



# **BOTANIC GARDENS**

**AUSTRALIA**

EMBARGO: 11.30AM (CANBERRA TIME) MON 23 APR 2001

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- For further information about these and related statistics, contact the National Information Service on 1300 135 070 or Ann Santo on Melbourne 03 9615 7910.

## INTRODUCTION

This publication presents results, in respect of the 1999–2000 financial year, from an Australian Bureau of Statistics (ABS) census of employing organisations engaged in the operation of botanic gardens. It is the second ABS census of the industry with the previous collection being conducted in respect of 1996–97.

This publication is one of a series to be issued in respect of 1999–2000 for a range of cultural services industries. Other publications in this series are:

*Motion Picture Exhibition, Australia, 1999–2000* (Cat. no. 8654.0)

*Public Libraries, Australia, 1999–2000* (Cat. no. 8561.0)

*Museums, Australia, 1999–2000* (Cat. no. 8560.0)

*Video Hire Outlets, Australia, 1999–2000* (Cat. no. 8562.0)

*Television Industry, Australia, 1999–2000* (Cat. no. 8559.0)

*Performing Arts, Australia, 1999–2000* (Cat. no. 8697.0)

*Commercial Art Galleries, Australia, 1999–2000* (Cat. no. 8651.0)

*Film and Video Production and Distribution, Australia, 1999–2000* (Cat. no. 8679.0)

## COMMENTS ON THIS PUBLICATION

The ABS welcomes comments and suggestions from users recommending industries and data items for inclusion in future surveys. These comments should be addressed to the Director, Service Industries Surveys, Australian Bureau of Statistics, PO Box 10 Belconnen ACT 2616.

## ROUNDING

Where figures have been rounded discrepancies may occur between the sum of component items and the total.



## ABBREVIATIONS

ABS Australian Bureau of Statistics

ANZSIC Australian and New Zealand Standard Industrial Classification

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## SUMMARY OF FINDINGS

### INTRODUCTION

This publication presents results, in respect of the 1999–2000 financial year, from an Australian Bureau of Statistics (ABS) census of employing organisations engaged in the operation of botanic gardens. The information relates to employing businesses and statutory authorities whose main activity was the operation of a botanic garden, herbarium or arboretum. In addition, botanic garden activities of Commonwealth and State government departments and local government authorities which employ staff to operate and maintain botanic gardens were included in the collection. However, non-employing organisations operating botanic gardens were excluded from the survey.

### SIZE OF INDUSTRY

At the end of June 2000, there were 72 employing organisations operating botanic gardens. These organisations operated 123 locations comprising 74 which were mainly botanic gardens, 24 which were arboreta and 25 which were herbaria. The increase from 53 employing organisations operating botanic gardens at the end of June 1997 was mainly due to the expansion in the number of local government authorities operating botanical gardens and some re-structuring of some of the organisations.

The operations of these organisations covered an area of 3,664 hectares, which comprised 3,050 hectares of botanic gardens and 614 hectares of arboreta. While the average area per location was 37 hectares, the average area of the six largest botanic gardens (i.e. those employing 50 or more persons) was 105 hectares per location.

At the end of June 2000, there were 7.4 million plant specimens in botanic gardens, of which 1.3 million were living specimens and 6.1 million were preserved specimens.

### NUMBER OF VISITS

It is estimated that during 1999–2000, there were 11.8 million visits to botanic gardens. The six largest botanic gardens (i.e. those employing 50 or more persons) accounted for 62% of these visits at an average of 332,151 visits per location for 1999–2000.

The estimation of the number of visits to botanic gardens was based on several different methods, with 66% of visits being estimated by the use of gate counters and the remainder by other methods such as periodic sample counts.

### SOURCES OF INCOME

The total income of botanic gardens during 1999–2000 was \$92 million. These organisations were very dependent on government funding (80% of all income) for their operations, but this dependence has decreased from 86% in 1996–97.

An increasing source of income for botanic gardens in 1999–2000 was fundraising income of \$4.6 million, which has more than doubled since 1996–97 and accounted for 5% of total income for 1999–2000. The major components of fundraising income were financial and in-kind sponsorships (\$2.2 million) and donations (\$1.9 million).

Rent, leasing and hiring income of \$3.8 million represented 4% of total income. Its major component was \$2.3 million for venue hire within botanic gardens, which was received by 25 of the organisations. Only 12 organisations charged for admission to botanic gardens during 1999–2000 with this admission income totalling \$1.2 million for the year.

### EXPENSES

During 1999–2000, botanic gardens had total expenses of \$82 million. The major expense item was labour costs of \$50 million which accounted for 61% of total expenses. The average labour cost per employee was \$39,600.

## SUMMARY OF FINDINGS *continued*

### EXPENSES *continued*

Other major expenses included depreciation and amortisation (\$5.6 million), repair and maintenance expenses (\$5.2 million), electricity, gas and water charges (\$3.4 million), other contract and sub-contract expenses (\$2.2 million), rent, leasing and hiring expenses (\$1.6 million) and purchases of goods for resale (\$1.5 million).

### PERSONS WORKING

At the end of June 2000, there were 1,250 employees and 1,991 volunteers working for botanic gardens, resulting in a total workforce of 3,241 persons. At the end of June 1997, there were 1,129 employees and 1,493 volunteers.

The majority of employees (78%) worked on a full-time basis with the remainder being part-time or casual.

The main employment groupings of employees were curatorial, horticultural and gardening (692 persons), managerial and administrative (186 persons), educational, public relations and retail sales (183 persons), and specialists and research (158 persons). While males accounted for 62% of the total employed workforce, they represented 74% of the curatorial, horticultural and gardening persons, but only 38% of the educational, public relations and retail sales persons and 49% of managerial and administrative staff.

Of the 1,991 volunteers, 665 worked as guides and information officers, 467 had horticultural duties and 292 were scientific and curatorial assistants.

### ORGANISATION SIZE

There were 6 botanic garden organisations with employment of 50 or more at the end of June 2000. These organisations accounted for 69% of employment, 42% of volunteers, 73% of government funding, 72% of the number of plant specimens and 62% of the number of visits.

In comparison, there were 54 botanic garden organisations with fewer than 10 persons employed. These smaller organisations accounted for 12% of employment, 10% of government funding and 14% of the number of visits. Small botanic garden organisations were very reliant on volunteers, who accounted for 44% of the overall total number of volunteers. This represents an average of 16 volunteers per organisation compared to an average of 3 employees per organisation for all botanic gardens.

### SPECIES AND SPECIMENS

At the end of June 2000, there were 7.4 million plant specimens in botanic gardens, of which 1.3 million were living plants and 6.1 million were preserved plants. The six largest organisations accounted for 34% of the living plant specimens and 80% of the preserved plant specimens.

There was an average of 1,913 living plant species and 3,724 preserved plant species in botanic gardens at the end of June 2000. The six largest botanic gardens had an average of 8,632 living plant species and 38,268 preserved plant species.

# 1

## KEY FIGURES

|                           |     | 1996–1997 | 1999–2000 | Percentage<br>change |
|---------------------------|-----|-----------|-----------|----------------------|
| Organisations at end June | no. | 53        | 72        | 36                   |
| Locations at end June     |     |           |           |                      |
| Botanic gardens           | no. | 64        | 74        | 16                   |
| Arboreta                  | no. | r19       | 24        | 26                   |
| Herbaria                  | no. | 20        | 25        | 25                   |
| <i>Total</i>              | no. | 103       | 123       | 19                   |
| Hectares at end June      |     |           |           |                      |
| Botanic gardens           | no. | na        | 3 050     | na                   |
| Arboreta                  | no. | na        | 614       | na                   |
| <i>Total</i>              | no. | na        | 3 664     | na                   |
| Number of visits          | m   | na        | 11.8      | na                   |
| Employees at end June     | no. | 1 129     | 1 250     | 11                   |
| Volunteers during June    | no. | r1 493    | 1 991     | 33                   |
| Income                    |     |           |           |                      |
| Government funding        | \$m | 70.9      | 73.4      | 4                    |
| Other income              | \$m | 11.8      | 18.4      | 56                   |
| <i>Total</i>              | \$m | 82.7      | 91.8      | 11                   |
| Expenses                  |     |           |           |                      |
| Wages and salaries        | \$m | 40.7      | 44.0      | 8                    |
| Other expenses            | \$m | 29.5      | 37.5      | 27                   |
| <i>Total</i>              | \$m | 70.2      | 81.5      | 16                   |

r revised

na not available

## SOURCES OF INCOME

|  | Organisations | Value       | Percentage contribution |
|--|---------------|-------------|-------------------------|
|  | no.           | \$m         | %                       |
| .....                                    |               |             |                         |
| Government funding                       |               |             |                         |
| Federal government                       | 13            | 8.1         | 8.8                     |
| State/Territory government               | 22            | 51.6        | 56.2                    |
| Local government                         | 49            | 13.7        | 14.9                    |
| <i>Total</i>                             | 67            | 73.4        | 80.0                    |
| Fund-raising income                      |               |             |                         |
| Financial and in-kind sponsorships       | 17            | 2.2         | 2.4                     |
| Donations                                | 29            | 1.9         | 2.1                     |
| Bequests                                 | 2             | np          | np                      |
| Other                                    | 12            | np          | np                      |
| <i>Total</i>                             | 35            | 4.6         | 5.0                     |
| Admissions income                        | 12            | 1.2         | 1.3                     |
| Sales of goods                           | 28            | 2.9         | 3.2                     |
| Rent, leasing and hiring income          |               |             |                         |
| Venue hire                               | 25            | 2.3         | 2.5                     |
| Other                                    | 20            | 1.5         | 1.6                     |
| <i>Total</i>                             | 36            | 3.8         | 4.1                     |
| Interest income                          | 15            | 1.0         | 1.1                     |
| Other operating and non-operating income | 26            | 5.0         | 5.4                     |
| <b>Total income<sup>(a)</sup></b>        | <b>72</b>     | <b>91.8</b> | <b>100.0</b>            |

np not available for publication but included in totals where applicable, unless otherwise indicated

(a) \$1.3 m of income was received for research purposes.

## 3

## ITEMS OF EXPENDITURE

|  | Value       | Percentage<br>contribution |
|--|-------------|----------------------------|
|  | \$m         | %                          |
| <b>Labour costs</b>                            |             |                            |
| Wages and salaries                             | 44.0        | 54.0                       |
| Employer contributions to superannuation funds | 3.9         | 4.8                        |
| Workers' compensation costs                    | 1.5         | 1.8                        |
| Fringe benefits tax                            | 0.1         | 0.1                        |
| <i>Total</i>                                   | 49.5        | 60.7                       |
| <b>Selected expenses</b>                       |             |                            |
| Electricity, gas and water charges             | 3.4         | 4.2                        |
| Repair and maintenance expenses                | 5.2         | 6.4                        |
| Motor vehicle running expenses                 | 1.2         | 1.5                        |
| Telecommunication expenses                     | 0.7         | 0.9                        |
| Rent, leasing and hiring expenses              | 1.6         | 2.0                        |
| Advertising marketing and promotional expenses | 0.5         | 0.6                        |
| Paper, printing and stationery expenses        | 0.7         | 0.9                        |
| Payments to employment agencies for staff      | 0.7         | 0.9                        |
| Cleaning services provided by other businesses | 1.1         | 1.3                        |
| Other contract and sub-contract expenses       | 2.2         | 2.7                        |
| Other  | 6.9         | 8.5                        |
| <i>Total</i>                                   | 24.2        | 29.7                       |
| <b>Other costs</b>                             |             |                            |
| Insurance premiums                             | 0.6         | 0.7                        |
| Interest expenses                              | 0.1         | 0.1                        |
| Depreciation and amortisation                  | 5.6         | 6.9                        |
| Purchases of goods for resale                  | 1.5         | 1.8                        |
| <i>Total</i>                                   | 7.8         | 9.6                        |
| <b>Total</b>                                   | <b>81.5</b> | <b>100.0</b>               |

## 4

## CHARACTERISTICS OF EMPLOYEES

|                     | Males      |                                 | Females    |                                 | Total        | Percentage<br>contribution |
|---------------------|------------|---------------------------------|------------|---------------------------------|--------------|----------------------------|
|                     | no.        | Percentage<br>contribution<br>% | no.        | Percentage<br>contribution<br>% |              |                            |
| Permanent full-time | 680        | 87.1                            | 291        | 62.0                            | 971          | 77.7                       |
| Permanent part-time | 35         | 4.5                             | 73         | 15.6                            | 108          | 8.6                        |
| Casuals             | 66         | 8.5                             | 105        | 22.4                            | 171          | 13.7                       |
| <b>Total</b>        | <b>781</b> | <b>100.0</b>                    | <b>469</b> | <b>100.0</b>                    | <b>1 250</b> | <b>100.0</b>               |

# 5

## MAIN ACTIVITY OF EMPLOYEES

|  | Males      |                           | Females    |                           | Total        |                           |
|--|------------|---------------------------|------------|---------------------------|--------------|---------------------------|
|  | no.        | Percentage contribution % | no.        | Percentage contribution % | no.          | Percentage contribution % |
| Managerial and administrative                | 91         | 11.7                      | 95         | 20.3                      | 186          | 14.9                      |
| Curatorial/horticultural/gardening           | 513        | 65.7                      | 179        | 38.2                      | 692          | 55.4                      |
| Education/other public programs/retail sales | 70         | 9.0                       | 113        | 24.1                      | 183          | 14.6                      |
| Specialists/research                         | 89         | 11.4                      | 69         | 14.7                      | 158          | 12.6                      |
| Other  | 18         | 2.3                       | 13         | 2.8                       | 31           | 2.5                       |
| <b>Total</b>                                 | <b>781</b> | <b>100.0</b>              | <b>469</b> | <b>100.0</b>              | <b>1 250</b> | <b>100.0</b>              |

# 6

## VOLUNTEERS DURING JUNE

| <i>Persons</i>                   |              |
|----------------------------------|--------------|
|                                  | no.          |
| Guides/information officers      | 665          |
| Scientific/curatorial assistants | 292          |
| Horticultural                    | 467          |
| Other                            | 567          |
| <b>Total during June 2000</b>    | <b>1 991</b> |



# 7

## KEY CHARACTERISTICS, By Organisation Size

### EMPLOYMENT SIZE . . . . .

|                                 |     | 0-9<br>persons | 10-19<br>persons | 20-49<br>persons | 50 or<br>more<br>persons | Total |
|---------------------------------|-----|----------------|------------------|------------------|--------------------------|-------|
| Organisations at end June       | no. | 54             | 7                | 5                | 6                        | 72    |
| Employment at end June          | no. | 156            | 86               | 150              | 858                      | 1 250 |
| Volunteers during month of June | no. | 871            | 71               | 215              | 834                      | 1 991 |
| Wages and salaries              | \$m | 3.9            | 2.5              | 4.6              | 32.9                     | 44.0  |
| Government funding              | \$m | 7.2            | 4.1              | 8.8              | 53.3                     | 73.4  |
| Total income                    | \$m | 8.3            | 4.8              | 10.1             | 68.6                     | 91.8  |
| Total expenses                  | \$m | 7.2            | 4.0              | 8.2              | 62.1                     | 81.5  |
| Number of visits                | m   | 1.7            | 1.5              | 1.3              | 7.3                      | 11.8  |

# 8

## INDUSTRY RATIOS, By Organisation Size

### EMPLOYMENT SIZE . . . . .

|                                    |        | 0-9<br>persons | 10-19<br>persons | 20-49<br>persons | 50 or<br>more<br>persons | Total  |
|------------------------------------|--------|----------------|------------------|------------------|--------------------------|--------|
| Labour costs per person employed   | \$'000 | 28.3           | 31.7             | 35.0             | 43.2                     | 39.6   |
| Labour costs to total expenses     | %      | 61.2           | 68.3             | 64.1             | 59.8                     | 60.7   |
| Volunteers to total workforce      | %      | 84.8           | 45.2             | 58.9             | 49.3                     | 61.4   |
| Government funding to total income | %      | 86.0           | 86.0             | 87.5             | 77.7                     | 80.0   |
| Admissions income to total income  | %      | 1.6            | 2.1              | 2.9              | 1.0                      | 1.3    |
| Average visits per location        | no.    | 22 163         | 121 314          | 115 797          | 332 151                  | 95 655 |
| Hectares per location(a)           | ha     | 22             | 47               | 41               | 105                      | 37     |

(a) Hectares per location excludes herbaria.

SPECIES AND SPECIMENS, By Organisation Size

EMPLOYMENT SIZE . . . . .

|   | 0-9<br>persons | 10-19<br>persons | 20-49<br>persons | 50 or<br>more<br>persons | Total     |
|---|----------------|------------------|------------------|--------------------------|-----------|
|   | no.            | no.              | no.              | no.                      | no.       |
| Organisations at end June                 |                |                  |                  |                          |           |
| With living plants                        | 53             | 7                | 5                | 5                        | 70        |
| With preserved plants                     | 10             | 1                | 4                | 6                        | 21        |
| With threatened plants                    | 14             | 2                | 3                | 5                        | 24        |
| Average number of plants per organisation |                |                  |                  |                          |           |
| Living plant species                      | 1 125          | 1 386            | 3 102            | 8 632                    | 1 913     |
| Living plant specimens                    | 13 875         | 7 457            | 13 500           | 75 059                   | 18 323    |
| Preserved plant species                   | np             | np               | 1 340            | 38 268                   | 3 724     |
| Preserved plant specimens                 | np             | np               | np               | 816 454                  | 85 086    |
| Threatened plant species                  | 10             | np               | np               | 550                      | 65        |
| Total plants specimens                    |                |                  |                  |                          |           |
| Living plant specimens                    | 749 226        | 52 200           | 67 500           | 450 355                  | 1 319 281 |
| Preserved plant specimens                 | np             | np               | np               | 4 898 721                | 6 126 176 |

np not available for publication but included in totals where applicable, unless otherwise indicated

## EXPLANATORY NOTES

- INTRODUCTION**
- 1** This publication presents results in respect of the 1999–00 financial year from a census of employing organisations engaged in the operation of botanic gardens.
- SCOPE**
- 2** The scope of the botanic gardens census was:
- all employing businesses and statutory authorities whose main activity was the operation of a botanic garden, herbarium or arboretum. These businesses and organisations were classified to ANZSIC Class 9231 (Zoological and Botanic Gardens); and
  - botanic garden, herbarium and arboretum operations of Commonwealth and State government departments and local government authorities which employed staff to maintain these gardens.
- STATISTICAL UNIT**
- 3** The unit for which non-government sector statistics were reported in the census was the management unit. The management unit is the highest-level accounting unit within a business or organisation, having regard for industry homogeneity, for which accounts are maintained. In nearly all cases it coincides with the legal entity owning the business (i.e. company, partnership, trust, sole operator, etc.). In the case of large diversified businesses, however, there may be more than one management unit, each coinciding with a 'division' or 'line of business'. A division or line of business is recognised where separate and comprehensive accounts are compiled for it.
- 4** For government organisations, the statistical unit was defined to be those parts of the organisations responsible for providing botanic garden services.
- REFERENCE PERIOD**
- 5** Data contained in the tables in this publication relate to all employing organisations operating botanic gardens (see paragraph 2) during the year ended June 2000. Counts of businesses and organisations include only those that were operating at 30 June 2000.
- RELIABILITY OF THE DATA**
- 6** Because the census does not have a sample component, the data are not subject to sampling variability. However, other inaccuracies collectively referred to as non-sampling error may affect the data. These non-sampling errors may arise from a number of sources, including:
- deficiencies in the register of units from which the census was taken;
  - errors in the reporting of data by respondents;
  - errors in the capturing or processing of data;
  - estimation for missing or mis-reported data; and
  - definition and classification errors.
- 7** Every effort has been made to reduce non-sampling error to a minimum by careful design and testing of questionnaires, efficient operating procedures and systems, and appropriate methodology.
- ACKNOWLEDGMENT**
- 8** ABS publications draw extensively on information provided freely by individuals, businesses, governments and other organisations. Their continued cooperation is very much appreciated; without it, the wide range of statistics published by the ABS would not be available. Information received by the ABS is treated in strict confidence as required by the *Census and Statistics Act 1905*.

## GLOSSARY

|  |  |
|--|--|
| <b>Admissions income</b>                                     | This item includes the regular charges made for admission to botanic gardens. It also includes charges for special exhibitions.  |
| <b>Advertising, marketing and promotional expenses</b>       | This item includes advertising payments to TV, print media and outdoor promotional advertising, payments to advertising agencies, and other costs incurred in the promotion of an organisation and its goods or services. Sponsorship expenses are also included.  |
| <b>Arboreta</b>  | These are scientific and cultural organisations established to collect, study, exchange and display trees for research and the education and enjoyment of the public.  |
| <b>Botanic gardens</b>                                       | These are scientific and cultural organisations established to collect, study, exchange and display plants/trees for research and the education and enjoyment of the public.   |
| <b>Casual employees</b>                                      | This item refers to employees who are not entitled to take paid holidays or sick leave.  |
| <b>Cleaning services provided by other business/expenses</b> | Cleaning expenses are costs incurred when the organisation's premises are cleaned by an external business.   |
| <b>Curatorial/horticultural/gardening staff</b>              | These are employees who are involved in the research, development, promotion and maintenance of the gardens and the scientific collections.  |
| <b>Depreciation and amortisation</b>                         | These are the financial charges made to the accounts to reflect that part of the value of the asset which may be regarded as having been used up in producing revenue in a particular accounting period.   |
| <b>Donations/bequests</b>                                    | This is income derived from gifts by individuals or businesses/organisations either directly or as a result of the distribution of a deceased estate.  |
| <b>Education staff/other public programs/retail sales</b>    | This item refers to those staff whose main activities are involved in the development and presentation of public educational programs, other programs for the public or act as sales staff.  |
| <b>Electricity, gas and water charges</b>                    | These charges relate to the consumption of electricity, gas and water during the normal operations of a business/organisation.   |
| <b>Employees at end June</b>                                 | This item includes working directors, and other employees working for a business during the last pay period in June. Employees absent on paid or prepaid leave are included. This item excludes working proprietors and partners of unincorporated businesses.   |
| <b>Employer contributions to superannuation funds</b>        | This item includes all employer contributions to superannuation schemes (including the employer productivity contribution).  |
| <b>Financial and in-kind sponsorships</b>                    | This is income derived from businesses/organisations involved in the public support/promotion of the botanic garden. Sponsorships are transactions made which resulted in advertising and/or other benefits to the sponsoring business. In-kind sponsorships relate to non-monetary items donated to the organisation that is valued in the profit and loss statement of the botanic garden. |
| <b>Fringe benefits tax</b>                                   | Fringe benefits tax is paid by employers when certain benefits, in excess of normal wages or salaries (e.g. free or discounted goods), have been provided to their employees.  |
| <b>Full-time employees</b>                                   | Full-time employees are those working 35 hours or more per week.   |
| <b>Gate counters</b>   | These are usually electronic counters that calculate the number of visitors to each location and are generally located at the entrance to a location.  |
| <b>Government funding</b>                                    | This item consists of project or program payments made by Commonwealth, State, Territory, and Local governments in the form of operational funds for ongoing operations and capital funds to purchase equipment or property.   |

## GLOSSARY *continued*

|   |   |
|---|---|
| <b>Guides/information officers</b>              | This refers to those volunteers who work as guides for the public or provide assistance and advice to the public.   |
| <b>Hectares</b>                                 | Total area of land on which organisations operated a botanic garden, arboreta and herbarium.  |
| <b>Herbaria</b>                                 | These are a scientific collection of dried preserved plant specimens used for the accurate classification and identification of plants and plant materials, and for taxonomic studies.  |
| <b>Horticultural volunteers</b>                 | Horticultural volunteers are engaged in activities associated with the cultivation of gardens.  |
| <b>Insurance premiums</b>                       | Insurance premiums are expenses incurred by an organisation in respect of different types of insurance policies but excluding workers' compensation and compulsory third party motor vehicle insurance.   |
| <b>Interest expenses</b>                        | These expenses include all forms of interest related to the cost of borrowing money other than that capitalised as an acquisition cost.   |
| <b>Interest income</b>                          | This item includes interest from loans and advances made to related and unrelated businesses, interest on finance leases, earnings on discounted bills and interest from deposits in banks and non-banks financial institutions.  |
| <b>Labour costs</b>                             | These include wages and salaries, provision expenses for employee entitlements, employer contributions to superannuation funds, workers' compensation premiums/costs, fringe benefits tax and payments to employment agencies for staff.  |
| <b>Living plants species</b>                    | These are the basic category of biological classification of live plants intended to designate a single kind of plant.  |
| <b>Living plants specimens</b>                  | These are individual live plants maintained for scientific study and the enjoyment of the public.   |
| <b>Locations at end June</b>                    | This is the number of physical locations operated by organisations at 30 June.  |
| <b>Managerial and administrative staff</b>      | These employees are engaged in providing managerial or administrative support for the operations of an organisation.  |
| <b>Motor vehicle running expenses</b>           | Motor vehicle running expenses are the costs incurred in using 'on-road' motor vehicles for business purposes.  |
| <b>Number of visits</b>                         | This item refers to the number of people who have visited each location during the reference year. The survey asked each botanic garden for an estimate of their number of visitors for 1999–2000 and the method used to estimate these visitors. Since such a high proportion had gate counters and conducted random counts, the ABS is satisfied with the quality of this estimate. |
| <b>Other contract and sub-contract expenses</b> | This item includes expenses for contracted and sub-contracted work carried out by other businesses, which are not already separately accounted for under other expense items.   |
| <b>Other costs</b>                              | This item includes insurance premiums, interest expenses, depreciation and amortisation, bad and doubtful debts and purchases of goods for resale.  |
| <b>Other employees</b>                          | These are employees involved in providing general support for the operations of a business/organisation. For botanic gardens this item excludes managerial/administrative, curatorial/horticultural/gardening, education/other public programs/retail sales and specialist/research employees.  |
| <b>Other income</b>                             | This item includes all income except Government funding.  |

## GLOSSARY *continued*

|  |  |
|--|--|
| <b>Other operating and non-operating income</b>        | This item includes all income other than that specified elsewhere, e.g. net profit or loss on the sale of non-current assets, subscription and membership income, car park income, and consultancies.  |
| <b>Other selected expenses</b>                         | This item includes office expenses such as staff training expenses and any other expenses incurred in the running of the entity, not already expensed.   |
| <b>Other volunteers</b>                                | These are volunteers involved in providing general support other than acting as guides/information officers, horticultural, and scientific/curatorial assistants.  |
| <b>Paper, printing and stationery expenses</b>         | This item includes costs incurred for office supplies and printing carried out by or for the business.   |
| <b>Part-time employees</b>                             | Part-time employees are those who work less than 35 hours per week.  |
| <b>Payments to employment agencies for staff</b>       | This item refers to expenses paid to employment agencies for the placement of staff.   |
| <b>Preserved plant species (herbarium species)</b>     | These are plant species that comprise scientific collections of dried preserved plant specimens used for the accurate classification and identification of plants and plant material, and for taxonomic studies.   |
| <b>Preserved plant specimens (herbarium specimens)</b> | These are individual plants that comprise scientific collections of dried preserved plant specimens used for the accurate classification and identification of plants and plant material, and for taxonomic studies.   |
| <b>Purchases of goods for resale</b>                   | These are the purchases of goods and materials that are for resale to the public.  |
| <b>Random counts</b>                                   | This item refers to the method of estimating the annual number of visits by counting visitors on random days.  |
| <b>Rent, leasing and hiring income</b>                 | This item includes income derived from operating leases, venue hire (including special event income), retail concessions and the hire of pushers, wheelchairs, etc.  |
| <b>Rent, leasing and hiring expenses</b>               | This item includes the costs for the rent, leasing (excluding finance leases) and hiring of vehicles, land, buildings, machinery, equipment and any other property from other businesses or individuals.   |
| <b>Repair and maintenance expenses</b>                 | This item includes the costs for the repair and maintenance of property and equipment where incurred as an operating expense. Also included are computer software and hardware maintenance expenses.   |
| <b>Sales of goods</b>                                  | Receipts derived from the sales of goods in the ordinary course of business, including merchandising activities.   |
| <b>Scientific/curatorial assistants</b>                | These are volunteers, generally with appropriate qualifications, who are involved in the preservation and propagation of species.  |
| <b>Specialist/research staff</b>                       | These are employees, generally with appropriate tertiary qualifications, who are involved in the preservation and propagation of species.  |
| <b>Telecommunication expenses</b>                      | This item includes all payments (of a non-capital nature) for telecommunication services which engage wire, cable or radio transmission.   |
| <b>Threatened plant species</b>                        | Refers to those plant species that have been declared threatened or are in danger of becoming extinct.   |
| <b>Volunteers</b>                                      | Volunteers provide assistance in the form of time, labour and/or skills, and receive no payment, either monetary or in kind, in return.  |
| <b>Wages and salaries</b>                              | This item refers to payments accruing to all employees during the financial year including provisions for employee entitlements, severance, termination and redundancy payments. It excludes drawings of working principals and partners of unincorporated businesses. |

**GLOSSARY** *continued*

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**Workers' compensation costs** This item refers to compulsory insurance cover taken out by all employers, except for self-insured workers, according to legislative schemes to cover employees suffering injury or disease in the course of or arising out of employment

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