants and fungi
- **SUSTAINING RBGE:** Ensuring a sustainable organisation



### Knowledge and Understanding: Unlocking knowledge and understanding of plants and fungi for the benefit of society

Our scientific research focuses on understanding the diversity of, and threats to species and biomes, their likely responses to environmental change, and developing enhanced strategies and actions for protecting and restoring biodiversity.

In 2021/22 we published the Science and Biodiversity Strategy, a direct response to the biodiversity crisis and climate emergency, reaffirming our focus on understanding plant and fungal diversity and biodiversity and ecosystem change, delivering science to enable the conservation and sustainable use of biodiversity, and growing global capacity in biodiversity science, conservation and horticulture. It reflects the urgent need for widespread action to:

- Secure a nature-rich future in the face of global environmental change
- Develop nature-based solutions to climate change
- Support the sustainable utilisation of the planet's natural resources

To these ends, in 2021/22 we published 141 peer-reviewed papers; 73 of our papers that have been published in the last five years were cited more than 50 times; and 70 species new to science were described.

Scientific Publications & Species Discovery	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Scientific Publications in Peer Review Journals	147	124	126	134	125	<b>125</b>
Papers published in the last 5 years cited more than 50 times	46	40	53	69	70	<b>60</b>
No. of new species described	54	46	56	58	70	<b>52</b>
No. of species revised in Monographs & Floras	180	295	315	72	119	<b>275</b>
No. of species in published Checklists	14,713	5,099	45	3,384	0*	<b>2,000</b>

\* The number of species in Checklists is dependant of publication dates of Checklists which are the outputs of multi-year projects, there were no Checklists published in 2021/22

### Discovery science

In 2021/22 RBGE priorities for understanding plant and fungal diversity in Scotland and worldwide were accelerating biodiversity discovery, characterisation and mapping to support conservation planning and land-use choices; and technological innovation – including large-scale use of genomic data for biodiversity characterisation and monitoring and development of data-portals and workflows to support large-scale analyses of biodiversity data and trends.

2021/22 highlights include:

- A major upgrade of four million edits to the World Flora Online (WFO) Taxonomic Backbone, and leading on creation of a [new online WFO portal](#), providing global access to taxonomic data supporting research and conservation, and a new global standard Plant List for accepted plant names
- A very substantial [revision of \*Cyrtandra\*](#), the largest genus of Gesneriaceae, in Sulawesi (39 species, four new to science)
- Field collections for the Darwin Tree of Life genome sequencing programme, with a significant increase in the number of vascular plant collections, and numerous bryophyte collections; this included a collecting trip to Ben Nevis marking the 250th anniversary of its first recorded ascent. Co-authored an awareness-raising [article](#) as part of a special issue of *Proceedings of the National Academy of Sciences of the USA* on the Earth Biogenome Project, of which Darwin Tree of Life is a part
- Collaboration with the Global Biodiversity Information Facility to create a new standard interoperable mechanism for image publication
- A [paper](#) in *Proceedings of the National Academy of Sciences of the USA* estimating global tree richness at c. 73,300 species, 14% higher than currently thought, including an estimated 9,000 as-yet undescribed species, with greatest diversity in the Amazon basin in PNAS. This was featured in national media including the [Guardian](#) and [BBC](#)
- Creation of the first comprehensive taxonomic, genetic and ecological [data resource](#) for the native and non-native vascular plants of Britain and Ireland, optimized for fast and easy online access, supporting ecological, evolutionary and conservation analyses
- Chromosome-scale genome assemblies for four species of *Begonia* and whole-genome shotgun data for an additional 74 species, [published in New Phytologist](#), underpinning future research

and suggesting potential drivers underlying diversity and adaptive evolution

- Publication of two new genera ([Protoharpanthus](#), [Pseudomoerckia](#)) and one new family (Pseudomoerckiaceae) of liverworts

### Global Environmental Change

Our priorities for global environmental change research were understanding, quantifying and predicting drivers of change leading to biodiversity loss, at scales ranging from individual species to major biomes; and developing and implementing rapid threat assessments to prioritise conservation actions and interventions to minimise biodiversity loss and extinction.

2021/22 highlights include:

- Co-editing a special issue of *Plants People Planet* on long term monitoring in the tropics, which included multiple RBGE-led papers providing vital methodologies for tracking biodiversity and carbon storage in tropical wet and dry forests in an era of global change: [Large trees in tropical rain forests require big plots](#); [Detecting and predicting forest degradation: A comparison of ground surveys and remote sensing in Tanzanian forests](#); and [Expanding tropical forest monitoring into Dry Forests: The DRYFLOR protocol for permanent plots](#)
- A [paper](#) on demonstrating how long-term pan-tropical collaboration via networks of highly distributed plots can be used to monitor trends in biodiversity and carbon sinks, with accompanying explanatory films in three languages: [English](#), [Spanish](#) and [Portuguese](#)
- A [paper](#) in *Proceedings of the National Academy of Sciences of the USA* documenting resistance of African tropical forests to the 2015–2016 El Niño Southern Oscillation, suggesting that Africa's tropical forests may be more resistant to climate extremes than those elsewhere
- Development of an RSE COP26 International Climate Change Network – the [African Phenology Network](#), led by early career researchers from the UK and Africa, supporting research collaborations, widening access to data and growing African leadership to understand the climatic drivers of plant productivity provide an open evidence-base to predict and mitigate the effects of climate change
- A [letter](#) in *Science* raising awareness of savannas as vital but overlooked carbon sinks
- [Publication](#) of a novel approach to biome delimitation and mapping, tested in the Brazilian *caatinga*, supporting conservation and monitoring
- A workshop to take stock of current 'Red Listing' activities to assess species' conservation threat status, maximising the efficiency and impact of our work in this area
- A [biogeographic analysis](#) of the Andes, the world's most biodiverse mountain chain, identifying North Andean montane forests as potentially the richest area, revealing the Andes as both key source and sink of Neotropical vascular plant biodiversity, identifying links to the floras of Amazonia and central America, and highlighting critical research gaps

### Conservation and Sustainability

Our priorities in conservation and sustainability were developing integrated strategies to support the conservation and sustainable utilisation of natural capital and the maintenance of ecosystem services; and developing and implementing restoration plans that lead to net gains for biodiversity and/or nature-based solutions to climate change.

2021/22 highlights include:

- As co-chair of the IUCN Specialist Group for Lichens, delivery of two successful online workshops focused on the Americas, following which more than 60 lichen assessments have been published

on the IUCN *Red List*

- Inclusion of the Soqatra Archipelago on the World Monuments Fund '[World Heritage Watch List](#)' 2022, following work by the Centre for Middle Eastern Plants' 'Soqatra Heritage Project'
- Continuing genetic studies on *Cicerbita alpina* (alpine-blue sowthistle) identified optimal strategies for pollination to achieve viable seed. An amazing 898 plants cultivated at RBGE were reintroduced to carefully-selected sites in the Cairngorms National Park, to secure the species' future in Scotland
- As part of our coordination of the [Global Conservation Consortium for Rhododendron](#), we authored 25 IUCN *Red List* Assessments and compiled baseline conservation data for 259 species of *Rhododendron*, to populate the BGCI [Conservation Action Tracker](#)
- A collaborative, region-wide, spatially explicit vulnerability assessment of 63 socio-economically important tree species in tropical and subtropical Asia, [published](#) in *Conservation Biology*
- A paper quantifying for the first time the extent over which Himalayan forests are exceeding their safe levels for nitrogen input, [published](#) in *Biological Conservation*
- A booklet on 20 conservation priority species in Jalthal forest was published, in Nepali
- Initiation of the £600k Restoration Forth project, funded by the Scottish Power Marine Biodiversity Fund and led by WWF, including science and community engagement activity by RBGE around the reintroduction of seagrass meadows to the Firth of Forth

## Botanical Collections: Conserving and developing botanical collections as a global resource

Our work focuses on enhancing the National Botanical Collection held at RBGE as a scientific and cultural heritage resource and support the wider development of botanical collections, particularly in countries in the Global South.

### Enhancing the conservation value of living collections

Our priorities are increasing the number and diversity of threatened plant species in conservation collections to protect against extinction.

2021/22 highlights include:

- Provision of 400 conifers to eight International Conifer Conservation Programme 'safe sites' throughout Scotland, with Armadale Castle (Skye) becoming a new safe site
- Identification of a new site for large-scale *ex-situ* planting of Endangered *Fitzroya cupressoides* to provide insurance against losses in the wild
- Construction of specialised 'ancient DNA' lab facilities at RBGE to reduce contamination when extracting DNA from old herbarium specimens with low-molecular-weight DNA

Conservation value of Collections	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Living Collection: % Wild origin	60%	60%	57%	60.4%	59%	<b>55%</b>
Living Collection: IUCN threatened species in the Collection	420	420	378	451	928	<b>750</b>

### Digitising our collections

Our priorities are digitisation of the preserved collections at RBGE and supporting wider development of the international digital collections infrastructure to enable global access.

2021/22 highlights include:

- Completion of the *Flora of Myanmar* digitisation project, during which c. 19,000 specimens were



databased, 17,500 imaged, and 12,300 cleaned

- Commencement of a mass digitisation project to image and upload 67,000 additional herbarium specimens, with this tranche of work due to finish in 2022
- An unexpected success of the digitisation: discovery of a previously unrecognised herbarium specimen collected by Charles Darwin on the voyage of the Beagle
- Partnership in two funded applications in the Virtual Access Programme as part of the EU Distributed System of Scientific Collections programme
- Expansion of the library catalogue to now include links to more than 5,000 subscribed and freely-available digital books and journals
- Launch of the [Research Scotland portal](#), a collaborative, open-access publications repository, making available all research publications from six Scottish Government-funded partners
- Addition of 13,553 new images to the Photographic Collection, far exceeding the 7,500 target

Digitising the Herbarium Collection	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Annual Herbarium specimen record downloads	454,648	2,004,718	651,870	791,996	884,827	<b>600,000</b>
Total Herbarium specimen records databased	865,577	921,876	972,121	985,578	1,094,225	<b>1,080,000</b>
Total Herbarium specimen images digitised and put on-line	431,002	468,253	505,017	512,324	559,551	<b>580,000</b>

### Caring and maintaining our collections

Our priorities are maintaining a high standard of collection care and curation, data management, verification, and accessibility.

2021/22 highlights include:

- Completion of the decant of Living Collection material as part of the Biomes enabling works
- Successful rollout of new plant collection database, Iris BG
- Successful migration of the Herbarium Collection database to Specify, despite the need for significant modifications to the handling of collectors, taxon names and loans; however the data has been restructured and cleaned and the migration is now complete
- The world premiere of the exhibition *Hidden Beauty of Seeds and Fruits*, in the John Hope Gateway, along with the publication of a book of the same name. The exhibition consisted of photographs taken by Levon Biss of specimens in the herbarium carpological collection
- Receipt of an internationally-important research collection of lichens assembled by the late Dr D.H. Dalby, comprising c. 7,500 specimens
- Receipt of 4,000 herbarium specimens collected as part of a collaborative research project in the Marañón valley in Peru. The site is biologically important because 30-40% of the woody species occur only in that valley. It also contains endemic genera. Several new species have already been identified from the specimens and there will be many more awaiting identification
- Successful reopening of the Library following planned building works, recovery from the July 2021 flood and works to make the Reading Room safe
- Notable additions to the Library and Archives collections, including archival collections and 30 artworks from Jennifer Woods, and a framed artwork commissioned by the RBGE Trustees, from David Ingram

Curation of Collections	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Living Collection: Total Number of Accessions	35,200	35,300	35,079	35,461	38,208	<b>35,000</b>
Living Collection: New Accessions	1,200	1,300	1,221	418	3,804	<b>500</b>
Library Collection: New Items added	2,151	1,500	2,246	4,535	2,625	<b>2,000</b>
Photography Collection: Number of new images added	-	-	11,161	5,504	14,120	<b>7,500</b>

### Enhancing the sustainability of collection management

Our priorities are reducing the environmental impacts of maintaining the collections, increasing their resilience to emerging threats and promoting biodiversity on our estates

2021/22 highlights include:

- Good progress made with sustainability actions with the transfer to e-tools, additional robotic mowers and e-vehicles alongside a new focus on new greener working methods and paving the way for actively exploring innovation in horticulture practices

### Learning & Engagement: Enriching and empowering individuals and communities through learning and engagement with plants and fungi

Our work builds global capacity to respond to the biodiversity crisis and climate emergency by developing and sharing scientific, and horticultural knowledge through education and engagement with the public.

We focus on providing professional skills, information, and training to address the challenges of biodiversity loss, climate change and sustainable development.

We delight around 1,000,000\* visitors per year from Scotland and around the globe, of all ages and abilities, and inspire them to meet their responsibilities in the protection of our fragile world and engage with students in over 80 countries through our on-line learning programmes.

(\*pre-pandemic figure)

### Social & Physical Access

Our priorities are maximising social and physical access across the four Gardens and providing high quality interpretation:

2021/22 highlights include:

- New interpretative signage starting to appear across the four Gardens

### Training, Upskilling & Empowering Learners

Our priorities are training, upskilling and empowering learners and professionals of all ages, ranging from building global capacity in plant biodiversity science, conservation, and horticulture to informal recreational courses

2021/22 highlights include:

- Students returned to the Edinburgh Garden after their COVID-19 enforced absence from site
- Students from 80 countries now studying online with RBGE
- New outdoor nursery for children aged 2 - 5 trial launched by Education team, managed by the early years officer
- The fully open access newly relaunched Edinburgh Journal of Botany has published the backlog online
- Transition of [Edinburgh Journal of Botany](#) to a fully open access (diamond) model, with publication of the entire back catalogue (1185 articles) online, removing the paywall of the last 30 years
- Collaborative creation of a 'Nature-Based Solutions Hub' in the COP26 Blue Zone. Activities at COP26 included a presentation given at COP26 on the use of remote sensing for assessing degradation and identifying floristic associations from space in East African forests/woodlands

- The Prime Minister of Nepal made an official visit to RBGE during COP26, accompanied by Minister of Forests and Environment and senior officials
- New capacity building training on rhododendron cultivation was delivered for Malaysian audience
- The percentage of students satisfied with our learning programmes was 14% up on the target for the year, as was the number taking up related roles within a year
- Sibbaldia readership is growing steadily year on year, with a 25% increase by the end of Q4 on the previous year, and a 25% increase in article downloads

Education & Student Satisfaction	2017/18	2018/19	2019/20	2020/21	2021/22	Target
No of early years sessions delivered	8	13	5	0	54	<b>60</b>
No of primary sessions delivered	225	280	252	0*	0*	<b>50</b>
No of secondary sessions delivered	28	60	21	0*	0*	<b>15</b>
HND/BSc student retention figure (%)	-	-	-	80%	76%	<b>80%</b>
MSc student retention figure (%)	-	-	-	85%	85%	<b>85%</b>
Total number of learners engaged	10,861	12,729	10,547	3,900	2,257	<b>5,000</b>
% of student satisfaction	-	-	-	65%	79%	<b>65%</b>
% of alumni in related roles after 12 months	-	-	-	30%	44%	<b>30%</b>

\* The schools programme was put on hold during the Covid-19 pandemic and no schools sessions took place during this time, early years sessions were resumed towards the end of FY21/22

### Online Learning & Engagement

Our priorities are leveraging the use of online learning, social media platforms and mobile apps to support environmental education and public engagement

2021/22 highlights include:

- Online engagement was 30% up on target, with 1.2m web sessions recorded by the end of Q4
- Our online learning programme continues to thrive, and we now have students studying with us from over 80 countries – we can now say that RBGE Education – Around the World in 80 Countries!
- Particularly noteworthy in social media is our 6,001 LinkedIn followers, which started from a very low base

Online Learning & Engagement	2017/18	2018/19	2019/20	2020/21	2021/22	Target
New PropaGate Course Enrolments: UK	330	525	521	2,946	2,105	<b>1,600</b>
New PropaGate Course Enrolments: International	84	108	63	689	460	<b>240</b>
RBGE Website: Sessions	642,186	724,125	857,725	1,104,805	1,258,587	<b>900,000</b>
RBGE Website: Users	439,050	539,745	600,699	775,293	946,978	<b>700,000</b>
Botanic Stories: Posts	1,947	2,200	2,339	2,449	2,494	<b>2,559</b>
Botanic Stories: Unique Visitors / Sessions	36,274	38,000	62,811	80,307	83,790	<b>83,000</b>
Social Media: Facebook Friends/Likes	75,538	79,515	84,988	95,771	100,505	<b>99,000</b>
Social Media: Twitter Followers	22,768	25,629	28,692	31,489	33,247	<b>33,000</b>
Social Media: Instagram Followers	37,851	52,747	70,944	81,513	89,435	<b>90,000</b>
Social Media: LinkedIn	-	-	-	-	6,001	<b>n/a*</b>

\* Tracking LinkedIn was introduced during 21/22 and no targets set

### Community Engagement

Our priorities are inspiring communities to celebrate, protect and enjoy the natural capital of Scotland and the world and to maximise health and wellbeing



2021/22 highlights include:

- Community Engagement Engaging Gardens Programme attracted 4,000 participants
- Community groups were welcomed back on site in Q2, and events included the summer and harvest festivals
- Community engagement activity has included online dementia socials
- Kitchen Garden partnership with Sodexo HPL resumed in Q2 with fresh produce from the garden a key feature of the new catering offer at John Hope Gateway (JHG)
- Produce from the Kitchen Garden was supplied to Granton Community Hub early in the year while catering outlets were closed due to COVID-19

Community Engagement	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Engaging Gardens Programme	7,096	7,434	6,600	3,612	4,000	<b>4,000</b>
Skills-sharing programme	12,788	5,003	5,234	-	-	<b>n/a*</b>

\* Public Engagement indicators were reviewed and breakdown of categories of engagement programmes altered therefore targets are not available for 21/22

### Public Understanding & Engagement

Our priorities are using all our resources and programmes, from science and horticulture to the arts, to enhance public understanding of plants, fungi and environmental sustainability while contributing to Scotland's economy through being a major international tourist destination

2021/22 highlights include:

- Total day visits to the Gardens in 2021/22 was 832,220. Visitor numbers proved strong with both Edinburgh and Dawyck performing exceptionally well during this post-pandemic period
- We attracted 14,082 visitors to exhibitions in the RBGE Exhibitions Programme and audiences of 4,759 to Public Programme Events at Edinburgh
- We led on the development of a stand, with other partners, including Nature Scot and Forest & Land Scotland, at the COP26 event, focusing on nature based solutions; and provided plant decoration for the delegate rooms at the conference
- Lichen trails for visitors have been developed and are in place at all four Gardens
- BBC Antiques Roadshow filmed three programmes at the Edinburgh Garden in July. Patrons, donors and prospects were invited to a 'behind the scenes' event to watch the making of the BBC programme with experts. The programme attracts over 3 million viewers per episode
- A BBC Gardeners' World segment focusing on RBGE's community engagement work attracted significant attention
- The BBC Green Planet series created an opportunity to align RBGE's work with the programme themes, raising the organisation's profile and developing our digital storytelling.
- Christmas at the Botanics was confirmed as the most successful ever, with over 90,000 visitors and the highest income contribution to date
- Exhibition at Botanic Cottage highlighting seaweed specimens from the Herbarium as part of Scotland's Year of Coasts and Water
- RBGE held its first augmented reality exhibition launched with seven international partners
- Restoration Forth, a key partnership project, secured full funding for three years
- World of Plants – Stories of Survival book was published to highlight 100 red listed plants
- We had a royal visit from the former Duke and Duchess of Rothesay
- New activities funded by the players of the People's Postcode Lottery included a Nature Champions programme and the introduction of British Sign Language tours

- Our podcast mini-series [Plants and our Health](#) winning the top prize in the British Ecological Society Public Engagement Awards

Visits & Public Engagement	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Day visits to the four Gardens	1,008,819	1,062,002	1,066,208	493,892	832,220	<b>774,681</b>
Number of visits to RBGE Exhibitions (Edinburgh)	7,670	45,154	59,769	5,708	14,762	<b>n/a*</b>
Audiences at Public Programme Events (Edinburgh)	-	-	-	-	4,759	<b>n/a*</b>
C@tB: tickets sold	61,151	78,338	76,268	66,638	93,480	<b>80,000</b>
C@tB: percentage of first-time visitors to RBGE	-	23%	27%	31%	32%	<b>32%</b>
C@tB: Income	£52,000	£117,000	£114,534	£100,857	£311,735	<b>£109,032</b>
Garden Tours attendees (in-Garden guided, BSL, online)	1,416	1,400	1,400	0	300	<b>300</b>
Income from all Garden (led) Tours (inc. online)	£8,145	£8,621	£9,170	£0	£1,198	<b>£2,400</b>

\* Public Engagement indicators were reviewed and breakdown of categories of engagement programmes altered therefore targets are not available for 21/22

Media coverage	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Media Messages: Press Cuttings	2,398	3,007	2,183	1,965	1,997	<b>2,200</b>
Media Messages: Digital Credits	1,380	1,992	1,757	1,499	2,718	<b>1,600</b>
Media Messages: Broadcasts	239	359	862	294	228	<b>310</b>

## Sustaining RBGE – ensuring a sustainable organisation

### Environmental Sustainability

Our priorities are reducing our carbon footprint; reducing waste, fossil fuel use and increasing recycling; developing sustainable supply chains and investing in green technologies and innovative green projects

2021/22 highlights for Sustaining RBGE include:

- Edinburgh Biomes Advance Work contract was completed, and pre-construction activities have commenced
- Edinburgh Biomes Open Evening with invited guests (neighbours, members, donors, general public, stakeholders) updated on RBGE achievements and Edinburgh Biomes Project
- The GEP Energy Audit was completed, and new Sustainability and Energy Officer now in post
- Carbon Management Plan draft under final review and first project to install submetering, is complete and data analysis underway

Carbon footprint	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Total carbon footprint (tCO2e)	-	3,114	3,043	2,273	2,409	<b>n/a</b>

\* Carbon Footprint was reviewed in 21/22 and 2019/20 was determined as a baseline to determine future year targets as the last two years have had a much lower footprint due to COVID-19. A target was not set for 21/22

### Economic & Financial Sustainability

Our priorities are contributing £50m+ "additionality" annually to the Scottish economy; developing apprenticeship, internship and work experience opportunities; growing commercial income, fundraising & philanthropy, and research grant activities; increasing collaboration and partnerships.

2021/22 highlights include:

- Newly refurbished shop opened at JHG
- Annual Patrons' Dinner with guest speaker Kate Humble and 150 guests
- New Biomes marketing materials produced for use by the whole organisation
- Four Edinburgh Biomes films were commissioned and are available on the RBGE website and in JHG

Edinburgh Biomes fundraising:

- NLHF confirmed a £4million grant to Edinburgh Biomes - £3.25m to the restoration and interpretation of glasshouses 4-8 and £750,000 to the Activity Plan, and the Garfield Weston Foundation has pledged £500,000. An application to Historic Environment Scotland for £500,000 has also been made.

Other fundraising:

- Philanthropic income total was £1,788,488
- We received 50 pledges in 21/22 with a total pledged income of £6,816,000
- We have over 1,400 individual donors
- Legacy income was over £128,000
- Trust income exceeded £574,000
- Visitor Giving received over £139,000

Membership:

- We have 154 patrons, up 18% from last year
- 2,257 new members the RBGE Membership Scheme, bringing the membership total to 11,889
- Membership subscription income for 2021/22 was £288,000

Science Grant funding highlights include:

- Submission of 29 grant applications in 2021/22, of which 16 have already been successful, to a value of £1,719,000
- A funding award by the Swiss Federal Food Safety and Veterinary Office (c. £174,000) for a two-year research program entitled '*Boswellia* Conservation Status, Trade and Threats to the Genus *Boswellia* (frankincense)'
- Horizon Europe grant submission of 20 million Euro for the Biodiversity Genomics Europe Consortium made it through to the grant preparation stage (with c.1 million Euro allocation for RBGE)
- Funding awarded to CMEP from the British Council Cultural Protection Fund Grant for a project to conserve the traditional crafts of Soqotra (£103,650)
- Funding awarded by the Australian Research Council to examine the evolution of the Australian flora through deep time in response to fire and rainfall with Caroline Lehmann as Co-Investigator (total grant c. £270,000)
- A DEFRA Biodiversity Landscape Fund awarded for work in Madagascar, with Caroline Lehmann as Co-Investigator (10-20% time over six years; total grant c. £9.8 million; £139,000 to RBGE covering Caroline and a postdoc)
- Funding awarded by the Darwin Initiative for Native Grass Forage Management to Feed People and Protect Forests in Madagascar with Caroline Lehmann as Co-Investigator (15% time over three years: total grant c. £454,000)

Development	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Philanthropic Income	-	£1,492,000	£1,268,000	£1,28,536	£1,788,488	<b>£1,457,000</b>
Pledged Income	-	-	-	£282,965	£6,816,000	<b>n/a*</b>
Number of Patrons	128	128	128	130	154	<b>140</b>
Number of donors	-	551	784	1,433	1,407	<b>n/a*</b>
Number of gifts	-	819	1,437	12,179	19,820	<b>15,000</b>
Number of registered alumni	-	-	30	457	514	<b>550</b>

\* Following some revision to Development indicators some targets were not set

Membership	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Total number of Members	9,882	10,229	10,200	10,770	11,889	<b>13,800</b>
Number of new Members	1,733	1,769	1,750	1,594	2,257	<b>5,745</b>
Net increase in Members	718	347	-29	672	1,768	<b>2,928</b>
Membership retention	80.41%	80.03%	76.66%	82.2%	80.15%	<b>80%</b>
Total Membership Subscription Income	£260k	£266k	£287k	£202k	£288k	<b>n/a</b>

Grant Awards	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Number of Grant Applications	21	23	20	19	29	<b>22</b>
Number of successful awards	11	11	15	10	16	<b>10</b>
Value of successful awards	£615,623	£2,110,202	£1,153,792	£303,836	£1,719,000	<b>£1,000,000</b>

Commercial Income	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Sales of RBGE publications	5,003	5,000	3,195	10,751	14,757	<b>11,000</b>
BTC profit total	£619,000	£1,097,000	£836,000	-£47,000	£758,000	<b>n/a</b>

## Social Sustainability

Our priorities continue to be building an equal and fair work community through embedding racial justice, equality, diversity & inclusion principles and practices; developing quality, visible and accessible leadership and management; re-establishing and enhancing our volunteer programme post-pandemic; advancing our Research Associate community, work exchanges & secondments.

2021/22 highlights include:

- A Strategic Workforce Review was undertaken, and the outcomes are to be incorporated into the People Strategy to be developed in 2022/23
- New Equalities, Diversity and Inclusion Manager was recruited and started in September 2021
- RBGE Racial Justice Report was produced and made available on the RBGE Website. The Report produced 37 recommendations which formed the basis of a Racial Justice Action Plan endorsed by the Board of Trustees
- Staff began to return to Edinburgh offices from September with plans to fully implement hybrid working practices
- Although still impacted by the pandemic, we were able to invite many volunteers to return to site in most functional areas, with a small number still to resume in 2022/23
- Implementation of a new [Research Ethics Policy](#), committee and processes

Volunteers	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Number of Volunteers	-	193	186	186	144	<b>100</b>
Volunteer attendances	-	2,877	4,418	374	641	<b>2,000</b>
Volunteer hours	-	14,811	17,786	1,244	2,201	<b>9,000</b>
Volunteer coordinator hours	-	2,333	4,146	280	651	<b>2,000</b>

## Infrastructure Sustainability

Our priorities are developing and maintaining secure, resilient and fit for purpose digital and physical estate environments, ensuring compliant and robust corporate and information governance

2021/22 highlights include:

- RBGE's risk management framework was reviewed, and improvements made to drive a more collaborative and progressive approach to risk. Issues are now reported and reviewed monthly by the Senior Leadership Team
- The Board of Trustees and Executive Team conducted a high-level review looking at strategic opportunities
- RBGE Key Results Dashboard was developed and is presented to the Board of Trustees at the quarterly Board of Trustees meeting
- A full review of RBGE's digital environment was commenced and the outcomes will inform the development of a high level Digital Strategy and Roadmap, for delivery from 2022/23
- Reporting for capital funded projects has been incorporated into our online performance reporting system
- Review of RBGE Education commenced with an on-going focus on income generating leisure programmes, advancing the children's outdoor nursery pilot project, development of new post graduate and sustainable business programmes, strengthening online learning and progressing self-accreditation
- The completion of a new path network including an access bridge at the Regius Keeper's gate to facilitate access to the garden as part of the Biomes project
- Major roof replacement works on the Balfour building
- Full refurbishment of the teaching lab in the Balfour building to enhance the teaching experience at RBGE
- Major internal refurbishment of Caledonian Hall, thus improving hospitality facilities
- Major works to improve visitor car parking facilities at Logan gardens
- Installation of an emergency generator at Dawyck gardens thus improving resiliency

Cyber Security Incidents	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Reported Incidents	-	-	-	-	0	0
Number of Major Security Incidents	-	-	-	-	0	0
Number of Minor Security Incidents	-	-	-	1	0	0

Planned vs Reactive maintenance spend	2017/18	2018/19	2019/20	2020/21	2021/22	Target
Planned works vs Reactive (% ratio)	70/30	70/30	57/43	62/38	48/52	70/30
Maintenance spend: Planned vs Reactive	£455k / £195k	£455k / £195k	£327k / £250k	£441k / £276k	£315k / £342k	467k / 200k

## Financial Review

The Consolidated Statement of Financial Activities on page 44 shows an overall movement on funds of £11,519k, mostly due an increase in restricted funds of £10,656k. Unrestricted funds have increased by £773k, after a small increase of £6k in 2020/21. This is due to the recovery in the financial performance of the Botanic Trading Company as the impact of the COVID-19 pandemic on profits reduced. The increase in Restricted Funds is due to an excess of capital funds over depreciation (£5,980k); a surplus of

£342k on restricted projects, and £4,333k due to the revaluation of fixed assets. Endowment funds saw a surplus in the year of £90k with the investment portfolio seeing capital gains of £77k, as well as net income of £13k.

The accounts have been prepared in a form directed by Scottish Ministers under paragraph 20(3) of Schedule 1 to the National Heritage (Scotland) Act 1985 and on the basis of the accounting policies set out in Note 1 to the accounts.

During the year the Garden received revenue grant in aid of £11.9m (2020/21: £11.1m) and capital grant of £8.4m (2020/21: £2.8m). The increase was to help mitigate the reduction in other income streams due to the COVID-19 pandemic. Other grants, gifts and donations increased by £0.46m to £2.7m. Income from admissions to the Regional Gardens, education courses, rents, concessions, membership income and other activities was £2.1m compared to £2.0m in 2020/21, with the increase being mainly due to improved admissions income. Trading and commercial activity contributed £2.2m compared to £1.0m in 2020/21 as performance improved the impact of the COVID-19 pandemic reduced. Staff costs amounted to £11.9m (2020/21: £11.3m) and £5.8m (2020/21: £4.5m) was spent on other operating costs excluding depreciation.

Capital expenditure of £8.5m (2020/21: £2.8m) was incurred, of which almost £6.1m was spent on land and buildings and infrastructure. The biggest project spend in the year was on continued preparatory work for the Edinburgh Biomes project, with construction work commencing in September 2022.

The Statement of Financial Activities for RBGE (page 43) shows an overall net movement on funds of £10,765k, mainly due to the increase in restricted funds detailed above. The COVID-19 pandemic continued to have a significant impact on the financial performance of RBGE in the year with a reduced level of income from gift aid received from the Botanic Trading Company. These reductions were partly offset by the increased Grant-In-Aid from the Scottish Government.

The overall reserves remain healthy with an increase in group reserves to £72.9m from £61.4m. Unrestricted group funds increased from £180k to £953k. Project funds have increased from £778k to £1,120k as more grants come with specific funding restrictions, moving from Unrestricted to Restricted Funds.

Uncertainty continues around the level of longer-term funding from Scottish Government which makes future planning difficult. RBGE's revenue streams continue to be impacted by the COVID-19 pandemic and the Edinburgh Biomes project will further restrict income generation over the next few years

### Reserves Policy

The reserves policy of the organisation is explained in Note 1 of the accounts. The Trustees' view is that a target level of £100k of unrestricted reserves for RBGE is desirable to give the organisation flexibility to cope with funding fluctuations. A small surplus of £19k in the year has seen the unrestricted reserves increase slightly to £228k at the 31 March 2022. This will be reduced in 2022/23 to the target level.

### Other Fixed Assets

Significant changes in other fixed assets are shown in Notes 11 and 12.

### Payment Policy

RBGE's policy is to settle all debts with its creditors within 30 days but wherever possible to comply with



the Scottish Government requirement to pay within 10 days. The average duration for 2021/22 was 27 days (20/21: 25 days), with 78% (2020/21: 81%) of invoices paid within 30 days. The increase in duration can mainly be attributed to issues related to homeworking and staffing changes.

### Investment Policy and Performance

It is the policy of RBGE to keep capital balances intact, and use only the income generated for expenditure related to the charity. However, in exceptional circumstances Trustees may, at their discretion, consider the use of capital for specific projects. The portfolio is managed by Investment Managers using a Total Return approach. During the year, dividend and interest income of £23k was received; the investment portfolio increased in value by 7.14% (net of fees) against a benchmark of 9.55%.

An ethical investment policy was approved by the RBGE Board in 2018/19 and has been implemented but remains under constant review. This is available on the RBGE website.

## Sustainability Report 2021/22

### The Climate Change (Scotland) Acts 2009 and 2019

In the context of both the biodiversity and climate crises, RBGE's work has never been more critical. To perform our vital work often requires international travel, while our own expansive estate requires significant resources to operate and maintain, both of which affect our carbon output. RBGE recognises the need to routinely assess our working practices, to improve our facilities and our operations, and to modify our organisational behaviour and activities, in order to reduce our carbon footprint and lower our environmental impact.

In 2009, the Scottish Government set what remains one of the most ambitious pieces of climate change legislation anywhere in the world; to achieve net zero emissions by 2050. In an amendment to this, published as the Climate Change Emissions Act (2019), the Scottish Government brought forward this target to reduce all greenhouse gases to net-zero by 2045 at the latest, with interim targets for reductions of at least 75% by 2030 and 90% by 2040.

Section 44 of the 2009 Act places duties on Scottish public bodies in relation to climate change. From 1/01/2011 any public body must, in exercising its functions, act:

- in the way best calculated to contribute to the delivery of the Act's emission reduction targets.
- in the way best calculated to help deliver any statutory programme for adapting to the impacts of climate change.
- and in a way that it considers most sustainable.

### Carbon Management Plan

In response to this legislation, RBGE has developed a revised Carbon Management Plan for 2021-2030 which outlines our pathway to Net Zero to align with Scottish Government objectives. It is also a critical time following international discussions on climate change at COP26 in November 2021 and considering the current energy crisis and cost of fuel. Our Carbon Management Plan contains over 100 projects that will directly contribute to a reduction in carbon emissions from the RBGE estate, as well as cost.

Our carbon reduction targets have been set at a 40% reduction by 2030 based on a 2019/20 baseline

year, which will put us on track to Net Zero emissions by 2045. This includes a 5% reduction in gas and electricity each year, as well as a significant reduction in travel emissions compared to pre-pandemic levels.

We plan to achieve this through a combination of sustainable building upgrades, and careful operational management of our energy consumption. As part of this, an electrical submetering system was installed this year to better monitor our electricity consumption and to capture any savings opportunities. We will also need to review and optimise our travel policy to ensure our essential international work can be carried out while being mindful of our carbon footprint.

Several capital projects for 2022/23 have been approved and planning works have begun for full LED lighting upgrades at the Balfour building and the John Hope Gateway. A solar PV array has also been approved for installation at Dawyck, and design works are underway for a new sustainable heating upgrade at Benmore for 2023/24. Funding for increased cycle storage has also been awarded to RBGE, and LED upgrades have been included in any general refurbishment works.

### Carbon Footprinting

RBGE continues to fulfil our requirement to submit the annual Public Bodies Climate Change Duties Report (PBCCDR). This annual report provides a comprehensive overview of RBGE's greenhouse gas emissions and our renewable energy projects. This report was officially compiled and submitted in November, with a preliminary summary of the information to be included is provided in the table below.

### RBGE Carbon Emissions 2021/22

Emissions Category		Total Carbon Emitted (tCO <sub>2</sub> e)		Percentage of Total Carbon		Cost of Carbon Emitted	
		2021/22	2020/21	2021/22	2020/21	2021/22	2020/21
Buildings Gas & Electricity	Edinburgh	2,150	2,142	94.7	97.7%	£506,883	£491,096
	Benmore						
	Dawyck						
	Logan						
Transport	Fleet	37.7	4	4.6	0.9%	£63,546	£16,761
	Business Travel	65.9	16				
Waste	Landfill	0.7	3	0.5	0.6%	£39,223	£23,229
	Combustion	1.4	1				
	Compost	6.7	7				
	Anaerobic Digestion**	0.1	0				
	Recycling	1.8	1				
Water	Supply	6.8	17	0.3	0.8%	£84,947	£81,333
	Treatment						
<b>Totals (Gross)</b>		<b>2,271</b>	<b>2,192</b>	<b>100%</b>		<b>£694,409</b>	<b>£612,419</b>

During 2021/22, RBGE emitted 2,271 tCO<sub>2</sub>e (tonnes of carbon equivalent). This is an increase of 4% (79 tCO<sub>2</sub>e) on last year, which can be attributed to the post-pandemic return to work and business travel.

When comparing this year's emissions to our baseline year for the Carbon Management Plan, we are still seeing a 24% decrease in emissions, which puts us on track.

Electricity and gas figures have remained fairly similar to last year, due to the continued hybrid working approach. The slow return of staff to the office has resulted in some increases in electricity



consumption; however this is counterbalanced by the increase in renewable energy being generated across the UK, which lowers the national grid carbon factor.

We have included in this year's calculations the carbon factor for employees working from home; however, this is still far lower than the emissions avoided from reduced building occupancy.

Waste is overall similar to last year's figures, with a proportional increase in recycling resulting in a decrease in waste going to landfill. Paper waste in particular has reduced as staff are encouraged to operate a paperless working environment as far as possible. The numbers of staff working from home has also caused a decrease in printing

RBGE's carbon footprint for water has also decreased by 10 tCO<sub>2</sub>e. While there is still reduced occupancy of the buildings compared to pre-pandemic levels, there have also been improved efficiencies in Horticulture for irrigation. In addition, reporting has become more accurate with regards to out of hours consumption by our water supplier which allows quick identification of any leaks, and some faulty water meters have been upgraded.

The lifting of travel restrictions has allowed RBGE staff to travel by rail and air again, though transport emissions are still well below pre-pandemic levels at 66 tCO<sub>2</sub>e compared to the 2019 figure of 399 tCO<sub>2</sub>e.

While measuring carbon emissions is integral to RBGE's progress towards Net Zero, it is important to note the other activities occurring at RBGE that are not necessarily captured within our emissions reporting but play a large part in the wider sustainability of the organisation. For example:

- Our Cycle to Work Scheme has been reviewed to allow purchase of e-bikes
- Engagement with MSc students on sustainability related dissertation projects
- Increased innovative recycling practices in Horticulture and Science
- Continued partnerships with various organisations around Edinburgh and Scotland
- Free online climate change and biodiversity short courses have been developed by Education
- Sustainable materials and working practices are being included in the Biomes project
- Our procurement process is being adapted to include sustainability consideration
- BTC has developed a sustainable buying policy to ensure that all goods sold in the shop have ethical and environmental consideration
- RBGE had a strong presence at COP26, the international climate change conference
- Electrical charging points are available at three of the four gardens, with plans to install at Benmore this year

While this is not an exhaustive list of every sustainability related activity at RBGE, it does provide a glimpse into the many ways, big and small, that RBGE is implementing greener practices and behaviours across the organisation in tandem with our larger carbon-reduction goals.

## Legal and Administrative Details

### PRINCIPAL OFFICE

The Royal Botanic Garden, Edinburgh  
20A Inverleith Row  
Edinburgh, EH3 5LR

### BANKERS

The Royal Bank of Scotland  
12 North West Circus Place  
Edinburgh, EH3 6SX

### SOLICITORS

Brodies LLP Solicitors  
15 Atholl Crescent  
Edinburgh, EH3 8HA

### AUDITORS

#### External

Audit Scotland  
4<sup>th</sup> Floor Athenaeum Building  
8 Nelson Mandela Place  
Glasgow G2 1BT

#### Internal

Henderson Loggie  
Ground floor, 11-15 Thistle Street  
Edinburgh EH2 1DF

### INVESTMENT ADVISERS

Brewin Dolphin  
Atria One  
144 Morrison Street  
Edinburgh EH3 9BR

## Appointment of Auditors

In terms of Schedule 1 to the National Heritage (Scotland) Act 1985, an auditor appointed by the Auditor General for Scotland audits the annual report and accounts prepared by the Board of Trustees in respect of each financial year. Scottish Ministers lay copies of it and the auditor's report before the Scottish Parliament.

## Disclosure of Relevant Audit Information

All reasonable steps have been taken to ensure that all relevant audit information has been disclosed to the auditors. So far as I am aware, all relevant information has been provided to the auditors.

*Dominic Fry*

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Dominic Fry  
Chair of the Board of Trustees  
08 December 2022

*Simon Milne*

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Simon Milne MBE  
Regius Keeper and Accountable Officer  
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## Statement of Board's And Regius Keeper's Responsibilities

Under paragraph 20 of Schedule 1 of the National Heritage (Scotland) Act 1985, the Board of Trustees of the Royal Botanic Garden Edinburgh is required to prepare, in accordance with best commercial practice, a consolidated statement of accounts dealing with the RBGE and its subsidiary companies (together referred to as the "group") for each financial year in the form and on the basis determined by Scottish Ministers. The accounts are prepared on an accruals basis and must give a true and fair view of the state of affairs of the group and of its income and expenditure, Statement of Financial Position and cash flows for the financial year.

In preparing the accounts the Board is required to:

- Observe the accounts direction issued by Scottish Ministers, including the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- Make judgements and estimates on a reasonable basis;
- State whether applicable accounting standards have been followed, and disclose and explain material departures in the financial statements;
- Prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Group will continue in operation;
- Confirm that the Annual Report and Accounts as a whole is fair, balanced and understandable and take responsibility for the Annual Report and Accounts and the judgements required for determining that it is fair, balanced and understandable

The Accountable Officer for the Scottish Government Rural and Environment, Science and Analytical Services Division (RESAS) has designated the Regius Keeper as the Accountable Officer for the Royal Botanic Garden Edinburgh. The responsibilities of an Accounting Officer, including responsibility for the propriety and regularity of the public finances for which the Accounting Officer is answerable, for keeping proper records and for safeguarding the Royal Botanic Garden Edinburgh assets, are set out in the Financial Memorandum of the Royal Botanic Garden Edinburgh issued by Scottish Ministers.

As the Accountable Officer, I have taken all the steps that I ought to have taken to make myself aware of any relevant audit information and to establish that the Royal Botanic Garden Edinburgh auditors are aware of that information. So far as I am aware, all relevant information has been provided to the auditors.

## Governance Statement

### Scope of Responsibility

The Regius Keeper, as Accountable Officer, and the Board of Trustees, have joint responsibility for maintaining a sound system of internal control that supports the achievement of the organisation's policies, aims and objectives, set by Scottish Ministers, whilst safeguarding the public funds and assets for which the Regius Keeper is responsible in accordance with the responsibilities assigned to them in the Scottish Public Finance Manual (SPFM).

The SPFM is issued by the Scottish Ministers to provide guidance to the Scottish Government and other public bodies on the proper handling of public funds. It is mainly designed to ensure compliance with statutory and Parliamentary requirements, promote value for money and high standards of propriety, and secure effective accountability and good systems of internal control.

In addition, the Regius Keeper is accountable to the Accountable Officer, the Director General Economy within Scottish Government, to enable them to discharge their overall responsibility for ensuring that RBGE, as a Scottish Government Non-Departmental Public Body, has adequate financial systems and procedures in place.

### Purpose of the System of Internal Control

The system of internal control is designed to manage rather than eliminate the risk of failure to achieve the organisation's policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness.

The system of internal control is based on an on-going process designed to identify the principal risks to the achievement of the organisation's policies, aims and objectives, to evaluate the nature and extent of those risks and to manage them efficiently, effectively and economically.

The process within the organisation accords with the SPFM and has been in place for the year ended 31 March 2022 and up to the date of approval of the annual report and accounts and accords with guidance from the Scottish Ministers. The Regius Keeper has received assurances from all Directors about operations and internal controls under their remit and no issues have been identified.

### Organisational Risk Management

#### Risk Strategy and Risk Management

With the wide range of activities at RBGE and the diverse groups of stakeholders it serves, it is essential that RBGE's approach to, and appetite for, risk is carefully assessed.

Strategic leadership on risk management comes from the Executive Team with oversight by the Board of Trustees. Given the severity of the COVID-19 pandemic and the impact on RBGE's operations, the RBGE Risk Register was updated regularly during the year by the Senior Leadership Team to allow the consideration and management of risks arising from the pandemic. Annually the Board of Trustees completes a review of the Key Strategic Risks; this review coincides with the Trustees' annual strategic review.

All risks are reported quarterly to ensure that the risk management process is embedded in the operational management of RBGE.

At the detailed level, individual Directors are responsible for the implementation of risk management and mitigation within their Division. The Senior Leadership Team monitors and reports on the progress of actions taken to manage risks and on the emergence of new risks which are updated in the quarterly performance report.

### Major Risks to RBGE Strategy

The high priority risks faced by RBGE were reviewed on a quarterly basis and their findings reported to the Board of Trustees. The Board carries out their own independent assessment once per year and the most serious risks that face the RBGE have been determined by the Board as follows:

- Decline in quality of infrastructure and equipment within the laboratory facilities  
Mitigating action: Develop SOPs for all labs, including those for the new ancient DNA lab. Update the 2015 Science Rationalisation document to reflect current needs.
- Risk of damage to the National Botanic Collections due to failing infrastructure - Living Collection  
Mitigating action: Continue to monitor future glass damage and initiate repairs when possible, review of drainage requirements including ensuring all existing drains are fully functional.
- Risk of damage to the National Botanic Collections - Herbarium Collections  
Mitigating action: Regular maintenance of building and utilities. External contractors to have dedicated protocol and supervision. Emergency response plan in place.
- Risk of damage to the National Botanic Collections - Library & Archives Collections  
Mitigating action: Regular maintenance of building and utilities. External contractors to have dedicated protocol and supervision. Emergency response plan in place.
- Digital preservation / loss of digital assets  
Mitigating action: Installation of new Digital Asset Management system that will integrate with current Collection Management systems.
- Effects of climate change/severe weather events  
Mitigating action: Review and understand the potential risks to the Living Collection, garden landscapes, buildings and infrastructure and plan mitigation action where and when possible, ensuring all equipment and materials required in the event of severe weather event are readily available.
- Loss of impact as a world leader in Horticultural & Science Education provision  
Mitigating action: Development of new Education Strategy, Care Inspectorate approval for Outdoor nursery
- Instability arising in Science due to reduced funding availability and partnership dynamics  
Mitigating action: Actively pursue EU funding opportunities, actively pursue Biodiverse Landscapes Fund from Defra, retain watching brief on downstream consequences of Brexit deal.
- Low financial resilience resulting from insufficient GiA in light of reduced self-generated funds  
Mitigating action: Continued regular updates to SG on impact of pandemic, long term impact of phased re-opening & future impact of change to visitor trends. Strengthening opportunities to diversify and grow income to improve financial contribution from BTC.
- Unsustainable financial model  
Mitigating action: Improvements to the budgeting process will ensure more scrutiny of future planned expenditure to reduce spend in areas that are not considered core to the organisation's objectives. Continue to update longer term budget forecasts to highlight areas of concern.
- Environmental Sustainability: carbon reduction

Mitigating action: Prioritised task route map 2022-2030 agreed as part of the resources and planning process.

- Edinburgh Biomes: The project is funded to a high level but not underwritten by the Scottish Government

Mitigating action: Delivery programme will remain fluid dependent on the availability of funding.

- Edinburgh Biomes: The project cannot meet the desired spend within the 12 month period

Mitigating action: Robust cost plan and programme that are fully linked and monitored as the project develops. Options to be included for Plan B activities to allow the spend profile to be met on the calendar years.

- Edinburgh Biomes: Financial requirement for each year are not fund matched.

Mitigating action: Development team are working on funding applications to secure additional funding to meet shortfall. Programme needs to be agile to allow packages of work to be instructed that meets the funding.

- Edinburgh Biomes: Supply shortages / Cost increases / Increased lead time of materials

Mitigating action: Review of all sources of information in regard to available resources. Continual discussion with the supply chain on availability.

- Edinburgh Biomes: Shortages of labour to complete project elements

Mitigating action: Review of all sources of information in regard to available resources. Continual discussion with the supply chain on availability

Detailed mitigation plans are in place to address the above as appropriate.

## Financial Management and Control

RBGE maintains systems of internal financial control which are managed by the Finance, Corporate Governance and Risk Department. Guidance on all financial systems is available to staff on the Intranet. Financial management is supported through monthly management accounts to the Senior Leadership Team, and quarterly reporting to the Board of Trustees. Financial information is frequently reviewed during monthly meetings of the Senior Leadership Team and is available to all budget holders so that they can monitor their performance against budgets at any time.

## Fraud Risk Management

RBGE's policies relating to fraud are set out in the Staff Handbook and available on the intranet. These detail the steps taken to manage the risk of fraud and how to respond to fraudulent activity if it is suspected or discovered. Processes are in place to ensure that policies for counter-fraud are consistent with Scottish Government guidance, including a review of current counter-fraud activity.

There is a Whistleblowers Procedure set out in the Staff Handbook and a member of the Board of Trustees is appointed so as to be directly available to whistleblowers.

The National Fraud Initiative in Scotland (NFI) is a national detection exercise carried out by Audit Scotland on behalf of the Cabinet Office. RBGE participated in the 2020-21 exercise, the latest to take place. The results provide good assurance for the Board and the Senior Leadership Team on our internal control systems.

## Project Management

For major capital projects (valued at in excess of £2M) a Project Board, involving the Board of Trustees

(and representatives of Scottish Government, as required), is established and a separate risk register is maintained for each such project. Smaller projects are managed directly by RBGE Directors and the Estates and Facilities and Digital, Technology and Information Services Departments. Major capital projects have Scottish Government sponsored gateway reviews and post project appraisals carried out. Non-capital projects, including externally funded research projects and consultancy work are managed through line managers within the Divisions and progress is monitored and significant financial variances are reported within the monthly management accounts.

### Best Value

In accordance with the principles of Best Value, RBGE aims to foster a culture of continuous improvement. As part of this regime, Directors and managers are encouraged to review, identify and improve the efficient and effective use of resources. Arrangements have been made to secure Best Value, as set out in the Scottish Public Finance Manual. Business cases for major capital investment are produced where spending limits require it.

RBGE set up an in-house procurement service in April 2020 to ensure compliance with regulations, directives and guidelines and to improve value and service. Previously, a member of the Scottish Government Shared Procurement Service was embedded at RBGE.

### Other Government Policies

RBGE subscribes to diversity initiatives and has successfully put in place processes to increase opportunities for equalities within the workplace. We pay, as a minimum, the Scottish Living Wage and have required all new bids for contracts to provide evidence that a similar intention exists by the bidding contractor. The RBGE engages with Scotland's Digital Future as much as resources can permit and reports separately under the Climate Change (Scotland) Act.

### Information Management

As one of Scotland's National Collections, RBGE holds unique information resources relating to its living and preserved collections of plants, its library and archives. Increasingly these information resources are being captured in digital form, which provides for the wider dissemination of information via the internet and also for digital archives to be securely backed up and managed within a Business Continuity Plan.

RBGE undertakes to ensure correct management of any personal data. There were six minor data related incidents in 2021/22, all relating to emails being sent to the wrong recipient. RBGE has implemented the General Data Protection Regulations (GDPR) by updating and strengthening policies and procedures, delivering training for Information Asset Owners and Administrators, understanding data flows in and out of the organisation and updating the Information Asset Register and Privacy Statements. To test the robustness of the systems put in place, RBGE's approach to GDPR has been audited and a number of recommendations have been implemented this year, with additional recommendations to be implemented in 2022/23.

### Review of Effectiveness

The Regius Keeper (as Accountable Officer) and the Board of Trustees have responsibility for reviewing



the effectiveness of the system of internal control. RBGE's review of the effectiveness of the system of internal control is informed by the work of the Senior Leadership Team, supported by the findings of the programme of internal audit and comments made by the external auditors in their management letter and other reports. The Regius Keeper has received assurances from all Directors about operations and internal controls under their remit and no issues have been identified.

At each quarterly Board of Trustees meeting, the Trustees receive an update on key operational matters including risks from the Regius Keeper, and a copy of the quarterly Performance Report.

The Internal Auditors reviewed and reported on these areas in their 2021/22 audit plan:

- Disaster Recovery (reported to March 2022 Audit Committee meeting)
- Collections Management (Review carried out in 2021/22, reported to June 2022 Audit Committee meeting)
- Financial Procedures (Review carried out in 2021/22, reported to June 2022 Audit Committee meeting)
- Education Administration (Review carried out in 2021/22, reported to June 2022 Audit Committee meeting)
- Cyber Security (Review carried out in 2022/23, reported to September 2022 Audit Committee meeting)

In addition there was a follow up report on the status of previous recommendations.

In the Internal Auditor's opinion, with the exception of the issues highlighted in relation to Education and Cyber Security, RBGE has adequate and effective arrangements for risk management, control and governance. Proper arrangements are in place to promote and secure Value for Money. This opinion has been arrived at taking into consideration the work undertaken during 2021/22 and in previous years.

The Internal Auditor's Reports made recommendations in several areas, none of which was classified as fundamental issues which required review by the Board. However, the Education and Cyber Security audits highlighted a number of areas for improvement that would help to achieve the control objectives. The recommendations in these areas are being treated as a priority.

### Assessment of Corporate Governance

The RBGE's arrangements for corporate governance comply with generally accepted best practice principles and relevant guidance as set out in the Scottish Public Finance Manual and therefore meet the governance requirements of the Board of Trustees and Scottish Government. There are no significant issues of governance / internal control to be reported.

*Dominic Fry*

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Dominic Fry  
Chair of the Board of Trustees  
08 December 2022

*Simon Milne*

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Simon Milne MBE  
Regius Keeper and Accountable Officer  
08 December 2022



## Remuneration & Staff Report

The information in the Annual Report is reviewed by the external auditors for consistency with the financial statements, and the information relating to the remuneration and pension benefits of board members and the Senior Management Team, fair pay disclosures, staff numbers, staff costs and number of exit packages has been audited by them. The sections on Remuneration Policy, analysis of each sex, Equal Opportunities, Diversity & Inclusion, Sickness Absence Data, Employee Consultation and Trade Union Activity, Staff engagement, Staff turnover percentage and Health and safety are not subject to audit.

### Remuneration Policy

RBGE reviews pay annually and pay settlements are negotiated within the pay policy agreed with the Scottish Government and are approved by the Remuneration Committee of the Board. The Remuneration Committee in approving the pay award has regard to:

- The need to recruit, retain and motivate suitably able and qualified people to exercise their different responsibilities;
- Regional/local variations in labour markets and their effects on the recruitment and retention of staff;
- Objectives for improving the public services including the requirement on departments to meet the output targets for the delivery of departmental services;
- Compliance with Scottish Government pay policy; and
- The affordability of the recommendation.

Remuneration for the Chief Executive is agreed in line with the Scottish Public Sector Pay Policy for Senior Appointments, agreed with the Scottish Government and is also approved by the Remuneration Committee of the Board.

### Trustees' remuneration

Trustees do not receive any remuneration for their services. Travelling and subsistence expenses of £1,890 (2020/21 £765) in relation to four Trustees have been charged as part of other direct costs – Note 10.

### Executive Team remuneration and pension benefits

	2021/22			2020/21		
	Salary	Pension	Total	Salary	Pension	Total
	£000	£000	£000	£000	£000	£000
<b>Regius Keeper</b>						
S Milne	105-110	43	150-155	105-110	42	145-150
<b>Directors</b>						
K Coghill	80-85	31	110-115	75-80	61	140-145
J Hannah	75-80	31	105-110	15-20	7	20-25
P Hollingsworth	80-85	24	105-110	80-85	41	120-125
E Lacroix	80-85	32	110-115	75-80	31	110-115
S Poliri	70-75	29	100-105	5-10	2	5-10
K Reid	80-85	33	115-120	80-85	32	110-115

All of the above are members of the Civil Service pension arrangements. The Civil Service pension arrangements include the Principal Civil Service Pension Scheme (PCSPS) and the Civil Servant and Other Pension Scheme (CSOPS) – known as Alpha.

### Staff numbers and costs

	<b>2021/22</b>	<b>2020/21</b>
Permanent Staff	248	251
Other staff	65	38
<b>Total Headcount</b>	<b>313</b>	<b>289</b>
	£000	£000
Staff Costs	<b>11,958</b>	<b>11,267</b>

Further detail on staff costs can be found at note 9 to the accounts.

### The average number of full-time equivalent employees during the year analysed by function

	<b>2021/22</b>	<b>2020/21</b>
Horticulture and Learning	120.5	104.8
Science	47.1	49.1
Resources & Planning/Estates	22.5	20.0
Directorate	2.5	2.0
Enterprise & Communications	40.1	35.7
Development	7.9	6.3
Botanics Trading Company	19.0	16.6
Externally funded	19.1	17.8
<b>Total FTE</b>	<b>278.7</b>	<b>252.3</b>

### The average headcount during the year analysed by function

	<b>2021/22</b>	<b>2020/21</b>
Horticulture and Learning	129.1	113.1
Science	54.4	58.1
Resources & Planning/Estates	24.5	22.2
Directorate	2.5	2.0
Enterprise & Communications	46.5	41.5
Development	9.0	7.5
Botanics Trading Company	25.5	23.8
Externally funded	22.0	20.5
<b>Total Headcount</b>	<b>313.5</b>	<b>288.7</b>

### Staff composition

	Female	Male	Non-binary	Total
Directors	3	4	-	7
Other employees	186	120	1	307
<b>Total</b>	<b>189</b>	<b>124</b>	<b>1</b>	<b>314</b>

## Fair Pay Disclosure

	<b>2021/22</b>
Band of highest paid director's remuneration (Chief Executive)	105-110k
Percentage change in highest paid director's remuneration	0%
Average salary of other employees	£33,087
Percentage change in average salary of other employees	0.5%

Year	25 <sup>th</sup> percentile	Median	75 <sup>th</sup> percentile
2021/22 Total pay	£22,662	£29,779	£34,957
2021/22 Ratio to highest paid director	4.74	3.61	3.08
2020/21 Total pay	£21,862	£29,195	£34,272
2020/21 Ratio to highest paid director	4.92	3.68	3.14

The banded remuneration, excluding pension benefits, of the lowest paid employee at RBGE in the financial year 2021-22 was £15-20k (2020-21: £15-20k). The band of the highest paid employee, excluding pension benefits, was £105-110k (2020-21: £105-110k). Total pay does not differ from salary.

The ratios to the highest paid directors have fallen slightly in the year. This was due to the percentage pay increase received at lower bands being higher than the percentage increase received by the highest paid director.

## Equal Opportunities, Diversity & Inclusion

RBGE continues to be actively committed to ensuring that all staff, volunteers, students and visitors are treated equally and without bias irrespective of their sex, marital status, age, race, ethnic origin, sexual orientation, disability, religion or social background, any pregnancy or maternity, gender reassignment, or marriage / civil partnership status in accordance with the Equality Act 2010.

RBGE will avoid unlawful discrimination in all aspects of employment including recruitment, promotion, opportunities for training, pay and benefits, discipline, and selection for redundancy. Person and job specifications will be limited to those requirements necessary for the effective performance of the job. Candidates for employment or promotion will be assessed objectively against the requirements for the job, taking account of any reasonable adjustments that may be required for candidates with a disability. RBGE will comply with its obligations in relation to statutory requests for contract variations and will also make reasonable adjustments to its standard working practices to overcome barriers caused by disability.

We achieved some notable successes in the area of equalities in 2021-22:

- Recruited our very first Equalities, Diversity and Inclusion Manager, Jamie Lawson, in September 2021, giving us an established resource focussed purely in taking forward our EDI work
- Following work done by a number of individuals across RBGE, a Racial Justice report was developed and presented to the Board of Trustees. This report has subsequently been published on our website, and the action plan is currently being taken forward by our EDI Manager.
- We have adopted a new Access Policy which establishes the principles by which we intend to make our collections, knowledge and experiences accessible to and inclusive of as wide a range of audiences as possible. The policy is publicly available through our website.
- We are in the process of launching a number of new inclusion networks for staff and PhD students. The networks, initially covering race and ethnicity, disability and neurodiversity, and parents and carers, are an important step in raising staff voice and helping members of RBGE's community who share similar life experiences find each other.

### Sickness Absence Data

The average number of days of sickness absence per employee increased to 4.8 (non-COVID-19) and to 7.1 days (including COVID-19) in 21/22, compared to 4.0 in 20/21. The public sector average has also increased in the same period to 6.4 days per employee (source – Office for National Statistics).

The total days of reported staff absence 2017-18 to 2021-22 is shown below:

Year	17/18	18/19	19/20	20/21	21/22
Total Absence (days)	1,958	1,353	1,755	1,038	2,056 (incl COVID-19) 1,383 (excl COVID-19)

### Employee Consultation and Trade Union Activity

RBGE continues to recognise the Prospect and Unite trade unions for collective bargaining purposes. We have a partnership agreement in place and hold formal partnership meetings three times per year involving union officials. In addition informal meetings are held monthly between our People & OD team and members of the Prospect branch committee.

Number of employees who were relevant union officials during the relevant period	<b>9.0</b>
Full time equivalent employee number	<b>8.4</b>

### Percentage of Time Number of employees

0%	0
1-50%	9
51-99%	0
100	0

The percentage of the total pay bill spent on facility time was 0.12%. Time spent on paid trade union activities as a percentage of total paid facility time hours was 40%.

### Staff engagement

RBGE does not participate in the Civil Service People Survey, but runs its own survey of staff on a regular basis.

### Staff turnover percentage

	<b>2021/22</b>	<b>2020/21</b>
Voluntary Turnover %age	8.0%	4.6%
Total Turnover %age	12.2%	10.4%

Voluntary turnover includes only resignations and elective retirements. Total turnover includes dismissals, end of fixed-term contracts, and staff reaching RBGE's default retirement age of 67.

### Health and safety

Health and safety at RBGE is managed through a number of regular divisional meetings, and biannual organisation-wide meetings. We have 3 health and safety advisors in post, 2 Prospect trade union health and safety representatives, and call upon the services of an expert consultant as required.

### Compensation for Loss of Office

There were no voluntary exit scheme or compulsory redundancy departures at RBGE in the 2021/22 financial year. Exit costs are accounted for in full in the year of departure. 1 member of staff left RBGE

and received an ex gratia payment of £12,505. 1 member of staff left due to the ending of a fixed term contract that lasted more than 2 years and received a redundancy payment of £5,788.

Exit package cost band	Number of compulsory redundancies	Number of other departures agreed	Total number of exit packages by cost band
£0,000 - £25,000	0 (0)	2 (3)	2 (3)
£25,000 - £50,000	0 (0)	0 (0)	0 (0)
Total number of exit packages	0 (0)	2 (3)	2 (3)
Total cost /£	£0 (£0)	£18,293 (£12,020)	£18,293 (£12,020)

Figures in brackets represent 2020/21 comparison.

### Consultancy

Expenditure on consultancy for 2021/22 was £96,000 (2020/21: £144,000).

### Pensions

Pension benefits are provided through the Civil Service pension arrangements. From 1 April 2015 a new pension scheme for civil servants was introduced – the Civil Servants and Others Pension Scheme or **alpha**, which provides benefits on a career average basis with a normal pension age equal to the member’s State Pension Age (or 65 if higher). From that date all newly appointed civil servants and the majority of those already in service joined **alpha**. Prior to that date, civil servants participated in the Principal Civil Service Pension Scheme (PCSPS). The PCSPS has four sections: 3 providing benefits on a final salary basis (**classic**, **premium** or **classic plus**) with a normal pension age of 60; and one providing benefits on a whole career basis (**nuvos**) with a normal pension age of 65.

These statutory arrangements are unfunded with the cost of benefits met by monies voted by Parliament each year. Pensions payable under **classic**, **premium**, **classic plus**, **nuvos** and **alpha** are increased annually in line with Pensions Increase legislation. Existing members of the PCSPS who were within 10 years of their normal pension age on 1 April 2012 remained in the PCSPS after 1 April 2015. Those who were between 10 years and 13 years and 5 months from their normal pension age on 1 April 2012 switch into **alpha** sometime between 1 June 2015 and 1 February 2022. Because the Government plans to remove discrimination identified by the courts in the way that the 2015 pension reforms were introduced for some members, it is expected that, in due course, eligible members with relevant service between 1 April 2015 and 31 March 2022 may be entitled to different pension benefits in relation to that period (and this may affect the Cash Equivalent Transfer Values shown in this report – see below). All members who switch to **alpha** have their PCSPS benefits ‘banked’, with those with earlier benefits in one of the final salary sections of the PCSPS having those benefits based on their final salary when they leave **alpha**. (The pension figures quoted for officials show pension earned in PCSPS or **alpha** – as appropriate. Where the official has benefits in both the PCSPS and **alpha** the figure quoted is the combined value of their benefits in the two schemes.) Members joining from October 2002 may opt for either the appropriate defined benefit arrangement or a defined contribution (money purchase) pension with an employer contribution (**partnership** pension account).

Employee contributions are salary-related and range between 4.6% and 8.05% for members of **classic**, **premium**, **classic plus**, **nuvos** and **alpha**. Benefits in **classic** accrue at the rate of 1/80th of final pensionable earnings for each year of service. In addition, a lump sum equivalent to three years initial pension is payable on retirement. For **premium**, benefits accrue at the rate of 1/60th of final pensionable earnings for each year of service. Unlike **classic**, there is no automatic lump sum. **classic plus** is essentially a hybrid with benefits for service before 1 October 2002 calculated broadly as per **classic** and benefits for service from October 2002 worked out as in **premium**. In **nuvos** a member builds

up a pension based on their pensionable earnings during their period of scheme membership. At the end of the scheme year (31 March) the member's earned pension account is credited with 2.3% of their pensionable earnings in that scheme year and the accrued pension is updated in line with Pensions Increase legislation. Benefits in **alpha** build up in a similar way to **nuvos**, except that the accrual rate is 2.32%. In all cases members may opt to give up (commute) pension for a lump sum up to the limits set by the Finance Act 2004.

The **partnership** pension account is an occupational defined contribution pension arrangement which is part of the Legal & General Mastertrust. The employer makes a basic contribution of between 8% and 14.75% (depending on the age of the member). The employee does not have to contribute, but where they do make contributions, the employer will match these up to a limit of 3% of pensionable salary (in addition to the employer's basic contribution). Employers also contribute a further 0.5% of pensionable salary to cover the cost of centrally-provided risk benefit cover (death in service and ill health retirement).

The accrued pension quoted is the pension the member is entitled to receive when they reach pension age, or immediately on ceasing to be an active member of the scheme if they are already at or over pension age. Pension age is 60 for members of **classic**, **premium** and **classic plus**, 65 for members of **nuvos**, and the higher of 65 or State Pension Age for members of **alpha**. (The pension figures quoted for officials show pension earned in PCSPS or alpha – as appropriate. Where the official has benefits in both the PCSPS and alpha the figure quoted is the combined value of their benefits in the two schemes, but note that part of that pension may be payable from different ages.)

Further details about the Civil Service pension arrangements can be found at the website [www.civilservicepensionscheme.org.uk](http://www.civilservicepensionscheme.org.uk)

'The Principal Civil Service Pension Scheme (PCSPS) and the Civil Servant and Other Pension Scheme (CSOPS) – known as "alpha" – are unfunded multi-employer defined benefit schemes. The Royal Botanic Garden Edinburgh is unable to identify its share of the underlying liabilities.

The scheme actuary valued the PCSPS as at 31 March 2016. You can find details in the [resource accounts of the Cabinet Office: Civil Superannuation](#).

For 2021/22, employers' contributions of **£2,292,187** were payable to the PCSPS (**2020/21 £2,070,168**) at one of four rates in the range 26.6% to 30.3% of pensionable earnings, based on salary bands.

The Scheme Actuary reviews employer contributions usually every four years following a full scheme valuation. The contribution rates are set to meet the cost of the benefits accruing during 2021-22 to be paid when the member retires and not the benefits paid during this period to existing pensioners.

Employees can opt to open a partnership pension account, a stakeholder pension with an employer contribution. Employers' contributions of **£34,220 (2020/21 £28,928)** were paid to one or more of the panel of three appointed stakeholder pension providers. Employer contributions are age-related and ranged from 8% to 14.75%.

Employers also match employee contributions up to 3% of pensionable earnings. In addition, employer contributions of **£1,345 (2020/21 £1,071)**, 0.5% of pensionable pay, were payable to the PCSPS to cover the cost of the future provision of lump sum benefits on death in service or ill health retirement of these employees.

Contributions due to the partnership pension providers at the balance sheet date were **£0**. Contributions prepaid at that date were **£0**.

## Independent auditor's report to the Trustees of Royal Botanic Garden Edinburgh, the Auditor General for Scotland and the Scottish Parliament

### Report on the audit of the financial statements

#### Opinion on financial statements

I have audited the financial statements in the annual report and accounts of Royal Botanic Garden Edinburgh for the year ended 31 March 2022 under the National Heritage (Scotland) Act 1985 and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005. The financial statements comprise the RBGE Statement of Financial Activities, Consolidated Statement of Financial Activities, Consolidated Balance Sheet, Consolidated Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and the United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In my opinion the accompanying financial statements:

- give a true and fair view in accordance with the National Heritage (Scotland) Act 1985 and directions made thereunder by the Scottish Ministers of the state of the body's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the National Heritage (Scotland) Act 1985 and directions made thereunder by the Scottish Ministers, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of The Charities Accounts (Scotland) Regulations 2006.

#### Basis for opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing (UK) (ISAs (UK)), as required by the [Code of Audit Practice](#) approved by the Auditor General for Scotland. My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my report. I was appointed by the Auditor General on 18 March 2022. The period of total uninterrupted appointment is one year. I am independent of the body in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. Non-audit services prohibited by the Ethical Standard were not provided to the body. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Conclusions relating to going concern basis of accounting

I have concluded that the use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the body's ability to



continue to adopt the going concern basis of accounting for a period of at least twelve months from when the financial statements are authorised for issue.

These conclusions are not intended to, nor do they, provide assurance on the body's current or future financial sustainability. However, I report on the body's arrangements for financial sustainability in a separate Annual Audit Report available from the Audit Scotland website.

### Risks of material misstatement

I report in my separate Annual Audit Report the most significant assessed risks of material misstatement that I identified and my judgements thereon.

### Responsibilities of the Accountable Officer and Trustees for the financial statements

As explained more fully in the Statement of Accountable Officer's Responsibilities, the Accountable Officer and trustees are responsible for the preparation of financial statements that give a true and fair view in accordance with the financial reporting framework, and for such internal control as the Accountable Officer and trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Accountable Officer and trustees are responsible for assessing the body's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless there is an intention to discontinue the body's operations.

### Auditor's responsibilities for the audit of the financial statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. I design procedures in line with my responsibilities outlined above to detect material misstatements in respect of irregularities, including fraud. Procedures include:

- obtaining an understanding of the applicable legal and regulatory framework and how the body is complying with that framework;
- identifying which laws and regulations are significant in the context of the body;
- assessing the susceptibility of the financial statements to material misstatement, including how fraud might occur; and
- considering whether the audit team collectively has the appropriate competence and capabilities to identify or recognise non-compliance with laws and regulations.

The extent to which my procedures are capable of detecting irregularities, including fraud, is affected by the inherent difficulty in detecting irregularities, the effectiveness of the body's controls, and the nature, timing and extent of the audit procedures performed.

Irregularities that result from fraud are inherently more difficult to detect than irregularities that result from error as fraud may involve collusion, intentional omissions, misrepresentations, or the override of internal control. The capability of the audit to detect fraud and other irregularities depends on factors such as the skilfulness of the perpetrator, the frequency and extent of manipulation, the degree of collusion involved, the relative size of individual amounts manipulated, and the seniority of those individuals involved.

A further description of the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of my auditor's report.

## Report on regularity of expenditure and income

### Opinion on regularity

In my opinion in all material respects the expenditure and income in the financial statements were incurred or applied in accordance with any applicable enactments and guidance issued by the Scottish Ministers.

### Responsibilities for regularity

The Accountable Officer is responsible for ensuring the regularity of expenditure and income. In addition to my responsibilities in respect of irregularities explained in the audit of the financial statements section of my report, I am responsible for expressing an opinion on the regularity of expenditure and income in accordance with the Public Finance and Accountability (Scotland) Act 2000.

## Reporting on other requirements

### Opinion prescribed by the Auditor General for Scotland on audited part of the Remuneration and Staff Report

I have audited the parts of the Remuneration and Staff Report described as audited. In my opinion, the audited part of the Remuneration and Staff Report has been properly prepared in accordance with the National Heritage (Scotland) Act 1985 and directions made thereunder by the Scottish Ministers.

### Other information

The Accountable Officer and trustees are responsible for the other information in the annual report and accounts. The other information comprises the Trustees' Annual Report and the Accountability Report excluding the audited part of the Remuneration and Staff Report.

My responsibility is to read all the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

My opinion on the financial statements does not cover the other information and I do not express any

form of assurance conclusion thereon except on the Trustees' Annual Report and Governance Statement to the extent explicitly stated in the following opinions prescribed by the Auditor General for Scotland.

#### Opinions prescribed by the Auditor General for Scotland on Trustees' Annual Report and Governance Statement

In my opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements and that report has been prepared in accordance with the National Heritage (Scotland) Act 1985 and directions made thereunder by the Scottish Ministers; and
- the information given in the Governance Statement for the financial year for which the financial statements are prepared is consistent with the financial statements and that report has been prepared in accordance with the National Heritage (Scotland) Act 1985 and directions made thereunder by the Scottish Ministers.

#### Matters on which I am required to report by exception

I am required by The Charities Accounts (Scotland) Regulations 2006 to report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements [and the audited part of the Remuneration and Staff Report are not in agreement with the accounting records; or
- I have not received all the information and explanations I require for my audit.

I have nothing to report in respect of these matters.

#### Conclusions on wider scope responsibilities

In addition to my responsibilities for the annual report and accounts, my conclusions on the wider scope responsibilities specified in the Code of Audit Practice are set out in my Annual Audit Report.

#### Use of my report

This report is made solely to the parties to whom it is addressed in accordance with the Public Finance and Accountability (Scotland) Act 2000 and for no other purpose. In accordance with paragraph 120 of the Code of Audit Practice, I do not undertake to have responsibilities to members or officers, in their individual capacities, or to third parties.

*Louisa Yule*

Louisa Yule  
Senior Audit Manager  
Audit Scotland  
4th Floor, 8 Nelson Mandela Place  
Glasgow, G2 1BT

Louisa Yule is eligible to act as an auditor in terms of section 21 of the Public Finance and Accountability (Scotland) Act 2000.

08 December 2022

## RBGE Statement of Financial Activities for the year ended 31 March 2022

	Note	Unrestricted Funds £000	Restricted Funds £000	Endowment Funds £000	2021/22 Total Funds £000	Restated 2020/21 Total Funds £000
<b>Income and Endowments from:</b>						
Scottish Government	3	11,900	8,400	-	20,300	13,945
Donations and Legacies	4	589	2,073	-	2,662	2,463
Charitable activities	5	2,074	77	-	2,151	2,017
Other trading activities	6	123	163	-	286	359
Investments	7	2	-	23	25	28
<b>Total income and Endowments</b>		<b>14,688</b>	<b>10,713</b>	<b>23</b>	<b>25,424</b>	<b>18,812</b>
<b>Expenditure on:</b>						
Raising funds		418	-	-	418	312
Charitable activities						
Collections		6,323	976	-	7,299	7,046
Visitor offer		2,174	335	-	2,509	2,270
Education		1,767	272	10	2,049	1,870
Scientific research		3,987	2,807	-	6,794	5,948
<b>Total Expenditure</b>		<b>14,669</b>	<b>4,390</b>	<b>10</b>	<b>19,069</b>	<b>17,446</b>
Net gains/(losses) on investments	19	-	-	77	77	272
<b>Net income/(expenditure)</b>		<b>19</b>	<b>6,323</b>	<b>90</b>	<b>6,432</b>	<b>1,638</b>
<b>Other recognised gains/(losses):</b>						
Gains/(losses) on revaluation of fixed assets	19	-	4,333	-	4,333	787
<b>Net movement in funds</b>		<b>19</b>	<b>10,656</b>	<b>90</b>	<b>10,765</b>	<b>2,425</b>
<b>RESERVES AS AT 1 APRIL 2021</b>		<b>209</b>	<b>59,619</b>	<b>1,600</b>	<b>61,428</b>	<b>59,003</b>
<b>RESERVES AS AT 31 MARCH 2022</b>		<b>228</b>	<b>70,275</b>	<b>1,690</b>	<b>72,193</b>	<b>61,428</b>

All recognised gains and losses have been included within the Statement of Financial Activities.  
All activities are classed as continuing.

The notes on pages 47 to 66 form part of these accounts.

## Consolidated Statement of Financial Activities for the year ended 31 March 2022

	Note	Unrestricted Funds £000	Restricted Funds £000	Endowment Funds £000	2021/22 Total Funds £000	Restated 2020/21 Total Funds £000
<b>Income and Endowments from:</b>						
Scottish Government	3	11,900	8,400	-	20,300	13,945
Donations and Legacies	4	589	2,073	-	2,662	2,201
Charitable activities	5	2,031	77	-	2,108	1,993
Other trading activities	6	2,063	163	-	2,226	1,032
Investments	7	-	-	23	23	27
<b>Total Income and Endowments</b>		<b>16,583</b>	<b>10,713</b>	<b>23</b>	<b>27,319</b>	<b>19,198</b>
<b>Expenditure on:</b>						
Raising Funds	28	1,559	-	-	1,559	1,006
Charitable activities						
Collections		6,323	976	-	7,299	7,046
Visitor offer		2,174	335	-	2,509	2,270
Education		1,767	272	10	2,049	1,870
Scientific research		3,987	2,807	-	6,794	5,948
<b>Total Expenditure</b>	8	<b>15,810</b>	<b>4,390</b>	<b>10</b>	<b>20,210</b>	<b>18,140</b>
Net gains/(losses) on investments	19	-	-	77	77	272
<b>Net income/(expenditure)</b>		<b>773</b>	<b>6,323</b>	<b>90</b>	<b>7,186</b>	<b>1,330</b>
<b>Other recognised gains/(losses):</b>						
Gains/(losses) on revaluation of fixed assets	19	-	4,333	-	4,333	787
<b>Net movement in funds</b>		<b>773</b>	<b>10,656</b>	<b>90</b>	<b>11,519</b>	<b>2,117</b>
<b>RESERVES AS AT 1 APRIL 2021</b>		<b>180</b>	<b>59,619</b>	<b>1,600</b>	<b>61,399</b>	<b>59,282</b>
<b>RESERVES AS AT 31 MARCH 2022</b>		<b>953</b>	<b>70,275</b>	<b>1,690</b>	<b>72,918</b>	<b>61,399</b>

All recognised gains and losses have been included within the Statement of Financial Activities.  
All activities are classed as continuing.

The notes on pages 47 to 66 form part of these accounts.

## Consolidated Balance Sheet as at 31 March 2022

	Notes	RBGE		Consolidated	
			Restated		Restated
		2022	2021	2022	2021
		£000	£000	£000	£000
<b>Fixed Assets</b>					
Other tangible assets	11	68,375	58,014	68,395	58,044
Intangible assets	12	243	216	243	216
Investments	13a	1,400	1,313	1,359	1,268
		<u>70,018</u>	<u>59,543</u>	<u>69,997</u>	<u>59,528</u>
<b>Current Assets</b>					
Stock	14	126	136	283	274
Debtors	15	1,642	1,760	2,124	1,414
Current asset investments	13b	107	106	107	106
Cash at bank and in hand	23	3,330	1,969	3,675	2,199
		<u>5,205</u>	<u>3,971</u>	<u>6,189</u>	<u>3,993</u>
<b>Current Liabilities</b>					
Creditors: Amounts falling due within one year	16	(3,030)	(2,086)	(3,264)	(2,122)
		<u>2,175</u>	<u>1,885</u>	<u>2,925</u>	<u>1,871</u>
<b>Net Current Assets</b>					
<b>Total Assets less Current Liabilities</b>					
		<u>72,193</u>	<u>61,428</u>	<u>72,922</u>	<u>61,399</u>
Creditors: Amounts falling due after more than one year	16	-	-	-	-
Provisions		-	-	(4)	-
<b>Total Assets less Liabilities</b>					
		<u><b>72,193</b></u>	<u><b>61,428</b></u>	<u><b>72,918</b></u>	<u><b>61,399</b></u>
<b>CAPITAL AND RESERVES</b>					
<b>Unrestricted Funds</b>					
Accumulated surplus on the general fund	17	-	-	-	-
Board reserve fund: trustee funds	17	228	209	953	180
<b>Total Unrestricted Funds</b>					
		<u>228</u>	<u>209</u>	<u>953</u>	<u>180</u>
<b>Restricted Funds</b>					
Capital revaluation reserve	17	31,795	27,462	31,795	27,462
Capital grants fund	17	37,360	31,379	37,360	31,379
Project fund	17	1,120	778	1,120	778
<b>Total Restricted Funds</b>					
		<u>70,275</u>	<u>59,619</u>	<u>70,275</u>	<u>59,619</u>
<b>Endowment Funds</b>					
Ferguson Bequest	17	1,145	1,132	1,145	1,132
Education Endowment	17	35	35	35	35
QMMG Endowment	17	30	30	30	30
Investments Revaluation Reserve	17	480	403	480	403
<b>Total Endowment Funds</b>					
		<u>1,690</u>	<u>1,600</u>	<u>1,690</u>	<u>1,600</u>
		<u><b>72,193</b></u>	<u><b>61,428</b></u>	<u><b>72,918</b></u>	<u><b>61,399</b></u>

The Accountable Officer authorised these statements for issue on 8 December 2022

*Dominic Fry*

Dominic Fry  
Chair of the Board of Trustees  
08 December 2022

*Simon Milne*

Simon Milne  
Regius Keeper and Accountable Officer  
08 December 2022

The notes on pages 47 to 66 form part of these accounts.

## Consolidated Statement of Cash Flows for the year ended 31 March 2022

		2021/22	2020/21
	Notes	£000	£000
<b>Net cash (used in) / provided by operating activities</b>	23	1,547	483
<b>Cash flows from investing activities</b>			
Interest received		-	1
Payments to acquire fixed assets	11 & 12	(8,547)	(2,845)
Receipts from sale of fixed assets		6	-
<b>Net cash provided by (used in) investing activities</b>		<b>(8,541)</b>	<b>(2,844)</b>
<b>Cash flows from financing activities</b>			
Capital funding from Scottish Government	3	8,400	2,800
Other capital grants	4	70	30
<b>Cash provided by (used in) financing activities</b>		<b>8,470</b>	<b>2,830</b>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>1,476</b>	<b>469</b>
		<b>2021/22</b>	<b>2020/21</b>
		<b>£000</b>	<b>£000</b>
Change in cash and cash equivalents in the reporting period		1,476	469
Cash and cash equivalents at the beginning of the reporting period		2,199	1,730
Cash and cash equivalents at the end of the reporting period		3,675	2,199

The notes on pages 47 to 66 form part of these accounts.



## Notes to the Accounts for the year ended 31 March 2022

### 1. ACCOUNTING POLICIES

#### a) Basis of accounting

The accounts have been prepared under the historical cost convention modified by the revaluation of tangible fixed assets and investments at their market value. The accounts have been prepared in accordance with an Accounts Direction given by Scottish Ministers in accordance with paragraph 20(3) of Schedule 1 of the National Heritage (Scotland) Act 1985. The Accounts Direction can be found at the end of these accounts.

The Accounts Direction requires RBGE to prepare the accounts in compliance with the accounting principles and disclosure requirements of the edition of the Government Financial Reporting Manual (FReM) which is in force for the year for which the statement of accounts are prepared. As a non-departmental public body which is also a registered charity, the FReM requires that the accounts comply with the Charities and Trustee Investment (Scotland) Act (2005), the Charities Accounts (Scotland) Regulation (2006) and the Statement of Recommended Practice Accounting and Reporting by Charities (SORP FRS102) (effective January 2015) and provide any additional disclosures as required by the Manual. In addition to the requirements of the SORP, our sponsoring department has also directed us to prepare an Income and Expenditure Summary which can be seen at note 26.

The accounts are prepared on the going concern basis which provides that the entity will continue in operational existence for the foreseeable future.

The accounts are prepared in sterling which is the functional currency of the charity. Monetary amounts are to the nearest £1,000.

The charity's legal form and address of main office are shown at pages 5 and 26 of the Trustees' Report.

In preparing the accounts we have complied with FRS102 and SORP FRS102.

#### b) Basis of consolidation

The consolidated accounts, ("the Group") include the accounts of the Royal Botanic Garden Edinburgh ("RBGE") and its subsidiary company, The Botanics Trading Company Limited ("BTC"), for the year ended 31 March 2022. The accounts were consolidated on a line by line basis for assets and liabilities.

#### c) Asset Policy

- i) The title to the land and buildings administered by the Board is held in the name of the Scottish Ministers. The Board holds a 99 year lease covering the use of these assets. Nevertheless, on the direction of the Scottish Ministers, these fixed assets have been valued and are included in the Balance Sheet. The method of valuation for specialised properties, that is land and buildings for which there is effectively no market, is depreciated replacement cost. Other properties are valued at open market value for existing use. The value of Tangible Fixed Assets is £68,395k. The value of Intangible assets is £243k.

- ii) All items of capital expenditure greater than £5,000 are treated as additions to tangible fixed assets. Land and buildings are subject to 5 yearly full revaluation by a valuer with indexation applied annually in the intervening years. Land and Buildings were last valued on 31 March 2018. The indexation rate used is RPIX, All Items Index Excluding Mortgage Interest, published by the Office for National Statistics. Depreciation is charged on the basis of the revalued amounts for land and buildings and on historic cost for other tangible fixed assets. Historic costs are not disclosed as required by the SORP as, in accordance with the Government Financial Reporting Manual, this adds no information of value to the accounts.
- iii) From 2017/18, Infrastructure has been separated from land and buildings and is held at depreciated replacement cost.
- iv) Land is not depreciated. Depreciation is provided on all other fixed assets at rates calculated to write off their valuation, less estimated residual value, evenly over the remainder of their expected lives. The principal rates used are based on estimated lives as follows:

Buildings &		
Infrastructure	10-50	Years
Garden Machinery	5-10	Years
Scientific Equipment	4-5	Years
Office Equipment	3-10	Years
Motor Vehicles	4	Years
Intangible Assets	3-5	Years

#### d) Heritage Assets

A heritage asset is defined as a tangible asset with historical, artistic, scientific, technological, geophysical or environmental qualities that is held and maintained principally for its contribution to knowledge and culture.

The collections of specimens, reference books and other material related to work at the Royal Botanic Garden Edinburgh as at 31 March 2001 have not been capitalised in these accounts in line with HM Treasury Guidance for non-operational heritage assets. Individual items acquired after 1 April 2001 with a value at the date of acquisition in excess of £5,000 are capitalised. Under HM Treasury guidance, capitalised collection items are not depreciated or revalued.

The collections are truly “priceless” in that they cannot be valued meaningfully due to the number of items, lack of comparative market values and the diverse nature of the collections. It is not possible to obtain reliable cost or valuation information.

#### e) Income Policy

In the Statement of Financial Activities (SOFA), Grant in Aid including Capital Grant is credited to income in the year for which it is received. Income from donations and other grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably. Government grants are recognised based on the performance model.

Income from activities is accounted for on a receivable basis, net of VAT, with the exception of

income from the Membership Scheme that is accounted for on a cash basis net of VAT. Gifts in Kind and Donated Services and Facilities have been included in the SOFA when they can be quantified with reasonable certainty.

#### f) Expenditure Policy

Within the Statement of Financial Activities the costs of the development and membership departments are shown as expenditure on raising funds. Staff and operating costs incurred in relation to governance are included within expenditure on charitable activities. These include internal and external audit, Trustees expenses and meeting costs. Charitable activities are those in furtherance of the RBGE's objectives. Indirect costs have been allocated on the basis of activity staff numbers. Liabilities and provisions are recognised as expenditure as soon as there is a legal or constructive obligation committing RBGE to the expenditure.

#### g) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of RBGE. Designated funds are unrestricted funds which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are to be used for the purpose specified by the donor.

#### h) Reserves

Reserves are analysed under the headings Restricted, Unrestricted and Endowment Funds. Restricted funds are those given to RBGE for specific purposes. Unrestricted funds are divided into the Board Reserve Fund and the General Fund. Each fund is described below.

##### i) Board Reserve Fund

The Board of Trustees, with the approval of Scottish Ministers, may undertake certain activities, the profits from which, together with donations and funds from other sources, including the results of the Botanic Trading Company, are taken to the Board Reserve. These funds may be used at the Board's discretion under the terms of the National Heritage (Scotland) Act 1985.

##### ii) General Fund

The General Fund represents the surplus or deficit on the Income and Expenditure Account after taking into account the movement attributed to other specific funds (including the Board Reserve).

##### iii) Endowment Fund

These are donations to RBGE that have been made by way of endowment. The Trustees either have no power to convert the capital to income (permanent endowment funds) or they do have the power to convert the capital into expendable income (expendable endowments). All of the RBGE endowment funds are expendable.

#### i) Stocks

Stocks are stated at the lower of cost or net realisable value or, if this is different by a material amount, their value to the business by reference to current costs. The carrying value of stock in the consolidated accounts is £283k (2021: £274k).

#### j) Debtors

Trade and other debtors represent balances due from customers at the year end, less any

specific doubtful debts. Debts over one year old are provided for at 100%.

#### k) Liabilities and Provisions

Liabilities and provisions, including trade creditors, are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure.

#### l) Cash and cash equivalents

Cash is made up by balances held with the charity's bankers which are available on demand. It also includes petty cash and float balances.

#### m) Investments

Investments are carried in the balance sheet at market value in accordance with the SORP. The unrealised surplus or deficit relative to cost is dealt with in the revaluation reserve. Investment in subsidiary companies represents share capital and long term loans.

#### n) Taxation

RBGE is a charity within the meaning of the Charities and Trustee Investment (Scotland) Act 2005 and as such is a charity within the meaning of Para 1 of Schedule 6 to the Finance Act 2010 and is recorded on the index of charities maintained by the Office of the Scottish Charity Regulator (Charity Number SC007983). Accordingly, RBGE is potentially exempt from taxation in respect of income or capital gains received within categories covered by sections 478-488 of the Corporation Tax Act 2010 (CTA 2010) (formerly enacted in Section 505 of the Income and Corporation Taxes Act 1988 (ICTA)) or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied to exclusively charitable purposes. RBGE is registered, as a group, for Value Added Tax and claims partial recovery of input VAT.

#### o) Pensions

RBGE participates in the Principal Civil Service Pension Scheme (PCSPS). This scheme is an unfunded multi-employer defined benefit scheme and participating organisations are unable to identify their share of the underlying assets and liabilities on a consistent and reliable basis. The cost recognised within the Statement of Financial Activities will be equal to the contribution payable to the schemes for the year. Further details about the pension scheme is available in the Remuneration and Staff Report. In the past RBGE has also provided enhanced pensions to former employees who accepted early retirement and provision is made on an actuarial basis for the liability to those former employees at the time of their retirement.

#### p) Financial Instruments

Financial assets (represented by lending and receivables) are carried in the balance sheet at amortised cost. Their fair value can be assessed by calculating the present value of the cash flows that will take place over the remaining period of the instrument, using the following assumptions:

- No early repayment or impairment is recognised
- Where an instrument will mature in the next 12 months, the carrying amount is assumed to approximate to fair value.
- The fair value of trade and other receivables is taken to be the invoiced or billed amount.

#### q) Foreign Currency Policy

Transactions denominated in foreign currencies are recorded at the rates of exchange ruling at

the date of the transactions.

r) **Intra Group Transactions**

Gains or losses on any intra-group transactions are eliminated in full. Amounts in relation to debts and claims between undertakings included in the consolidation are also eliminated.

s) **Gift Aid Payments from Subsidiary**

To ensure that there is clarity and consistency in how gift aid payments by subsidiaries are reported, Financial Reporting Standard 102, was updated in December 2017. Under the revised treatment, gift aid payments can only be recognised in the accounts when paid, although no tax charge needs to be shown in the subsidiary's accounts.

t) **Government Grants**

RBGE received Grant-in-Aid of £20,300k from the Scottish Government during the year. £1k was received from HMRC in respect of the Coronavirus Job Retention Scheme across the group. A further £355k was received from UK government entities to fund a number of RBGE's research projects.

## 2. PRIOR YEAR COMPARATIVES

### 2a. Restated RBGE Statement of Financial Activities for the year ended 31 March 2021

	Unrestricted Funds £000	Restricted Funds £000	Endowment Funds £000	2020/21 Total Funds £000
<b>Income and Endowments from:</b>				
Scottish Government	11,145	2,800	-	13,945
Donations and Legacies	1,175	1,288	-	2,463
Charitable activities	1,833	184	-	2,017
Other trading activities	117	242	-	359
Investments	2	-	26	28
<b>Total income and Endowments</b>	<b>14,272</b>	<b>4,514</b>	<b>26</b>	<b>18,812</b>
<b>Expenditure on:</b>				
Raising funds	312	-	-	312
Charitable activities				
Collections	6,089	957	-	7,046
Visitor offer	1,962	308	-	2,270
Education	1,609	253	8	1,870
Scientific research	3,986	1,962	-	5,948
<b>Total Expenditure</b>	<b>13,958</b>	<b>3,480</b>	<b>8</b>	<b>17,446</b>
Net gains/(losses) on investments	-	-	272	272
<b>Net income/(expenditure)</b>	<b>314</b>	<b>1,034</b>	<b>290</b>	<b>1,638</b>
<b>Other recognised gains/(losses):</b>				
Gains/(losses) on revaluation of fixed assets	-	787	-	787
<b>Net movement in funds</b>	<b>314</b>	<b>1,821</b>	<b>290</b>	<b>2,425</b>
<b>RESERVES AS AT 1 APRIL 2020</b>	<b>(105)</b>	<b>57,798</b>	<b>1,310</b>	<b>59,003</b>
<b>RESERVES AS AT 31 MARCH 2021</b>	<b>209</b>	<b>59,619</b>	<b>1,600</b>	<b>61,428</b>
<b>Prior year adjustment</b>				
Income not recognised in 2020/21				12
Expenditure not recognised in 2020/21				51
Decrease in Net Income				(39)
Increase in Debtors, accrued income				44
Increase in Creditors, accrued expenditure				(83)
Decrease in Reserves				(39)

2b. Restated Consolidated Statement of Financial Activities for the year ended 31 March 2021

	Unrestricted Funds £000	Restricted Funds £000	Endowment Funds £000	2020/21 Total Funds £000
<b>Income and Endowments from:</b>				
Scottish Government	11,145	2,800	-	13,945
Donations and Legacies	913	1,288	-	2,201
Charitable activities	1,809	184	-	1,993
Other trading activities	790	242	-	1,032
Investments	1	-	26	27
<b>Total Income and Endowments</b>	<b>14,658</b>	<b>4,514</b>	<b>26</b>	<b>19,198</b>
<b>Expenditure on:</b>				
Raising Funds	1,006	-	-	1,006
Charitable activities				
Collections	6,089	957	-	7,046
Visitor offer	1,962	308	-	2,270
Education	1,609	253	8	1,870
Scientific research	3,986	1,962	-	5,948
<b>Total Expenditure</b>	<b>14,652</b>	<b>3,480</b>	<b>8</b>	<b>18,140</b>
Net gains/(losses) on investments	-	-	272	272
<b>Net income/(expenditure)</b>	<b>6</b>	<b>1,034</b>	<b>290</b>	<b>1,330</b>
<b>Other recognised gains/(losses):</b>				
Gains/(losses) on revaluation of fixed assets	-	787	-	787
<b>Net movement in funds</b>	<b>6</b>	<b>1,821</b>	<b>290</b>	<b>2,117</b>
<b>RESERVES AS AT 1 APRIL 2020</b>	<b>174</b>	<b>57,798</b>	<b>1,310</b>	<b>59,282</b>
<b>RESERVES AS AT 31 MARCH 2021</b>	<b>180</b>	<b>59,619</b>	<b>1,600</b>	<b>61,399</b>
<b>Prior year adjustment</b>				
Income not recognised in 2020/21				12
Expenditure not recognised in 2020/21				51
Decrease in Net Income				(39)
Increase in Debtors, accrued income				44
Increase in Creditors, accrued expenditure				(83)
Decrease in Reserves				(39)



### 3. GRANT-IN-AID

	RBGE		Group	
	2021/22	2020/21	2021/22	2020/21
	£000	£000	£000	£000
Revenue Grant in Aid	11,900	11,145	11,900	11,145
Capital Grant	8,400	2,800	8,400	2,800
<b>Total Grant from RESAS</b>	<b>20,300</b>	<b>13,945</b>	<b>20,300</b>	<b>13,945</b>

### 4. DONATIONS AND LEGACIES

	RBGE		Group	
	2021/22	Restated 2020/21	2021/22	Restated 2020/21
	£000	£000	£000	£000
Income from Botanics Foundation	385	279	385	279
Gift Aid from BTC	-	262	-	-
Grants from UK Government entities	356	896	356	896
Grants from EU	105	33	105	33
Other grants	1,247	679	1,247	679
Donations and Legacies	499	284	499	284
Capital grants – non-Grant-in-Aid	70	30	70	30
	<b>2,662</b>	<b>2,463</b>	<b>2,662</b>	<b>2,201</b>

### 5. INCOME FROM CHARITABLE ACTIVITIES

	RBGE		Group	
	2021/22	2020/21	2021/22	2020/21
	£000	£000	£000	£000
Admissions	426	240	426	240
Education charges	977	1,238	977	1,238
Rents receivable	58	41	26	26
Membership income	261	185	261	185
Other income from third parties	429	313	418	304
	<b>2,151</b>	<b>2,017</b>	<b>2,108</b>	<b>1,993</b>

### 6. OTHER TRADING ACTIVITIES

	RBGE		Group	
	2021/22	Restated 2020/21	2021/22	Restated 2020/21
	£000	£000	£000	£000
Trading company income	-	-	1,993	708
Commercial development	97	88	44	53
Commemorative programme	189	271	189	271
	<b>286</b>	<b>359</b>	<b>2,226</b>	<b>1,032</b>

Commercial development consists of theatrical events, venue hire, licensing and commercial publishing.

### 7. INVESTMENT INCOME

	RBGE		Group	
	2021/22	2020/21	2021/22	2020/21
	£000	£000	£000	£000
Dividends	18	20	18	20
Interest receivable	7	8	5	7
	<b>25</b>	<b>28</b>	<b>23</b>	<b>27</b>

## 8. EXPENDITURE

	Staff costs £000	Dep'n £000	Other Direct Costs £000	Allocated Costs £000	2021/22 Total £000	Restated 2020/21 Total £000
Raising Funds	729	10	820	-	1,559	1,006
Charitable activities						
Collections	3,871	975	623	1,830	7,299	7,046
Visitor offer	1,217	335	329	628	2,509	2,270
Education	1,085	272	181	511	2,049	1,870
Scientific research	3,241	910	939	1,704	6,794	5,948
<b>Total</b>	<b>10,143</b>	<b>2,502</b>	<b>2,892</b>	<b>4,673</b>	<b>20,210</b>	<b>18,140</b>

Support costs have been allocated as per note 1f. The cost of charitable activities includes the cost of support services (facilities management, finance, human resources, ICT, corporate services management, press and marketing) of £4,673k (2020/21 £4,236).

## 9. STAFF COSTS

	2021/22 £000	2020/21 £000
Salaries	8,353	7,959
Social security costs	870	801
Staff pensions	2,170	2,067
Redundancy costs	18	10
<b>Total RBGE staff costs</b>	<b>11,411</b>	<b>10,837</b>
BTC staff costs	515	430
<b>Total Group staff costs</b>	<b>11,926</b>	<b>11,267</b>

## 10. OTHER DIRECT COSTS

	2021/22 £000	Restated 2020/21 £000
Botanics Trading Company	612	260
Depreciation	2,501	2,333
Impairment of fixed assets	-	-
Materials	622	571
Direct Project Costs	441	140
Repairs and Maintenance	1,061	968
Rates and Utilities	816	708
Trustees travel and subsistence	2	1
Staff travel and subsistence	73	15
General services	1,429	1,117
External Audit fees	18	17
Internal Audit fees	9	6
Legal, consultancy and other professional fees	690	737
	<b>8,274</b>	<b>6,873</b>

## 11. TANGIBLE FIXED ASSETS

	Land & Buildings	General Infrastructure	Assets under Construction	Garden Machinery	Scientific Equipment	Office Equipment	Motor Vehicles	RBGE Total	BTC	Group Total
<b>Cost or Valuation</b>										
At 1 Apr 2021	55,005	1,457	6,648	1,384	1,678	3,356	185	69,713	56	69,769
Additions	1,298	367	5,464	500	177	667	-	8,473	-	8,473
Disposals	-	-	-	(40)	(40)	(47)	(27)	(154)	(6)	(160)
Impairment	-	-	-	-	-	-	-	-	-	-
Transfers	340	-	(374)	-	-	-	-	(34)	-	(34)
Revaluation	5,000	-	-	-	-	-	-	5,000	-	5,000
At 31 Mar 2022	<b>61,643</b>	<b>1,824</b>	<b>11,738</b>	<b>1,844</b>	<b>1,815</b>	<b>3,976</b>	<b>158</b>	<b>82,998</b>	<b>50</b>	<b>83,048</b>
<b>Depreciation</b>										
At 1 Apr 2021	5,412	815	-	1,097	1,428	2,785	162	11,699	26	11,725
Charge for the period	1,928	145	-	87	72	170	9	2,411	10	2,421
Disposals	-	-	-	(40)	(40)	(47)	(27)	(154)	(6)	(160)
Backlog	667	-	-	-	-	-	-	667	-	667
At 31 Mar 2022	<b>8,007</b>	<b>960</b>	-	<b>1,144</b>	<b>1,460</b>	<b>2,908</b>	<b>144</b>	<b>14,623</b>	<b>30</b>	<b>14,653</b>
<b>Net book value</b>										
At 31 Mar 2022	<b>53,636</b>	<b>864</b>	<b>11,738</b>	<b>700</b>	<b>355</b>	<b>1,068</b>	<b>14</b>	<b>68,375</b>	<b>20</b>	<b>68,395</b>
At 31 Mar 2021	<b>49,593</b>	<b>642</b>	<b>6,648</b>	<b>287</b>	<b>250</b>	<b>571</b>	<b>23</b>	<b>58,014</b>	<b>30</b>	<b>58,044</b>

Land and buildings were revalued on 31 March 2018 by The City of Edinburgh Council on the basis of fair value or market value for existing use, except for those properties and land which have such specialised use that they have no market value. Such properties and land are valued at depreciated replacement cost representing their value in use to the Group. Replacement costs were derived by the valuers on the basis of land values and estimated current construction costs, including professional fees and finance costs, for each individual property. The amount by which replacement cost for each property was discounted to arrive at depreciated replacement cost was assessed by the valuers on the basis of the current condition and state of repair of the property concerned (rather than by time apportioning over the total estimated life of the property).

Infrastructure assets have been separated from land and buildings and are held at depreciated replacement costs.

Tangible Fixed Assets - Prior year comparatives

	Land & Buildings	General Infrastructure	Assets under Construction	Garden Machinery	Scientific Equipment	Office Equipment	Motor Vehicles	RBGE Total	BTC	Group Total
<b>Cost or Valuation</b>										
At 1 Apr 2020	53,401	1,386	5,066	1,412	1,663	3,039	185	66,152	41	66,193
Additions	559	71	1,828	2	24	242	-	2,726	15	2,741
Disposals	-	-	-	(30)	(9)	-	-	(39)	-	(39)
Impairment	-	-	-	-	-	-	-	-	-	-
Transfers	171	-	(246)	-	-	75	-	-	-	-
Revaluation	874	-	-	-	-	-	-	874	-	874
At 31 Mar 2021	<b>55,005</b>	<b>1,457</b>	<b>6,648</b>	<b>1,384</b>	<b>1,678</b>	<b>3,356</b>	<b>185</b>	<b>69,713</b>	<b>56</b>	<b>69,769</b>
<b>Depreciation</b>										
At 1 Apr 2020	3,496	676	-	1,040	1,353	2,652	150	9,367	19	9,386
Charge for the period	1,829	139	-	87	77	133	12	2,277	7	2,284
Disposals	-	-	-	(30)	(2)	-	-	(32)	-	(32)
Backlog	87	-	-	-	-	-	-	87	-	87
At 31 Mar 2021	<b>5,412</b>	<b>815</b>	<b>-</b>	<b>1,097</b>	<b>1,428</b>	<b>2,785</b>	<b>162</b>	<b>11,699</b>	<b>26</b>	<b>11,725</b>
<b>Net book value</b>										
At 31 Mar 2021	<b>49,593</b>	<b>642</b>	<b>6,648</b>	<b>287</b>	<b>250</b>	<b>571</b>	<b>23</b>	<b>58,014</b>	<b>30</b>	<b>58,044</b>
At 31 Mar 2020	<b>49,905</b>	<b>710</b>	<b>5,066</b>	<b>372</b>	<b>310</b>	<b>387</b>	<b>35</b>	<b>56,785</b>	<b>22</b>	<b>56,807</b>

## 12. INTANGIBLE ASSETS

	RBGE and Group 2022 £000	RBGE and Group 2021 £000
At 1 April	493	389
Software acquired during the year	73	104
Transfer from Assets under construction	34	-
Disposals	-	-
As at 31 March	600	493
Amortisation:		
As at 1 April	277	228
Charge for the year	80	49
Disposals	-	-
As at 31 March	357	277
Net Book Value		
<b>As at 31 March 2022</b>	<b>243</b>	<b>216</b>
As at 31 March 2021	216	161

## 13. INVESTMENTS

### a. Fixed asset investments

	Group Total £000	Listed £000	Subsidiary Undertakings £000	RBGE Total £000
Investments at cost as at 1 Apr 2021	836	836	45	881
Revaluation reserve as at 1 Apr 2021	432	432	-	432
Investments at valuation as at 1 April 2021	1,268	1,268	45	1,313
Less: Repayment of loan/conversion to grant	-	-	(4)	(4)
Add: Dividends received into fund	23	23	-	23
Less: Fund management fee	(9)	(9)	-	(9)
Less: Unrealised loss on revaluation at 31 March 2022	77	77	-	77
<b>Investments at valuation as at 31 March 2022</b>	<b>1,359</b>	<b>1,359</b>	<b>41</b>	<b>1,400</b>
Cost as at 31 March 2022	850	850	45	895
Less: Repayment of loan/conversion to grant	-	-	(4)	(4)
Revaluation reserve as at 31 Mar 2022	509	509	-	509
<b>Investments at valuation as at 31 March 2022</b>	<b>1,359</b>	<b>1,359</b>	<b>41</b>	<b>1,400</b>

## Subsidiary companies

The investment in the Botanics Trading Company Ltd represents a long term loan of £40,000 and £1,000 of share capital of the Botanics Trading Company Ltd which is a wholly owned subsidiary of the Trustees of the Royal Botanic Garden Edinburgh. The loan to the Botanics Trading Company Ltd is being repaid over twenty five years. It is secured by a floating charge over the assets of the company. Interest was applied at the Bank of England base rate plus 3%.

## Listed investments

Listed company investments form part of the Ferguson Bequest and the Education Endowment. The investment portfolio is invested in a range of securities. As at 31 March 2022 the portfolio was made up of 14% fixed interest, 73% equities, 12% alternative and 1% cash. The corresponding figures for 31 March 2021 were 14% fixed interest, 74% equities, 11% alternative and 1% cash.

No investment holdings were over 5% of the Portfolio Value.

### b. Current asset investments

As at 31 March 2022 £107k of cash was held in term deposit accounts (2021 £106k):

	RBGE		Group	
	2022 £000	2021 £000	2022 £000	2021 £000
Term deposits	107	106	107	106

Current asset investments represent term deposits held with commercial banks in line with the credit risk policy.

### c. Financial instruments disclosures

#### i. Credit Risk

Credit risk arises from the short-term lending of surplus funds to banks, building societies and other third parties as well as credit exposures to RBGE's customers. RBGE restricts deposits to the following banks (HSBC, Royal Bank of Scotland, Barclays, Lloyds TSB, Bank of Scotland, Co-Operative and Clydesdale) to a maximum counterparty limit of £300k. The treasury management policy is reviewed annually.

RBGE reviews the credit risk associated with financial institutions on a monthly basis and more regularly if market conditions are volatile or other information is made available on the financial security of UK banks and building societies.

#### ii. Liquidity Risk

RBGE does not have any external borrowings.

### iii. Market Risk

Changes in market interest rates influence the interest payable on borrowings and on interest receivable on surplus funds invested. RBGE is not considered dependent on interest receivable.

## 14. STOCKS

	RBGE		Group	
	2022 £000	2021 £000	2022 £000	2021 £000
Heating oil	26	31	26	31
RBGE Shops (retail goods for resale)	-	-	157	138
Publications	100	105	100	105
	<u>126</u>	<u>136</u>	<u>283</u>	<u>274</u>

The current cost value of stocks, excluding heating oil, is not materially different from historic cost and accordingly no adjustment has been made to reflect current costs.

The stock of heating oil is held for precautionary purposes to ensure the protection of the living collections in the event of power loss, gas supply interruption or a national emergency.

## 15. DEBTORS

	RBGE		Group	
	2022 £000	2021 £000	2022 £000	2021 £000
Prepaid expenditure and accrued income	1,242	991	1,247	1,007
Sundry debtors	243	257	877	407
Due by other group entities	157	512	-	-
	<u>1,642</u>	<u>1,760</u>	<u>2,124</u>	<u>1,414</u>

	RBGE		Group	
	2022 £000	2021 £000	2022 £000	2021 £000
Balances with central government	308	125	309	126
Balances with local authorities	-	-	-	-
Subtotal of intra government balances	<u>308</u>	<u>125</u>	<u>309</u>	<u>126</u>
Balances with bodies external to government	1,334	1,535	1,815	1,288
	<u>1,642</u>	<u>1,760</u>	<u>2,124</u>	<u>1,414</u>



## 16. CREDITORS

<b>Amounts falling due within one year</b>	<b>RBGE</b>		<b>Group</b>	
	<b>2022</b>	<b>2021</b>	<b>2022</b>	<b>2021</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Accrued charges	1,498	795	1,505	805
Holiday pay	158	170	158	170
Creditors – social security	233	193	244	195
Creditors - other	349	302	486	317
Creditors - VAT	-	66	4	70
Trade creditors – revenue	286	335	361	340
Trade creditors - capital	506	225	506	225
	<b>3,030</b>	<b>2,086</b>	<b>3,264</b>	<b>2,122</b>

<b>Amounts falling due within one year</b>	<b>RBGE</b>		<b>Group</b>	
	<b>2022</b>	<b>2021</b>	<b>2022</b>	<b>2021</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Balances with central government	233	356	249	364
Balances with local authorities	9	-	9	-
Subtotal of intra government balances	242	356	258	364
Balances with bodies external to government	2,788	1,730	3,006	1,758
	<b>3,030</b>	<b>2,086</b>	<b>3,264</b>	<b>2,122</b>

## 17. STATEMENT OF RESERVES

	<b>Restated As at 31 March 2021 £000</b>	<b>Income £000</b>	<b>Expend- iture £000</b>	<b>Transfers £000</b>	<b>Reval- uation £000</b>	<b>Group As at 31 March 2022 £000</b>
<b>Unrestricted</b>						
General fund	-	14,590	14,571	(19)	-	-
Board reserve	180	1,993	1,239	19	-	953
<b>Total unrestricted funds</b>	<b>180</b>	<b>16,583</b>	<b>15,810</b>	<b>-</b>	<b>-</b>	<b>953</b>
<b>Restricted</b>						
Capital revaluation reserve	27,462	-	-	-	4,333	31,795
Capital grants fund	31,379	8,473	2,492	-	-	37,360
Projects fund	778	2,240	1,898	-	-	1,120
<b>Total restricted funds</b>	<b>59,619</b>	<b>10,713</b>	<b>4,390</b>	<b>-</b>	<b>4,333</b>	<b>70,275</b>
<b>Endowments</b>						
Ferguson bequest	1,132	23	10	-	-	1,145
Education endowment	35	-	-	-	-	35
QMMG endowment	30	-	-	-	-	30
Investments revaluation	403	-	-	-	77	480
<b>Total endowments</b>	<b>1,600</b>	<b>23</b>	<b>10</b>	<b>-</b>	<b>77</b>	<b>1,690</b>
<b>Total</b>	<b>61,399</b>	<b>27,319</b>	<b>20,210</b>	<b>-</b>	<b>4,410</b>	<b>72,918</b>

The Reserves of the organisation are explained in Note 1 of the accounts. The Capital Grants Fund represents funding for expenditure which has been capitalised as Tangible Assets in the balance sheet where either the funds received were subject to restrictions or the funds were Government Capital Grant in Aid. This reserve will fund the future depreciation costs arising from those assets.

Projects are where the Royal Botanic Garden Edinburgh receives money from third parties to fund various activities such as specific areas of research and developments in the Garden. The Ferguson Bequest is an endowment fund for botanical projects. The Education Endowment was established to support the educational activities of the RBGE. The QMMG Endowment is the Queen Mothers Memorial Garden endowment and was established to support the maintenance of the Queen Mothers Memorial Garden.

## 18. ANALYSIS OF GROUP NET ASSETS BETWEEN FUNDS

	Unrestricted £000	Restricted £000	Endowments £000	Total £000
<b>Fixed Assets</b>	-	68,638	1,359	69,997
<b>Current Assets</b>	4,221	1,637	331	6,189
<b>Current Liabilities</b>	(3,264)	-	-	(3,264)
<b>Creditors &gt; 1 year</b>	-	-	-	-
<b>Provisions</b>	(4)	-	-	(4)
<b>Total</b>	<b>953</b>	<b>70,275</b>	<b>1,690</b>	<b>72,918</b>

## 19. REVALUATION RESERVE

	Tangible Fixed Assets 2022 £000	Investments 2022 £000	Total 2022 £000	Total 2021 £000
At 1 April	27,462	403	27,865	26,806
Surplus/(deficit) arising on revaluation in year	5,000	77	5,078	1,146
Difference between depreciation based on revalued amounts and historic cost	(667)	-	(668)	(87)
<b>At 31 March</b>	<b>31,795</b>	<b>480</b>	<b>32,275</b>	<b>27,865</b>

The revaluation reserve relating to investments is attributable to the Ferguson Bequest and the Education Endowment.

## 20. CAPITAL GRANTS FUND

	RBGE		Group	
	2022 £000	2021 £000	2022 £000	2021 £000
At 1 April	31,379	30,875	31,379	30,875
RESAS capital grant	8,400	2,800	8,400	2,800
Other capital grants	70	30	70	30
Gain/(loss) on sale of fixed assets	3	-	3	-
Less depreciation	(2,492)	(2,326)	(2,492)	(2,326)
Impairment of fixed assets	-	-	-	-
<b>At 31 March</b>	<b>37,360</b>	<b>31,379</b>	<b>37,360</b>	<b>31,379</b>
Scottish Government capital grant	21,646	15,499	21,646	15,499
Gateway capital grants	13,796	13,914	13,796	13,914
Other capital grants	1,918	1,966	1,918	1,966
	<b>37,360</b>	<b>31,379</b>	<b>37,360</b>	<b>31,379</b>

## 21. TRADING SUBSIDIARY

A summary of the results of the wholly owned subsidiary the Botanics Trading Company Ltd. is shown below. All values are historic costs.

<b>Profit and Loss Account</b>			<b>Balance Sheet</b>		
	<b>2021/22</b>	<b>2020/21</b>		<b>2022</b>	<b>2021</b>
	<b>£000</b>	<b>£000</b>		<b>£000</b>	<b>£000</b>
Turnover	1,993	708	Fixed assets	20	30
Cost of sales	(545)	(233)	Current assets	1,160	544
<b>Gross Profit</b>	<b>1,448</b>	<b>475</b>	Current liabilities	(415)	(563)
Other expenses	(688)	(525)	Loan from RBGE	(36)	(40)
Interest receivable	-	-	Provisions	(4)	-
Interest payable	(2)	(1)		<b>725</b>	<b>(29)</b>
<b>Net profit</b>	<b>758</b>	<b>(51)</b>	Share capital	1	1
Gift aid to RBGE	-	(262)	Accumulated	724	(30)
Tax on profit	(4)	4	(loss)/profit		
				<b>725</b>	<b>(29)</b>
<b>Retained (loss) / profit for the year</b>	<b>754</b>	<b>(309)</b>			

The company donates its taxable profits, allowable for distribution from reserves, to RBGE under the gift aid scheme on an annual basis.

## 22. CONSULTANCY SUBSIDIARY

The wholly owned subsidiary the Centre for Middle Eastern Plants Ltd. is now a dormant company.

## 23. CASH FLOW STATEMENT

Reconciliation of net income/(expenditure) to net cash flow from operating activities

	<b>2021/22</b>	<b>Restated</b>
	<b>£000</b>	<b>2020/21</b>
		<b>£000</b>
Net income as per SOFA	7,186	1,330
Depreciation charge	2,501	2,333
Capital GIA	(8,400)	(2,800)
Other capital grants	(70)	(30)
(Gain)/loss on sale of fixed assets	(6)	7
Unrealised (gain) on investment	(77)	(272)
Dividends, interest and rents from investments inc fees	(14)	(18)
(Increase)/decrease in stocks	(9)	37
(Increase)/decrease in debtors	(710)	245
Increase/(decrease) in creditors & provisions	1,146	(349)
<b>Net cash provided by operating activities</b>	<b>1,547</b>	<b>483</b>

#### Analysis of cash and cash equivalents

	RBGE		Group	
	2022 £000	2021 £000	2022 £000	2021 £000
Cash in hand	3,330	1,969	3,675	2,119
Total cash and equivalents	3,330	1,969	3,675	2,119

## 24. RELATED PARTY TRANSACTIONS

The Royal Botanic Garden Edinburgh is a non-departmental public body of the Scottish Government Rural and Environment Science and Analytical Services Division (RESAS) which is regarded as a related party. During the year, RBGE has had a number of material transactions with RESAS.

The Regius Keeper is, ex officio, a Trustee of the Sibbald Trust and a Director of the Botanics Trading Company Ltd (BTC) and the Centre for Middle Eastern Plants Limited (CMEP). RBGE received £14k of restricted funding income for the Sibbald Trust in 2021/22. The Director of Science/Deputy Keeper was a Director of CMEP for the whole year. The Director of Enterprise and Director of Resources & Planning were Directors of BTC for the whole year. The Director of Horticulture & Learning, the Director of Resources & Planning and the Director of Edinburgh Biomes were Directors of the Botanics Energy Company from its incorporation date of 13 October 2021. Two RBGE Trustees can be appointed to the Botanics Foundation Board in accordance with the Trust Deed of the Foundation. Diana Murray held this position for part of the year, whilst the position was vacant for the year. At an RBGE Board meeting of 28 February 2018, the Trustees agreed that any unapplied self-generated income should be donated to the Botanics Foundation, in addition to legacies received, to support the objectives of RBGE, as the Foundation Board see fit. As a result legacies and donations to the value of £163,965 that were received in 2021/22 will be transferred directly into the Foundation's name.

The Botanics Trading Company (BTC) is a wholly owned subsidiary of RBGE. A summary of the BTC results are disclosed at note 21.

The Botanics Energy Company was established during 2021/22 and is a wholly owned subsidiary of RBGE, but did not carry out any operations.

During the year, none of the Trustees, members of key management staff or other related parties has undertaken any material transactions with RBGE. Donations and other income from the Trustees to RBGE amounted to £1,445 in 2021/22 (2020/21: £164).

## 25. CAPITAL COMMITMENTS

As at 31 March 2022 there were capital commitments contracted for but not provided for in the accounts of £222,846 (2021: £133,662).

## 26. INCOME AND EXPENDITURE SUMMARY

	Notes	RBGE		Group	
		2021/22 £000	Restated 2020/21 £000	2021/22 £000	Restated 2020/21 £000
<b>Income</b>					
Scottish Government - Revenue grant in aid	3	11,900	11,145	11,900	11,145
Donations and Legacies excl capital grants	4	2,592	2,433	2,592	2,171
Charitable activities	5	2,147	2,017	2,105	1,993
Other trading activities	6	286	358	2,226	1,032
Investments	7	25	28	23	27
		<b>16,950</b>	<b>15,981</b>	<b>18,846</b>	<b>16,368</b>
<b>Expenditure</b>					
Staff costs	9	11,411	10,837	11,926	11,266
Other operating costs		4,976	4,061	5,603	4,325
		<b>16,387</b>	<b>14,898</b>	<b>17,529</b>	<b>15,591</b>
Donation to Botanics Foundation		(188)	(221)	(188)	(221)
<b>Surplus/(Deficit) for the year</b>		<b>375</b>	<b>862</b>	<b>1,129</b>	<b>556</b>

The group surplus of £1,129k comprises a surplus of £19k of unrestricted RBGE funds, a surplus on BTC of £754k, a surplus of £14k on endowments and a £342k surplus from restricted project funds. In addition to this, the Restricted Capital Grants fund relating to depreciation was underspent compared to new grants received by £5,980k; and the endowment had a £77k revaluation surplus. Once this is taken into account the surplus for the year – as recorded in the Consolidated SOFA at page 44 – is £7,186k.

## 27. EVENTS AFTER THE REPORTING PERIOD

No significant events have occurred since 1 April 2022 that will have an impact on these accounts.

## 28. RAISING FUNDS EXPENDITURE

Reconciliation of RBGE total to consolidated expenditure within the statement of financial activities.

	2021/22 £000	2020/21 £000
RBGE total expenditure per SOFA	418	312
BTC Cost of Sales	545	233
BTC Expenses	692	521
BTC Interest payable	2	1
<b>Less inter group transactions</b>		
Rental	(32)	(16)
Accountancy Fees	(11)	(10)
Salary Allowance	(45)	(28)
Support Services	(8)	(6)
Interest Payable	(2)	(1)
<b>Total consolidated amount per SOFA</b>	<b>1,559</b>	<b>1,006</b>

## Accounts Direction


### ROYAL BOTANIC GARDEN, EDINBURGH DIRECTION BY THE SCOTTISH MINISTERS

The Scottish Ministers, in pursuance of paragraph 20(3) of Schedule 1 of the National Heritage (Scotland) Act 1985, hereby give the following direction.

The statement of accounts for the financial year ended 31 March 2006, and subsequent years, shall comply with the accounting principles and disclosure requirements of the edition of the Government Financial Reporting Manual (FRM) which is in force for the year for which the statement of accounts are prepared.

The accounts shall be prepared so as to give a true and fair view of the income and expenditure and cash flows for the financial year, and of the state of affairs as at the end of the financial year.

This direction shall be reproduced as an appendix to the statement of accounts. The direction given on 17 October 2002 is hereby revoked.

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke at the end.

Signed by the authority of the Scottish Ministers

Dated: 9 December 2005