

*Reference English translation of the Chinese letter*

Roseanna Cunningham MSP  
Cabinet Secretary for Environment, Climate  
Change and Land Reform  
The Scottish Government  
St. Andrew's House, Regent Road  
Edinburgh EH1 3DG

30 April 2020

Dear Ms. Roseanna Cunningham,

Your letter dated 23 April 2020 was well received. First of all, thank you very much for your warm hospitality during my visit to Edinburgh last September. I still have vivid memory of the time when we jointly opened the new Giant Panda House in the Edinburgh Zoo in Scotland. The Giant Panda Cooperative Research Project between China and the UK aims to promote the conservation of endangered species. With the attention and support of the government agencies of both sides, the technical cooperation partners have been working closely and played an active role in scientific research, public education on giant panda conservation and promoting friendship between the two peoples over the years. Since the coronavirus outbreak, the Chinese cooperation partner, China Wildlife Conservation Association (CWCA), and the Edinburgh zoo have maintained close communication in giant panda keeping management, disease prevention and control, food sources, animal welfare and other related aspects to ensure the safety of giant pandas. We highly appreciate that the Edinburgh Zoo has strengthened the protection measures to guarantee adequate food supply and health of giant panda in such a harsh time.

I have also known about the difficulties facing Edinburgh Zoo at present. The Chinese partner, CWCA, entrusted by me, already replied the Chairman of the Board of Directors of the Royal Zoological Society of Scotland on 20 April. The letter expressed China's attention and support to our cooperation project, [REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED] I believe that through the joint efforts of both sides, we will surely be able to overcome the difficulties and the epidemic.

Best regards,

(Signature)

Li Chunliang

Vice Administrator

National Forestry and Grassland Administration

P.R. China

Copied to:

Mr. Jeremy Peat, Chairman of the Royal Zoological Society Scotland

Mr. Qingwen Li, the Secretary General, China Wildlife Conservation Association

Mr. Qiang Ma, Chinese Consul General Edinburgh

20 April 2020

Mairi Gougeon MSP  
Minister for Rural Affairs and the Natural Environment  
Scottish Government  
St Andrew's House,  
Regent Road,  
Edinburgh  
EH1 3DG

Dear Minister

### The Royal Zoological Society of Scotland

Many thanks for your letter of 16 April, in response to my letters of 20 March and 1 April to the Cabinet Secretary. I am most grateful for this full reply at a time when all in the Scottish Government must be incredibly busy. We at RZSS appreciate your attention to the issues that we face at this most difficult of times.

It is good news about the scheme for zoos that is being worked up by Defra with the devolved administrations and about other possible avenues of support for the zoo sector. One of your officials rang me on Thursday morning to explain a little more and we will ensure that we stay in close contact with developments as they unfold.

We are working hard to gain support from members, other supporters and the public in general towards our continuing feeding and animal welfare costs. Nevertheless, if Edinburgh Zoo and Highland Wildlife Park remain closed until the end of June, then we will face a deficit for 2020 of above £5m on budgeted gross turnover of £20m.

So far as the loan is concerned, I know you share my disappointment that this is still a matter of discussion between lawyers, when the provision of such a loan (in addition to the £2.1 million compensation payment gratefully received in September 2018) was agreed as long ago as last August. We look forward to concluding matters with your officials very soon.

You also refer to my correspondence with the Vice Administrator of the National Forestry and Grassland Administration in China, and contacts with the Consul General in Edinburgh. I have received a letter from the Consul General and a copy is **attached** for your information. (We sent a copy to your officials on the day we received it.)  
[Redacted text]

We are, of course, following up the Consul General's kind offer of gloves and masks.

I look forward to hearing further from you and your officials in the days and weeks ahead. We stand ready to provide information whenever required. In conclusion, I do wish, on behalf of all involved with RZSS, to thank you and your colleagues most sincerely for your support and your appreciation of our efforts on conservation, education and research.

Yours sincerely



**Jeremy A Peat OBE FRSE**  
**Chair of Trustees; RZSS**



T: 0300 244 4000  
E: scottish.ministers@gov.scot

Jeremy A. Peat  
Chairman  
The Royal Zoological Society of Scotland  
RZSS Edinburgh Zoo  
134 Corstorphine Road  
Edinburgh  
EH12 6TS

[Redacted text]@rzss.org.uk

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April 2020

Many thanks for your further letter of 20 April [Redacted text]

[Redacted text] it is perhaps worth noting that Covid 19 is a global issue [Redacted text] and that China itself has of course been subject to significant health, social and economic impacts due to the pandemic. This will no doubt have had consequences for the panda conservation programme.

As I noted in my letter of 16<sup>th</sup> April, the Cabinet Secretary for Environment, Climate Change and Land Reform, Roseanna Cunningham, will be writing to the Vice Administrator re-affirming the Scottish Government's support for RZSS and the valuable work that you do and asking for any support that they may be able to provide at this difficult time. I understand that we now have the contact details required and that this letter will issue shortly, [Redacted text]

Once again, I do appreciate that this is an extremely worrying time, and my officials will continue to provide RZSS with any help that they can, including with regards to facilitating the loan agreed last year for work undertaken on the new panda enclosure. Officials are also continuing to liaise with other UK administrations regarding potential support for the wider zoo sector.

## MAIRI GOUGEON

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St Andrew's House, Regent Road, Edinburgh EH1 3DG  
[www.gov.scot](http://www.gov.scot)



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### **03- Email 23/04/20 at 15:49**

Contains doc 03A

**From:** [Redacted text]@gov.scot> **On Behalf Of** Cabinet Secretary for the Environment, Climate Change and Land Reform

**Sent:** 23 April 2020 15:49

**To:** [Redacted text]

**Cc:** [Redacted text] Cabinet Secretary for the Environment, Climate Change and Land Reform <CabSecECCLR@gov.scot>

**Subject:** Letter from Cabinet Secretary for the Environment, Climate Change & Land Reform

Good Afternoon

Please see the attached letter from Roseanna Cunningham MSP.

Regards

[Redacted text]

ECCLR Private Office

### **05- Email 29/05/20 at 14:43**

Contains doc 05A

**From:** Chen Lin [Redacted text]

**Sent:** 07 May 2020 12:49

**To:** Cabinet Secretary for the Environment, Climate Change and Land Reform <CabSecECCLR@gov.scot>; [Redacted text]@gov.scot>

**Cc:** [Redacted text] [Redacted text]@rzss.org.uk

**Subject:** 答复: Letter fro Cabinet Secretary for the Environment, Climate Change & Land Reform

Dear Ms. [Redacted text],

The letter from Roseanna Cunningham MSP has been well received. Please find the reply from Mr. Li Chunliang, Vice Administrator attached, for you to present to Ms. Cunningham.

Best regards,  
Chen Lin

-----  
Chen Lin (Ms.) 陈琳  
Deputy Division Director  
Bilateral Cooperation Division I  
Department of International Cooperation  
National Forestry and Grassland Administration of China  
www.forestry.gov.cn  
[Redacted text]

**10- Email 17/03/20 at 14:01**

**From:** James Stewart <[Redacted text]@rzss.org.uk>  
**Sent:** 17 March 2020 14:01  
**To:** [Redacted text]@gov.scot>  
**Cc:** [Redacted text]@gov.scot>; [Redacted text]@gov.scot>  
**Subject:** RE: SG loan arrangements re Panda enclosure

[Redacted text],

Have you got time this week for a call?

Regards,

**James Stewart**  
Director of Finance  
[Redacted text] [Redacted text]@rzss.org.uk  
**THE ROYAL ZOOLOGICAL SOCIETY OF SCOTLAND**  
RZSS Edinburgh Zoo, Edinburgh EH12 6TS  
[Redacted text] [rzss.org.uk](http://rzss.org.uk) @RZSS /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** [Redacted text]@gov.scot]  
**Sent:** 13 March 2020 07:14

**To:** James Stewart <[Redacted text]@rzss.org.uk>  
**Cc:** [Redacted text]@gov.scot; [Redacted text]@gov.scot  
**Subject:** RE: SG loan arrangements re Panda enclosure

James

Unfortunately, I am not going to be able to make our call this afternoon. I will try and organise a time next week.

Apologies,

*[Redacted text]*

Tel: [Redacted text]

**From:** James Stewart <[Redacted text]@rzss.org.uk>  
**Sent:** 09 March 2020 13:04  
**To:** [Redacted text]@gov.scot>  
**Cc:** [Redacted text]@gov.scot>; [Redacted text]@gov.scot>  
**Subject:** RE: SG loan arrangements re Panda enclosure

[Redacted text],

Friday at 2pm is good for a call. I'll put it in the diary. I have spoken with our lawyers and asked them to call [Redacted text] to see what information is outstanding from our side.

I can confirm that the broad terms that you outlined are in line with my understanding of the facility.

Regards,

**James Stewart**

Director of Finance

[Redacted text] [Redacted text]@rzss.org.uk

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[Redacted text] [rzss.org.uk](http://rzss.org.uk) [@RZSS](https://twitter.com/RZSS) /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** [Redacted text]@gov.scot [[Redacted text]@gov.scot]  
**Sent:** 09 March 2020 07:37  
**To:** James Stewart <[Redacted text]@rzss.org.uk>  
**Cc:** [Redacted text]@gov.scot; [Redacted text]@gov.scot  
**Subject:** RE: SG loan arrangements re Panda enclosure

Thanks James, I will pick up with our legal team. It would be helpful if you could ask you legal support to provide the information requested from [Redacted text] with regard to title and prior securities.

Can I also check that you are in agreement with the broad terms that I outlined in my previous email below? I agree that a call would be useful. My diary is looking quite full this week, but I would be available on Friday early afternoon – would you be available at 2?

Kind regards,

*[Redacted text]*

Tel: ([Redacted text])

**From:** James Stewart <[Redacted text]@rzss.org.uk>  
**Sent:** 05 March 2020 17:35  
**To:** [Redacted text]@gov.scot>  
**Subject:** RE: SG loan arrangements re Panda enclosure

[Redacted text],

I can confirm that we are wishing to proceed with this loan. The legal side and the security seem to have taken much longer than anticipated. I will give our legal side a call tomorrow and then it may be worth a phone call or meeting to see how we can bring this to a swift conclusion.

Regards,

**James Stewart**

Director of Finance

[Redacted text] [Redacted text]@rzss.org.uk

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RZSS Edinburgh Zoo, Edinburgh EH12 6TS

**[Redacted text] rzss.org.uk @RZSS /RZSSofficial**

REGISTERED CHARITY NUMBER: SC004064



**From:** [Redacted text]@gov.scot [[Redacted text]@gov.scot]  
**Sent:** 02 March 2020 15:09  
**To:** James Stewart <[Redacted text]@rzss.org.uk>  
**Subject:** SG loan arrangements re Panda enclosure

Hi James

I understand that you were previously in discussions with [Redacted text] [Redacted text] regarding a proposed loan to fund cost overruns on the construction of the new panda enclosure. [Redacted text] has now moved on to another post and I am picking this up.

I am aware that this matter was first discussed last summer and I understand from our legal support ([Redacted text]) that little progress has been made to date, although there has been some correspondence with [Redacted text] in regard to a proposal for the Gatehouse to be used in security. They are still waiting for [Redacted text] to confirm title details and any pre-existing security(s) over the proposed security subjects.

It would be helpful if you could confirm whether you are still looking to proceed with the loan agreement. If yes, then it would be helpful to me if you could provide some information on the proposed timeline and to confirm that you are aware and accept the following outline terms which I believe have been discussed with you.

Expected terms of loan are:

Full loan of £500k, provided in a single payment - basis of loan remains panda enclosure costs, rather than any future capital works.

A secured loan, with annual repayments over a period of 5 years.

Interest on loan to be confirmed, but a low commercial rate to ensure no state aid implications.

RZSS to cover legal costs incurred by SG – we have been quoted in the region of £7,500 plus VAT.

I look forward to hearing from you so that we can get things moving if this is still required.

Kind regards,

*[Redacted text]*

Environment & Forestry Directorate Sponsorship Hub | Scottish Government | Area 3G South | Victoria Quay | Edinburgh | EH6 6QQ

Tel: ([Redacted text]) | Mobile: ([Redacted text])

**12- Email 24/04/20 at 16:50**

**From:** James Stewart <[Redacted text]@rzss.org.uk>

**Sent:** 24 April 2020 16:50

**To:** [Redacted text]@gov.scot>

**Cc:** [Redacted text]@gov.scot>; [Redacted text] [Redacted text]@gov.scot>;

[Redacted text]@gov.scot>

**Subject:** RE: RZSS - loan

[Redacted text],

Thanks for the response. I will get this information to you on Monday.

Regards,

**James Stewart**

Director of Finance

[Redacted text] [Redacted text]@rzss.org.uk

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[Redacted text] [rzss.org.uk](http://rzss.org.uk) @RZSS /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** [Redacted text]@gov.scot <[Redacted text]@gov.scot>

**Sent:** 24 April 2020 16:17

**To:** James Stewart <[Redacted text]@rzss.org.uk>

**Cc:** [Redacted text]@gov.scot; [Redacted text]@gov.scot; [Redacted text]@gov.scot

**Subject:** RE: RZSS - loan

James,

Our solicitors ([Redacted text]) should be sending the draft loan agreement to [Redacted text] [Redacted text] for review this afternoon. They will also ask them to complete details of the BoS debt and BoS security documents. This will allow us to consider whether there is a requirement for security ranking.

Another part of the process to complete the agreement is that we need a valuation of the gatehouse being used as security subjects. We have a copy of the plan produced by [Redacted text] showing the outline of the subjects (red edge), however we have been asked to provide further information as a valuation at this point in time is, by necessity, a desk based process. To aid assessment it would be helpful if you could provide further information about the gatehouse building that we can send that to our RICS Registered Valuer to consider as part of their assessment. This could include:

External and internal photographs

Floor plans

Any recent refurbishment or repair costs

A copy of an asset valuation.

In addition, we need to agree a valuation date - the point in time at which we agree to base the valuation. We propose that should be February 2020 – please confirm that you are content with that.

I have been told that the valuation will take approximately two weeks following receipt of supporting information. Work to complete the valuation and your initial review of the draft loan agreement will therefore be taken forward concurrently – hopefully that will enable us to compress the timeline and conclude this process as soon as possible.

Kind regards,

[Redacted text]

Environment & Forestry Directorate Sponsorship Hub | Scottish Government | Area 3G South | Victoria Quay | Edinburgh | EH6 6QQ

I am currently working at home. The best way to get in contact with me is via mobile [Redacted text]

**From:** James Stewart <[Redacted text]t@rzss.org.uk>

**Sent:** 23 April 2020 13:50

**To:** [Redacted text]@gov.scot>

**Cc:** [Redacted text]@gov.scot>; [Redacted text] <[Redacted text]@gov.scot>; [Redacted text]@gov.scot>

**Subject:** RE: RZSS - loan

[Redacted text],

I meant to ask in the last email. Can you give an indication of timescales for this process to be concluded? Our lawyer is awaiting a draft of the documentation, which we are keen to review.

Regards,

**James Stewart**

Director of Finance

[Redacted text] [Redacted text]@rzss.org.uk

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[Redacted text] [rzss.org.uk](http://rzss.org.uk) [@RZSS](#) /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** [Redacted text]@gov.scot <[Redacted text]@gov.scot>

**Sent:** 21 April 2020 16:37

**To:** James Stewart <[Redacted text]@rzss.org.uk>

**Cc:** [Redacted text]@gov.scot; [Redacted text]@gov.scot; [Redacted text]@gov.scot

**Subject:** RZSS - loan

James,

I hope you're well. I'm working with [Redacted text] in SG on the loan for the Panda enclosure. In order to progress this finance colleagues have asked for your published accounts and your most recent management accounts.

Are you able to provide these?

Thanks in advance.

[Redacted text]

[Redacted text] | Head of Environment and Forestry Sponsorship Hub | Future Environment Division | Scottish Government | M: [Redacted text] | [\[Redacted text\]@gov.scot](mailto:[Redacted text]@gov.scot) |

#### 14- Email 28/04/20 at 08:50

**From:** [Redacted text]@gov.scot>

**Sent:** 28 April 2020 08:50

**To:** 'James Stewart' <[Redacted text]@rzss.org.uk>

**Cc:** [Redacted text]@gov.scot>; [Redacted text]@gov.scot>; 'jeremy peat' <[Redacted text]>; [Redacted text] ([Redacted text]@gov.scot>

**Subject:** RE: RZSS loan

James,

Thanks, I received the information for the valuation from you and have provided it to our valuer – [Redacted text]. I have also included your contact details in case he wishes to follow up on any of the information you have provided. I have stressed that we are looking to conclude the loan agreement as quickly as possible.

We look forward to receiving your comments on the draft loan agreement later this week.

Kind regards,

[Redacted text]

Environment & Forestry Directorate Sponsorship Hub | Scottish Government | Area 3G South | Victoria Quay | Edinburgh | EH6 6QQ

I am currently working at home. The best way to get in contact with me is via mobile [Redacted text]

**From:** James Stewart <[Redacted text]@rzss.org.uk>

**Sent:** 27 April 2020 21:35

**To:** [Redacted text]@gov.scot>

**Cc:** [Redacted text]@gov.scot>; [Redacted text] [Redacted text]@gov.scot>; [Redacted text]

**Subject:** RZSS loan

[Redacted text],

Thanks for the recent progress with the loan. Hopefully you have all the information as of this afternoon to complete the desktop valuation of the property to be used as

security. I'm happy to fill in any gaps if you want to pass my contact details on to your valuers. Our lawyers received the loan document on Friday and are reviewing. Our comments will be back to you this week.

It would appear that the valuation is potentially slowing the process as this is estimated at two weeks for completion. Can I ask if there is any way that this process can expedited?

Regards,

**James Stewart**

Director of Finance

[Redacted text]@rzss.org.uk

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[Redacted text] rzss.org.uk @RZSS /RZSSofficial

**15- 01/05/20 at 09:31**

**From:** James Stewart <[Redacted text]@rzss.org.uk>

**Sent:** 01 May 2020 09:31

**To:** [Redacted text]@gov.scot>

**Cc:** [Redacted text]@gov.scot>; [Redacted text] [Redacted text]@gov.scot>

**Subject:** RE: RZSS loan

[Redacted text],

Just to update, our lawyers have now reviewed the loan documentation and will feed back points to your lawyers today. Do you have any update on the valuation or timescales?

Regards,

**James Stewart**

Director of Finance

[Redacted text] [Redacted text]@rzss.org.uk

**THE ROYAL ZOOLOGICAL SOCIETY OF SCOTLAND**

RZSS Edinburgh Zoo, Edinburgh EH12 6TS

[Redacted text] rzss.org.uk @RZSS /RZSSofficial

**From:** James Stewart

**Sent:** 27 April 2020 21:35

**To:** [Redacted text]@gov.scot

**Cc:** [Redacted text]@gov.scot[Redacted text]@scotland.gsi.gov.uk; [Redacted text]

**Subject:** RZSS loan

[Redacted text],

Thanks for the recent progress with the loan. Hopefully you have all the information as of this afternoon to complete the desktop valuation of the property to be used as security. I'm happy to fill in any gaps if you want to pass my contact details on to

your valuers. Our lawyers received the loan document on Friday and are reviewing. Our comments will be back to you this week.

It would appear that the valuation is potentially slowing the process as this is estimated at two weeks for completion. Can I ask if there is any way that this process can expedited?

Regards,

**James Stewart**

Director of Finance

[Redacted text]@rzss.org.uk

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RZSS Edinburgh Zoo, Edinburgh EH12 6TS

[Redacted text] rzss.org.uk @RZSS /RZSSofficial

**17- Email 20/05/20 at 15:26**

**From:** [Redacted text]@gov.scot>

**Sent:** 20 May 2020 15:26

**To:** 'James Stewart' <[Redacted text]@rzss.org.uk>

**Cc:** [Redacted text]@gov.scot>

**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

Many thanks James.

Kind regards,

*[Redacted text]*

I am currently working at home. The best way to get in contact with me is via mobile [Redacted text] or Skype (text, voice or video).

*[Redacted text]*

**From:** James Stewart <[Redacted text]@rzss.org.uk>

**Sent:** 19 May 2020 12:19

**To:** [Redacted text]@gov.scot>

**Cc:** [Redacted text]@gov.scot

**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

[Redacted text],

I've attached our draft accounts to 31 December 2019. These have been audited and reviewed by our audit committee and board, but have not yet been signed off due to the uncertainties around the current pandemic. It has been agreed to sign these off once more clarity is in place on funding and reopening of the zoos. This will be before the statutory deadline of 30 September.

However the numbers within the draft accounts should not change, it's the narrative in the trustee report and audit report that will need to reflect the current crisis.

Happy to discuss if required.

Regards,

**James Stewart**

Director of Finance

[Redacted text] [Redacted text]@rzss.org.uk

**THE ROYAL ZOOLOGICAL SOCIETY OF SCOTLAND**

RZSS Edinburgh Zoo, Edinburgh EH12 6TS

[Redacted text] [rzss.org.uk](http://rzss.org.uk) @RZSS /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** [Redacted text]@gov.scot <[Redacted text]@gov.scot>

**Sent:** 19 May 2020 08:11

**To:** James Stewart <[Redacted text]@rzss.org.uk>

**Cc:** Kate.Dowen@gov.scot

**Subject:** RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

Hi James

Hopefully we are close to concluding the loan for the panda enclosure. As you may be aware the Cabinet Secretary for Environment, Climate Change and Land Reform has given final approval for the loan following the previous agreement in principle. In an update from [Redacted text] yesterday evening, they have provided me with the latest position - they are currently working through the conditions precedent to drawdown of the Loan with [Redacted text]. Once [Redacted text] draft Application for Voluntary Registration is provided and the plan finalised, they can progress the Standard Security with a view to arranging execution and working towards completion.

As part of those conditions we require a copy of your Annual Report and Consolidated Financial Statements for the year ended 31 December 2019 – we had previously carried out due diligence on the previous year's accounts. If you could forward to me in early course I will make sure that this piece of the jigsaw expedited.

Kind regards,

[Redacted text]

Environment & Forestry Directorate Sponsorship Hub | Scottish Government | Area  
3G South | Victoria Quay | Edinburgh | EH6 6QQ  
I am currently working at home. The best way to get in contact with me is via mobile  
[Redacted text] or Skype (text, voice or video).

**21- Email 26/05/20 at 16:57**

**From:** James Stewart <[Redacted text]@rzss.org.uk>  
**Sent:** 26 May 2020 16:57  
**To:** [Redacted text]@gov.scot>  
**Cc:** [Redacted text]@gov.scot>; [Redacted text]@gov.scot>; [Redacted text]@gov.scot>  
**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

[Redacted text],

Thanks. I'll check with our Lawyers what is outstanding.

Regards,

**James Stewart**

Director of Finance

[Redacted text] [Redacted text]@rzss.org.uk

**THE ROYAL ZOOLOGICAL SOCIETY OF SCOTLAND**

RZSS Edinburgh Zoo, Edinburgh EH12 6TS

[Redacted text] [rzss.org.uk](http://rzss.org.uk) @RZSS /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** [Redacted text]@gov.scot <[Redacted text]@gov.scot>  
**Sent:** 26 May 2020 15:31  
**To:** James Stewart <[Redacted text]@rzss.org.uk>  
**Cc:** [Redacted text]@gov.scot; [Redacted text]@gov.scot; [Redacted text]@gov.scot  
**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

Hi James

I have had the following update from our solicitors:  
"I understand the Loan Agreement is almost in agreed form.

On the property side of things RZSS's solicitors have our observations as well as the draft Standard Security. They've responded to about two thirds of our observations now and hopefully they are making arrangements to have the security signed."

My understanding is that the following 'Conditions precedent to drawdown of the Loan' have been requested from your agents. I am aware that nos. 9 and 11 are in place as I have been involved with them directly. I have asked for an update on the remainder, but you may wish to check on progress from your side too.

A copy of the constitutional documents of the Borrower;

This Agreement duly executed by the Borrower;

Resolution of the board of the Borrower approving the terms of, and the transactions contemplated by, the Finance Documents to which it is a party and resolving that it execute the Finance Documents to which it is a party;

An officer's certificate in Acceptable Form, in respect of the Borrower;

The Standard Security executed by the Borrower;

A copy of the Report on Title over the Charged Property.

Payment of any fees to the Land Register of Scotland in connection with the registration of the Standard Security;

A Legal Report against the Charged Property in satisfactory terms;

A valuation of the Charged Property showing a minimum value of no less than £2,100,000.

A copy of the insurance policy relating to the Charged Property containing (in form and substance reasonably satisfactory to the Scottish Ministers) an endorsement naming the Scottish Ministers as sole loss payee in respect of insurance proceeds. The Borrower's Annual Report and Consolidated Financial Statements for the year ended 31 December 2019; and

A signed Utilisation Request.

Kind regards,

*[Redacted text]*

I am currently working at home. The best way to get in contact with me is via mobile *[Redacted text]* or Skype (text, voice or video).

*[Redacted text]*

**From:** *[Redacted text]*

**Sent:** 26 May 2020 14:56

**To:** 'James Stewart' <*[Redacted text]*@rzss.org.uk>

**Cc:** *[Redacted text]*@gov.scot>; *[Redacted text]*@gov.scot>; *[Redacted text]*@gov.scot>

**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

Hi James

I have been chasing today with limited success, however I am well aware of the need to conclude this and get to the point of transferring funds. I will continue to push, and provide an update as soon as I can.

Kind regards,

[Redacted text]

Environment & Forestry Directorate Sponsorship Hub | Scottish Government | Area 3G South | Victoria Quay | Edinburgh | EH6 6QQ

I am currently working at home. The best way to get in contact with me is via mobile [Redacted text] or Skype (text, voice or video).

[Redacted text]

**From:** James Stewart <[Redacted text]@rzss.org.uk>

**Sent:** 26 May 2020 14:41

**To:** [Redacted text]@gov.scot>

**Cc:** [Redacted text]@gov.scot>; [Redacted text]@gov.scot>; [Redacted text]@gov.scot>

**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

[Redacted text],

I'm aware that your solicitors had made some further requests for information and that we had provided the information last week that we had access to. I have heard nothing since. Can you provide an update on progress and when we may expect documents for signing?

Regards,

**James Stewart**

Director of Finance

[Redacted text] [Redacted text]@rzss.org.uk

**THE ROYAL ZOOLOGICAL SOCIETY OF SCOTLAND**

RZSS Edinburgh Zoo, Edinburgh EH12 6TS

[Redacted text] [rzss.org.uk](http://rzss.org.uk) [@RZSS](#) /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** James Stewart

**Sent:** 19 May 2020 12:19

**To:** [Redacted text]@gov.scot

**Cc:** [Redacted text]@gov.scot

**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

[Redacted text],

I've attached our draft accounts to 31 December 2019. These have been audited and reviewed by our audit committee and board, but have not yet been signed off due to the uncertainties around the current pandemic. It has been agreed to sign these off once more clarity is in place on funding and reopening of the zoos. This will be before the statutory deadline of 30 September.

However the numbers within the draft accounts should not change, it's the narrative in the trustee report and audit report that will need to reflect the current crisis.

Happy to discuss if required.

Regards,

**James Stewart**

Director of Finance

[Redacted text] [Redacted text]@rzss.org.uk

**THE ROYAL ZOOLOGICAL SOCIETY OF SCOTLAND**

RZSS Edinburgh Zoo, Edinburgh EH12 6TS

[Redacted text] [rzss.org.uk](http://rzss.org.uk) @RZSS /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** [Redacted text]@gov.scot <[Redacted text]@gov.scot>

**Sent:** 19 May 2020 08:11

**To:** James Stewart <[Redacted text]@rzss.org.uk>

**Cc:** [Redacted text]@gov.scot

**Subject:** RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

Hi James

Hopefully we are close to concluding the loan for the panda enclosure. As you may be aware the Cabinet Secretary for Environment, Climate Change and Land Reform has given final approval for the loan following the previous agreement in principle. In an update from [Redacted text] yesterday evening, they have provided me with the latest position - they are currently working through the conditions precedent to drawdown of the Loan with [Redacted text]. Once [Redacted text] draft Application for Voluntary Registration is provided and the plan finalised, they can progress the Standard Security with a view to arranging execution and working towards completion.

As part of those conditions we require a copy of your Annual Report and Consolidated Financial Statements for the year ended 31 December 2019 – we had previously carried out due diligence on the previous year's accounts. If you could forward to me in early course I will make sure that this piece of the jigsaw expedited.

Kind regards,

[Redacted text]

Environment & Forestry Directorate Sponsorship Hub | Scottish Government | Area 3G South | Victoria Quay | Edinburgh | EH6 6QQ

I am currently working at home. The best way to get in contact with me is via mobile [Redacted text] or Skype (text, voice or video).  
[Redacted text]

**23- Email 04/006/20 at 09:12**

**From:** James Stewart <[Redacted text]@rzss.org.uk>  
**Sent:** 04 June 2020 09:12  
**To:** [Redacted text]@gov.scot>  
**Cc:** [Redacted text]@gov.scot>; [Redacted text] [Redacted text]@gov.scot>; [Redacted text]@gov.scot>  
**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

[Redacted text],

Thanks. I spoke with our solicitors yesterday afternoon and he was going to give [Redacted text] a call to see what needs done.

Regards,

**James Stewart**

Director of Finance

[Redacted text] [Redacted text]@rzss.org.uk

**THE ROYAL ZOOLOGICAL SOCIETY OF SCOTLAND**

RZSS Edinburgh Zoo, Edinburgh EH12 6TS

[Redacted text] [rzss.org.uk](http://rzss.org.uk) @RZSS /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** [Redacted text]@gov.scot [[Redacted text]@gov.scot]  
**Sent:** 04 June 2020 08:51  
**To:** James Stewart <[Redacted text]@rzss.org.uk>  
**Cc:** [Redacted text]@gov.scot; [Redacted text]@gov.scot; [Redacted text]@gov.scot  
**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

Thanks James

I have forwarded the documents in relation to points 1 and 10 to our solicitors. It appears to be the security that is the hold up, so hopefully you will have been able to move that along. I will provide further update as I receive it.

Kind regards,

[Redacted text]

I am currently working at home. The best way to get in contact with me is via mobile ([Redacted text] or Skype (text, voice or video)).

[Redacted text]

**From:** James Stewart <[Redacted text]@rzss.org.uk>  
**Sent:** 03 June 2020 15:14  
**To:** [Redacted text]@gov.scot>  
**Cc:** [Redacted text]@gov.scot>; [Redacted text]@gov.scot>; [Redacted text]@gov.scot>  
**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

[Redacted text],

I'm chasing our lawyers and have a call this afternoon to discuss what is holding up the process. In summary to the points 1 to 12 below:

As you say below you have 9 & 11

I've attached our constitution and endorsed (on page 3) insurance policy (points 1 & 10)

We still await the final loan agreement for signing (point 2)

The other documents are agreed and ready to sign (points 3,4 &12)

Points 5,6,7 & 8 relate to the security, which seems to be taking the longest. I have a discussion withour lawyer this afternoon.

Can you advise of progress on your side?

Regards,

**James Stewart**

Director of Finance

[Redacted text] [Redacted text]@rzss.org.uk

**THE ROYAL ZOOLOGICAL SOCIETY OF SCOTLAND**

RZSS Edinburgh Zoo, Edinburgh EH12 6TS

[Redacted text] [rzss.org.uk](http://rzss.org.uk) @RZSS /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** [Redacted text]@gov.scot <[Redacted text]@gov.scot>

**Sent:** 26 May 2020 15:31

**To:** James Stewart <[Redacted text]@rzss.org.uk>

**Cc:** [Redacted text]@gov.scot; [Redacted text]@gov.scot; [Redacted text]@gov.scot

**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

Hi James

I have had the following update from our solicitors:

"I understand the Loan Agreement is almost in agreed form.

On the property side of things RZSS's solicitors have our observations as well as the draft Standard Security. They've responded to about two thirds of our observations now and hopefully they are making arrangements to have the security signed."

My understanding is that the following 'Conditions precedent to drawdown of the Loan' have been requested from your agents. I am aware that nos. 9 and 11 are in place as I have been involved with them directly. I have asked for an update on the remainder, but you may wish to check on progress from your side too.

A copy of the constitutional documents of the Borrower;

This Agreement duly executed by the Borrower;

Resolution of the board of the Borrower approving the terms of, and the transactions contemplated by, the Finance Documents to which it is a party and resolving that it execute the Finance Documents to which it is a party;

An officer's certificate in Acceptable Form, in respect of the Borrower;

The Standard Security executed by the Borrower;

A copy of the Report on Title over the Charged Property.

Payment of any fees to the Land Register of Scotland in connection with the registration of the Standard Security;

A Legal Report against the Charged Property in satisfactory terms;

A valuation of the Charged Property showing a minimum value of no less than £2,100,000.

A copy of the insurance policy relating to the Charged Property containing (in form and substance reasonably satisfactory to the Scottish Ministers) an endorsement naming the Scottish Ministers as sole loss payee in respect of insurance proceeds.

The Borrower's Annual Report and Consolidated Financial Statements for the year ended 31 December 2019; and

A signed Utilisation Request.

Kind regards,

*[Redacted text]*

I am currently working at home. The best way to get in contact with me is via mobile ([Redacted text] or Skype (text, voice or video).

*[Redacted text]*

**From:** [Redacted text]

**Sent:** 26 May 2020 14:56

**To:** 'James Stewart' <[Redacted text]@rzss.org.uk>

**Cc:** [Redacted text]@gov.scot>; [Redacted text]@gov.scot>; [Redacted text]@gov.scot>

**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

Hi James

I have been chasing today with limited success, however I am well aware of the need to conclude this and get to the point of transferring funds. I will continue to push, and provide an update as soon as I can.

Kind regards,

[Redacted text]

Environment & Forestry Directorate Sponsorship Hub | Scottish Government | Area 3G South | Victoria Quay | Edinburgh | EH6 6QQ

I am currently working at home. The best way to get in contact with me is via mobile ([Redacted text] or Skype (text, voice or video)).

[Redacted text]

**From:** James Stewart <[Redacted text]@rzss.org.uk>

**Sent:** 26 May 2020 14:41

**To:** [Redacted text]@gov.scot>

**Cc:** [Redacted text]@gov.scot>; [Redacted text]@gov.scot>; [Redacted text]@gov.scot>

**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

[Redacted text],

I'm aware that your solicitors had made some further requests for information and that we had provided the information last week that we had access to. I have heard nothing since. Can you provide an update on progress and when we may expect documents for signing?

Regards,

**James Stewart**

Director of Finance

[Redacted text]@rzss.org.uk

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RZSS Edinburgh Zoo, Edinburgh EH12 6TS

[Redacted text] rzss.org.uk @RZSS /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** James Stewart

**Sent:** 19 May 2020 12:19

**To:** [Redacted text]@gov.scot

**Cc:** [Redacted text]@gov.scot

**Subject:** RE: RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

[Redacted text],

I've attached our draft accounts to 31 December 2019. These have been audited and reviewed by our audit committee and board, but have not yet been signed off due to the uncertainties around the current pandemic. It has been agreed to sign these off once more clarity is in place on funding and reopening of the zoos. This will be before the statutory deadline of 30 September.

However the numbers within the draft accounts should not change, it's the narrative in the trustee report and audit report that will need to reflect the current crisis.

Happy to discuss if required.

Regards,

**James Stewart**

Director of Finance

[Redacted text]@rzss.org.uk

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RZSS Edinburgh Zoo, Edinburgh EH12 6TS

[Redacted text] rzss.org.uk @RZSS /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** [Redacted text]@gov.scot <[Redacted text]@gov.scot>

**Sent:** 19 May 2020 08:11

**To:** James Stewart <[Redacted text]@rzss.org.uk>

**Cc:** [Redacted text]@gov.scot

**Subject:** RZSS / SG Loan Update and request for Annual Report and Consolidated Financial Statements for the year ended 31 December 2019

Hi James

Hopefully we are close to concluding the loan for the panda enclosure. As you may be aware the Cabinet Secretary for Environment, Climate Change and Land Reform has given final approval for the loan following the previous agreement in principle. In an update from [Redacted text] yesterday evening, they have provided me with the latest position - they are currently working through the conditions precedent to drawdown of the Loan with [Redacted text]. Once [Redacted text] draft Application for Voluntary Registration is provided and the plan finalised, they can progress the Standard Security with a view to arranging execution and working towards completion.

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Kind regards,

[Redacted text]

Environment & Forestry Directorate Sponsorship Hub | Scottish Government | Area 3G South | Victoria Quay | Edinburgh | EH6 6QQ

I am currently working at home. The best way to get in contact with me is via mobile ([Redacted text] or Skype (text, voice or video)).

**25- Email 18/06/20 at 09:32**

**From:** James Stewart <[Redacted text]@rzss.org.uk>

**Sent:** 18 June 2020 09:32

**To:** [Redacted text]@gov.scot>

**Cc:** [Redacted text]@gov.scot>; [Redacted text]@gov.scot>

**Subject:** RE: Loan agreement - panda enclosure works

[Redacted text],

Many thanks for all of the help to achieve this.

Regards,

**James Stewart**

Director of Finance

[Redacted text] [Redacted text]@rzss.org.uk

**THE ROYAL ZOOLOGICAL SOCIETY OF SCOTLAND**

RZSS Edinburgh Zoo, Edinburgh EH12 6TS

[Redacted text] [rzss.org.uk](http://rzss.org.uk) @RZSS /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



**From:** [Redacted text]@gov.scot <[Redacted text]@gov.scot>

**Sent:** 18 June 2020 08:31

**To:** James Stewart [Redacted text]@rzss.org.uk>

**Cc:** [Redacted text]@gov.scot; [Redacted text]@gov.scot

**Subject:** Loan agreement - panda enclosure works

James

To confirm that we have received completed documentation, including the signed utilisation request, for the loan in respect of the costs for development of the panda enclosure. I thought it would be helpful to confirm that we have processed this transaction internally and you should be in receipt of funds shortly.

Kind regards,

[Redacted text]

Environment & Forestry Directorate Sponsorship Hub | Scottish Government | Area 3G South | Victoria Quay | Edinburgh | EH6 6QQ

I am currently working at home. The best way to get in contact with me is via mobile [Redacted text] or Skype (text, voice or video).

[Redacted text]

### 30- Email 21/04/20 at 19:28

**From:** [Redacted text]

**Sent:** 21 April 2020 19:28

**To:** [Redacted text]@fco.gov.uk>

**Cc:** [Redacted text]@gov.scot>; [Redacted text]@gov.scot>; [Redacted text]@gov.scot>; [Redacted text]@rzss.org.uk>

**Subject:** Re: CG letter

[Redacted text]

I have asked [Redacted text] to provide the addresses if we have them

Looking forward to hearing how the conversation goes - and assuming [Redacted text] will be duly cautious in his conversation. These relationships are very sensitive and the CG has been extremely supportive and helpful in terms of advice and using his contacts. (Not to mention the large number of masks and gloves they have provided.)

Jeremy

[Redacted text]

On 21 Apr 2020, at 18:17, [Redacted text] (Sensitive) <[Redacted text]@fco.gov.uk> wrote:

Dear Jeremy,

I wanted to check back in with you having seen the Consul General's response to your letter.

I wanted to let you know that [Redacted text] will have a call with the Consul General tomorrow and will add his support to your efforts at the zoo.

We have also had agreement from Ministers that Ms Cunningham will write to Chinese partners. We would very much appreciate if you could share with us email contacts for *Mr Chunliang Li and Mr Qingwen Li* for us to send on the letters.

We'll keep in touch and I'll update you following the call tomorrow.

Very best wishes,  
[Redacted text]

[Redacted text]  
Counsellor - Head of the Scottish Government Office in China  
British Embassy  
11 Guanghua Lu | Beijing 100600 China

[Redacted text]

---

**From:** [Redacted text] \* (Sensitive) <[Redacted text]@fco.gov.uk>  
**Sent:** Tuesday, April 7, 2020 12:16:54 PM  
**To:** [Redacted text]  
**Cc:** [Redacted text]@gov.scot <[Redacted text]@gov.scot>; [Redacted text]@gov.scot <[Redacted text]@gov.scot>; [Redacted text]@gov.scot <[Redacted text]@gov.scot>  
**Subject:** Re: CG letter

Dear Jeremy,

Many thanks for your good wishes.

Thank you also for sharing the letter to the Consul General and the good news on the gift of face masks - an important and worthwhile contribution at this time.

I certainly recognise the challenging circumstances the Zoo finds itself in as a result of Covid-19 and the impact that this will be having on your ongoing work.

Firstly, I want to assure you of the Scottish Government's ongoing commitment to supporting the Zoo in your work with the Pandas and our relationship with Chinese Partners.

I understand that the loan promised towards the end of last year is still processing and that lawyers in the SG and the RZSS are having ongoing discussions about the payment to be made. I am also aware of the letter you have recently sent Scottish Ministers and appreciate that this has not yet received a response.

As I'm sure you will appreciate Scottish Government resources are currently focused on responding to the COVID-19 pandemic and a number of staff (including lawyers) have been diverted to the crisis response. However, I have spoken with colleagues and will work together to progress both the loan and the response to your letter as soon as possible.

We have also offered, via contact with myself and [Redacted text], to seek Ministers agreement to provide a letter of support [Redacted text]. If you would still find this useful, we will progress this now.

I look forward to continued strong relationships between the Zoo and the Scottish Government, along with the Chinese Consul General on matters relating to the Pandas and China. However, I would hope that the Scottish Government and RZSS could work together

in challenges without seeking influence from the Consul General in the first instance. Again, if I can help with this, please let me know.

I enjoyed working with [Redacted text] since I took up post in China and with [Redacted text] in her time as interim CEO, I hope to continue this positive link with [Redacted text] as he takes on the role.

With best wishes,  
[Redacted text]

[Redacted text]  
Counsellor - Head of the Scottish Government Office in China  
British Embassy  
11 Guanghua Lu | Beijing 100600 China

[Redacted text]

---

**From:** [Redacted text]  
**Sent:** Monday, April 6, 2020 12:34:23 PM  
**To:** [Redacted text] \* (Sensitive) <[Redacted text]@fco.gov.uk>  
**Subject:** Fwd: CG letter

[Redacted text]

Greetings and I do hope that you and your family are safe in these most troubling of times.

[Redacted text] [Redacted text] In brief we are losing 90% of our revenue for an indefinite period but have to keep up a high % of our costs in order to safeguard the welfare of the animals.

Subsequently we requested from the CG some face masks for our keepers - for their safety and that of the animals in our collections. We received a very positive response and our appreciation is acknowledged in the attached letter to the CG.

[Redacted text]

Any advice or support that you can offer would be welcome.

Jeremy Peat  
Chair of Trustees; RZSS  
[Redacted text]

----- Forwarded message -----  
**From:** [Redacted text]@rzss.org.uk>  
**Date:** Mon, 6 Apr 2020 at 08:31  
**Subject:** CG letter  
**To:** [Redacted text]

Morning J

Please find attached for your records the formatted letter for CG Ma.

Kind regards

[REDACTED TEXT]

**[Redacted text]**

Executive Assistant

[Redacted text]@rzss.org.uk

**[Redacted text]**

**THE ROYAL ZOOLOGICAL SOCIETY OF SCOTLAND**

RZSS Edinburgh Zoo, Edinburgh EH12 6TS

**[Redacted text]** rzss.org.uk @RZSS /RZSSofficial

**33- Email 20/04/20 at 12:15**

Contains 35 and 36

**From:** [Redacted text]@rzss.org.uk>

**Sent:** 20 April 2020 12:15

**To:** Minister for Rural Affairs and the Natural Environment

<MinisterRANE@gov.scot>

**Subject:** Response from RZSS

Dear Minister

Please see attached a letter from Jeremy Peat Chair of Trustees at RZSS and related attachment

Kind regards

[Redacted text]

Executive Assistant

[Redacted text]@rzss.org.uk

 Please consider the environment before printing this email

**THE ROYAL ZOOLOGICAL SOCIETY OF SCOTLAND**

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**0131 314 0300** rzss.org.uk @RZSS /RZSSofficial

REGISTERED CHARITY NUMBER: SC004064



 Please consider your environment:  
Before printing this e-mail, ask yourself whether you need a hard copy